

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY SEPTEMBER 24, 2024—7:00PM TO 9:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

**1.0 CALL TO ORDER and INDIGENOUS LANDS ACKNOWLEDGMENT**

*The District of Wells is located in the shared ancestral territories of the Lhtako Dene Nation, a shared territory also with Dakelh (Carrier) and Secwépemc (Shuswap) Peoples. Several nations have history and territory in the area, including Lhatko, Nazko, Lhoosk'uz, Ulkatcho, ?Esdilagh, Xat'sūll, Simpcw, and Lheidli. Evidence of early indigenous settlement in the region dates back over 10,000 years.*

*Stated Twice--This meeting will be recorded with Zoom and published for public viewing; being part of the recording implies your consent.*

**Topic: Mayor Ed Coleman's Zoom Meeting—Regular Council Meeting  
Time: Sep 24, 2024 07:00 PM Vancouver**

Join Zoom Meeting

<https://us02web.zoom.us/j/82996185338?pwd=5bZHNyGElWLTaL25No3Tsa760ZN5kq.1>

Meeting ID: 829 9618 5338

Passcode: 857233

**1.1 Call to Order and Agenda for the Regular Council meeting of Tuesday September 10, 2024, 7:30pm to 9:00pm**

**1.2 Recommendation/s:** THAT Council approves to call the meeting to order (date and time).

**1.3 Recommendation/s:** THAT Council approves the agenda for the Regular Council meeting of Tuesday September 24, 2024, as circulated.

**2.0 MINUTES**

**2.1 Recommendation/s:** THAT Council approves the minutes for the Regular Council meeting of Tuesday September 09, 2024, as circulated.

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**3.0 CORRESPONDENCE**

**3.1 Island Mountain Arts Request**

To: The District of Wells Mayor and Council  
Cc: Jerry Dombowsky, CAO

Re: Letter of Support for IMA Application to Creative BC's Live Music Business Development Envelope

To the Mayor and Council of the District of Wells:

Island Mountain Arts would like to request a letter of support from the District of Wells for an upcoming application to Creative BC's Live Music Business Development funding.

Our project aims to build a health and safety operations contract for our organization through the contracting of Matt Elemans (South Country Fair, Tiny Lights), and with assistance from ActSafe BC. These external auditors will provide assistance for the ArtsWells Festival, which we hold in the summer, as well as undertake research into natural phenomena year-round in Wells, which will in turn allow us to make broader plans for major events in all four seasons.

Their work would be furthered by working with documents as produced by the District. Anything pertaining to risk analysis and climate mitigation actions the District has taken over recent years to make our community more prepared and resilient would be helpful to our research.

This request is in alignment with the objectives set out in section 5.2.1 ARTS, CULTURE AND HERITAGE of the 2024 Draft Official Community Plan to "...recognize the contribution of arts, culture, and heritage to social and economic activity and sustainability."

If you have any further questions, please don't hesitate to contact me. This grant is due on October 2nd, 2024. I am hoping to have it completed by October 1st.

Sincerely,

Elyssia Sasaki | Executive Artistic Director  
[elyssia@imarts.com](mailto:elyssia@imarts.com)  
Office: 250 994 3466  
Cell: 647 332 1652

Island Mountain arts is located on Lhtako Dene Territory, Traditional Land-use area of the Dakelh and Secwépemc Peoples.

**4.0 DELEGATIONS AND PRESENTATIONS--NIL**

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**5.0 UNFINISHED BUSINESS**

**5.1 Strategic Priorities Projects—Incremental Information Only**

- P002—Sewer line Outfall Measuring Technical and Maintenance Hold Ordered. Sewer line Outfall Link Engineered and Bids being confirmed by Engineers, and land needs for upgraded systems (in-progress). Maintenance holes repairs continue (in-progress), New Lift Station preliminary plans (Option 5 draft plans prepared and being reviewed). Overall project estimates (in-progress).

<ul style="list-style-type: none"> <li>• P003 Official Community Plan           <ul style="list-style-type: none"> <li>○ <b>Recommendation/s:</b> THAT Council approves Third and Final Reading for the Official Community Plan as circulated and forward it to Province of BC Municipal Affairs for their approval as well.</li> </ul> </li> </ul>
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- P014—Structure Wildfire Prevention. Current project completed with final report due soon. Second project being prepared for UBCM submission due 2024 September 30: [2024 FireSmart Community Funding and Supports](#)
- P017--Osisko MOU and Community Agreement—MOU established, Agreement Table established, Project Liaison for District of Wells (posting drafted, and contract with Osisko being ready for signing), Funding and Investment discussions. Project “video” rendering unvaild at Osisko Community Meeting September 5<sup>th</sup>, soon to be posted for all public. Topics to date have included:

<ul style="list-style-type: none"> <li>• Lowhee Creek</li> <li>• Concentrator and Camp Buildings</li> <li>• Social Worker Position</li> <li>• DOW CG Liason Position</li> <li>• Health Services</li> <li>• Tourism EA Requirements</li> <li>• Highway 26</li> <li>• EA New Water Source Commitment</li> <li>• Structural and Wildfire Fire Equipment and Services</li> <li>• Wbccrc Contributions</li> <li>• Taxation and BC Assessment</li> <li>• Emergency Preparedness—Water, Wildfire, Routes, Other</li> <li>• Asset Improvements</li> <li>• Other</li> </ul>	<ul style="list-style-type: none"> <li>• Housing</li> <li>• BC Hydro Power Capacity</li> <li>• K to 12 Education and Daycare Services</li> <li>• DOW and ODV Facilities Investments</li> <li>• Land Use</li> <li>• Local Government Industrial Taxation Discussions</li> <li>• Permitting</li> <li>• Environmental Certificate Schedule B—Community Affects Management Plan</li> <li>• Contaminated Sites Prov of BC</li> <li>• Economic Development Plans and Planning</li> </ul>
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TUESDAY SEPTEMBER 24, 2024—7:00PM TO 9:00PM  
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AGENDA**

- P018--PROV BC, DOW & Partners Water System Treatment Upgrade (SCF-MAH). Generator (nearly complete) and Fencing—(complete). Final claim being prepared for submission. Discussions regarding “lead” pipes in some homes, businesses, and public buildings continue.
- P030--PROV Island Mountain and Jack of Clubs Lake & Area Reclamation Project— Provincial and Northern Health Authorities reviewed the Sites 2024 05 08 and Contaminated Sites Team in early July. Regulated Data expected in October 2024; SLR continues further testing. Public Update report issued, see below:
  - P030 2024 07 12--[Contaminated Site Community Report Update](#)

*What Is Planned in 2024/25?*

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SSI and DHHERA investigations are planned. The SSI will include several investigations/ assessments and studies described in the table below. The table below

is a summary of the SSI and DHHERA activities/studies to be completed in 2024/25.

<b>INVESTIGATION OR STUDY TYPE</b>	<b>SAMPLING PLAN AND/OR ACTIVITY TO BE COMPLETED</b>
<b>SSI</b>	Additional soil, sediment, groundwater, surface water, and porewater investigations and monitoring  Soil and Sediment Arsenic and Lead Bioaccessibility Assessment  Terrestrial Plant and Invertebrates Tissue Sampling  Macrophyte Tissue Sampling  Benthic Invertebrate Tissue Sampling  Plume Stability Assessment
<b>DHHERA</b>	Detailed human health and ecological risk assessment (includes consultation with First Nations, Osisko, and other stakeholders with respect to risk assessment)

*What's Next?*

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The results from the 2024 SSI will be evaluated and used to complete a DHHERA. Following completion of the DHHERA, risk-based remedial options for the Site will be prepared and evaluated. The District of Wells, Northern Health Authority, Lhtako Dené First Nation, Xat'sül First Nation, Williams Lake First Nation, Osisko, residents of Wells, BC ENV, and other stakeholders will be consulted on approaches to manage and remediate the contamination at the Site.

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IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

- P040--2024 UBCM—Public Notification & Evacuation Routes Planning—Approved for \$30,000
- P050—Lhtako Dene Nation Active Discussions and Partnerships
  - Crownlands
  - Disaster Risk Reduction—Climate Adaptation
  - Community Forest
  - Power Line Project
  - Barkerville and Cottonwood Renewals
- **P075 2024 to 2026--2024 09 17 Additional Supplements reviewed, re-Reviewed and Updates:**
  1. Move Propane Tanks at School and Re-fence (estimates occurring)
  2. FLI Shop—potential 3 or 4 bay shop, 2024 Finalize Plan and Location; 2025 Secure Funding
  3. Large Buildings Exterior Painting. 2025 Community Hall; 2026 Firehall and District Office
  4. Fire Truck Building single corner of foundation repair—2025
  5. Firehall Vermiculite—Electrical now moved, Algonquin to complete job.
  6. District Office fir floor, re-coat salted areas.
  7. Clean ducting in District Office Building and Community Hall Building.
  8. District Office heat vent replacements.
  9. Blue Print maps rack as needed.
  10. HVAC District Office Building, mainfloor upgrade, PTAC units for upstairs areas.
  11. Bathroom Fans replacement in all buildings.
  12. Washroom Toilets and Sinks repairs or replacement.
  13. Office Building flooring transition strips.
  14. Community Hall front right storm window replacement.
  15. Community Hall interior painting.
  16. Outdoor Shelter exit doors staining.
  17. Outdoor Shelter sub-contractor caulking warranty.
  18. Outdoor Rink “Sun Curtains”.
  19. Wbccrc Old Bleachers?
  20. Wbccrc New Air Conditioner Cover Structure
  21. Wbccrc School Protection Plan—Tether Ball and Gym Climbing apparatus
  22. Wbccrc Kitchen Sink, Handwash Sink, and Stoves Replacement
  23. Wbccrc some windows and some doors adjustment, post painting
  24. Wbccrc overall power assessment—new panels, and potential of additional power
  25. Wbccrc window stops
  26. Other

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IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

- **P075—2023 to 2025 Supplements—see *P075 2024 detailed approved list in this Agenda Package.***
- **P075.5—2024 to 2025 Additional Supplements Update (some items may be repeated in other charts; call charts will be consolidated for the 2024 late October Council meeting)**

