

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY, August 16, 2022
ONLINE (VIA ZOOM)**

AGENDA

1.0 CALL TO ORDER

1.1 Agenda for the Regular Council meeting of Tuesday August 16, 2022

Recommendation/s: THAT Council approves the agenda for the Regular Council meeting of Tuesday August 16, 2022, as circulated.

2.0 MINUTES

2.1 Minutes for the Regular Council Meeting of Tuesday July 12, 2022

Recommendation/s: THAT Council approves the Regular Council meeting minutes of Tuesday July 12, 2022, as circulated.

2.2 Minutes for the Special Council meeting of Wednesday July 26, 2022

Recommendation/s: THAT Council approves the Special Council meeting minutes of Wednesday July 26, 2022, as circulated.

3.0 DELEGATIONS AND PRESENTATIONS -NIL

4.0 CORRESPONDENCE

4.1 Letter to Mayor and Council from the Wells and Area Community Association

Recommendation/s: THAT Council

1. Receives the letter from the Wells and Area Community Association (WAACA); and
2. Approves the continued interim use of the Daycare Room located in the Wells Community Culture and Recreation Facility Building as an in-kind donation; or
3. Approves the continued use of the Daycare Room at a discounted monthly rental fee for the Interim at \$100 per month as per the Comprehensive Fees and Charges Bylaw for "storage" use of a classroom in the Wells Community Culture and Recreational Facility Building; or
4. Approves the continued use of the Daycare Room at the regular monthly rate of rent of \$315.00 per month.

4.2 Letter to Mayor and Council regarding animal control

Recommendation/s: THAT Council

Receives the letter from community members regarding animal control needs for the District of District of Wells.

4.3 Letter of request from Osisko Development

Recommendation/s: THAT Council

1. Receives the letter from Kelsey Dodd, Licensing and Compliance Coordinator for Osisko Development, regarding the proposed groundwater investigations program and installation of monitoring wells on municipal lands; and
2. Approves the proposed groundwater investigations program and installation of the 8 Boreholes/monitoring wells as per the maps provided which state the locations on Municipal lands.

4.4 Letter from Cam Beck regarding Barkerville Gold Mine’s TUP

Recommendation/s: THAT Council

Receives the letter from Cam Beck regarding Barkerville Gold Mines Temporary Use Permit (TUP) for the storage of fuel.

5.0 UNFINISHED BUSINESS

5.1 Strategic Priorities and Special Projects Spreadsheet

Recommendation/s: THAT Council

1. Receives the Strategic Priorities and Special Projects Spreadsheet, amended as per July 12, 2022 Council meeting discussions; and
2. Endorses, in principle, the Strategic Priorities and Special Projects Spreadsheet as a standing Council agenda item.

6.0 NEW BUSINESS

6.1 Official Community Plan (OCP) Bylaw referral process

Recommendation/s: THAT Council

1. Receives the staff report regarding the District of Wells requirement to conduct the referral process for the new Official Community Plan Bylaw; and
2. Approves contracting Urban Systems to conduct the referral process as required for the Official community Plan Bylaw.

6.2 Highway 26 Powerline Feasibility Study – RFP Awardment

Recommendation/s: THAT Council

1. Receives the staff report regarding the Highway 26 Powerline Feasibility study and Request for Proposals issued in July 2022.

2. Directs staff to award the Highway 26 Powerline Feasibility Study to Clear Course Consulting Limited.

6.3 2022 District of Wells Grants-in-Aid

Recommendation/s: THAT Council

1. Receives the staff report regarding the 2022 Grants In Aid; and
2. Award the Grants in Aid as follows:
\$ _____ to Sunset Theatre (SST)
\$ _____ to Wells Historical Society (WHS)
\$ _____ to Wells and Area Trails Society (WATS)
\$ _____ to Wells and Area Community Association (WAACA)
\$ _____ to Island Mountain Arts (IMA)
\$ _____ to Wells-Barkerville Elementary School PAC

7.0 STAFF REPORTS

7.1 Provisional Budget Update

Recommendation/s: THAT Council

Receives the Provisional Budget Update and year to date totals.

7.2 Economic Development Officer update

Recommendation/s: THAT Council

Receives the staff report from the Economic Development Officer regarding an update.

7.3 Fire Chief update on the Wells Volunteer Fire Brigade (WVFB)

Recommendation/s: THAT Council

Receives the staff report from the Fire Chief regarding an update on the Wells Volunteer Fire Brigade.

7.4 General Elections 2022 Information

Recommendation/s: THAT Council

Receives the staff report regarding information on the upcoming 2022 General Elections.

7.5 Public Works update

Recommendation/s: THAT Council

Receives the staff report from the Public Works Supervisor regarding an update on the Public Works department activities.

7.6 Mayors Report

- Version 2.6 of the DOW Concise Business Plan

Mayor's Update--2022 July 27th to 2022 August 16

- Debrief meetings with Gary Nason
- Meeting with Mayor Simpson regarding a number of topics, including the topic of the City of Quesnel's desire to see the upgrading of the sign at the Highway 26/97 junction
- Observed Public Works progress on Drainage and Ditching
- Observed Radloff's leak inspection process on Sewer Lines
- Reviewing progress of Ice Rink Log Structure components on 3100 Road landing
- Invited as a speaker in a Cross-Region technical discussion of wildfire fuel treatment and fire behaviour modeling project with a focus on Highway 26 to Bowron Lakes to Purden--Industry, Government and Indigenous Partners
- Organized with Donna In-Camera meeting for August 9th with Council for Labour Relations
- Working on updates to the Concise Business Plan
- Worked with Donna on Highway 26 Powerline Project RFP and potential submissions
- Listened to various concerns on individual citizens
- Preparing for CRD Regular meeting occurring on August 12th
- Preparing with Donna the Agenda for August 16th Council meeting
- Reminded that Quesnel Car Club hopes to be in Wells and Barkerville August 19th--Wells at the Visitor's Centre Area

8.0 INFORMATION AND ANNOUNCEMENTS

- 6.1 Council
- 6.2 Staff
- 6.3 Public Gallery – **Questions relating to the agenda.**

9.0 ADJOURNMENT

- 9.1 Adjournment of the Regular Council meeting of Tuesday August 16, 2022.

Recommendation/s: THAT Council at _____ PM adjourns the Regular Council meeting for Tuesday August 16, 2022.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY, July 12, 2022
ONLINE (VIA ZOOM)**

MINUTES

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

STAFF: Chief Administrative Officer, Donna Forseille; Public Works Supervisor, Niel Doerksen; District Clerk, Angela Ward; and Fire Chief, Carrie Chard

Special Guest: Gary Nason, Provincial Consultant

PUBLIC GALLERY: 14

1.0 CALL TO ORDER AT 7:06PM

1.1 Agenda for the Regular Council meeting of Tuesday July 12, 2022

22-123 MOVED Councillor Lewis, seconded Councillor Kilsby THAT Council approves the agenda for the Regular Council meeting of Tuesday July 12, 2022, as circulated.

Carried Unanimously

2.0 MINUTES

2.1 Minutes for the Regular Council Meeting of Tuesday June 21, 2022

Councillor Funk noted a formatting issue with capital letters in each sentence.

22-124 MOVED Councillor McDonagh, seconded Councillor Kilsby THAT Council approves the Regular Council meeting minutes of Tuesday June 21, 2022.

Carried Unanimously

2.2 Minutes for the Public Consultation/Hearing of Tuesday June 21, 2022

22-125 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council approves the Public Consultation meeting minutes of Tuesday June 21, 2022, as amended to correct the spelling of Cheryl Macarthy in section 4.4.

Carried Unanimously

2.3 Minutes for the Special Council meeting of Wednesday June 22, 2022

22-126 MOVED Councillor Lewis, seconded Councillor Kilsby THAT Council approves the Special Council meeting minutes of Wednesday June 22, 2022, as amended to reflect the proper date of June 22, 2022 in the heading of the minutes.

Carried Unanimously

2.4 Minutes for the Special Council meeting of Wednesday July 6, 2022

22-127 MOVED Councillor McDonagh, seconded Councillor Kilsby THAT Council approves the Special Council meeting minutes of Wednesday July 6, 2022, as circulated.
Carried Unanimously

3.0 DELEGATIONS AND PRESENTATIONS

3.1 Follow-up Governance and priorities session with provincial consultant, Gary Nason

Mr. Nason recommends that Council endorses, in principle, the finalization of this Strategic Priorities spreadsheet and implementation of a sub-committee for strategic priorities consisting of the Mayor, one Councillor and the Chief Administrative Officer. He recommends this spreadsheet be a standing agenda item moving forward. He offers to be on the sub committee during his time with the municipality.

Council had generalized discussions and a re-cap of discussions from prior meeting of June 22, 2022 Regarding Councillor's priorities and the three category's ranking most important to ongoing. Category 1 are projects that Council feels can be accomplished within their current mandate prior to the upcoming Fall General Election, Category 2 are projects that maybe able to be accomplished by year's end and Category 3 are projects that will be deferred to new Council unless they are capable of completing.

After re-prioritizing a few items, Council agreed to draft 2 of the strategic priorities – projects and determining the best Category.

22-128 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council receives the follow- up presentation on local government governance and current priorities From provincial consultant, Gary Nason.
Carried Unanimously

22-129 MOVED Councillor Funk, seconded Councillor McDonagh THAT Council supports in principle the strategic priorities spreadsheet with the draft 2 input from Council, staff and public tonight
Carried Unanimously

22-130 MOVED Councillor Lewis, seconded Councillor Funk THAT Council implements a Strategic Priorities sub -committee consisting of Mayor, one Councillor, Chief Administrative Officer and Gary Nason.
Carried Unanimously

22-131 MOVED Councillor Funk, seconded Councillor McDonagh THAT Council appoints Councillor Lewis to the Strategic Priorities sub-committee.
Carried Unanimously

22-132 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council appoints Councillor Funk as the Councillor alternate for the Strategic Priorities sub-committee.
Carried Unanimously

4.0 CORRESPONDENCE

4.1 Update Report from the Wells-Barkerville Community Forest Board

22-133 MOVED Councillor McDonagh, seconded Councillor Kilsby THAT Council receives the update report from the Wells-Barkerville Community Forest Board.
Carried Unanimously

5.0 NEW BUSINESS

5.1 Appointment of Chief Elections Officer

22-134 MOVED Councillor McDonagh, seconded Councillor Kilsby THAT Council appoints the Chief Administrative Officer, Donna Forseille, as the Chief elections Officer for the upcoming 2022 General Election.
Carried Unanimously

5.2 Council meeting schedule change

Given the annual UBCM Convention is September 11-16, the Chief Administrative Officer Recommends rescheduling the September 13th, 2022 Regular council meeting to September 6, 2022.

