

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY JULY 16, 2026—2:00PM TO 4:00PM
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—2026 07 16—2:00pm to 4:00pm—Regular Council Meeting

Time: Jul 16, 2026 02:00 PM Vancouver

Join Zoom Meeting

<https://us02web.zoom.us/j/87334071406?pwd=KlpHABtbSWJdLIRxZBPIYUrUdJ8Tb2.1>

Meeting chat link

<https://us02web.zoom.us/jc/87334071406>

Meeting ID: 873 3407 1406

Passcode: 291806

1.1 Call to Order and Agenda for the Regular Council meeting of Tuesday July 16, 2026, 2:00pm to 4:00pm

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

1.3 Recommendation/s: THAT Council approves the meeting agenda for July 16, 2026 as circulated.

2.0 MINUTES (Page 4)--(Note: that Budget Meetings have to be transcribed from Zoom Recordings)

2.1 Recommendation/s: THAT Council approves the minutes and notes for the Council Meetings of Tuesday June 16, 2026, as circulated.

3.0 CORRESPONDENCE--NIL

4.0 DELEGATIONS AND PRESENTATIONS

4.1 District of Wells and Barkerville Gold Mines/Osisko—"Support and Benefits Agreement Update"

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5.0 UNFINISHED BUSINESS (Page 11)

5.1 Strategic Priorities Projects—Incremental Information Only

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

6.0 Reports

6.1 Mayor's Report (and verbal updates)

- Concise Business Plan—Version 5.1—2026 March 23 (posted at Wells.ca)
- Strategic Priorities Grid Update to Version 11
- 2026 Government of Canada Census Update
- Meeting Dates:

Regular Council Meeting Dates 2025

January 7, 2025	January 21, 2025	February 4, 2025	February 18, 2025
March 4, 2025	March 18, 2025	April 8, 2025	April 22, 2025
May 6, 2025	May 22, 2025	June 10, 2025	June 24, 2025 (not required)
July 15, 2025	August 19, 2025	September 9, 2025	October 7, 2025
October 21, 2025	November 4, 2025	November 18, 2025	December 9, 2025

Regular Council Meeting Dates 2026

January 6, 2026 (not required)	January 20, 2026	February 10, 2026 (Replaces February 3, 2026)	February 17, 2026
March 3, 2026	March 31, 2026	April 14, 2026	April 28, 2026
May 12, 2026	May 26, 2026	June 16, 2026	
July 16, 2026	August 11, 2026	September 8, 2026	October 6, 2026 Potential Final of Current Council
Municipal Elections Voting Date October 17, 2026	November 03 or 10, 2026 Swearing In of New Council	November 24, 2026 New Council	December 8, 2026 New Council

Regular Council Meeting Dates 2027

January 5, 2027	January 19, 2027	February 2, 2027	February 16, 2027
March 2, 2027	March 16, 2027	April 6, 2027	April 20, 2027
May 4, 2027	May 18, 2025	June 8, 2025	June 22, 2027
July 13, 2027	August 17, 2027	September 7, 2027	October 5, 2027
October 19, 2027	November 2, 2027	November 16, 202	December 7, 2027

- Council Items and Select Committees' Short Updates

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6.2 CAO Reports (Page 32)

- 6.2.1 General Updates and Other
- 6.2.2 IMA Support Requests—School Mural and Building Communities Gold Quarts 100th
- 6.2.3 Fall Elections Key Dates and Elections Bylaw
- 6.2.4 Remote Work
- 6.2.5 District Office Hours
- 6.2.6 Bylaws Refinements—Elections Procedures; Noise; Nuisance; Fees; Traffic and Street; Zoning; Light Pollution; Tax Rates; Financial Plans; Dogs; Land Use, and other to start
- 6.2.7 Industrial Traffic on Residential Streets (30km Signage at all entrances of the Community; Other Industrial Special Signage). Road repairs in North Wells due to Industrial Traffic.
- 6.2.8 Visitors' Centre Update

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 July 16, 2026.

Recommendation/s: THAT Council at _____ PM adjourns the Regular Council meeting for Tuesday July 16, 2026.

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DISTRICT OF WELLS REGULAR COUNCIL MEETING

TUESDAY June 16, 2026, 3:17pm

IN-PERSON AND ONLINE (VIA ZOOM)

MINUTES

Council Members Present:

Mayor Ed Coleman and Councillors Jenn Lewis, Dorothea Funk, Dirk Van Stralen, Josh Trotter-Wanner

Staff Members in Attendance:

CAO Jerry Dombowsky

Public Gallery:

Rocky Nenka, Judy Campbell

Online: Hayley Archer, Anne Laing, Michael Miller, Jules Mackey

1.0 CALL TO ORDER and INDIGENOUS LANDS ACKNOWLEDGMENT

1.2 Call to Order and Agenda for the Regular Council meeting of Tuesday June 16 26, 2026, 3:15 – 4:30pm

1.3 Call to Order

26-245 THAT Council approves to call the June 16, 2026, Regular Council meeting to order at 3:17 pm

Carried

1.3 AGENDA

- Council approved adding a late item from Councillor Funk to the agenda re: a UBCM 2026 Convention meeting request with the Minister of Environment and Parks.

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26-246 THAT Council approves the June 16, 2026, Regular Council agenda with amendments as circulated.

Carried

2.0 MINUTES— May 26, 2026, Minutes

Councillor Funk flagged the following corrections:

- Page 6 - add clarification that Councillor Trotter-Wanner "serves on the IMA board" when noting his commitment to bring the toilet damage issue back to IMA.
- Page 7 - the co-sponsor of the Northern Rural Homeowners Grant resolution at the NCLGA convention was not the District of Wells; change to "another municipality" pending confirmation of who it actually was.
- Page 7 - move the reference to Carrie Chard as Manager of Barkerville to the first bullet point, not the second
- Page 7 - correct Peter Corbett name spelling
- Page 7 - Arts Wells festival should say "end of June" not "the following weekend"; also correct to "Season Opening party" for the Wells Hotel event

26-247 THAT Council approves the May 26, 2026, Regular Council minutes as circulated with amendments.

Carried

3.0 CORRESPONDENCE – NIL

4.0 DELEGATIONS AND PRESENTATIONS – NIL

5.0 UNFINISHED BUSINESS - NIL

5.1 STRATEGIC PRIORITIES PROJECTS - Incremental Information Only

Mayor Ed Coleman provided updates on all strategic priorities projects with new activity of note including:

Mayor Ed Coleman reported:

- Wastewater (P002): Compliance inspection on June 9 found the district at 40% compliance on the 2017 permit; the remaining 60% is expected to be addressed through the \$5M Phase 1 investment, and inspectors won't return for roughly two years — the District will self-report compliance items as they're resolved
- New program officer (based in Rossland) is now assigned and confirmed he'll see this phase through; next step is indexing \$4M+ in invoices into the Local Government Information System (LGIS) by end of July
- FireSmart (P014.1): Brendan Bailey started as FireSmart Coordinator in early June; \$100,000 advance received by both the District of Wells and Lhtako Dene Nation

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- The \$200,000 annual allocation splits roughly \$100K for the coordinator role and resources, and \$100K for priority fuel treatment work starting from the center of town outward — Lhtako plans to use part of their share to employ youth
- All yellow-category funding has been suspended province-wide; worksheets 2 and 3 still need to be completed with the Williams Lake wildfire officer before additional funds flow
- Osisko MOU and Community Benefits Agreement (P017): Osisko is expected to make an offer to improve the agreement — adding Schedule A (supports), Schedule B (topics list), and Schedule C (long-term community benefits agreement) — possibly this week or next; council will review it at a special open meeting, then move in-camera
- Two firms shortlisted for the BGM/Wells long-term benefits agreement work after an RFP: Urban Systems (Urban Matters division) and Central Strategies of Prince George
- Alcohol and drug policies for Osisko/BGM employees (on/off shift) elevated to urgent on the topics table
- Industrial bypass route (P017): West Fraser Timber donated a map and shapefiles showing a suggested industrial-grade upper road route (the pink route on the map) that could serve as a bypass and as the upper road for the eventual subdivision; Osisko is reviewing it as it affects their land base
- Lowhee Creek (P083): Phase 2B-1 complete; Phase 2B-2 underway pending cash flow release from the Province; sediment trap (Phase 2C) estimated at approximately \$1.2M — will be a future submission to Emergency Management BC or UBCM for the next council
- Water (P031): Successful test drill confirmed at the west end of Jack of Clubs Lake; Sarah Harrison (environmental and permitting officer) committed to presenting findings to council before end of her term, though she's currently focused on the EA amendment
- Playground (P004): PAC president Dawn Leroy suggested involving students in the design process and recommended a specific company (name to be provided to CAO Jerry) for the eventual RFP
- Crown Lands (P036): Highways Yard transfer is at step 9 of 10; other Crown land parcels of interest are at roughly step 7 of 10
- Contaminated Sites (P030): Draft community report expected in July, with a public presentation to follow; Osisko is taking responsibility for decontaminating the areas within their scope — the remainder of the community is estimated at \$25–\$35M to remediate
- Parks and Recreation Master Plan (P107): First version of the final draft received and under review; presentation to council targeted for July 14

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- Wildfire Fuel Treatment (P103): Full assessment of the Wells/Barkerville area and the broader North Cariboo corridor (Quesnel to Bowron) is complete; detailed report now cleared for release after Ministry of Forests granted permission — The Mayor will identify the program officer and find a way to make the large file publicly accessible
- Community Forest (P020): TFL52 expansion area discussions ongoing, with a target to close by September; meeting scheduled June 27 with BC Timber Sales about the Stanley area and potential community forest attachment

Other Items

UBCM motion to meet with Environment Minister

- Council discussed a motion to request a meeting with the BC Minister of Environment and Parks at the 2026 UBCM convention to provide input on the Environmental Assessment Act review, based on the district's experience with the Cariboo Gold project assessment
- Councillor Funk will draft a concise briefing paragraph (max 250 words) to accompany the request, which must be submitted by June 24, 2026

26-251 THAT Council direct the CAO to submit a request for Councillors and the CAO to meet with the Minister of Environment and Parks at the annual UBCM Convention in September - with the text of the request to be based upon input from Councillor Funk.

Carried

26-253 THAT Council receive the Strategic Priorities reporting as presented.

Carried

6.0 REPORTS

6.1 MAYOR'S REPORT (and verbal updates)

- Concise Business Plan—Version 5.1—2026 March 23 (posted at Wells.ca)
- Strategic Priorities Grid Update to Version 11 completed

6.2 CAO'S REPORT (and verbal updates)

The CAO reported on Grants-in-aid 2025 recipients and the 2026 process. And that the \$12,500 2025 grants-in-aid were distributed as follows:

- Sunset Theater: \$2,500
- Wells Historical Society: \$1,500
- Wells and Area Trail Society: \$1,500
- Island Mountain Art Society: \$4,000
- Wells Destination School: \$1,000

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- Wells and Area Community Association: \$1,000
- Wells Barkerville School PAC: \$1,000
- Some recipients received above-typical amounts due to unexpected funding gaps from federal or tourism grant programs being paused — CAO noted this doesn't set a precedent for 2026
- The same \$12,500 is budgeted for 2026; CAO will email the application form to organizations and distribute once all applications are reviewed

Development variance for Wells Historical Society

- Council approved the development variance to reduce the required side yard setback, allowing the Wells Historical Society to permanently relocate "The Dry" — a historically significant building — on District Lots 5899 and 10528, Cariboo District
- Councillor Trotter-Wanner challenged the chair to add a minimum 1.25-meter setback floor to the variance; the chair was upheld after the CAO explained the building permit process (including a building location survey verified by the CRD inspector) already enforces exact placement per the approved plan, making the amendment redundant
- Judy Campbell (former Councillor, speaking from the gallery) noted the long-term vision is to make the site a "Heritage Corner" — a focal point for Wells — and that the Wells Historical Society plans to proceed this summer
- CAO noted the district's zoning bylaw was inherited from the CRD and has significant relevance issues for Wells; rewriting it is a top priority for the CAO

26-248 THAT Council support the Chair to proceed with the application process negating the challenge to the Chair.

Carried

26-249 THAT Council motion to extend the meeting to 4:45pm.

Carried

26-250 THAT Council approve the variance request as submitted by the Wells Historical Society for relocation of "the Dry" building on District Lots 5899 and 10528 lot owned by the Society as presented to Council.

