

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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
Time: Nov 5, 2024 03:00 PM to 5:00PM Vancouver

Join Zoom Meeting

<https://us02web.zoom.us/j/82722435455?pwd=fbhZt3DFXX2rjHN0LmXajPitAjjUpk.1>

Meeting ID: 827 2243 5455

Passcode: 585983

1.1 Call to Order and Agenda for the Regular Council meeting of Tuesday November 05, 2024, 3:00pm to 5:00pm

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 November 05, 2024, as circulated.

2.0 MINUTES

2.1 Recommendation/s: THAT Council approves the minutes for the Regular Council meeting of Tuesday October 22, 2024, as circulated.

3.0 CORRESPONDENCE--NIL

4.0 DELEGATIONS AND PRESENTATIONS

**4.1 Auditor's Presentation—2022 Financial Statements—Ryan Broughton, CPA,CA FBB
Chartered Professional Accountants LLP (Pages 14 to 42)**

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5.0 UNFINISHED BUSINESS

5.1 Strategic Priorities Projects—Incremental Information Only

- P002—Sewer line Outfall Measuring Technical and Maintenance Hole Ordered. Geotechnical drilling to take place in October 2024, and engineered plans for underground crossing being prepared. Entire Waste Water Project estimated at \$26 million, with \$5 million of work in-process (including all Engineering Feasibility). Green Field option ruled as unfeasible (at this time) due to historical contamination in that area.
- P014—Structure Wildfire Prevention. Current project completed with final report due soon. Second project being prepared for UBCM submission in 2024 or 2025 depending on UBCM policies.
- 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 5th, soon to be posted for all public. Topics to date have included:

<ul style="list-style-type: none"> ● Lowhee Creek ● Concentrator and Camp Buildings ● Social Worker Position ● DOW CG Liason Position ● Health Services ● Tourism EA Requirements ● Highway 26 ● EA New Water Source Commitment ● Structural and Wildfire Fire Equipment and Services ● WBCRC Contributions ● Taxation and BC Assessment ● Emergency Preparedness—Water, Wildfire, Routes, Other ● Asset Improvements ● Other 	<ul style="list-style-type: none"> ● Housing ● BC Hydro Power Capacity ● K to 12 Education and Daycare Services ● DOW and ODV Facilities Investments ● Land Use ● Local Government Industrial Taxation Discussions ● Permitting ● Environmental Certificate Schedule B—Community Affects Management Plan ● Contaminated Sites Prov of BC ● Economic Development Plans and Planning
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TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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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.
- P029—REDIP Grant Submission for “Wells Business Centre Spaces Renovations” for \$566,500. Communities will be informed in late March 2025.
- 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 January 2025; 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?

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.

INVESTIGATION OR STUDY TYPE	SAMPLING PLAN AND/OR ACTIVITY TO BE COMPLETED
SSI	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
DHHERA	Detailed human health and ecological risk assessment (includes consultation with First Nations, Osisko, and other stakeholders with respect to risk assessment)

What's Next?

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'sùll 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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**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

- P040--2024 UBCM—Public Notification & Evacuation Routes Planning—Approved for \$30,000—Consultation started. Purden Connector Routes being examined with Industry and Indigenous Nations.

- P050—Lhtako Dene Nation Active Discussions and Partnerships
 - Crownlands
 - Disaster Risk Reduction—Climate Adaptation
 - Community Forest
 - Power Line Project
 - Barkerville and Cottonwood Renewals

- 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 P100—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 to EMBC

- P102—Local Government Climate Action Program—Part 2—120,000+. 2024 July Report Prepared for Submission

- 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

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

- Union of BC Municipalities (UBCM)
- Osisko Developments
- Barkerville Historic Town & Park

P103 Draft Study Area



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

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

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 November 19th
- Staffing Update—DOW Cariboo Gold Liaison (posted);
- Finance and Budget: Focus now on 2023 Audit and 2024 Taxes.
- Meeting Dates:
 - 2024 October 26—Fire Brigade Truck Push—11:00am to 1:00pm
 - 2024 November 05—Council In-camera
 - 2024 November 05—Regular Council
 - 2024 Remembrance Day Ceremony—10:00am to 12:00noon
 - 2024 November 19—Regular Council (will include 2025 Council Meetings Schedule)
 - 2024 November 26—Facilities and Lands—3:00pm
 - 2024 December 10—Regular Council
- Select Committees’ Short Updates

6.2 CAO Reports

6.2.1 General Updates and Other

6.2.2 Snow Removal RFP and Insurance Update

6.2.3 Motion Required: Snow Removal, including Municipal Insurance Authorities Approval (Pages 43-47)

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 November 05, 2024.

Recommendation/s: THAT Council at _____PM adjourns the Regular Council meeting for Tuesday November 05, 2024.

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

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY, OCTOBER 22, 2024, 3:00pm
LIVE AND ONLINE (VIA ZOOM)
MINUTES**

ATTENDANCE: Mayor Ed Coleman, Councillor Dorothea Funk, Councillor Josh Trotter-Wanner
Councillor Dirk Van Stralen (online)

STAFF: CAO Jerry Dombowsky

PUBLIC GALLERY: 2 in-person; 3 online

1.0 CALL TO ORDER AND INDIGENOUS LANDS ACKNOWLEDGEMENT

1.1 Call to Order

24-165 MOVED Councillor VanStralen, Seconded by Councillor Funk THAT Council at 3:04 pm approves to call the meeting to order for the Regular Council Meeting of Tuesday, October 22, 2024.

Carried Unanimously

1.2 Approval of the Agenda

24-166 MOVED Councillor Van Stralen, Seconded by Councillor Funk THAT Council approves the agenda for the Regular Council Meeting of Tuesday, October 22, 2024, as circulated.

Carried Unanimously

2.0 MINUTES

2.1 Approval of the minutes for the Regular Council Meeting of Tuesday, October 8, 2024

24-167 MOVED Councillor Funk, Seconded by Councillor Trotter-Wanner THAT Council approves the minutes for the Regular Council Meeting of Tuesday, October 8, 2024, as circulated, with friendly amendments.

Carried Unanimously

3.0 CORRESPONDENCE--NIL

4.0 DELEGATIONS AND PRESENTATIONS--NIL

5.0 UNFINISHED BUSINESS

5.1 Strategic Priorities Project—Incremental Information Only

P002--Sewer line Outfall--Sewer line Outfall Measuring Technical and Maintenance Hole Ordered. Sewer line Outfall Link Engineered and Bids being confirmed by Engineers, and

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TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

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), geotechnical drilling to take place in October 2024, and engineered plans for underground crossing being prepared. Entire Waste Water Project estimated at \$26 million, with \$5 million of work in-process (including all Engineering Feasibility). Green Field option ruled as unfeasible due to historical contamination in that area. Two options left--multiple lagoons or sewage treatment plant.

P014--Structure Wildfire Prevention. Current project completed with final report due soon. Second project being prepared for UBCM submission due in 2024 or 2025, depending on UBCM policies.

P017—Osisko MOU and Community Agreement. MOU established; Agreement Table established; Project Liaison for District of Wells (posting drafted and contract with Osisko ready for signing). Project “video” rendering unveiled at Osisko Community Meeting September 5th, soon to be posted on their website for public viewing. Next session with Osisko may be on November 5th. If not, a special meeting will be scheduled if necessary. The permanent decision Osisko is waiting on is within the power of the officials. The fact that there is no clear election results yet will not delay the officials on issuing the permit, once the Ministry of Mines is satisfied.

P018—PROV BC, DOW & Partners Water System Treatment Upgrade (SCF-MAH). In final stages of project- water treatment plant is 99.5% complete. Fencing is done, Genset is hooked up. Final claim being prepared for submission (Mayor and CAO). Discussions regarding remediation for lead pipes in some homes, businesses and public buildings continue.

P030 2024 07—Contaminated Site Community Report Update. 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 January 2025; SLR continues further testing. Public Update report included in agenda:

P040—2024 UBCM—Public Notification & Evacuation Routes Planning—Approved for \$30,000—Consultation started. Mayor Coleman and General Manager of Barkerville Town and Cottonwood House, Carie Chard, have had a fifteen-minute conversation about the issue, The CAO, Jerry Dombowsky, has gone to look at the evacuation routes. The Purden Connector is looking like a positive option to be followed up.

P050— Lhtako Dene Nation Active Discussions and Partnerships. Will sit down in November to review

- Crownlands

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

- Disaster Risk Reduction—Climate Adaptions
- Community Forest
- Power Line Project
- Barkerville and Cottonwood Renewals

P075—2023 to 2026—2024 09 17 Additional Supplements reviewed, re-reviewed and Updates—Mayor did a recent walkabout of facilities with the Facilities Manager and the attached P075 2024-2026 is just an example of things that come up and may ultimately be included in the supplements list for a future budget. The Grade Beam work on the shelter building is proceeding. Propane tanks at the school were moved successfully to a better location on the school property.

P076—PROV BC—Disaster Risk Reduction Phase 1—

- Lowhee Emergency Dike Repair-100% complete.
- Debrief meeting with Ministry of Emergency Management and Climate Readiness (EMCR) took place on September 5, 2024.
- Claims and final reporting in progress (one larger ready for submission; four smaller in progress).

P079—2024 UBCM Disaster Risk Reduction –Climate Adaptation Approved

- P083 \$300,000—Category 1 Approved –Water Management and P084—Category 2: Water Management Plan 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, Jack of Clubs Creek Dredging Plan (Engineering in progress) and Lowhee Creek Sediment Containment Trap (Engineering in progress). Residences impacts assessments and mitigation.

P100-- District of Wells Flooding Project—

- Three components to the Project: Waste Water Sewer Line Crossing Protection (complete). Debrief meeting with EMCR Staff was held on September 05. Claims complete and being submitted to Emergency Management in B.C. (EMBC).

P101—2024 Wildfires—Mayor Ed Coleman Wildfires Update

- Antler Creek Fire will show some smoke throughout the fall from most view angles.
- Wildfire Branch is always monitoring.
- Call *555 if you are uncomfortable with the amount of smoke.
- Some small minor claims from Emergency Support programs and Emergency Operations Centres will be submitted to EMBC.