22-135 MOVED Councillor Kilsby, seconded Councillor Lewis THAT Council receives the verbal staff report regarding the need to re-schedule Tuesday September 13, 2022 Regular Council meeting date.
Carried Unanimously

22-136 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council approves changing the September 13, 2022 Regular Council meeting date (as scheduled) to Tuesday September 6, 2022.
Carried Unanimously

5.3 Mayor's Report (verbal updates)

1. Osisko Letter that came as a Late Item at the last meeting (June 21/22) (*see attached*)

2. Mayor updates:
 - a. Community Transition Table
 - b. NDIT Power Line Project
 - c. BC Hydro Pilot Project
 - d. Structural Fire Protection Assessment
 - e. OCP
 - f. Other

Mayor Coleman stated he had another meeting with Barkerville Gold Mines/Osisko Development regarding an agreement. He briefly described the next steps of the agreement.

Councillor Lewis inquired into the meeting Mayor Coleman mentioned as she thought that moving forward at least one Councillor member would be in attendance as well. The Mayor stated that Council would be involved in meetings closer to the finalization of the agreement.

The Mayor stated that the first Community Transition Table met and the next scheduled meeting is in September 2022.

The NDIT powerline project has been approved for \$20,000 which each partner contributing an additional \$2500 each of in-kind contribution. The Mayor will be working with the CAO on the RFP and invite to three consulting companies.

Tammy Tate who is working on the BC Hydro Pilot Program will be in town July 19 and 20, 2022. She looks forward to meeting community members.

The Fire Structure Protection Assessment is a multi-step process and the consultant will continue to work with the Fire Chief on information.

Fire Chief, Carrie Chard stated that the structural protection assessment meeting with the consultant was agreed to be re-scheduled to a date and time that worked for herself and the Chief Administrative Officer, but went ahead on June 27th, 2022 anyway herself or the CAO present. Mayor Coleman stated that he felt he had given the Fire Chief ample notice of the meeting and could not cancel the meeting given the time commitments of the consultant.

The Official Community Plan (OCP) is in progress, the vision and Planning committee are working on the final draft.

22-137 MOVED Councillor McDonagh, seconded Councillor Kilsby THAT Council receives the verbal Mayor's report.

Carried Unanimously

6.0 INFORMATION AND ANNOUNCEMENTS

6.1 Council

Councillor Lewis encourages everyone to spread the word on the BC Hydro Energy Conservation Pilot Program in Wells. A poster of the program was shared on Facebook by Jules Mackey.

Councillor Funk noted that the row housing known as “apartments” would qualify on the BC Hydro pilot program as well. She announced that the next Community Facility Building committee meeting is at 1pm on June 14, 2022. Minutes of the committee have not been finalized yet.

6.2 Staff

Public Works Supervisor, Niel Doerksen, thanked Fire Chief Chard and Economic Development Officer, Lauren Reinhardt for all they do for the Community.

Mr. Doerksen stated that he is settling into his new role with the municipality and is feeling confident on what issues need addressing.

He will have an update report to Council at the next Council meeting in August.

6.3 Public Gallery – **Questions relating to the agenda.**

NIL

7.0 ADJOURNMENT

7.1 Adjournment of the Regular Council meeting of Tuesday July 12, 2022.

22-138 MOVED Councillor McDonagh, seconded Councillor Lewis THAT Council at 8:46PM adjourns the Regular Council meeting for Tuesday July 12, 2022.

Carried Unanimously

Donna Forseille, CAO

Ed Coleman, Mayor

DISTRICT OF WELLS
SPECIAL COUNCIL MEETING
Tuesday, July 26, 2022 1030am
ONLINE – Zoom

MINUTES

ATTENDANCE:

COUNCIL: Mayor Ed Coleman, Councillors Jennifer Lewis, Dorothea Funk,
Shannon McDonagh and Mandy Kilsby

STAFF: Donna Forseille, Chief Administrative Officer
Special Guest, Gary Nason (Provincial consultant)

PUBLIC GALLERY: 0

1.0 CALL TO ORDER AT 10:32AM

1.1 Agenda for the Special Council meeting of Tuesday July 26, 2022

SC22-27 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council approves the agenda for Special Council meeting of Tuesday July 26, 2022, as circulated.

Carried Unanimously

2.0 CLOSED MEETING

Pursuant to Section 90 (1) (c) and (m) of the Community Charter this meeting is now closed to the public for the following discussions:

(c)labour relations or other employee relations; and

(m)a matter that, under another enactment, is such that the public may be excluded from the meeting.

SC22-28 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council at 10:32am Convenes into a Closed session of the Special Council meeting for Tuesday July 26, 2022.

Carried Unanimously

3.0 RECALL TO ORDER AND REPORT OUT

SC 22-29 MOVED Councillor Lewis, seconded Councillor McDonagh THAT Council at 12:38pm, adjourns the Special Closed meeting and Recalls to order the Special Council Meeting of Tuesday July 26, 2022.

Carried Unanimously

4.0 ADJOURNMENT

4.1 Adjournment of the Special Council meeting of Tuesday July 26, 2022

SC22-30 MOVED Councillor Funk, seconded Councillor McDonagh THAT Council
At 12:39PM adjourns the Special Council meeting of Tuesday July 26, 2022.
Carried Unanimously

Donna Forseille, CAO

Ed Coleman, Mayor



Mayor and Council
District of Wells
Box 219, Wells, BC

August 1, 2022

Mayor and Council,

We are writing to you today in regard to the “Daycare” room in the upstairs of the Wells Community Facility Building. As you may know, between 2014 to 2019 the Wells and Area Community Association rented that space in order to create and operate the Huckleberry Daycare which subsequently became the Wildflowers Daycare from 2020 to July 31, 2022. While we were the occupants of the space we made substantial investments and improvements to it and we therefore retain an interest and attachment to the space. We are interested in the possibility of maintaining that space as a multi-use space for children and families. Additionally, we have a few assets, in the form of furniture and daycare equipment, that currently remain in the space (which were being lent to Wildflowers Daycare while they operated).

With Wildflowers Daycare no longer being in business, we are requesting that WAACA take over rental of the space for a storage fee (or in-kind if possible) so that we can keep our assets there while we formulate a plan on how to use the space. Currently we are thinking along the lines of using the space as a playgroup and for alternative high-school education space for families participating in Distributed Learning (a form of Homeschooling) in 2022/2023. We need a little time to investigate the viability of our ideas and the necessary precautions such as insurance, etc.

Thank you for your time and consideration.

Sincerely,

Alison Galbraith
President, Wells and Area Community Association

August 4, 2022

To Mayor and Council

This letter is being written for a couple of reasons, barking dogs and dogs running loose. The two dogs that are most concerning are the two owned by [REDACTED]. The two dogs were in the backyard of the Wells Apartments this morning, running around the truck while the driver (butch) was attempting to back up, then was chased to the bridge on the Barkerville Highway.

The same two dogs were in the backyard of the apartments again when My son and tenant was coming out of the workshop. The dogs attempted to circle around to get behind him and he was unsure of the intent of the dogs. They were not aggressive but he was unsure.

We have several children at the apartments ranging in age from 3 to 10 as well as several dog owners in the area who walk their dogs (on leashes) or folks just going for evening walks and do not feel anyone should have to worry about free running dogs that may or may not be aggressive. We are not against dogs and don't want to see them hurt but would like dog owners to be more responsible for their whereabouts.

The other issue is the number of dogs allowed to bark at all hours and the owners ignoring that fact. As residents of Wells we are entitled to peace and quiet with in reason. Dogs will bark for various reasons but the dogs that are barking non-stop for an hour and often longer is not acceptable.

A visit to the district office about the above issues resulted in being told to call the RCMP. That call was made and then advised to write a letter to mayor and Council.

Several people have complained about the barking but not following up a formal complaint. Unless a written complaint is submitted it is impossible to take action so hopefully this is a step in the right direction.

Thank you.

Butch Collins
Norma Collins
[REDACTED]
Fred Thompson
Maurin Claggett
Richard Chabrier
Erin de Zwart

Aug 11, 2022

Hello Donna,

As per previous discussions on a groundwater investigation within the District of Wells for a secondary potable supply well, please find attached a figure of the proposed locations for drilling.

The attached location map for the 8 proposed boreholes/monitoring wells is attached, noting that two potential locations are being considered for one of the holes (BH22-04).

Anticipated Program Duration: 2.5 – 4 weeks, with 3 weeks the most likely.

Anticipated Start Time: 4-6 weeks after approval / confirmation

As these locations are on District of Wells property, we are requesting approval of carrying out this program.

Regards,



Kelsey Dodd

Licensing & Compliance Coordinator

Osisko Développement Corp. / Osisko Development Corp.
1100 Avenue des Canadiens-de-Montréal | Bureau 300
Montréal, Qc H3B 2S2

www.osiskodev.com
TSX-V : ODV

kdodd@osiskodev.com



LEGEND

 PROPOSED SONIC BOREHOLES/MONITORING WELLS

CLIENT
OSISKO DEVELOPMENT CORP.

CONSULTANT
wsp GOLDER

YYYY-MM-DD	2021-11-09
PREPARED	RKS
DESIGNED	NGG
REVIEWED	NGG
APPROVED	MD

PROJECT
ALTERNATE POTABLE GROUNDWATER SOURCE
EXPLORATION AND WELLS AQUIFER INVESTIGATION

TITLE
**PROPOSED STRATIGRAPHIC BOREHOLES AND
MONITORING WELLS**

PROJECT NO. 177416001	PHASE	REV. A	FIGURE 1
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IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM A3/A4

25 mm



LEGEND

 PROPOSED SONIC BOREHOLES/MONITORING WELLS

CLIENT

OSISKO DEVELOPMENT CORP.

CONSULTANT



YYYY-MM-DD 2021-11-09

PREPARED RKS

DESIGNED NGG

REVIEWED NGG

APPROVED MD

PROJECT

ALTERNATE POTABLE GROUNDWATER SOURCE EXPLORATION AND WELLS AQUIFER INVESTIGATION

TITLE

PROPOSED STRATIGRAPHIC BOREHOLES AND MONITORING WELLS

PROJECT NO.
177416001

PHASE

REV.
A

FIGURE
2

Cam Beck
2319 Dawson Street
Wells BC V0K 2R0

August 11, 2021

by email
c/o Admin1@wells.ca

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

Re: BGM / Osisko fuel tanks

I urge patience and cooperation as BGM / Osisko prepares to remove its fuel tanks from the property at 3810 Ski Hill Road.

BGM / Osisko is a valuable part of our community and every effort should be made to accommodate the company's needs. Though Council decided on May 3 the company could not continue to use the site for fuel storage the company has evidently not had enough time to move the tanks.

I suggest the company be given more time to conform to Council's decision, and I suggest a generous amount of time be given: perhaps 60 days.

I further suggest this be conveyed in writing to the company by the end of this week.

I trust this will relieve the company of uncertainty and will assure the company that Council and the community wish to accommodate the company as much as possible.