Carried

Mayor and council compensation Bylaw final reading

- Council gave final reading to the compensation bylaw, setting annual remuneration at \$18,040 for the Mayor and \$9,850 for Councillors, retroactive to January 1, 2026

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- The new rates are set at 90% of the average for comparable BC communities under 2,500 population — intentionally below average to leave the next council room to make further adjustments
- The amounts were already built into the approved 2026 budget

26-252 THAT Council give final reading to the District of Wells Council Remuneration and Expense Bylaw No. 204, 2026.

Carried

Election pre-campaign period rules

- The municipal election is set for October 17, 2026; the pre-campaign period begins July 20, 2026 (60 days prior)
- Starting July 20, advertisers must register with Elections BC and include an authorization statement in any advertising — aimed primarily at paid social media and large-scale campaigns, not typical small-community campaigning
- Councillor Lewis asked that nomination dates and related election bylaws be brought to the July 14 meeting

CAO general updates and bear management

- School fascia work starts June 22; public works is focused on getting the community ready for Arts Wells over the next week and a half
- Commendation to public works foreman Jagger Teodori-Clarke for efforts to trap the nuisance bear, and to the Wells Barkerville Volunteer Fire Department for their response to a recent fatal accident outside town

Several bear-proof garbage bins have been decommissioned due to WorkSafe-flagged unsafe closures; replacement bins are expected to arrive this week — some compliant bins are already deployed in the community

6.3 COUNCIL AND COMMITTEE REPORTS

NCLGA conference report

- Councillor Funk attended the North Central Local Government Association AGM and conference in Prince George, May 20–22, 2026 — the first attendance by any current council member
- Key takeaway from the Northern Health Forum: a United Way program funded by the provincial government supports healthy aging for British Columbians, and there may be support available for Wells via the North Cariboo Seniors Council — Councillor Funk is following up

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- Councillor Funk recommends future District of Wells conference travel budgets include NCLGA attendance; The Mayor noted the 2026 budget is set, so this is a recommendation for the next council.

26-254 THAT Council receive all reports as presented.

Carried

6.0 INFORMATION AND ANNOUNCEMENTS

6.1 ANNOUNCEMENTS

- Councillor Trotter-Wanner reported that Arts Wells is scheduled for the weekend of June 26th to June 28th.

6.2 PUBLIC and COUNCIL

7.0 ADJOURNMENT

7.1 Adjournment of the Regular Council meeting of Tuesday June 16, 2026.

26-255 THAT Council at 4:42pm adjourns the Regular Council meeting for Tuesday June 16, 2026.

Carried

Mayor Ed Coleman

CAO Jerry Dombowsky

Strategic Priorities Projects

- P002—Waste Water Project—Collection System and Treatment—**Phase 1 and 2**. The Phase 2 of the Project is estimated at an additional **\$32 million (Phase 1 is \$5 million)**. Permit approval received for remainder of 8", switching from "vertical drill of the outfall line" to "trenching approach". **Inspection with Provice completed June 9th for 2017 Permit (with recognition that getting into compliance is part of the \$5 million investment)—at compliance of 40% with plan for remaining 60% compliance. Now updating LGIS (Local Government Information System for \$4 million+ of invoices for review by Project Provincial Officer and Infrastructure Finance Officer. Allowable Costs Review show alignment with Contract.**

P002—OPTION 2 (REVISION 1) is the Preferred Option at this time.

OPTION 1 – FREE WATER SURFACE WETLAND

This option is a three-step treatment process. Step 1 uses the current lagoon for flow attenuation and primary treatment and constructs a new identical lagoon in parallel to satisfy the municipal wastewater regulation (MWR) redundancy requirements. This will allow Wells operations staff to isolate and dewater each cell to handle operation and maintenance as required.



Figure 1: Option 1 - Free water surface wetland

OPTION 2 (REVISION 1) - ROTATING BIOLOGICAL CONTACTORS

Option 2 uses rotating biological contactors (RBCs) as the main treatment method. Raw wastewater flows through a screening system to remove any large objects, then proceeds directly to the RBCs. In terms of mechanical wastewater treatment, RBCs are a simple treatment solution that can achieve very good effluent quality. No settling is provided beforehand to minimize heat loss from the wastewater, which has been measured to be seasonally very cold in Wells.

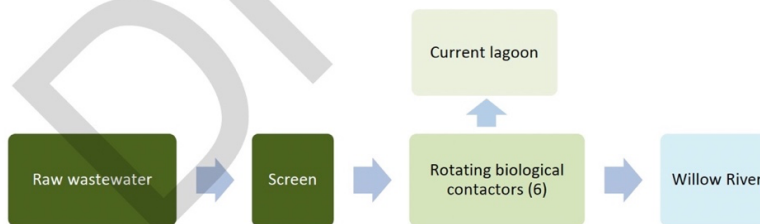
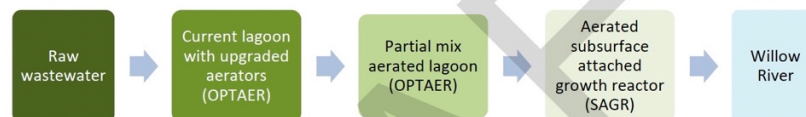


Figure 2: Option 2 – RBC process

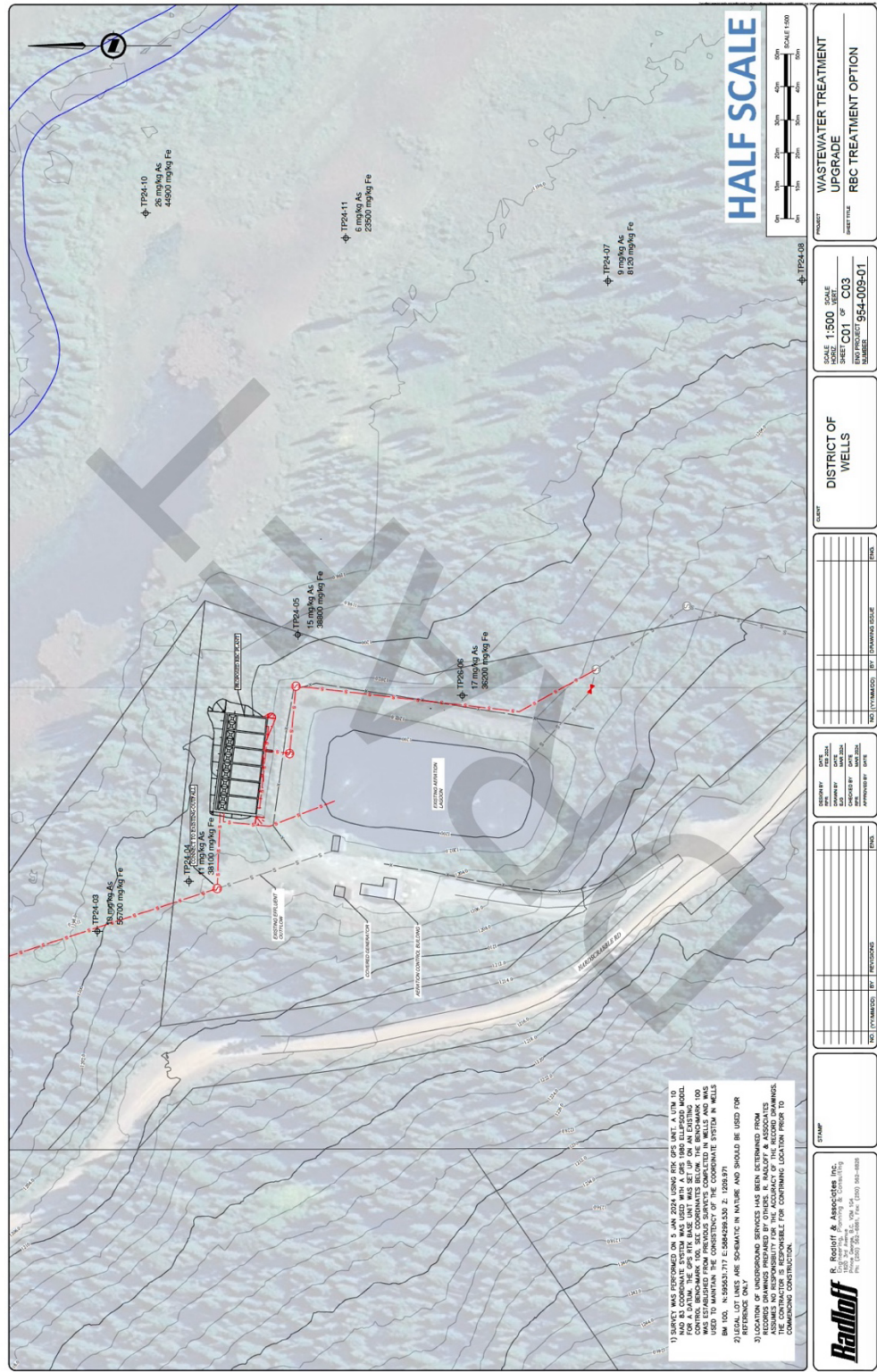
OPTION 3 (REVISION 1) – AERATED LAGOONS AND AERATED SUBSURFACE NITRIFICATION BED

This option involves refurbishing the current lagoon with a new liner and aerators, adding a second larger lined aerated lagoon, and installing a subsurface aerated gravel bed covered with a layer of mulch. A new building would be constructed to house the blowers for the aeration system, replacing the existing structure.

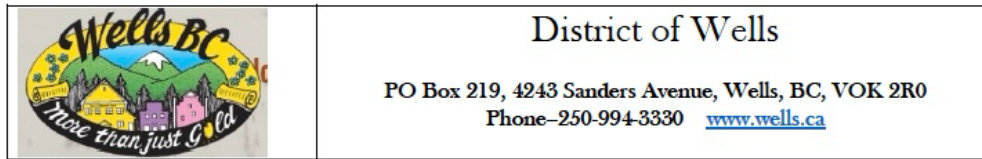


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Press Release

2025 November 28, 12:50pm—Final

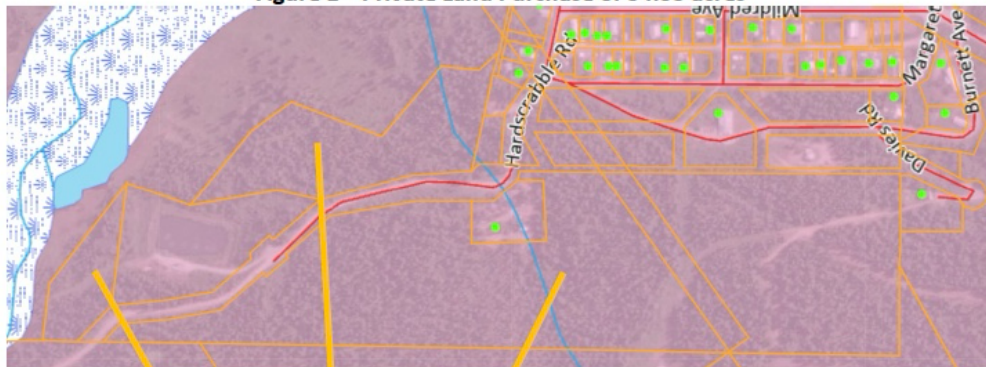
**The District of Wells Purchases Private Land in Wells, BC for
Infrastructure, Potential Future Subdivision, and Wildfire Interface Protection**

In partnership with the Province of BC, the District of Wells has purchased private land in Wells, BC for: Infrastructure, a potential future new subdivision, and wildfire interface protection. The 34.33 acres property was purchased from Ambrus Logging Ltd for \$950,000 and contains three distinct sections (see Figure 1).

The land purchase brings the existing water and wastewater “right of ways” into the possession of the District of Wells, for major upgrades to its Wastewater (see Figure 2) and Water System as per its new Official Community Plan, as Wells plans for partnerships with Lhtako Dene Nation for growth potential to 1000 citizens over the next three decades.

In addition, the land purchase opens the opportunity for a new subdivision on part of the property (see Figure 3), recreation and trails development, additional water tower location, new wastewater force main, storm water management, expanded water treatment plant needs, fire guards & wildfire fuel treatment management, and terrain stability investments. Any wood fibre net income will be applied to the Wastewater Upgrade Project.

Figure 1—Private Land Purchase of 34.33 acres



The Private Land has three distinct land sections as part of the purchase.