<b>P075.5—2024 Additional Supplements Details 2024 06 16—Version 1.0</b>				
<b>Ref</b>	<b>Building</b>	<b>Item</b>	<b>Cost</b>	<b>\$ Source and Status</b>
1	Fire Hall	Fire Chiefs Updated 2024 Lists		
2	Fire Hall	Fire Truck Building Left Corner Foundation Repair		
3	Fire Hall	Fire Truck Building Main Heat Fan Relocation		
4	Fire Hall	Air Tank System Installation (includes relocation of 1979 Fire Truck in partnership with Barkerville)		
5	WBCCRC	Osisko Developments \$256,000 Contribution List <ul style="list-style-type: none"> <li>• Interior and Exterior Painting (storage boxes required)</li> <li>• Electrical Upgrades</li> <li>• Room 302 Business Room Completion</li> <li>• Grade Beam for Outdoor Shelter</li> <li>• Youth Play Value Equipment</li> <li>• Other</li> </ul>		
6	WBCCRC	Gym Chimney Repair/Partial Removal	3,500	
7	WBCCRC	Top Floor Wheelchair Accessible Washroom (Room 301A potential)	20,000	
8	WBCCRC	Room 204 Commercial Kitchen Sink Replacement		
9	WBCCRC	Room 204 Handwash Station Replacement		
10	WBCCRC	Room 204 Dishwasher (potential commercial level)		
11	WBCCRC	Basement Washrooms Fixtures Upgrades	6,500	
12	WBCCRC	Old Fire Line for Old Boilers Assessment		
13	WBCCRC	Geo-thermal Room Fire Protection Assessment		
14	WBCCRC	Various Small Items Assessment and Completion		
15	WBCCRC	Propane Tanks Relocation		
16	WBCCRC	New Wheelchair Ramp		
17	WBCCRC	Outdoor Bleachers Assessment, Painting, and Repairs		
18	WBCCRC	Potential Relocation of Ball Park Backstop to WBCCRC		

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P075.5—2024 Additional Supplements Details 2024 06 16—Version 1.0				
Ref	Building	Item	Cost	\$ Source and Status
19	District Office	Old Above Ground Generator Oil Tank Removal		
20	District Office, and P002, P018	Generator Swap among P002 Waste Water, P018 Water for District Office, Community Hall, and potentially Fire Hall old Generator Replacement		
21	District Office	Upstairs P-tac Units for Air, Heat, Airconditioning		
22	District Office	FLI Maintenance Shop Options Report		
23	Community Hall	Chimney Repair/Partial Removal	3,500	
24	Community Hall	Basement Washrooms Reconfiguration to Independent Washrooms		
25	Community Hall	Electrical Main Hydro Service Assessment and Relocation		

- P076— PROV BC—Disaster Risk Reduction--Phase 1—Lowhee Emergency Dike Repair (100% complete). Debrief meeting with EMCR Staff on September 05. Claims and final reporting in-progress (one larger (ready for final submission, four smaller in progress)
- **P079—2024 UBCM Disaster Risk Reduction—Climate Adaptation Approved**
  - **P083—\$300,000--Category 1 Approved:** Water Management Plan and P084—Category 2: Water Management and Indigenous Partnerships to be combined.
  - **P082—\$5 million Category 3 Approved:** Water and Flooding Phase 2—Lowhee River Dike Repair and P0100—Sewer Line Crossing and Highway 26 Bridge—Flood Protection, and Jack of Clubs Creek Dredging Plan (Engineering in-progress); and Lowhee Creek Sediment Containment Trap (Engineering in-progress). Residences impacts assessments, and mitigation.

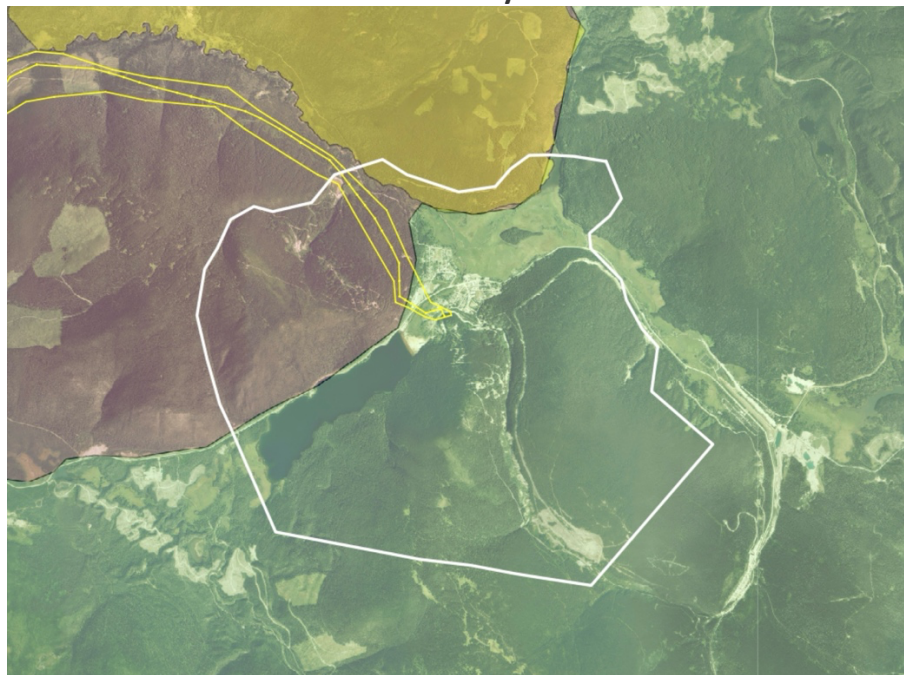
<https://news.gov.bc.ca/releases/2024EMCR0043-001551>

- P100—District of Wells Flooding Project Three components to the Project: Waste Water Sewer Line Crossing Protection (complete). Debrief meeting with EMCR Staff on September 05. Claims complete and being submitted.
- **P101--2024 Wildfires--Mayor Ed Coleman Wildfires Update**
  - **Antler Creek Fire will show smoke throughout the fall from most view angles.**
- P102—Local Government Climate Action Program—Part 2—120,000+

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY SEPTEMBER 24, 2024—7:00PM TO 9:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

- P103—Wells and Highway 26 Wildfire Fuel Treatment—Multi-partner Project
  - Lhtako Dene Nation
  - Wells-Barkerville Community Forest
  - Ministry of Forest—Wildfire Branch and Structure Protection Specialist Team
  - BC Timber Sales
  - West Fraser Timber Company
  - Private Land Owners
  - Union of BC Municipalities (UBCM)

**P103 Draft Study Area**



**5.2 Recommendation/s:** THAT Council receives the updated Strategic Priorities Projects Grid, incremental reporting only.

## **6.0 Reports**

### **6.1 Mayor’s Report (and verbal updates)**

- Concise Business Plan—Version 4.7 (posted at Wells.ca) and Version 4.8 scheduled for October 22nd
- Staffing Update—DOW Cariboo Gold Liaison (posting drafted);
- Finance and Budget: Focus now on 2022 and 2023 Audits and 2024 Taxes.
- Meeting Dates:
  - 
  - 2024 September 10—Council In-Camera



**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY SEPTEMBER 24, 2024—7:00PM TO 9:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

- 2024 October 08—Regular Council Meeting
- 2024 October 22—Regular Council Meeting
- Select Committees’ Short Updates

**6.2 CAO Reports**

6.2.1 General Updates and Other

6.2.2 Community Forest Land Project—Zoning and Right of Ways (in-progress on “right of away”)

**6.2.3 Rates and Fees Bylaw**

**6.3 Recommendation/s:** THAT Council receives all reports.

**7.0 INFORMATION AND ANNOUNCEMENTS**

7.1 Council

7.2 Staff

7.3 Public Gallery – Community Announcements or Questions relating to the agenda.

**8.0 ADJOURNMENT**

8.1 Adjournment of the Regular Council meeting of Tuesday September 24, 2024.

**Recommendation/s:** THAT Council at \_\_\_\_\_ PM adjourns the Regular Council meeting for Tuesday September 24, 2024.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
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AGENDA**

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY, SEPTEMBER 10, 2024, 7:00pm – 7:52  
IN-PERSON and ONLINE (VIA ZOOM)  
MINUTES**

**ATTENDANCE:** Mayor Ed Coleman, Councillor Dorothea Funk, Councillor Jenn Lewis, Councillor Dirk Van Stralen, Councillor Josh Trotter-Wanner

**STAFF:** CAO Jerry Dombowsky,

**PUBLIC GALLERY:** 4 online

**1.0 CALL TO ORDER AND INDIGENOUS LANDS ACKNOWLEDGEMENT**

1.1 Call to Order

**24-141 MOVED** Councillor Lewis, seconded by Councillor Van Stralen THAT Council approves to call the meeting to order for the Regular Council Meeting of Tuesday, September 10, 2024 at 7:05 p.m.

Carried

Unanimously

1.2 Approval of the Agenda

**24-142 MOVED** Councillor Funk, seconded by Councillor Van Stralen THAT the agenda for the Regular Council Meeting of Tuesday, September 10, 2024, be adopted as amended as follows:

6.3 Report from Fire Chief Bailey

5.1 Update on Rural Economic Diversification and Infrastructure Program (REDIP) submission process

Carried

Unanimously

2.0 MINUTES

2.1 Approval of the Minutes for the OCP Public Hearing meeting of August 20, 2024

**24-143 MOVED** Councillor Funk, seconded Councillor Van Stralen THAT the minutes for the OCP Public Hearing meeting of Tuesday, August 20, 2024, be approved as circulated.

Carried Unanimously

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY SEPTEMBER 24, 2024—7:00PM TO 9:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

2.2 Approval of the Minutes for the Regular Council meeting of Tuesday August 20, 2024  
**24-144 MOVED** Councillor Funk, seconded Councillor Van Stralen THAT the minutes for the OCP Public Hearing meeting of Tuesday, August 20, 2024, be approved as circulated, with friendly amendments from Councillor Funk.

