

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY, MAY 17, 2022  
ONLINE (VIA ZOOM)**

**AGENDA**

**1.0 CALL TO ORDER**

1.1 Agenda for the Regular Council meeting of Tuesday May 17, 2022

**Recommendation/s:** THAT Council approves the agenda for the Regular Council meeting of Tuesday May 17, 2022, as circulated.

**2.0 MINUTES**

2.1 Minutes for the Public Consultation meeting of Tuesday May 3, 2022

**Recommendation/s:** THAT Council approves the Public Consultation meeting minutes of Tuesday May 3, 2022, as circulated.

2.2 Minutes for the Regular Council meeting of Tuesday May 3, 2022

**Recommendation/s:** THAT Council approves the Regular Council meeting minutes of Tuesday May 3, 2022, as circulated.

2.3 Minutes for the Special Council meeting of Tuesday May 10, 2022

**Recommendation/s:** THAT Council approves the Special Council meeting minutes of Tuesday May 10, 2022, as circulated.

**3.0 DELEGATIONS AND PRESENTATIONS –**

3.1 Wells High School Masters student presentation to Council

**Recommendation/s:** THAT Council  
Receives the presentation by the Wells High School Masters Student, Christy McHarg,  
Regarding the Wells Destination High school initiative.

**4.0 CORRESPONDENCE**

4.1 Letter from Wells-Barkerville Community Forest Board (WBCFB) – Request for support

**Recommendation/s:** THAT Council

1. Receives the request for a letter of support from Wells-Barkerville Community Forest Ltd and Wells and Area Trails Society; and

2. That pursuant to the request from Wells-Barkerville Community Forest Ltd and Wells and Area Trails Society (WATS), Council send a letter of support to Northern Development Initiative Trust (NDIT) for the funding application submitted by WATS for trail development and the construction of two overnight cabins on Cornish Mountain.

**5.0 UNFINISHED BUSINESS**

5.1 Cariboo Regional District Trail Project

**Recommendation/s:** THAT Council

Directs staff to write a letter in support of the proposed Cariboo Regional District Trails Project.

5.2 District of Wells Rolling Stock

**Recommendation/s:** THAT Council

1. Receives the staff report regarding the District of Wells Rolling Stock; and
2. Directs staff on next steps in regards to purchasing the new public works pick up truck Requested.

5.3 District of Wells Community Playground

**Recommendation/s:** THAT Council

1. Receives the staff report regarding the Wells Community Culture and Recreation Facility Replacement playground and playground designs with quotes; and
2. Directs staff to request Community input on the proposed designs and quotes.

5.4 Wells Community Reminder on Water and Pilot Program

**Recommendation/s:** THAT Council

1. Receives the staff report regarding a friendly reminder to Wells residents on Water Recommendations and announcement of Pilot Filtration program.

5.5 Mayor's report (verbal updates)

- \* BC Hydro and NDIT – Assessment quotes and Awardment recommendation.
- \* Version 2.3 of the "Concise Business Plan" with updated Appendix L (v.4)
- \* Wells-Barkerville Cemetery
- \* Update on Municipal Office Renovations

**6.0 NEW BUSINESS NIL**

**7.0 BYLAWS**

7.1 District of Wells Elections Procedure Bylaw No. 206, 2022

**Recommendation/s:** THAT Council

1. Receives the staff report regarding the proposed District of Wells Elections Procedure Bylaw No. 206, 2022; and
2. Gives First, Second and Third readings to the District of Wells Elections Procedure Bylaw No. 206, 2022.

7.2 Proposed District of Wells Mail Ballot Authorization and Procedure Bylaw No. 207, 2022

**Recommendation/s:** THAT Council

1. Gives First, Second and Third readings to the District of Wells Mail Ballot Authorization and Procedure Bylaw No. 207, 2022.

**7.0 INFORMATION AND ANNOUNCEMENTS**

- 9.1 Council
- 9.2 Staff
- 9.3 Public Gallery – **Questions relating to the agenda.**

**8.0 ADJOURNMENT**

- 10.1 Adjournment of the Regular Council meeting of Tuesday May 17, 2022.

**Recommendation/s: THAT Council** at \_\_\_\_\_PM adjourns the Regular Council meeting for Tuesday May 17, 2022.

**DISTRICT OF WELLS – PUBLIC CONSULTATION**

**District of Wells 2022 Provisional Budget  
And  
District of Wells 2022-2026 Five-Year Financial Bylaw No. 204, 2022**

**Tuesday May 3, 2022 at 6:30PM  
Via Zoom**

**MINUTES**

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**ATTENDANCE:** Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

**STAFF:** Chief Administrative Officer, Donna Forseille; Fire Chief, Carrie Chard; and District Clerk, Lala Cripps

**PUBLIC GALLERY:** 2

This public consultation is being convened pursuant to Section 166 of the Community Charter in order to consider both the District of Wells proposed 2022 Budget for approval and the District of Wells 2022-2026 Five Year Financial Plan Bylaw No. 204, 2022 for public input prior to final reading of the bylaw.

1. CALL TO ORDER AT 6:35PM
  - 1.1 Agenda for the Public Consultation/s for May 3, 2022

**PC22-01**      **MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council approves the agenda for the Tuesday May 3, 2022, Public Consultation, as circulated.

Carried Unanimously

2. PUBLIC CONSULTATION PROCEDURE AND GUIDELINES:
  1. Mayor Coleman to Read aloud Procedure and Guidelines for Public Consultation Statement
3. PART ONE- **DISTRICT OF WELLS PROPOSED 2022 PROVISIONAL BUDGET**

**PC22-02**      **MOVED** Councillor McDonagh, seconded Councillor Lewis THAT Council receives the District of Wells Proposed 2022 Provisional Budget as amended to reflect Public input received by staff to date.  
Carried Unanimously

3a.      CORRESPONDENCE:

1. Letter from Gary Champagne regarding input on the 2022 proposed Budget and Five-year Financial Bylaw

**PC22-03**      **MOVED** Councillor Forseille, seconded Councillor Kilsby THAT Council receives the correspondence from Gary Champagne regarding the 2022 proposed Budget and Five-year Financial Bylaw  
Carried Unanimously

3b.      COMMENTS AND STATEMENTS FROM THE PUBLIC:

District of Wells Public Consultation May 3, 2022

No comments were received.

4.      PART TWO- DISTRICT OF WELLS 2022-2026 FIVE YEAR FINANCIAL BYLAW NO. 204, 2022

**PC22-04**      **MOVED** Councillor Funk, seconded Councillor Kilsby THAT Council receives the District of Wells 2022-2026 Five Year Financial Bylaw no. 204, 2022, as amended to reflect public input received by staff to date.  
Carried Unanimously

4a.      CORRESPONDENCE:

*Refer to 3a.1. Letter from Gary Champagne*

5.      COMMENTS AND STATEMENTS FROM THE PUBLIC:

No comments were received.

6. ADJOURNMENT:

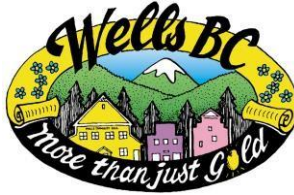
**PC22-05**      **MOVED** Councillor Lewis, seconded Councillor Kilsby Recommendation/s: THAT Council at 6:44PM adjourned the Tuesday May 3, 2022, Public Consultation.  
Carried Unanimously

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Donna Forseille, CAO

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Ed Coleman, Mayor



**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY, MAY 03, 2022  
ONLINE (VIA ZOOM)**

**MINUTES**

**ATTENDANCE:** Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

**STAFF:** Chief Administrative Officer, Donna Forseille; Fire Chief, Carrie Chard; and District Clerk, Lala Cripps

**PUBLIC GALLERY:** 10

**1.0 CALL TO ORDER AT 7:01PM**

1.1 Agenda for the Regular Council meeting of Tuesday May 3, 2022

**22-69 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council approves the agenda for the Regular Council meeting of Tuesday May 3, 2022, amended adding item 6.3 JDS Energy & Mining Inc. bid evaluation for Feasibility Study for the upgrade of the wastewater treatment facility for the District of Wells.

Carried Unanimously

**2.0 MINUTES**

*Councillor Funk requested a change on page 7 of the minutes to reflect that one resident was unhappy not happy as the minute's state.*

*Councillor Lewis requested a change to page 8 to reflect that she said industrial not commercial, and that one resident did not reside in the area that had been consulted.*

2.1 Minutes for the Regular Council meeting of Tuesday April 19, 2022

**22-70 MOVED** Councillor Funk, seconded Councillor McDonagh THAT Council approves the Regular Council meeting minutes of Tuesday April 19, 2022, as circulated as amended.

Carried Unanimously

**3.0 DELEGATIONS AND PRESENTATIONS – NIL**

**4.0 CORRESPONDENCE**

4.1 Letter to Mayor and Council from Judy Campbell

**22-71 MOVED** Councillor Lewis, seconded Councillor Kilsby THAT Council receives the letter to Mayor and Council regarding the zoning amendment application for 3810 Ski hill Rd.

Carried Unanimously

**22-72 MOVED** Councillor McDonagh, seconded Councillor Funk that Judy Campbell's letter be referred to the Vision and Planning Committee meeting.

Carried Unanimously

4.2 Letter of Support to Island Mountain Arts for the BC Community Gaming Grant - IMA 2022 Application -Due May 9th, 2022

- 22-73 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council receives the letter of support to Island Mountain Arts for the BC Community Gaming Grant - IMA 2022 Application - Due May 9th, 2022 and directs staff to write a letter of support to Island Mountain Arts for the BC Community Gaming Grant - IMA 2022 Application -Due May 9th, 2022.

Carried Unanimously

## **5.0 UNFINISHED BUSINESS**

5.1 Zoning Amendment application for Barkerville Gold Mines for 3810 Ski Hill Rd

- 22-74 MOVED** Councillor Lewis, seconded Councillor Kilsby THAT Council receives the Zoning amendment application and supporting documents for 3810 Ski Hill Rd. for discussions.

Carried Unanimously

- 22-75 MOVED** Councillor Funk, seconded Councillor Lewis THAT Council does not approve the 3810 Ski Hill Rd. to move further in the consultation process.

Carried, Mayor opposed the motion

## **6.0 NEW BUSINESS**

6.1 Mayor's Report (verbal updates)

- 22-76 MOVED** Councillor McDonagh, seconded Councillor Kilsby THAT Council receives the mayor's verbal updates and Draft Version 2.1 of the "Concise Business Plan".

Carried Unanimously

- 22-77 MOVED** Councillor Lewis, seconded Councillor Kilsby THAT Council will work to revitalize and restore the existing District of Wells four historic structural assets before demolition or rebuilding, keeping an eye to any new build opportunities were feasible.

Carried Unanimously

6.2 Gas Tax Funding (staff verbal report)

- 22-78 MOVED** Councillor McDonagh, seconded Councillor Kilsby receives the staff verbal report regarding the unspent Gas Tax Funds.

Carried Unanimously

- 22-79 MOVED** Councillor Funk, seconded Councillor Kilsby THAT Council approves, in principle, to prioritize Gas Tax Funds for the replacement of the Wells Community Culture and Recreation Facility Building Community Playground.

Carried Unanimously



**22-80 MOVED** Councillor Funk, seconded Councillor Kilsby THAT Council directs staff to bring forward within a staff report the next steps and procedures in moving forward with the Community playground replacement to the May 17<sup>th</sup>, 2022, Regular Council Meeting.

Carried Unanimously

6.3 JDS Energy & Mining Inc. bid evaluation for Feasibility Study for the upgrade of the wastewater treatment facility for the District of Wells.

**22-81 MOVED** Councillor Lewis, seconded Councillor Funk THAT Council approve JDS Energy and Mining Inc.'s recommendation to award the contract to undertake and to complete a FS and Capital Cost Estimate covering the necessary modifications of the existing District of Wells Wastewater Treatment Facility and the installation of new wastewater treatment equipment to R. Radloff & Associates Inc. based out of Prince George, BC.

Carried Unanimously

## **7.0 INFORMATION AND ANNOUNCEMENTS**

### 9.1 Council

*Councillor Lewis stated that May 9th is the fire smart presentation (evening) at the Sunset Theatre. May 10th is West Fraser's Annual Community Meeting from 3-8 at the Community Hall. May 20th is Spring's Wells at the Sunset, Sarras & IMA gallery. This is an amazing evening of people and music. May 21 is the community garage sale-details are still unfolding but it's looking like Saturday only. May 22 is Dan Cryderman (Trombonissimo) at Sarras. Local favourite Bob Campbell is opening. Pay what you can. June 3rd JP Winslow will present an 1 Man chamber performance of a Sherlock Holmes story at Sarras. June 17 singer songwriter Naomi Shore (formerly of the group "Twin Peaks") at Sarras. The Sunset plans to continue to show films during these months as well. Keep an eye on the Facebook pages for those announcements. Pickleball games have shifted slightly but are both now from 6-8 pm on Thursday and Sunday each week.*

*Councillor Funk stated that it is great to see so many activities again. May 4<sup>th</sup> and Thursday May 6<sup>th</sup> she is registered for the NCLGA which she will be attending online.*

*Mayor Coleman asked if attending councillors to the NCLGA could make a report on the information they have learned from those meetings.*

### 9.2 Staff - no comments

### 9.3 Public Gallery – **Questions relating to the agenda.**

*Alison Galbraith, Wells, BC questioned if the gas tax funds could be used for the roof on the community facility building instead of the playground equipment.*

*CAO Forseille stated that the funds can only be used for projects that can start and complete in the same year, in addition to that can not be used with additional funds or grants and the roof does not qualify the parameters of funding allowances.*

*Mayor Coleman thanked Alison for her question and assured her the roof for the community facility building is a priority.*

*Elyssia Sasaki, Wells, BC questioned if there was an update on when the basement work will be done in the Community Facility building. She questioned if Appendix K of the Concise Business plan will be sent out to public for consultation and input.*

*Mayor Coleman assured that the Appendix K will be sent out to the public via online portals to be able to consult.*

**8.0 ADJOURNMENT**

10.1 Adjournment of the Regular Council meeting of Tuesday May 3, 2022.

**22-82 MOVED** Councillor Lewis, seconded Councillor Kilsby THAT Council at 8:43PM adjourns the Regular Council meeting for Tuesday May 3, 2022.

Carried Unanimously

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Donna Forseille, CAO

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Ed Coleman, Mayor

DRAFT



**SPECIAL COUNCIL MEETING**

**Tuesday May 10, 2022**

**Via Zoom (Online)**

MINUTES

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- A. CALL TO ORDER AND AGENDA ADOPTION at 9:06 AM  
*Mayor Coleman acknowledged that we are on the indigenous territory and unceded lands for this meeting.*
1. Agenda for Special Council Meeting Tuesday May 10, 2022
- SC22-13 MOVED Councillor Lewis, seconded Councillor McDonagh **THAT** Council approves the Agenda for the Special Council Meeting of Tuesday, May 10, 2022, adding item to 4.v of the Mayors report, as amended.  
Carried Unanimously
- B. ADOPTION OF MINUTES:
1. Minutes for the Special Council meeting of Thursday April 28, 2022
- SC22-14 MOVED Councillor McDonagh, seconded Councillor Lewis **THAT** Council approves the Thursday April 28, 2022, Special Council Meeting Minutes, as circulated.  
Carried Unanimously
- C. UNFINISHED BUSINESS:  
*Mayor and Councillors thanked Gary Champaigne for helping the Chief Administrative Officer for his help in completing the Wells Budget and Five-year Financial Bylaw.*
1. 2022 Provisional Budget
- SC22-15 MOVED Councillor Funk, seconded Councillor Lewis **THAT** Council approves the amended 2022 District of Wells Budget, as circulated.  
Carried Unanimously
2. District of Wells 2022- 2026 Five-Year Financial Bylaw No. 204, 2022
- SC22-16 MOVED Councillor McDonagh, seconded Councillor Lewis **THAT** Council gives Final Reading to the amended District of Wells 2022-2026 Five-Year Financial Bylaw No. 204, 2022, as circulated.  
Carried Unanimously

3. District of Wells 2022 Tax Rate Bylaw No. 205, 2022

SC22-17 MOVED Councillor Lewis, seconded Councillor McDonagh **THAT** Council gives Final reading to the amended District of Wells 2022 Tax Rate Bylaw No. 205, 2022, as circulated.

Carried Unanimously

4. Mayors verbal report:
- i) Road Drainage, surfaces and culverts
  - ii) Cariboo Regional Trails Program
  - iii) Wells projects update
  - iv) Public Works rolling stock
  - v) Cemetery

SC22-18 MOVED Councillor Lewis, seconded Councillor McDonagh **THAT** Council accept the mayors verbal report.

Carried Unanimously

D. ADJOURNMENT:

SC22-19 MOVED Councillor Lewis, seconded Councillor McDonagh **THAT**, the Special Council meeting of Tuesday May 10, 2022, be adjourned at 9:46 AM.

Carried Unanimously

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Donna Forseille, CAO

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Ed Coleman, Mayor

# A Place-Responsive Outdoor-Based High School in Wells, BC

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Christy McHarg

[mcharg@unbc.ca](mailto:mcharg@unbc.ca)

Supervisor: Dr. Phil Mullins

University of Northern British Columbia

May 18, 2022

# Outline

- Introductions
- Wells Integrated Learning Destination (WILD) proposal
- Research Process
- Expected Outcomes
- Conclusion



# Christy McHarg - Masters Student

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- Born in Calgary, Alberta
- BA in Health and Physical Education
  - Major in Ecotourism and Outdoor Leadership
- Working on MA, Natural Resources and Environmental Studies (NRES) at UNBC in Prince George
- Likes: reading, snowboarding, walking, iced tea

# Dr. Phil Mullins - Supervisor



- PhD from University of Alberta
- Prince George & UNBC since 2009
- Associate Professor, Outdoor Recreation and Tourism Management, & Natural Resources and Environmental Studies
- Long interest and experience with outdoor and international field schools and place-responsive learning.



# Wells Integrated Learning Destination (WILD) High School Proposal

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- Wells and Area Community Association  
& Wells Barkerville Community Forest
- Exploring possibility for a pilot project (grades 10/11)
- Reflection of the Wells community
- Place-responsive, outdoor-based, rooted in local community



Photo by: Phil Mullins



Photo by: Phil Mullins

# Research Aims

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- Engage with community members
- Generate common understandings to explore a possible pilot project
- Contribute to social capital and future prosperity

## Research Process:

- Series of workshops
- Unstructured interviews

## Research Flow:

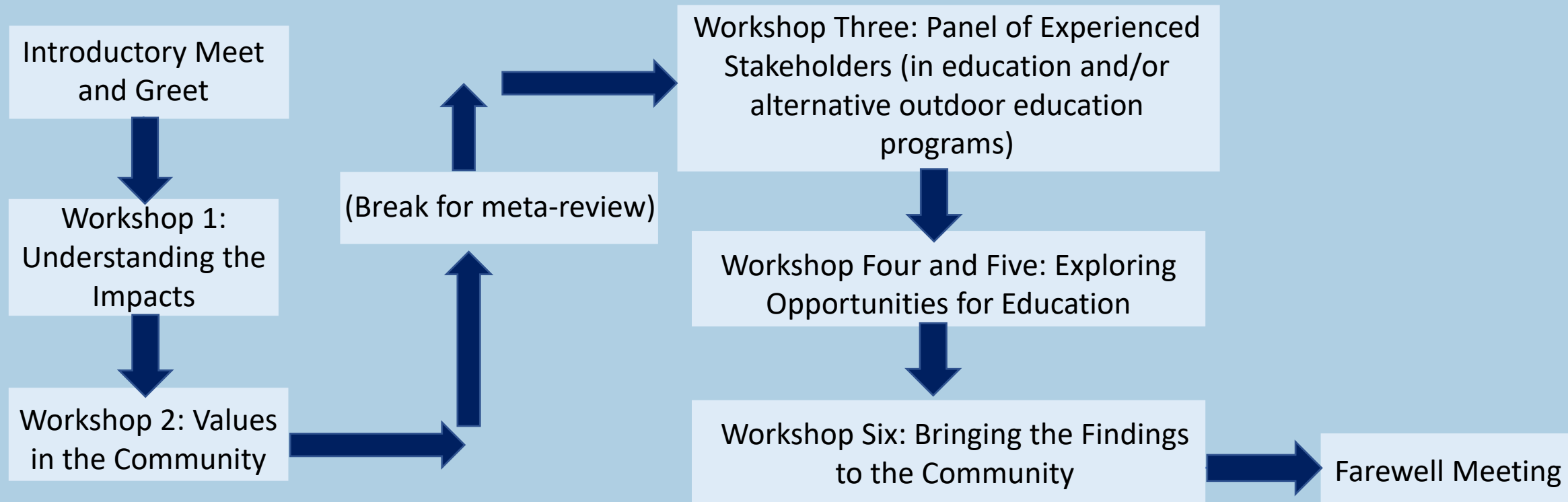




Photo by: Phil Mullins

# Expected Outcomes

- Multi-directional learning about rural applications of place-responsive education and outdoor-based programs
- Work towards possible pilot project, which would enact collaborative work

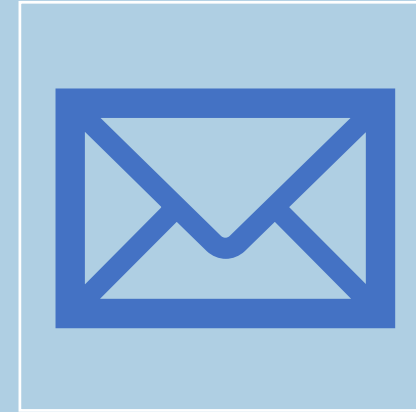
## **Practical:**

- Thesis
- Community Report

# Thank you!



Christy Mcharg: [mcharg@unbc.ca](mailto:mcharg@unbc.ca)



Phil Mullins: [philip.mullins@unbc.ca](mailto:philip.mullins@unbc.ca)



PO Box 69  
Wells BC V0K 2R0

May 12, 2022

By email  
c/o Admin1@wells.ca

Mayor and Council  
District of Wells  
4243 Sanders Street  
PO Box 219  
Wells BC V0K 2R0

**Re: Request for letter of support**

In partnership with Wells-Barkerville Community Forest Ltd, Wells and Area Trails Society is submitting a funding application to Northern Development Initiative Trust (NDIT).