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	District of Wells PO Box 219, 4243 Sanders Avenue, Wells, BC, V0K 2R0 Phone—250-994-3330 www.wells.ca
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Figure 2—Wastewater Upgrade

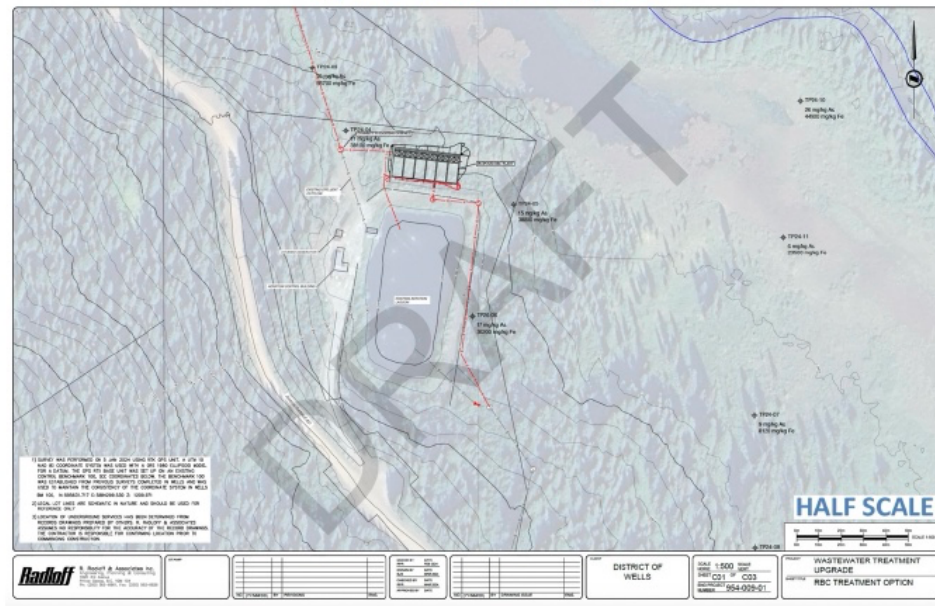


Figure 3—Potential Subdivision and new Waste Water Force Main



For more information contact Jerry Dombowsky, Chief Administrative Officer at 250-991-1155 or jerrydombowsky@wells.ca or Mayor Ed Coleman at 250-991-9034 or edcoleman@wells.ca

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- **P004—WBCRC—Playground.** Funds have been transferred from Barkerville Heritage Trust to the District of Wells from the “Gas Tanks Fund” and placed in-trust for the eventual Playground. The combined previous fund raising and “Gas Tank Funds” total \$62,000+
- **P014.1—UBCM FireSmart Community Funding Supports Phase 2. Worksheets 1 complete and Worksheets 2, and 3 being developed with the DOW and Lhtako; FireSmart Posting Complete.** \$100,000 advance received for DOW. \$100,000 advance received by Lhtako. **Limited Yellow highlighted funds available Province-wide. FireSmart Coordinator Hired—Brendan Baily.**

- **Preliminary Budget**

P14.1--UBCM FireSmart					
Item	Wells 2025	Lhtako 2025	Wells 2026	Lhtako 2026	Total
FireSmart Activities	200	200	200	200	800
Fuel Management Wells/BV	100	100	100	100	400
Fuel Management Crown	100	100			200
Wildfire Impacts	100	100			200
	500	500	300	300	1600
Note 1: Numbers in Thousands			Pre-approved		
Note 2: Wells Primary Partner			In-process		
Note 3: Lhtako Secondary Partner					

- **P016—BC Housing Project—New Northern Manager now in-place, discussions ongoing.**
- **P017--Osisko MOU and Community Support & Benefits Agreement—established, Agreement Table established, Community Liaison framework put “in-place”, and Community Impacts and Benefits Agreement being designed. DOW and BGM/Osisko Topics Table; this Table (next page) is a “snap shot” of ongoing work and communications. High priority items are in “red”.**
- **Updates to the Support and Benefits Agreement are pending, including the additions of: Schedule A—Supports; Schedule B—Topics List; and Schedule C—Development of the Long-term Community Benefits Agreement.**
- **Community Effects Management Plan:** 2026 April 12--10:25pm--Implementation of the Cariboo Gold Project. Implementation of the Community Effects Management Plan has started, see the full plan at: [Community Effects Management Plan](#)

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P017--Topics Table

A	B	C	D
DOW and BGM/Osisko Topics Table			
			<i>Last Updated: 2026 June 14, 10:49am--Version 1.6</i>
Ref 1	Ref 2	Action(s)	Topic
Number	Status	Ocurring	1=Urgent; 2=Important; 3=In-progress; 4=Stable
1	3	Yes	Lowhee Creek
2	2		Concentrator Buildings
3	2		Camp Buildings
4	2	Yes	Mental Health Support Worker for Public and Staff
5	3	Yes	DOW Community Liason Position(s)
6	3		Health Services
7	2		Tourism EA Requirements
8	2		Highway 26
9	2	Yes	EA New Water Source Commitment
10	2	Yes	Structural and Wildfire Fire Equipment and Services
11	4	Yes	WBCRC Contributions
12	1	Yes	Taxation and BC Assessment
13	2	Yes	Emergency Preparedness—Flooding, Wildfire, Routes, Other
14	2		Asset Improvements
15	2	Yes	Osisko Leadership Framework
16	2	Yes	Upgrading of Existing Osisko Homes and Properties
17	3		Feasibility Study Updates
18	2		Housing
19	2		BC Hydro Power Capacity
20	2	Yes	K to 12 Education and Daycare Services
21	2	Yes	DOW and ODV Facilities Investments
22	2		Land Use
23	2		Permitting
24	1	Yes	Environmental Certificate and Amendments
25	2	Yes	Community Affects Management Plan
26	2		Contaminated Sites Prov of BC
27	2		Economic Development Plans and Planning
28	1	Yes	Sound and Noise
29	2		Light and Light Pollution
30	2	Yes	Community Benefits & Impacts Agreement
31	1	Yes	Highway 26 Through Wells—Speed, Parking, Idling
32	1	Yes	Industrial Traffic In Wells Concerns and Potential Bypasses
33	2	Yes	Turn Around Time for Response of Concerns
34	2	Yes	Concerns that Repeat
35	2	Yes	Interim Support and Benefit Agreement: Schedule A--Supports; Schedule B: Topics Table; Schedule C: Community Benefits Agreement
36	2	Yes	Cell Tower Temporary Fiber Optics Line & Power Support Line
37	4	Yes	Future of Historical Headframe
38	4	Yes	Old Large Cement Wall on Main Construction Site
39	2	Yes	Repairs of North Wells Access Roads
40	2	Yes	Constructioin Litter & Highway Litter
41	2	Yes	Harts Gravel Road Upgrades
42	2	Yes	Evenutal View Scapes and Current View Scapes on Main Site
43	1	Yes	Property, Businesses, and Buildings Acquisition Impacts and Security and Maintenance of the Sites
44	3	Yes	Industial Traffic Parking while waiting for Piloting
45	2	Yes	Regular Community Meetings in an Optimal Needs format
46	1	Yes	Alcohol and Drug Policies on and off Shift
47	2	Yes	Air Quality Management from Industrial Activity
48	2	Yes	Concerns and Complaints Tracking System
49	2	Yes	Inspections and Compliance Reports: Actions and Follow-up

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ACTIVITY UPDATE

July 09, 2026

We would like to make the community aware of upcoming activities at the Mine Site Complex (MSC) area that will be starting over the next 6 weeks. Please refer to the image below which outlines the areas where work will be taking place.

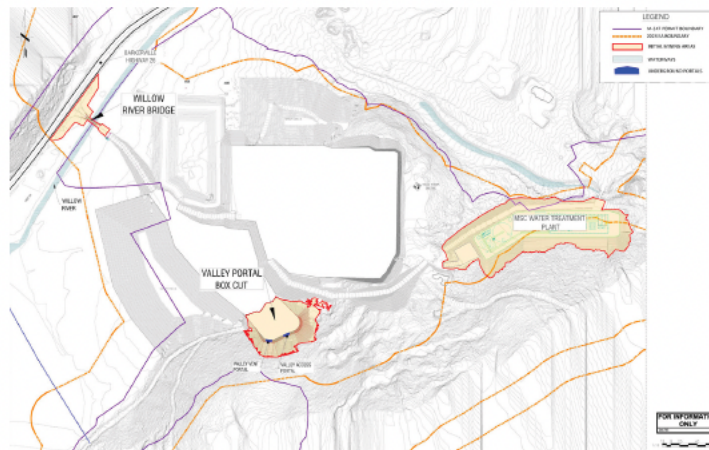
The Valley Portal: Work in this area will include establishing temporary ditching and removing overburden to the approved stockpiled location. There will also be line drilling of the high wall and excavation for the Portal. Once the work advances to the point where drill and blast activities are required, we will provide a further update to the community in advance of such work.

The MSC Water Treatment Plant: Work for this project will start in the EAC 2023 boundary for removing overburden and bringing in aggregate for the structural fill. We will provide updates as this work progresses.

Lake Geotechnical Program: This work will be taking place on the Jack of Clubs Lake. Mobilization for this work is expected to begin around July 27 at the pull-out at the end of the lake. Geotechnical drilling work on the lake, from a deck barge, is expected to begin on August 3.

The Willow River Bridge: Once initiated, this project is expected to take approximately 3-4 weeks to complete. Gravel pads will be built on both sides of the crossing, a temporary bridge will be installed to gain access to the south side and 8 piles will be driven. The B Lot will be used as the staging ground for equipment and some materials. Please note: there is currently no set start date for this work; we will provide a further update once timing is confirmed.

As always, if you have any questions, or concerns, please contact us at feedback@osiskodev.com, on our website [contact us form](#), or by visiting our Community Relations Office at 4270 Sanders Avenue (Monday to Friday from 8AM-4PM).

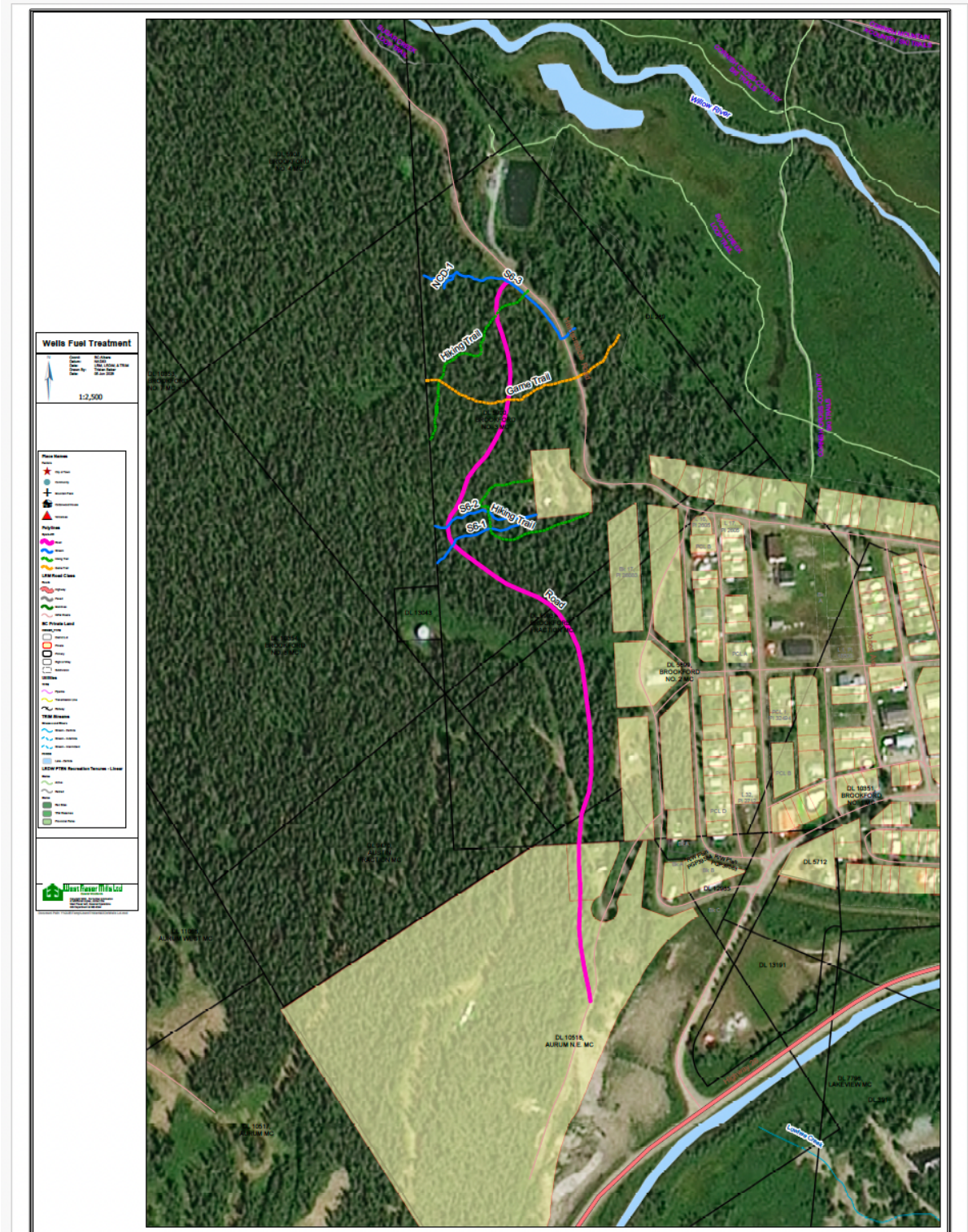


SUPPLEMENTARY INFORMATION

You may have also noticed that sea-cans have begun to arrive at the MSC this past week. As mentioned at the Community Update Meeting on May 26, these are being installed as part of additional sound mitigation for MSC activities. We welcome your comments on colour, design, or feature for the sea-cans. Please contact us at our Community Relations Office with your ideas. We'll keep you posted on how things progress on this.