Sincerely,



Cam Beck

cc Osisko Development

District of Wells

Outcomes from the July 12th, 2022 Strategic Objectives/Goals/Special Projects Priority Setting Session

2022 Strategic Priority/Project/Special Work Items (Considered Outside of “Core Services” [Refer to “Core Services” Note 1 at end of Spreadsheet])	Proposed Next Steps	Principal District Contact/Project Manager/Lead (Consultant’s Recommendation)
<p>Category 1: “Complete Prior to the End of the Current Council’s Mandate”</p> <ul style="list-style-type: none"> • Resolve Outstanding Gas Tax Applicability Issue (Ice Rink vs. Community Cultural and Rec (School) Building Roof vs. Playground) • First Nations Elders Event • Ice Skating Rink Project • Various Facilities Repair/Renovations Projects <ul style="list-style-type: none"> ➤ Municipal Hall ➤ Fire Hall ➤ Community Cultural and Rec Centre (School) Building – Roof/Paint Abatement • Road Maintenance and Snow Removal Contract (Emcon) • BC Hydro – Energy Conservation Program for Wells 	<ul style="list-style-type: none"> • Meeting to be arranged with Gas Tax representative(s)/principal point of contact to confirm grant applicability to potential project options, and report back to Council • Continue discussions with FN on scheduling and arrangements for event, and brief Council • Subject to satisfactorily addressing current funding shortfall, brief Council and proceed with project • Proceed/continue with projects subject to confirmation of available funding sources • Determine potential alternative service provider(s), brief Council and finalize procurement and terms of contract • Provide required information to BC Hydro to facilitate completion of project within proposed timeframe 	<ul style="list-style-type: none"> • CAO, with the meeting to be attended by Mayor, Councillor rep, and a citizen rep from Select Committee • Mayor and/or Councillor designate, and CDO/EDO • CAO and designated reps from Select Committee • CAO/Supt. of Public Works • CAO/Supt. of Public Works • CAO or Staff designate; Mayor as Council Liaison

<p>Category 1 (cont'd)</p> <ul style="list-style-type: none"> • NDIT Power-line Options– HW 26 Corridor • Telus Pole at Fire Hall Site 	<ul style="list-style-type: none"> • Given recent NDIT grant award, determine next steps in terms of RFP preparation and procurement of consultant • Communicate with local Telus representative regarding current status of this matter and report back to Council if/as required 	<ul style="list-style-type: none"> • Mayor principal Council liaison, in collaboration with Staff as required re RFP preparation and management of contract • CAO/Supt. of Public Works
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DRAFT

District of Wells

Outcomes from the July 12th, 2022 Strategic Objectives/Goals/Special Projects Priority Setting Session (Cont'd)

2022 Strategic Priority/Project/Special Work Items (Considered Outside of “Core Services”)	Proposed Next Steps	Principal District Contact/Project Lead (Consultant’s Recommendation)
<p><i>Category 2: “Commence, or Continue to Expend Resources and Staff Time to Further Advance the Project Prior to the End of the Current Council’s Mandate, but Not Necessarily Complete by End of Mandate or by Year End 2022”</i></p> <ul style="list-style-type: none"> • Community Transition Response/Table • Community Wildfire Structure Protection Plan • Official Community Plan Update • Various Related Housing Initiatives – ie. Release of Crown Land/Application to BC Housing/Housing Needs Assessment Report (subject to grant funding) 	<ul style="list-style-type: none"> • Confirm District’s representatives on Community Transition Table and proceed with meetings. Council to be briefed on an ongoing basis • Staff to connect with consultant to determine status and proposed next steps, brief Council and obtain direction as required • Staff to connect with consultant, brief Council on current status, and obtain direction on next steps • Mayor to update Council in detail on current status of these various initiatives and proposed next steps, and obtain Council direction as required 	<ul style="list-style-type: none"> • Mayor and/or Council designate, and CAO/EDO • CAO and Fire Chief, with Council liaison to be appointed for this project • CAO and designated representatives from Select Committee • Mayor, in consultation with CAO/EDO

<p>Category 2 (cont'd)</p> <ul style="list-style-type: none"> • Wells/Osisko Development – Memorandum of Understanding/Community Agreement • Highest Priority Issues Related to Sewer Treatment Facility/Senior Government Compliance • Playground Project • Telus Pole at Fire Hall Site 	<ul style="list-style-type: none"> • Mayor to brief Council on current status, obtain direction and proceed with further discussions with Osisko on proposed terms of Community Agreement, and report back to Council • Staff to meet with District’s engineering consultant for this project and develop “plan of attack” to address senior government compliance issues, brief Council, obtain direction as required, and liaise with external authorities • Subject to clarification of Gas Tax applicability and availability of sufficient funding source(s), brief Council and proceed with next steps for this project • Communicate with local Telus representative regarding current status of this matter and report back to Council if/as required 	<ul style="list-style-type: none"> • Mayor and designated Councillor, and CAO • CAO/Supt of Public Works in consultation with and direction from Council as required • CAO/Supt. of Public Works • CAO/Supt. of Public Works
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District of Wells

Outcomes from the July 22nd, 2022 Strategic Objectives/Goals/Special Projects Priority Setting Session (Cont'd)

2020 Strategic Priority/Project/Special Work Item (Outside of "Core Services")	Proposed Next Steps	Principal District Contact/Project Lead (Consultant's Recommendation)
<p>Category 3: "No Further Work or Progress Proposed During the Current Council's Mandate, Unless Other Competing Higher Priorities and Available Resources Permit – Refer Item to New Council"</p> <ul style="list-style-type: none"> • Issues Related to Water Treatment Plant • Matters Related to Unsightly Premises Bylaw • New Community Poster Board/Bulletin Boards for District Office • Installation of New LED Lights in Conjunction with BC Hydro • Review of District Bylaws re. Financial Sustainability • Issues Related to Cemetery • Community Fire Smart Program/Wildfire Protection Assessment and Plan • Joint Partnership Project with Local First Nation • Community Round Table • Bear Aware Signs 		

Note 1: The Principal “Core Services” Activities and Projects Which Will Require the Active and Direct Attention of the CAO Prior to the End of the Current Council’s Mandate Are:

- a. Day to day operational administration and oversight of District services**
- b. Corporate Officer function (ie. Preparation of Council Agendas, Minutes, Correspondence)**
- c. Staffing/human resource matters (ie. recruitment and selection of new staff as may be required; training of staff)**
- d. 2022 general local election administration**
- e. 2022 statutory municipal filing requirements (ie. 2021 Annual Report; Annual Audit; SOFI Report; Annual filing requirements with various senior government ministries and agencies)**

DRAFT



District of Wells

Meeting Date	August 16, 2022
Report Date:	August 9, 2022
Memo to:	Mayor and Council
From:	Donna Forseille, Chief Administrative Officer
Subject:	Official Community Plan (OCP) Referrals

Purpose/Issue:

The purpose of this report is to recommend we obtain the services of Urban Systems for the referrals required prior to the completion of adopting the new Official Community Plan Bylaw.

The Official Community Plan (OCP) Bylaw is nearing the next steps for completion.

These next steps include:

- First and Second Readings by council
- Referral Process to key agencies, stake holders and First Nations
- Finalize and incorporate edits from the referral process
- Conduct Public Hearing for further public input
- Give third and final reading with final adoption of the OCP Bylaw

The referral process is a lengthy process requiring much of staffs time.

Staff recommend utilizing Urban Systems as our current consultant in re-writing the OCP Bylaw to commence the referral process as soon as possible.

Staff have received a quote from Urban Systems (attached) to conduct the referral process for \$5100.00. Staff believe that this is worth the amount of work involved and required according to the Local Government Act.

Legal Considerations: Local Government Act

Options / Recommendations:

1. Receives the staff report regarding the District of Wells requirement to conduct the referral process for the new Official Community Plan Bylaw; and
2. Approves contracting Urban Systems to conduct the referral process as required for the Official community Plan Bylaw.

Respectfully submitted by

Donna Forseille
Chief Administrative Officer

DATE: August 4, 2022
TO: Donna Forseille, CAO
CC: Andrew Baigent RPP, MCIP
FROM: Andrew Cuthbert RPP, MCIP
FILE: 1944.0004.01
SUBJECT: District of Wells OCP Referral Response and Revisions

Hi Donna,

We are excited to work with the District to finalize the Official Community Plan for Wells. This quote outlines our anticipated level of effort and approach for completing the referral process and incorporating any final edits from the agencies, including a small amount of anticipated follow-up.

1.0 WORK PLAN

1.1 TASK 1 INITIATE THE REFERRAL PROCESS

We will initiate the referral process as defined in the Local Government Act, which requires OCP documents to be referred to key agencies and stakeholders. However, as a courtesy, it is common to refer the OCP to other stakeholders who were engaged in the process. It is also important to refer the plan to local First Nations for comments. Urban Systems will prepare a referral list and a covering letter introducing the process. However, it is recommended that referrals be sent out by District staff as the referral is considered a formal communication. Agencies, stakeholders, and First Nations are typically given three weeks to respond to the referral.

Deliverables

- Referral List
- Covering Letter

1.2 TASK 2 ANALYZE, ORGANIZE COMMENTS AND FOLLOW UP

Urban Systems will collect, organize, and analyze the feedback gathered from the referral process. In this task, we will consolidate the feedback into a table that illustrates proposed changes, the requestor, and the proposed action. At this stage, some agencies, stakeholders, or First Nations may request a follow-up meeting to discuss certain aspects of the OCP and their proposed revisions. We will follow up as necessary to ensure that all comments are received and clearly understood.

We provide recommendations for proposed actions and meet with the District to confirm that the proposed changes are acceptable and appropriate.

Deliverables:

- Change request table
- Follow-up meetings referred agencies, stakeholders, and First Nations (as needed)
- Meeting with District to confirm proposed actions

URBAN SYSTEMS QUOTE

DATE: August 4, 2022

FILE: 1944.0004.01

PAGE: 2 of 3

SUBJECT: District of Wells OCP Referral Response and Revisions

1.3 TASK 3 INCORPORATE EDITS GATHERED FROM THE REFERRAL PROCESS

Using the change request table created in the previous task and confirmations received from the District we will incorporate the identified edits into the OCP. We will go through each one and craft an appropriate edit or revision to the text as needed.

Deliverable:

- Revised OCP document

2.0 BUDGET

Our estimated budget to complete the OCP Referral Process is \$5,100, including disbursements but exclusive of GST. We are ready to begin work on this assignment right away. We recognize that the District is eager to complete the OCP process ahead of the October Municipal Elections, so we would aim to complete this process before then. We are flexible to adjust the proposed timeline to meet the needs of the District.

TASK DESCRIPTION		TOTAL
TASK 1 INITIATE REFERRAL PROCESS		
1.1	Referral List	\$700
1.2	Covering Letter	\$400
Sub-Total		\$700
TASK 2 ANALYZE, ORGANIZE COMMENTS AND FOLLOW UP		
2.1	Change request table	\$1,300
2.2	Follow up meetings referred agencies, stakeholders and First Nations (as needed)	\$1,400
2.3	Meeting with District to confirm proposed actions	\$200
Sub-Total		\$2,900
TASK 3 INCORPORATE EDITS GATHERED FROM THE REFERRAL PROCESS		
3.1	Revised OCP document	\$1,400
Sub-Total		\$1,400
TOTAL		\$5,100

URBAN SYSTEMS QUOTE

DATE: August 4, 2022

FILE: 1944.0004.01

PAGE: 3 of 3

SUBJECT: District of Wells OCP Referral Response and Revisions

3.0 CLOSING

We are excited about the opportunity to assist the District in completing the OCP Referral Process. We know the District is excited to finish this long process and have the final OCP policies adopted.