We respectfully ask for a letter of support from the District of Wells for this application.

The applicant is Wells and Area Trails Society, and the NDIT funding would greatly assist with the development of the Riverside Trail, a project already endorsed by Council as part of our request for trail development authorization from the province. The funding would also assist with improving certain sections of some of the existing trails on Cornish Mountain and with building two destination cabins further north on Cornish Mountain.

We are confident these improvements will significantly increase the number of recreational trail users who visit the community and increase the enjoyment of the trails by local residents.

Please contact me if you require any further information.

Sincerely,

Cam Beck, Coordinator

DRAFT

Date: 30/03/2022

**To:** District of Wells, Mayor and Council

**And To:** Donna Forseille, Chief Administrative Officer

**From:** Darron Campbell, Manager of Community Services, Cariboo Regional District

**Date of Meeting:** April 5, 2022

**File:** [Click here to enter text.](#)

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## Short Summary:

Proposed Establishment of a Regional Trails and Parks Service

## Background:

The following is background on the proposed establishment of a Regional Trails and Parks function for the Cariboo Regional District, which would provide benefit to and include all 12 electoral areas and four municipalities in the Region.

This information was initially presented to Cariboo Regional District Board in July 2020, which directed staff to engage with municipal partners and determine level of support and procure a participating resolution as possible.

To date, the Regional District has received a response from the District of 100 Mile House Council, which resolved not to be a participating area of the proposed regional service. The District of 100 Mile House represents about 4.2% of the regional requisition for the new service.

The City of Quesnel Council also passed a resolution in September 2021 not to participate in a regional service as proposed, but is willing to participate a sub-regional service focused on the north Cariboo subject to the governance and management model. Quesnel represents about 14.4% of the proposed regional requisition.

This presentation has also been received by City of Williams Lake Council and follow-up meetings with city and regional district staff are planned to continue the discussion and clarify details. The City of Williams Lake represents about 15.2% of the regional requisition for the service.

For context, the District of Wells represents 0.22% of the overall regional taxable assessment and this would amount to a contribution of about \$415 towards the initial proposed \$200,000 budget for the new regional trails service.



The information as follows is intended to be 'guiding principles' for a Regional Trails and Parks function that will assist in the service development process and is brought forward to support understanding and confirmation of area participation prior to final service establishment by the Regional District Board.

Currently, the Regional District has no mandate, service structure or budget for supporting the development and management of trails and parks, except within sub-regional recreation functions that exist immediately surrounding the municipalities of Quesnel, Williams Lake and 100 Mile House. Some limited project-based support from the Regional District has been provided through grants and various economic development budgets, but this structure is not efficient or sustainable nor is it adequate to properly facilitate significant growth and management of regional trail networks.

#### Legislative Requirements for Service Establishment

A majority of Regional Districts in BC have regional parks and trails functions – but there are very different service levels depending on the number of properties, overall purpose and corporate priority. Most areas seem to have regional park functions that were established by letters patent in the 1970's and then were transitioned to establishment bylaws through a basic administrative process. None of the other Regional Districts contacted required or utilized a public assent process for establishment of their services.

The neighbouring regional districts to the Cariboo have parks and trails functions including Fraser Fort George, Thompson Nicola, Bulkley Nechako and Peace River. Well-developed regional functions are also common in the Okanagan and Kootenays.

The legislative background and process for establishing a regional trails and parks service is contained in the Local Government Act and also through consultation and experience with Ministry of Municipal Affairs staff.

From the LGA, a regional trails and parks function does not require a tax requisition limit in the establishment bylaw.

As a no requisition limit bylaw, establishment of the service does not require public assent, such as a region-wide referendum or alternative approval process.

Consent for the proposed establishment bylaw can be given by participating electoral area directors and through council resolution for member municipalities.

Although not directly clarified in the LGA, it is standard practice that regional trails and parks are free for public use, for example, there can't be a charge for access to cross country skiing or hiking. Most sites are day-use only without overnight camping and some regional parks do have fees and charges for special event bookings such as weddings or film-making.

## Guiding Principles for establishing a Cariboo Regional District Trails and Parks Service

It is intended that the establishment of a regional function include all electoral areas and municipalities of the Regional District. This broad scope avoids future development location limitations as well as budget conflict regarding where taxation is occurring and where it is not when compared to residents, businesses and user groups benefiting from services provided.

It is intended that the new regional function avoid as much as possible overlap and duplication with trail support services currently included under existing sub-regional recreation functions, such as the mountain bike networks in the north and central Cariboo and at individual properties such as Kostas Cove and Claymine in the north Cariboo and Scout Island in the central Cariboo. It is expected these situations will be dealt with on a case-by-case basis to determine if they are more appropriately under sub-regional recreation or managed as part of the regional function - as long as it's not both.

Avoiding duplication while working in partnership with Rec Sites and Trails BC and with existing municipal trail systems is also important.

Staff recommend taking a moderate, 'organic' approach to the long-term development of a regional trails and parks service. In other words, the establishment process would not begin with an all-encompassing master plan process that seeks out properties and projects to create, which raises expectations and creates confusion with stakeholders.

Rather, the function could be established quickly and simply and the budget and staffing resources acquired to address the immediate priorities that are driving the current discussion. These immediate project priorities would be:

1. The initial focus is on development and ongoing management of regional trails as well as connecting and growing existing trail networks.

This is consistent with the scope other regional districts have undertaken, particularly when utilizing old rail bed corridors. The Cariboo is reasonably well served by smaller, localized trail networks, such as the mountain bike or motocross networks, that are managed by specific user groups while providing broader benefits. Longer trails that cover extensive geography and cross many jurisdictions are much more difficult to establish and maintain and would be a unique priority for the proposed regional trails service.

2. A second focus is on expansion and management of the growing regional wheelchair accessible wilderness trail network.

These trail projects have been coordinated and funded by grants acquired by the Regional District since 2008. To date, all trail project locations have required a community partner to hold land tenure and/or undertake regular maintenance of the completed trail. With a trails and parks service, the Regional District could hold these tenures directly as well as provide contract maintenance funding as required. This would remove significant barriers that currently limit expansion of the low mobility trails concept.

3. A third focus is awareness and planning through engagement of key recreation organizations to determine support and priorities for activities such as cycling, equestrian, hiking and motorized trail use. All areas of the region have active non-profit groups that can be contacted and engaged.

4. A fourth priority is engaging First Nations to develop partnerships both at the concept and strategic level as well as the ground-level with respect to construction and maintenance. Several First Nation communities are also developing trail networks and training crews for ongoing maintenance. A regional trails function is an excellent opportunity to build positive relationships with various First Nation communities.

#### Longer term goals for future consideration

1. The current proposal is not being driven by public requests for more parks or day-use picnic sites and the region is well served by properties managed by Rec Sites and Trails BC and BC Parks. If regional park opportunities do arise, they can be individually reviewed for feasibility and considered for inclusion and development on a case-by-case basis.

2. At this time, the primary function and mandate of the service is regional recreation trails and not point-to-point active transportation routes, which are designed to offer an alternative to motor vehicle travel. Although these alternative travel options are a public desire in many areas of the region, it is also an unresolved mandate concern, particularly with the Ministry of Transportation and Infrastructure, which is provincially responsible for the safe movement of people within road right-of-way corridors, particularly along major highways and in rural areas.

3. Similar to the issue with active transportation routes, boat launches and public access points to lakes and rivers currently fall under the provincial mandate of either the Ministry of Transportation or Rec Sites and Trails BC. Many MOTI access points were established during land subdivision and then gradually developed into semi-functional boat launches, despite the fact that neither adequate parking nor proper launching infrastructure is in place. Many of these locations represent a significant liability and a specific feasibility review should be undertaken prior to regional district involvement through the trails and parks function. That said, there may on occasion be the opportunity for new property development for lake access that can be connected to a regional park or trail asset, which is appropriately within the mandate of the parks and trails function.

4. The service may also acquire lands set aside to the Regional District during the property subdivision process. Development and management of these lands will not be an immediate priority but can be considered a potential long-term goal.

## Business Plan Goals and Budget

If the establishment of a new trails and parks service is in place for 2023, the following goals and actions could be included in the initial budget.

There are several funding contribution arrangements which make logical sense to be transferred from an existing function to a new trails and parks service.

These administrative items proposed to be transferred to the new regional budget include: The trail maintenance contribution agreement with the Williams Lake Cycling Club (\$20,000 per year) which is currently in Central Cariboo Recreation and the agreement with the Gold Rush Cycling Club (\$15,000 per year) which is in North Cariboo Recreation.

The trail development contribution with community groups in the east Cariboo, such as Likely, Horsefly and Big Lake (up to \$10,000 total per year) which is currently in the Central Cariboo Economic Development budget.

The tourism site infrastructure (outhouses and garbage cans) maintenance contributions with groups in the north Cariboo (\$5,000 per year), which is currently in the North Cariboo Economic Development budget.

The highway rest stop park contribution to the Lone Butte historical site and washrooms (\$3,000 per year), which is currently in the South Cariboo Economic Development budget.

Delivery of the new trails and parks service will require a new staff position and the estimated full cost for this is \$100,000 including wages, travel, technology and basic operating budget.

Along with these budget items, funding for specific goals may be included to help make progress on key strategic goals. These costs are primarily targeted at utilizing consulting services or for grant-matching requirements.

Specific budget goals:

1. Engagement, development and operational support for a cross regional cycling trail (\$20,000).
2. Review and engagement on other cross regional trails such as the Cariboo Waggon Road concept, snowmobile routes, dog sled runs and backcountry horse trails. (\$20,000).
3. Wheelchair accessible wilderness trails – identifying new opportunities for development that were previously limited without a regional trails function (\$10,000).
4. Review of public access points and boat launches on popular lakes for logical opportunities that complement and don't conflict with the mandate of Rec Sites and Trails BC or MOTI. Budget (staff time only as a first step).

The budget total for the goals and actions detailed above is \$188,000, with flexibility for increasing contribution agreements and consideration of contingency, it is recommended that the 2023 budget for a new trails and parks service be established at \$200,000 per year.

With this requisition level established over the entire Regional District, including member municipalities and based on land and improvements, the residential tax rate would be less than \$1.65 per \$100,000 of assessed value.

If the municipalities of 100 Mile House and Quesnel do not participate in the new service, the residential tax rate for the remaining areas would be about \$2.00 per \$100,000 of assessed value.

**Attachments:**

None.



# District of Wells

<b>Meeting Date</b>	May 17, 2022
<b>Report Date:</b>	May 12, 2022
<b>Memo to:</b>	Mayor and Council
<b>From:</b>	Donna Forseille, Chief Administrative Officer
<b>Subject:</b>	District of Wells Request for Rolling Stock

## Purpose/Issue:

The purpose of this report is to bring back forward from the Special Council meeting of Tuesday May 10, 2022 the District of Wells needs for rolling stock.

At the Special Council meeting of Tuesday May 10, 2022, Mayor and Staff identified the need for a new public works pick up truck and potential future need for other heavy equipment as rolling stock.

The current 2012 GMC Public Works 1 ton pickup truck is reaching its life expectancy, while it could still be utilized for in town grunt work and towing capacity needs, it is recommended that Council considers the purchase of a new or newer pick up truck. The recommendation is a crew cab 4x4 half ton or three-quarter ton pickup truck.

Staff have priced trucks out and the purchase price of a new truck would be around the \$62,000 to \$64,000 dollar mark. Staff have identified a white F150 crew cab with 4x4 and towing package, with Cariboo Ford in Quesnel. The current interest rates to finance the truck would be 0.99% to finance and 2.99% to Lease. (Estimated monthly payments to purchase at 0.99% is (\$1400 to \$1500 per month- including taxes-*gst is applied for back to the municipality as a credit*)

Given the differences to interest rates, staff would recommend the lower interest rate over 3-4 years versus a lease. Cariboo Ford offers a Municipal Fleet Cost, which would save an estimated \$3000 on a new purchase.

The other option is to purchase a vehicle outright.

Mayor and staff have also recently evaluated the potential future need for heavy industrial equipment such as a small excavator and Backhoe unit. The drainage and ditching in Wells was recently looked at by Mayor and Staff. All unpaved roads, lanes, street need re-grading and new culverts and ditches installed to alleviate the drainage issues in Wells. To hire a contractor would be hundreds of thousands of dollars to conduct this work.

To buy an excavator and hire an operator may be worth consideration.

The other consideration is the current Insurance restrictions on contractors conducting Snow Clearing measures for municipalities appears on going, the District's contract with Barkerville Gold Mines for Snow Clearing has ended at this time (*with potential of negotiations- which are*

*unknown at this time*). Emcon's contract is ending in July of this year. Council may need to consider the need to purchase its own Backhoe/loader in efforts of conducting snow clearing in the event a contractor can not be obtained.  
Staff wished to give Council a heads-up on the unknowns at this time.

**Legal Considerations:None**

**Options / Recommendations:**

1. Receives the staff report regarding the District of Wells Rolling Stock; and
2. Directs staff on next steps in regard to purchasing the new public works pick up truck requested.

Respectfully submitted by

Donna Forseille  
Chief Administrative Officer



## District of Wells

<b>Meeting Date</b>	May 17, 2022
<b>Report Date:</b>	May 11, 2022
<b>Memo to:</b>	Mayor and Council
<b>From:</b>	Donna Forseille, Chief Administrative Officer
<b>Subject:</b>	Proposed Community Playground

### **Purpose/Issue:**

The purpose of this report is to bring back forward to Council the available Gas Tax Funding which has been pre-approved to spend on a new Community Playground located at the Wells Cultural and Recreational Facility Building green space.

At the previous Council meeting of April 28, 2022, Council agreed, in principle, to support the use of Gas Tax Funds (which are overdue to be spent in efforts of continued reconciliation with the program) for a new Community Playground.

The current playground located at the Wells Cultural and Recreational Facility Building green space has exceeded its life expectancy and requires replacement.

Staff have reached out to different playground companies and received Designs and quotes from Two of the companies. Canadian Recreational Supplies and Green Roots were the two respondents. (The files are too large to put into the agenda- Council has received them via a cloud program for their consideration).

Staff wish to move forward with Public consultation, the PAC Association input and the children's feedback as well prior to recommending a design and costs. The quotes range from \$165,000 to \$225,000.00.

The budget for a new Community Playground is \$158,000 to \$225,000.00

Staff have requested quotes for mined themed playground equipment as per previous input from the Wells Facility Building Select Committee, however, the companies have stated that the best "bang for our buck" is to move forward with the main playground, then apply for funding to assist with future purchases of themed equipment.

The quotes include removal of the current playground and the install of the new playground.

### **Legal Considerations:**

**MIABC inspection Report and Northern Health Authorities; Liability to the Municipality**



**Options / Recommendations:**

1. Receives the staff report regarding the Wells Community Culture and Recreation Facility Replacement playground and playground designs with quotes; and
2. Directs staff to request Community input on the proposed designs and quotes.

Respectfully submitted by

Donna Forseille  
Chief Administrative Officer



# District of Wells

<b>Meeting Date</b>	May 17, 2022
<b>Report Date:</b>	May 11, 2022
<b>Memo to:</b>	Mayor and Council
<b>From:</b>	Donna Forseille, Chief Administrative Officer
<b>Subject:</b>	Water and Pilot Filtration program 2022

## Purpose/Issue:

The purpose of this report is to update Council on Water recommendations for the District of Wells and the pilot program for Water Filtration tap units.

Staff would like to remind the District of Wells community members that the 2021 Water Investigations conducted by Radloff, as well as, the Northern Health Guidelines, recommended that community members flush their lines, running their taps until cold before consuming the water.

As noted, the District of Wells water well itself, did not test elevated in lead contaminants. However, many municipal and private dwellings did test with elevated lead levels due to their plumbing fixtures.

Flushing water lines until the cold-water tap runs cold did show that the elevated levels were successfully resolved. It was also recommended that those who were aware of their properties potentially having elevated levels of lead in their water lines consider:

1. Testing their property lines themselves,
2. Consider replacement of water lines into their dwellings and/or
3. Consider Filtration systems at each tap or per household.

As such, the District of Wells has decided to invest in 10 units of the PUR brand filtration system for taps located in the Community Culture and Recreational Facility building (previously known as the school building) for a Pilot Program to assist in determining their ability to provide safe drinking water within that municipally owned building for user groups.

Staff will install the individual filtration PUR units to TAPS within the building. Staff will then conduct regular testing for 1-2 months on each tap to ensure the filtration is successful in providing clean and safe drinking/potable water. Within those 1-2 months staff recommend that user groups and individuals of the building remain consuming the provided bottled water.

Should the individual PUR units (which cost around \$55 each) be successful, the Community will be informed, and ALL Municipal owned properties will be equipped with these filtration devices for the Health and Safety of the Public, renters, volunteers, staff and so forth.

Should the community wish to find out more information, please contact District staff at [admin1@wells.ca](mailto:admin1@wells.ca). Or give us a call at (250) 994-3330.

## **Legal Considerations: Health Authority and Work Safe BC Regulations**

**Options / Recommendations:**

1. Receives the staff report regarding a friendly reminder to Wells residents on Water Recommendations and announcement of Pilot Filtration program.

Respectfully submitted by

Donna Forseille  
Chief Administrative Officer



# District of Wells

## 2022 to 2032 *Draft* Concise Business Plan

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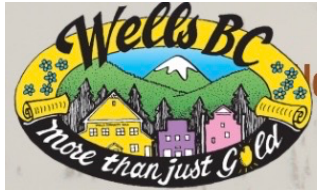
Phone-250-994-3330 Fax-250-994-3331 [www.wells.ca](http://www.wells.ca)

**2022 05 12- Version 2.3**

### Executive Summary

The District of Wells (DOW) is a community in the Province of BC; its mandate is to serve the citizens of Wells, BC, CANADA. DOW was incorporated 1998 June 29. DOW is part of the North Cariboo Region of British Columbia. DOW is located within Indigenous Unceded Lands and Territory.

