

DISTRICT OF NEW HAZELTON  
REGULAR MEETING OF COUNCIL

Monday, January 10, 2022  
Council Chambers

Public Meeting – 6:45 pm

(1) 2022-2026 Financial Plan Bylaw No. 364, 2022

Regular Meeting – 7:00 pm

(1) CALL TO ORDER:

(2) MINUTES:

a) Accept minutes of the December 6, 2021 regular meeting

(3) PETITIONS & DELEGATIONS: None

(4) UNFINISHED BUSINESS: None

(5) CORRESPONDENCE: None

(6) REPORTS: None

(7) BYLAWS:

a) 2022-2026 Financial Plan Bylaw No. 364, 2022 – 3<sup>rd</sup> Reading

(8) NEW BUSINESS:

a) Council Schedule:

- January 17              Lunch Meeting – Staff Sargent Durrin
- February 7             Regular Council Meeting
- March 7                 Regular Council Meeting

Closed Session,              Section 90.1 (e) Community Charter Act, regarding land

Adjournment

DISTRICT OF NEW HAZELTON  
REGULAR COUNCIL MEETING  
December 6, 2021  
ERWIN STEGE COMMUNITY CENTRE  
CONFERENCE ROOM

1) CALL TO ORDER: Meeting called to order at 7:00 pm

PRESENT: Mayor G. Lowry  
Councillor B. Henwood  
Councillor G. Burns  
Councillor J. Hobenshield  
Councillor R. Sturney  
Councillor A. Berg  
Councillor M. Weeber

STAFF PRESENT: W. Hunt  
R. Carlé

2) MINUTES:

RESOLUTION 8076/21

MOVED & SECONDED

That, the minutes of the November 1, 2021 regular meeting be accepted as presented.

CARRIED

3) PETITIONS & DELEGATIONS:

- a) FireSmart Coordinator Rachel Doddridge – FireSmart is living with and managing for wildfire in your area and on your property. It is an all-encompassing program, extending from the individual homeowner level up to a landscape land management level. The principles promoted by the program have shown that they are effective at reducing the risk to life and property in the most extreme wildfire conditions. The Hazeltons FireSmart program is focused on individual homeowners. The coordinator provides access to FireSmart literature and performs personalized home assessments to help home owners or tenants identify their next steps in protecting their home from wildfire.
- b) New Hazelton USRC Advisory Committee Representative Peter Newbery – Reported on the Upper Skeena Recreation Center. The facility has been up and running for two years. COVID has had a major impact on the running of the facility. The facility has provided a number of programs including: youth leadership programs, youth programs, summer and spring day camps, pro-d camps, dance programs, cardio fitness, pound classes, basketball, volleyball, hockey, skating, fitness, indoor football and lacrosse. The building has received three provincial architectural awards. However, there are still several significant

issues including the need for a dehumidifier, sewer line issues, completing the kitchen and paving the parking lot. The RDKS is working on finding funding and addressing these shortfalls. The building is fully funded until the end of 2022. There is an estimated shortfall of \$660,000 for 2023. Need to engage and secure ongoing funding to address these shortfalls. The original plan was for the bands to contribute on a per capita basis in the same manner as local governments, which would help address the shortfall. COVID and staff turnover at the RDKS have played a role in this. Reaching out to Nathan Cullen and Taylor Bachrach to see if the USRC can secure funding from the provincial or federal levels.

#### 4) UNFINISHED BUSINESS:

- a) Indigenous Court Erwin Stege Community Center Rental

RESOLUTION 8077/21

MOVED & SECONDED

That, the District of New Hazelton will not rent out the Council Chambers and it will only be used for Council purposes.

CARRIED

- Councillor R. Sturney opposed this resolution.

#### 5) CORRESPONDENCE:

- a) City of Terrace Social Issues Advisory Committee

RESOLUTION 8078/21

MOVED & SECONDED

That, the District of New Hazelton appoint Councillor Weeber and Councillor Burns as the alternate to the Social Issues Advisory Committee.

CARRIED

#### 6) REPORTS:

- a) Councillor Henwood – Reported that next year is the Diamond Jubilee for the Hazelton District Public Library.
- b) Mayor Lowry – Reported on the RDKS's open house for the South Hazelton rezoning application for Tammy Hayden.

7) BYLAWS:

- a) Curbside Collection Amendment Bylaw No. 363, 2021

RESOLUTION 8079/21

MOVED & SECONDED

That, the District of New Hazelton Curbside Collection Bylaw No 363, 2021 be adopted.

CARRIED

- b) 2022-2026 Financial Plan Bylaw No. 364, 2022

RESOLUTION 8080/21

MOVED & SECONDED

That, the District of New Hazelton Financial Plan Bylaw No 364, 2022 be given the first and second readings.