If you have any questions about any aspect of the work plan, please do not hesitate to contact me.

Sincerely,

URBAN SYSTEMS LTD.



Andrew Cuthbert RPP, MCIP
Community Planner



District of Wells

Meeting Date	August 16, 2022
Report Date:	August 5, 2022
Memo to:	Mayor and Council
From:	Donna Forseille, Chief Administrative Officer
Subject:	Highway 26 Powerline Feasibility Study RFP Awardment

Purpose/Issue:

The purpose of this report is to recommend awardment of the Highway 26 Powerline Feasibility Study Request for Proposals (RFP).

At the Regular Council meeting of July 12, 2022, Mayor Coleman within his verbal Mayor's report updated Council, Staff and Public on the recently awarded \$20,000 from Northern Development Initiative Trust (NDIT) in partnership with the Cariboo Regional District and City of Quesnel.

A Request for Proposals was issued with only one response.

The response is from Clear Course Consulting Limited (please see attached).

Given time sensitivity, staff recommend awarding the contract to Clear Course Consulting Ltd.

Legal Considerations: Local Government Act

Options / Recommendations:

1. Receives the staff report regarding the Highway 26 Powerline Feasibility study and Request for Proposals issued in July 2022.
2. Directs staff to award the Highway 26 Powerline Feasibility Study to Clear Course Consulting Ltd.

Respectfully submitted by

Donna Forseille
Chief Administrative Officer



District of Wells

Meeting Date	August 16, 2022
Report Date:	August 11, 2022
Memo to:	Mayor and Council
From:	Donna Forseille, Chief Administrative Officer
Subject:	2022 Grants in Aid Awardment

Purpose/Issue:

The purpose of this report is to discuss and potentially award the 2022 Grants In Aid to local non-profit applicants.

The District of Wells allocates \$10,000 annually to donate as Grants-In Aid to local non-profit organizations. These donations can be cash, in-kind, or a combination of cash and in-kind donations.

For the 2022 year, District staff have received six (6) applications (see attached) for Council's consideration in awardment.

Legal Considerations: Local Government Act

Options / Recommendations:

1. Receives the staff report regarding the 2022 Grants In Aid; and
2. Award the Grants in Aid as follows:
 - \$ _____ to Sunset Theatre (SST)
 - \$ _____ to Wells Historical Society (WHS)
 - \$ _____ to Wells and Area Trails Society (WATS)
 - \$ _____ to Wells and Area Community Association (WAACA)
 - \$ _____ to Island Mountain Arts (IMA)
 - \$ _____ to Wells-Barkerville Elementary School PAC

Respectfully submitted by

Donna Forseille
Chief Administrative Officer



DISTRICT OF WELLS

**REQUEST FOR
GRANT-IN-AID or FUNDING ASSISTANCE
2022**

Each year non-profit organizations in our community request funding from the District of Wells. This could be in the form of a grant-in-aid for operational costs, funding for specific projects, or tax exemptions. Tax exemptions are granted, by bylaw, in October each year for the following taxation year. Grants-In-Aid are granted annually when the final budget process has been completed. Please fill out the form below and submit it to the District of Wells **by August 8th, 2022 at NOON. Incomplete or late applications will not be considered.**

1. Name of Organization: **Sunset Theatre Society S-41346, March 29, 2000**

2. Mailing Address: **PO Box 22, Wells BC, V0K 2R0**

3. Current President: **Brendan Bailey**

Telephone **(250) 994-0001** _____ Email: **brendanjbailey@gmail.com** _____

4. Designated Contact Person: **Karen Jeffery or Julia Mackey**

Telephone: **250-994-3400** _____ Email: **sunsettheatre@gmail.com** _____

5. Registration Date of Organization: **March 29, 2000 S-41346**

6. Amount of Grant Requested: \$ 2000.00

In Kind/Equipment Requested \$ _____

7. **Purpose of Grant (Please provide a brief description of the project, equipment or amenity you plan to use the grant for).**

The Sunset Theatre Society would like to request support from the District of Wells to help offset the expenses related to renting out the venue to other community groups, individuals and organizations. This ongoing initiative is a pillar of the Sunset Theatre Society. While the Society itself exists to 'serve and nurture the artist', supporting the community in which it resides is a cornerstone of its mandate as it could not exist without the support of the community. The building itself is so much a part of the history, infrastructure and fabric of the town of Wells.

As with any business or organization there are costs associated with opening its doors, so too for the Sunset Theatre. As time marches on, history and memory can fade, but it wasn't that long ago that the Sunset Theatre was not a year-round operation and instead, was only open July and August. As the programming and support for the theatre grew, so has its ability to keep its doors open for longer periods

of time and support the efforts of other organizations in town. In turn, the volunteer base for the theatre grew along with its capacity to keep its doors open year-round.

This one small achievement, which may seem inconsequential, was possible in part from the support it received from the District of Wells; it was a turning point in the trajectory of the organization and its ability to serve its mandate as well as its community.

The ways in which this happens is by reducing the rent per usage (or providing it for free), use of the specialized equipment, experienced personnel, space, or other resources.

8. What are your organization's specific priorities in the coming year?

To continue fulfilling its mandate of serving the artist and its community. To build (rebuild due to the setback of COVID) on its programming to attract a growing number of tourists to the region, and to draw on the local and regional population to help generate interest, enthusiasm and financial support for not just the Sunset Theatre but also for the community at large.

9. How does your organization ensure that its services address the community needs?

The Sunset Theatre has always had an open-door policy when it comes to serving the community and its needs. We would like to think that through its evolution of its core mandate and place in the community, it is able to respond to the needs by offering its services without recourse, stepping up to help where and whenever possible, and to ensure the success of other organizations, groups, and individuals which ensures the success of ours.

This is evidenced in a variety of ways such as rentals, a place to sleep when in need, supplies, events, resources, human resources, promoting the region and the town.

10. Describe the role of volunteers in your organization:

There is no question that we would not be where we are today without volunteers. They are the life blood of our organization. Everyone from the founding Artistic Director to the person serving popcorn behind the counter or taking a ticket has been or still is a volunteer. Countless hours of contribution have been invested in the theatre in a variety of roles including: Box Office, Concession, Cabaret Performer, Technician, Maintenance, Artist Liaison, Board Member, Programmer, Sound Technician

11. List grants applied for/received from the District of Wells in the past two years:

- a. 2021 - \$2000.00
- b. 2020 - Suspended for that year
- c. 2019 - \$1000.00

12. Please describe your current or planned approach to self-generated income (including fundraising):

The Sunset Theatre generates income through our long-standing fundraising event called the Sunset Cabaret, earned revenue through Box office ticket sales, Concession Sales, the newly extended Sunrise Café, Merchandise Sales and Rentals to outside groups such as the Movie that recently came to town to film.

In 2019, just before the Pandemic hit, the Sunset Theatre Society was granted a full liquor license to help generate earned revenue, however the full impact of this license will not be known for at least a year of being fully operational without interruption and shut downs. It is a hope that its ability to serve its patrons along with generating earned revenue will steadily increase overtime to help sustain the organization. However, it also has to be remembered that at least 50% of revenues generated are offset by operational expenses.

13. Please attach a summary of your organization’s annual operating budget including an income statement.

- This Income Statement is from 2021 and has been reviewed by FBB Chartered Accountants in Quesnel.
- The Projected budget is for the current year 2022.

14. Please attach a detailed budget for the project, equipment or amenities.

Included as part of the overall Projected Financial Budget for 2022, breakdown as follows.

Sunset Theatre Society • 2022 District of Wells Grant In Aid • Detailed Budget	
PROJECT EXPENSES	
Rental Fees for 5 Days Wells Based Non-Profit Organizations x \$225.00 per day rental rate	\$1,125.00
Fees: Technician/Administrative support • 8 hours x \$25/hour x 5 events	\$1,000.00
TOTAL PROJECT EXPENSES	\$2,125.00
PROJECT REVENUES	
Requested Grant in Aid from the District of Wells	\$2,000.00
Earned Revenue Contribution	\$125.00
TOTAL EXPENSES	\$2,125.00
SURPLUS/DEFICIT	\$0.00



DISTRICT OF WELLS
REQUEST FOR
GRANT-IN-AID or FUNDING ASSISTANCE
2022

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Incomplete or late applications will not be considered.

1. Name of Organization: Wells and Area Trails Society

2. Mailing Address: Box 173, Wells, BC, V0K 2R0

3. Current President: Dave Jorgenson

Telephone (250) 004-2345 **Email:** dave@whitegold.ca

4. Designated Contact Person: Judy Campbell

Telephone: (250) 994-3349 **Email:** judycampbell@goldcity.net

5. Registration Date of Organization: January 28, 2003

6. Amount of Grant Requested: \$1,500.00

In Kind/Equipment Requested n/a

7. Purpose of Grant (Please provide a brief description of the project, equipment or amenity you plan to use the grant for).

The grant would be used to off-set the operational expenses of regular trail maintenance and grooming, which generally run about \$2,000 to \$3,000 annually depending on weather conditions. WATS maintains approximately 30 km of skiing, snowshoeing, biking and hiking trails adjacent to the community. We do not charge user fees, but we encourage membership to help offset costs. Due to the pandemic our major annual fundraiser, the Gourmet Ski, was cancelled in 2021 and 2022. This has resulted in the Society dipping into reserves that are slated for repairs or replacement of our aging equipment, especially our snowmobile. We hope to bring back the Gourmet Ski in 2023, but the GIA will assist greatly by offsetting annual trail maintenance costs.

8. What are your organization's specific priorities in the coming year?

- Regular trail maintenance (deadfall remove, brushing etc.),
- Continue our partnership with the Wells Barkerville Community Forest to develop additional 'close-in' walking trails
- Winter grooming for x-country skiing and snowshoeing
- Resurrection of the Gourmet Ski

9. How does your organization ensure that its services address the community needs?

- WATS' main trail networks on Cornish Mountain and the Meadow are within or very close to the town, and are therefore easily accessed and well-used by local residents, both summer and winter: trail infrastructure encourages people in the community to be outside and exercising, both of which have a proven positive impact on health and well-being
- The Wells International Gourmet Ski attracts between 80 and 100 visitors to Wells in the quiet months of winter, providing accommodation and meal revenues to the townsfolk
- Providing groomed cross-country ski and snowshoe trails in the winter gives local people access to the winter wonderland of Wells, and also attracts out-of-town visitors, especially in the early and late winter when Wells is the only place in the area with good skiing conditions

10. Describe the role of volunteers in your organization:

- Continuing year-round trail maintenance and clearing
- Ski trail packing and track-setting (partially paid, partially volunteer)
- Sending out email notifications to a list of interested trails users (including people from Wells, Quesnel, and Prince George) which details the track-setting status of our trail network (these notifications have increased trail use by out-of-town skiers)
- Planning, organizing and hosting the Wells International Gourmet Ski event each February

11. List grants applied for/received from the District of Wells in the past two years:

2018 - \$1000,

2019 - \$1,000

No grant in 2020 or 2021

12. Please describe your current or planned approach to self-generated income (including fundraising):

- The Gourmet Ski raises an between \$3,000 - \$5,000. It is hoped to bring this even back in 2023.
- WATS has installed an honesty box on the aluminium bridge in the Meadow for trail fee deposits, and trail users are encouraged to buy a yearly pass on the wellsbarkervilletrails.com website
- Membership sales and donations are available on the website.