Content	Page
Executive Summary	1
Context and Contact Information	2
Vision, Mission, and Values	2
Organization Chart and Respect Statement	3
District of Wells Quick Facts	4
Council, Staff, Emergency Services & Other	4
Committees	7
Bylaws, Policies, and Practices	8
Provincial Links	8
Important Publications	9
Major Projects	9
Council Meeting Dates	9
Maps	10
Indigenous Nations	13
History	14
Operating Cycle and Partner MOUs	15
Wells Barkerville Community Forest	16
Draft General Operating Practices	17
Consolidated Financial Statements and Budgets; Mil Rates, Tax Exceptions & Five-Year Financial Plan	18
Branding and Marketing Highlights	25
Draft 2021 to 2030 Goals and Actions Notes	26
Draft 2022 to 2032 Additional Goals and Actions	36
Appendix A—Partners	38
Appendix B—District of Wells Respect Policy	39
Appendix C—Draft Memorandum of Understanding Template	40
Appendix D—Past Councils and Administration	41
Appendix E—2021 Government of Canada Census Information	41
Appendix F—Topics List	42
Appendix G—Facilities Upgrades List	44
Appendix H—By-Laws List	54
Appendix I—Draft Official Community Plan Information	60
Appendix J—Draft Wildfire Risk Map	62
Appendix K—Major Topics and Information Table	63
Appendix L—District of Wells Risk Management Chart (Version 4.0)	65



# District of Wells 2022 to 2032 *Draft Concise Business Plan*

PO Box 219, 4243 Sanders Avenue, Wells, BC, VOK 2R0  
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## Context and Contact Information

This Business Plan is updated weekly, then quarterly; it documents planning, priorities and practices. Our Mayor and Chief Administrative Officer (CAO) are our main contacts for our organization. Changes since last revision: **updated budget, Appendix L–Major Topics and Information Table, and other changes are highlighted in yellow.**

Council consists of Mayor and 4 Councillors. For more information about this plan, contact our CAO Donna Forseille at 250-994-3330 or [admin1@wells.ca](mailto:admin1@wells.ca) or Ed Coleman, Mayor at 250-991-9034 or [edcoleman@wells.ca](mailto:edcoleman@wells.ca)

## Vision, Mission, and Values

### Vision

*(Where you want to be in 10 years.)*

*Wells is a self-sustaining cohesive community. (from draft new OCP)*

*Previous most recent Vision Statement will be added.*

### Mission

*(How business is done.)*

*Wells works with its citizens and partners cooperatively to sustain and improve the community for all. (attempted wording from reading the draft new OCP)*

*Previous most recent Mission Statement will be added.*

### Values

- Responsible
- Ethical
- Sustainable Growth
- Integrity
- Giving
- Diversity
- Collaboration
- Thriving
- Health and Wellness
- Leadership
- Equity and Equality
- Fairness
- Consensus
- Creative
- Openness
- Sustainable
- Affordability
- Peacefulness
- Artistic
- Respect
- Inclusiveness
- Volunteerism
- Community
- Dignity
- Environmentally Responsible



## District of Wells

### 2022 to 2032 *Draft Concise Business Plan*

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*2022 05 12- Version 2.3*

### Organization Chart

We work in a leadership environment of equality, respect, continuous improvement, and working effectively with: citizens; community organizations; indigenous nations; businesses; industries—arts, forestry, mining, tourism, & other; partners; local, regional, provincial, and federal governments; and other.

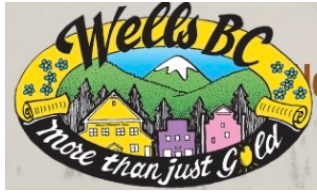
- ***Citizens***
  - Access to Mayor, Councillors, and CAO
  - Access to Staff for Information and Services
- ***Mayor & Councillors***
  - Responsible to Citizens
  - CAO takes direction from Mayor and Council
- ***Chief Administrative Officer & Staff***
  - CAO Reports to Mayor & Council
  - CAO Communicates with Citizens and Partners
  - Under direction of CAO, Staff Communicates with, Mayor and Council, Citizens, and Partners
- ***Partners and Partnerships***
  - Communicates with Mayor and Council
  - Communicates with CAO
  - Participates on Committees and Public Engagement

### Respect Statement

*(See also Appendix B—Respect Policy)*

Respect is required at the District of Wells. Respect practices applies to all who work for, or are accessing the District of Wells services. High respect levels are critical to creating and sustaining a safe services and employment experiences.

Respect can be measured by levels of: patience, communication, tolerance, active listening, kindness, trust building, on-going improvement, openness, absence of ego, outreach, use of language, honesty, voice volume and tone, and non-verbal or body language.



## District of Wells 2022 to 2032 *Draft Concise Business Plan*

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### District of Wells Quick Facts

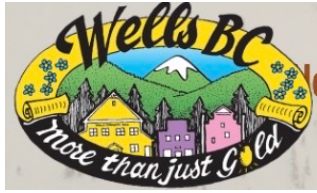
- Wells Established in the 1933.
- District of Wells Established 1998 June 29
- Serves a population of 218 (2021 Census).
- Land Area: 158.09 square kilometres.
- Annual Budget of over \$1 million.
- 5-person Council.
- 4 Staff.
- Fiscal Year: January to December.
- Gateway to Barkerville Historic Town & Park and Bowron Lakes Provincial Park
- Infrastructure: Water, Sewer, Roads, Power, Communications, Facilities

### Council

Council consists of Mayor and 4 Councillors; they, are selected by the Citizens of the District of Wells, by Election. Mayor and Councillors serve, 4-year terms; 3 members form a quorum.

Name	Original Term Start	Current Term End	Position & Communications	Background
<b>Current</b>				
Coleman, Ed	2022 Feb	2022 Oct	Mayor <a href="mailto:edcoleman@wells.ca">edcoleman@wells.ca</a> 250-991-9034	Business, Industry, Not-for Profits, and Education
Funk, Dorothea	2022 Feb	2022 Oct	Councillor <a href="mailto:dfunk@wells.ca">dfunk@wells.ca</a>	Media, Arts, Library Science, & Community
Kilsby, Mandy	2018 Nov	2022 Oct	Councillor <a href="mailto:kilsby@wells.ca">kilsby@wells.ca</a>	Museum & Heritage
Lewis, Jenn	2022 Feb	2022 Oct	Councillor <a href="mailto:jlewis@wells.ca">jlewis@wells.ca</a>	Entertainment Industry, Arts, Business & Community
McDonagh, Shannon	2022 Feb	2022 Oct	Councillor <a href="mailto:smcdonagh@wells.ca">smcdonagh@wells.ca</a>	Business and Retail
<b>Previous--Current Term</b>				
Cooley, Chris	2018 Nov	2021 Nov	Councillor	Tourism & Heritage
Dorwart, Kysenya	2018 Nov	2021 Nov	Councillor	Arts, Tourism & Heritage
Fourchalk, Gabe	2018 Nov	2021 Nov	Mayor	Industry
Rohatynski, Jordan	2018 Nov	2021 Nov	Councillor	Business & Tourism

**Acting Mayor Schedule—Year 2022): Kilsby (Jan-Feb), McDonagh (March-April), Lewis (May-June), Funk (July-August), Kilsby (September-October)**



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**Staff**

Name	Title	Communication
Cripps, Lala	District Clerk	Clerk@wells.ca
Chard, Carrie	Fire Chief	Carrie.Chard@barkerville.ca
Forseille, Donna	Chief Administrative Officer	Admin1@wells.ca
Stroud, Clint	Public Works Superintendent	pbworks@wells.ca
Doerksen, Tyler	Public Works Superintendent	Mid-May 2022
Reinhardt, Lauren	Community Marketing and Economic Development Officer	marketing@wells.ca
Other TBD	Custodial and Labourer	
Other TBD	Visitors' Centre	

**Wells Barkerville Community Forest Board (WBCFB)**

Ref	Name	Position	Communication
	Beck, Cam	Coordinator/Manager	
	Bensted, Tony	Director	
	Graham, Rod	Director	
	MacDonald, Ian	President	
	Lewis, Jenn	Council Representative	

**Emergency Services**

***Structural Fire***

Ref	Name	Position	Communication
	Chard, Carrie	Fire Chief	Carrie.chard@barkerville.ca

**Other Services**

Ref	Name	Position	Communication
	McKay, Deb	Librarian (CRD) at Community Hall	
		Seniors Room at Community Hall	





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***Police***

Ref	Name	Position	Communication
	McCleary, Mike	Constable--Wells Detachment	250-994-3314
	Nelson, Mike	Constable--Wells Detachment	250-994-3314
	Pelletier, Steven	Corporal--Rural Policing--Quesnel	250-992-9211
	Weseen, Richard	Sargent--Operations NCO--Quesnel	250-992-9211

***Ambulance and Health***

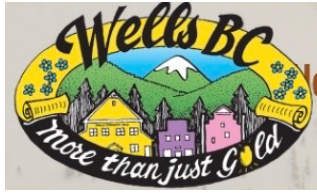
Ref	Name	Position	Communication
	Hunter, Jody	Head EMT	
	Nielsen, Barb	Nurse Practitioner	250-992-8321

***Wildfire (see also Appendix J--Draft Wildfire Risk Map)***

Ref	Name	Position	Communication
	Bailey, Brendan	Fire Warden	
	Lees, Matt	Cariboo Fire Centre Williams Lake	
	Salewski, John	Manager, Blackwater Wildfire Division, Quesnel (Wildfire Response)	
	Taylor, Bob	Land & Resource Coordinator (Fuel Mitigation)	

***Utilities--Communications and Power***

Ref	Name	Position	Communication
	Dillabough, Julia	Telus Manager, Community Service and Excellence	
	Mosure, Dave	BC Hydro Coordinator--Northern Community Relations	



## District of Wells 2022 to 2032 *Draft Concise Business Plan*

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*2022 05 12-Version 2.3*

### Committees

- Committee of the Whole—Council for Executive, Finance, Public Meetings, Other
- Wells Community Vision and Planning Committee—Select Committee (including New Official Community Plan)
  - **Co-Chair Councillor Shannon McDonagh**
  - **Co-Chair Mayor Ed Coleman**
  - Councillor Jenn Lewis
  - Kelsey Dodd (Barkerville Gold Mines)
  - Elyssia Sasaki (Island Mountain Arts)
  - Cindy Davies (The Wells Hotel)
  - Judy Campbell
  - Julia Mackey
  - Ian Douglas
  - Josh Trotter-Wanner
- Wells Community Facility Building Committee—Select Committee (building also known as Wells Barkerville Cultural and Recreation Centre)
  - **Co-Chair—Dorothea Funk**
  - **Co-Chair—Mandy Kilsby**
  - Mayor Ed Coleman
  - Judy Campbell
  - Alison Galbraith
  - Dawn Leroy
  - Julia Mackey
  - Josh Trotter-Wanner
  - Hayley Archer
  - Donna Forseille-CAO
- Emergency Preparedness Committee—Fire Chief, RCMP, Ambulance, Staff, Businesses, Wildfire Branch, Osisko, Barkerville, Other
- Housing and Heritage—Councillor Mandy Kilsby
- Other



## District of Wells 2022 to 2032 *Draft Concise Business Plan*

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2022 05 12- Version 2.3

### **Bylaws, Policies, and Practice** (*See also Appendix H–Bylaws List*)

- Council Procedures Bylaws
- Emergency Services Bylaws
- General Regulations Bylaws
- OCP & Planning Bylaws
- Taxation and Fees Bylaws
- Operating Policies and Practices
- Governance Policies and Practices

### **Permits**

- Building Permits
- Development Permits
- Demolition Permits

### **Provincial Links**

The District of Wells runs under the laws of the Community Charter and Local Government Act.

#### *Community Charter*

[https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/03026\\_00](https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/03026_00)

#### *Local Government Act*

[https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/r15001\\_06#section227](https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/r15001_06#section227)

#### *CivicInfoBC*

<https://www.civicinfo.bc.ca/>

### **Standing Services and Contractors** (*under development, see also Appendix F–Topics*)

Ref	Name	Position
	TD Canada Trust (Quesnel)	Bank
	Integrus Quesnel	Bank
	FBB Chartered Professional Accountants (Quesnel)	Auditor
	Other	TBD



## District of Wells 2022 to 2032 *Draft* Concise Business Plan

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**2022 05 12- Version 2.3**

### Important Publications and Information

Ref	Title	Last Revised Date
1	Draft New Official Community Plan	2021 Fall
2	Annual Audited Statements of Financial Information (SOFI)	Expected 2022 June
3	Draft Wells Barkerville Cultural and Recreation Centre Plan	2020 September 30
5	CivicInfoBC Online Information-- <a href="https://www.civicinfo.bc.ca/">https://www.civicinfo.bc.ca/</a>	
6	Wells Barkerville Community Forest Business Plan	
7	Wells Community Foundation Business Plan	

### Major Projects

Ref	Title	Completion Date
1	Outdoor Covered Ice-Rink	2022 Fall
2	Wells Barkerville Cultural and Recreation Centre or (Community Centre and School)	TBD
3	Osisko Developments—Cariboo Gold Project	Ongoing
4	BC Housing Investment in Community	TBD
5	Wildfire Protection Assessment and Plan	In-progress
6	Structural Fire Protection Assessment and Plan	TBD
7	Official Community Plan Revision	In-progress
9	Well Community Forest Plans	Ongoing
10	Infrastructure Assessments	In-progress
11	Green Infrastructure Project	In-progress

### Council Meeting Dates

January 2022 Cancelled	February 8, 2022 Cancelled Due to By-Election	February 22, 2022	March 15, 2022 Strategic Planning
March 22, 2022	April 5, 2022	April 19, 2022	May 3, 2022
May 17, 2022	June 7, 2022	June 21, 2022	July 12, 2022
August 16, 2022	September 13, 2022	September 20, 2022	October 11, 2022
October 25, 2022	November 8, 2022	November 22, 2022	December 6, 2022



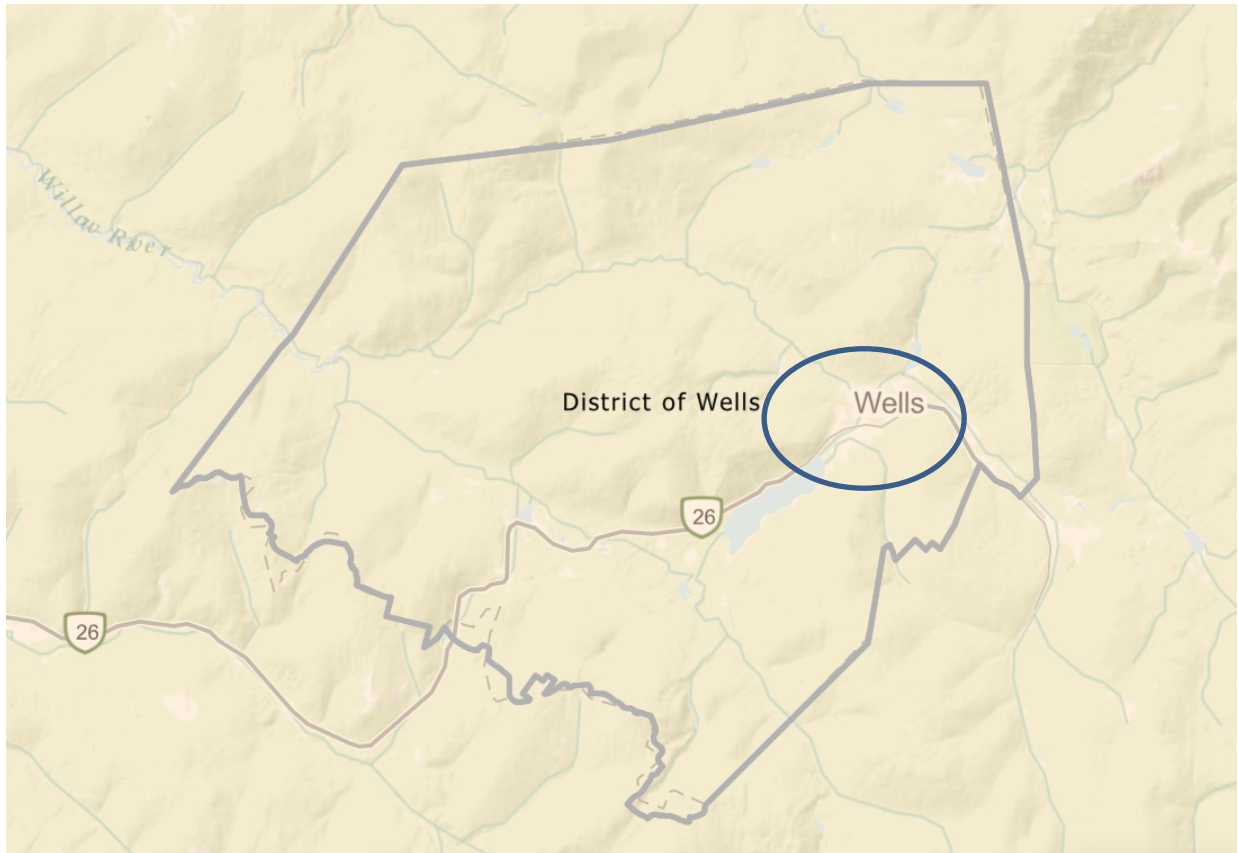
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### District of Wells Map and Boundaries—Sample Only (Land Area: 158.09 square kilometres.)





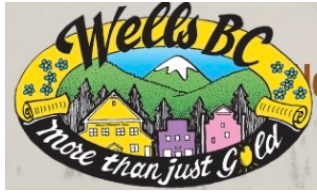
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## Wells Basic Map—Sample Only





# District of Wells

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### Cariboo Regional District Map and Boundaries—Sample Only

Cariboo Regional District Attributes: Extensive Indigenous history; cultural diversity; strong sense of community; high proportion of pioneer/multi-generational families; generous communities, conscious of risk populations, consistent economy; fluctuating employment with forestry, wood processing, mining, ranching, farming, tourism, and other.





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### Indigenous Nations

Indigenous Nations have been established for millennia in the Cariboo and District of Wells areas. Unfortunately, one Indigenous Nation located at Bear/Bowron Lake & Area, was completely lost due to disease in the mid-1800s. Below is a list of identified Indigenous Nations in the Cariboo by the British Columbia Assembly of First Nations (BCAFN), *sourced from [www.bcafn.ca](http://www.bcafn.ca)* There were several additional Nations involved in the 1800s and early 1900s in the Trading and Mining Economies. The United Nations declaration on the Rights of Indigenous People (UNDRIP) helps guides relationship development with Indigenous Governments, Nations, and Peoples.

#### *“Cariboo” Indigenous Languages*

- Tsilhqot'in
- Secwepemctsin
- Dakelh
- Tse'khene

#### *“Cariboo” Indigenous Nations*

- [?Esdilagh First Nation](#)
- [Canim Lake](#)
- [Esk'etemc](#)
- [Lheidli T'enneh First Nation](#)
- [Lhoosk'uz Dene Nation Formerly known as Kluskus](#)
- [Lhtako Dene Nation](#)
- [McLeod Lake Indian Band](#)
- [Nazko First Nation](#)
- [Stswecem'c Xgat'tem First Nation](#)
- [Tl'esqox Formerly Known as Toosey Band](#) (*preferred: Tl'esqox*)
- [Tl'etinqox Government](#)
- [Tsideldel Formerly Known as Alexis Creek](#) (*preferred: Tsideldel*)
- [Ulkatcho Indian Band](#) (*preferred: Ulkatcho*)
- [Williams Lake Indian Band](#) (*preferred: Williams Lake First Nation*)
- [Xat'sull formerly known as Soda Creek Indian Band](#) (*preferred: Xat'sull*)
- [Xeni Gwet'in First Nations Government](#)
- [Yunesit'in Government](#)





## District of Wells 2022 to 2032 *Draft Concise Business Plan*

PO Box 219, 4243 Sanders Avenue, Wells, BC, V0K 2R0  
Phone—250-994-3330 Fax—250-994-3331 [www.wells.ca](http://www.wells.ca)

*2022 05 12- Version 2.3*

### Wells, BC and District of Wells Short History Timeline

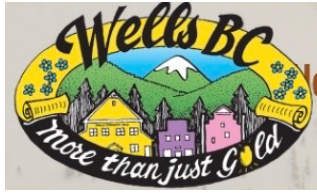
Year	Item
Millennia Before Present	Indigenous Nations Established
1858	Cariboo Gold Rush
1933	Wells Established, including the Wells Townsite Company
1967	Wells Improvement District Established, and later some services with Cariboo Regional District
1998	District of Wells Incorporated

### Wells, BC Short History Overview (1920s to 1930s)

*(Excerpts from Teachers' Resource Guide, Wells Historical Society.)*

Wells is named after Fred Marshall Wells. When Fred Marshall Wells came to the Barkerville area in the early 1920s, there was nothing at the future site of his town except a sawmill and a roadhouse that had been there since the 1890s. Wells, a prospector with experience all over Canada, formed the Cariboo Gold Quartz Mining Company in 1926 with W.R. Burnett to investigate a series of claims on Cow Mountain.