Carried Unanimously

3.0 CORRESPONDENCE--NIL

4.0 DELEGATIONS AND PRESENTATIONS--NIL

5.0 UNFINISHED BUSINESS

5.1 Strategic Priorities Projects

- Update on Rural Economic Diversification and Infrastructure Program (REDIP) submission process--Mayor Ed Coleman; Economic Development and Chief Financial Officer, Sarah Brown; and Chief Administrative Officer, Jerry Dombowsky met with Emily Colombo concerning several topics. Mayor Coleman had a focus meeting with Ms. Columbo regarding REDIP. Ms. Columbo recommends reapplying under the Forest Impacts Designations for a maximum of \$500,000. She also recommended that the Elevator application should be included with the application. Ms. Columbo advised that under the Risks section in REDIP that more than two risks be supplied in the application. Councillor Lewis, along with the Buildings and Lands Committee have committed to work with Mayor Coleman on the submission of the application. There is support from Osisko; West Fraser Mills; Lhtako and IMA. Councillor Lewis will talk to the not-for-profit societies in Wells for any input they can supply regarding support for the application. The deadline for the submission of the application is October 31, 2024.
- P002—Sewer/Wastewater—The project is moving forward positively. The main issue is the Lift Station Replacement. Mayor Coleman has seen drafts of Option 5 which is a main head through the community and up above the hospital. There is some blueprinting which Mayor Coleman will present to Council at the October 24<sup>th</sup> meeting. The current estimate is \$26 million, \$5 million of which is allotted for a contingency plan.
- 2024 Fire Smart Community Funding and Supports—The final report for the Structural Wildfire Prevention will be submitted on time. The closing date for the second submission to UBCM is the end of September. Mayor Coleman will work with the CAO on the submission. Potential funding is up to \$100,000.
- P017-- Osisko MOU and Community Agreement—Osisko held a constructive community meeting regarding the rendering of their new facility including an active Q & A. Osisko will post the meeting on their website for those that missed it. The Community Liaison Contract will be completed soon at which time the position will be posted.

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- P018-- PROV BC, DOW & Partners Water System Treatment Upgrade (SCF-MAH)  
All documentation including the engineer component is completed to send in the final claim. The District of Wells will move forward with a longer-term water source plan with Osisko Development which is potentially a \$7 million project.
- P030-PROV-Island Mountain and Jack of Clubs Lake & Area Reclamation Project—The consensus among all Contaminated Sites groups and the Ministry of Environment is that a central point is needed to permanently move sediments from dredging and sediment control. There is an update to the Contaminated Site Community Report. When completed, the new version will be replaced on the home page and the CFO will post it on Facebook.
- P040--Public Notification & Evacuation Routes Planning—Approved for \$30,00
- P050-- Lhtako Dene Nation Active Discussions and Partnerships. Discussions will continue in the fall.  
Top 5 subjects are: Crown Land; Disaster Risk Reduction; Community Forest Expansion; Power Line Project; Barkerville & Cottonwood Renewal.
- P075—2023 to 2025 Supplements—The chimney has been replaced at the Wells Community Hall and is now safe. The School chimney is next. The fitness room is in place except for card locks on the doors. The CAO noted the new card lock system will be installed within the next few weeks.
- P076--- PROV BC—Disaster Risk Reduction—Phase 1—Lowhee Emergency Dike is completed. Claims and final reporting in progress. Emergency Management staff came to Wells and are very pleased with how the project went.
- P079 - 2024 UBCM Disaster Risk Reduction
  - P083—Category 1: Water Management Plan and P084—Category 2: Water Management and Indigenous Partnerships to be combined.
  - P082—Category 3: Water and Flooding Phase 2—Lowhee River Dike Repair and P0100—Sewer Line Crossing and Highway 26 Bridge—Flood Protection, and Jack of Clubs Creek Dredging Plan (Engineering in-progress); and Lowhee Creek Sediment Containment Treatment (Engineering in-progress). Residences impacts assessments, and mitigation. Phase 2 has begun. We will hear more as the month goes on.
- P100—District of Wells Flooding Project—Three components to the Project: Wastewater Sewer Line Crossing Protection (complete). Debrief meeting with EMCR Staff on September 05. Claim being submitted.
- P101—2024 Wildfires—Mayor Ed Coleman Wildfires Update –The latest wildfire -C00053-was visible from Ghost Lake. It has been managed and the weather cooperated, turning cooler.
- P102—Local Government Climate Action Program—Part 2—The District got approval for an extension for the application of \$121,000.

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- P103—Wells and Highway 26 Wildfire Fuel Treatment—Multi-partner Project—To protect our community, the suggested boundary for Wildfire Fuel Treatment perimeter has been expanded. A preliminary draft has been drawn up and will be discussed with all the partners: Lhtako Den Nation; Wells-Barkerville Community Forest; Ministry of Forest—Wildfire Branch and Structural Protection Specialist Team; BC Timber Sales; West Fraser Timber Company; Private Landowners and Union of BC Municipalities (UBCM).

**24-145 MOVED** Councillor Lewis, seconded Councillor Van Stralen THAT Council receives the updated Strategic Priorities Projects Grid.

Carried Unanimously

## 6.0 REPORTS

### 6.1 Mayor's Report (and verbal updates)

- Concise Business Plan—Version 4.7 (posted at Wells.ca) and Version 4.8 schedule for October 22<sup>nd</sup> and includes all audits.
- Staffing Update—DOW Cariboo Gold Liaison-posting is drafted for the position. When completed it will be posted on the Wells website and Facebook page by the EDO/CFO. It will also be posted on InfoNet. There have been many inquiries already.
- Finance and Budget-- Focus now on 2022 and 2023 Audits and 2024 Taxes. The CAO is successfully dealing with this.
- Meeting Dates:
  - o 2024 September 10—Council In-Camera
  - o 2024 September 10—Regular Council Meeting
  - o 2024 September 24—Regular Council Meeting Select Committees Short Update
  - o 2024 October 8—Regular Council Meeting
  - o 2024 October 22—Regular Council Meeting
- Select Committees Short Updates  
Councillor Lewis - OCP
  - The committee has integrated feedback from the public hearing and from letters received and is currently reviewing that information with Urban Systems to create a new draft.
  - Integrated Community Sustainability Plan is back underway and will be publishing a survey for Wells residents to give input on what their view of Wells is in 50 years.

Councillor Funk - Community Buildings and Lands

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- The committee is working on nailing down a date to meet in October.

## 6.2 CAO Reports

- 6.2.1 General Updates and Other

A lot of ongoing projects:

- This week -progress on the Economic Development Plan. Focus groups are meeting this week to discuss specific targets. Plan will be completed by the end of the year
- Administratively, behind the scenes, to bring the District to a professional standard and a more efficient, streamlines operation:
  - Creating a file system up to Local Government Management Association (LGMA) standard.
  - New accurate financial accounting system for payroll, ongoing budgets, property taxes etc.
  - GIS mapping system being launched.
  - Grant Programs: - launching the Alternate Routes Grant Program research as well as researching other grants and programs
  - Winter--shifting into winter management.

### 6.2.2 Community Forest Land Project—Zoning and Right of Ways (in-progress on “right of away”)

- Still awaiting the survey.
- Working with the Destination High School on the building permit process.

## 6.3 Fire Chief Report

- Monday, September 16, the Wells-Barkerville School, Grades 2-7, will visit the Fire Chiefs at the Fire Hall for a Q & A session and a ride-along on Fire Engine 11, the new fire truck.
- WVFB is training aggressively to minimum standards. New modules include:
  - Fire behavior & building construction
  - Fire attack & extinguishment
  - General fire response knowledge
  - Ground ladders
  - Ropes & knots
  - Protective equipment
  - Currently, there is 50% of minimum standards training to cover which should go quickly as most has been covered in the past
  - Mike Rogers of Rocky Mountain Phoenix visited the site for 2 hours. Mike helped to secure the purchase of Fire Engine 11 and the air filling station.

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- Fire Chief Bailey noted that the information regarding the wildfire at 3140 on the 3100 Road was updated by Mayor Coleman.

**24-146 MOVED** Councillor Van Stralen, seconded Councillor Lewis THAT Council receives all reports.

Carried Unanimously

## 7.0 INFORMATION AND ANNOUNCEMENTS

### 7.1 Council

Councillor Van Stralen—

- Friday, September 13<sup>th</sup> the Sunset Theatre presents a remount of Courtin & Keaton--two Buster Keaton silent films, one new (Sherlock Holmes Jr.) accompanied by Patrick Courtin.

Councillor Lewis—

- Wells Hotel new hours 5-8 P.M
- Diggy's closed until September 17<sup>th</sup>
- Wells Hotel- Mid-Autumn Moon Feast, September 14<sup>th</sup> -Asian food and entertainment
- Coronado Classic, presented by Wells Disc Golf Association, September 28<sup>th</sup>. Inaugural tournament. Register through Facebook.

Councillor Trotter-Wanner—

- September 13<sup>th</sup>- Barn Dancing in Quesnel.
- Wednesdays at IMA are WellsWorks Wednesdays for locals to work on their art to enter in WellsWorks in November.

Councillor Funk—

- November 30<sup>th</sup> Sunset Theatre, Wells Hotel and SARRAS will be hosting a 90<sup>t</sup> anniversary celebration for the 3 buildings. More details to follow. Councillor Funk and Councillor Trotter-Wanner will attend UBCM Convention September 16-20<sup>th</sup> in Vancouver.

### 7.2 Staff --NIL

### 7.3 Public Gallery

- Mayor Coleman complimented Carrie Chard for getting through a challenging season and thanked her for all her hard work. Carrie Chard acknowledged that it has been a rough year. She encouraged everyone to support the locals. She thanked Council, all those who stayed back at the people in Quesnel organizing the community of Wells.

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- Mayor Coleman thanked Hayley Archer and Lynnette Candy for all the support in Quesnel with Osisko's blessing.

Mayor Coleman thanked everybody and encouraged all to enjoy September.

**8.0 ADJOURNMENT**

8.1 Adjournment of the Regular Council meeting of Tuesday September 10, 2024.

**24-147 MOVED** Councillor Funk, seconded Councillor Lewis THAT Council at 7:52 PM adjourns the Regular Council meeting of Tuesday, September 10, 2024.

Carried

Unanimously

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Mayor Ed Coleman  
Dombowsky

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CAO/Corporate Officer Jerry





## Report to Council

**Date:** September 24, 2024  
**To:** Council  
**From:** Chief Administrative Officer  
**Subject:** Rates and Fees Bylaw update  
**Department:** Administration

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### **Recommendation:**

THAT Council receives for information, the report from the Chief Administrative Officer dated September 24, 2024 with respect to an update of the Rates and Fees Bylaw;

AND THAT proposed "Fees and Charges Bylaw No. XXXX, 2024" be read a first, second and third time.

### **Purpose:**

That the proposed 2024 fee increases, changes to existing fees and charges, and the introduction of new fees, detailed in Attachment A to the report dated September 24, 2024 from the Chief Administrative Officer, be considered by Council. If approved, the 2024 Fee Revision Bylaw will be read the first three times September 24, 2024 and presented for adoption at the following Regular Council meeting October 8, 2024.

### **Background:**

Section 194 of the Community Charter enables Council, by bylaw, to impose a fee in respect of:

- a) all or part of a service of the municipality;
- b) the use of municipal property; or
- c) the exercise of authority to regulate, prohibit or impose requirements.