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TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

P102-- Local Government Climate Action Program—Part 2—On October 29th, 2024, Mayor Coleman and CAO Dombowsky will work on the report that is due.

P103—Wells and Highway 26 Wildfire Fuel Treatment—Multi-partner Project

- Wells-Barkerville Community Forest
- Ministry of Forest-Wildfire Branch and Structure Protection Specialist Team
- Lhtako Dene Nation
- Osisko Developments
- BC Timber Sales
- Private Land Owners
- Union of BC Municipalities (UBCM)
- West Fraser Timber Company
- Barkerville Historic Town and Park

Mayor Coleman met with the General Manager of Barkerville Historic Town and Cottonwood, Carrie Chard to change the shape of the Wildfire Fuel Treatment on the draft map to an oval so it encompasses a broader area.

Comments:

Councillor Funk inquired about an item in P075—19. Old Bleachers in the school yard. Councillor Funk noted that, if there was any desire, this item could be referred to the Committee for Buildings and Lands. Mayor Coleman replied that the condition of the bleachers is being assessed and a decision will be made in the spring regarding the bleachers. Councillor Funk also inquired if P075—18. Outdoor Rink Sun Curtains will be installed this winter. Mayor Coleman and CAO Dombowsky replied that 3 viable options are still being investigated.

24-168 MOVED Councillor Van Stralen, Seconded by Councillor Trotter-Wanner THAT Council receives the updated Strategic Priorities Project Grid, incremental reporting only.

Carried Unanimously

6.0 REPORTS

6.1 Mayor's Report (and verbal updates)

- Concise Business Plan—There have been some changes which will be updated at a Regular Council Meeting on November 5th or 19th.
- Staffing Update—DOW Cariboo Gold Liaison position has been posted, with 4 applications so far.
- Finance and Budget—Focus now on 2022 and 2023 Audits and 2024 Taxes. There may have to be a special open meeting called regarding the 2022 Audit or it will be discussed at the November 5th Council meeting.
- 2024 October 24—Wells Economic Development Community Event

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5:00 to 7:00 in Banquet Room at the Community Hall - dinner offered.
Register through District office or on Facebook. Council is invited to meet with the consultant at 4:00pm before the event.

- 2024 October 26--Fire Brigade Truck Push-In-11am to 1pm. Lunch available.
- Meeting Dates:
 - 2024 November 05—Regular Council Meeting
 - 2024 November 11—Remembrance Day Ceremony—10:00am to 12:00noon
 - 2024 November 19—Regular Council Meeting
 - 2024 November 26—Facilities and Lands Committee—3:00pm
 - 2024 December 10—Regular Council Meeting
- Select Committees' Short Update
Councillor Funk—Community Buildings and Lands Select Committee
A motion regarding funding for master plan development in the REDIP application was presented from the meeting on October 16, 2024. After some discussion, the following motion was passed:

24-169 MOVED Councillor Trotter-Wanner, Seconded by Councillor Funk THAT Council approves adding \$25,000 for Master Plan development for the Wells school property and community hall property to the fall, 2024 application to the REDIP (Rural Economic Development and Infrastructure Program).

Carried Unanimously

Councillor Funk noted that at the Community Buildings and Lands Select Committee meeting on October 16th, the Facilities, Lands & Infrastructure Manager reported that the geo-thermal unit is now working.

Councillor Van Stralen--No updates on the Official Community Plan (OCP) or the Vision Planning Committees currently.

6.2 CAO Reports

6.2.1 General Updates and Other--

- The NDIT (Northern Development Initiative Trust) Business Façade Improvement Program is open for local governments to apply to offer the program in 2025. The District of Wells is eligible for full allocation up to \$20,000 with NDIT covering 50%. The District of Wells does not have to contribute anything.

24-170 MOVED Councillor Funk, Seconded by Councillor Van Stralen THAT Council approves applying for the 2025 NDIT (Northern Development Initiative Trust) Business Façade Improvement Program.

Carried Unanimously

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

6.2.2 Snow Removal RFP--Deferred

6.3 Fire Chiefs Report

The Fire Chiefs are unable to attend this meeting but there is an extensive report on pages 22-24 of the agenda. Please email the fire chiefs if you have any questions about the report.

24-171 MOVED Councillor Van Stralen, Seconded by Councillor Funk THAT Council receives all reports.

Carried Unanimously

7.0 INFORMATION AND ANNOUNCEMENTS

7.1 Council

Councillor Funk-

- Children at heart can come Trick or Treating on Halloween, Thursday, October 31st from 1:00-4:00 at the District Office.

Councillor Trotter-Wanner-

- Every Wednesday from 6:00 to 9:00pm at Island Mountain Arts gallery--WellsWorks Wednesdays.
- Fire Truck Push-In (details in 6.1 Mayor's Report)
- Jack O Clubs- Halloween Party October 26th 9:00pm to late

7.2 Staff-NIL

7.3 Public Gallery—Carrie Chard, General Manager of Barkerville Historic Town and Cottonwood House –

- There will be a power outage in Barkerville on Thursday, October 24th from 9:00am to 5:30pm, which should only affect Barkerville.
- A lot of planned burning going on in the area, both in Wells and Barkerville. Seneca is burning at the Wells dump. Piles at the airstrip will be lit as soon as there is proper venting in place. Ms. Chard will inform the District when the venting is in place as there is a significant amount of material that needs to go.
- Possibly some brushing work will get done at the airstrip by the Seneca crew to help BC Wildfires for the continuing years.

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- There is work being done between Richfield and the Gulch and therefore restrictions for hikers when there is falling across the Cariboo Wagon Road. If anyone has complaints or questions about accessibility to Groundhog Lake, please give them Ms. Chard’s email or phone number.
- Currently work going on the Barkerville lagoons—expansion for solid materials. This is a 2-year work in progress and is at the prep stage from now until fall, 2025. Any questions, please email the General Manager of Barkerville or reach out to Barkerville
- There will be burning in the Barkerville area until the end of November.

Councillor Funk thanked the General Manager for her report and clarified an item from the report that she didn’t hear.

Mayor Coleman congratulated Ms. Chard on her new role as General Manager of Barkerville Historic Town & Cottonwood and stated that he looks forward to working together. Ms. Chard replied that she looks forward to rebuilding and promoting the relationship with Wells and thanked everyone.

Haley Archer to Carrie Chard –please include the emails regarding the burning dates to Ms. Archer so she can pass it on to the camp people at Osisko. Remembrance Day post will be posted soon. Mayor Coleman will bring a new sound system for Remembrance Day as well as making sure the flag is in good shape. The CAO will reach out to Constable Cody Brown regarding raising the flag.

8.0 ADJOURNMENT

8.1 Adjournment of the Regular Council meeting of Tuesday, October 22, 2024

24-172 MOVED Councillor Funk, Seconded Councillor Trotter-Wanner THAT Council at 3:49 pm adjourns the Regular Council meeting of Tuesday, October 22, 2024.

Carried Unanimously

Mayor Ed Coleman

CAO Jerry Dombowsky

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

**DISTRICT OF WELLS
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

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TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

MANAGEMENT'S RESPONSIBILITY

The information and representations in the consolidated financial statements are the responsibility of management and have been approved by the Mayor and Council of the District of Wells. The consolidated financial statements were prepared by management in accordance with Canadian Public Sector Accounting Standards and, where necessary, reflect management's best estimates and judgements at this time. It is reasonably possible that circumstances may arise which cause actual results to differ. Management does not believe it is likely that any differences will be material.

The District of Wells maintains systems of internal accounting controls, policies and procedures to provide reasonable assurances as to the reliability of the financial records and safeguarding of its assets.

The Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and are ultimately responsible for reviewing and approving the consolidated financial statements.

The consolidated financial statements have been reviewed and approved by the Mayor and Council. The consolidated financial statements have been audited by FBB Chartered Professional Accountants LLP, the independent auditors, whose report follows.

October 28, 2024
Wells, British Columbia

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**



INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council,
District of Wells

Qualified Opinion

We have audited the financial statements of District of Wells, which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, except for the matters disclosed in the Basis for Qualified Opinion paragraph, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the District of Wells as at December 31, 2022, and its financial performance and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Basis for Qualified Opinion

During the year, the District's computer system did not appropriately capture all of the transactions for the period from October to December 2022, (particularly the tax receivables subledger related to property taxes on the general ledger). With the assistance of District management, we were able to rebuild the general ledger for the rest of 2022. However, this limitation in scope prevented our ability to obtain satisfactory audit evidence over the accuracy and valuation of taxation accounts receivable detailed by taxpayer. As such, we are unable to determine whether an adjustment to property taxes receivable would be necessary.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the District in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the municipality's financial reporting process.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**



INDEPENDENT AUDITOR'S REPORT (continued)

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

October 28, 2024
Quesnel, British Columbia

FBB Chartered Professional Accountants LLP

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
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District of Wells

**Consolidated Statement of Financial Position
As at December 31, 2022**

	<u>2022</u>	<u>2021</u>
Financial assets		
Cash and investments	\$ 767,261	\$ 1,093,897
Taxes and accounts receivable (note 2)	181,283	196,518
Investment in wholly owned subsidiary (note 3)	350,030	647,298
	<u>1,298,574</u>	<u>1,937,713</u>
Financial liabilities		
Accounts payable and accrued liabilities (note 4)	132,523	54,724
Liability for contaminated site (note 12)	6,177,029	6,195,000
Deferred revenue (note 5)	144,951	121,951
Long-term debt (note 6)	67,320	-
	<u>6,521,823</u>	<u>6,371,675</u>
Net financial debt	<u>(5,223,249)</u>	<u>(4,433,962)</u>
Non-financial assets		
Property acquired for taxes	10,163	10,163
Prepaid expenses	3,174	6,753
Tangible capital assets (note 7)	6,434,973	6,171,599
	<u>6,448,310</u>	<u>6,188,515</u>
Accumulated surplus (note 8)	<u>\$ 1,225,061</u>	<u>\$ 1,754,553</u>