The Wells Townsite Company was incorporated in 1933. Burnett, Solibakke and Wells were directors; the balance of shares was held by Cariboo Gold Quartz. The objectives were to provide the necessary services for the town by clearing, laying out, and selling lots, providing water and electrical services, erecting houses for sale or lease, erecting a hospital, school, and community hall, and encouraging construction of churches, recreational facilities, hotels, stores, and other commercial establishments. It was clear from the beginning that the Townsite Company would encourage private enterprise to develop the commercial district.



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### District of Wells Annual Operating Cycle

- Budget Development Range—November to March, including Public Meeting
- Budget Approval Range—February to April
- Annual External Previous Year Audit Range—March to July
- Provincial Government Reporting Requirements—Year-round
- Snow Removal—October to April (and sometimes including other months)
- Flood Watch—April to July (and sometimes including other months)
- Wildfire Watch—May to September (and sometimes including other months)
- Extreme Weather Events—Year-round
- Facilities Maintenance—Year-round
- Strategic Plans Implementations—Year-round
- External Grant Applications and Implementation—Year-round
- Elections—every four years on Provincial Cycle, by-elections at-times for resignations

### Partners and MOUs

*MOUs are completed, being considered, under development or considered not required, see Appendix C—Draft Memorandum of Understanding Template. Council will review priority and suitability of MOU opportunities over-time:*

- Wells Barkerville Community Forest
- Trails MOUs—WATS and Province of B (see Appendix A)
- City of Quesnel & Cariboo Regional District
- Barkerville Historic Town & Park (not required)
- Osisko Developments—BGM (Barkerville Gold Mines)—MOU Signed
- West Fraser Timber
- Indigenous Nations
- Not-for-Profit (see Appendix A)
- Province of BC
  - Transportation
  - Forests
- School District 28
- Fraser Head Waters—MOU Established



# District of Wells

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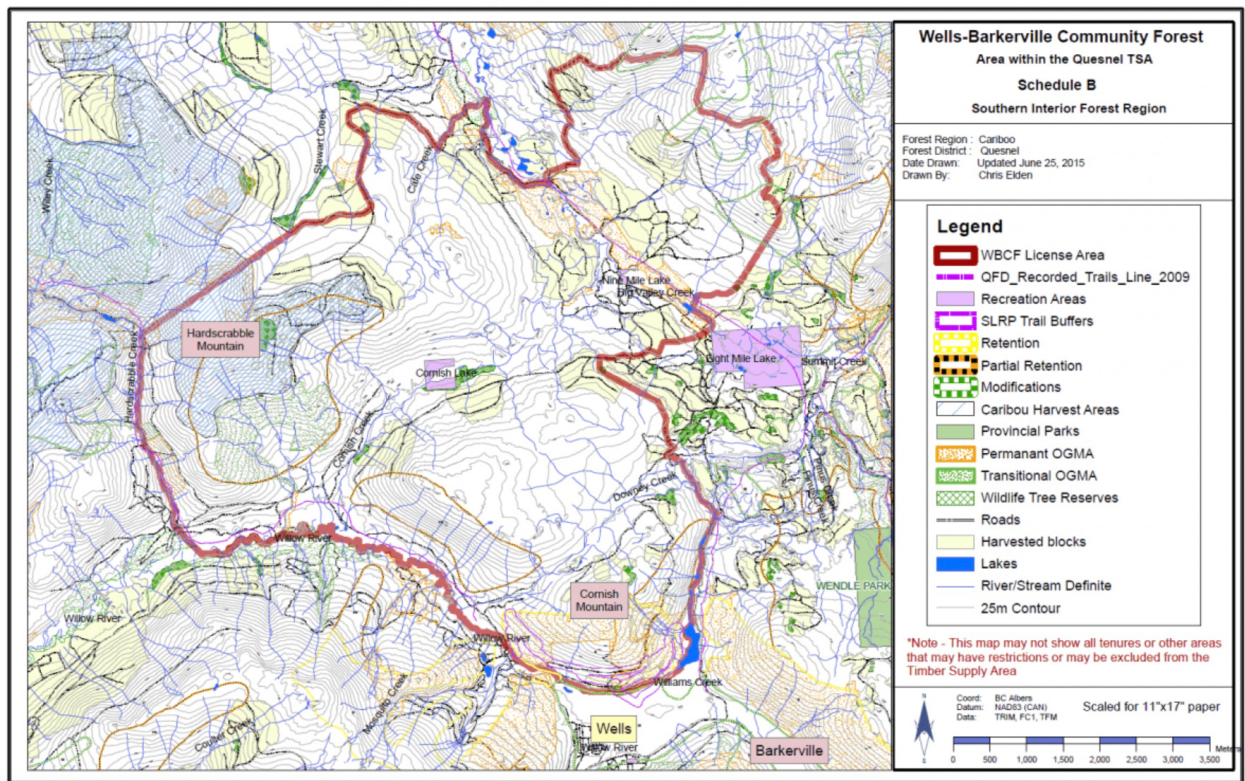
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### Wells Barkerville Community Forest

The Wells Barkerville Community Forest was approved and granted to the Wells Barkerville Community Forest Corporation in 2014 by the Province of BC. The forest covers approximately 4300 hectares to the north of the town of Wells.

The Wells-Barkerville Community Forest Ltd (WBCF) is governed by a Board comprised of seven Directors. It is a Corporation that has a single shareholder, which is the District of Wells. The WBCF is committed to managing the forest in a sustainable way while also benefiting the local community.

Being right on the edge of town, the WBCF contains some of the area's recreation trails, forms part of the town's viewscape, is a popular non-timber forest product harvesting area, and contains one local home. The WBCFC is committed to being open, providing information to the community, and listening to public input.





## District of Wells 2022 to 2032 *Draft Concise Business Plan*

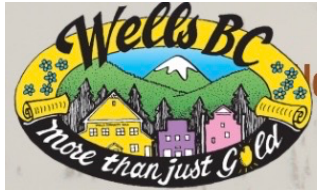
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### Draft General Operating Practices

- Respect and understanding are key operating principles.
- Communication occurs through the “Chair” at any meeting, with an efficient speakers list to manage a good flow on discussions.
- Mayor and the CAO are the main contacts for the District Municipality.
- Committees and Select Committees are assigned as required.
- Councillors have specific responsibilities and community assignments.
- Mayor and CAO are the main liaisons for auditors.
- Committee Chairs report at Council meetings as required.
- The CAO and Staff are evaluated annually.
- Goals and Actions are reviewed annually.
- Annual Report completion occurs after annual audit.
- Communications to the Community and Partners are effective and accountable.
- Finances:
  - Records are updated and maintained.
  - Financial reporting takes place monthly.
  - Timely banking and government reporting occurs.
  - An annual Budget is created, approved by the Council, and monitored.
  - An annual Audit occurs as per Provincial Government regulations with a Chartered Professional Accountants Firm
  - The T3010 Charities Report to Revenue Canada is completed with 180 days of the end of Fiscal.
  - Annual Financial Statements are presented and are publicly available.



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**Consolidated Statement of Financial Position**

*(Audited by FBB Chartered Accountants LLP of Quesnel, see full SOFI Report for details.)*

<i>(for the year ending December 31<sup>st</sup>)</i>	<b>Audited 2021 (Coming June 2022)</b>	<b>Audited 2020</b>	<b>Audited 2019</b>
<b>Financial Assets</b>			
Cash and Investments		\$ 623,873	\$ 273,243
Taxes and Accounts Receivable		322,000	185,700
Investment in Wholly Owned Subsidiary		242,407	170,107
<b>Total Financial Assets</b>		<b>1,188,280</b>	<b>629,050</b>
<b>Financial Liabilities</b>			
Accounts Payable and Accrued Liabilities		\$ 58,405	\$ 91,743
Liability for Contaminated Site		-	42,375
Deferred Revenue		85,475	94,925
<b>Total Financial Liabilities</b>		<b>143,880</b>	<b>229,043</b>
<b>Total Net Financial Assets</b>		<b>1,044,400</b>	<b>229,043</b>
<b>Non-Financial Assets</b>			
Property Acquired for Taxes		10,163	10,163
Prepaid Expenses		2,803	2,672
Tangible Capital Assets		6,295,956	6,418,033
<b>Total Non-Financial Assets</b>		<b>6,295,922</b>	<b>6,430,868</b>
<b>Total Accumulated Surplus</b>		<b>7,340,322</b>	<b>6,830,875</b>



# District of Wells

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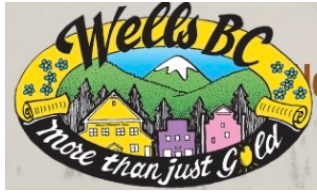
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**2022 05 12- Version 2.3**

### Consolidated Statement of Operations

*(Audited by FBB Chartered Accountants LLP of Quesnel, see full SOFI Report for details.)*

<i>(for the year ending December 31<sup>st</sup>)</i>	Audited Actual 2021 <b>(Coming June 2022)</b>	Audited Actual 2020	Audited Actual 2019
<b>Revenue</b>			
Government Grants		\$ 801,053	\$ 565,962
Taxation		208,192	205,851
Other Revenue		67,091	68,650
Utility User Fees		100,944	108,401
Other Grants		170,219	101,481
Sale of Services		14,899	14,130
Equity (loss) Income from Subsidiary		168,962	(36,915)
Deferred Revenue from Previous Year		85,475	335,787
Deferred Revenue from Following Year		(85,475)	(85,475)
<b>Total Revenue</b>		<b>1,531,360</b>	<b>1,277,772</b>
<b>Expenses</b>			
Amortization		153,919	199,372
Government Services		716,685	1,038,397
Protective Services		26,055	18,164
Water Utility Operations		68,522	84,520
Sewer Utility Operations		56,732	80,340
<b>Total Expenses</b>		<b>1,021,913</b>	<b>1,420,793</b>
<b>Annual (deficit) Surplus</b>		<b>509,447</b>	<b>(143,021)</b>



# District of Wells

## 2022 to 2032 *Draft* Concise Business Plan

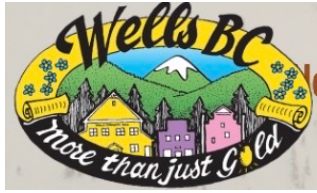
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### Budgets

Item	2021 Provisional	2021 Actual	2022 Provisional	2022 Actual
<b>Revenue</b>				
Municipal Tax Levied	-90281	-92723	-95036	0
Frontage Taxes	-87464	-87844	-90475	0
1% Taxes (Hydro and Telus)	-5503	-25825	-25900	-184
Grants in Lieu of Taxes	-8032	-16010	-14865	0
Services Supplied to other Governments	-6524	-4000	-6074	0
Garbage Collection Services	-13499	-13419	-13821	0
Licences and Permits	-4812	-10414	-13000	-230
Rentals	-11200	-20915	-24485	-1260
Investment Income	-500	-1427	-1400	0
Penalties & Interest on Taxes	-5500	-619	-8800	0
Other Income (Waste Water and OCP)	-205612	-230887	-234050	-420
Wells Barkerville Comm Forest dividends	-96662	-96662	-228859	-228859
Unconditional Grants	-461606	-435000	-435000	0
Conditional Grants	-149968	-169075	-144231	0
Collections for Other Governments	-127073	-77383	-126911	0
Transfers from old Integris Fund		112576		
Gen. Cap Fund--Government	-30000	-471181	-433236	-117000
DONATIONS FOR PLAYGROUND (WAACA)	-28150	-28150	-28150	
Water Fund--Sales and Other	-102305	56570	-110063	0
Sewer Fund--Sales and Other	-43690	-50891	-93700	0
<b>Totals</b>	<b>-\$ 1,478,381</b>	<b>-\$ 1,663,279</b>	<b>-\$ 2,128,056</b>	<b>-\$ 347,953</b>
<b>Expenses</b>				
Legislative Costs	53135	35315	35854	13503
Administration (HR)	407000	366692	489000	135507
Administration (General)	82795	99430	99891	55576
Elections & Referenda			10000	5209
Utility Administration	55000	0	0	0
OCP Re-Write (In-kind donation)	100000	69450	30550	13550
Community Hall	32750	107245	82000	32455
Municipal Hall	17500	7459	140000	4331



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Wells School	66200	42543	105000	33241
Visitor Info Centre	6500	9676	4000	1035
Fire Brigade-General	45975	30039	28400	5201
Fire Brigade-Communications	2500	818	2020	846
Fire Brigade-Fire Hall	14100	21883	84000	6750
Fire Brigade-Vehicles	2950	2233	3170	1765
Building Inspections	10000	5214	14000	4888
Public Works-General	113500	125741	125500	33181
Public Works-Street Lights	8000	8149	8500	2836
Public Works-Garbage Collection	15000	14897	15212	4429
Public Works-Spring Clean-up	1000	0	1000	0
Economic Development	17700	9015	17200	5094
Community Planning	90912	13250	-168019	1695
Community Development	39500	36604	43600	6487
CERIP--Ice Rink Revitalization			428851	325000
Debt Services (Bank Fees)	1215	528	1200	0
Collections for Other Governments	122435	110226	126911	0
General Capital Fund-Equipment	5000	4860	6000	0
Emergency Program Projects	30500	8291	12000	1830
PLAYGROUND DEVELOPMENT (WAACA)	28150	0	28150	0
Water Capital Fund	-85216	0	0	0
Water Fund Administration	20000	28667	21690	2067
Water Fund Distribution	28400	56427	21000	1188
Water System Facilities	35700	10937	43050	4188
Water System-Emergency Water	0	9781	0	0
Water System-Hydrants Maintenance	3000	0	3000	0
Sewer-Admin	7500	3826	16290	2317
Sewer-Collection System	15900	32826	215164	3593
Sewer-Facilities	11650	1460	11350	1217
Sewer-Lagoon Facility	19500	11962	22500	3547
<b>Totals</b>	<b>\$ 1,425,751</b>	<b>\$ 1,285,444</b>	<b>\$ 2,128,034</b>	<b>\$ 712,526</b>





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**Finances–Mil Rates (approved 2022 May 10<sup>th</sup>)**

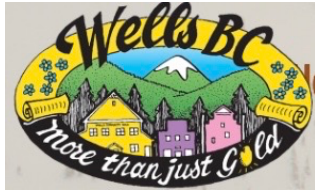
**DISTRICT OF WELLS BYLAW No. 205, 2022**  
**SCHEDULE "A"**  
 SCHEDULE OF TAX RATES FOR THE YEAR 2022

**TAX RATES IN DOLLARS PER \$1000 OF ASSESSMENT**

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
PROPERTY CLASSIFICATION	GENERAL MUNICIPAL	CRD ADMIN	CRD REFUSE	REGIONAL HOSPITAL
1 Residential	2.45456	0.52827	0.39023	0.68775
2 Utility	24.23881	1.84896	3.85353	2.40712
4 Major Industry	11.14371	1.79613	1.77165	2.33835
5 Light Industry	11.14371	1.79613	1.77165	2.33835
6 Business/other	9.69552	1.29427	1.54141	1.68498
7 Managed Forest	2.45456	1.58482	0.39023	2.06325
8 Rec/non-profit	2.45456	0.52827	0.39023	0.68775
9 Farm	2.45456	0.52827	0.39023	0.68775

**Tax Exemptions for 2020**  
 (\$14,447 total exemptions)

- Wells Historical Society (2 folios)
- Island Mountain Arts Society (3 folios)
- Wells Recreation Society (1 folio)
- Royal Canadian Legion Branch 128 (1 folio)



# District of Wells

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### Five-year Financial Plan (approved 2022 May 10<sup>th</sup>)

DISTRICT OF WELLS  
**District of Wells Five Year Financial**  
**Bylaw No. 204, 2022**  
**Schedule "A"**

**DISTRICT OF WELLS: 2022-2026 Financial Plan**

REVENUES	2022	2023	2024	2025	2026
Property Taxation	\$ 208,056	\$ 214,297	\$ 220,726	\$ 227,348	\$ 234,168
Grants-in-Lieu of Taxes	\$ 14,865	\$ 15,162	\$ 15,465	\$ 15,775	\$ 16,090
Services for Other Governments	\$ 6,074	\$ 6,195	\$ 6,320	\$ 6,446	\$ 6,575
Other Revenues	\$ 117,656	\$ 120,009	\$ 122,409	\$ 124,858	\$ 127,355
Wells Community Forest Revenues	\$ 228,859	\$ 104,740	\$ 104,740	\$ 104,740	\$ 104,740
Government Grants	\$ 1,006,851	\$ 5,443,460	\$ 435,000	\$ 3,435,000	\$ 435,000
Other Grants	\$ 265,705	\$ 108,200	\$ 108,200	\$ 108,200	\$ 108,200
Transfers From Restricted Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Users fees	\$ 203,763	\$ 207,838	\$ 211,995	\$ 216,235	\$ 220,560
GAS TAX Funds (restricted reserve)	\$ 64,263	\$ 64,263	\$ 64,263	\$ 64,263	\$ 64,263
Donations	\$ 230,550	\$ 2,404,540	\$ -	\$ -	\$ -
Transfer From General Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer From Previous Year Surplus	\$ -	\$ 0	\$ (0)	\$ 0	\$ 0
TOTAL	\$ 2,346,632	\$ 8,688,701	\$ 1,339,118	\$ 4,302,865	\$ 1,316,951
<b>EXPENDITURES</b>					
General Government Services	\$ 587,335	\$ 599,081	\$ 580,937	\$ 592,556	\$ 604,407
Protective Services (WVFB & Hall)	\$ 199,590	\$ 109,590	\$ 111,782	\$ 114,017	\$ 116,298
Public Works	\$ 150,212	\$ 153,216	\$ 156,280	\$ 159,406	\$ 162,594
Development Services & Planning	\$ 365,262	\$ 64,994	\$ 66,294	\$ 67,620	\$ 68,972
Water Utility Operations	\$ 88,740	\$ 90,515	\$ 92,325	\$ 94,172	\$ 96,055
Sewer Utility Operations	\$ 265,304	\$ 55,641	\$ 56,753	\$ 57,888	\$ 59,047
Municipal Property Operations	\$ 254,000	\$ 66,610	\$ 67,943	\$ 69,301	\$ 70,687
Debt Principal	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	\$ 428,851	\$ 7,413,000	\$ -	\$ 3,000,000	\$ -
Fiscal Charges	\$ 1,250	\$ 1,288	\$ 1,326	\$ 1,366	\$ 1,405
TOTAL	\$ 2,340,544	\$ 8,553,935	\$ 1,133,640	\$ 4,156,326	\$ 1,179,465
<b>Balance</b>	<b>\$ 6,088</b>	<b>\$ 134,766</b>	<b>\$ 205,478</b>	<b>\$ 146,539</b>	<b>\$ 137,486</b>
To Cemetery Restricted Reserve	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
To Fed Fuel Tax Restricted Reserve	\$ 0	\$ -	\$ -	\$ -	\$ -

District of Wells Bylaw No. 204,2022



# District of Wells 2022 to 2032 *Draft Concise Business Plan*

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## Five-year Financial Plan (approved 2022 May 10<sup>th</sup>)

### DISTRICT OF WELLS

Accumulated Surplus (Gen Reserve)	\$ -	\$ -	\$ -	\$ -	\$ -
Surplus transferred to Future Year	\$ 6,088	\$ 134,766	\$ 205,478	\$ 146,539	\$ 137,486
<b>General Reserve at year end</b>	\$232,494	\$233,775	\$235,057	\$236,342	\$237,632
<b>Fed Fuel Tax Reserve at year end</b>	\$0	\$0	\$0	\$0	\$0
<b>Cemetery Reserve at year end</b>	\$1209	\$1,309	\$1,409	\$1,509	\$1,609
Jan 1, 2022 General Reserve:	\$232,493.87				
Jan 1, 2022 Restricted Reserve: Fuel Tax	-\$64,263				
Jan 1, 2022 Restricted Reserve: Cemetery	\$1109.32				

Capital projects are all externally funded. (see Government Grants in table)

Rewriting of the Official Community Plan commenced January 2021, ETA for completion is June 2022.