As a best practice for Local Governments, staff periodically review the current fees and charges; new fees are assessed and introduced, where applicable, and old fees that are no longer applicable are removed. Staff have reviewed the fees and charges and many have been adjusted to take into consideration the cost to provide the service, how these fees and charges will impact

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the service levels, and how the District's fees and charges compare to neighbouring communities.

**Analysis:**

Rates and fees have been adjusted based on review of both CRD and City of Quesnel rates and charges as well as comparing with other communities of similar size with similar amenities. Rates and fees in Wells have not been reviewed or adjusted since 2021 with many unchanged to account for inflation or other increased costs since as far back as 2017. Certain fees for services provided via annual property tax collection have not been adjusted and will be addressed at time of the 2025 annual budget process.

**Conclusion:**

As a best practice for Local Governments, the District reviews its fees and charges to ensure that they are relevant and reasonable based on the market and the cost to provide those services. The annual review includes the establishment of new fee structures, revision of existing fees and elimination of fees that are no longer required. Proposed Fees and Charges Bylaw No. XXXX, 2024, reflects the impact of inflation and fee-specific cost drivers, allowing the District to progress towards providing services on a financially sustainable basis.

**Financial/Budgetary Considerations:**



J. Dombowsky, Chief Administrative Officer

Attach:

cc: S. Brown CFO/EDO District of Wells

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DISTRICT OF WELLS

BYLAW No. XXX, 2024

COMPREHENSIVE FEES AND CHARGES BYLAW

**A Bylaw to provide for a comprehensive source of information for fees and charges relating to municipal services.**

**WHEREAS**, pursuant to Part 7 Division 2, Section 194(1) of the Community Charter (Municipal Fees) a Council may, by bylaw, impose a fee payable in respect of all or part of a service of the municipality, the use of municipal property or the exercise of authority to regulate, prohibit or impose requirements **AND**;

**WHEREAS**, the Council of the District of Wells has determined that individuals or groups requesting or requiring a specified service or the use of municipal property should be responsible for all or part of the costs of providing that service or use;

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

**THAT** this bylaw shall be cited for all purposes as the District of Wells Comprehensive Fees and Charges Bylaw No. ;

**THAT** District of Wells Bylaw Number 199,2021 Fees and Charges Bylaw are repealed as of midnight on XXXXX,2024 and the District of Wells Bylaw No. XXX, 2024 will take effect as of XXXXX, 2024;

**THAT** Schedules "A", "B", "C", "D", "E" and "F" below, are attached hereto and made part of this bylaw;

**AND THAT** the fees set out in Schedules "A" "B" "C", "D", "E" and "F" of this bylaw for the services specified and made available by the District of Wells are hereby adopted will take effect as of XXXX 2024;

READ A FIRST TIME this day of XXXXXXX 2024.

READ A SECOND TIME this day of XXXXXXX 2024.

READ A THIRD TIME this day of XXXXXXX 2024.

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PASSED AND FINALLY ADOPTED by a majority of Council members this XXXX day of XXXXXI, 2024.

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Ed Coleman, Mayor

Jerry Dombowsky, Chief Administrative Officer

Certified to be a true and correct copy of Bylaw No.

XXX,2024 cited as "District of Wells Officers and  
Delegation of Authority Bylaw No. XXX, 2024"  
adopted by the Council of the District of Wells with  
Resolution #XX- XX ~~this XXth~~ day of XXXXX, 2024.

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**BYLAW No. XXX, 2024  
SCHEDULE "A" - FEES AND CHARGES**

**FACILITY RENTAL RATES**

Facility	Half Day (4 hr max)	Day	Week	Month
<b>Wells Community Hall</b>				
Main Hall	\$180.00	\$300.00	\$1000.00	N/A
Banquet Room	\$72.00	\$120.00	\$400.00	N/A
Ballet Room	\$36.00	\$60.00	\$200.00	N/A
Kitchen	\$60.00	\$100.00	\$300.00	N/A
<b>Event Package</b> (includes Main Hall, Banquet Room, Bar and Kitchen)	N/A	\$500.00	\$1800.00	N/A

<b>Wells/Barkerville Community School</b>				
Gym		\$120.00	\$400.00	N/A
Kitchen		\$120.00	\$400.00	N/A
Classroom	\$36.00	\$60.00	\$180.00	\$400.00
<b>Package</b> (entire facility except the Daycare, Fitness Facility and SD 28 space)		\$600.00	\$2000.00	N/A

**Local Registered Not-for-Profit Society Discounts for Facility Rentals**

Rentals by local registered Not-for-profit Societies for events solely benefiting such societies will receive a **15%** discount on rentals.

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**Regularly Scheduled Recreational Use of School Gym, Main Hall or Ballet Room**

For the purposes of the regularly scheduled use of a facility for non-commercial sports or recreation, a **\$3.00** per person per use fee shall be charged.  
Applications for this special rate shall be subject to the approval of the Chief Administrative Officer.

**Wells Barkerville School Overnight Accommodations**

**\$15.00** per person per night with a minimum of **\$240.00** per group per night will be charged to groups for overnight accommodation in the Wells/Barkerville Community School. This rate shall include exclusive use of the gym and attached kitchen and shared use of the playing fields, downstairs washrooms and showers.

**Wells/Barkerville Community School Fitness Room - Monthly Membership Rates**

<b>Duration</b>	<b>Fee</b>
30 Day	\$25.00
90 Day	\$62.50
180 Day	\$125.00
365 Day	\$200.00
Seniors (60 and Over)	HALF PRICE

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BYLAW No. XXXX, 2024  
SCHEDULE "B"

GENERAL SERVICES

DESCRIPTION	FEE
1. Tax <del>Certificates</del>	\$25.00
2. Photocopy Charges	
Black & White	\$0.50/page
Colour	\$1.00/page
3. NSF Cheques	\$45.00
4. Merchandise	
Pins	\$3.00
Stickers	\$3.00
Hats	\$30.00

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**BYLAW No. XXX, 2024  
SCHEDULE "C"**

**OFFICIAL COMMUNITY PLAN (OCP), ZONING AND BUILDING FEES**

<b>DESCRIPTION</b>	<b>FEE</b>
OCP Amendments or Zoning Bylaw Amendments	\$1000.00
Rezoning Applications	\$1500.00
Development Permits	\$300.00
Development Variance Application	\$400.00
Statutory Advertisements for applications above	At Cost

**Subdivision Fees:**

Fee Simple or Strata Subdivision:

Application and Processing Fee	\$500.00
PLUS, for each resulting lot	\$100.00

**Building Permit Fees:**

Building Application Fee	\$200.00
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*(If cost of build is less than \$200.00 then the permit application fee will be the cost of the build or \$50.00, whichever is more)*

Building Permit Construction Fees:

Each \$1000.00 or fraction of construction cost	\$15.00
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Per Plumbing Fixture (Each trap, roof drain, floor drain, fire hydrant, hot water tank, manhole, catch basin, Fire Department connection, oil and grease interceptor shall be considered a plumbing fixture)

1 <sup>✓</sup> Fixture	\$200.00
Per fixture after 1 <sup>✓</sup> fixture	\$10.00
Flat Rate per "Moved on Dwelling"	\$200.00

**Other Fees:**

Re-Inspection	\$100.00
Transfer of Building Permit to new owner	\$200.00
Inspection of Chimney or Burning Device	\$150.00



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Inspection to Change of Occupancy or Use (No Alterations)	\$200.00
Removal of Notice on Title	\$500.00
Demolitions	\$150.00

**Permit Extension Fees**

Where a building permit has expired prior to the project being completed, the cost of the permit extension shall be calculated based on the value of the remaining work to complete, to a maximum of:

\$500.00 minimum of \$200.

**Land Title Cost Recovery**

Land Title cost recovery fees to be recovered in accordance with the Land Title and Survey Authority Fee Schedule as amended or replaced from time to time.

**BUILDING, DEVELOPMENT AND SUBDIVISION FEES**

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The greater of:

Contract ~~prices~~

OR

The current edition of RS Means Valuation Service ~~Manual~~

OR

Truck shops, garage or workshop \$40 sq. ft.

Sundecks \$20 sq. ft.

Covered Decks \$25 sq. ft.

Mobile home additions unfinished \$40 sq. ft.

Finished \$65 sq. ft.

Log Homes full basement and single story \$175 sq. ft.

Crawl space and single story \$155 sq. ft.

Second story add \$130 sq. ft.

Cedar ~~log~~ add 10 %

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**BYLAW No. XXX, 2024  
SCHEDULE "D"**

**WELLS BARKERVILLE CEMETERY INTERMENT RATES**

<b>PLOTS</b>	<b>FEE</b>
Coffins (5 ft. x 10 ft.)	\$350.00
Cremated remains (3 ft. x 3 ft.)	\$200.00
Additional Internments in Occupied Plots:	
Cremated remains only	\$100.00

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**BYLAW No. 199, 2021  
SCHEDULE "E"**

**DISTRICT OF WELLS GARBAGE COLLECTION RATES**

Attached to and forming part of the "Garbage Collection Regulation Bylaw No. 157, 2017", as amended or replaced from time to time.

<b>GARBAGE COLLECTION RATES</b>	<b>ANNUAL RATE</b>
a. Camp Site or RV Site	\$20.10 (per site)
b. Hotel Room without housekeeping	\$32.60 (per room)
c. Single Family Dwelling	\$36.25
d. Apartment	\$36.25 (per apt)
e. Hotel Room with housekeeping	\$36.25 (per room)
f. Retail Store, Art Gallery, or Theatre	\$42.80
g. Business Office	\$42.80
h. Royal Canadian Legion	\$42.80
i. Police Detachment	\$42.80
j. Government Office	\$42.80
k. Garage, Service Station or Industrial <a href="#">Work Shop</a>	\$82.35
l. Restaurant or Pub with 1 to 20 seats	\$156.45
m. Restaurant or Pub with 21 to 40 seats	\$304.50
n. Restaurant or Pub with 41 to 60 seats	\$451.50
o. Restaurant or Pub with more than 60 seats, Casino or Bingo Hall	\$885.45

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SEWER USER RATES as per Bylaw No. 159, 2018

<u>Category</u>	<u>ANNUAL</u>	<u>User Rates</u>	Prompt
			Payment
			<u>Discount</u>
		\$	\$
a)	For each single dwelling, mobile home, trailer, or Apartment (per unit)	185.00	18.50
b)	For each retail store	185.00	18.50
c)	For each business office	185.00	18.50
d)	1. For each hotel or motel sleeping unit with private bathroom and kitchen facilities	125.00	12.50
	2. For each hotel or motel sleeping unit with private bathroom, and without kitchen facilities	60.00	6.00
	3. For each hotel or motel sleeping unit without private bathroom, and without kitchen facilities	32.00	3.20
e)	For each service station or garage	185.00	18.50
f)	Car Wash ( <del>Fee</del> 1 to 2 Bays or 1 to 2 Washing units, and for each unit thereafter add \$310.00)	620.00	62.00
f)	For each Police or RCMP facility	310.00	31.00
g)	<b>For each café, restaurant or dining room</b>		
	1. With a seating capacity of up to 20	185.00	18.50
	2. With a seating capacity of 20 to 40	310.00	31.00
	3. With a seating capacity of 40 to 60	465.00	46.50
	4. With a seating capacity of over 60	620.00	62.00

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**Page 3 of Schedule "E"**

Attached to and forming part of "Wells Sewer Specified Area User Rates Amending Bylaw No. 159, 2018", as amended or replaced from time to time.