- Partnerships with other organizations and corporations allow us to expand our trail system and efficiently manage what we have (e.g. partnership with Wells Snowmobile Club for grooming assistance)
- WATS is always on the look-out for appropriate funding opportunities

13. Please attach a summary of your organization's annual operating budget including an income statement.

(see attached)

14. Please attach a detailed budget for the project, equipment or amenities.

Annual Trail Grooming and Maintenance

Expenses:

Wages	\$1,800 (winter grooming)
Fuel Costs	\$ 750
Equipment Repairs	\$ 500
Total	\$3,050 (does not include volunteer labour contributions)

Revenue Sources:

Memberships	\$ 500
Donations	\$ 150
Grant in Aid	\$1,500
WATS fundraising	\$ 900
Total	\$3,050



DISTRICT OF WELLS

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Incomplete or late applications will not be considered.

1. Name of Organization: **Wells Historical Society**

2. Mailing Address: Box 244, Wells, BC, V0K 2R0

3. Current President: Anne Laing

Telephone (236) 713-2357 Email: alaing@quesnelbc.com

4. Designated Contact Person: Judy Campbell

Telephone: (250) 994-3349 Email: judycampbell@goldcity.net

5. Registration Date of Organization: April 12, 1972

6. Amount of Grant Requested: \$1,500.00

In Kind/Equipment Requested property tax exemption

7. **Purpose of Grant (Please provide a brief description of the project, equipment or amenity you plan to use the grant for).**

The WHS is undertaking a new project that will assist it in rebounding from the impacts of COVID 19 and building resiliency moving forward. The Island Mountain Dry building ("the pink building") has deteriorated to the point of needing restoration. The Society has had an assessment conducted and is developing a plan. (see attached) This fall, the Society hopes to conduct the emergency stabilization work to hold the building until funds can be raised to complete the restoration.

The completely restored Island Mountain Dry will contain 2 one-bedroom apartments and a large heated space for artifact storage. The artifact storage is much needed to complete the organization and cataloguing of the museum collection. The two apartments will contribute much needed housing stock to the community.

This GIA would be used to assist with the emergency stabilization and planning phase of the project.

8. What are your organization's specific priorities in the coming year?

- The emergency stabilization of the Island Mountain Dry,
- Development and implementation of a fundraising program for the Island Mountain Dry restoration
- Upkeep of the existing museum and programs for 2023

9. How does your organization ensure that its services address the community needs?

The Wells Museum:

- Preserves and presents the community's history and heritage
- Provides an important piece of Wells' tourism product and encourages visitors to stay longer and patronize local businesses.
- Is a popular place for residents to visit during the summer
- Provides support and advice on heritage restoration

10. Describe the role of volunteers in your organization:

Aside from a summer student, and an occasional intern, the Wells Historical Society is completely run by volunteers. Membership is usually around 25 (10% of the population). Often there are additional volunteers beyond the membership. Volunteers organize fund raising activities, supervise the operations of the museum, do grounds maintenance work, apply for grants, and all of the other work to keep the organization functional

11. List grants applied for/received from the District of Wells in the past two years:

2021 - \$2,000; 2020 – 0; 2019 - \$1,500

12. Please describe your current or planned approach to self-generated income (including fundraising):

Our main annual fund-raiser is the Comedy Auction, which is organized with the help of community volunteers. In 2020 it was held on-line due to COVID but was still quite successful. In addition, when the Museum is open we have a donation box and we sell books and souvenirs. We also have an on-line Adopt-A-Photo program which raises funds, especially during the Holiday Season, and visitors to the website (www.wellshistoricalsociety.ca) can donate on-line.

13. Please attach a summary of your organization's annual operating budget including an income statement.

(see attached)

14. Please attach a detailed budget for the project, equipment or amenities.

(see attached)



DISTRICT OF WELLS

REQUEST FOR GRANT-IN-AID or FUNDING ASSISTANCE 2022

Each year non-profit organizations in our community request funding from the District of Wells. This could be in the form of a grant-in-aid for operational costs, funding for specific projects, or tax exemptions. Tax exemptions are granted, by bylaw, in October each year for the following taxation year. Grants-In-Aid are granted annually when the final budget process has been completed. Please fill out the form below and submit it to the District of Wells **by August 8th, 2022 at NOON.**

Incomplete or late applications will not be considered.

1. Name of Organization: Island Mountain Arts Society
2. Mailing Address: Box 65
-
3. Current President: Jillian Merrick
Telephone: 778-763-0641 Email: newjillanium@gmail.com
4. Designated Contact Person: Elyssia Sasaki
5. Telephone: 250 994 3466 Email: elyssia@imarts.com
6. Registration Date of Organization: Sept 11th, 1979
7. Amount of Grant Requested: \$1500.00
-
In Kind/Equipment Requested \$1405.66
-
8. **Purpose of Grant (Please provide a brief description of the project, equipment or amenity you plan to use the grant for).**

For 2022, IMA is requesting funds to assist with rising operational costs in the IMA Gallery and in-kind to assist with year-round space rentals. Federal and Provincial funding opportunities allow us funding for programs year-round, supporting costs to run programming. Assistance from the District will allow us to continue to host these events amidst the rising costs of utilities, in particular the Wells Works Show, The Wells-Barkerville School Show, our year-round studio tenants and our bi-weekly hip-hop classes.

9. **What are your organization's specific priorities in the coming year?**

1. Facilitate community consultation about the future of ArtsWells Festival in Wells (has begun – surveys are due by Sept 1st, 2022)
<https://docs.google.com/forms/d/e/1FAIpQLSf05ntm20uGFocbRaL-6tTc8RaUdkE85Lw7bnZ28NIsFaZgQg/viewform>
2. Continue to operate regular hours for the Public Gallery
3. Continue cataloguing of assets and archives
4. Offer Arts and Literary programming through the Fall and Winter in Wells.
5. Continue to strengthen Art + The Forest Relationship program with Wells-Barkerville Community Forest
6. Continue to strengthen relationships with local non-profits.

10. How does your organization ensure that its services address the community needs?

Geographically:

Island Mountain Arts, with an Executive/Artistic Director who has only ever known the community through a pandemic, has been working to focus in further on year-round youth and adult programming. Most programs are offered with a sliding scale of prices to help encourage attendance through periods of economic downturn.

We are involved with the Wells-Barkerville School and do our best to offer learning and workshop opportunities for youth where time and schedules allow.

We have a supporting interest in assisting with initiatives that help grow public education in the region, including the process of a Wells-based high school.

We are also finding a valuable role alongside the Wells-Barkerville Community Forest, to help animate this wild recreational space and its non-timber values.

Our board members contribute to working committees for the District of Wells.

11. Describe the role of volunteers in your organization:

Island Mountain Arts has a volunteer board of directors who collectively offer around 40 hours per month of support to the organization. Volunteer opportunities are made available before, during and after performance-based programs to offer free alternatives for folks to take in music and events held by our organization. Island Mountain Arts works with volunteers at varying skill levels with various certifications, with a future hope of investing in volunteer skill acquisition for folks who live in the region - think organization of First Aid, Naloxone and additional sessions like this locally. Through the pandemic, the most volunteers we've had at a single event has been 6, but this number is likely to grow as our abilities to gather together increase.

12. List grants applied for/received from the District of Wells in the past two years:

Island Mountain Arts has permissive tax exemptions as per “2020-2025 Permissive Tax Exemption Bylaw No. 175, 2019” from Feb 11th, 2020

Island Mountain Arts did not apply for a Grant-in-Aid in 2021
Grants-In-Aid were not made available in 2020 due to the COVID-19 Pandemic

13. Please describe your current or planned approach to self-generated income (including fundraising):

Island Mountain Arts generates income through registration fees, sponsorship acquisition, our school and residency programs and box office to ticketed events. We have tentative plans to hold an auction fundraiser in the fall.

14. Please attach a summary of your organization’s annual operating budget including an income statement.

15. Please attach a detailed budget for the project, equipment or amenities.



DISTRICT OF WELLS

REQUEST FOR GRANT-IN-AID or FUNDING ASSISTANCE 2022

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Incomplete or late applications will not be considered.

1. Name of Organization: Wells-Barkerville School PAC

2. Mailing Address: Box 81, Wells, BC, V0K 2R0

3. Current President: Dawn Leroy

Telephone 250-994-0004 Email: dawnleroy55@gmail.com

4. Designated Contact Person: Lindsay Kay (Secretary/Treasurer)

Telephone: 250-994-6804 Email: lindsaykayart@gmail.com

5. Registration Date of Organization: Unsure

6. Amount of Grant Requested: \$1000

In Kind/Equipment Requested _____

7. Purpose of Grant (Please provide a brief description of the project, equipment or amenity you plan to use the grant for).

We would like to use this grant to purchase a Gaga Ball Pit. Gaga is a fast paced, high energy sport played in an octagonal pit. It is a kinder gentler version of dodge ball, the game is played with a soft foam ball, and combines the skills of dodging, striking, running, and jumping, while trying to hit opponents with a ball below the knees. Players need to keep moving to avoid getting hit by the ball. It is an ideal game for our multi-age classroom as it levels the playing field so that younger kids and kids with less agility can be successful.

8. What are your organization's specific priorities in the coming year?

Our priorities for the coming year are to maintain our bottle return fundraising program so that we can continue to pay for all extra-curricular activities, field trips,

school supplies and other as yet unforeseen costs so that there are no expenses to parents. Additionally, we intend to support the teachers and staff at the school in any ways they need our help and advocate for the needs of the school and the kids to the School District and other authorities.

9. How does your organization ensure that its services address the community needs?

We have monthly PAC meetings to which all parents are invited.

10. Describe the role of volunteers in your organization:

Everything the PAC does is run by volunteers. Volunteers keep track of the finances, write grant applications, organize the bottle return program, help to organize field trips, drive students to and from field trips, assist on field trips, volunteer for programs in the school when necessary. We do reimburse people for driving on field trips and returning bottles to Prince George to cover the cost of their gas.

11. List grants applied for/received from the District of Wells in the past two years:

2021 - \$1000 applied for, \$2000 received: spent on gear for winter activities and partial payment toward our new-to-us bottle trailer (as per final report).

2020 - N/A

12. Please describe your current or planned approach to self-generated income (including fundraising):

As mentioned, we have purchased a trailer to use to bring bottles from the bottle shed (generously donated to us from the residents of Wells) to Prince George (because the bottle depot there does not require us to sort them first). This is an excellent fundraiser which generates around \$5000 a year and which pays for all extra-curricular activities, field trips and school supplies needed throughout the year.

13. Please attach a summary of your organization's annual operating budget including an income statement.

2021/2022 Financial Statement included with 2021 GIA Final Report, 2022/2023 Draft Budget included with application. (Please note that both documents are in "Draft" stage at this time as our fiscal year doesn't end until August 31.)