Small expansion of tax base

3% Rate Increase on annual Property Taxes (GEN MIL RATE ONLY)

2% inflation average annually (revenues and expenses)

Sewer Treatment Facility Feasibility Assessment to commence May 2022.

2023 Sewer Treatment Facility Replacement commencement (subject to funding) \$6,200,000.00

2022 Ice rink Revitalization Project commenced (Grant for \$461,000 awarded in 2021)

2022 Emergency Repairs to the Fire Hall, Municipal Hall and Wells Community Hall (Health and Safety)

Proposed Cariboo Gold Project and potential growth of Tax Base by 2025/26

Assumes no major financial costs that cannot be covered by restricted reserves.

District of Wells Bylaw No. 204,2022



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## Wells Branding—2023 to 2030 (in-progress)

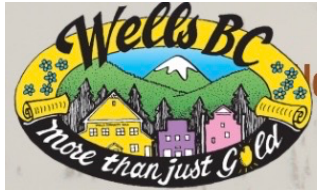
### *Branding Steps:*

- Audience Needs;
- Attributes of the Organization;
- Brand: Purpose, Promise, Essence, Checklist;
- Visual Identity: Logo, Colours, Iconography, Photography & Video, Tone, Notional Applications, Typography.
  - Brand Promise
  - Logo Set

Logo
Original Logo developed by Marie Nagel in 1998.

## Marketing Opportunities

<ul style="list-style-type: none"> <li>• Partnerships</li> <li>• Regional &amp; Provincial Networking</li> <li>• Social Media, Website, and Internet</li> <li>• Business Cards; Key Message Cards</li> <li>• Donor Envelope Packages</li> </ul>	<ul style="list-style-type: none"> <li>• Newspaper</li> <li>• Radio</li> <li>• Billboard</li> <li>• Exhibits</li> <li>• TV</li> <li>• Annual Report</li> <li>• Newsletter (and use of others' newsletters)</li> </ul>	<ul style="list-style-type: none"> <li>• Specialty Magazine</li> <li>• Target Market Events</li> <li>• Specialty Promotions</li> <li>• Brochures and Guides</li> <li>• Prospective Major Donor Briefing Packages (good management, prior support, benefits, support levels, professional presentation)</li> </ul>
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**2021 to 2024 Goals, Objectives, and Actions**

The following **2021 to 2024 Goals, Objectives, and Actions** were developed by the 2018 October to 2021 November Council. This work to-date will be reviewed by the current 2022 February to 2022 October Council. (See *North Vancouver Best Practice for Goals classification: Provide, Partner, Facilitate, and Advocate*)

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
<b>1</b>	<b>Enrich Community.</b>  <i>How to measure:</i>		
1.1	<b>Increase Housing</b>  <i>Options: new construction, and land available for potential development.</i>  <i>Considerations: work with partners for proactive solutions, facilitation by DOW, Crown Lands release, BC Housing applications, fast track of zoning and permits, municipal properties for affordable and seniors housings</i>		
1.2	<b>Decrease Absentee Landlords</b>  <i>Options: examine how to increase in-town ownership</i>  <i>Considerations: examine other municipalities or jurisdiction's actions</i>		
1.3	<b>Increase Transit and Transportation</b>  <i>Options: twice a week to Quesnel and back, versus just once, and consider bus stops between Wells and Quesnel.</i>  <i>Considerations: Stops to consider--Bowron, Barkerville, Stanley, Troll, and Cottonwood.</i>		

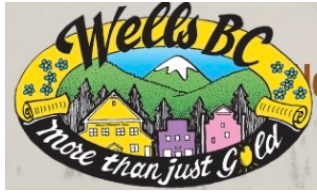


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Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
1.4	<p><b>Increase Healthcare Access</b></p> <p><b>Options:</b> doctor or nurse practitioner on scheduled basis, telehealth, and relocate office and expand to 2<sup>nd</sup> office.</p> <p><b>Considerations:</b> talk to Northern Health about expansion past once a month, implement telehealth, and fitness centre and health offices in same location.</p>		
1.5	<p><b>Improve Wells Outdoor Parks &amp; Facilities</b></p> <p><b>Options:</b> revitalize green space at Mildred, Jones, Baker, and Dawson, complete ice rink project, maintain pavilion, upgrade playground, and implement sports at Pooley Street ball diamond.</p> <p><b>Considerations:</b> outdoor rink (roof, boards, surface, lighting, seating, mini-Zamboni (2021 Feb grant approved for \$441,600), new safe playground, implement (snow ball, OLT tourneys, soft ball, disc golf), bmx track or skate park, market winter carnival &amp; outdoor concerts &amp; movies, and farmers' markets</p>		
1.6	<p><b>Revitalize Wells Community Hall</b></p> <p><b>Options:</b> repairs and upgrades</p> <p><b>Considerations:</b> outside paint, new windows, new roofing, new banquet room fridge and freezer, move fitness centre out of banquet room, indoor pickleball, indoor walking club, seniors indoor floor curling &amp; chair yoga, youth arts, dance &amp; yoga, pool table from WHS in a room beside banquet room, ping pong, and other games for all ages.</p>		



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**2022 05 12- Version 2.3**

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
1.7	<p><b>Overall Plan for Community Facility (School Building)</b></p> <p><b>Options:</b> revitalize, sell or transfer ownership to not-for-profit, health and safety concerns, risk management, school needs, IMA needs, board &amp; conference rooms.</p> <p><b>Considerations:</b> school—revitalize in current and/or build new, current high costs to operate, funding partners—Osisko, Ministry of Education, Bowron, CRD, and including EDUCO potential programming linked for forest trail system.</p>		
1.8	<p><b>Revitalize Fire Hall</b></p> <p><b>Options:</b> investigate solutions and funding</p> <p><b>Considerations:</b> potential partnerships with Osisko and Barkerville.</p>		
1.9	<p><b>Volunteer Recruitment and Retention</b></p> <p><b>Options:</b> recognition night with dinner and awards, and more resident participation.</p> <p><b>Considerations:</b> organize dinners &amp; awards, and fund raising for Community Hall and Wells Volunteer Fire Department</p>		
1.10	<p><b>Safe Community</b></p> <p><b>Options:</b> increase dialogue &amp; communications with RCMP, street lighting, neighbourhood watch, and green &amp; red “check” program</p> <p><b>Considerations:</b> RCMP attendance at Council, and BC Hydro to install LED lighting.</p>		



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**2022 05 12- Version 2.3**

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
1.11	<p><b>Green Community</b></p> <p><i>Options: community garden energy reduction, outdoor recreation green spaces.</i></p> <p><i>Considerations: build year-round greenhouses, include energy in public buildings review, and new playground.</i></p>		
1.12	<p><b>Heritage Values</b></p> <p><i>Options: ensure the heritage values of the community are protected.</i></p> <p><i>Considerations: examine the need to update the bylaw for protecting heritage buildings, and recommend and encourage new developments be historical looking with energy efficient buildings.</i></p>		
<b>2</b>	<p><b>Promote the Local Economy</b></p> <p><i>How to measure: track joint initiatives and projects.</i></p>		
2.1	<p><b>Promote New Business Investment in Wells</b></p> <p><i>Options: target early retirees, artists, crafts people, investment &amp; business owners with location flexibility, and promote Wells as an opportunity for new ventures in a unique environment.</i></p> <p><i>Considerations: marketing focucs.</i></p>		
2.2	<p><b>Re-development of Casino Property</b></p> <p><i>Options: encourage entrepreneurs to invest in re-starting up a casino in the area.</i></p> <p><i>Considerations: be flexible with Zoning for CWC area.</i></p>		





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 2022 05 12- Version 2.3

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
2.3	<p><b>Accommodations Tax</b></p> <p><b>Options:</b> re-apply for the hotel tax (MRDT).</p> <p><b>Considerations:</b> re-apply for MRDT.</p>		
2.4	<p><b>Attract a large 4-star Hotel to the Community</b></p> <p><b>Options:</b> attract a large 4-star Hotel to the community.</p> <p><b>Considerations:</b> be flexible with zoning requirements, promote land availability, and attract investors with the potential of the Cariboo Gold Project</p>		
2.5	<p><b>Promote Four Season Trail Use</b></p> <p><b>Options:</b> create new outdoor recreation maps for winter and summer trails with historical information, and make trail network more accessible.</p> <p><b>Considerations:</b> produce new maps with grants from outside organizations.</p>		
2.6	<p><b>Promote Four Season Recreation Activities in the Area</b></p> <p><b>Options:</b> develop consistent quality trails funded by grants and fees, develop and promote tourism packages, trail passes, and meal packages.</p> <p><b>Considerations:</b> District and local groups (WATS and Snowmobile Club) to apply for applicable grants, Chamber to develop packages, place packages on applicable portion of <a href="http://www.wellsbc.com">www.wellsbc.com</a> website and create dedicated marketing and literature.</p>		



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**2022 05 12- Version 2.3**

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
2.7	<p><b>Encourage Property Owners to Paint/Clean-up Residences and Businesses</b></p> <p><i>Options:</i> repeat property improvement contest to provide incentive to clean-up untidy premises, and enforce unsightly premises bylaw.</p> <p><i>Considerations:</i> hold an annual spring clean-up campaign and façade improvement project, and enact unsightly premises bylaw.</p>		
2.8	<p><b>Develop Festival Site Band Shell at Ball Diamond</b></p> <p><i>Options:</i> secure additional funding, and determine type of stage.</p> <p><i>Considerations:</i> research possible funding grants.</p>		
2.9	<p><b>Increase Tourism</b></p> <p><i>Options:</i> encourage all outdoor spaces, recreational trails, events, activities, new watercraft rentals, new pavilion, and new musical playgrounds, and promote the new Community Forest trail system and Educational Forest.</p> <p><i>Considerations:</i> VIC—continue swag bags, add over the water deck with seating for picnics, and look at adding another pavilion close to the beach.</p>		
2.10	<p><b>Open Crown Land for Sales</b></p> <p><i>Options:</i> work with Integrated Land Management to coordinate sales and marketing of Crown property.</p> <p><i>Considerations:</i> request help from local MLA to help speed-up the process.</p>		



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 2022 05 12- Version 2.3

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
2.11	<p><b><i>Increase Conference Potential</i></b></p> <p><b><i>Options:</i></b> upgrading of facilities, increased marketing, and WBCF Board Meetings.</p> <p><b><i>Considerations:</i></b> complete work on Wells Community Hall, and create conference specific marketing.</p>		
2.12	<p><b><i>Market Community</i></b></p> <p><b><i>Options:</i></b> execute a broad-based marketing plan with budget for Wells and area, and coordinate consistent opening hours for tourism related businesses in Wells.</p> <p><b><i>Considerations:</i></b> fund and implement plan, and letter from council to encourage Chamber of Commerce to work closely with local businesses to coordinate hours.</p>		
2.13	<p><b><i>Creation of Circular Route to Wells</i></b></p> <p><b><i>Options:</i></b> continue to lobby for year-round circular route (Bowron River Road to Highway 16), and secure a funding contribution from CCBAC towards route construction.</p> <p><b><i>Considerations:</i></b> work with local MLA, work with Ministers at UBCM, emphasize security/second day route aspect, lobby CCBAC board/CCCTA.</p>		
2.14	<p><b><i>Community Poster Board</i></b></p> <p><b><i>Options:</i></b> install new community poster board to publicize local events.</p> <p><b><i>Considerations:</i></b> staff have a new enclosed free standing board and need to install it in the spring.</p>		

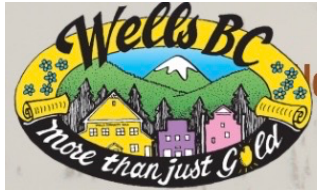


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**2022 05 12--Version 2.3**

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
2.15	<p><b>Prepare for Post COVID</b></p> <p><i>Options: ensure access to grants.</i></p> <p><i>Considerations: maintain EDO position, and continue community retention and resiliency programs in efforts of economic recovery.</i></p>		
2.16	<p><b>Ensure Adequate Staffing for Municipality</b></p> <p><i>Options: keep options open for staffing in future.</i></p> <p><i>Considerations: ensure competitive salaries and benefits, emphasize small town lifestyle and low cost of living, and housing?</i></p>		
<b>3</b>	<p><b>Improve Utility Infrastructure</b></p> <p><i>How to measure: evidence of plans and implementation.</i></p>		
3.1	<p><b>Water Quality &amp; Capacity</b></p> <p><i>Options: new purification, new distribution, upgrades, back-up well, and expansion.</i></p> <p><i>Considerations: operating costs, plant design, location, chlorine treatment requirement, funding partners, and u-fill station—reverse osmosis, incorporate into 5 year financial plan, and continue to work with Osisko..</i></p>		
3.2	<p><b>Sewer Treatment Facility</b></p> <p><i>Options: Upgrade current system, and additional system capacity for growth.</i></p> <p><i>Considerations: Consultant assessment of current and future, and funding, incorporate into 5-year financial plan, and continue to work with Osisko.</i></p>		



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**2022 05 12--Version 2.3**

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
3.3	<p><i>Three-Phase Power</i></p> <p><i>Considerations: incorporate into 5-year financial plan, and continue to work with Osisko.</i></p>		
3.4	<p><i>Pave Streets</i></p> <p><i>Considerations: incorporate into 5-year financial plan, and continue to work with Osisko..</i></p>		
<b>4</b>	<p><b>Enhance Finances</b></p> <p><i>How to measure: social media metrics and other.</i></p>		
4.1	<b>Reduce Debentures</b>		
4.2	<p><b>Re-build Financial Reserves</b></p> <p><i>Options: minimize the use of reserve funds.</i></p> <p><i>Considerations: increase financial reserves, and risk management of current aging assets—i.e., old school building and community hall.</i></p>		
<b>5</b>	<p><b>Prepare for Climate Change</b></p> <p><i>How to measure: monitor improvements and efficiency with feedback from Directors and Coordinator.</i></p>		
5.1	<p><b>Energy Use</b></p> <p><i>Options: consolidation of public building functions, and alternative energy possibilities.</i></p> <p><i>Considerations: public buildings review, and geothermal heating review.</i></p>		
5.2	<p><b>Emergency Back-up</b></p> <p><i>Options: new generators.</i></p>		

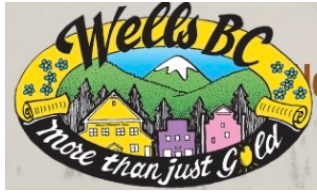


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**2022 05 12--Version 2.3**

Ref	2021 to 2024 Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
5.3	<p><b>Forest Fires</b></p> <p><b>Options:</b> Wildfire Protection Plan and funding.</p> <p><b>Considerations:</b> 2021—received \$125,000 grant for Community Fire Smarting inclusive of a new Fire plan.</p>		
5.4	<p><b>Snow Storage</b></p> <p><b>Options:</b> review of snow storage locations.</p> <p><b>Considerations:</b> snow storage plans.</p>		



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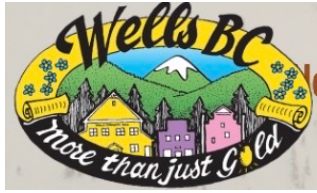
### 2022 to 2030 Additional Goals and Actions Notes

In addition to previous planning work, this section begins to suggest additional goals and a new format for Goals and Actions. Goals will be SMART Goals—(Specific, Measurable, Achievable, Realistic, and Anchored in a Timeline). The Goals cycle has the following components:

P=priority (1 to 3) G=Goals Alignment Number ID=idea identified PL=planning  
IP=implementation phases CP=planned completion CA=actual completion E=evaluation (1 to 10)

Ref	Action	P	G	ID	PL	IP1	IP2	IP3	CP	CA	E
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Ref	Draft 2022 to 2032 Additional Goals and Actions Notes	Priority 1 to 3 1=high	Projected Completion YY-MM
1A	<p><b>Develop and Implement Indigenous Projects and Partnerships</b></p> <p><i>How to measure:</i></p>		
2A	<p><b>Develop and Approve Memorandums of Understanding (MOUs) with Mayor Partner Businesses and Organizations</b></p> <p><i>How to measure:</i></p>		
3A	<p><b>Development an Improvements List, Plan, and Implementation</b></p> <p><i>How to measure:</i></p>		
4A	<p><b>Flood and Water Shed Assessment and Plan</b></p> <p><i>How to measure:</i></p>		
5A	<p><b>Extreme Weather Assessment and Plan</b></p> <p><i>How to measure:</i></p>		



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**Appendix A--Partners**

Ref	Partners	Degrees Of Engagement
1	Indigenous Organizations & First Nations/Indigenous Bands	
2	Barkerville Historic Town & Park and Cottonwood House Historic Site	
3	Bowron Lakes Provincial Park and Businesses	
4	Business and Industry	
5	Cariboo Regional District	
6	College of New Caledonia	
7	City of Quesnel	
8	Community Foundations of Canada	
9	District of Wells	
10	Government of Canada	
11	Island Mountain Arts Society	
12	Museums & Archives	
13	Northern Development	
14	Northern Health Authority	
15	Museums & Archives	
16	Not-for-Profits	
17	Osisko Developments	
18	Quesnel & District Chamber of Commerce	
20	Quesnel Community Foundation	
21	Province of BC	
22	Rotary Club--Quesnel	
23	School Districts 28	
24	Rotary Club--Quesnel	
25	Royal Canadian Legion Branch 128	
26	University of Northern British Columbia	
27	Troll Ski Resort	
28	Vancouver Foundation	
29	Wells and Area Community Association	
30	Wells Chamber of Commerce	
31	West Fraser Timber	
32	Wells Historical Society	
33	Wells and Area Trails Society	





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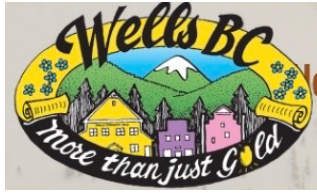
### Appendix B—Draft District of Wells Respect Policy

Respect is required at the District of Wells.

This policy applies to all who work for or contract to the District of Wells or access its services. High respect levels are critical to creating and sustaining a safe and positive working and/or service experience.

Respect can be measured by levels of: patience, communication, tolerance, active listening, kindness, trust building, on-going improvement, openness, absence of ego, outreach, use of language, honesty, voice volume and tone, and non-verbal or body language.

Ref	Guidelines
1	<b>Respect</b> is to be <i>practiced</i> at all times. A respect breach is determined by the receiver of a communication or action.
2	Professional communication (verbal, non-verbal or action) is to be practiced at all times.
3	Follow respectful communication protocol: First: Individual to Individual. Then, if necessary: Second: CAO or Mayor or “Approved Representative” to problem solve. Then if necessary: Third: Mayor and Council In-Camera Meeting. Then if necessary: Fourth: Legal Councils or Provincial Ombudsperson.
4	Practice high standards of work ethic. Work ethic can be understood through performance standards of tasks and time worked, equals time claimed.
5	No Bullying or Harassment. Follow WorksafeBC Standards and Guidelines
6	Follow the Employment Standards Act.
7	Follow the Employment Agreements.
8	Follow Professional Standards of Internet Use. Seek clarification when unsure.
9	Follow Professional Conflict of Interest Standards. Seek clarification when unsure.
10	Follow Professional Confidentiality Standards. Seek clarification when unsure.
11	Practice High Standards of Safety and Security to WorksafeBC and Public Health standards. Seek clarification and training when unsure.
12	Gain approval for use of the District of Wells buildings, lands, equipment and resources.
13	The Citizen’s and Partner’s suggestions and concerns are of “high-value”. Seek support from the CEO or Mayor, when problem solving is needed for “difference of opinion”.
14	Follow all Laws. Seek clarification when unsure.
15	Provide improvement suggestions; this will help toward common Vision.
16	Substance free in the workplaces, facilities, and lands will be followed.