CARRIED

8) NEW BUSINESS:

- a) 2022 Council Schedule

RESOLUTION 8081/21

MOVED & SECONDED

That, the District of New Hazelton adopt the 2022 Council schedule as presented.

CARRIED

9) ADJOURNMENT:

RESOLUTION 8082/21

MOVED & SECONDED

That, the meeting be adjourned 8:31 pm.

CARRIED

CERTIFIED CORRECT THIS

DAY OF

, 2022

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

\_\_\_\_\_  
MAYOR



**DISTRICT OF NEW HAZELTON  
BYLAW NO. 364, 2022**

A bylaw to adopt the 2022-2026 Financial Plan

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WHEREAS pursuant to Section 165 of the Community Charter, being Chapter 26 of the Statutes of British Columbia, 2003, a Municipality must have a Financial Plan that is adopted annually, by Bylaw, before the Annual Property Tax Bylaw is adopted;

**NOW THEREFORE** the Council of the District of New Hazelton in open meeting assembled, enacts as follows:

1. Schedule "A", attached hereto and forming part of this Bylaw, is hereby adopted as the Financial Plan for the 5 years ending December 31, 2026;
2. Schedule "B", attached hereto and forming part of this Bylaw, is hereby adopted as the Statement of Objectives and Policies; and
3. This Bylaw may be cited as "**District of New Hazelton 2022-2026 Financial Plan Bylaw No. 364, 2022.**"

Read a first time this                      6<sup>th</sup>              day of December, 2021

Read a second time this                      6<sup>th</sup>              day of December, 2021

Read a third time this                      day of

Adopted this                      day of

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

**DISTRICT OF NEW HAZELTON**  
**FINANCIAL PLAN (CONSOLIDATED)**  
**FOR THE FIVE YEARS ENDED DECEMBER 31, 2026**  
**SCHEDULE "A"**

	BUDGET 2022	BUDGET 2023	BUDGET 2024	BUDGET 2025	BUDGET 2026
<b>REVENUE:</b>					
Residential, Class1	\$ 324,918	\$ 331,417	\$ 338,045	\$ 344,806	\$ 351,702
Utilities, Class 2	\$ 93,667	\$ 95,541	\$ 97,451	\$ 99,400	\$ 101,388
Major Industry, Class 4	\$ -	\$ -	\$ -	\$ -	\$ -
Light Industry, Class 5	\$ -	\$ -	\$ -	\$ -	\$ -
Business, Class 6	\$ 111,064	\$ 113,285	\$ 115,551	\$ 117,862	\$ 120,219
Rec/Non-Profit, Class 8	\$ 477	\$ 487	\$ 497	\$ 507	\$ 517
Farm, Class 9	\$ 265	\$ 271	\$ 276	\$ 281	\$ 287
Grants in Lieu	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000
<b>TAXATION REVENUE</b>	<b>\$ 582,392</b>	<b>\$ 593,000</b>	<b>\$ 603,820</b>	<b>\$ 614,856</b>	<b>\$ 626,113</b>
Frontage Taxes	\$ 62,500	\$ 62,500	\$ 62,500	\$ 62,500	\$ 62,500
Services Provided for Other Agencies	\$ 447,000	\$ 462,000	\$ 463,000	\$ 464,000	\$ 465,000
Utility Rates and Fees	\$ 264,000	\$ 264,000	\$ 264,000	\$ 264,000	\$ 264,000
Other Revenue	\$ 81,100	\$ 81,600	\$ 82,260	\$ 82,260	\$ 82,260
Non capital grants	\$ 58,000	\$ 535,000	\$ 535,000	\$ 535,000	\$ 535,000
Capital grants	\$ 477,000	\$ 1,200,000	\$ 934,000	\$ -	\$ -
Conditional Transfers	\$ 97,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Collections for Other Governments	\$ 434,000	\$ 434,000	\$ 434,000	\$ 434,000	\$ 434,000
<b>Total revenue</b>	<b>\$ 2,502,992</b>	<b>\$ 3,653,100</b>	<b>\$ 3,399,580</b>	<b>\$ 2,477,616</b>	<b>\$ 2,489,873</b>
<b>EXPENDITURES</b>					
General Municipal	\$ 1,975,800	\$ 1,819,400	\$ 1,859,380	\$ 1,907,334	\$ 1,956,861
Water	\$ 154,000	\$ 157,500	\$ 161,175	\$ 361,034	\$ 365,085
Sewer	\$ 67,100	\$ 460,100	\$ 60,100	\$ 60,100	\$ 60,100
Collections for other governments	\$ 434,000	\$ 434,000	\$ 434,000	\$ 434,000	\$ 434,000
Amortization of Assets	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
<b>Total expenditures</b>	<b>\$ 2,980,900</b>	<b>\$ 3,221,000</b>	<b>\$ 2,864,655</b>	<b>\$ 3,112,468</b>	<b>\$ 3,166,046</b>
<b>Surplus (deficit)</b>	<b>\$ (477,908)</b>	<b>\$ 432,100</b>	<b>\$ 534,925</b>	<b>\$ (634,852)</b>	<b>\$ (676,173)</b>
<b>Adjust for non-cash items</b>					
Amortization	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)
<b>Adjust for cash items non-PSAB</b>					
TCA expenditures	\$ 747,500	\$ 1,595,000	\$ 1,755,000	\$ 575,000	\$ 170,000
Transfer to (from) reserve	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Transfer to (from) Operating surplus	\$ (925,408)	\$ (862,900)	\$ (920,075)	\$ (909,852)	\$ (546,173)
	<b>\$ (477,908)</b>	<b>\$ 432,100</b>	<b>\$ 534,925</b>	<b>\$ (634,852)</b>	<b>\$ (676,173)</b>
<b>Financial Plan Balance</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ (0)</b>
<b>Cumulative Operating Surplus (deficit)</b>	<b>\$ 574,592</b>	<b>\$ (288,308)</b>	<b>\$ (1,208,384)</b>	<b>\$ (2,118,235)</b>	<b>\$ (2,664,408)</b>