Approved by Council:

Mayor

Councillor

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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District of Wells

**Consolidated Statement of Operations
For the year ended December 31, 2022**

	2022 <u>Budget</u> (unaudited)	2022 <u>Actual</u>	2021 <u>Actual</u>
Revenue			
Government grants	\$ 878,083	\$ 705,543	\$ 577,956
Taxation	297,204	193,428	206,392
Other revenue from own sources	536,544	107,725	137,245
Utility user fees	117,970	99,576	107,460
Other grants	268,077	51,200	516,533
Sale of services	19,895	13,339	18,069
Equity (loss) income from subsidiary	228,859	(68,408)	404,891
	<u>2,346,632</u>	<u>1,102,403</u>	<u>1,968,546</u>
Deferred from previous year	-	121,951	121,951
Deferred to following year	-	(144,951)	(121,951)
	<u>2,346,632</u>	<u>1,079,403</u>	<u>1,968,546</u>
Expenses			
Amortization	-	159,507	157,043
General government services	1,317,897	1,209,979	996,091
Protective services	117,590	137,367	27,099
Contaminated site remediation (note 12)	-	-	6,195,000
Water utility operations	88,740	38,744	98,527
Sewer utility operations	265,304	63,298	52,405
	<u>1,789,531</u>	<u>1,608,895</u>	<u>7,526,165</u>
Annual (deficit) surplus	<u>\$ 557,101</u>	<u>(529,492)</u>	<u>(5,557,619)</u>
Accumulated surplus, beginning of year		<u>1,754,553</u>	<u>7,312,172</u>
Accumulated surplus, end of year		<u>\$ 1,225,061</u>	<u>\$ 1,754,553</u>

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**Consolidated Statement of Changes in Net Financial Assets
For the year ended December 31, 2022**

	<u>2022</u> <u>Budget</u> (unaudited)	<u>2022</u> <u>Actual</u>	<u>2021</u> <u>Actual</u>
Annual (deficit) surplus	\$ 557,101	\$ (529,492)	\$ (5,557,619)
Amortization	-	159,507	157,043
Tangible capital assets purchased	(557,001)	(422,881)	(45,686)
Transfer to cemetery perpetuity	(100)	-	-
Change in prepaid expenses	-	3,579	(3,950)
(Decrease) increase in net financial assets	-	(789,287)	(5,450,212)
Net Financial Assets (Debt), beginning of year	-	(4,433,962)	1,016,250
Net Financial Debt, end of year	<u>\$ -</u>	<u>\$ (5,223,249)</u>	<u>\$ (4,433,962)</u>

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District of Wells

Consolidated Statement of Cash Flows

For the year ended December 31, 2022

	<u>2022</u>	<u>2021</u>
NET INFLOW (OUTFLOW) OF CASH:		
Operating activities		
Annual surplus	\$ (529,492)	\$ (5,557,619)
Non-cash charges to operations		
Amortization	159,507	157,043
Remediation for contaminated site	-	6,195,000
Equity loss (income) from subsidiary	68,408	(404,891)
Changes in non-cash operating balances:		
Taxes and accounts receivable	15,235	125,482
Accounts payable and accrued liabilities	77,799	(3,681)
Prepaid expenses	3,579	(3,950)
Deferred revenue	23,000	8,326
	<u>(181,964)</u>	<u>515,710</u>
Capital activities		
Tangible capital asset purchases	<u>(349,468)</u>	<u>(45,686)</u>
Investing activity		
Dividends from subsidiary	<u>228,860</u>	<u>-</u>
Financing activities		
Reduction in liability for contaminated sites	(17,971)	-
Repayment of long-term debt (net)	<u>(6,093)</u>	<u>-</u>
	<u>(24,064)</u>	<u>-</u>
Increase (decrease) in cash and investments	(326,636)	470,024
Cash and investments, beginning of year	<u>1,093,897</u>	<u>623,873</u>
Cash and investments, end of year	<u>\$ 767,261</u>	<u>\$ 1,093,897</u>
Cash and investments consists of the following:		
Bank accounts	\$ 530,070	\$ 861,264
Guaranteed investment certificates	236,791	232,233
Petty cash	<u>400</u>	<u>400</u>
	<u>\$ 767,261</u>	<u>\$ 1,093,897</u>

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District of Wells

**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

The District of Wells (the "District") is a municipality established in 1998 under the Community Charter, formerly the Municipal Act, a statute of the Province of British Columbia. The District's principal activities include the provision of local government services to the residents of the incorporated area. These services include administrative, protective, water and sewer services.

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the District are prepared in accordance with Canadian public sector accounting standards for government as recommended by Municipal Affairs British Columbia and the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. The significant accounting policies adopted by the District are as follows:

a. Basis of presentation

These consolidated financial statements reflect all revenues, expenses, assets and liabilities of the District of Wells. The District is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the District and which are owned or controlled by the District.

The Consolidated Statement of Financial Position reflects the combined results and activities of the District's Operating, Capital and Reserve Funds. The purposes of these funds are:

i. Operating funds

Operating Funds are to be used to record the costs associated with providing District services.

ii. Capital funds

Capital Funds are used to account for the acquisition costs of the District's Tangible Capital Assets, the accumulated amortization thereon, and the funding thereof including related long-term debt.

iii. Reserve funds

Under the *Local Government Act* of the Province of British Columbia, the Mayor and Council of the District may, by bylaw, establish Reserve Funds for specific purposes. Money in a Reserve Fund and interest thereon must be used only for the purpose for which the fund was established. If the amount in a Reserve Fund is greater than required, the Mayor and Council may, by bylaw, transfer all or part of the balance to another Reserve Fund.

Financial assets are economic resources controlled by the government as a result of past transactions from which future economic benefits may be obtained. Liabilities are present obligations of the government to others arising from past transactions, the settlement of which is expected to result in the future sacrifice of economic benefits.

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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

The District follows the accrual method of accounting for revenues and expenses. Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues. Expenses are recorded in the period in which goods and services are acquired and a liability is incurred.

b. Trust funds

Trust funds and their related operations administered by the District are not included in these consolidated financial statements.

c. Collections for other agencies

The District collects taxation and other revenue for other agencies and then pays them out to these agencies. These items are not considered revenue or expenses of the District and are excluded from the consolidated financial statements.

d. Revenue recognition

Taxation revenues are recognized in accordance with the provisions of the Community Charter. The District is required to act as the agent for collection of certain taxes and fees imposed by other authorities. Collections for other agencies are excluded from the District's taxation revenues.

Receipts which are restricted by the legislation of senior governments or by agreement with external parties are deferred and reported as restricted revenues. When related expenses are incurred they are brought into revenue in the year the expenses were incurred. Revenues received in advance of expenses which will be incurred in a later period are deferred until the expenses are incurred.

Investment revenue is reported as revenue in the period earned. When required by the funding agency or related Act, investment income earned on deferred revenue, it is included in the deferred revenue balance.

e. Cash

Cash consists of cash and investments of a short-term nature with funds available for day to day operations. Guaranteed investment certificate terms deposits bear interest at 1.35% per annum and interest is compounded monthly.

f. Property acquired for taxes

Property acquired for taxes is carried at the lower of cost and net realizable value. Cost consists of the original purchase price and the applicable carrying charges.

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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

g. Investment in government business enterprises

The District's investment in the Wells-Barkerville Community Forest Corporation (the "GBE"), a wholly-owned subsidiary, is accounted for on a modified equity basis as recommended by Canadian public sector accounting standards. Under the modified equity basis, the GBE's accounting policies are not adjusted to conform with those of the District and inter-organizational transactions are not eliminated or consolidated. The District recognizes its equity interest in the annual earnings or loss of the GBE in its consolidated statement of operations and accumulated surplus with a corresponding increase or decrease in its investment asset account. Any dividends received from the GBE are recorded as reductions in the investment asset account.

h. Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset, excluding all interest costs. Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue.

Amortization is provided using the straight-line method at the following rates:

Buildings	2.50%
Roads and infrastructure	2.00%
Equipment and vehicles	10.00%
Water system	1.25%
Sewer system	1.25%
Mountain trails system	1.25%

Tangible capital assets are tested annually for any impairment in value based on continued usefulness of the assets and their related carrying values. Any impairment would be recorded in the period the impairment occurs in expenses. Annual amortization is recorded in the year an asset becomes available for use and in the year of disposal. Assets under construction are not amortized until the asset is available for use.

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Notes to the Consolidated Financial Statements

For the year ended December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

i. Contaminated sites

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment as a result of a chemical, organic or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met: an environmental standard exists, contamination exceeds the environmental standard, the organization is directly responsible or accepts responsibility for the liability, future economic benefits will be given up and a reasonable estimate can be made.

j. Use of Estimates

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the period. Significant areas requiring the the use of management estimates include: determination of accrued sick benefits and carrying amount of tangible capital assets. Actual results could differ from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

2. TAXES AND ACCOUNTS RECEIVABLE

	<u>2022</u>	<u>2021</u>
Tax roll and utilities	\$ 131,614	\$ 157,127
GST/HST refund	42,169	33,126
Grants	-	4,000
Other	<u>7,500</u>	<u>2,264</u>
	<u>\$ 181,283</u>	<u>\$ 196,517</u>

3. INVESTMENT IN WHOLLY OWNED SUBSIDIARY

Wells - Barkerville Community Forest Ltd.		
Accumulated equity in retained earnings	\$ 349,930	\$ 647,198
Shares	100	100
	<u>\$ 350,030</u>	<u>\$ 647,298</u>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

3. INVESTMENT IN WHOLLY OWNED SUBSIDIARY (continued)

	<u>2022</u>	<u>2021</u>
Operations		
Revenue	\$ 1,850	\$ 555,070
Expenses	<u>70,258</u>	<u>150,179</u>
Net earnings	(68,408)	404,891
Less dividends	-	(228,860)
Retained earnings, opening	<u>418,338</u>	<u>242,307</u>
Retained earnings, ending	\$ 349,930	\$ 418,338
Dividends not yet received	<u>-</u>	<u>228,860</u>
District of Wells accumulated equity in retained earnings	<u>\$ 349,930</u>	<u>\$ 647,198</u>

The Wells - Barkerville Community Forest Corporation (the "Corporation") has entered into a Community Forest Agreement with the Province of British Columbia pursuant to an agreement in 2017 (the "agreement"). The agreement is for a 25 year term and gives the Corporation the right to harvest certain levels of timber on an annual basis and a total amount over the term of the Agreement. The advances are unsecured with no specific terms of repayment and recorded at the carrying amount. The accumulated surplus and advances are assessed annually for impairment based on audited financial statements provided by the Corporation.