14. Please attach a detailed budget for the project, equipment or amenities.

Attached



DISTRICT OF WELLS
REQUEST FOR
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Incomplete or late applications will not be considered.

1. Name of Organization: Wells and Area Community Association
2. Mailing Address: Box 183, Wells, BC, V0K 2R0
3. Current President: Alison Galbraith

Telephone 236-713-2308 Email: alison.galbraith1@gmail.com

4. Designated Contact Person: Lindsay Kay (Manager)

Telephone: 250-994-6804 Email: wellsareacommunity@gmail.com

5. Registration Date of Organization: April 11, 2013

6. Amount of Grant Requested: \$1000

In Kind/Equipment Requested _____

7. Purpose of Grant (Please provide a brief description of the project, equipment or amenity you plan to use the grant for).

We plan to use this grant to go toward leveraging more funding in order to pay for a business plan for the Wells Outdoor Destination High School. We have been working on this project for several years, creating a feasibility study in 2016 through 2017. Our next step for this project is to complete a business plan for which we will be seeking funding in the coming months. We will add the grant funds to the \$1000 that we set aside from the extra Grant In Aid funding that we received last year for a total of \$2000. We estimate that the business plan will cost around \$10,000 and a 20% contribution from us will be a major asset in seeking additional funding.

8. What are your organization's specific priorities in the coming year?

Our priorities for the coming year are to maintain and improve our existing programs and services which are the Wells Community Garden and the Wells Recycling Depot (managed through a contract with the Cariboo Regional District) as well as completing a business plan for the Wells Outdoor Destination High School. Additionally we will be working on a plan to utilize the former Daycare space in the Wells Community Facility Building as a potential playgroup space and/or a space for families participating in alternative high-school education in 2022/2023.

9. How does your organization ensure that its services address the community needs?

At our inception we held extensive meetings, information sessions and surveys in order to identify gaps and needs within the community. In pre-Covid times we would have open general meetings to which the community was invited in order to solicit feedback and ideas from community members. As a board we annually review our priorities in order to ensure that the programs and services we are offering are well utilized and viable and to find ways that we can improve upon them. When a program isn't working or is under-utilized we review it and amend it as necessary.

10. Describe the role of volunteers in your organization:

The Wells and Area Community Association is run by a volunteer board of directors. We have annual work parties at the Community Garden where Garden Members and community members at large volunteer to maintain and improve the garden space. In addition to volunteers, we are proud to provide two paid, part-time, living wage positions (Manager and Recycling Depot Attendant) to local community members.

11. List grants applied for/received from the District of Wells in the past two years:

2021 – Applied for \$1000 for Community Garden Improvements and received \$2000.

2020 – N/A

12. Please describe your current or planned approach to self-generated income (including fundraising):

Our contract with the CRD pays for the administrative wages for the organization as well as the Recycling Depot Attendant wages. We annually sell Purdy's chocolates and we engage in other fundraisers (barbecues, managing bars for events, etc) as they become available/are needed.

13. Please attach a summary of your organization's annual operating budget including an income statement.

We have attached our 2021 Financial Statements to the Grant In Aid Follow Up Report and will attach our 2022 Budget Vs Actuals as of August 2022 with this email. Our 2022 Financial Statements will not be available until January of 2023 as our fiscal year ends December 31, 2022.

14. Please attach a detailed budget for the project, equipment or amenities.

Wells Outdoor Destination High-School Business Plan Project Budget

Income:

DOW Grant In Aid 2021	- \$1000
DOW Grant In Aid 2022	- \$1000
Other Funding TBD	- \$8000

Expense:

Business Plan	- \$10,000
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Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
MUNICIPAL TAXES LEVIED			
01-1-110-010	GEN.& DEBT - RESIDENTIAL	-58,595	-59,063
01-1-110-020	GEN.& DEBT - UTILITIES	-3,149	-2,674
01-1-110-050	GEN.& DEBT - BUSINESS/OTHER	-30,371	-30,371
01-1-110-080	GEN.& DEBT - TAX ADJUSTMENTS	-2,921	0
Total MUNICIPAL TAXES LEVIED		-95,036	-92,108
FRONTAGE TAXES			
01-1-130-010	SEWER PARCEL TAXES	-39,795	-38,220
01-1-130-020	WATER PARCEL TAXES	-46,745	-44,896
01-1-130-030	GARBAGE PARCEL TAXES	-3,935	-3,780
Total FRONTAGE TAXES		-90,475	-86,896
1 % TAXES			
01-1-140-001	B C TELEPHONE (SECT 353)	-7,900	0
01-1-140-005	B C HYDRO (SECT 353)	-18,000	-13,177
Total 1 % TAXES		-25,900	-13,177
GRANTS IN LIEU OF TAXES			
01-1-210-002	GIL -FEDERAL GOVERNMENT	-7,365	0
01-1-210-003	GIL - PROVINCIAL GOVERNMENT	-7,500	0
Total GRANTS IN LIEU OF TAXES		-14,865	0
SERVICES PROVIDED TO OTHER GOV'TS			
01-1-320-001	BARKERVILLE FP MUTUAL AID	-4,000	0
01-1-320-004	CRD FIRE PROTECTION TAX TRANSFER	-1,569	0
01-1-320-005	STREET LIGHTING - PROV. GOVERNMENT	-505	0
Total SERVICES PROVIDED TO OTH		-6,074	0
GARBAGE COLLECTION SERVICES			
01-1-500-005	COMMERCIAL GARBAGE COLLECTION FEES	-7,394	-7,179
01-1-500-006	RESIDENTIAL GARBAGE COLLECTION FEES	-6,427	-6,160
Total GARBAGE COLLECTION SERVI		-13,821	-13,339
LICENCES & PERMITS			
01-1-510-004	BUILDING/PLUMBING PERMITS	-10,500	-2,752
01-1-510-005	SUB-DIVISION/REZONE/VARIANCE FEES/PERMIT	-2,500	0
Total LICENCES & PERMITS		-13,000	-2,752

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
RENTALS			
01-1-530-004	COMMUNITY HALL RENTALS	-3,500	-4,008
01-1-530-005	CRD LIBRARY AGREEMENT	-5,985	0
01-1-530-006	WELLS-BARKERVILLE SCHOOL RENTALS	-7,500	-3,769
01-1-530-007	SCHOOL DIST 28 AGREEMENT	-7,500	0
Total RENTALS		-24,485	-7,777
INVESTMENT INCOME			
01-1-550-001	INTEREST ON INVESTMENTS	-1,400	0
Total INVESTMENT INCOME		-1,400	0
PENALTIES & INTEREST ON TAXES			
01-1-560-002	PENALTY ON CURRENT TAXES	-3,000	0
01-1-560-003	INTEREST ON ARREARS TAXES	-2,900	0
01-1-560-004	INTEREST ON DELINQUENT TAXES	-2,900	0
Total PENALTIES & INTEREST ON		-8,800	0
OTHER INCOME			
01-1-590-003	SALE OF DISTRICT PINS, FLAGS, ETC.	-200	0
01-1-590-011	Love Wells Project	-1,200	-1,200
01-1-590-012	COOP MARKETING	-1,000	0
01-1-590-015	FITNESS CENTRE MEMBERSHIPS	-500	-340
01-1-590-025	MISCELLANEOUS REVENUE	-230,550	-45,751
01-1-590-105	PROPERTY TAX SEARCHES	-600	-75
01-1-590-106	COMMUNITY FOREST DIVIDEND	-228,859	-228,860
Total OTHER INCOME		-462,909	-276,226
UNCONDITIONAL GRANTS			
01-1-620-001	PROV GOV'T - SMALL COMMUNITY PROT.GRANT	-435,000	-425,000
Total UNCONDITIONAL GRANTS		-435,000	-425,000
CONDITIONAL GRANTS			
01-1-710-001	NDIT ECONOMIC DEV GRANTS	-50,000	-50,000
01-1-710-007	NDIT MARKETING GRANT-MAP & BROCHURES	-3,500	0
01-1-710-012	S. WELLS INFRASTRUCTURE STUDY GRANT	-5,619	0
01-1-710-013	NDIT GRANT WRITER GRANT	-8,000	0
01-1-710-016	VISITOR INFORMATION CENTRE	-10,000	0

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
01-1-710-115	BC CLIMATE ACTION GRANT	-2,849	0
01-1-710-120	FEDERAL FUEL TAX TRANSFER GRANT	-64,263	0
Total CONDITIONAL GRANTS		-144,231	-50,000
COLLECTIONS FOR OTHER GOV'TS			
01-1-980-991	PROVINCIAL SCHOOL TAX	-60,455	-60,455
01-1-980-992	REGIONAL HOSPITAL	-22,611	-22,564
01-1-980-993	MUNICIPAL FINANCE AUTHORITY	-7	-7
01-1-980-994	B C ASSESSMENT AUTHORITY	-1,316	-1,307
01-1-980-995	REGIONAL DISTRICT (ADMIN & LIBRARY)	-17,368	-17,332
01-1-980-996	RURAL REFUSE - CRD	-14,719	-5,328
01-1-980-998	POLICING COSTS RECOVERY TAX	-10,435	-10,413
Total COLLECTIONS FOR OTHER GO		-126,911	-117,406
Total REVENUES		-1,462,907	-1,084,681
EXPENDITURES			
LEGISLATIVE COSTS			
01-2-110-090	COUNCIL REMUNERATION	16,729	17,193
01-2-110-100	COUNCIL INCIDENTALS	11,225	1,298
01-2-110-120	COUNCIL HEALTH PLAN	0	1,794
01-2-110-207	MEMBERSHIPS & SUBSCRIPTIONS	1,500	1,004
01-2-110-234	COUNCIL TRAVEL & CONFERENCES	5,200	7,592
01-2-110-900	COUNCIL CONTINGENCY & HOSTING	1,200	0
Total LEGISLATIVE COSTS		35,854	28,881
ADMINISTRATION (HUMAN RESOURCES)			
01-2-120-110	STAFF SALARIES	410,000	229,105
01-2-120-120	MEDICAL & INSURANCE PREMIUMS	25,000	6,870
01-2-120-207	COMPOSITE LABOR LOAD	35,000	5,100
01-2-120-208	MEMBERSHIPS	3,500	155
01-2-120-234	TRAVEL & CONFERENCES	7,500	8,718
01-2-120-302	STAFF TRAINING	7,500	1,944
01-2-120-303	RECRUITMENT EXPENSES	500	157
Total ADMINISTRATION (HUMAN RE		489,000	252,049
ADMINISTRATION (GENERAL)			