<u>Category</u>	<u>User Rates</u> \$	<u>Prompt Payment Discount</u> \$
h) For each barbershop, hairdressing or beauty parlor	185.00	18.50
<b>i) Wash Houses and Laundromats:</b>		
For each coin operated washing machine in a Laundromat.	155.00	15.50
For each Bathroom Stall and Shower Stall in a Washhouse.	155.00	15.50
j) For each pool hall or bowling alley	185.00	18.50
k) For each Recreational Vehicle (not in a commercial park)	185.00	18.50
l) For each public beverage room, casino or pub	620.00	62.00
m) For each Royal Canadian Legion	310.00	31.00
n) For each curling rink	185.00	18.50
o) For each bulk user: Per 1,000 gallons (to be discharged into sewer main)	175.00	
p) For all other Government or Institutional uses not otherwise listed	185.00	18.50
q) Mining Exploration, Construction, Logging Camps		
For each sleeping unit in a bunkhouse or trailer	185.00	18.50
<b>r) Seasonal Users</b>		
1. For each washroom used for and by overnight trailers, campers and tents	110.00	11.00
2. For each <del>sani</del> -dump	65.00	6.50

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WATER USER RATES as per Bylaw No. 160, 2018

<u>Category</u>	<u>User Rates</u>	<u>Prompt Payment Discount</u>
	\$	\$
a) For each single dwelling, mobile home, trailer, or Apartment (per unit)	195.00	19.50
b) For each retail store	195.00	19.50
c) For each business office	195.00	19.50
d) 1. For each hotel or motel sleeping unit with private bathroom and kitchen facilities	155.00	15.50
2. For each hotel or motel sleeping unit with private bathroom, and without kitchen facilities	80.00	8.00
3. For each hotel or motel sleeping unit without private bathroom, and without kitchen facilities	35.00	3.50
e) For each service station or garage	195.00	19.50
f) Car Wash (For 1 to 2 Bays or 1 to 2 Washing units and for each unit thereafter add \$405.00)	810.00	81.00
g) For each Police or RCMP facility	410.00	41.00
h) <b>For each café, restaurant or dining room</b>		
1. With a seating capacity of up to 20	195.00	19.50
2. With a seating capacity of 20 to 40	390.00	39.00
3. With a seating capacity of 40 to 60	595.00	59.50
4. With a seating capacity of over 60	785.00	78.50

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**Page 5 of SCHEDULE "E"**

Attached to and forming part of "Wells Water Specified Area User Rates Amending Bylaw No. 160, 2018", as amended or replaced from time to time.

<u>Category</u>	<u>User Rates</u> \$	<u>Prompt Payment Discount</u> \$
i) For each barbershop, hairdressing or beauty parlor	195.00	19.50
<b>j) Wash Houses and Laundromats:</b>		
For each coin operated washing machine in a Laundromat.	195.00	19.50
For each Bathroom Stall and Shower Stall in a Washhouse.	195.00	19.50
k) For each pool hall or bowling alley	195.00	19.50
l) For each Recreational Vehicle (not in a commercial park)	195.00	19.50
m) For each public beverage room, casino or pub	785.00	78.50
n) For each Royal Canadian Legion	390.00	39.00
o) For each curling rink	195.00	19.50
p) For each bulk user: Per 1,000 gallons	220.00	
q) For all other Government or Institutional uses not otherwise listed	195.00	19.50
r) Mining Exploration, Construction, Logging Camp	195.00	19.50
For each sleeping unit in a bunkhouse or trailer	195.00	19.50
s) Highways Works Yard		
<b>Seasonal Users</b>		
1. For each washroom used for and by overnight trailers, campers and tents	130.00	13.00

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**Page 6 of SCHEDULE "E"**

Attached to and forming part of "Wells Water Specified Area User Rates Amending Bylaw No. 160, 2018", as amended or replaced from time to time.

**Service Connection Fees**

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Water Service connection fee, per connection	\$1200.00
Sewer Service connection fee, per connection	\$1200.00
Water turning on Fee:	\$100.00



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**BYLAW NUMBER XXX, 2024  
SCHEDULE "F"**

**DISTRICT OF WELLS FIRE SERVICES FEES**

For those fees specified in Bylaw No. 142, 2015 "Fire Services Bylaw", as amended or replaced from time to time.

<b>DESCRIPTION OF SERVICE</b>	<b>FEE</b>
Fire Safety Inspections carried out at the request of the property owner or their agent (s. 24.5 of the Fire Services Bylaw)	\$150.00
Re-inspection fee to ensure that a Fire Code or Building Code deficiency has been remediated (s. 31.1 of the Fire Services Bylaw)	\$100.00 1st Inspection \$500.00 2 <sup>nd</sup> Inspection & Follow up
For owner or occupier of any building required by the <i>Fire Code</i> to have a <i>Fire Safety Plan</i> prepared in cooperation with the <i>Volunteer Fire Brigade: Fire Safety Plan</i> review fee (s. 2.19 of the Fire Services Bylaw)	\$80.00
False alarm incident fee (s. 27 of the Fire Services Bylaw)	\$20.00 per Brigade member attending the false alarm incident plus a base fee of \$50.

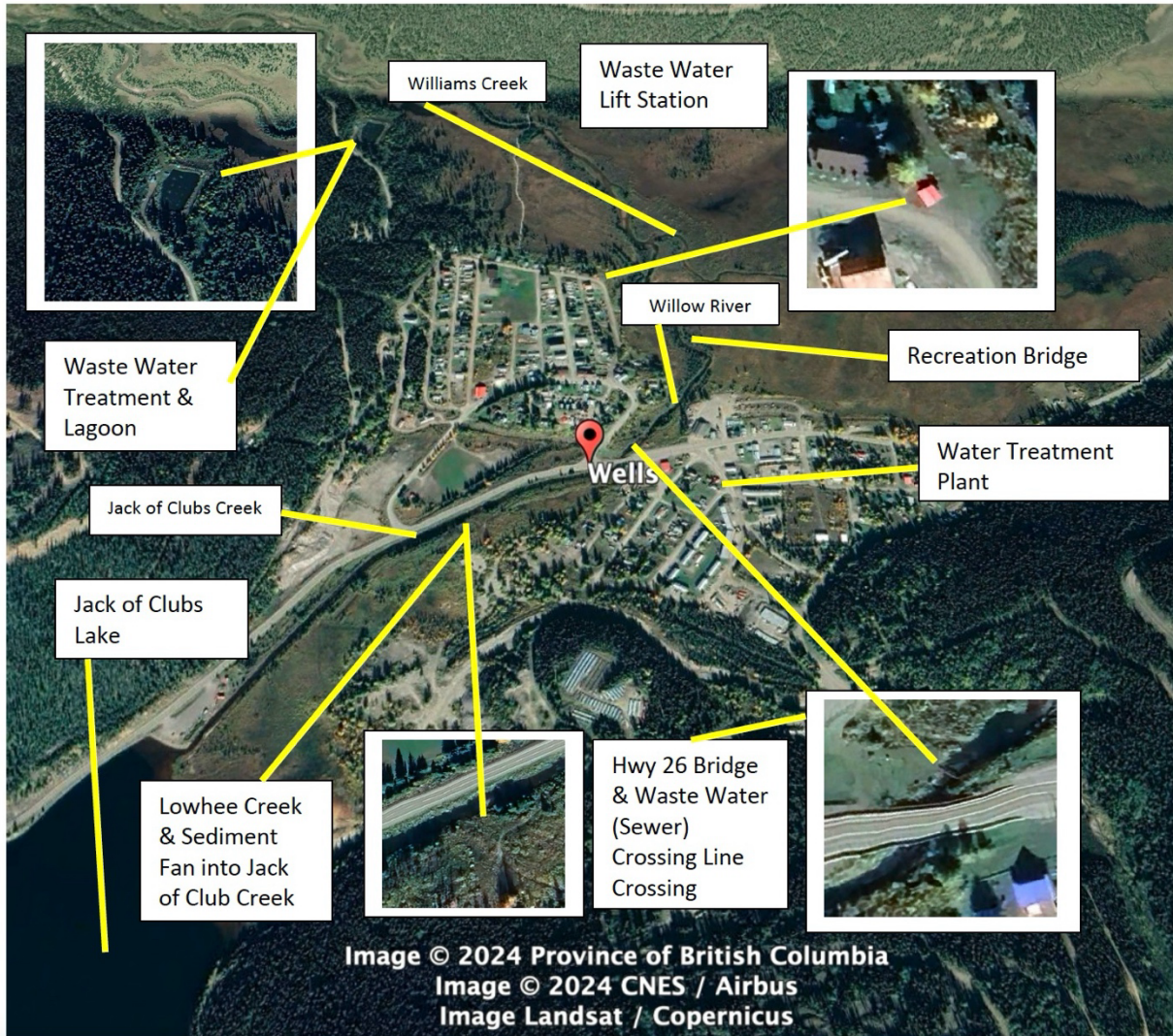
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P100—District of Wells Flooding Project