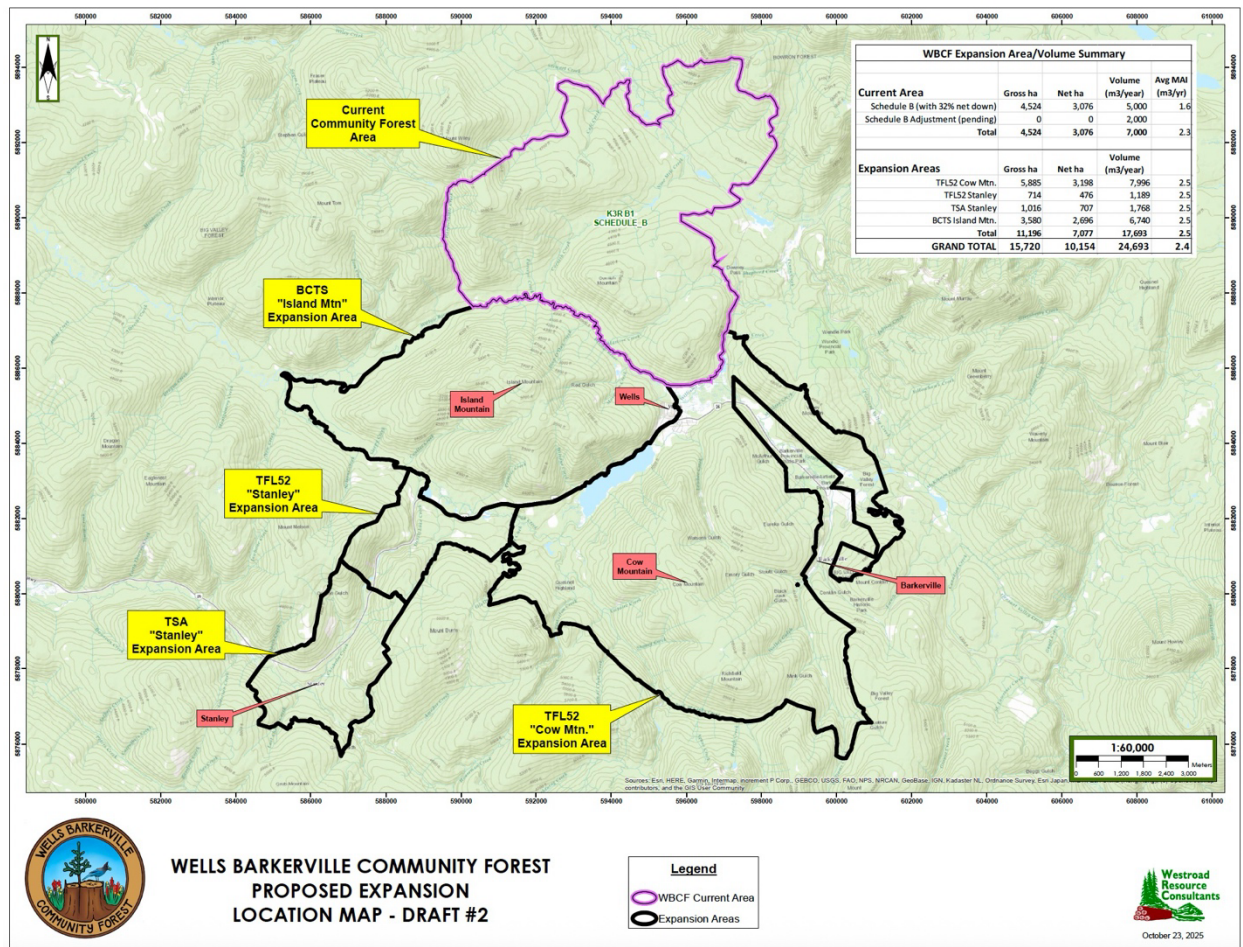
 **CONNECT WITH US AT
[CARIBOOGOLD.COM](https://caribooogold.com)**

P017—West Fraser Timber Planning Support for Industrial Upper Road



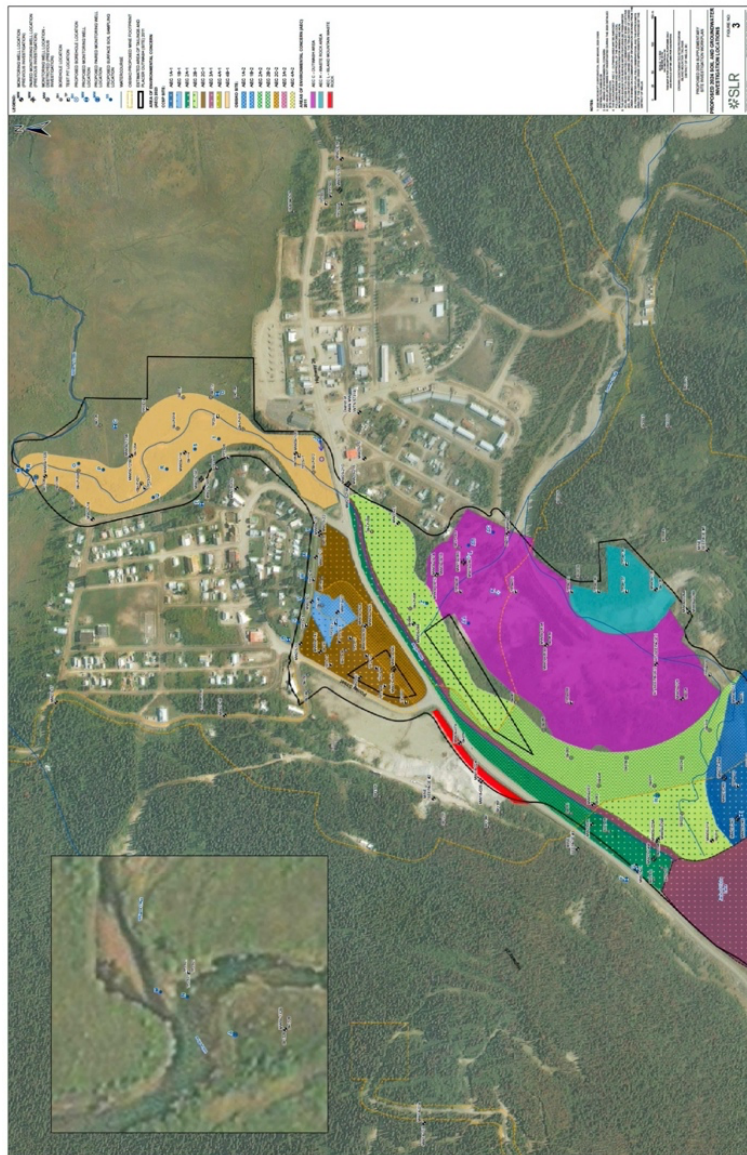
**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY JULY 16, 2026—2:00PM TO 4:00PM
IN-PERSON AND ONLINE (VIA ZOOM)
AGENDA**

- P020—Community Forest and Community Forest Expansion. **Expansion discussions continue; results on expansion consensus may be completed by 2026 June. Process to completion confirmed. Focus of Community Forest Board on Current and Cow Mountain. Additional focus of Council on Island Mountain and Stanley Areas, as well “Fire Guards” for all of the four areas. We are working with the Minister of Forests Office as well as the Quesnel & Williams Lake Ministry of Forest Offices.**



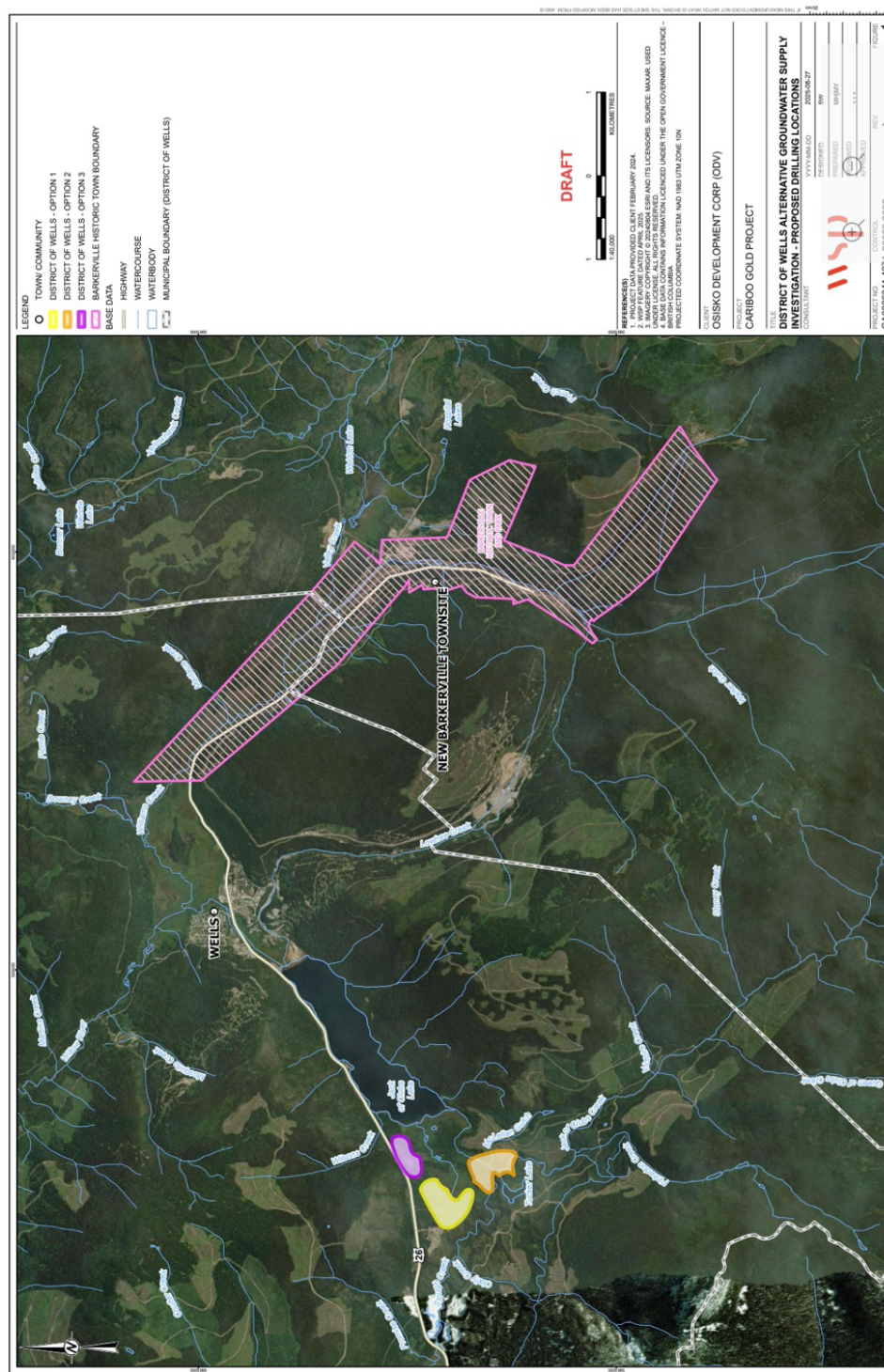
**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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AGENDA**

- P030--PROV Island Mountain and Jack of Clubs Lake & Area Reclamation Project— Provincial and Northern Health Authorities monitoring progress. Regulated Data analysis in progress, with community reporting expected in **second** quarter of 2026.
- [Contaminated Site Community Report Update](#). Map Below:



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P031—Water System Replacement Test Drilling—in Barkerville Park and District of Wells.
Discussions and Q & A ongoing. **Positive drilling test results on the West end of Jack of Clubs Lake.**



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- P036—Crownlands Update—**Former Highways Yard Crown Lots in final stages of referral. Final Application stages for other Crownland Properties that are functional are in-process.**

Figure 1

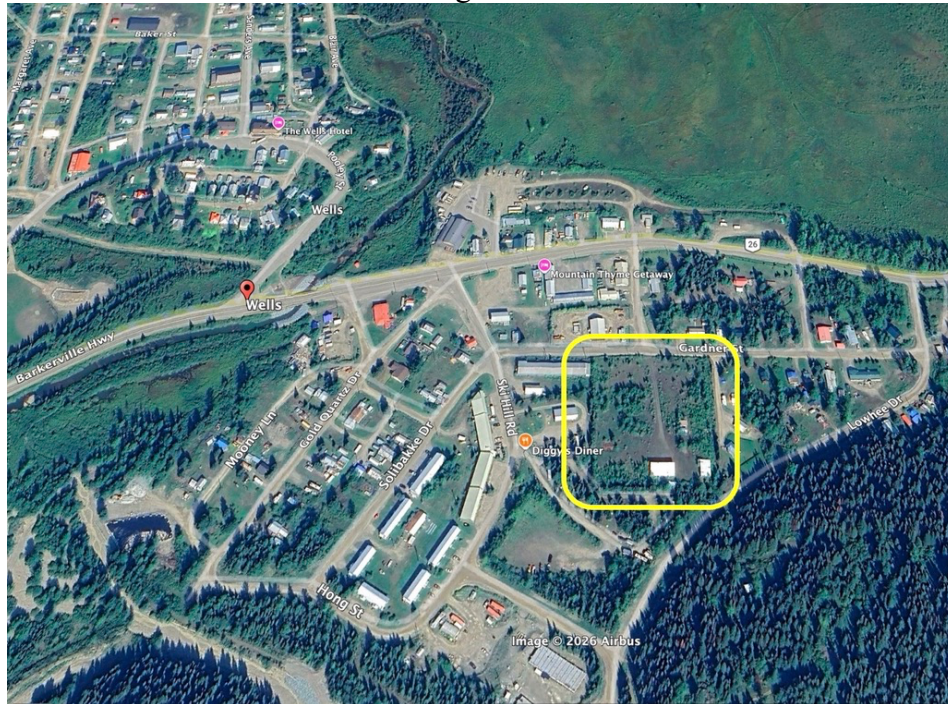
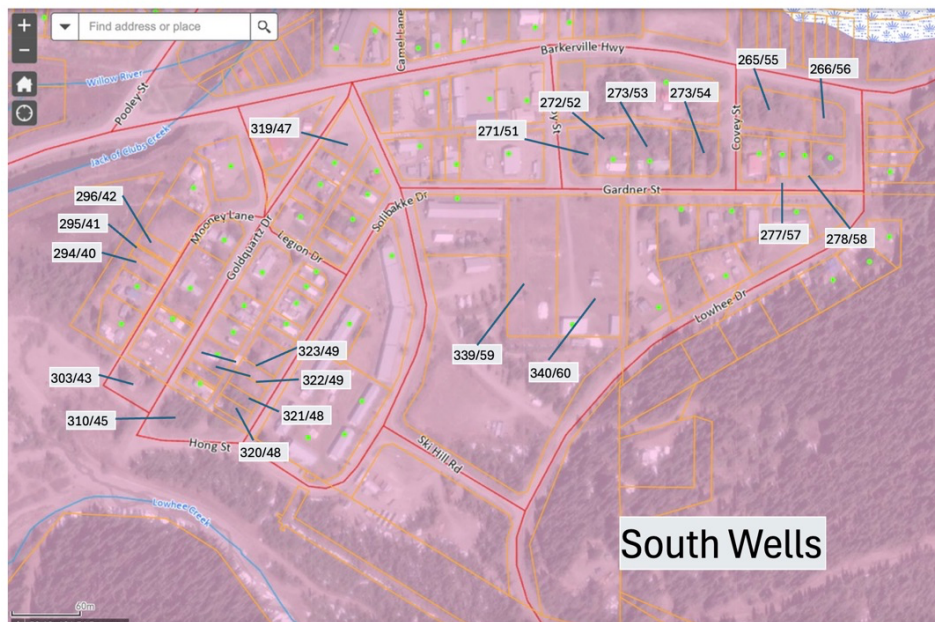
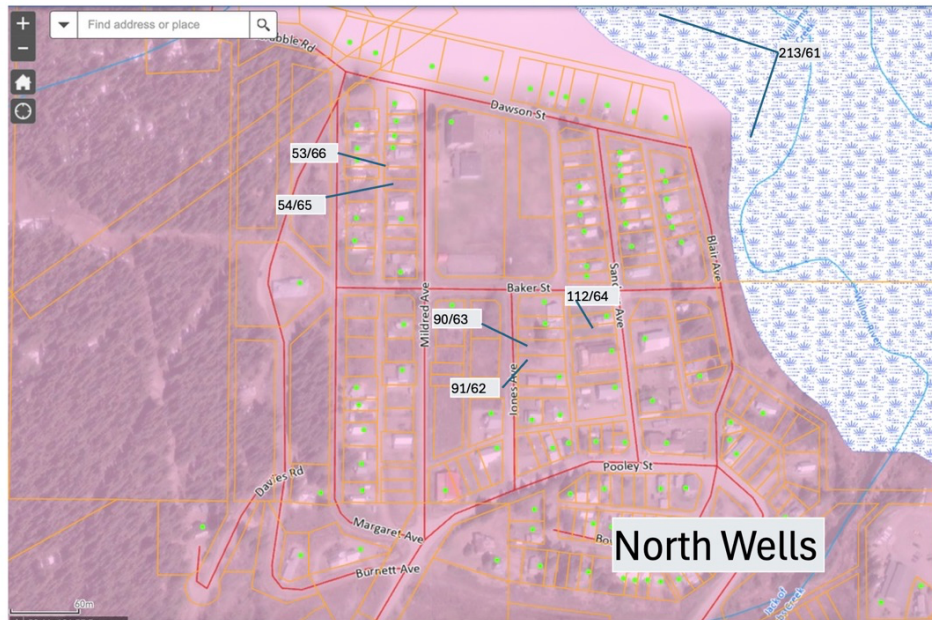


Figure 2



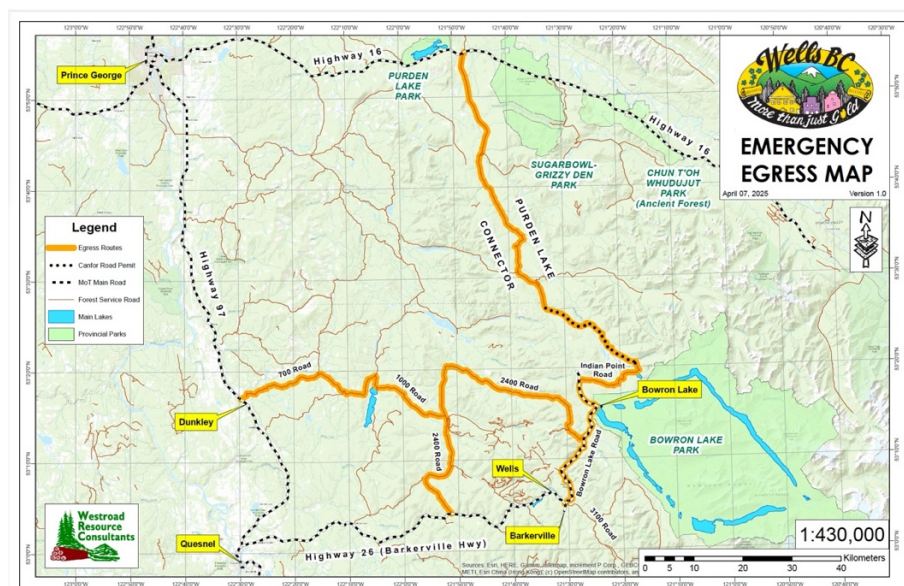
**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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AGENDA**

Figure 3



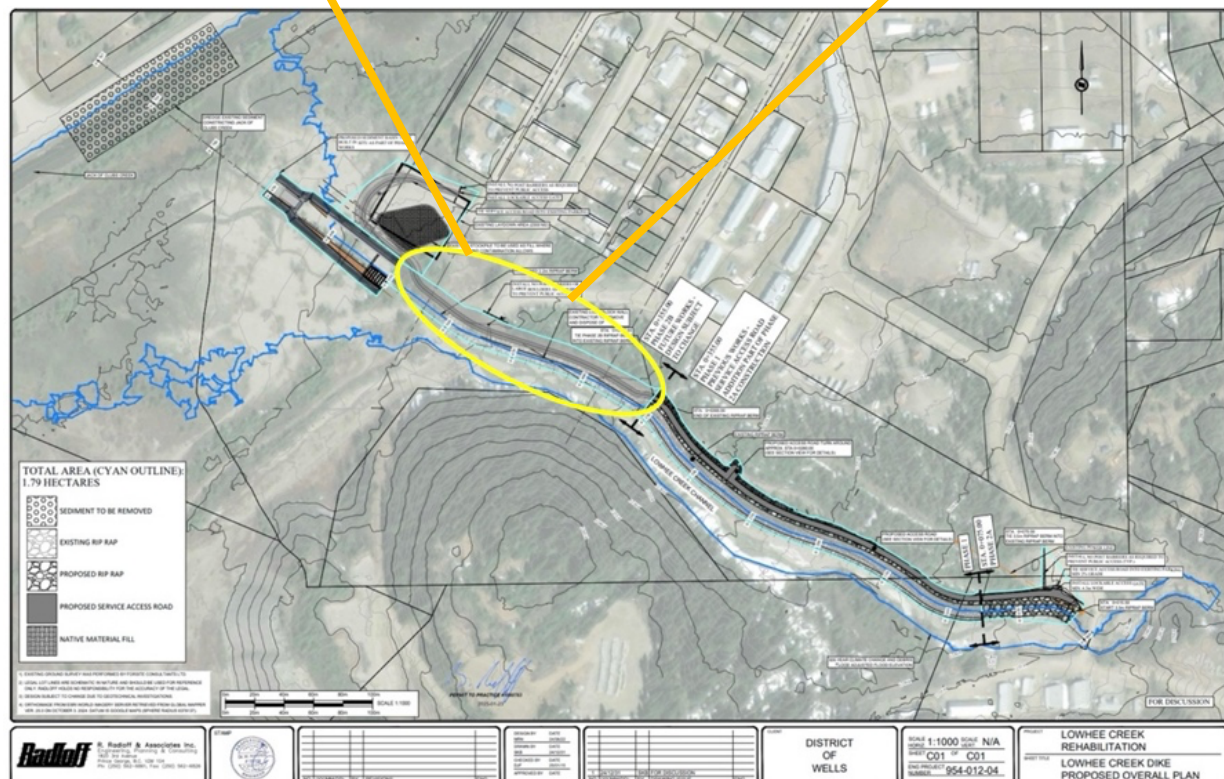
- P040--2024 UBCM—Public Notification & Evacuation Routes Planning—Approved for \$30,000—Consultation started. Purden Connector Routes being examined with Industry and Indigenous Nations. **Next steps with Lheidli T'enneh First Nation, Canfor, Private Land Owners, and Cariboo Regional District (including Bowron Lakes) in April to September 2026.**