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*2022 05 12--Version 2.3*

**Appendix C—Draft Memorandum of Understanding Template**

**Between:** “Entity”

**And:** District of Wells

**This Memorandum of Understanding (“MOU”) is dated for Reference the XX Day of Month, 2022**

**Whereas:**

1. “Entity” and District of Wells have a common interest in cooperative relations (*add intergovernmental for certain MOUs*).
2. “Entity” and District of Wells have engaged in meaningful dialogue with a view toward seeking partnership opportunities based on mutual respect (*add recognition and reconciliation for certain MOUs*).
3. “Entity and the District of Wells recognize that working together pursuant to a cooperative relationship will facilitate the sharing of information, improve communications, and establish substantial and worthwhile projects and procedures to promote cooperative relationship building.

**Principles:**

1. Mutual respect for each Party’s respective areas of jurisdictions;
2. Mutual respect for each Party’s mandates and policies and that this Memorandum does not fetter the individual mandates and policies of the Parties;
3. Cooperation in the exchange, development, and distribution of information that is relevant to the establishment and consolidation of the relationship between Parties;
4. Collaborative actions in development and implementation of meaningful projects of mutual interest; and
5. Acknowledgement that good relations between neighbours are required for all citizens to benefit.

**General Objectives:**

The “Entity” and the District of Wells have the following mutual objectives:

1. Promote understanding of functions, responsibilities, and interests of both Parties, both locally and in a province wide context, including in each other’s events where possible;
2. Provide opportunities for relationship building between Parties, such as regular scheduled meetings, which allow dialogue between leaders in areas of common interest. This may include economic development, natural resource management, efficient and affordable service delivery, and cooperative land use planning where possible, and
3. Encourage and promote effective methods of dispute resolution between parties.

**Term and Termination:**

The Parties acknowledge and agree that this MOU will take effect upon the adoption of authorizing resolutions by the “entity” and the by the Council of the District of Wells, and will remain in effect unless terminated by either Party on at least thirty (30) days prior written notice to the other Party.

**Now Therefore,**

The Parties have entered into this Memorandum of Understanding dated “Month” DD, YYYY, to attest to their mutual commitment to promote cooperative relationship building.

**Signatures**

District of Wells

**Signatures**

“Entity”

*Template courteously shared with DOW, by the City of Quesnel*



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**2022 05 12--Version 2.3**

### Appendix D—Past Councils and Administration

Past Councillors	Past Mayor	Years
Virginia Wilkins, Dave Hendrixson, Robin Sharpe, Barbara Cirotto, Carol McGregor, Judy Campbell	Joseph Jourdain	1998-1999
Virginia Wilkins, Jason Griffin, Robin Sharpe, Kathy Landry, Carol McGregor, Judy Campbell	Dave Hendrixson	1999-2003
Virginia Wilkins, Robin Sharpe, Judy Campbell, Carol McGregor	Dave Hendrixson	2002-2005
Neil Ferrier, Richard Wright, Virginia Wilkins, Judy Campbell	Jay Vermette	2005-2008
Aleta Wallace, Richard Wright, Virginia Wilkins, Judy Campbell	Jay Vermette	2008-2011
Mike Wallace, Richard Wright, Virginia Wilkins, Judy Campbell	Robin Sharpe	2011-2014
Virginia Wilkins, Lorraine Kozar, Mandy Kilsby, Richard Wright	Robin Sharpe	2014-2017
Mandy Kilsby, Birch Kuch, Lorraine Kozar, Lindsay Kay	Robin Sharpe	2017
Birch Kuch, Lindsay Kay, Mandy Kilsby, Dianne Andreesen	Jay Vermette	2017-2018

### Appendix E—2021 Government of Canada Census

Wells, District municipality (DM) <sup>1</sup> British Columbia [Census subdivision]	
Counts	
Characteristic	Total
<b>Population and dwellings</b>	
Population, 2021 <sup>1</sup>	218
Population, 2016 <sup>1</sup>	217
Population percentage change, 2016 to 2021	0.5
Total private dwellings <sup>2</sup>	156
Private dwellings occupied by usual residents <sup>3</sup>	113
Population density per square kilometre	1.4
Land area in square kilometres	158.09



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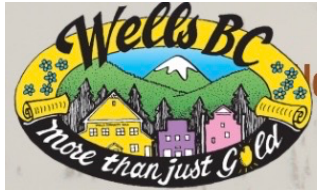
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**2022 05 12--Version 2.3**

**Appendix F—Topics List**

Ref	Topic	Timeline
1	Select Committees and Appointments <ul style="list-style-type: none"> <li>• Status of Committees</li> <li>• Needed Committees</li> <li>• Re-instatement of Committees</li> <li>• CRD</li> <li>• NDIT</li> <li>• Wells Barkerville Community Forest Board</li> </ul>	March
2	Fitness Centre <ul style="list-style-type: none"> <li>• Operation</li> <li>• Location               <ul style="list-style-type: none"> <li>○ Ventilation</li> <li>○ Proprietary or Shared Space</li> </ul> </li> </ul>	March
3	Facilities Assessment <ul style="list-style-type: none"> <li>• Condition Assessment               <ul style="list-style-type: none"> <li>○ Detailed Review of Critical Items (Class C Estimates)</li> </ul> </li> <li>• Functional Life Cycle</li> <li>• Suitability in Relation to Needs</li> <li>• Accessibility Feasibility</li> <li>• Repair or Replace</li> </ul>	March
4	Services <ul style="list-style-type: none"> <li>• Water (New Water Source Desired)</li> <li>• Sewer (Critical)</li> <li>• Permits</li> <li>• Drainage</li> <li>• Snow Removal</li> <li>• Garbage</li> <li>• Recycling</li> </ul>	



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**2022 05 12--Version 2.3**

	<ul style="list-style-type: none"> <li>• Highway 26 Safety</li> <li>• RCMP</li> <li>• Ambulance</li> <li>• Structural Fire</li> <li>• Wildfire</li> <li>• Power</li> </ul>	
5	<p>Events</p> <ul style="list-style-type: none"> <li>• Dog Sled Mail Run—2022 Feb. 25 to 27</li> <li>• IMA Events</li> <li>• Other Not-for-Profit Events</li> <li>• Sponsored Business Events</li> </ul>	
6	<p>Ice Rink</p> <ul style="list-style-type: none"> <li>• Osisko Structural Foundation Support</li> <li>• West Fraser Logs and Wood Support</li> <li>• Budget</li> </ul>	
7	<p>Hiring Practices</p> <ul style="list-style-type: none"> <li>• Local Casual Staff for Labour and Minor Maintenances</li> <li>• Community Outreach for Postings</li> </ul>	
8	<p>CAO Annual Evaluation</p>	
9	<p>Osisko</p> <ul style="list-style-type: none"> <li>• MOU In-Progress</li> <li>• Taxation Planning and Use of Funds</li> <li>• “Community Benefits Agreement” (CBA) or the new term “Length of Project Benefits Agreement” (LOPBA)</li> <li>• Gas Tank Permit</li> <li>• Zoning Amendment for New Homes and Subdivision</li> <li>• List of Contributions To-Date</li> <li>• Understanding of Camp Safety Policies and Practices for preventing harassment, violence, assaults...</li> <li>• Tours of Existing and Potential Future Sites</li> </ul>	



## District of Wells 2022 to 2032 *Draft Concise Business Plan*

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	<p>EPIC</p> <ul style="list-style-type: none"> <li>• 2022 June Report to the Community from EPIC—Katherine St. James, Project Assessment Director, and subsequent public input as well as Technical Advisory Committee (TAC), Community Advisory Committee (CAC), and Impacts Benefits Agreement with Indigenous Nations—Lhatko Dene Nation, Xat’sull First Nation, Williams Lake First Nation</li> </ul>	
10	<p>Standing Contractors</p> <ul style="list-style-type: none"> <li>• Banking Services</li> <li>• Audit Services</li> <li>• Carpentry and Construction</li> <li>• HVAC and Plumbing</li> <li>• Electrical</li> <li>• Snow Removal</li> <li>• Garbage Removal</li> <li>• Recycling</li> <li>• Wildfire Fuel Treatment</li> <li>• Vehicle and Equipment Servicing</li> </ul>	
11	<p>Cemetery</p> <ul style="list-style-type: none"> <li>• Heritage Branch Status</li> </ul>	
12	<p>Cell Tower Status</p> <ul style="list-style-type: none"> <li>• Fiber Optic Line Installation</li> </ul>	
13	<p>Office of the Fire Commissioner</p> <ul style="list-style-type: none"> <li>• Fire Department Status and Structural Assessment Support</li> <li>• New Fire Truck</li> <li>• Used Fire Truck</li> <li>• Additional Fire Truck Garage Space</li> </ul>	



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14	Donations Capacity <ul style="list-style-type: none"> <li>• Tax Receipting</li> </ul>	
15	Security Cameras <ul style="list-style-type: none"> <li>• Required Locations</li> <li>• Community Privacy</li> </ul>	
16	Snow Removal, Storage, and “Run-off” of Snow Melt	
17	External Communications Methods <ul style="list-style-type: none"> <li>• Website</li> <li>• Facebook</li> <li>• Main Phone Number of 250-994-3330</li> <li>• Email Directory</li> <li>• Communication Turn-around</li> <li>• Hours DOW Office Operation</li> <li>• Council Agenda–File Sizes, Posting Mediums, and other</li> </ul>	
18	Procurement Standards and Methods	
19	Recycling <ul style="list-style-type: none"> <li>• WAACA</li> <li>• CRD</li> </ul>	
20	Operations Review <ul style="list-style-type: none"> <li>• Staffing Levels</li> <li>• Public Access Times</li> <li>• Communications</li> <li>• Staff Resource Needs</li> <li>• Council Expectations</li> <li>• Staff Expectations</li> <li>• Accounting Systems</li> </ul>	
21	Barkerville and Cottonwood Topics	



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	<ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Structural Fire Protection</li> <li>• Structural Fire Protection Assessments with Office of the Fire Commissioner</li> <li>• Trail Systems</li> <li>• Infrastructure—Three-Phase Power</li> <li>• Cemetery—License/Permits with Consumer Protection and Heritage Branch</li> </ul>	
20	<p>School</p> <ul style="list-style-type: none"> <li>• Ongoing Meetings with PAC</li> <li>• Sustain K to 7</li> <li>• Review 8 and 9 Opportunities with SD28 and PAC</li> <li>• School Facility and Spaces Upgrades</li> <li>• Shared Use Policy and Practices</li> <li>• Tours for Council of the School Facility</li> <li>• School District Invitation to meet with Mayor</li> </ul>	
21	Well and Area Community Association Trust Account Confirmed	
22	<p>Grants Management</p> <ul style="list-style-type: none"> <li>• Rural Dividend</li> <li>• Infrastructure—Water and Sewer</li> <li>• Northern Development Trust</li> </ul>	
23	West Fraser Mills Potential Skating Rink Contribution	
24	<p>City of Quesnel and CRD</p> <ul style="list-style-type: none"> <li>• Best Practice Sharing</li> <li>• MOUs</li> <li>• Highway 26 Power Line Discussions</li> </ul>	
25	Election By-Law: mail-in ballots	
26	Laundry Mat	
27	Snow Mobile Club Building Relocation	





# District of Wells

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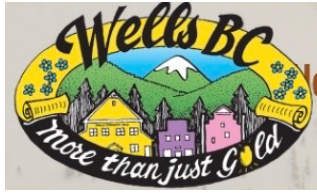
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### Appendix G--Facilities Upgrades List

Ref	Items District of Wells Office	Status (good, fair, poor)	Mitigation Estimate
1	Roof	Fair	
2	Foundation	Fair	
3	Outside Membrane and Siding	Fair	
4	Interior Membrane and Coverings	Fair	
5	Structural—Framing, Concrete, Rafters, Trusses and other	Fair	
6	Exterior Paint	Fair	
7	Interior Paint	Fair	
8	Floor Coverings	Poor	
9	Heat, Air, and Cooling Systems	Fair	
10	Hot Water System	Fair	
11	Plumbing	Fair	
12	Electrical	Fair	
13	Sewer	Fair	
14	Water	Poor to Fair	
15	Drainage: Buildings and Property	Fair	
16	Bathroom(s)	Fair	
17	Bedroom(s)	N/A	
18	Kitchen	Poor	
19	Living Space(s)	N/A	
20	Cabinets	Poor	
21	Doors (interior and exterior)	Fair	
22	Windows	Fair	
23	Parking	Good	
24	Garage and/or Carport	N/A	
25	Workshop	Poor	
26	Storage	Poor/Fair	
27	Asbestos	Fair--TBD	
28	Mold or Moisture Damage	Fair--OK	
29	Age and Overall Condition	Fair	
30	Appliances and Fixtures	Fair	
31	Clutter and Disposal Items	Fair	
22	Other:		



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**Appendix G--Facilities Upgrades List**

Ref	Building	Item	Cost	Solution
	DOW Off	De-clutter and Clean-up		
	DOW Off	Basement Use, Furnace Room Fire Rated, and Completion of Construction		
	DOW Off	Duct Cleaning and Furnace & Electrical Cleaning		
	DOW Off	Interior Building Ventilation Review and Improvement		
		Electrical <ul style="list-style-type: none"> <li>• Inspection Report Work</li> <li>• Baseboard Heaters Updating &amp; Safety</li> </ul>		
	DOW Off	Exterior Paint		
	DOW Off	Broken Glass Panes Replacement		
	DOW Off	Propane Furnace Exhaust Review		
	DOW Off	Entrances Snow Protection		
	DOW Off	Flooring <ul style="list-style-type: none"> <li>• Remove Old Carpets</li> <li>• Wood Flooring Refinishing</li> <li>• Industrial Laminant</li> </ul>		
	DOW Off	Interior Painting		
	DOW Off	Maintenance Shop Replacement		
	DOW Off	Concrete Lime Emulsion Treatment on Concrete		
	DOW Off	Bob Cat and Attachments Rental?		
	DOW Off	Snowmobile Rental?		
	DOW Off	Quad Snow Plow?		
	DOW Off	Generators Upgrades--Buildings, Sewer, Water		
	DOW Off	Radio Antenna Mast Repair		



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### Appendix G—Facilities Upgrades List

Ref	Items Firehall	Status (good, fair, poor)	Mitigation Estimate
1	Roof	Poor	
2	Foundation	Fair to Good	
3	Outside Membrane and Siding	Poor to Good	
4	Interior Membrane and Coverings	Poor to Good	
5	Structural—Framing, Concrete, Rafters, Trusses and other	Poor to Good	
6	Exterior Paint	Poor to Good	
7	Interior Paint	Poor to Good	
8	Floor Coverings	Poor	
9	Heat, Air, and Cooling Systems	Poor to Good	
10	Hot Water System	Fair to Good	
11	Plumbing	Fair to Good	
12	Electrical	Poor to Good	
13	Sewer	Fair	
14	Water	Poor to Fair	
15	Drainage: Buildings and Property	Poor to Good	
16	Bathroom(s)	Poor to Fair	
17	Bedroom(s)	N/A	
18	Kitchen	Poor	
19	Living Space(s)	N/A	
20	Cabinets	Poor	
21	Doors (interior and exterior)	Poor to Good	
22	Windows	Fair to Good	
23	Parking	Poor	
24	Garage and/or Carport	N/A	
25	Workshop	Poor	
26	Storage	Poor	
27	Asbestos	Fair— Treatment Required	
28	Mold or Moisture Damage	Fair	
29	Age and Overall Condition	Poor to Good	
30	Appliances and Fixtures	Poor	
31	Clutter and Disposal Items	Fair	
22	Other:		

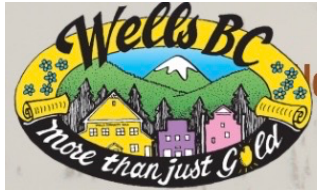


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**Appendix G–Facilities Upgrades List**

Ref	Building	Item	Cost	Solution
	Firehall	Relocation of Telus Pole in-front of Bay 2		
	Firehall	Concrete Lime Emulsion Treatment on Concrete		
	Firehall	Electrical <ul style="list-style-type: none"> <li>• Inspection Report Work</li> <li>• Lighting in Crawl Space</li> </ul>		
	Firehall	De-clutter and Clean-up		
	Firehall	Duct Cleaning and Furnace & Electrical Cleaning		
	Firehall	Old Section Bay Doors Replacement		
	Firehall	Old Section Main Door Replacement		
	Firehall	Old Section Roof Replacement		
	Firehall	Old Section Vermiculite Containment or Removal		
	Firehall	Old Section Hose Room Subfloor		
	Firehall	Old Section Loft Carpet Removal		
	Firehall	Old Section Loft Flooring Refinishing or Replacement		
	Firehall	Old Section Loft Gyprock Repairs		
	Firehall	Old Section Structural Review of Subfloor		
	Firehall	Complete New Washroom		
	Firehall	Install New Washroom and Showers		
	Firehall	Additional Truck Garage Space		



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**Appendix G—Facilities Upgrades List**

<b>Ref</b>	<b>Item Community Hall</b>	<b>Status (good, fair, poor)</b>	<b>Mitigation Estimate</b>
1	Roof	Good	
2	Foundation	Fair to Good	
3	Outside Membrane and Siding	Fair	
4	Interior Membrane and Coverings	Fair	
5	Structural—Framing, Concrete, Rafters, Trusses and other	Fair	
6	Exterior Paint	Poor to Fair	
7	Interior Paint	Fair	
8	Floor Coverings	Fair to Good	
9	Heat, Air, and Cooling Systems	Fair	
10	Hot Water System	Fair to Good	
11	Plumbing	Fair	
12	Electrical	Fair	
13	Sewer	Fair	
14	Water	Poor to Fair	
15	Drainage: Buildings and Property	Fair	
16	Bathroom(s)	Fair	
17	Bedroom(s)	N/A	
18	Kitchen	Fair	
19	Living Space(s)	N/A	
20	Cabinets	Fair	
21	Doors (interior and exterior)	Fair	
22	Windows	Fair	
23	Parking	Fair	
24	Garage and/or Carport	N/A	
25	Workshop	N/A	
26	Storage	Fair to Good	
27	Asbestos	Good	
28	Mold or Moisture Damage	Good	
29	Age and Overall Condition	Fair	
30	Appliances and Fixtures	Poor to Fair	
31	Clutter and Disposal Items	Fair	
22	Other:		

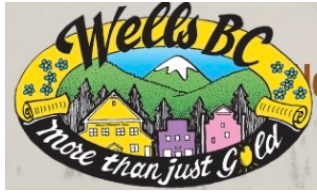


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**Appendix G–Facilities Upgrades List**

Ref	Building	Item	Cost	Solution
	C Hall	Electrical--Inspection Report Work		
	C Hall	De-clutter and Clean-up		
	C Hall	Rear Roof Snow Brakes		
	C Hall	Bathroom Fans Inspection, Replacement, Cleaning and Venting Piping Pathway to Outside		
	C Hall	Refinish Gym Floor and Lines Repainting		
	C Hall	Interior Wall Covering Repairs and Painting		
	C Hall	Projection Screen		
	C Hall	Rear Right Back Exit Reconstruction/Repair		
	C Hall	Dance Hall Right Exit Blockage		
	C Hall	Health Office Heat and Sound Proofing		
	C Hall	Kitchen Stoves Replacement		
	C Hall	Kitchen Stoves Venting to Code		
	C Hall	Kitchen Cooler Status		
	C Hall	Furnace Room to Fire Code		
	C Hall	ABC Communications Access Door Replacement		
	C Hall	Access Doors Snow Protection		
	C Hall	Windows Maintenance		
	C Hall	Hot Water Room Ceiling Repair to Fire Code		
	C Hall	Rear Entrance Metal Railing Repair		
	C Hall	Wheelchair Washroom To-Code		
	C Hall	Status of Hydro Masts with Snow Load		
	C Hall	Chimney Removal or Repair		
	C Hall	Rear Entrance Retaining Walls Review and Repair		



# District of Wells

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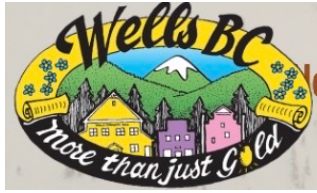
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### Appendix G--Facilities Upgrades List