Appendix A—Water Movement & Impacts Monitoring Locations





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<b>P075.5—2024 Additional Supplements Details 2024 06 16—Version 1.0</b>				
<b>Ref</b>	<b>Building</b>	<b>Item</b>	<b>Cost</b>	<b>\$ Source and Status</b>
1	Fire Hall	Fire Chiefs Updated 2024 Lists		
2	Fire Hall	Fire Truck Building Left Corner Foundation Repair		
3	Fire Hall	Fire Truck Building Main Heat Fan Relocation		
4	Fire Hall	Air Tank System Installation (includes relocation of 1979 Fire Truck in partnership with Barkerville)		
5	WBCCRC	Osisko Developments \$256,000 Contribution List <ul style="list-style-type: none"> <li>• Interior and Exterior Painting (storage boxes required)</li> <li>• Electrical Upgrades</li> <li>• Room 302 Business Room Completion</li> <li>• Grade Beam for Outdoor Shelter</li> <li>• Youth Play Value Equipment</li> <li>• Other</li> </ul>		
6	WBCCRC	Gym Chimney Repair/Partial Removal	3,500	
7	WBCCRC	Top Floor Wheelchair Accessible Washroom (Room 301A potential)	20,000	
8	WBCCRC	Room 204 Commercial Kitchen Sink Replacement		
9	WBCCRC	Room 204 Handwash Station Replacement		
10	WBCCRC	Room 204 Dishwasher (potential commercial level)		
11	WBCCRC	Basement Washrooms Fixtures Upgrades	6,500	
12	WBCCRC	Old Fire Line for Old Boilers Assessment		
13	WBCCRC	Geo-thermal Room Fire Protection Assessment		
14	WBCCRC	Various Small Items Assessment and Completion		
15	WBCCRC	Propane Tanks Relocation		
16	WBCCRC	New Wheelchair Ramp		
17	WBCCRC	Outdoor Bleachers Assessment, Painting, and Repairs		
18	WBCCRC	Potential Relocation of Ball Park Backstop to WBCCRC		
19	District Office	Old Above Ground Generator Oil Tank Removal		
20	District Office, and P002, P018	Generator Swap among P002 Waste Water, P018 Water for District Office, Community Hall, and potentially Fire Hall old Generator Replacement		
21	District Office	Upstairs P-tac Units for Air, Heat, Airconditioning		

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22	District Office	FLI Maintenance Shop Options Report		
<b>P075.5—2024 Additional Supplements Details 2024 06 16—Version 1.0</b>				
Ref	Building	Item	Cost	\$ Source and Status
23	Community Hall	Chimney Repair/Partial Removal	3,500	
24	Community Hall	Basement Washrooms Reconfiguration to Independent Washrooms		
25	Community Hall	Electrical Main Hydro Service Assessment and Relocation		



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P075—2024 Supplements Details 2024 02 05—Version 1.0				
Ref	Building	Item	Cost	\$ Source and Status
P075.1	Fire Hall	Important Items—WR (Washroom), VR—Vermiculite, P—Power (Growing Communities Fund)	\$65,000	GC Fund
	75.1.1	Asbestos and Lead Paint Assessment		
	75.1.2	WR—Pull apart existing Washroom cavity		
	75.1.3	WR—Re-frame for Washroom and Shower		
	75.1.4	WR—Electrical rough-in		
	75.1.5	WR—Plumbing rough-in (may include some concrete jacking)		
	75.1.6	WR—Shower rough-in installation		
	75.1.7	WR—Plywood Exterior and Paint		
	75.1.8	WR—Insulate and Gyprock interior and Paint		
	75.1.9	WR—Electrical Finishing		
	75.1.10	WR—Install Toilet and Sink with cabinet		
	75.1.11	WR—Install Mirror over sink		
	75.1.12	WR—Install Door and Door Handle		
	75.1.13	VR—Extract visible vermiculite		
	75.1.14	VR—Remove all electrical from vermiculite area		
	75.1.14	VR—Seal vermiculite		
	75.1.14	P—Relocate power to new location with a new power panel		
	75.1.15	P—Relocate BC Hydro service to new power panel		
	75.1.16	Design mezzanine with Fire Chiefs		
	75.1.17	Construct mezzanine beside new Washroom		
	75.1.18	Install plumbing for Washing Machines		
	75.1.19	Install new existing washing machines under mezzanine.		
	75.1.20	Install water heater for washroom, washing machine, and fire trucks cleaning.		

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P075—2024 Supplements Details 2024 02 05—Version 1.0				
Ref	Building	Item	Cost	\$ Source and Status
P075.2	Commity Hall	Community Hall and Health Centre Floor Refinishing (Growing Communities Fund)	\$45,000+	GC Fund
	75.2.1	Asbestos and Lead Paint Assessment		
	75.2.2	Health Centre baseboards removal		
	75.2.3	Health Centre Sanding (40 to 200 grit in stages)		
	75.2.4	Health Centre Sealant		
	75.2.5	Heath Centre Bono Coating (2 to 3 coats depending)		
	75.2.6	Community Hall baseboards removal		
	75.2.7	Community Hall Sanding (40 to 200 grit in stages)		
	75.2.8	Community Hall Sealant		
	75.2.9	Community Hall Sport/Recreation Stripes (as per Council and Community Needs)		
	75.2.10	Community Hall Bono Coating (2 to 3 coats depending)		
	75.2.11	Community Hall baseboards put back in-place		
P075.3	District Office	Office Furniture, Presentation Technology, Other (Operating Budget Fund and GCFund)	\$20,000	Operating Budget & GCFund
	75.3.1	Ergonomic Office Furniture (four upstairs offices—tables and ergo-chairs) (\$10,000)		
	75.3.2	Presentation Technology and wiring for Board Room and Council Room (\$5,000)		
	75.3.3	Complete gyprock in basement (\$2,000)		
	75.3.4	Complete led lighting and wiring upgrade (\$3,000)		
P075.4	P018	Confirm District Share of Water Treatment Plant Upgrade from Community Works Funds (short term \$125,000 to current status, generator and fencing under negotiation with Province to determine if Osisko cash contributiions can be included in DOWs contribution). \$639,858 total project—1/3 each DOW, PROVBC, and CANADA	\$125,000 now  \$111,000 later in 2024	CWFund
P075.4	P004	WBCCRC—Geothermal System Upgrade from Community Works Funds or WBCCRC Osisko Funds or Community Works	\$75,000	CWFund or other

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P075—2024 Supplements Details 2024 02 05—Version 1.0				
Ref	Building	Item	Cost	\$ Source and Status
P075.5	P034	Fitness Centre Area Completion	\$25,000	Operating Budget and CWFund
	P034.1	Asbestos and Lead Paint Assessment		
	P034.2	Remove electrical from interior wall		
	P034.3	Remove interior wall		
	P034.4	Modify hallway wall to be new interior wall		
	P034.5	Re-panel hallway wall—gyprock or other		
	P034.6	Re-locate current door in hallway wall		
	P035.6	Install second access door in hallway wall near stairwell		
	P035.6	Re-locate electrical to hallway Fitness Room wall.		
	P035.6	Receive and supervise installation of Fitness Equipment Order		

**P075.6 2024 Staff Supplements**

<u>Retaining Wall Repair Pooley Street</u>	
Request Type:	Capital
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen
Justification:	This request is to assess and re-construct the retaining wall on Pooley Street which is leaning by 2” over 4 feet (vertically) and has an Engineer’s risk assessment of 7-8 out of 10 for failure and collapse. Housing integrity above the wall is dependent upon the stability of this slope.
Consequences:	Closure of Pooley Street should wall collapse with potential slope stability issues for housing above.
Budget request:	\$15,000
Ongoing budget impact:	N/A

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**P075.6 2024 Staff Supplements**

<u>Pavement crack sealing</u>	
Request Type:	Operating
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen
Justification:	Crack sealing on District streets is needed to maintain integrity of paved surfaces.
Consequences:	Risk of significant damage to paved streets due to water intrusion and frost damage if not addressed.
Budget request:	\$20,000
Ongoing budget impact:	N/A

<u>Road Grading</u>	
Request Type:	Operating
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen
Justification:	Grading gravel streets is required once in spring, once mid summer to maintain road surface.
Consequences:	Citizen dissatisfaction with District maintenance standards.
Budget request:	\$14,000
Ongoing budget impact:	\$14,000/year ongoing with inflationary increases

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**P075.6 2024 Staff Supplements**

<u>Street sweeping</u>	
Request Type:	Capital
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen
Justification:	Dust control on District streets after winter season.
Consequences:	Citizen dissatisfaction with District maintenance standards. Air quality impacts.
Budget request:	\$15,000
Ongoing budget impact:	\$15,000/year ongoing with inflationary increases

<u>Tools and Equipment</u>	
Request Type:	Capital
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen
Justification:	Tools are required for maintenance and repair activities and will include items like cordless power tool combo kit, general carpentry tools, wrench sets, specialized tool pieces, among other required items. Equipment includes new and replacement items including pole saw, safety equipment including climbing and fall gear etc.
Consequences:	Inability to perform basic repair/maintenance tasks. Additional costs to engage contractors vs. in-house.
Budget request:	\$3,000
Ongoing budget impact:	N/A

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**P075.6 2024 Staff Supplements**

Assess and address drainage –  
Rink Facility

Request Type:	Capital
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen

Justification: Area surrounding Community Rink requires drainage to be addressed with substantial fill likely required to remediate muddy conditions.

Consequences: Poor public use and rentability of community asset outside winter season.

Budget request:	\$60,000
Ongoing budget impact:	N/A

Community Hall Exit Repairs

Request Type:	Capital
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen

Justification: One exit at the rear of the Community Hall has no handrail, another side exit has handrails that are deteriorated and at high risk of collapse.

Consequences: Public safety is compromised. Without proper emergency exits the Hall cannot be rented/occupied.

Budget request:	\$10,000
Ongoing budget impact:	N/A

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**P075.6 2024 Staff Supplements**

First Aid Supplies

Request Type:	Operating
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen

Justification: First Aid supplies need to be replenished. Additional AED equipment, etc. to be acquired.

Consequences: Failure to meet basic First Aid requirements, and be Worksafe compliant.

Budget request:	\$4,000
Ongoing budget impact:	N/A

Exterior Repair District & Community Hall

Request Type:	Capital
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen

Justification: Siding on the northern wall of the District Hall needs replacement and painting due to wood rot. Windowsills on both the District Hall and Community Hall need replacement prior to any painting.

Consequences: Continued deterioration of wood and increased future remediation costs.

Budget request:	\$30,000
Ongoing budget impact:	N/A

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**P075.6 2024 Staff Supplements**

<u>Bear Proof Garbage Containers</u>	
Request Type:	Capital
Initiating Department:	Facilities Lands & Infrastructure Management
Budget Year:	2024
Internal Contact:	Tyler Doerksen
Justification:	Two bear proof garbage containers are rusted and require replacement.
Consequences:	Reduction of garbage options, possibly leading to more littering and pick up costs.
Budget request:	\$4,000
Ongoing budget impact:	N/A



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## **District of Wells—Strategic Priorities Projects Tracking Grid**

*Version 6.0—2024 04 06*

### **Overview**

In June of 2022, the Municipal Affairs--Province of BC provided a Municipal Advisor, Gary Nason, to support the District of Wells with support to review Operations and Governance of the District of Wells. Out of that process, this Project Tracking Grid has been created and will be maintained and reported on at Regular Council meetings going forward.