Draft Option 1C

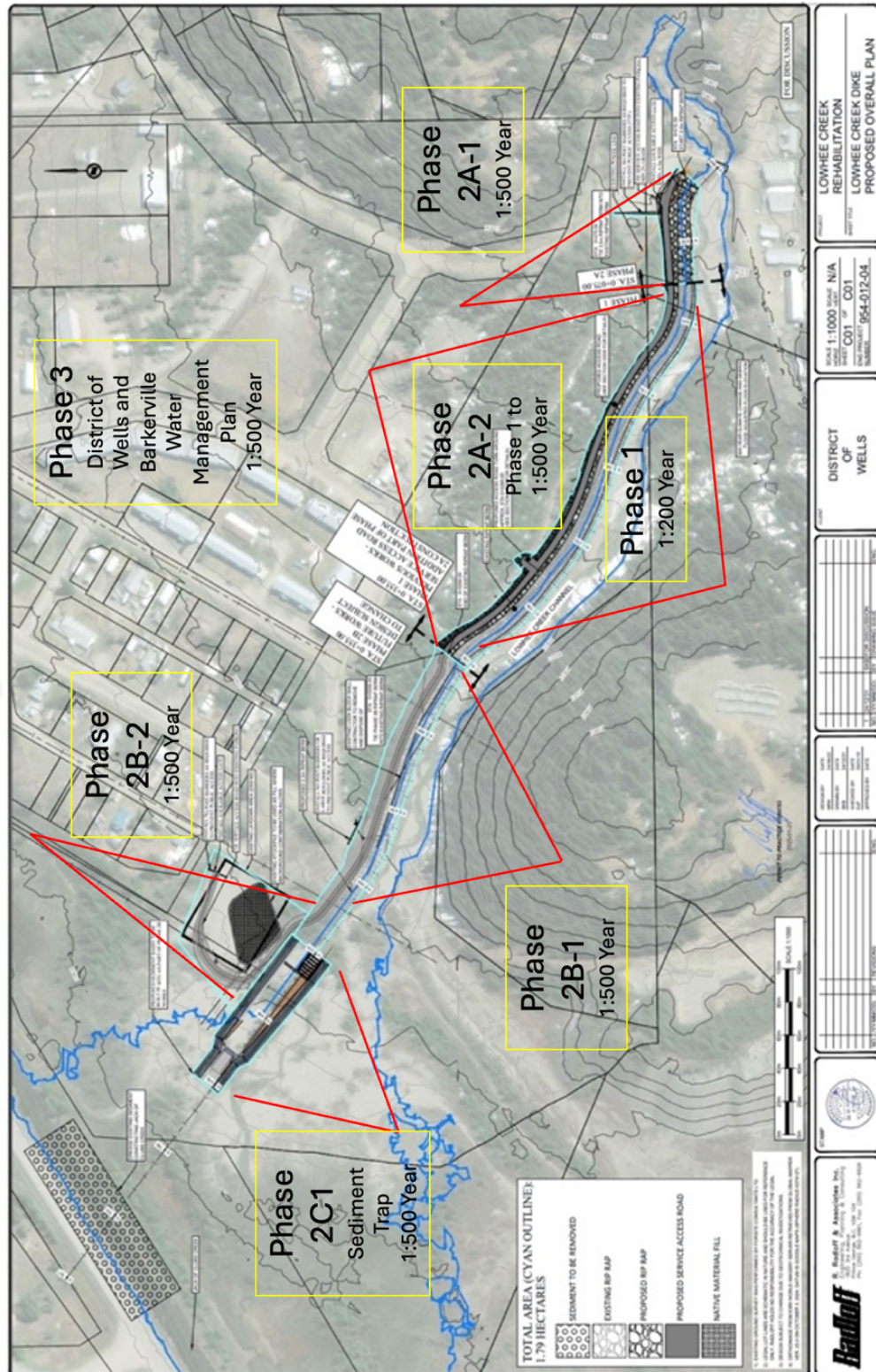


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AGENDA**

- P042—Emergency Operation Centre—**2026 Planning ongoing for Water Management and Wildfires.**
- P050—Lhtako Dene Nation Active Discussions and Partnerships. **Charter signed. (see Strategic Priorities section of the of agenda for Charter)**
- P079—2024 UBCM Disaster Risk Reduction—Climate Adaptation Approved
 - P083—\$300,000--Category 1 & 2 Approved: Lowhee Creek analysis near completion; Williams Creek analysis at 85% completion.
 - P082—\$5 million Category 3 Approved: Lowhee Phase 1 complete, Bridge and Sewerline crossing complete, Lowhee Phase 2a complete (gates to be added shortly with wheelchair trail access openings), Lowhee Phase 2B-1 is permitted and work is nearly complete (in yellow below), Lowhee Phase 2B-2 is nearly permitted and will start immediately once permitted, Lowhee Phase 2C Sediment is nearly permitted (this section will be a Late Spring/Summer/Fall implementation). **Negotiating “cash flow” for the remainder of the Project with the Province.**



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**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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AGENDA**

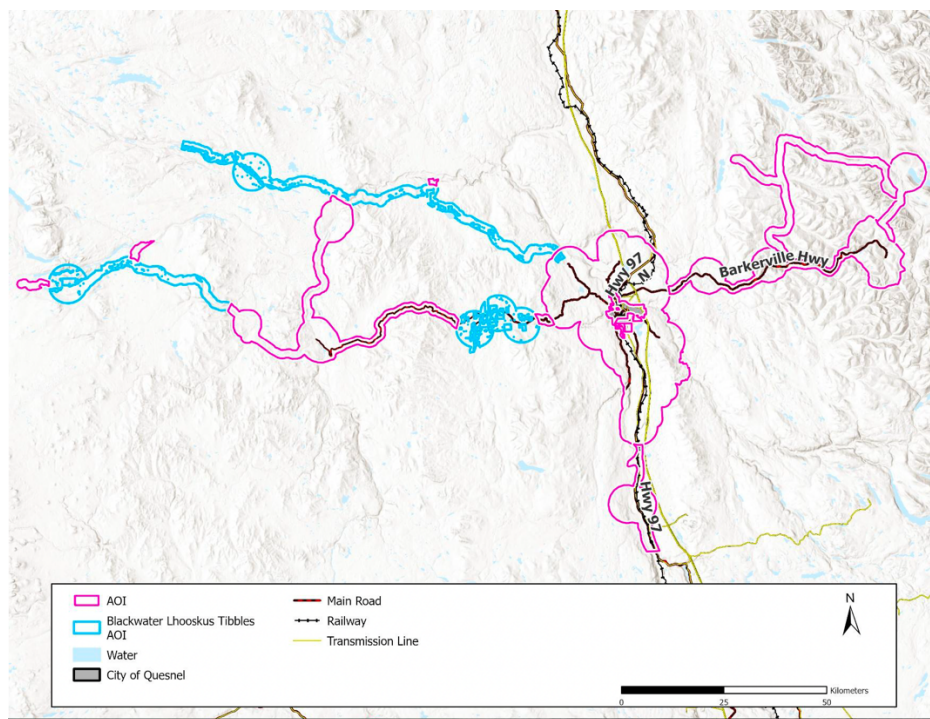
- P103—Wells, Barkerville, and Highway 26 Wildfire Fuel Treatment—Multi-partner Project **(boundary of treatment draft below, and will be expanded)**
 - Lhtako Dene Nation
 - Wells-Barkerville Community Forest
 - Ministry of Forest—Wildfire Branch and Structure Protection Specialist Team
 - Ministry of Forests BC Timber Sales
 - Ministry of Mines
 - Ministry of EMCR
 - West Fraser Timber Company
 - Private Land Owners
 - Union of BC Municipalities (UBCM)
 - Osisko Developments
 - Barkerville Historic Town & Park
 - BC Hydro
 - Others

P103 Draft Wildfire Protection Study Area—Map 1



**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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P103 Draft Wildfire Protection Study Area—Map 5—Upper Fire Guard Draft



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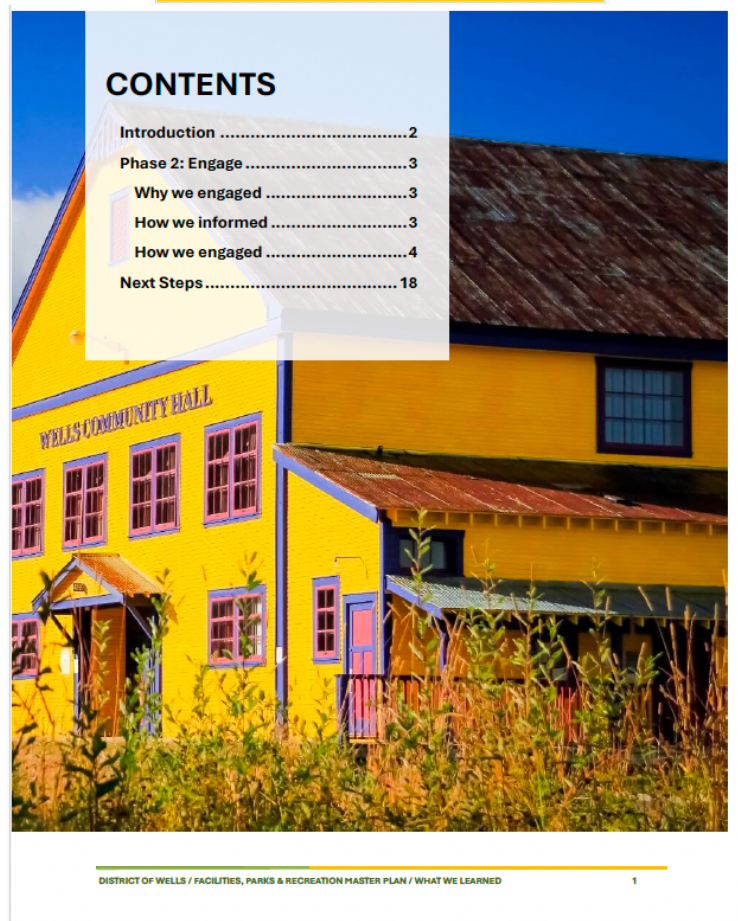
P107-- Facilities, Parks and Recreation Master Plan

Task Description		2025																											
		August				September				October				November				December											
		4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29						
Phase 1: Start-up & Information Gathering																													
1.1	Project Start-Up Meeting (virtual)																												
1.2	Prepare Communications & Engagement Strategy																												
1.3	Technical Review of Background Information																												
Phase 2: Listen & Learn																													
2.1	Phase 2 Engagement Period Prep week of September 15th, minimum 2 week notice to public and engagement runs Oct 14th - Nov 7th																												
2.2	Community Open House																												
2.3	Workshops																												
2.4	Engagement Summary																												
Phase 3: Create																													
3.1	Create Master Plan																												
3.2	District Review of Draft #1																												
3.3	Community Survey to Review Draft & Engagement Summary																												
3.4	Provide updates to Draft #1 & finalize document																												
Phase 4: Finalize Plans & Adoption																													
4.1	In-person Council Presentation (June 16th)																												

Task Description		2026																											
		January				February				March				April				May				June							
		5	12	19	26	2	9	16	23	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22			
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P107-- Facilities, Parks and Recreation Master Plan continued



**DISTRICT OF WELLS REGULAR COUNCIL MEETING
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Overall Strategic Priorities Planning

Appendix G—Major Topics and Information Table (from Business Plan)

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

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

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Overall Strategic Priorities Planning

Appendix G--Topics and Information Table (from Business Plan)

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

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

2026 GENERAL LOCAL ELECTIONS

The next general local elections will be held on October 17, 2026.

What are general local elections

General local elections include elections for:

- mayors and municipal councillors
- regional district directors
- school boards trustees
- specified parks boards
- local community commissions, and
- the Islands Trust.

Key dates

Milestone	Date
Election period begins	January 1, 2026
Expense limits published	May 31, 2026
Conseil scolaire francophone nomination period begins	July 18, 2026
Pre-campaign period begins	July 20, 2026
Deadline to apply to register an elector organization	July 31, 2026
Close of Conseil scolaire francophone nomination period	August 4, 2026
Deadline for voter registration with Elections BC (Voters may still register with their local government)	August 18, 2026
Nomination period begins	September 1, 2026
Labour Day (Elections BC closed)	September 7, 2026
Close of nominations	September 11, 2026
Campaign period begins	September 19, 2026
National Day for Truth and Reconciliation (Elections BC closed)	September 30, 2026
Thanksgiving Day (Elections BC closed)	October 12, 2026
General Voting Day	October 17, 2026
Disclosure statement filing deadline	January 15, 2027
Late filing deadline for disclosure statements (with \$500 fee)	February 16, 2027



Report to Council

Date: July 16, 2026
To: Council
From: Chief Administrative Officer
Subject: Wells Elections Procedures Bylaw 205, 2026
Department: Administration

Recommendation:

THAT Council receives for information, the report from the Chief Administrative Officer dated July 16, 2026, with respect to the Wells Elections Procedures Bylaw 205, 2026;

AND THAT Council approve the Wells Elections Procedures Bylaw as presented;

AND THAT Council direct staff to proceed with the necessary public notice and implementation procedures.

Purpose:

The purpose of this report is to present the proposed Municipal Elections Procedures Bylaw for consideration and adoption by Council. This bylaw outlines the procedures for conducting municipal elections and ensures compliance with the Local Government Act and other relevant legislation.

Background:

The Local Government Act, R.S.B.C. 2015, requires municipalities to establish bylaws governing the conduct of elections and referenda.