4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2022</u>	<u>2021</u>
Trade payables and accrued liabilities	\$ 41,690	\$ 35,692
WCB payable	10,154	3,032
Payroll withholdings taxes	64,680	-
Other	<u>16,000</u>	<u>16,000</u>
	<u>\$ 132,524</u>	<u>\$ 54,724</u>

5. DEFERRED REVENUE

2023 rental and NHA grants received in advance	\$ 8,326	\$ 8,326
Playground donations	28,150	28,150
2022 tax sale - one year deferral period	23,000	-
B.C. Rural Dividend - Housing Grant	475	475
B.C. Rural Dividend - Boundary Expansion Grant	<u>85,000</u>	<u>85,000</u>
	<u>\$ 144,951</u>	<u>\$ 121,951</u>

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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

6. LONG-TERM DEBT

	<u>2022</u>	<u>2021</u>
Conditional sales contract repayable in monthly instalments of \$1,632 including interest at 0.99% per annum, secured by a tangible capital asset with a net carrying value of \$69,743, due June 2026	\$ 67,320	\$ -

Estimated principal payments over the next 4 years are as follows:

2023	\$ 18,999
2024	19,188
2025	19,379
2026	9,754

7. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Carrying Amount	
Land	\$ 257,524	\$ -	\$ 257,524	\$ 257,524
Buildings	3,572,386	1,371,879	2,200,507	2,030,165
Roads and infrastructure	739,993	280,756	459,237	475,578
Mountain trail systems	181,580	15,656	165,924	168,194
Equipment and vehicles	902,300	769,744	132,556	25,496
Water system	2,821,154	641,562	2,179,592	2,250,120
Sewer system	1,449,819	410,186	1,039,633	1,075,879
	<u>\$ 9,924,756</u>	<u>\$ 3,489,783</u>	<u>\$ 6,434,973</u>	<u>\$ 6,282,956</u>

Tangible Capital Asset Additions for the year are as follows:

	Cost		Cost	
	January 1, 2022	Additions	December 31, 2022	
Land	\$ 257,524	\$ -	\$ 257,524	
Buildings	3,240,090	332,296	3,572,386	
Roads and infrastructure	739,993	-	739,993	
Mountain trail systems	181,580	-	181,580	
Equipment and vehicles	811,715	90,585	902,300	
Water system	2,821,154	-	2,821,154	
Sewer system	1,449,819	-	1,449,819	
	<u>\$ 9,501,875</u>	<u>\$ 422,881</u>	<u>\$ 9,924,756</u>	

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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

7. TANGIBLE CAPITAL ASSETS (continued)

Amortization for the year is as follows:

	Balance January 1, 2022	Amortization	Balance December 31, 2022
Buildings	\$ 1,290,902	\$ 80,977	\$ 1,371,879
Roads and infrastructure	266,211	14,545	280,756
Mountain trail systems	14,521	1,135	15,656
Equipment and vehicles	760,281	9,463	769,744
Water system	606,298	35,264	641,562
Sewer system	392,063	18,123	410,186
	<u>\$ 3,330,276</u>	<u>\$ 159,507</u>	<u>\$ 3,489,783</u>

8. ACCUMULATED SURPLUS (DEFICIT)

	2022	2021
General operating fund	\$ (5,308,377)	\$ (4,684,010)
Water system	(35,914)	(58,593)
Sewer system	60,532	63,653
Invested in tangible capital assets	6,367,653	6,171,599
Reserves (Note 18)	141,167	261,904
	<u>\$ 1,225,061</u>	<u>\$ 1,754,553</u>

9. COMMITMENTS AND CONTINGENCIES

a. The District is jointly and severally liable under the provisions of the *Community Charter* for any default on monies borrowed by the Cariboo Regional District.

b. Municipal Pension Plan

The District and its employees contribute to the Municipal Pension Plan (Plan), a jointly trustee pension plan. The Board of Trustees, representing Plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of Plan funding. The most recent valuation as at December 2021 indicated a funding surplus of \$3,761 million for basic pension benefits.

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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

9. COMMITMENTS AND CONTINGENCIES (continued)

The next valuation will be December 31, 2024 with results available in 2025. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension accounting). This is because the Plan records accrued liabilities and assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and costs to the individual employers participating in the Plan.

The District of Wells paid \$12,303 for employer contributions to the Plan in fiscal 2022 (\$9,334 - 2021).

- c. The District is responsible for collecting and transmitting property taxes and other levies on District of Wells taxpayers in respect of the following agencies: Ministry of Education, Cariboo Regional District, Cariboo-Chilcotin Regional Hospital District, B.C. Assessment Authority, Municipal Finance Authority and Royal Canadian Mounted Police.

10. ECONOMIC DEPENDENCE

The District receives a significant portion of revenue from the Province of British Columbia through the government's Small Community Protection Program. The effect on the District's operations would be significantly adverse should the program be discontinued.

11. FINANCIAL INSTRUMENTS AND RISK MANAGEMENT

The District's financial instruments consist of cash and investments, taxes and accounts receivable, accounts payable and accrued liabilities and District debt. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

The District is exposed to financial risk that arises from the credit quality of the entities to which it provides services. Credit risk arises from the possibility that the entities to which the District provides services may experience financial difficulty and be unable to fulfill their obligations. The District mitigates this risk by dealing with counterparties management considers to be of high integrity.

The District is exposed to interest rate risk arising from fluctuations in interest rates on its cash and investments. No financial instruments are held that mitigate this risk.

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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

12. EXPENSES BY OBJECT

	2022 Budget (unaudited)	2022 Actual	2021 Actual
Salaries, wages and benefits	\$ 472,900	\$ 519,550	\$ 400,986
Materials and supplies	95,700	109,062	61,469
Contracted services	350,802	289,729	296,882
Rent, maintenance and utilities	789,114	450,729	334,560
Mayor and Council remuneration and travel	34,354	30,206	33,960
Insurance	35,011	39,960	34,694
Grants	10,500	8,700	10,000
Debt charges	1,250	1,452	1,571
Remediation expenses	-	-	6,195,000
Amortization	-	159,507	157,043
	<u>\$ 1,789,631</u>	<u>\$ 1,608,895</u>	<u>\$ 7,526,165</u>

13. LIABILITY FOR CONTAMINATED SITES

The District is aware of 3 sites in the municipal area which are known to be contaminated with hazardous historical mine waste as noted by various site assessments and exceed the environmental standard. The Province of British Columbia has taken responsibility for remediation of these sites. The sites are in a remote location and the contamination is contained at the sites. The contamination is not likely to affect public health, safety, cause damage or otherwise impair the quality of the surrounding environment. The Province of British Columbia has posted signs indicating "caution hazardous historical mine waste" and to the District's knowledge has no further plans to remediate the sites.

Since the District does not bear responsibility for these sites, no liability related to remediation has been recognized in these financial statements.

During the previous year, the District has exceeded environmental standards relating to its effluent discharge from its wastewater operations which has been deemed to require remediation by Environment Canada. The District has entered into a plan to remediate the site through the construction of a new sewer lagoon and related facility. The District has used qualified independent contractors to undertake an investigation and estimate the costs to construct the new facility and remediate the existing issues on site.

Note 13 continues on the next page.

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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

13. LIABILITY FOR CONTAMINATED SITES (continued)

The District has recorded a liability for this contaminated site as follows:

Project planning	\$ 70,000
Feasibility study	325,000
Detailed engineering and drawings	350,000
Construction management/project administration	250,000
Construction costs	3,475,000
Geotechnical investigation	75,000
Demolition of existing structure	50,000
Contingencies	1,600,000
Paid in 2022	<u>(17,971)</u>
	<u>\$ 6,177,029</u>

During the previous year, the District has incurred costs with respect to planning and preparation for this project. These items, along with the total liability for contaminated site, has been expensed in the year under environmental remediation expenses in the statement of operations. The items are recorded as expenses rather than an assets since it has no alternative use as required by PS3260.45 and Note 1(i).

The District believes the above liability will be funded by a combination of federal and provincial grants. The District has applied for an received confirmation for the relevant federal and provincial grants and the grants will be recorded as revenue as they are received or receivable.

14. BUDGETED FIGURES

The budget amounts presented throughout these consolidated financial statements are unaudited and represent the five year financial plan bylaw 204 approved by the District Mayor and Council on May 3, 2022.

The financial plan anticipated use of surpluses accumulated in previous years to provide for any current year expenditures in excess of current year revenues. Another significant variance is that the financial plan anticipated capital expenditures rather than amortization expense, and changes in District debt.

Note 14 continues on the next page.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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District of Wells

**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

14. BUDGETED FIGURES (continued)

The summary below reconciles the 2022 adopted financial plan to the budgeted figures presented on the Consolidated Statement of Operations:

Budgeted consolidated annual surplus	\$ 563,189
Budgeted amounts for:	
Tangible Capital Asset acquisitions	(557,001)
Net transfers to reserves	<u>(6,188)</u>
Budgeted consolidated annual surplus (deficit), as reported	<u><u>\$ -</u></u>

15. TRUST FUNDS

The District maintains a cemetery perpetual care fund in accordance with the Cemeteries and Funeral Services Act. The funds held in trust as at December 31, 2022 are \$1,132 (2021 - \$1,108) and are not included in the District's consolidated statement of financial position.