Ref	Item Community Centre & School	Status (good, fair, poor)	Mitigation Estimate
1	Roof	Poor	
2	Foundation	Fair	
3	Outside Membrane and Siding	Fair	
4	Interior Membrane and Coverings	Fair	
5	Structural—Framing, Concrete, Rafters, Trusses and other	Fair	
6	Exterior Paint	Poor to Fair	
7	Interior Paint	Poor to Good	
8	Floor Coverings	Fair	
9	Heat, Air, and Cooling Systems	Fair to Good	
10	Hot Water System	Good	
11	Plumbing	Fair	
12	Electrical (including Fire Alarm System)	TBD to Fair	
13	Sewer	Fair	
14	Water	Poor to Fair	
15	Drainage: Buildings and Property	Poor to Fair	
16	Bathroom(s)	Fair	
17	Bedroom(s)	N/A	
18	Kitchen	Fair	
19	Living Space(s)	N/A	
20	Cabinets	Fair	
21	Doors (interior and exterior)	Fair	
22	Windows	Poor to Fair	
23	Parking	Fair	
24	Garage and/or Carport	N/A	
25	Workshop	N/A	
26	Storage	Fair	
27	Asbestos	Fair--Treated	
28	Mold or Moisture Damage	Fair--TBD	
29	Age and Overall Condition	Fair	
30	Appliances and Fixtures	Fair	
31	Clutter and Disposal Items	Fair	
22	Other:		



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**Appendix G--Facilities Upgrades List**

Ref	Building	Item	Cost	Solution
	C Centre & School	Renovation Reports Implementation		
	C Centre & School	De-clutter and Clean-up		
	C Centre & School	Roofs Drainage		
	C Centre & School	Teacherage/Teaching Staff Housing Discussion		
	C Centre & School	Concrete Lime Emulsion Treatment		
	C Centre & School	Worksafe Ongoing Maintenance Records and Minor Items Requirements		
	C Centre & School	Gym Crawl Space Moisture Remediation		
	C Centre & School	Electrical--Inspection Report Work		





# District of Wells

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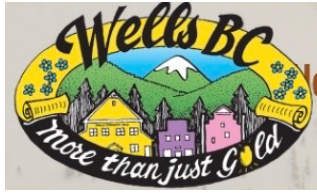
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**2022 05 12- Version 2.3**

### Appendix H—By-Laws List

Bylaw #	Short Name	Final Reading Date
2015-146	Tax Exempting 2016	15.10.20
2016-147	Tax Rates 2016	16.05.12
2016-148	Five Year Financial Plan 2016-2020	16.05.12
2016-149	Tax Exempting 2017	16.10.20
2017-150	Tax Rates 2017	17.05.11
2017-151	Five Year Financial Plan 2017-2021	17.05.11
2017-152	Zoning and Tree Protection Bylaw. Amendment	17.07.11
2017-153	Off-Highway Recreational Vehicle Reg.	17.08.08
2017-154	Temporary Use Permit Policy	18.02.06
2017-155	Tax Exempting 2018	17.10.26
2017-156	Comprehensice Fees and Charges	
2017-157	Garbage Collection Regulation	17.12.14
2018-158	Zoning and Tree Protection Amendment	18.04.25
2018-159	Wells Sewer Sepcified Area User Rates	18.05.22
2018-160	Wells Water Specified Area User Rates	18.05.22
2018-161	Comprehensice Fees and Charges	18.05.22
2018-162	Snow Removal & Ice Control	
2018-163	Five Year Financial Plan 2018-2022	18.04.27
2018-164	Wells Election Procedures	18.07.04
2018-165	Tax Rates 2018	18.04.27
2018-166	Council Renumeration and Expenses	18.06.26
2018-167	Amend DOW OCP Designation Bylaw 106, 2010	18.10.23
2018-168	Amend the DOW Zoning and Tree Protection No. 26, 2000	18.10.23
2018-169	Amend the DOW OCP Desingation Bylaw No. 106, 2010	18.10.23
2018-170	Vehicle from Streets	18.10.23
2018-171	2018 Permissive Tax Rate	18.10.30



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**2022 to 2032 *Draft Concise Business Plan***

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**Appendix H—By-Laws List**

*(this by-law will be updated and re-sorted in a future version of this Concise Business Plan)*

<b>Bylaw #</b>	<b>Short Name</b>	<b>Final Reading Date</b>
2018-172	Council Renumeration and Expenses	
2018-173	Officer Positions	
2019-174	Establish Financial Plan for 2019 to 2023	19.05.14
2020-177	Establish Financial Plan for 2020 to 2024	20.05.26
2020-178	Levying of Tax Rates for Municipal, Regional Hospital, and Regional District purposes for 2020	20.05.26
2020-179	2020-2025 Permissive Tax Exempting	20.02.25
2020-180	Council Prodedure	20.11.03
2020-181	Fire Service	20.12.08
2021-199	Comprehensice Fees and Charges	21.04.13
2021-200	Tax Rate 2021	
2021-201	Financial Plan for 2021 to 2025	21.05.11
2021-202	Noise & Nuisance	21.07.20
2021-203	Determination of Various Procedures for Conduct of Local Government Elections and Other Voting	21.11.23
2009-101	Council Indemnities	09.04.07
2009-102	Five Year Financial Plan 2009-2013	09.05.05
2009-103	Tax Rates 2009	09.05.14
2009-104	Fees and Charges Amendment	09.09.08
2009-105	Tax Exempting 2010	09.10.06
2010-106	Wells Official Community Plan	10.05.04
2010-107	Five Year Financial Plan 2010-2014	10.05.04
2010-108	Tax Rates 2010	10.05.11
2010-109	Tax Exempting 2011	10.10.05
2011-110	Garbage Collection	11.05.09
2011-111	Five Year Financial Plan 2011-2015	11.05.09
2011-112	Tax Rates 2011	11.05.09
2011-113	Election Procedures	11.06.21
2011-114	Tax Exempting 2012	11.10.04



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Bylaw #	Short Name	Final Reading Date
2011-115	Council Indemnities	11.11.01
2012-116	Tax Rates 2012	12.05.14
2012-117	Five Year Financial Plan 2012-2016	12.05.14
2012-118	Tax Exempting 2013	12.10.02
2013-119	Fees and Charges 2013	13.04.09
2013-120	Freedom of Information 2013	13.04.09
2013-121	Five Year Financial Plan 2013-2017	13.05.07
2013-122	Tax Rates 2013	13.05.07
2013-123	Zoning Amendment	13.06.18
2013-124	Zoning Amendment	Abandoned
2013-125	Zoning Amendment	13.06.18
2013-126	Zoning Amendment	13.06.18
2013-127	District of Wells Fireworks	13.06.18
2013-128	Tax Exempting 2014	13.10.01
2013-129	Wells Sewer Specified Area Amendment	13.11.19
2013-130	Wells Sewer Specified Area Amendment	13.11.19
2014-131	Accommodation Tax (Hotel Room Tax)	14.02.18
2014-132	Five Year Financial Plan 2014-2018	14.05.13
2014-133	Tax Rate 2014	14.05.13
2014-134	Election Procedures	14.07.16
2014-135	Untidy and Unsightly Premises	14.09.16
2014-136	Council Indemnities	14.09.16
2014-137	Tax Exempting 2015	14.10.07
2015-138	Garbage Collection	15.04.21
2015-139	Tax Rate 2015	15.05.05
2015-140	2015 Five Year Financial Plan	15.05.05
2015-141	Wells Volunteer Fire Department Establishing	15.06.16
2015-142	Fire Service Bylaw	15.11.17
2015-143	Bylaw Notice Enforcement (Adjudication Process)	15.10.20
2015-144	Comprehensice Fees and Charges	15.10.06
2015-145	Municipal Ticket Information	15.10.20

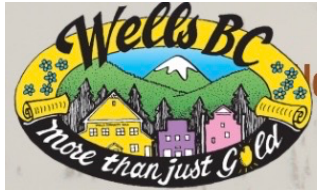


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*2022 05 12- Version 2.3*

Bylaw #	Short Name	Final Reading Date
1998-01	Procedural Bylaw	98.07.14
1998-02	Appointment of Officers	98.07.14
1998-03	Payment of Indemnities	98.07.30
1998-04	Annual Budget 1999	98.07.30
1998-05	Five year Capital Plan	98.07.30
1998-06	Commercial Zoning Uses	98.09.08
1998-07	Tax Exemptions	98.10.27
1998-08	Amendment Bylaw	98.12.15
1998-09	Provisional Budget 1999	99.01.15
1999-10	Emergency Measures	99.05.18
1999-11	Application Fees and Forms	99.04.20
1999-12	Tax Rates for 1999	99.04.06
1999-13	Annual Budget 2000	99.04.06
1999-14	Five year Capital Plan	99.04.06
1999-15	Building Permit & Inspection Fees	99.06.15
1999-16	Heritage Property	99.07.20
1999-17	Rezoning	see Bylaw 26
1999-18	Election Procedures	99.09.21
1999-19	Referendum/Council Size	99.10.04
1999-20	Freedom of Information	99.10.19
1999-21	Tax Exemptions 2000	00.10.19
1999-22	Provisional Budget 2000	99.12.06
2000-23	Annual Budget	00.05.99
2000-24	Tax Rates for 2000	00.05.02
2000-25	Official Community Plan	00.06.20
2000-26	Zoning	01.10.11
2000-27	Noise	03.04.15
2000-28	Volunteer Fire Department	01.09.19
2000-29	Animal Control	NIL
2000-30	Mutual Aid Firefighting	NIL
2000-31	Community Plan Amendment	NIL
2000-32	Council Indemnities	00.10.03
2000-33	Procedural Bylaw	00.10.03



## District of Wells 2022 to 2032 *Draft Concise Business Plan*

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**2022 05 12--Version 2.3**

<b>Bylaw #</b>	<b>Short Name</b>	<b>Final Reading Date</b>
2000-34	2001 Tax Exempting	00.10.30
2001-35	Temporary Borrowing	01.02.04
2001-36	OCP Amendment	01.10.11
2001-37	Five year Financial Plan 2001-2005	01.04.23
2001-38	Tax Rates for 2001	01.05.10
2001-39	Heritage Designation Amendment	ABORTED
2001-40	Water Issuing	01.08.13
2001-41	Financial Plan Amendment	01.08.20
2001-42	Tax Exempting 2002	01.10.25
2001-43	no bylaw - misnumbered	NIL
2001-44	Animal Control	01.12.18
2001-45	Temporary Borrowing	02.01.15
2002-46	Financial Plan 2002-2006	02.04.16
2002-47	Tax Rates for 2002	02.05.09
2002-48	Election Procedures 2002	02.05.09
2002-49	Unightly Premises	NIL
2002-50	Tax Exemption 2003	02.10.17
2002-51	Size of Council	02.09.17
2002-52	Procedural Bylaw Amendment	02.11.19
2002-53	Municipal Ticking Information	03.08.29
2003-54	Financial Plan 2003-2007	03.04.01
2003-55	Barkerville Referendum	tabled indefinitely
2003-56	Tax Rates for 2003	03.05.06
2003-57	Utility Service	03.08.05
2003-58	Traffic and Streets	03.09.02
2003-59	Tax Exempting 2004	03.10.29
2003-60	Additional Hotel Tax Levy	03.11.04
2004-61	Council Procedure	04.02.03
2004-62	Fees and Charges	04.11.16
2004-63	Financial Plan for 2004-2008	04.04.20
2004-64	Tax Rates for 2004	04.05.04
2004-65	Garbage Collection Regulations	04.05.28
2004-66	Tax Exempting 2005	04.10.19
2004-67	No Shooting	04.10.05

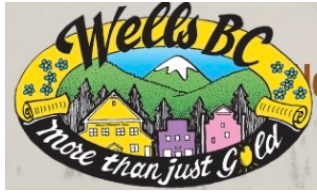


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**2022 05 12- Version 2.3**

Bylaw #	Short Name	Final Reading Date
2004-68	Traffic and Streets	04.12.07
2004-69	Sewer Local Services Area Amendment	04.12.07
2005-70	Council Indemnities	05.02.15
2005-71	Election Procedures 2005	05.05.30
2005-72	Tax Rates 2005	05.05.11
2005-73	Five Year Financial Plan 2005-2009	05.05.11
2005-74	Tax Exempting 2006	05.10.04
2006-75	Tax Rates 2006	06.05.09
2006-76	Wells Water User Rates	06.05.09
2006-77	Wells Sewer User Rates	06.05.09
2006-78	Financial Plan 2006-2010	06.05.09
2006-79	Council Indemnities	06.05.09
2006-80	Tax Exempting 2007	06.10.03
2006-81	Temporary Borrowing	06.12.05
2006-82	Fees and Charges	07.01.16
2007-83	Council Indemnities	07.02.20
2007-84	Tax Rates 2007	07.05.14
2007-85	Five Year Financial Plan 2007-2011	07.05.01
2007-86	Board of Variance	07.07.17
2007-87	Permissive Tax Exempting	07.10.02
2007-88	Untidy and Unsightly Premises	08.02.05
2007-89	Temporary Borrowing	07.12.04
2008-90	Wells Volunteer Fire Department Amendment	08.03.04
2008-91	Financial Plan	08.05.06
2008-92	Tax Rate 2008	08.05.06
2008-93	Noise Control	08.06.17
2008-94	Municipal Ticking	08.06.17
2008-95	Elections Procedures	08.07.17
2008-96	Tax Exempting 2009	08.10.21
2008-97	Temporary Borrowing	08.10.21
2008-98	Additional Hotel Tax Levy	09.01.20
2009-99	Delegation	09.03.17
2009-100	Council Procedure Amendment	09.04.07



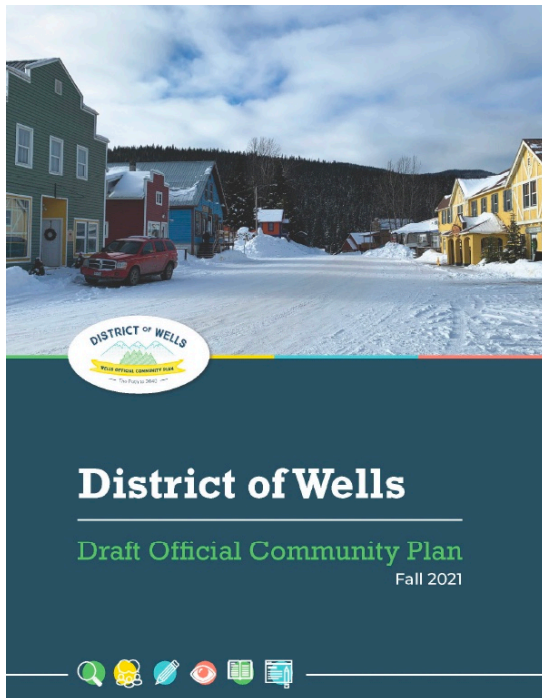
## District of Wells 2022 to 2032 *Draft Concise Business Plan*

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**2022 05 12- Version 2.3**

### Appendix I—Draft New Official Community Plan

The goal is to finalize the OCP and any new By-Laws in early June 2022.



### Draft New Official Community Plan (OCP) Contents

- 1.0 Introduction
- 2.0 Background and Planning Context
- 3.0 The Planning Process
- 4.0 Land Use Designations
- 5.0 Objectives and Policies for Future Development
- 6.0 Development Permit Areas & Temporary Use Permits
- 7.0 Implementation

Figures

Schedules

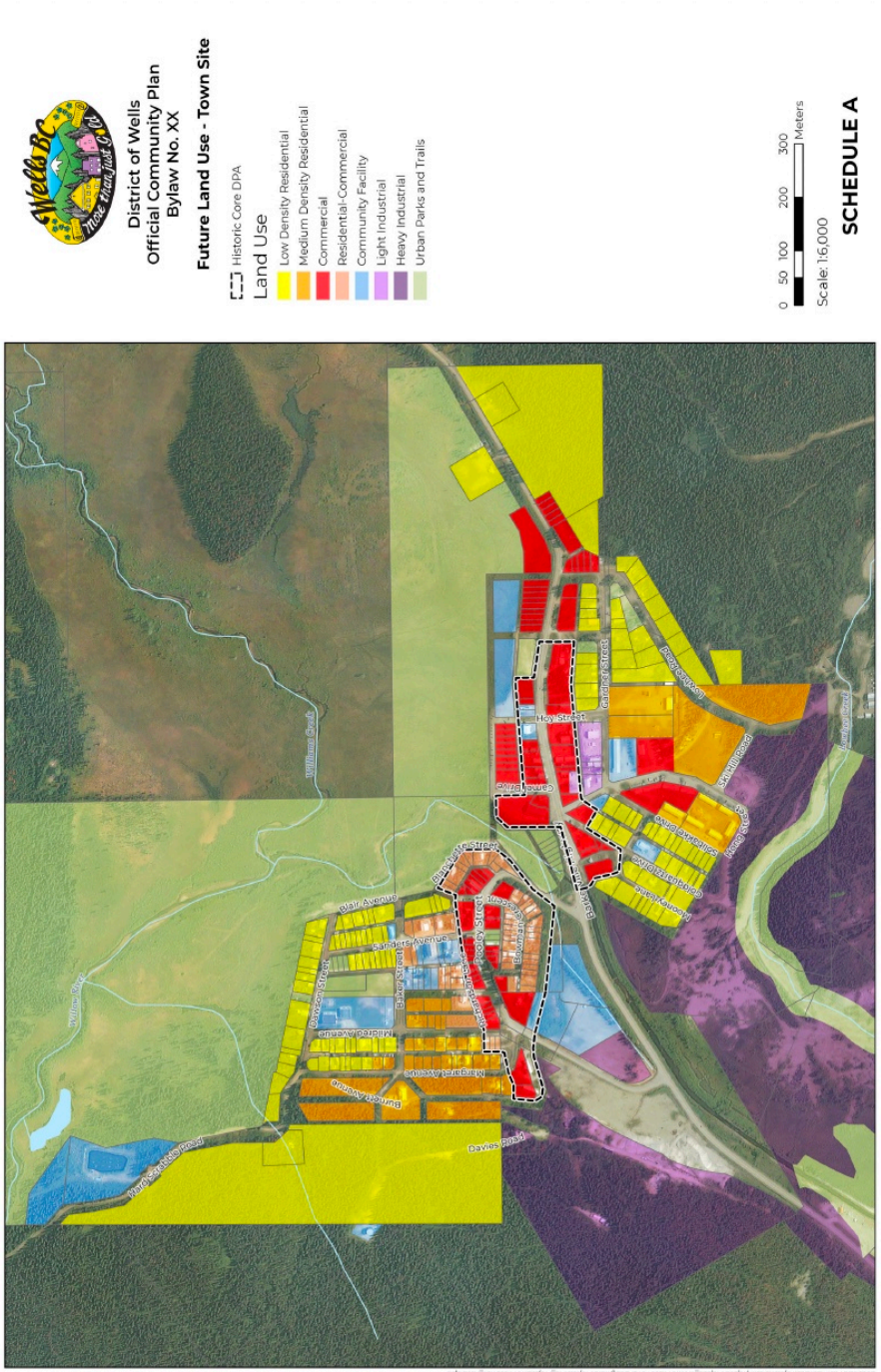


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## Appendix I—Draft New Official Community Plan







# District of Wells 2022 to 2032 *Draft* Concise Business Plan

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## Appendix J—Draft Wildfire Risk Map