The proposed bylaw includes the following key provisions:

- **Voter Eligibility:** Defines who is eligible to vote in municipal elections, including age, citizenship, and residency requirements.
- **Voting Methods:** Specifies that voting will be conducted in person at designated polling places on General Voting Day and during Advance Voting Opportunities. Mail-in voting is not included in this bylaw.
- **Advance Voting Opportunities:** Establishes dates and times for advance voting, ensuring voter access to the election process.
- **Election Administration:** Designates the Chief Election Officer (CEO) as responsible for overseeing the election process, maintaining the voters list, and ensuring compliance with the bylaw.

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- **Use of Provincial Voters List:** Authorizes the use of the Provincial Voters List to ensure accuracy and efficiency in the electoral process.

Council's approval of the Bylaw and authorization for the Chief Elections Officer (CEO) to proceed is respectfully requested.



J. Dombowsky, Chief Administrative Officer

Financial/Budgetary Considerations:

- The implementation of the Wells Election Procedures Bylaw will incur costs associated with election administration, including staffing, materials, and voter outreach efforts. These costs have been accounted for in the approved 2026 budget.

Attach.

Wells Elections Bylaw No 205, 2026



**THE DISTRICT OF WELLS
BYLAW NO. 205
2026 ELECTIONS BYLAW**

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

WHEREAS the Council of the District of Wells is authorized under the Local Government Act, to establish regulations for the conduct of elections and referenda;

AND WHEREAS the Council deems it necessary to provide for the conduct of municipal elections and referenda in a manner that ensures fair and transparent practices;

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

1. TITLE

This bylaw may be cited as "Wells Elections Bylaw No. 205, 2026"

2. DEFINITIONS

In this bylaw:

- **"Election"** means a municipal election held for the purpose of electing a Mayor and Councillors.
- **"Voter"** means a person who is registered on the local government voters list and is eligible to vote in the election.
- **"Advance Voting Opportunity"** means a period prior to the general voting day when voters may cast their ballots.
- **"General Voting Day"** means the day established for the election as specified in the election notice.

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3. ELECTION ADMINISTRATION

The Chief Election Officer (CEO) shall be responsible for the administration of the election, including:

- Preparing and maintaining the voters list.
- Establishing voting locations.
- Ensuring all voting procedures comply with applicable laws and regulations.

4. VOTING METHODS

Voting shall be conducted by the following methods:

- **In-Person Voting:** Voters may cast their ballots in person at designated voting locations on General Voting Day and during Advance Voting Opportunities.

5. ADVANCE VOTING OPPORTUNITIES

Advance Voting Opportunities shall be held on the following dates and times:

- On the 10th day before General Voting Day at the Wells District Office.
- Within voting hours from 8:00 AM to 8:00 PM.

6. GENERAL VOTING DAY

The General Voting Day shall be set for October 17, 2026. Voting shall take place from 8:00am to 8:00pm at a designated polling place.

7. ELIGIBILITY TO VOTE

To be eligible to vote, a person must:

- Be a Canadian citizen;
- Be at least 18 years of age on General Voting Day;
- Have been a resident of the District of Wells for at least 30 days immediately before the election; and
- Not be disqualified by law from voting.

8. VOTER IDENTIFICATION

Voters must provide acceptable identification to vote, which may include:

- A driver's license;
- A government-issued identification card;

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- Any other identification that contains the voter's name and residential address.

9. BALLOTING PROCEDURES

- Voters shall receive a ballot upon verification of their identity and eligibility.
- Voters must mark their ballot in privacy and deposit it into the ballot box.

10. NUMBER OF SCRUTINEERS AT VOTING PLACES

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

11. NAMES AND ORDER OF NAMES ON BALLOT

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

12. RESOLUTION OF TIE VOTES AFTER JUDICIAL RECOUNT

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

13. PROCEDURES AFTER THE CLOSE OF VOTING ON GENERAL VOTING DAY

- After the close of voting on general voting day, the chief election Officer in accordance with the Local Government Act shall:
 - seal the ballot boxes.
 - place spoilt ballots into an envelope, seal the envelope and place in the results box.
 - seal the results box.
 - place completed administrative forms into the election materials box; and transport sealed ballot boxes, unused ballots, voting books, results box election materials box and all other equipment and materials to election headquarters.

14. RECOUNT PROCEDURE

- If a recount is required, it shall be conducted under the direction of the Chief Elections Officer in accordance with the Local Government Act.

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15. GENERAL

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

16. REPEAL OF WELLS ELECTION PROCEDURES BYLAW NO. 203, 2021

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

17. BYLAW CITATION

- This bylaw shall be cited as " Wells Elections Bylaw No. 205, 2026"

READ A FIRST TIME this 16th day of July 2026

READ A SECOND TIME this 16th day of July 2026

READ A THIRD TIME this 16th day of July 2026

ADOPTED by Council this 11th day of August, 2026

Jerry Dombowsky

Chief Administrative Officer

Ed Coleman

Mayor



Report to Council

Date: July 16, 2026
To: Council
From: Chief Administrative Officer
Subject: District of Wells Remote Work Policy
Department: Administration

Recommendation:

THAT Council receives for information, the report from the Chief Administrative Officer dated July 16, 2026, with respect to the District of Wells Remote Work Policy;

AND THAT Council approve the District of Wells Remote Work Policy for staff employed by the District.

Purpose:

In light of the evolving work landscape and the growing demand for flexible work arrangements, it is essential for the District to implement a Remote Work Policy. This report outlines the proposed policy, a remote work agreement, and an application template to facilitate the effective management of remote work arrangements for staff employed by our municipality.

Background:

has accelerated the adoption of remote work across various sectors, demonstrating the potential benefits of flexible work arrangements, including increased employee satisfaction, improved work-life balance, and enhanced recruitment and retention of talent. A comprehensive remote work policy will provide clear guidelines and procedures to ensure effective service delivery, employee productivity, and adherence to health and safety regulations.

Proposed Remote Work Policy Key Components:

- **Purpose and Scope:** The policy will establish the framework for remote work arrangements, applicable to all eligible employees of the District of Wells.
- **Eligibility Criteria:** Employees must meet specific criteria, including job suitability, performance history, and supervisor approval.

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- **Application and Approval Process:** Employees will submit a Remote Work Application Form, which will be reviewed by their supervisor and approved by the CAO.
- **Responsibilities:** The policy will define the responsibilities of employees and supervisors regarding communication, productivity, and equipment maintenance.
- **Health and Safety:** It will outline the municipality's responsibility for ensuring a safe remote workspace and the employee's obligation to create an ergonomic work environment.
- **Confidentiality and Data Protection:** The policy will emphasize the importance of maintaining confidentiality and security of municipal data.

Remote Work Agreement

The Remote Work Agreement will formalize the terms and conditions of the remote work arrangement. Key elements will include:

- **Work Location and Schedule:** Details on where and when the employee will work remotely.
- **Equipment Provision:** Listing of municipal equipment provided and any employee responsibilities regarding equipment maintenance.
- **Performance Expectations:** Clear expectations for productivity, communication, and reporting.
- **Duration and Review:** Terms regarding the length of the remote work arrangement and conditions for review or termination.

Remote Work Application Template

The Remote Work Application Template will facilitate a structured process for employees to request remote work arrangements. The template includes:

- **Employee Information:** Basic details about the employee and their position.
- **Proposed Remote Work Details:** Start and end dates, location, and reasons for the request.
- **Work Schedule and Equipment Needs:** Proposed workdays and hours, along with any equipment required for remote work.
- **Acknowledgment Section:** A space for the employee to confirm their understanding of the remote work policy.

Benefits of Implementing Remote Work Policy

Implementing the Remote Work Policy has the following benefits:

- **Enhanced Employee Satisfaction:** Providing flexibility can lead to higher morale and job satisfaction.
- **Increased Recruitment and Retention:** A remote work policy can attract a broader talent pool and help retain existing employees.

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- **Operational Continuity:** Establishing clear remote work guidelines ensures that municipal services can continue uninterrupted during emergencies or unforeseen circumstances.

Conclusion and Recommendation:

It is recommended that Council approve the introduction of the Remote Work Policy, the accompanying Remote Work Agreement, and the Remote Work Application Template. This initiative aligns with a commitment to fostering a supportive work environment while improving operational efficiency.



J. Dombowsky, Chief Administrative Officer

Financial/Budgetary Considerations:

No amendment to the Financial Plan or budget is required.

Attach.

Wells Remote Work Policy

Wells Remote Work Agreement

Wells Remote Work Application Template



REMOTE WORK POLICY – District of Wells

This policy outlines the principles, guidelines, and procedures for employees of the District of Wells who are approved to work remotely, either on a full-time, hybrid, or temporary basis. The aim is to balance operational needs, employee well-being, and effective service delivery to the public.

1. Purpose

This policy establishes a framework for remote work arrangements within the District of Wells, promoting flexibility, enhancing employee satisfaction, and ensuring continued high-quality service delivery. It aims to provide clear guidelines for employees and managers regarding expectations, responsibilities, and procedures for remote work.

2. Scope

This policy applies to all eligible employees of the District of Wells who may be approved for remote work arrangements. It does not create an entitlement to remote work.

3. Definitions

- **Remote Work:** An arrangement where an employee performs their duties from an approved location other than the primary municipal workplace (e.g., municipal office, facility).
- **Remote Work Agreement:** A formal document outlining the terms and conditions of an approved remote work arrangement between the employee and the District of Wells.
- **Primary Workplace:** The designated municipal office or facility where the employee would typically perform their duties.

4. Principles

Remote work arrangements will be considered based on the following principles:

- **Service Delivery:** Ensuring that remote work does not negatively impact the municipality's ability to deliver services to the public.
- **Operational Needs:** Aligning with departmental and municipal operational requirements and goals.
- **Equity and Fairness:** Applying criteria consistently and fairly across all departments and employees.

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- **Productivity and Performance:** Maintaining or enhancing employee productivity and performance.
- **Employee Well-being:** Supporting work-life balance and employee satisfaction where feasible.

5. Eligibility

Eligibility for remote work is determined at the discretion of management, based on the following criteria:

- **Job Suitability:** The nature of the position must be suitable for remote work, meaning a significant portion of duties can be performed effectively outside the primary workplace.
- **Employee Performance:** The employee must have a consistent record of strong performance, reliability, and adherence to policies and procedures.
- **Self-Discipline and Organization:** The employee must demonstrate the ability to work independently, manage time effectively, and maintain productivity in a remote setting.
- **Manager Approval:** The employee's direct supervisor and department head must approve the request, considering team dynamics and operational requirements.
- **Technology Requirements:** The employee must have a suitable remote workspace and reliable internet connectivity that meets municipal IT standards.

6. Application and Approval Process

1. **Employee Request:** Employees interested in remote work must submit a formal request to their direct supervisor using the designated Remote Work Application Form.
2. **Manager Review:** The supervisor will assess the request based on job suitability, operational impact, and the employee's performance, in consultation with the CAO and HR designate.
3. **Department Head Approval:** The request, along with the supervisor's recommendation, will be forwarded to the CAO for final approval.
4. **Remote Work Agreement:** If approved, a Remote Work Agreement will be drafted and signed by the employee, supervisor, and CAO. This agreement will specify the terms of the arrangement, including work schedule, reporting requirements, and duration.

7. Remote Work Agreement

The Remote Work Agreement will include, but is not limited to, the following details:

- Approved remote work location(s).
- Work schedule (e.g., full-time remote, hybrid schedule with specific in-office days).
- Duration of the agreement and review periods.

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- Expectations for communication and availability.
- Equipment and technology provided by the municipality and/or used by the employee.
- Responsibilities for maintaining a safe and secure remote workspace.
- Conditions under which the agreement may be modified or terminated.

8. Work Environment and Equipment

- **Municipal Equipment:** The municipality will provide essential equipment (e.g., laptop, monitor, keyboard, mouse) necessary for the employee to perform their duties remotely. All municipal equipment remains the property of the District of Wells.
- **Employee Workspace:** Employees are responsible for providing a safe, ergonomically sound, and secure remote workspace, including reliable internet access and appropriate utilities.
- **IT Support:** Remote employees will have access to the municipality's IT support services.
- **Return of Equipment:** Upon termination of the remote work arrangement or employment, all municipal equipment must be returned in good condition.