16. NON-CASH FINANCING AND CAPITAL ACTIVITY

	2022
Tangible capital asset acquired with proceeds of long-term debt	<u>\$ 73,413</u>

17. SEGMENTED INFORMATION

The District is a diversified municipal organization that provides a wide range of services to its citizens. For management reporting purposes, the District's operations and activities are organized and reported by service areas. Municipal services are provided by departments and their activities are reported in these service areas. Service areas that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

a) General Government Services:

General government services operations provides the functions of corporate administration and legislative services and any other functions categorized as non-departmental of the District. General services also includes protective services, which is comprised of emergency management and regulatory services.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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**Notes to the Consolidated Financial Statements
For the year ended December 31, 2022**

17. SEGMENTED INFORMATION (continued)

b) Water Utility Operations:

The water utility installs and maintains the water systems and facilities within the District. The treatment and distribution of water in the District through Public Works is included in this segment.

c) Sewer Utility Operations

The sewer utility installs and maintains the sewer systems and facilities with the District. The collection of sewage in the District through Public Works is also included in this segment.

The operating results by segment are presented in the supplementary information.

18. RESERVE FUNDS

	<u>2022</u>	<u>2021</u>
UBCM Gas Tax Funds, beginning of year	\$ 261,904	\$ 194,473
Utilized in Ice Rink project	(185,000)	-
Current year funding	<u>64,263</u>	<u>67,431</u>
UBCM Gas Tax Funds, end of year	<u>\$ 141,167</u>	<u>\$ 261,904</u>

The District is a participant under the Community Works Fund that provides for the District's receiving Federal gas taxes transferred under the New Deal for Cities and Communities signed by the Union of BC Municipalities, the Province of British Columbia, and the Government of Canada. Although the District has some latitude in determining which projects to pursue, the agreement provides that projects should address the reduction of greenhouse gas emissions, cleaner air and cleaner water. Funds have been setup as reserve until such a time eligible expenses are made. These funds are currently invested in cash and investments.

19. PROJECT MANAGEMENT

The District has adopted a project management framework for ongoing municipal, economic development, social, infrastructure and other projects as requested by the Ministry of Municipal Affairs of British Columbia. This project information is presented in the District's ongoing business plan.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTARY INFORMATION

To the Mayor and Council,
District of Wells,

We have audited and reported separately herein on the consolidated financial statement of the District of Wells as at and for the year ended December 31, 2022.

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The current year's supplementary information included is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and, in our opinion, is fairly stated in all material respects in relation to the consolidated financial statements taken as a whole.

October 28, 2024
Quesnel, British Columbia

FBB Chartered Professional Accountants LLP

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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District of Wells

**General Operating Fund - Statement of Financial Position
As at December 31, 2022**

	<u>2022</u>	<u>2021</u>
Financial assets		
Cash and investments	\$ 626,094	\$ 831,993
Taxes and accounts receivable	181,283	196,518
Due from water system	35,914	58,593
Investment in wholly owned subsidiary	350,030	647,298
	<u>1,193,321</u>	<u>1,734,402</u>
Financial Liabilities		
Accounts payable and accrued liabilities	132,523	54,724
Liability for contaminated site	6,177,029	6,195,000
Deferred revenue	144,951	121,951
Due to sewer system	60,532	63,653
	<u>6,515,035</u>	<u>6,435,328</u>
Net financial assets	<u>(5,321,714)</u>	<u>(4,700,926)</u>
Non-financial assets		
Property acquired for taxes	10,163	10,163
Prepaid expenses	3,174	6,753
Tangible capital assets	3,142,336	2,898,987
	<u>3,155,673</u>	<u>2,915,903</u>
Accumulated deficit	<u>\$ (2,166,041)</u>	<u>\$ (1,785,023)</u>
Accumulated deficit		
Operating surplus	\$ (5,308,377)	\$ (4,684,010)
Invested in tangible capital assets	3,142,336	2,898,987
	<u>\$ (2,166,041)</u>	<u>\$ (1,785,023)</u>

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District of Wells

**General Operating Fund - Statement of Operations
For the year ended December 31, 2022**

	<u>2022</u> <u>Budget</u> (unaudited)	<u>2022</u> <u>Actual</u>	<u>2021</u> <u>Actual</u>
Revenue - page 23	\$ 2,142,869	\$ 896,710	\$ 1,777,062
Deferred from previous year	-	113,625	113,625
Deferred to following year	-	(113,625)	(113,625)
	<u>2,142,869</u>	<u>896,710</u>	<u>1,777,062</u>
Expenses			
Amortization	-	106,119	103,656
General government services - page 24	641,345	644,228	496,881
Civic Buildings - page 24	357,550	194,413	135,205
Protective services	112,590	162,899	26,801
Other - page 24	324,102	290,806	6,504,303
	<u>1,435,587</u>	<u>1,398,465</u>	<u>7,266,846</u>
Annual Surplus (Deficit)	<u>\$ 707,282</u>	(501,755)	(5,489,784)
Accumulated surplus, beginning of year		(1,785,023)	3,772,192
Transfers to reserve funds		(64,263)	(67,431)
Transfers from reserve funds		<u>185,000</u>	<u>-</u>
Accumulated surplus, end of year		<u>\$ (2,166,041)</u>	<u>\$ (1,785,023)</u>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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District of Wells

**General Operating Fund - Statement of Revenues
For the year ended December 31, 2022**

	2022 Budget (unaudited)	2022 Actual	2021 Actual
Revenue			
Taxation	\$ 95,036	\$ 92,108	\$ 92,722
Other revenue from own sources	297,485	65,479	132,273
Interest and penalties	10,200	19,246	4,972
Other grants	496,936	51,200	516,533
Grants in lieu of taxes	25,900	14,425	25,825
Sale of services	19,895	13,339	18,069
Parcel taxes	90,475	3,780	3,820
Equity (loss) income from subsidiary	228,859	(68,408)	404,891
	<u>1,264,786</u>	<u>191,169</u>	<u>1,199,105</u>
Government and other contributions			
UBCM gas tax funds	<u>64,263</u>	<u>64,263</u>	<u>67,431</u>
Government grants			
Small Community Protection Grant	435,000	542,000	435,000
UBCM - Emergency equipment	-	7,500	25,000
Cariboo Regional District	-	7,336	-
Destination BC - new visitor centre grant	10,000	15,000	10,000
Volunteer Terrace Safe Senior's grant	-	-	3,000
Province of B.C.	85,000	47,926	-
Northern Health Authority - Access to Health	-	21,335	21,335
Other federal grants	7,365	-	16,010
Other provincial grants	276,455	181	181
	<u>813,820</u>	<u>641,278</u>	<u>510,526</u>
	<u>\$ 2,142,869</u>	<u>\$ 896,710</u>	<u>\$ 1,777,062</u>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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District of Wells

**General Operating Fund - Detailed expenditures
For the year ended December 31, 2022**

	2022 Budget	2022 Actual	2021 Actual
	(unaudited)		
General government			
Administration	\$ 504,300	\$ 541,143	\$ 415,208
Audit and legal	35,000	52,450	34,110
Insurance and deductible claims	33,391	36,426	33,078
Legislative	35,854	31,977	35,315
Office supplies and service contracts	32,800	37,232	34,170
Administration recoveries	-	(55,000)	(55,000)
	<u>641,345</u>	<u>644,228</u>	<u>496,881</u>
Civic Buildings			
Community hall	112,550	51,686	105,001
Municipal hall	140,000	74,644	7,010
Wells/Barkerville school	105,000	68,083	23,194
	<u>357,550</u>	<u>194,413</u>	<u>135,205</u>
Other			
Public works	126,500	194,925	124,768
Building inspection contract	14,000	6,734	5,214
Municipal transit	23,000	24,681	20,780
Refuse collection	15,212	17,836	13,790
Community promotion	18,200	8,021	6,827
Environment remediation	-	-	6,195,000
Street lighting	8,500	8,412	7,478
Visitor centre operating	4,000	13,679	9,676
Barkerville cemetery	500	200	-
Interest and bank charges	1,250	1,452	1,570
Economic development	17,500	10,181	14,950
Community plan	95,440	4,685	104,250
	<u>324,102</u>	<u>290,806</u>	<u>6,504,303</u>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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District of Wells

**Water System - Statement of Financial Position
As at December 31, 2022**

	<u>2022</u>	<u>2021</u>
Financial liabilities		
Due to general operating fund	\$ 35,914	\$ 58,593
Long-term debt	<u>67,320</u>	<u>-</u>
	<u>103,234</u>	<u>58,593</u>
Non-financial assets		
Tangible capital assets	<u>2,253,004</u>	<u>2,214,856</u>
Accumulated Surplus	<u>\$ 2,149,770</u>	<u>\$ 2,156,263</u>
Accumulated Surplus		
Operating deficit	\$ (35,914)	\$ (58,593)
Invested in tangible capital assets	<u>2,185,684</u>	<u>2,214,856</u>
	<u>\$ 2,149,770</u>	<u>\$ 2,156,263</u>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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District of Wells

**Water System - Statement of Operations
For the year ended December 31, 2022**

	<u>2022</u> <u>Budget</u> <small>(unaudited)</small>	<u>2022</u> <u>Actual</u>	<u>2021</u> <u>Actual</u>
Revenue			
Customer billings	\$ 54,560	\$ 52,619	\$ 52,970
Connection charges and custom work	7,500	-	3,600
Parcel taxes	48,003	44,896	45,384
	<u>110,063</u>	<u>97,515</u>	<u>101,954</u>
Expenses			
Administration	-	30,000	30,000
Amortization	-	35,264	35,264
Distribution	21,000	4,255	56,107
Operations and maintenance	67,740	34,489	42,421
	<u>88,740</u>	<u>104,008</u>	<u>163,792</u>
Annual Surplus (Deficit)	<u>\$ 21,323</u>	(6,493)	(61,838)
Accumulated surplus, beginning of year		<u>2,156,263</u>	<u>2,218,101</u>
Accumulated surplus, end of year		<u>\$ 2,149,770</u>	<u>\$ 2,156,263</u>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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District of Wells