District of Wells  
Official Community Plan  
Bylaw No. XX  
Hazards

--- Municipal Boundary

Slope

20-30%

>30%

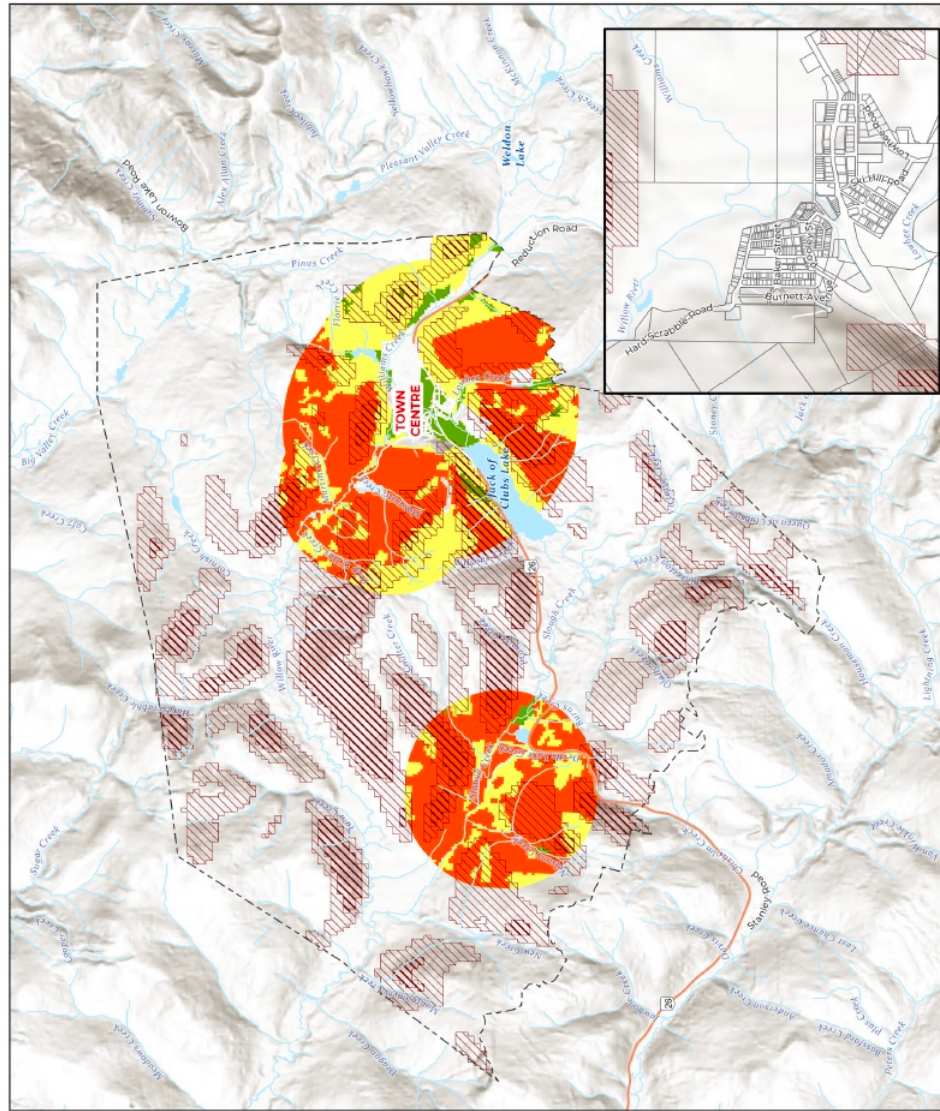
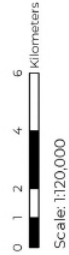
Fire Threat

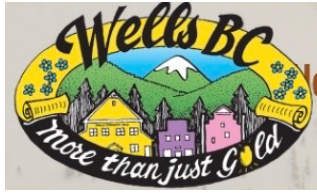
Low

Moderate

High

The entire Wells area is classified as Risk Class 1 (highest risk) in the Government of BC's Wildfire Urban interface classification system





# District of Wells

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### **Appendix K—Major Topics and Information Table**

**Priority:** 1--Urgent—12 months; 2--Important & Urgent—1 to 3 years; 3—Important—1 to 5 years

<b>Ref</b>	<b>Item</b>	<b>Priority</b>	<b>Status</b>
1.1	Equipment & Rolling Stock--DOW	2,3	
1.2	Equipment & Rolling Stock Contractor	2,3	
1.3	Equipment—New Fire Truck & Newer Used Fire Truck	2,3	
1.4	Equipment—Wildfire Response Equipment and Trailer	2,3	
2.1	Housing—Affordable	2	
2.2	Housing—BGM Development	2	
2.3	Housing—OTHER Development	1,2	
2.4	Housing—BGM Worker Facilities	2	
2.5	Housing—Teacherage	3	
2.6	Housing—DOW Staff	3	
3.1	Land Use—Planning & OCP	1	
3.2	Land Use—Zoning Refinement	1	
4.1	Facilities—District Office & Maintenance Shop	1,2	
4.2	Facilities—Community Hall	1,2	
4.3	Facilities—Firehall (structural and wildfire)	1,2	
4.4	Facilities—Community & Cultural Centre (includes School) and Property	1,2	
4.5	Facilities—Outdoor Covered Skating Rink (see also 3.4)	In-progress	
4.6	Facilities—Wheelchair Washroom & Shower Building	2	
5.1	Power Distribution	1	
5.2	Power Capacity	1,2	
5.3	Power Reliability	1,2	
6.1	Sector Development—Accommodation	2,3	
6.2	Sector Development--Arts	2	
6.3	Sector Development—Business	2,3	
6.4	Sector Development—Education—Daycare and Pre-school	1,2	
6.5	Sector Development—Education--K to 7	1,2,3	
6.6	Sector Development—Education—8 & 9; 10 to 12	1,2,3	



**District of Wells**  
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**Appendix K--Topics and Information Table**

**Priority:** 1--Urgent—12 months; 2--Important & Urgent—1 to 3 years; 3—Important—1 to 5 years

<b>Ref</b>	<b>Item</b>	<b>Priority</b>	<b>Status</b>
6.7	Sector Development—Education—Post Secondary Trades	1,2,3	
6.8	Sector Development—Education—Post Secondary All Other	2,3	
6.9	Sector Development—Forestry	3	
6.10	Sector Development--Health	1,2	
6.11	Sector Development—Indigenous Partnerships	1,2,3	
6.12	Sector Development—Mining	1,2,3	
6.13	Sector Development—Not-for-Profits	1,2	
6.14	Sector Development—Social & Employment Supports	1,2	
6.14	Sector Development—Tourism	3	
7.1	Sewer Collection Lines	1,2	
7.2	Sewer Treatment Facility	1,2	
8.1	Snow Melt, Ice Build-up, & Sanding	1	
8.2	Snow Removal	1	
8.3	Snow Storage	1	
9.1	Telecommunications-- Phone, Internet, Cellular, Radio Systems	3	
10.1	Trails Systems	2,3	
11.1	Transportation—Emergency Exit Roads—Purden, 2400 Road, 3100 Road	1,2,3	
11.2	Transportation—Highway 26	1,2,3	
11.3	Transportation--Pedestrian	2,3	
11.4	Transportation—Town Road System	2	
11.5	Transportation--Transit	2,3	
12.1	Water Distribution Lines	1,2,3	
12.2	Water Sources	1,2	
12.3	Water Redundancy & Capacity	1,2,3	
12.4	Water Treatment	1,2	



# District of Wells

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*2022 05 12- Version 2.3*

### Appendix L–District of Wells Risk Management Chart (Version 4.0)

Risk Assessment Levels							
	Low	Moderate			High	Extreme	
Ref	Item					Risk(s)	
				Immediate Cost	Planned & Deferred Cost		
1	Sewer				500,000	7,000,000	Collection and Treatment
2	Water				500,000	6,000,000	Treatment, Collection, Distribution
3	Facilities				1,000,000	5,000,000	Hazards, Maintenance, Extend Lifecycle, Potential New Facilities
4	Structural Fire Protection				350,000	4,000,000	Equipment, New Fire Truck, Buildings Maintenance, Buildings Expansion for Trucks
5	Wildfire Protection				200,000	4,000,000	Equipment Building to Store Equipment Fuel Treatment
6	Affordable Housing					5,000,000	Various Formats
7	Power				TBD	TBD	Reliable Power Three Phase Power
8	Snow Removal				100,000	250,000	Improved Plan, Equipment
9	Emergency Evacuation Routes				200,000	6,000,000	Forest Service Roads Purden Connector
10	Highway 26				TBD	TBD	Long-term Plan
11	Flooding				120,000	1,000,000	Community Flooding Assessment Flood Mitigation
12	Roads				250,000	6,000,000	Drainage, Ditching, Culverts Grading, Top Dressing, Pavement, Curbing
13	Cemetery				TBD	TBD	Arkeological and Heritage Assessment, Capacity Assessment

**Appendix L—District of Wells Risk Management Chart (Version 4.0)**

Risk Assessment Levels							
Low		Moderate		High	Extreme		
Ref	Item				Immediate Cost	Planned & Deferred Cost	Risk(s)
1	Sewer				500,000	7,000,000	Collection and Treatment
2	Water				500,000	6,000,000	Treatment, Collection, Distribution
3	Facilities				1,000,000	5,000,000	Hazards, Maintenance, Extend Lifecycle, Potential New Facilities
4	Structural Fire Protection				350,000	4,000,000	Equipment, New Fire Truck, Buildings Maintenance, Buildings Expansion for Trucks
5	Wildfire Protection				200,000	4,000,000	Equipment Building to Store Equipment Fuel Treatment
6	Affordable Housing					5,000,000	Various Formats
7	Power				TBD	TBD	Reliable Power Three Phase Power
8	Snow Removal				100,000	250,000	Improved Plan, Equipment
9	Emergency Evacuation Routes				200,000	6,000,000	Forest Service Roads Purden Connector
10	Highway 26				TBD	TBD	Long-term Plan
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12	Roads				250,000	6,000,000	Drainage, Ditching, Culverts Grading, Top Dressing, Pavement, Curbing
13	Cemetery				TBD	TBD	Arkeological and Heritage Assessment, Capacity Assessment



## DISTRICT OF WELLS BYLAW No. 206, 2022

### A Bylaw to Provide for the Determination of Various Procedures for the Conduct of Local Government Elections and Other Voting

WHEREAS pursuant to the Local Government Act, Council may, by Bylaw, determine various procedures and requirements to be applied in the conduct of local government elections and other voting:

NOW THEREFORE the Council of the District of Wells, in open meeting assembled, enacts as follows:

#### 1. Definitions

In this Bylaw:

"Elector" means a resident elector or property elector of the Municipality as defined under the Local Government Act;

"Election" means an election for the numbers of persons required to fill the Council of the District of Wells;

"General voting day" means:

- a) for a general election, the third Saturday of October in the year of the election as set under Section 52 of the Local Government Act;
- b) for other elections or voting, the date set under Section 54, 55, 152, and/or 157 of the Local Government Act.

"Local government" means, in relation to a municipality, the Council of a municipality;

#### 2. Voters' List and Registration of Electors

- a. As authorized under section 76 of the Local Government Act, for all elections and assent voting the most current available Provincial list of voters

prepared under the Election Act, shall become the register of resident electors on the 52nd day prior to general voting day.

- b. As authorized under Sections 72 and 73 of the Local Government Act respectively a person may register as a resident elector or as a non-resident property elector immediately before voting.

3. Advance Voting Opportunities

(1) As authorized under Section 107 of the Local Government Act, the following advance voting opportunities are established for each election or other voting, to be held in advance of General Voting Day:

- a. On the 10<sup>th</sup> day before General Voting Day at the Wells Municipal Hall.
- b. With voting hours from 8:00 AM to 8:00 PM.

(2) Pursuant to section 108 of the Local Government Act, the Chief Election Officer is hereby authorized to

- a. establish additional advance voting opportunities,
- b. designate the voting places and set the voting hours for the additional advance voting opportunities, and

4. Special Circumstances

(1) To give electors who may otherwise be unable to vote, an opportunity to do so, Council will provide Special Voting Opportunities as authorized under Section 109 of the *Local Government Act* for each election and authorizes the Chief Election Officer to establish special voting opportunities each election and to designate the location, the date, and the hours within the limits set out in Section 109 of the *Local Government Act*, for special voting opportunities.

- a. Special Voting Opportunities:  
To provide the Chief Election Officer with discretion to establish or limit special voting opportunities, and to address safety concerns at venues where special voting is organized (including care homes and hospitals).
- b. Oral Declarations:

To enable oral declarations as an alternative to written declarations when signing in the voting book (to reduce a high-touch point).

c. Additional General Voting Opportunities:

Council will provide additional general voting opportunities as authorized under Section 106 of the *Local Government Act* for each election and authorizes the Chief election Officer to designate the location, the date and the voting hours within the limits set out in section 106 of the *Local Government Act*, for the Additional General Voting opportunities.

d. Advance Voting Dates:

To allow the Chief Election Officer to establish additional dates as to Spread out in-person voting during the COVID- 19 pandemic.

e. Advance Registration:

To provide an alternative to same day registration only (as to reduce line-ups)

5. Number of Scrutineers at Voting Places

(1) Pursuant to section 120 of the Local Government Act the number of scrutineers at a voting place shall be limited to one for each candidate for each ballot box in use.

6. Names and Order of Names on Ballot

- a. In accordance with Section 87 of the Local Government Act the full name of each candidate must appear on the ballot except when the candidate has specified that their usual name appear on the ballot instead in which case the usual name of the candidate will appear on the ballot.
- b. In accordance with Section 116 of the Local Government Act the names of candidates on the ballot must be arranged alphabetically by their surnames.

7. Resolution of Tie Votes after Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 151 of the Local Government Act.

8. Procedures after the Close of Voting on General Voting Day



- (1) After the close of voting on general voting day, the chief election Officer in Accordance with Section 138 of the Local Government Act shall:
  - a. seal the ballot boxes
  - b. place spoilt ballots into an envelope, seal the envelope and place in the results box;
  - c. seal the results box;
  - d. place completed administrative forms into the election materials box; and
  - e. transport sealed ballot boxes, unused ballots, voting books, results box, election materials box and all other equipment and materials to election headquarters (Council chambers, 4243 Sanders Avenue, Wells BC).
- (2) At the close of voting on general voting day, the Chief Elections Officer shall proceed In accordance with subsection 8 (1) of this bylaw, so far as applicable, for each Advance and special circumstance voting opportunity where vote counting is had.
- (3) All portable ballot boxes used in the election will be opened, under the direction of The Chief Elections Officer, at the close of voting on general election day, and all Ballots shall be removed for counting with the assistance of two (2) election workers/volunteers present to record the votes.

#### 9. Recount Procedure

- (1) If a recount is required it shall be conducted under the direction of the Chief Elections Officer in accordance to sections 148 and 149 of the Local Government Act.

#### 10. General

- (1) Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated, or replaced From time to time.
- (2) If any part, section, sentence, clause, phrase, or word of the Bylaw is for any reason Held to be invalid by the decision of any court of competent jurisdiction, the invalid Portion shall be severed and the decision that it is invalid shall not affect the Validity of the remainder, which shall continue in full force and effect and be Construed as if the Bylaw had been adopted without the invalid portion.





## DISTRICT OF WELLS BYLAW No. 207, 2022

---

A Bylaw to permit mail ballot voting and elector registration in conjunction with this voting during local government elections and other voting.

---

**WHEREAS** pursuant to Sections 110 and 168 of the *Local Government Act*, Council may, by bylaw, permit voting and elector registration by mail ballot and establish procedures therefore;

**NOW THEREFORE** the Council of the District of Wells, in open meeting, enacts as follows:

### 1. CITATION

1.1 This bylaw may be cited as the "District of Wells Election Mail Ballot Voting and Procedure Bylaw No. 207, 2022".

### 2. AUTHORIZATION

2.1 Voting by mail ballot and elector registration by mail in conjunction with mail Ballot voting are hereby authorized.

### 3. APPLICATION PROCEDURE

3.1 A person wishing to vote by mail ballot shall apply by giving their name and address to the chief election officer or to the person designated by the chief election officer for such purposes. A person can apply for a mail ballot from once the Declaration of Election of Voting has been issued until 4:00 p.m. Friday, the day before, general voting day.

3.2 Upon receipt of a request for a mail ballot, the chief election officer or designate shall:

(a) make available to the applicant, a mail ballot package as specified in Section 110(7) of the *Local Government Act*; and

(b) immediately record and, upon request, make available for inspection:

(i) the name of the person to whom the mail ballot package was issued.

#### **4. VOTING PROCEDURE**

4.1 To vote using a mail ballot, the elector shall mark the ballot in accordance with the Instructions contained in the mail ballot package provided by the chief election Officer.

4.2 After marking the ballot, the elector shall:

- (a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
- (b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
- (c) place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope;
- (d) mail, or have delivered, the outer envelope and its contents to the chief election officer at the address specified so that it is received no later than the close of voting on general voting day.

#### **5. BALLOT ACCEPTANCE OR REJECTION**

5.1 Until 4:00 pm Friday, the day before, general voting day, upon receipt of the outer envelope and its contents, the chief election officer or designate shall immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed elector registration application, if applicable, and if satisfied as to:

- (a) the identity and entitlement to vote of the elector whose ballot is enclosed;  
and
- (b) the completeness of the certification; and
- (c) the fulfilment of the requirements of Section 70 of the Local Government Act in the case of a person who is registering as a new elector, the chief election officer or designate shall mark the certification envelope as “accepted”, and shall retain in their custody all such certification envelopes to deal with any challenges made in accordance with Section 6 of this bylaw.

- 5.2 The unopened certification envelopes shall remain in the custody of the chief election officer or designate until 4:00 pm Friday, the day before, general voting day, at which time the certification envelopes containing the secrecy envelopes shall be opened in the presence of at least one other person, including any scrutineers present.
- 5.3 At 4:00 pm Friday, the day before, general voting day, the chief election officer or designate shall place all secrecy envelopes received up until that time into a ballot box specified for such purpose, where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged, or where such challenge has been resolved and the challenged person permitted to vote.
- 5.4 Where an outer envelope and its contents are received by the chief election officer or designate between 4:00 pm Friday, the day before, general voting day and the close of voting on general voting day, the provisions of Section 5.1 of this bylaw with regard to ballot acceptance shall apply and the chief election officer or designate shall retain such envelopes in their possession until the close of voting and at that time shall open such certification envelopes in the presence of at least one other person, including any scrutineers present, and place the secrecy envelope containing the ballot into the ballot box containing the other unopened secrecy envelopes.
- 5.5 As soon as possible after all of the secrecy envelopes have been placed in the ballot box designated for that purpose, the ballot box shall be opened under the supervision of the chief election officer or designate, and in the presence of at least one other person and any scrutineers present, the secrecy envelopes shall be opened and the ballots contained therein inserted in the automated vote tabulating unit in accordance with the provisions of the Local Government Act.
- 5.6 Where:
- (a) upon receipt of an outer envelope, the chief election officer is not satisfied as to the identity of the elector whose ballot is enclosed; or
  - (b) in the case of a person required to complete an application for registration as an elector, such application has not been completed in accordance with Section 71 of the Local Government Act; or
  - (c) the outer envelope is received by the chief election officer or designate after the close of voting on general voting day, the certification envelope shall remain unopened and the chief election officer shall mark such envelope as “rejected”, and shall note the reasons therefor, and the ballot contained therein shall not be counted in the election.
- 5.7 Any certification envelopes and their contents rejected in accordance with Section

5.6 of the bylaw shall remain unopened and shall be subject to the provisions of Section 160(6) of the Local Government Act with regard to their destruction.

**6. CHALLENGE OF ELECTOR**

6.1 A person exercising the right to vote under the provisions of this bylaw may be challenged in accordance with and on the grounds specified in Section 126 of the Local Government Act, until 4:00 pm Friday, the day before, general voting day.

6.2 The provisions of Section 126(2) to (5) inclusive of the Local Government Act shall apply where a challenge of an elector using a mail ballot has been made.

**7. ELECTOR'S NAME ALREADY USED**

7.1 Where, upon receiving a request for a mail ballot, the chief election officer determines that another person has voted or has already been issued a mail ballot in the elector's name, the provisions of Section 127 of the Local Government Act shall apply, so far as applicable.

**8. REPLACEMENT OF SPOILED BALLOT**

8.1 Where an elector unintentionally spoils a mail ballot before returning it to the chief election officer, the elector may request a replacement ballot by advising the chief election officer or designate of the ballot spoilage and by mailing or otherwise delivering by any appropriate means, the spoiled ballot package in its entirety to the chief election officer or designate.

8.2 The chief election officer shall, upon receipt of the spoiled ballot package, record such fact and proceed in accordance with Section 3.2 of this bylaw.

**9. REPEAL**

District of "Wells Election Procedures Bylaw No.203,2021" is hereby repealed.

READ A FIRST TIME	this ___ day of _____, 2022
READ A SECOND TIME	this ___ day of _____, 2022
READ A THIRD TIME	this ___ day of _____, 2022
FINALLY ADOPTED by Council	this ___ day of _____, 2022

\_\_\_\_\_  
Donna Forseille  
Chief Administrative Officer

\_\_\_\_\_  
Ed Coleman  
Mayor

Certified that this is a true and correct copy of District of "Wells Election Procedures Bylaw No. 207, 2022" as adopted by Council Resolution # \_\_\_\_\_ dated the \_\_\_ day of \_\_\_\_\_, 2022.