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
01-2-150-212	COPY MACHINE SERVICE CONTRACT	4,000	1,715
01-2-150-213	TELEPHONE AND INTERNET	5,000	1,101
01-2-150-221	STATUTORY ADVERTISING	2,500	3,464
01-2-150-225	OFFICE SUPPLIES	6,500	7,183
01-2-150-229	VADIM LEASE & SERVICE CONTRACT	9,800	0
01-2-150-240	AUDIT FEES	15,000	0
01-2-150-242	LEGAL FEES	20,000	19,345
01-2-150-250	LIABILITY INSURANCE	9,200	36,558
01-2-150-251	FIRE INSURANCE	24,191	0
01-2-150-292	GENERAL EXPENSE, POSTAGE, FREIGHT	3,100	567
01-2-150-294	TAX SALE COSTS	600	0
Total ADMINISTRATION (GENERAL)		99,891	69,933
ELECTIONS & REFERENDA			
01-2-160-450	ELECTION EXPENSES	10,000	5,209
Total ELECTIONS & REFERENDA		10,000	5,209
COMMUNITY HALL			
01-2-190-120	OCP-Urban Systems (in-kind from BGM)	30,550	27,300
01-2-190-522	WCH BUILDING REPAIRS & MAINTENANCE	40,000	18,468
01-2-190-525	WCH TELEPHONE	6,000	1,101
01-2-190-585	WCH ELECTRICITY	8,000	5,654
01-2-190-586	WCH FUEL	28,000	11,937
Total COMMUNITY HALL		112,550	64,460
MUNICIPAL HALL			
01-2-195-522	TOWN HALL BUILDING REPAIRS & MAINTENANCE	110,000	53,477
01-2-195-585	TOWNHALL ELECTRICITY	5,000	2,687
01-2-195-586	TOWN HALL FUEL	25,000	4,382
Total MUNICIPAL HALL		140,000	60,546
WELLS/BARKERVILLE SCHOOL			
01-2-196-296	FITNESS CENTRE EXPENSES	500	0
01-2-196-521	GEOHERMAL MONITORING & PHONE	500	0
01-2-196-522	SCHOOL MAINTENANCE	30,000	1,294
01-2-196-585	SCHOOL ELECTRICITY	19,000	21,130

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
01-2-196-586	SCHOOL FUEL	55,000	25,208
Total WELLS/BARKERVILLE SCHOOL		105,000	47,632
VISITOR INFORMATION CENTRE			
01-2-197-505	VIC OPERATIONS	2,500	8,900
01-2-197-522	VIC REPAIRS AND MAINTENANCE	1,000	381
01-2-197-585	VIC ELECTRICITY	500	301
Total VISITOR INFORMATION CENT		4,000	9,582
FIRE BRIGADE- GENERAL			
01-2-230-213	FIREHALL TELEPHONE	2,000	1,101
01-2-230-225	FIRE HALL SUPPLIES & EQUIP.	5,000	4,461
01-2-230-234	FIRE DEPT TRAVEL & CONFERENCES	2,000	0
01-2-230-283	FIRE PRACTICE AND TRAINING	17,000	0
01-2-230-395	GROUP LIFE/WCB FOR VOLUNTEERS	2,400	0
Total FIRE BRIGADE- GENERAL		28,400	5,562
FIRE BRIGADE -COMMUNICATIONS			
01-2-236-516	COM GEAR REPAIRS & REPL.	1,200	0
01-2-236-570	RADIO LICENCE	820	846
Total FIRE BRIGADE -COMMUNICAT		2,020	846
FIRE BRIGADE - FIRE HALL			
01-2-240-522	FIREHALL BUILDING REPAIRS & MAINTENANCE	68,000	3,600
01-2-240-580	FIREHALL PROPANE	15,000	8,734
01-2-240-585	FIREHALL ELECTRICITY	1,000	474
Total FIRE BRIGADE - FIRE HALL		84,000	12,808
FIRE BRIGADE -VEHICLES			
01-2-244-190	FIRE TRUCK INSPECTION AND CERTIFICATION	550	0
01-2-244-250	FIRE TRUCK INSURANCE	1,620	1,443
01-2-244-450	FIRE TRUCK FUEL	500	322
01-2-244-510	FIRE TRUCK MAINT & REPAIRS	500	0
Total FIRE BRIGADE -VEHICLES		3,170	1,765
BUILDING INSPECTION			
01-2-260-110	BUILDING INSPECTION SERVICE CONTRACT	14,000	4,888

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
Total BUILDING INSPECTION		14,000	4,888
PUBLIC WORKS -GENERAL			
01-2-300-302	PUBLIC WORKS ROAD MAINT CONTRACT	96,000	52,203
01-2-300-303	PUBLIC WORKS CONTRACT EQUIPMENT	10,000	14,781
01-2-300-304	PW CONTRACT EQUIPMENT-SNOW	5,000	878
01-2-300-450	PW SUPPLIES & EQUIPMENT	12,000	7,980
01-2-300-452	DITCHING AND DRAINAGE	1,000	0
01-2-300-453	CUSTODIAL SUPPLIES	1,500	1,069
Total PUBLIC WORKS -GENERAL		125,500	76,911
PUBLIC WORKS- STREET LIGHTING			
01-2-328-585	ST. LIGHT ELECTRICITY	8,500	5,631
Total PUBLIC WORKS- STREET LIG		8,500	5,631
PUBLIC WORKS -GARBAGE COLLECTION			
01-2-400-350	GARBAGE COLLECTION CONTRACT	15,212	12,299
Total PUBLIC WORKS -GARBAGE CO		15,212	12,299
PUBLIC WORKS -SPRING CLEANUP			
01-2-420-350	ANNUAL CLEANUP CAMPAIGN	1,000	0
Total PUBLIC WORKS -SPRING CLE		1,000	0
ECONOMIC DEVELOPMENT			
01-2-620-309	CO-OPERATIVE MARKETING	5,000	4,438
01-2-620-310	GRANT WRITER SERVICES (GRANT)	8,000	0
01-2-620-311	MARKETING AND ADVERTISING	3,000	1,529
01-2-620-312	LOVE WELLS (GRANT)	1,200	209
Total ECONOMIC DEVELOPMENT		17,200	6,176
COMMUNITY PLANNING			
01-2-640-268	OCP COMMUNITY PLANNING (GRANT)	-77,107	1,695
01-2-640-269	SOUTH WELLS INFRASTRUCTURE STUDY (GRANT)	-5,912	0
01-2-640-274	RURAL DF- MUN BOUNDARY EXP STUDY (GRANT)	-85,000	0
Total COMMUNITY PLANNING		-168,019	1,695
COMMUNITY DEVELOPMENT			
01-2-670-003	PHOTO VIDEO	500	0
01-2-670-004	WEBSITE MAINTENANCE	1,100	605

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
01-2-670-021	BARKERVILLE CEMETERY	500	0
01-2-670-221	MARKETING AND ECONOMIC DEVELOPMENT	6,000	1,472
01-2-670-225	COMMUNITY BUS (GRANT)	23,000	13,441
01-2-670-227	POST SECONDARY SCHOOL BURSARY	1,000	0
01-2-670-260	COMMUNITY EVENTS	1,500	0
01-2-670-270	LOCAL GRANTS IN AID	10,000	0
Total COMMUNITY DEVELOPMENT		43,600	15,518
GATEWAY PROJECT			
01-2-671-120	CERIP- Ice rink Revitalization (grant)	428,851	325,000
Total GATEWAY PROJECT		428,851	325,000
DEBT SERVICES			
01-2-800-010	INTEREST & BANK CHARGES	1,200	148
Total DEBT SERVICES		1,200	148
COLLECTIONS FOR OTHER GOV'TS			
01-2-870-990	PROV SCHOOL TAX HOG CLAIMED	60,455	13,932
01-2-870-992	REGIONAL HOSPITAL	22,611	0
01-2-870-993	MUNICIPAL FINANCE AUTHORITY	7	0
01-2-870-994	B.C. ASSESSMENT AUTHORITY	1,316	2,428
01-2-870-995	REGIONAL DISTRICT (ADMIN. & LIBRARY)	17,368	0
01-2-870-996	REGIONAL DISTRICT - RURAL REFUSE	14,719	0
01-2-870-998	BC SCHOOL/ POLICE TAXES	10,435	10,417
Total COLLECTIONS FOR OTHER GO		126,911	26,777
Total EXPENDITURES		1,727,840	1,034,316
Total GENERAL OPERATING FUND		264,933	-50,365
02 GENERAL CAPITAL FUND			
REVENUES			
GOVERNMENT & OTHER GRANTS			
02-1-450-007	BC3 GRANT (INTERNET)	0	-117,000
02-1-450-016	CERIP - ICE RINK FUNDING	-428,851	0
02-1-450-019	JOB OPPORTUNITIES PROGRAM	-4,385	0
Total GOVERNMENT & OTHER GRANT		-433,236	-117,000

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
OTHER REVENUE SOURCES			
02-1-451-008	DONATIONS FOR PLAYGROUND	-28,150	0
	Total OTHER REVENUE SOURCES	-28,150	0
	Total REVENUES	-461,386	-117,000
EXPENDITURES			
EQUIPMENT PURCHASES			
02-2-401-302	CAPITAL OFFICE EQUIPMENT	2,000	1,850
02-2-401-305	COMPUTER EQUIPMENT	2,000	0
02-2-401-309	GROUNDSKEEPING EQUIP	2,000	0
	Total EQUIPMENT PURCHASES	6,000	1,850
EMERGENCY PROGRAM PROJECTS			
02-2-411-303	COMMUNICATIONS EQUIPMENT	3,500	0
02-2-411-304	WELLS AND AREA EMERGENCY PREPAREDNESS	8,500	2,493
	Total EMERGENCY PROGRAM PROJEC	12,000	2,493
MISC. PROJECTS			
02-2-415-507	PLAYGROUND DEVELOPMENT	28,150	0
02-2-415-508	WILDFIRE PROTECTION	0	17,347
	Total MISC. PROJECTS	28,150	17,347
	Total EXPENDITURES	46,150	21,690
	Total GENERAL CAPITAL FUND	-415,236	-95,310
03	WATER CAPITAL FUND		
REVENUES			
	Total REVENUES	0	0
EXPENDITURES			
	Total EXPENDITURES	0	0
	Total WATER CAPITAL FUND	0	0
04	SEWER CAPITAL FUND		
REVENUES			

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
	Total REVENUES	0	0
EXPENDITURES			
	Total EXPENDITURES	0	0
	Total SEWER CAPITAL FUND	0	0
05	WATER FUND		
REVENUES			
SALE OF SERVICE			
05-1-100-100	WATER USER FEES	-54,560	-52,619
05-1-100-400	WATER SERVICE CONNECTION FEES	-7,200	0
	Total SALE OF SERVICE	-61,760	-52,619
OTHER REVENUE			
05-1-300-100	WATER SERVICE ON & OFF CHARGES	-300	0
	Total OTHER REVENUE	-300	0
TRANSFERS FROM OWN SOURCES			
05-1-700-100	GENERAL REVENUE - PARCEL TAXES-WATER	-48,003	0
	Total TRANSFERS FROM OWN SOURC	-48,003	0
	Total REVENUES	-110,063	-52,619
EXPENDITURES			
ADMINISTRATION			
05-2-100-234	UTILITY CONFERENCE, TRAVEL & TRAINING	4,500	0
05-2-100-570	WATER PERMITS & LICENCES	1,500	263
05-2-100-800	VEHICLE GAS, INSURANCE, ETC	15,690	4,336
	Total ADMINISTRATION	21,690	4,599
DISTRIBUTION SYSTEM			
05-2-200-302	NEW SERVICE CONNECTION -WATER	5,000	0
05-2-200-452	WATER DIST. MATERIALS	6,500	3,311
05-2-200-453	WATER DIST. MAINTENANCE	8,500	0
05-2-200-455	WATER SYSTEM TESTING	1,000	0
	Total DISTRIBUTION SYSTEM	21,000	3,311
WATER SYSTEM FACILITIES			