**Sewer System - Statement of Financial Position
As at December 31, 2022**

	<u>2022</u>	<u>2021</u>
Financial assets		
Due from general operating fund	\$ 60,532	\$ 63,653
Non-financial assets		
Tangible capital assets	<u>1,039,633</u>	<u>1,057,756</u>
Accumulated Surplus	<u>\$ 1,100,165</u>	<u>\$ 1,121,409</u>
Accumulated Surplus		
Operating surplus	\$ 60,532	\$ 63,653
Invested in tangible capital assets	<u>1,039,633</u>	<u>1,057,756</u>
	<u>\$ 1,100,165</u>	<u>\$ 1,121,409</u>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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District of Wells

**Sewer System - Statement of Operations
For the year ended December 31, 2022**

	2022 Budget (unaudited)	2022 Actual	2021 Actual
Revenue			
Customer billings	\$ 48,710	\$ 46,958	\$ 47,291
Connection charges and custom work	7,200	-	3,600
Parcel taxes	37,790	38,220	38,640
	<u>93,700</u>	<u>85,178</u>	<u>89,531</u>
Expenses			
Administration	-	25,000	25,000
Amortization	-	18,123	18,123
Lift station	11,350	877	2,262
Operations and maintenance	238,264	54,212	46,782
Vehicle	15,690	8,210	3,361
	<u>265,304</u>	<u>106,422</u>	<u>95,528</u>
Annual Surplus (Deficit)	<u>\$ (171,604)</u>	(21,244)	(5,997)
Accumulated surplus, beginning of year		<u>1,121,409</u>	<u>1,127,406</u>
Accumulated surplus, end of year		<u>\$ 1,100,165</u>	<u>\$ 1,121,409</u>



Report to Council

Date: November 5, 2024
To: Council
From: Chief Administrative Officer
Subject: Service Provider Agreement – Snow Removal

Recommendation:

THAT Council approve entering into a Service Provider Agreement with Two Boys Construction Ltd. For the purposes of snow removal works on a perpetual basis;

Purpose:

To address snow removal needs in the District of Wells, staff recommend the coverage of District General Liability Municipal insurance be extended to an additional local contractor via entering into a Service Provider Agreement as required by the insurer.

Background:

Quality snow removal service for District of Wells residents is a high priority of Council. As per District Procurement Policy and provincial legislation, a competitive bidding opportunity (RFP) was conducted. Also, as per Council policy, consideration was given to local suppliers whenever possible, with the best value principle applied.

A two-stage, two-contractor snow removal operation is proposed to best meet the needs of the District of Wells. Liability insurance cost for work on public roadways is prohibitive for small contractors and for small bid contracts (like the District of Wells). The Municipal Insurance Association of BC offers small local governments the opportunity to add contractors to their insurance coverage in special cases like these. Without this ability, the cost to the small local governments would be prohibitive.

Given the above, it is recommended that the District enter into a Service Provider Agreement with Two Boys Construction Ltd., who offer a competitive local service that can supplement the primary roadway snow removal service. Splitting the larger contract creates backup and meets the goal of supporting local contractors – a best practice strongly recommended by Municipal Affairs.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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Conclusion:

Entering into a Service Provider Agreement with Two Boys Construction Ltd for snow removal services as described in the attached agreement will meet the objectives of District Council policy and provide essential backup capacity for this essential work. A full accounting of the financial implications of the overall snow removal contract rfp will be brought to Council at a future date, assuming this request is approved.

Financial/Budgetary Considerations:

An allocation of \$2,000 from the 2024/25 snow removal budget will be required.

A handwritten signature in black ink, appearing to read 'J. Dombowsky', written in a cursive style.

J. Dombowsky, Chief Administrative Officer

cc: CFO Sarah Brown

Attach.



SERVICE PROVIDER AGREEMENT

This Service Provider Agreement (the “Agreement”) is made and entered into this ____ day of _____, _____ by and between the **District of Wells** (the “Local Government”) and **Two Boys Construction** (the “Service Provider”).

The Service Provider agrees to provide the following services for or on behalf of the Local Government:

The service provider agrees to provide: Snow removal for the District of Wells including roads, lanes, & infrastructure service roads, sites and parking lots (Municipal Hall lot, Wells Barkerville Community Cultural and Recreation Centre / School lot, Community Hall laneway access, Water Treatment Facility on Ski Hill Road, Sewer Lift Station on Dawson, Sewer Lagoon service road and lot (off Hardscrabble Road), Fire Hydrants (21 locations), Fire Hall (Baker Street), Happy Swede Lane, Stop signs, Driveway berm/windrows removal). Services needed at 10 cm of snow event. Equipment: (loader 2019 cat 908M. \$125 per hour); (loader backhoe 2016 cat 420it \$135 per hour) \$15 fuel surcharge.

The Service Provider has not caused or contributed to any insured or uninsured losses in the past 5 years.

The term of the Agreement is from the ____ day of _____, _____ and _____ the ____ day of _____, _____.

The term of the Agreement is perpetual commencing the 1st day of November 2024.

As the Service Provider may attract errors and omissions claims, the Local Government agrees to

maintain commercial general liability coverage from the MIABC beyond the termination of the Agreement, specifically until the ____ day of _____, _____.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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While providing the agreed service, the Service Provider agrees to comply with: all applicable laws, rules and regulations; the practices, procedures and policies of the Local Government; and any special instructions given to the Service Provider by representative(s) of the Local Government. By entering into this agreement, the Service Provider confirms they have the necessary training, experience and knowledge to provide the services as set out above.

The Local Government agrees to obtain commercial general liability and errors and omissions insurance coverage from the Municipal Insurance Association of British Columbia (MIABC) naming the Service Provider as an Additional Named Insured entitled to full coverage in the amount of \$5,000,000 with respect to third party liability claims arising from the provision of the agreed service. The Service Provider agrees to carry its own statutory worker's compensation insurance and automobile liability insurance, if appropriate.

The Service Provider agrees to indemnify, defend and hold harmless the Local Government, its agents, servants, employees, trustees, officers and representatives from any liability, loss or damage which the Local Government may suffer as a result of any claims, demands, costs, actions, causes of actions, or judgments, including legal fees, asserted against or incurred by the Local Government arising out of, during, or as a result of the provision of services outlined in the Agreement except such liability, loss, or damage which is the result of, or arising out of, the sole negligence of the Local Government or that is covered by the MIABC liability insurance policy.

- The Local Government agrees to be responsible for any and all deductible amounts including any claim expenses incurred and policy premium payments.
- The Service Provider agrees to be responsible for any and all deductible amounts including any claim expenses incurred and policy premium payments.

The Local Government reserves the right to terminate this Agreement and the associated commercial general liability insurance coverage provided to the Service Provider by the MIABC at any time upon written notification to the Service Provider of the termination.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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**ON BEHALF OF <LOCAL GOVERNMENT>
PROVIDER>**

ON BEHALF OF <SERVICE

Name:
Jerry Dombowsky

Name:
Fred Schmode

Title:
CAO

Title:
Owner, Two Boys Construction

Signature:

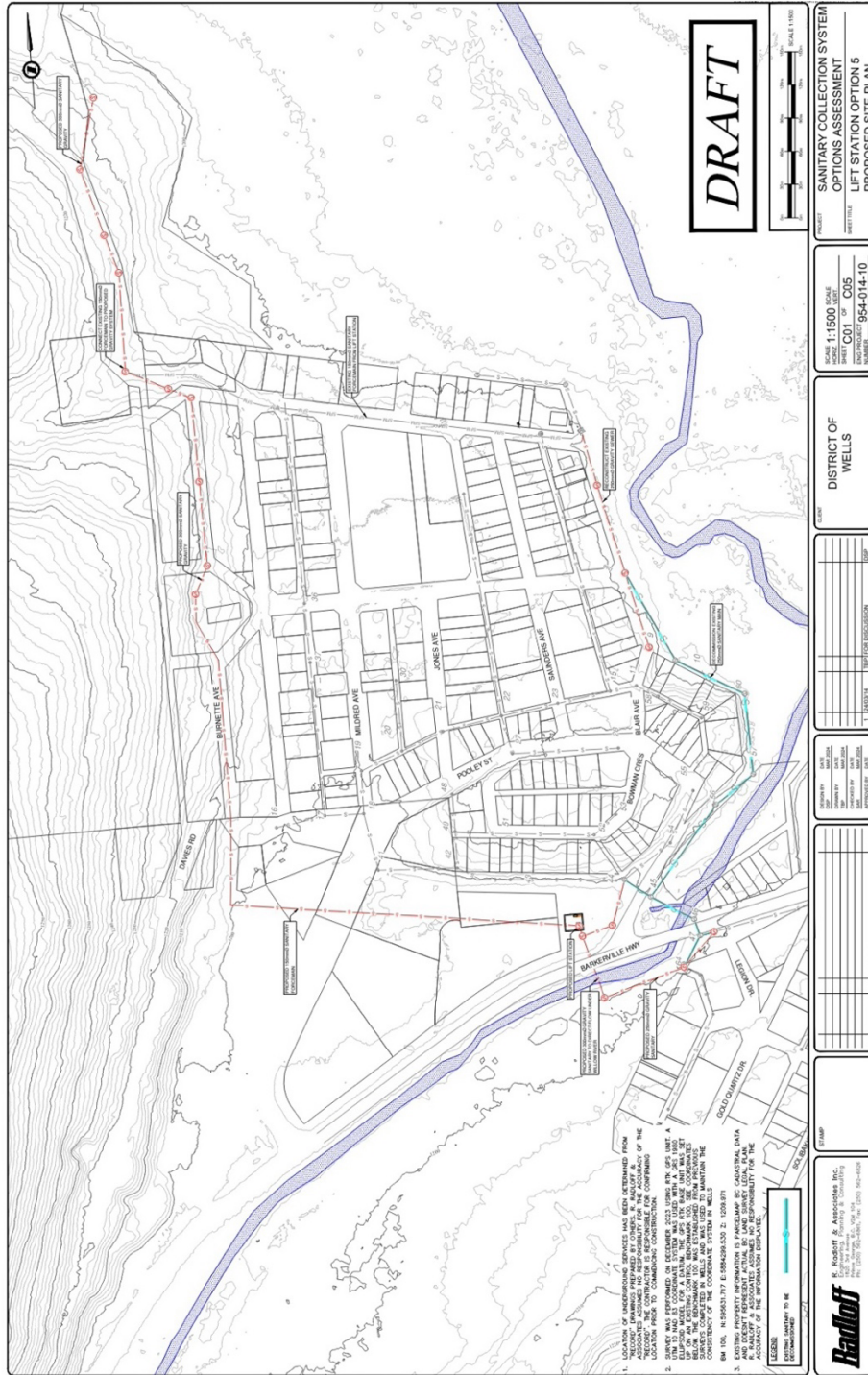
Signature:

Date:

Date:

DISTRICT OF WELLS REGULAR COUNCIL MEETING
 TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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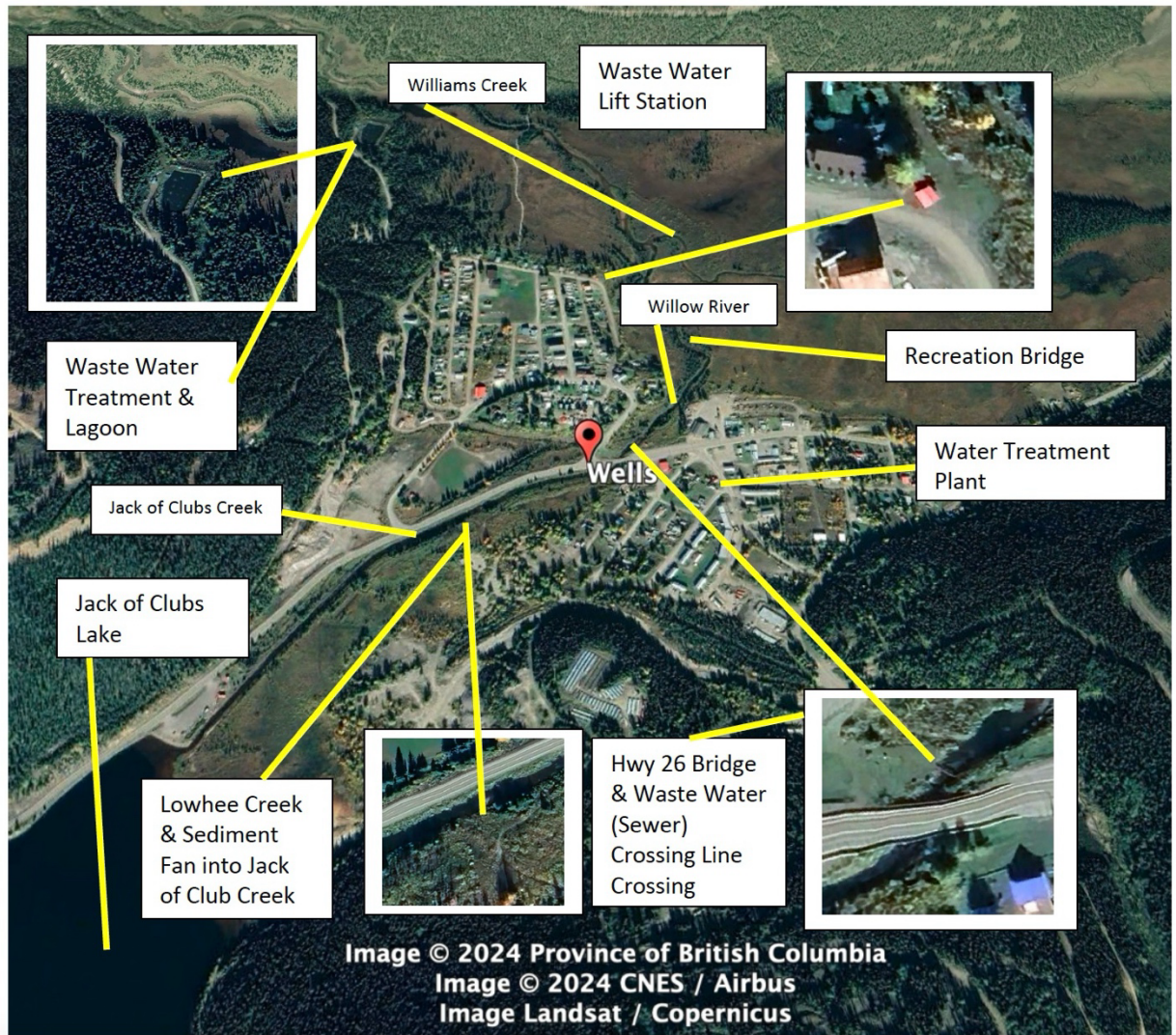
P002—Waste Water System Project



P082—District of Wells—Monitoring Wells Update

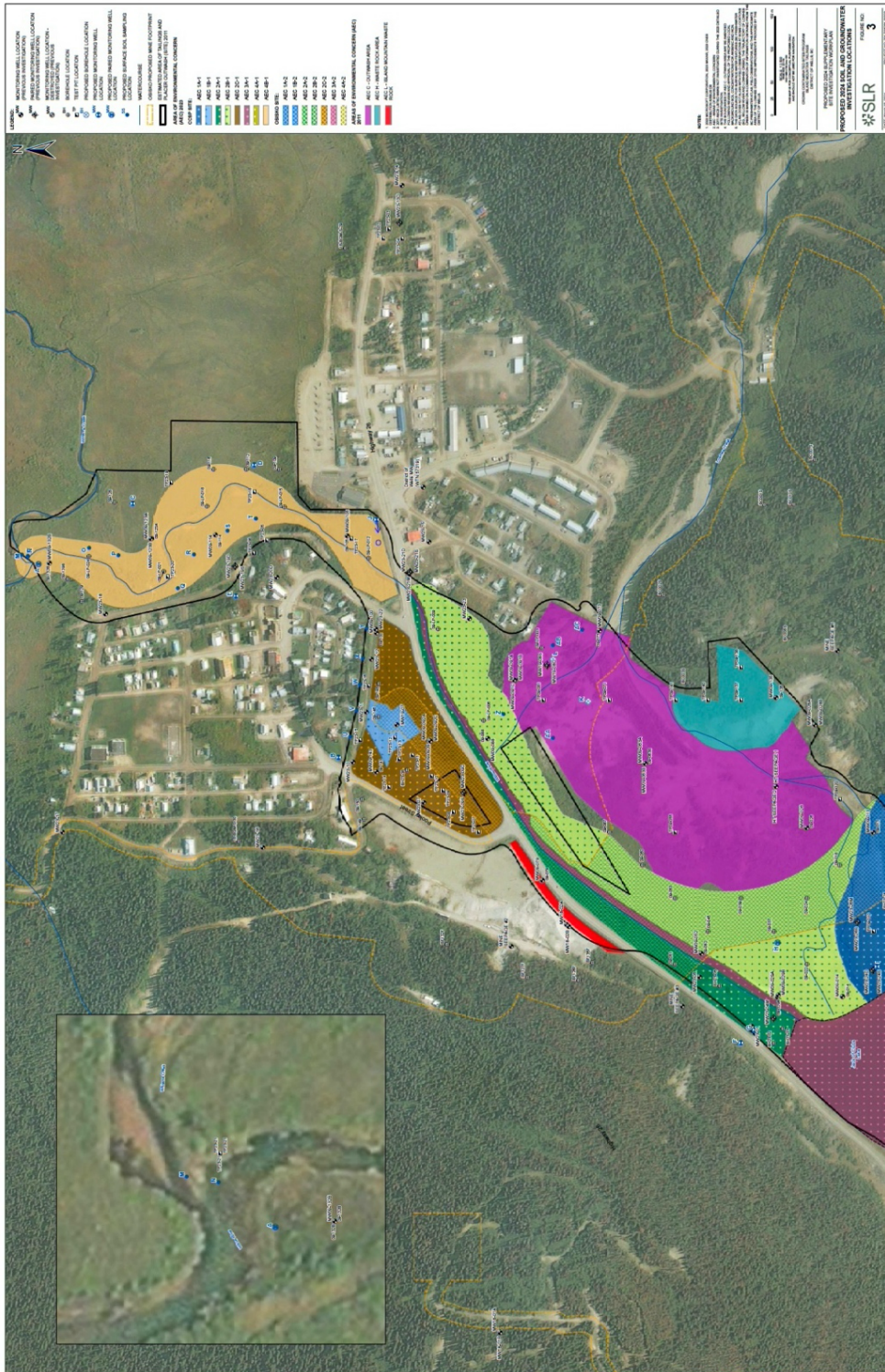
**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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AGENDA**

Appendix A—Water Movement & Impacts Monitoring Locations



**DISTRICT OF WELLS REGULAR COUNCIL MEETING
 TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
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P030-- PROV BC Jack of Clubs Lake & Area Reclamation Project



**DISTRICT OF WELLS
 COMMUNITY LIAISON (CARIBOO GOLD PROJECT)**

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY NOVEMBER 05, 2024—3:00PM TO 5:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

JOB POSTING
DISTRICT OF WELLS COMMUNITY LIAISON (CARIBOO GOLD PROJECT)

Located in one of the most spectacularly beautiful regions in British Columbia, the District of Wells (the “District”) is seeking a Community Liaison to act as the District’s principal day-to-day liaison with Osisko Development Corporation (ODV) on all matters pertaining to the Cariboo Gold project. This will encompass the various phases of the project including community consultation, permitting, construction, operation and reclamation. This position will be managed by the District, with the primary objective being to provide the District with additional in-house resource capacity, specialized knowledge and technical expertise on matters related to the project and its impacts on both the District and its citizenry.