### **Categories**

Categories 1 to 3 were created to help place priority levels on projects and make clear what projects are ongoing and closed/completed. The following information clarifies each category:

**Category 1:** “Best efforts made to complete the project in 2024.”, or continue active work on the project if the project is multi-year and will carry-over to 2025 or beyond. (i.e. Major infrastructure or building upgrades largely dependent on external grant funding.)

**Category 2:** Subject to sufficient budgetary/grant funds and staffing capacity, commence project in 2024, with no commitment to complete the project in 2024 and carry forward to 2025 if appropriate.

**Category 3:** Reconsider dependent upon potential external grant availability and/or sufficient internal staff and budgetary capacity. Defer the project to at least 2025 or later in the remainder of the Council mandate—2024 to 2026)

**Appendix A:** Completed Projects

**Appendix B—P044 Series:** Operations Projects

The following pages show the “Grid” of Projects for the District of Wells is organized in the Categories outlined above. Each Project has its own electronic and paper-based folder/file that holds all the details on all the Project.

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**C**=Category (1 to 3) **SD**=start date yy-mm **CA**=Contract(s) Awarded **E & A ED**=Estimated and Actual end date yy-mm **ID**=idea identified **PL**=planning **IP**=implementation phases  
**E**=complete/evaluation (1 to 10) **OG**=Ongoing  
**IPr**=in-progress **TBD**=to be determined **Ref**=a number to quickly reference Projects in the Grid

Category 1=2024 or early 2025 Completion; Category 2=2024 Depending on Budgets & Staffing;  
Category 3=Reconsider but defer to 2025 or later

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
1	P006	Indigenous Partnerships	Mayor & Councillor Lewis	1		22-04	OG	x	x	x			
1.1	P006.P050	Lhtako Dene Nation Partnerships		1		23-11	OG	x	x	x			
1.2	P006.P050.1	Lhtako Dene Nation Partnerships—Crownlands		2		24-02		x	x				
1.3	P006.P050.2	Lhtako Dene Nation Partnerships—Water Management		1		24-02		x	x				
1.4	P006.P050.3	Lhtako Dene Nation Partnerships—Community Forest		1		23-06		x	x				
2	P017	Osisko MOU and Community Agreement	Mayor and Counsellor Funk	1		22-06	OG	x	x	x	x		
2.1	P017.1	WBCCRC Investments	Part 1: \$256,000	1		22-04		x	x				
2.2	P017.2	Land Use		1		23-06		x	x				
2.3	P017.3	Taxation		1		24-08		x	x				
2.4	P017.4	Community Liason		1		24-08		x	x				
3	P092	DOW & Partners—Emergency and Prevention Planning & Implementation		1		24-02		x	x	x			

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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
3.1	P092.P073	Local States of Emergency, Emergency Operations Centre, and Emergency Support Services		1		23-04	OG	x	x	x			
3.2	P092.P076	PROV BC—Disaster Risk Reduction—Phase 1—Lowhee Emergency Dike Repair	\$2,100,000 In-trust—EMCRBC	1	x	23-06	24-04	x	x	x	x	x	9.5
3.2	P092.P079	2024 UBCM—Disaster Risk Reduction—Climate Adaptation	Submitted \$5,600,000	1		24-01		x	x				
3.2.1	P092.P083	Category 1—Planning	\$300,000	1		24-01		x	x				
3.2.2	P092.P084	Category 2—Consulation and Small Projects	\$300,000	1		24-01		x	x				
3.2.3	P092.P085	Category 3—Lowhee Phase 2	\$5,000,000	1		24-01		x	x				
3.3	P092.P042	2024 UBCM—Emergency Operations Centres Equipment & Training	\$40,000 In-Trust	1		23-01	25-03	x	x	x			
3.4	P092.P065	2024 UBCM—FireSmart Community Funding Supports	Deadline is 2024 September 30	1		24-01		x	x				
3.5	P092.P022	DOW & Partners--Emergency Response Plan	At Version 7.3	1		22-06	OG	x	x	x	x		
3.6	P092.P014	UBCM--Community Wildfire Protection Plan	\$123,500 Part 1-\$40,000 Accounts Receivable Part 2-\$83,500 In-Trust	1	x	21-04	24-03	x	x	x	x	x	
3.7	P092.P058	MULTI-PARTNER—Highway 26 Wildfire Fuel Mitigation Project		2		22-11		x	x				

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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
3.8	P092.P023	UBCM—Fire Equipment & Training Grant	\$30,000 Part 1- \$15,000 Part 2- \$15,000 Accounts Receivable	1	x	22-11	24-03	x	x	x	x	x	
3.9	P92.P039	PROV BC--Engines 11, 12, & 14 Fire Truck Replacements	CGF \$300,000+ Interim Unit  \$60,000 Heritage Branch  1,300,000+ Future New Units	2	x	22-12	25-03	x	x	x	x		
3.10	P092.P040	2024 UBCM—Public Notification & Evacuation Routes Planning	Deadline is 2024 April 26	1		23-01	TBD	x					
3.11	P092.P015	PROV BC--Community Structural Fire Protection Plan	\$30,000 In-kind Complete (see also P014)	2	x	22-04	23-11	x	x	x	x	x	23-11 8/10
3.12	P030	PROV BC Jack of Clubs Lake & Area Reclamation Project  Phase 2 Mitigation Estimated 5,000,000+	Phase 1 Signage- \$59,313 Fish Study- \$108,953 Investigation, Assessment, Water Standards \$588,023	1	x	22-08	26-03	x	x	x	x		
<b>4</b>		<b>Infrastructure</b>											
4.1	P002	PROV BC, DOW & Partners Sewer System Assessment and Upgrade (CWWF) \$11,500,000	\$290,000 + In-kind Complete  \$500,000 Planning and Emergency Upgrades	1	x  x	20-04	26-03	x	x	x			
					x/TBD								

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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
		Engineering & Construction											
4.2	P018	PROV BC, DOW & Partners--Water System Treatment Upgrade (SCF-MAH)	PROV BC & GOV CAN \$426,572 In-Trust DOW-Upgrade (may include other partner cash contributions) See also P31	1	x	19-04	24-03	x	x	x	x		
4.3	P031	DOW & Partners--Water System Replacement Test Drilling Program & New Water Plant	\$500,000 (In-kind Osisko Development) 7,000,000	2	x	22-12	26-06	x	x	x			
5		<b>Planning, Housing, Community, Facilities Economic</b>											
5.1	P003	DOW & Partners--New OCP	In-kind Osisko \$100,000 Complete \$30,000 UBCM In-trust (see also P027)	1	x	20-04	24-03	x	x	x	x	x	
5.2	P027	UBCM ICSP and OCP Alignment Project	\$77,000 In-Trust with some contribution to P003) (Integrated OCP) (See also P003)	1	x OCP x ICSP	18-04	24-03	x	x	x			
5.3	P035	UBCM Economic Development Plan	\$55,000 In-Trust	1	x	18-04	24-03	x	x	x	x		
5.3.1	P035.1	Dark Sky Project		2				24-02					

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5.3.2	P035.2	Heritage Protection Zone(s)		2									
Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
5.4	P056	PROV BC-- District of Wells Boundary Expansion Evaluation	\$85,000 In-trust (this project is under discussion with the PROV BC)	1		18-05	OG	x	x				
5.5	P057	UBCM--Housing Strategy Revision	\$15,000 In-trust	1		21-01	TBD	x					
5.6	P064	PROV BC-- LGHI Fund-- Lands and Housing	\$150,975	1		24-01		x					
5.7	P004	DOW & Partners-- Wells Barkerville Community Cultural & Recreation Centre	See also P29 Roof Upgrade GCF (\$118,000)	1/2	x	20-04	24-12	x	x	x			
5.8	P004.P029	PROV BC-- REDIP WBCCRC Project	1,100,000 See also P004 Submission 1--not approved Submission 2--submitted	1		22-11	26-03	x	x				
5.9	P004.P005	DOW & Partners-- Playground	\$230,000 \$28,000+ in trust	2		20-04	24-10	x	x				
5.10	P020	DOW Wells Community Forest and Community Forest Expansion	Counsellor Lewis	1		18-04	OG	x	x	x	x		

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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
5.11	P063	PROV BC Growing Communities Fund	\$588,000 Fire Truck WBCCRC Roof Other	2		23-03	24-10	x	x	x			
5.12	P046	DOW & Partners—Barkerville Topics		3		23-01	OG	x	x				
5.13	P016	PROV BC--Housing & BC Housing	\$7,500,000	2		19-04	OG	x	x				
5.14	P011	NDIT Highway 26 Power Line Project	\$20,000 Accounts Receivable	1	x	22-06	23-11	x	x	x	x	x	
5.15	P025	NDIT--2023 Economic Development Officer Funding	2023/2024--50,000 2024/2025 50,000	1		22-11	24-03	x	x	x			
5.16	P045	NDIT--Grant Writer Program	10,500	2		22-11	24-03	x	x				
5.17	P093	NDIT--Economic Infrastructure		3									
5.18	P094	NDIT--Community Places		3									
5.19	P095	NDIT--Business Facade		1		24-01		x	x	x			
5.20	P037	UBCM--Community Works Funds (was Gas Tax Fund)	2021--\$65,000 2022--\$67,431 2023--\$35,419	2		18-04	OG	x	x				
5.21	P047	PROV BC--Destination Development		3		23-01	x	x					
5.22	P062	DOW, Barkerville, Wells Chamber of Commerce Fuel Tanks Partnership	\$26,269 In-Trust	2		05-01	23-09	x	x	x	x		