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
05-2-300-213	WATER FACILITIES TELEPHONE	1,200	467
05-2-300-214	WATER SYSTEM ALARM MONITORING	350	235
05-2-300-300	WATER FACILITY REPAIRS AND MAINT.	31,500	8,099
05-2-300-585	WATER PUMP HOUSE ELECTRICITY	10,000	3,733
Total WATER SYSTEM FACILITIES		43,050	12,534
HYDRANTS			
05-2-600-450	HYDRANT MAINTENANCE	3,000	0
Total HYDRANTS		3,000	0
Total EXPENDITURES		88,740	20,444
Total WATER FUND		-21,323	-32,175
06	SEWER FUND		
REVENUES			
SALE OF SERVICE			
06-1-100-100	SEWER UTILITY USER FEES	-48,710	-46,958
06-1-100-400	SEWER SERVICE CONNECTION FEES	-7,200	0
Total SALE OF SERVICE		-55,910	-46,958
TRANSFERS FROM OWN SOURCES			
06-1-700-100	SEWER PARCEL TAXES	-37,790	0
Total TRANSFERS FROM OWN SOURC		-37,790	0
Total REVENUES		-93,700	-46,958
EXPENDITURES			
ADMINISTRATION			
06-2-100-570	SEWER PERMITS & LICENCES	600	413
06-2-100-800	VEHICLE GAS, INSURANCE, ETC	15,690	6,687
Total ADMINISTRATION		16,290	7,100
COLLECTION SYSTEM			
06-2-200-120	NEW SEWER CONNECTION CHARGES	5,000	0
06-2-200-302	SEWER LINE ANNUAL FLUSHING	3,500	0
06-2-200-450	SEWER SYSTEM REPAIRS & MAINT.	206,664	8,498
Total COLLECTION SYSTEM		215,164	8,498

Provisional Budget Report



Account Code	Account Description	2022 Provisional Budget	2022 Actual Value
SEWER SYSTEM FACILITIES			
06-2-275-213	SEWER FACILITIES TELEPHONE	1,000	340
06-2-275-214	SEWER FACILITY ALARM MONITORING	350	115
06-2-275-510	SEWER LIFT STATION REPAIR AND MAINT.	10,000	762
Total SEWER SYSTEM FACILITIES		11,350	1,217
SEWER SYSTEM FACILITIES			
06-2-300-250	SEWER LAGOON REPAIRS & MAINT.	7,500	4,721
06-2-300-325	SEWER FACILITIES ELECTRICITY	10,000	5,125
06-2-300-455	SEWER -ENVIRONMENTAL TESTING	5,000	0
Total SEWER SYSTEM FACILITIES		22,500	9,846
Total EXPENDITURES		265,304	26,661
Total SEWER FUND		171,604	-20,297



District of Wells

Meeting Date	August 16, 2022
Report Date:	August 9, 2022
Memo to:	Mayor and Council
From:	Lauren Reinhardt, Economic Development Officer
Subject:	Economic Development Update

Purpose/Issue:

To provide Council with and update on economic development activities

EDO Activities:

- Housing Needs Reports application was approved for the full \$15,000
- The FireSmart Rebate Program was posted and the FireSmart BBQ was a success. The Fire Chief was able to hand out and explain the program to approximately 25 homeowners
- Currently working on the UBCM Volunteer & Composite Fire Departments Equipment and Training Grant application – deadline is October 21, 2022
- Currently working on the UBCM Emergency Support Services Grant application – deadline January 27, 2023

Lauren Reinhardt
Economic Development

Donna Forseille
Chief Administrative Officer



District of Wells

Meeting Date	August 16, 2022
Report Date:	August 8, 2022
Memo to:	District of Wells
From:	Fire Chief
Subject:	Firehall Update

Purpose/Issue:

WVFB Update

Staffing/Training/Operations:

- 6 firefighters trained on air brakes by mid November 2022
- All firefighters working on NFPA fully accredited training course
- Waiting for Structural Operations updates from Office of the Fire Commissioner which should be September 2022
- Hydrant flushing continues as high water levels and reservoir levels allow
- Access to the Crescent continues to be a struggle year round
- Firehall renovation work is incomplete and remains an unusable space to train or work
- Hydraulic work on truck 12 continues in Quesnel
- Truck 11 is starting to show its age and both response vehicles 11 and 12 will need major work or replacement to maintain safe operation
- COVID type sicknesses continue to threaten our team
- Recruitment continues
- Succession planning for the future in the works

Safety:

- Wet basement on old side of hall remains an issue
- Containment of asbestos has not been completed
- No working bathroom at this time due to incomplete renovation
- Gear washers are ready for install when water is hooked up – Thank you!
- Removal of old gear and non usable, unsafe items continues
- Creating a professional training and meeting space continues. Needs to be completed by November 30, 2022 for winter training and work.

Carrie Chard
Fire Chief

Donna Forseille
Chief Administrative Office



District of Wells

Meeting Date	August 16, 2022
Report Date:	August 10, 2022
Memo to:	Mayor and Council
From:	Donna Forseille, Chief Administrative Officer
Subject:	2022 General Elections Information

Purpose/Issue:

The purpose of this report is to update Council and Public on the upcoming 2022 Provincial General Election.

Local government elections for Mayor, Councillors and School Trustees are held every four years. The next General Voting Day for the local government election is October 15, 2022.

Voters will elect one Mayor and four Councillors to District of Wells Council. Mail in Voting will be permitted, as well as an advance voting opportunity.

IMPORTANT DATES

Nomination Packages Available- **August 30, 2022**

Nomination Period - August 30, 2022 to September 9, 2022 (Deadline to receive papers is 4pm On September 9, 2022)

All Candidates Forum - September 20, 2022 630pm to 830pm at the Wells Community Hall (Further details to come soon)

Campaign Period - September 16, 2022 to October 15, 2022

Advance Vote Day - Wednesday October 5, 2022 at the Municipal Office 8am to 8pm

General Vote Day - Saturday October 15, 2022 at the Wells Community Hall Upper Hall 8am to 8pm

Mail ballot voting is offered to all eligible voters and can be applied for by contacting the District's Chief Election Officer:

- Email: admin1@wells.ca
- Phone: 250-994-3330

Deadline to apply to vote by mail and pick up a mail ballot package at the District Office is 4:00 pm on Thursday, October 13, 2022.

Deadline to submit mail ballots to the Chief Election Officer is 4:00 pm on Friday, October 14, 2022. Ballots can be returned in person at Municipal Office or by mail.

Candidates must meet certain qualifications when running for office in the 2022 Local Government Election.

- Be at least 18 years of age on general voting day
- Be a Canadian citizen
- Have been a resident of British Columbia for six months immediately prior to filing nomination documents; and,
- Not be disqualified under the *Local Government Act* or any other enactment from being nominated for, being elected to or holding the office, or be otherwise disqualified by law.

Other important notes for candidates:

- You do not need to live in the District of Wells boundaries to run for District Council.
- If you currently work for the District of Wells, you must provide notice in writing to the District of your consent to being nominated, and take a leave of absence on the day you give notice, or the first day the Nomination Period begins, or whichever is later.
- If you currently work for the Quesnel School District (28), you must provide notice in writing to the Quesnel School District (28) of your consent to being nominated and take a leave of absence on the day you give notice, or the first day the Nomination Period begins, or whichever is later.
- Federal employees must request and obtain permission from the Public Service Commission.
- You must be nominated by two eligible electors of the District of Wells

Worker Recruitment

EXPRESSION OF INTEREST - DEPUTY CHIEF ELECTION OFFICER (1) AND, ELECTION OFFICIALS (2)

The District of Wells is seeking one (1) Deputy Chief Election Officer and twenty-five (2) Election Officials to assist with the October 15, 2022 Local Government Election and/or Additional Voting Opportunities, as determined.

If you are interested in working the 2022 General Election please contact the Chief Elections Officer, Donna Forseille at 250-994-3330 or email admin1@wells.ca

Legal Considerations: Local Government Act, BC Community Charter, BC Elections Act Options / Recommendations:

1. Receives the staff report regarding the 2022 General Elections.

Respectfully submitted by
Donna Forseille
Chief Administrative Officer



District of Wells

Meeting Date	August 16, 2022
Report Date:	August 11, 2022
Memo to:	Mayor and Council
From:	Niel Doerksen, Public Works Supervisor
Subject:	Public Works Department Update

Purpose/Issue:

The purpose of this report is to update Council on the activities of the Public works Department.

- Ditching is in progress and will be finished on the Dawson Street side of town this week- August 12 th (possibly the 15 th)
- The crew are installing new culverts on Blair Street by the Willow Bridge (as the low point has changed over the years resulting in flooding of roads and freezes in the winter onto residents property)
- AUG-13-14TH the crew will be working on Ski Hill Road and back roads ditching
- Monday AUG-15th - Contractors, All Haul, will be Jetting culverts and storm drains, this work is anticipated to take a few days.
This jetting work will reset our storm drains and culverts to function properly, which will assist in preventing potholes from forming. This service will also help eliminate standing water. (Hopefully this will assist with managing the mosquitos)
- Met with Service Electric Owner and Lead hand regarding the Lift Station Power Box to be upgraded and moved to a safer location-the old one fills with water due to it being beside the road
- Went over scope of renovation work for heaters and lighting issues at Fire Hall and Municipal Office with contractors.
- Received a FSR REPORT- ELECTRIC INSPECTION
- The back up generator for the Water Treatment Facility is now scheduled for service and will be on regular start up and shut down procedure Once a week
- There is a fair amount of repairs required as we go through various reports which I will prioritise with the Chief Administrative Officer.
- Waiting for 2- estimates one for roof at Fire hall, the other from Western Mechanical on air exchangers for the Fire hall.
- Radloff conducted Smoke testing on August 3rd and 4th which was a great success.

- The smoke testing revealed reasons why sewer was freezing in a couple locations on the South side of town.
- Servicing will be done to the Water Treatment Filtration system in the coming weeks. (Regular care and maintenance) New sand for the sand filtration system has been ordered. The new Water Treatment Facility pump has arrived and is on hand in the Event the current pump should fail (as per Northern Health's requirement)
- I met with Ian MacDonald and the Community Forest Board is donating further logs to make two memorial park benches. One for past councillor, Virginia Wilkins, which will be placed by Willow River off Blair Ave at the Trail Head. The other bench will be for the a past resident at the park located at the Visitor Information Centre.

Overall, it has been a very productive month. The public works crew, Chris and Ian are doing a great job. Community response has been very positive. I am loving my job and happy to be of service.

Legal Considerations: Local Government Act

Options / Recommendations:

1. Receives the staff report from the Public Works Supervisor regarding an update on Public Works Department Activities.

Respectfully submitted by

Niel Doerksen
Public Works Supervisor

Donna Forseille
Chief Administrative Officer