Reporting to the District’s Chief Administrative Officer, this position will be responsible for reviewing, on an ongoing basis pursuant to required statutory and project deadlines, all documentation prepared and provided by ODV, B.C. Provincial Ministries, the Province’s Environmental Assessment Office (EAO), and other external parties relating to the Cariboo Gold project. This will entail regular, timely written reporting to the District with a synopsis of the project documentation including any recommendations related thereto, for consideration by the District’s Municipal Council, Select Advisory Committees and staff. The Community Liaison will be expected to actively engage with community residents of the District with respect to the specific project documentation and information noted above, and provide feedback to the District and ODV with respect to such engagement, including concerns, impacts or issues raised by the community at large and individual citizens. The Liaison will also be required to participate in all public information sessions provided by ODV, the District, Provincial Ministries and the EAO regarding the project, and reporting accordingly.

The ideal candidate will have a university degree, professional certification or diploma from a recognized post-secondary institution in an occupational field related to the principal job responsibilities and accountabilities for this position, augmented by training and experience that demonstrate a sufficient degree of technical knowledge in select areas considered pertinent to the project; Experience in project management involving community and external third party engagement, ideally in a transitioning rural resource based work environment, would also be an additional asset. Well-developed public communication skills, including the ability to summarize technical documents for a lay audience, will be critical for this role.

This is an external contract position for an indefinite term commencing as early as November 2024, but no later than January 2025, and the District is prepared to offer a competitive salary starting at \$85,000 and, commensurate with knowledge and experience. Interested applicants are invited to submit a letter of interest and resume, before 2024 October 30 to:

Jerry Dombowsky, Chief Administrative Officer
District of Wells
Phone: (250)-991-1155
Email: jerrydombowsky@wells.ca

For more information on the District of Wells and this unique opportunity, please visit www.wells.ca. If you have specific questions regarding the position, you are invited to contact Mr. Dombowsky directly.

JOB SUMMARY
DISTRICT OF WELLS COMMUNITY LIAISON (CARIBOO GOLD PROJECT)

Reporting to the Chief Administrative Officer (CAO) of the District of Wells (the “District”), the Community Liaison (Cariboo Gold Project) acts as the District’s principal day-to-day liaison with Osisko Development Corporation (the “ODV”) on all matters pertaining to the Cariboo Gold Project (the “project”). This includes all phases of the project including community consultation, permitting, construction, operation and reclamation. The Community Liaison is required to adhere to all legislation and District policies applicable to those engaged by the District. The Community Liaison position is managed by, and under the direction and control of the District, with the primary objective being to provide the District, for the duration of the project, with additional resource capacity and specialized expertise on matters related to the project. This may include, when considered warranted by the District and subject to the prior approval of the District’s Council, outsourcing for additional third party technical consulting resources to support the services provided by the Community Liaison.

**PRIMARY DUTIES AND RESPONSIBILITIES OF THE COMMUNITY LIAISON
(CARIBOO GOLD PROJECT)**

- Acting as the principal day-to-day liaison between the District and ODV, including in all community meetings in the District relating to the project and its impacts on the District, the community at large, and its citizenry;
- Reviewing in a timely manner, pursuant to any required statutory and/or project deadlines, all documentation prepared and provided by ODV, B.C. Provincial Ministries, the Province’s Environmental Assessment Office, or other external parties relating to the project, and reporting to the District with a written synopsis of the documentation including any written recommendations related thereto, for consideration by the District. This may include the preparation of regular written reports for presentation at Regular Council and Select Committee meetings of the District;
- When considered warranted by the District, and subject to the prior approval of the District’s Council, outsourcing for additional third party technical consulting resources and expertise to augment and support the services provided by the Community Liaison.
- Actively engaging with community residents of the District, with respect to the specific project documentation and information noted above, and providing any feedback to the District and to ODV with respect to such engagement, including any concerns, impacts or issues raised by the community at large and individual citizens;

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- Engaging with community residents of the District with respect to any other general matters relating to the project as considered warranted, and providing any feedback to the District and to ODV with respect to such engagement, including any concerns or issues raised by the community at large and individual citizens;
- Participating in all information sessions provided by ODV and the District regarding the project, or any other information sessions ODV or the District deems relevant to the project and to the services provided by the Community Liaison;
- When considered warranted by ODV and the District, engaging with the following parties on matters related to the project:
 - Lhtako Dene First Nation, Xatsull, Williams Lake First Nation, other First Nations
 - The District's Facilities and Lands Select Committee
 - The District's Vision and Planning Select Committee
 - The B.C. Environmental Assessment Office
 - Cariboo Regional District
 - Other external parties and agencies as deemed necessary by the District and ODV from time to time as the project progresses
- Reviewing and providing advice and recommendations to the District on the following Management Plans for the project, which may from time to time be provided to the District pursuant to the conditions of the Environmental Assessment Certificate for the project:
 - Construction Environmental Management Plan;
 - Care and Maintenance Plan
 - Public Information Plan
 - Environmental Effects Management Plan
 - Caribou Mitigation and Monitoring Plan
 - Air Quality Plan
 - Community Effects Management Plan
 - Health and Medical Services Plan
 - Drinking Water Treatment Plan
 - Human Health Monitoring and Management Plan
 - End Land Use Management Plan
 - Greenhouse Gas Reduction Plan
 - Aquatic Effects Monitoring Plan
- Monitoring, reviewing and providing advice to the District on other matters and impacts related to the project, which may not otherwise be addressed by the

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Construction Management Plan or the other specific Management Plans noted above, including:

- Blasting management
 - Fire suppression
 - Noise management
 - Traffic management
 - Site restoration
 - Vegetation management
 - Surface water and groundwater protection
 - Waste management, including hazardous water
 - Spill protection and response related to hydrocarbon storage and leaks
 - Construction of buildings, roads, and bridges
 - Emergency management
 - Communications including between the District, ODV, community members interface
- Developing and maintaining positive external relations with Provincial Ministries, Federal Departments, First Nations, educational institutions, local businesses, not-for-profits, community organizations and individual local citizenry on matters related to the project:
 - Sharing and/or disclosing confidential information related to the project, however only in strict conformance with the terms and conditions of the “Community Liaison Funding Agreement”;
 - Otherwise acting in a manner which is consistent with the terms and conditions of the “Community Liaison Funding Agreement”; and
 - Carrying out and performing such other related duties as the CAO may assign from time to time.

PREFERRED QUALIFICATIONS FOR THE COMMUNITY LIAISON (CARIBOO GOLD PROJECT)

- A university degree, professional certification or diploma from a recognized post-secondary institution, in an occupational field related to the principal job responsibilities and accountabilities noted above for this position;
- Training and experience that demonstrate a sufficient degree of technical knowledge in select areas considered pertinent to the Project;
- Progressively responsible experience working in a generally similar role, preferably in a local government environment;

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- Project management experience;
- Well-developed public communication skills, including the ability to summarize technical documents for a lay audience;
- Knowledge and experience in community and stakeholder engagement.

The incumbent will be required to attend evening and weekend meetings from time to time, including meetings of the District's Council and Select Advisory Committees. For further information contact:

Jerry Dombowsky, Chief Administrative Officer
District of Wells
Phone: (250)-991-1155
Email: jerrydombowsky@wells.ca

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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	

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3.7	P092.P058	MULTI-PARTNER— Highway 26 Wildfire Fuel Mitigation Project		2		22-11		x	x				
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		

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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
4		Infrastructure											
4.1	P002	PROV BC, DOW & Partners Sewer System Assessment and Upgrade (CWWF) \$11,500,000 Engineering & Construction	\$290,000 + In-kind Complete \$500,000 Planning and Emergency Upgrades	1	x x x/TBD	20-04	26-03	x	x	x			
4.2	P018	PROV BC, DOW & Partners--Water System Treatment Upgrade (SCF-MAH)	PROV BC & GOV CAN \$426,572 In-Trust DOW-\$213,286 (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 x	22-12	26-06	x	x	x			
5		Planning, Housing, Community, Facilities Economic											
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	

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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
5.2	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					
5.3.2	P035.2	Heritage Protection Zone(s)		2									
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			

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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
5.8	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		
Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E

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A													
Appendix A—Complete													
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													
Appendix B—Operations													
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	
Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	E & A ED	ID	PL	IP1	IP2	IP3	E

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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	Totals				19,565,000	172,865,000	

P075—2022 to 2025 Supplements—To Be Updated for October 22nd

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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	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
		District of Wells Office		
	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"> • Inspection Report Work • Baseboard Heaters Updating & Safety 		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"> • Remove Old Carpets • Wood Flooring Refinishing • Industrial Laminant 		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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P075—2022 to 2025 Supplements

Appendix G--Facilities Upgrades List

Ref	Items Firehall	Status (good, fair, poor)	Mitigation Estimate
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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P075–2022 to 2025 Supplements

Appendix G--Facilities Upgrades List

Ref	Building	Items Fire Hall	Cost	Solution
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"> • Inspection Report Work • Lighting in Crawl Space • Relocate Service 	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

Ref	Item Community Hall	Status (good, fair, poor)	Mitigation Estimate
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

Ref	Item Community Cultural & Recreation Centre	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 & 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 Rennovation and HVAC	20,000	IP
	C & R	Fitness Room Washrooms	10,000	
	C & R	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	

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- **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. Community Staircase External Exits
 27. Other
- **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)**

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P075.5—2024 Additional Supplements Details 2024 06 16—Version 1.0				
Ref	Building	Item	Cost	\$ Source and Status
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"> • Interior and Exterior Painting (storage boxes required) • Electrical Upgrades • Room 302 Business Room Completion • Grade Beam for Outdoor Shelter • Youth Play Value Equipment • Other 		
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		

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P075.5—2024 Additional Supplements Details 2024 06 16—Version 1.0				
Ref	Building	Item	Cost	\$ Source and Status
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		

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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 contributions 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—install security access		
	P035.6	Install second access door in hallway wall near stairwell—install security access		
	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

Retaining Wall Repair Pooley Street

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

P075.6 2024 Staff Supplements

Pavement crack sealing

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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

<u>First Aid Supplies</u>	
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

<u>Exterior Repair District & Community Hall</u>	
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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<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