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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
<b>A</b>		<b>Appendix A— Complete</b>											
A.1	P001	PROV BC Outdoor Ice Rink (\$441,600)	1,054,175 PBC \$441,600 GAS-T \$186,500 West Fraser, Osisko, Fallon	C	x	20-04	23-09	x	x	x	x	x	8
A.2	P061	BC HYRDO— LED Steet Lighting	35,000	C		20-10	22-11	x	x	x	x	x	7
A.3	P010	BC Hydro Community Energy Project	\$15,000	C	x	22-04	23-03	x	x	x	x	x	23-03 9/10
<b>B</b>		<b>Appendix B— Operations</b>											
B.1	P044	DOW— Operations & Governance Improvement Plan		1/2		23-01	OG	x	x	x			
B.2	P044.1	Operations Financial, Policy, Communication,, Data, and Filing Systems Improvement		1/2									
B.3	P044.2	Polley Street Retaining Wall		1									
B.4	P044.3	DOW Public Works Garage and Shop	TBD	2		22-11	23-12	x	x				
B.5	P044.P071	Money Lane House Fire		1		22-06		x	x	x	x	x	
B.6	P044.P038	DOW—Fitness Centre Upgrades and Location Decision	2023—25,000	1		22-11	23-04	x	x	x			
B.7	P044.P019	PROV BC & DOW—Cemetery	See also P36	2		22-06	OG	x	x				
B.8	P044.P007	DOW Municipal Hall Upgrades	2022-- \$80,000 2023-- \$50,000	1		22-04	24-12	x	x	x	x	x	
B.9	P044.P008	DOW Firehall Upgrades	2022-- \$90,000 2023-- \$85,000	1		22-04	23-12	x	x	x	x	x	



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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E
B.10	P044.P072	Rural Roads Events—Sugar Creek	EMBC	1		23-04		x	x	x	x	x	
B.11	P044.P075	2023 to 2025 Supplements	Review at each Council Meeting	2/3		23-01		x	x				
B12	P048	DOW & Partners—EV Charging Stations		2		23-01	OG	x					

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**Appendix L—District of Wells Risk Management Chart (Version 8.0)**

Risk Assessment Levels							
Low		Moderate		High	Extreme		
Ref	Item				Immediate Cost	Planned & Deferred Cost	Needs and Risk(s)
1	Sewer				500,000	11,500,000	Collection and Treatment
2	Water				630,000	7,000,000	Treatment, Collection, Storage, Distribution
3	Facilities				2,500,000	5,000,000	Hazards, Maintenance, Extend Lifecycle, Potential New Facilities
4	Structural Fire Protection				1,000,000	4,000,000	Equipment, New Fire Truck, Buildings Maintenance, Buildings Expansion for Trucks
5	Wildfire Protection				200,000	6,000,000+	Equipment Building to Store Equipment Fuel Treatment
6	Affordable Housing					7,500,000	Various Formats
7	Power				3,000,000	20,000,000	Reliable Power Three Phase Power
8	Snow Removal				185,000	185,000	Improved Plan, Equipment
9	Emergency Evacuation Routes				200,000	6,000,000	Forest Service Roads Purden Connector
10	Highway 26				2,000,000	20,000,000	Short and Long-term Plan
11	Flooding				8,000,000	10,000,000	Community Flooding Assessment Flood Mitigation
12	Roads				250,000	6,000,000	Drainage, Ditching, Culverts Grading, Top Dressing, Pavement, Curbing
13	Cemetery				100,000	500,000	Land and Facilities
14	Contaminated Sites				1,000,000	75,000,000	Research, Planning, and Remediation
15	<b>Totals</b>				<b>19,565,000</b>	<b>172,865,000</b>	

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**P075—2022 to 2025 Supplements**

**Appendix G--Facilities Upgrades List**

<b>Ref</b>	<b>Items District of Wells Office</b>	<b>Status (good, fair, poor)</b>	<b>Mitigation Estimate</b>
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	Good	
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	Good	
19	Living Space(s)	N/A	
20	Cabinets & Shelving	Fair	
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	Good	
28	Mold or Moisture Damage	Good	
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	Status
		<b>District of Wells Office</b>		
	DOW Off	De-clutter and Clean-up		IP
2024	DOW Off	Basement Use, Furnace Room Fire Rated, and Completion of Construction		
2024	DOW Off	Duct Cleaning and Furnace & Electrical Cleaning	1,000	IP
	DOW Off	Interior Building Ventilation Review and Improvement	15,000	IP
2024		Electrical <ul style="list-style-type: none"> <li>• Inspection Report Work</li> <li>• Baseboard Heaters Updating &amp; Safety</li> </ul>		IP
2023	DOW Off	Exterior Paint		Estimating
2023	DOW Off	Broken Glass Panes Replacement		C
2023	DOW Off	Propane Furnace Exhaust Review and Repair		C
	DOW Off	Entrances Snow Protection		
2022	DOW Off	Flooring <ul style="list-style-type: none"> <li>• Remove Old Carpets</li> <li>• Wood Flooring Refinishing</li> <li>• Industrial Laminant</li> </ul>		C
2023	DOW Off	Interior Painting	OpBud	IP
	DOW Off	Maintenance Shop Replacement		PL
	DOW Off	Concrete Lime Emulsion Treatment on Concrete		IP
	DOW Off	Tractor?		Rent or C
	DOW Off	Snowmobile Rental?		
	DOW Off	Quad Snow Plow?		
	DOW Off	Generators Upgrades—Buildings, Sewer, Water		
2023	DOW Off	Radio Antenna Mast Repair		C

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**Appendix G--Facilities Upgrades List**

<b>Ref</b>	<b>Items Firehall</b>	<b>Status (good, fair, poor)</b>	<b>Mitigation Estimate</b>
1	Roof	Good	
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	Fair	
7	Interior Paint	Poor to Good	
8	Floor Coverings	Good	
9	Heat, Air, and Cooling Systems	Fair	
10	Hot Water System	Fair	
11	Plumbing	Fair	
12	Electrical	Fair 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 & Shelving	Poor to Fair	
21	Doors (interior and exterior)	Fair 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	Fair 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	Items	Cost	Solution
		<b>Fire Hall</b>		
2023	Firehall	Relocation of Telus Pole in-front of Bay 2		C
	Firehall	Concrete Lime Emulsion Treatment on Concrete		IP
2023 2024	Firehall	Electrical <ul style="list-style-type: none"> <li>• Inspection Report Work</li> <li>• Lighting in Crawl Space</li> <li>• Relocate Service</li> </ul>	3,000	
	Firehall	De-clutter and Clean-up		IP
	Firehall	Duct Cleaning and Furnace & Electrical Cleaning		IP
	Firehall	Old Section Bay Doors Replacement		
	Firehall	Old Section Main Door Replacement		C
2022	Firehall	Old Section Roof Replacement		C
2024	Firehall	Old Section Vermiculite Containment or Removal	4,000	
	Firehall	Old Section Hose Room Subfloor		
2023	Firehall	Old Section Loft Carpet Removal		C
2023	Firehall	Old Section Loft Flooring Refinishing or Replacement		C
2023	Firehall	Old Section Loft Gyprock Repairs & Replacement	4,500	
2023	Firehall	Old Section Structural Review of Subfloor		C
2023	Firehall	Install New Washroom and Showers in New Section	10,000	
	Firehall	Additional Truck Garage Space		
2024	Firehall	HVAC	15,000	

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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	Good	
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		IP
2024	C Hall	De-clutter and Clean-up		IP
	C Hall	Rear Roof Snow Brakes		
2023	C Hall	Bathroom Fans Inspection, Replacement, Cleaning and Venting Piping Pathway to Outside	5,000	
2024	C Hall	Refinish Gym Floor and Lines Repainting		Estimating
	C Hall	Interior Wall Covering Repairs and Painting		
2023	C Hall	Projection Screen—8' Portable	1,000	
	C Hall	Rear Right Back Exit Reconstruction/Repair		
	C Hall	Dance Hall Right Exit Blockage		C
2023	C Hall	Health Office Upgrades and Wheelchair Washroom	15,000	
2023	C Hall	Kitchen Stoves Replacement		C
2023	C Hall	Kitchen Stoves Venting to Code	1,500	
2023	C Hall	Upstairs Kitchen Fridge and Freezer		
	C Hall	Upstairs Kitchen Upgrading	10,000	PL
	C Hall	Furnace Room to Fire Code		PL
	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		IP
	C Hall	Rear Entrance Metal Railing Repair		
	C Hall	Basement Wheelchair Washroom To-Code	10,000	
	C Hall	Status of Hydro Masts with Snow Load		
	C Hall	Chimney Removal or Repair		
	C Hall	Rear Entrance Retaining Walls Review and Repair		



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**Appendix G--Facilities Upgrades List**

<b>Ref</b>	<b>Item</b> <b>Community Cultural &amp; Recreation Centre</b>	<b>Status</b> <b>(good, fair, poor)</b>	<b>Mitigation Estimate</b>
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 & R Centre	Renovation Reports Implementation		
	C & R Centre	De-clutter and Clean-up		
	C & R Centre	Roofs Drainage		
	C & R Centre	Teacherage/Teaching Staff Housing Discussion		
	C & R Centre	Concrete Lime Emulsion Treatment		
	C & R Centre	Worksafe Ongoing Maintenance Records and Minor Items Requirements		C
	C & R Centre	Gym Crawl Space Moisture Remediation		IP
	C & R Centre	Electrical--Inspection Report Work		IP
	C & R Centre	Fitness Room Renovation and HVAC	20,000	IP
	C & R Centre	Fitness Room Washrooms	10,000	
	C & R Centre	Fitness Room Doors	2,000	IP

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**Appendix Q—2023 to 2026 Budget Items List**

Ref	Item	Estimate	Priority	Status	Year	Complete
1	Computer Projector & Screen for all Fire Hall	1,500	1,2		2023	
2	All Fridge and All Freezer for Community Hall downstairs Kitchen	2,000	2	Pre-Approved	2023	C
3	Ergonomic Office Furniture for DOW Offices	10,000	1,2		2023, 2024	
4	Locking Steelcase Cabinets and File Cabinets for Community Hall and DOW Office	5,000	1,2		2023, 2024	
7	High Quality Larger Portable Tools, such as Chop Saw, Table Saw, Generators, other	10,000	1		2023, 2024	
8	Bathroom Fans Replacement in all Buildings	10,000	1		2023	
9	Duct Cleaning in all Buildings	6,000	1		2023	
10	WBCCRC School Kitchens Improvements	3,500	1		2023	
17	Chevy 1 Ton Repairs	8,500	1		2024	
18	Water Tower Inspection	5,000	1		2023	
19	Library Lights in CH	1,000	1		2024	
20	Fire Hydrant Servicing	5,000	1		2023	
22	First Aid Rooms	4,000	1		2023	
23	Ice Rink Washroom	TBA	1		2023, 2024	
24	WBCCRC Propane Tank Relocation	3,500	1		2023	
25	Move Ball Field Shop	TBA	1		2023	