## SCHEDULE 'B'

### STATEMENT OF OBJECTIVES AND POLICIES

In accordance with Section 165(3.1) of the Community Charter, the District of New Hazelton is required to include in the Five Year Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the Community Charter;
2. The distribution of property taxes among the property classes; and
3. The use of permissive tax exemptions.

### FUNDING SOURCES

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2022. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, and street lighting.

Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services – these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

**Table 1**

Revenue Source	% of Total Revenue	Dollar Value
Taxation	23%	\$ 582,392
User Fees & Charges	16%	\$ 407,600
Other Sources	18%	\$ 493,000
Grants	25%	\$ 632,000
Borrowing	0%	-
Reserves & Surplus	18%	\$ 434,000
<b>TOTAL</b>	<b>100%</b>	<b>\$ 2,502,992</b>

### OBJECTIVE

The District will annually review the portion of revenue that is received from user fees and charges.

### POLICY

The District will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.

## DISTRIBUTION OF PROPERTY TAXES

Table 2 outlines the distribution of property taxes among the property classes. The residential and business property classes provide the largest portions of property tax revenue. This is primarily due to no industrial classes within the District.

**Table 2**

PROPERTY CLASS	% of Property Taxation	Dollar Value
Residential	55.79%	\$ 324,918
Utilities	16.08%	\$ 93,667
Major Industrial	0.00%	-
Light Industrial	0.00%	-
Business & Other	19.07%	\$ 111,064
Recreation/Non-Profit	0.08%	\$ 477
Farmland	0.05%	\$ 265
Grants In Lieu	8.93%	\$ 52,000
<b>TOTAL</b>	<b>100.00%</b>	<b>\$ 582,392</b>

## OBJECTIVES

The District wishes to maintain the property tax levy percentages for 2022 at the prior levels plus 2%, adjusted for the impact of non-market changes to assessments. Utility class will be less than the maximum allowable by Provincial statute (BC Reg. 329/96).

## POLICIES

The District will continue to maintain and encourage economic development initiatives designed to attract more retail, commercial and industrial businesses to invest in the community.

The District will regularly review and compare the District's distributions of property tax burden relative to other municipalities in British Columbia.

The District will review annually, with a view of lowering both the residential and business property tax rates using new, non-market industrial assessment.

## PERMISSION TAX EXEMPTIONS

The District has an existing permissive tax exemption policy which guides the administration and approval of permissive tax exemptions.

## OBJECTIVES

The District will continue to provide permissive tax exemptions to non-profit societies and churches pursuant to District policy.



## POLICY

The District will accept Permissive Tax Exemption applications from non-profits, charitable organizations, and churches. Permissive tax exemptions will run on a three-year cycle. Applications for exemption must be resubmitted at the end of each cycle.

### Permissive Tax Exemption

Value of Permissive Exemptions granted by the District under Section 220, 224, or 225 of the Community Charter

	<b>2022</b> (est)	<b>2023</b> (est)	<b>2024</b> (est)	<b>2025</b> (est)	<b>2026</b> (est)
St. Mary's Roman Catholic Church	\$739.40	\$ 754.19	\$769.27	\$784.66	\$800.35
BC Conf Mennonite Brethren Churches	\$432.44	\$441.09	\$449.91	\$458.91	\$468.09
New Hazelton Congregation of Jehovah's Witnesses	\$69.25	\$70.63	\$72.05	\$73.49	\$74.96

Note: Permissive Tax Exemption Bylaw expires in 2024. Applicants will need to reapply for further years. Numbers are based on the assumption that an application will occur.