9. Health and Safety

- **Employer Responsibility:** The District of Wells remains responsible for the health and safety of its employees, including those working remotely.
- **Employee Responsibility:** Employees must ensure their remote workspace adheres to provincial occupational health and safety standards. Employees must report any work-related injuries or incidents occurring in their remote workspace immediately to their supervisor.
- **Ergonomics:** Employees are encouraged to complete an ergonomic self-assessment of their remote workspace and request support for ergonomic adjustments if needed.

10. Communication and Performance

- **Availability:** Remote employees are expected to be available and responsive during their agreed-upon work hours, using designated communication channels (e.g., email, video conferencing, phone).
- **Performance Management:** Performance expectations and evaluation processes remain the same for remote employees as for in-office employees. Managers will provide regular feedback and conduct performance reviews.

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- **Team Connection:** Remote employees are encouraged to participate in team meetings and activities, whether virtually or in person, to maintain team cohesion.

11. Information Security and Confidentiality

- **Data Protection:** Remote employees must adhere to all municipal policies regarding information security, data privacy, and confidentiality. Access to municipal systems and data must be secured.
- **Confidentiality:** Confidential and sensitive information must be protected from unauthorized access or disclosure in the remote workspace.

12. Expenses

- **Municipal Covered Expenses:** The municipality will cover costs directly related to providing necessary municipal equipment and software for remote work.
- **Employee Covered Expenses:** Employees are generally responsible for personal expenses related to their remote workspace, including internet service, utilities, and home office furnishings.

13. Review and Termination

- **Policy Review:** This policy will be reviewed periodically by HR and senior management to ensure its effectiveness and alignment with best practices and legislative requirements.
- **Agreement Review:** Remote Work Agreements will be reviewed at least annually or as operational needs change.
- **Termination of Arrangement:** Remote work arrangements can be terminated by either the employee or the municipality with reasonable notice, as outlined in the Remote Work Agreement. The municipality reserves the right to terminate an arrangement immediately if there are performance concerns, changes in operational needs, or policy violations.

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14. Responsibilities

- **Employee:** Adhere to the terms of this policy and their Remote Work Agreement, maintain productivity, ensure a safe workspace, and communicate regularly with their supervisor.
- **Supervisor/Manager:** Assess remote work requests, manage remote employees' performance, ensure team cohesion, and enforce policy compliance.
- **Human Resources:** Administer this policy, provide guidance to employees and managers, and ensure compliance with labour laws.
- **Information Technology:** Provide technical support and ensure secure access to municipal systems.

Approval and Review

Approved by: District of Wells Council

Date of Approval:

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REMOTE WORK APPLICATION FORM - District of Wells

Employee Information:

- **Employee Name:**
[]
- **Employee Position:**
[]
- **Department:**
[]
- **Email Address:**
[]
- **Phone Number:**
[]

1. Remote Work Details

- **Proposed Remote Work Start Date:**
[]
- **Proposed Remote Work End Date (if applicable):**
[]
- **Proposed Remote Work Location (e.g., home address):**
[]
[]
- **Reason for Remote Work Request (please provide a brief explanation):**
[]
[]
[]

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2. Work Schedule

- **Proposed Work Days:**

[_____]

- **Proposed Work Hours:**

[_____]

3. Equipment and Resources

- **Will you require any municipal equipment or resources for your remote work?**

○ Yes

○ No

- **If yes, please specify the equipment or resources needed:**

[]

[]

4. Acknowledgment

By signing this application, I acknowledge that I have read and understood the remote work policy of [Municipality Name] and agree to comply with all the terms and conditions if my application is approved.

Employee Signature:

[_____]

Date:

[_____]

5. Supervisor Review

Supervisor Name:

[_____]

Supervisor Position:

[_____]

Supervisor Comments:

[]

[]

Recommendation:

- Approved
- Not Approved

Supervisor Signature:

[_____]

Date:

[_____]

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6. CAO Review

CAO Name:

[_____]

Comments:

[]

[]

CAO Decision:

- Approved
- Not Approved

CAO Signature:

[_____]

Date:

[_____]

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REMOTE WORK AGREEMENT – District of Wells

This Remote Work Agreement ("Agreement") is made as of [Insert Date] by and between:

Employer:

District of Wells

4243 Sanders Ave, Wells, BC

Employee:

[Employee Name]

[Employee Position]

[Employee Address]

[Employee Phone Number]

1. Purpose

The purpose of this Agreement is to outline the terms and conditions of the Employee's remote work arrangement, ensuring clarity regarding expectations, responsibilities, and the nature of work to be performed outside the primary workplace.

2. Remote Work Arrangement

- **Work Location:** The Employee is authorized to work remotely from their home or another approved location.
- **Work Schedule:** The Employee will adhere to the following work schedule:
 - **Days:** [Insert Days of the Week]
 - **Hours:** [Insert Start and End Time]
- **Duration:** This Agreement shall commence on [Start Date] and will be reviewed on [Review Date]. It may be extended or modified upon mutual agreement.

3. Responsibilities

- **Employee Responsibilities:**
 - Maintain productivity and performance standards equivalent to those expected while working on-site.
 - Ensure a safe and ergonomic workspace and report any work-related injuries immediately.

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- Maintain regular communication with the supervisor and team members through designated channels (e.g., email, video conferencing, phone).
- Adhere to all applicable municipal policies, including those related to confidentiality, data protection, and information security.
- **Employer Responsibilities:**
 - Provide necessary equipment and access to municipal systems to support remote work.
 - Ensure that the Employee has access to IT support as needed.
 - Maintain regular check-ins and performance evaluations to ensure effective communication and support.

4. Equipment and Expenses

- **Municipal Equipment:** The Employee will be provided with the following equipment:
 - [List of Equipment Provided (e.g., laptop, monitor, etc.)]
- **Employee Expenses:** The Employee is responsible for any personal expenses incurred in the performance of their duties, including internet service, utilities, and home office furnishings, unless otherwise agreed upon.

5. Health and Safety

- The Employee agrees to maintain a safe and healthy work environment at their remote location, following all applicable occupational health and safety regulations.
- The Employee must report any work-related incidents or injuries to their supervisor immediately.

6. Confidentiality and Data Protection

- The Employee agrees to maintain the confidentiality of all municipal information and data, adhering to applicable policies regarding data protection.
- The Employee must ensure that all municipal equipment is secured and that access to municipal systems is protected.

7. Termination of Agreement

- This Agreement may be terminated by either party with reasonable notice, typically 30 days.
- The municipality reserves the right to terminate this Agreement immediately if there are performance issues, violations of municipal policies, or changes in operational needs.

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8. Acknowledgment

By signing this Agreement, the Employee acknowledges that they have read and understood the terms outlined herein and agree to comply with all conditions of this remote work arrangement.

IN WITNESS WHEREOF, the parties have executed this Remote Work Agreement as of the date first above written.

Employer:

CAO

[Date]

Employee:

[Print Name]

[Date]



Report to Council

Date: July 16, 2026
To: Council
From: Chief Administrative Officer
Subject: District Office Public Access Hours
Department: Administration

Recommendation:

THAT Council receive for information, the report of the Chief Administrative Officer dated July 16, 2026;

AND THAT Council approve immediate implementation of the new Public Access Hours as provided.

Purpose:

The District office currently has public office hours 8:00am – 4:00pm Monday through Friday. These public access hours are being changed to allow staff to work more efficiently.

Background:

In light of recent assessments of operational efficiency and resource allocation, public access hours are being reduced. This decision is driven by several key factors:

1. **Resource Optimization:** The reduction in hours allows for a more efficient allocation of staff resources, enabling employees to focus on processing applications and services during peak hours. This adjustment can lead to improved service delivery and reduced wait times.
2. **Cost Efficiency:** By limiting public access hours, the office can reduce operational costs, including utilities and staffing expenses. This is particularly important in times of budget constraints, ensuring that taxpayer funds are used effectively.
3. **Enhanced Staff Well-being:** Shortening public hours can help prevent employee burnout and boost productivity by providing more un-interrupted blocks of time for detailed work to be completed.
4. **Digital Alternatives:** With the increasing availability of online services and resources, many citizens can access information and submit documents digitally, reducing the need for in-person visits. The office can encourage the use of these digital platforms to enhance accessibility.

Additional measures:

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While public access hours are generally limited, in consideration of citizens sometimes inflexible schedules, subject to staff availability, appointments may be made in advance outside of posted public access hours. It is also anticipated that certain times where demand for in-office visits are high e.g., property tax month, that hours will be adjusted to full day public access.

Financial Implications

No additional funding or amendment to the 2026 budget is required.



J. Dombowsky, Chief Administrative Officer

Attachment

Public Office Hours posting

New District of Wells Public Office Hours:

9:00am – 1:00pm Monday through Thursday; Closed Fridays

Subject to staff availability, appointments may be arranged in advance from Monday to Thursday, between 1:00pm and 4:00pm

Ph: 250-994-3330

general@wells.ca

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District of Wells—Strategic Priorities Projects Tracking Grid
Version 11—2025 12 16

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 2026, or continue active work on the project if the project is multi-year and will carry-over to 2027 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 2026 and carry forward to a future year 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 2026, or later in the remainder of a Council mandate.

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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PC=Priority Category (1 to 3) **SD**=Start Date yy-mm **CA**=Contract(s) **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=2025 or 2026 Completion; Category 2—2026 & 2027 Depending on Budgets & Staffing; Category 3—Reconsider but defer to 2026 or later

Ref	Project #	Project Title and Actions	\$ and In-Kind	PC	SD	ED	ID	PL	IP1	IP2	IP3	E
1	P006	Indigenous Partnerships		1	22-04	OG	x	x	x			
1.1	P050	Lhtako Dene Nation Partnerships (see Charter in Appendix M)		1	23-11	OG	x	x	x	x		
2	P017	Osisko MOU and Community Agreement			22-06	OG	x	x	x	x		
2.1	P017.1	Community Benefits Agreement and MOU		1	23-06	OG	x	x	x			
2.2	P017.2	Topics for Discussion List (In-Council Agenda)		1	23-06	OG	x	x	x	x		
2.3	P017.3	WBCCRC Investment(s)	\$256,000	1	22-04	IPr	x	x	x	x		
2.4	P017.4	Taxation		1	24-08	OG	x	x	x			
2.5	P017.5	Community Liaison Position and Contract (Annual)	\$140,000 Annual	1	24-08		x	x	x	x	x	
2.6	P017.6	Milestones Agreement	TBA	1	25-10	27-12	x	x				
3		DOW & Partners—Emergency and Prevention, Planning & Implementation			24-02		x	x	x			
3.1	P082	UBCM Disaster Risk Reduction—Category 1, 2 & 3—(Lowhee Phase 2)	\$5,300,000	1	24-01	26-07+	x	x	x	x		
3.2	P042	2024 & 2025 UBCM—Emergency Operations Centres Equipment & Training (\$40,000 py)	\$80,000	1	23-01	25-03	x	x	x			
3.3	P022	DOW & Partners--Emergency Response Plan		1	22-06	OG	x	x	x	x		
3.4	P014.1	UBCM—FireSmart Community Funding and Supports (Part 2)	\$800,000 \$800,000	1	25-04	27-04	x	x	x			

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Ref	Project #	Project Title and Actions	\$ and In-Kind	PC	SD	ED	ID	PL	IP1	IP2	IP3	E
3.5	P023.1	UBCM—2025 Fire Equipment & Training Grant	\$30,000	2			x	x				
3.6	P039.1	PROV BC—Future Engine Replacements		2								
3.7	P040	2024 UBCM—Public Notification & Evacuation Routes Planning	\$30,000	1	23-01		x	x	x			
3.8	P030	PROV BC Contaminated Sites Reclamation Project Jack of Clubs Lake & Area	1,200,000	1	22-08	26-03	x	x	x	x		
4		Infrastructure										
4.1	P002	PROV BC, DOW & Partners Sewer System Assessment and Upgrade (CWWF)	\$5,000,000	1	20-04	26-03	x	x	x			
4.2	P018	PROV BC, DOW & Partners—Water System Treatment Upgrade (SCF-MAH) (\$425,572 P & F; 213,285 DOW)	\$639,858	1	19-04	24-03	x	x	x	x	x	
4.3	P031	DOW & Partners—Water System Replacement Test Drilling Program & New Water Plant (Osisko)	\$7,000,000	2	22-12	OG	x	x	x			
4.4	P106	UBCM Strategic Priorities	\$7,000,000	2	25-09		x	x				
5		Planning, Housing, Community, Facilities Economic										
5.1	P064	PROV BC—LGHI Fund—Lands and Housing	\$150,975	1	24-01		x	x				
5.2	P004	DOW & Partners—Wells Barkerville Community Cultural & Recreation Centre		1/2	20-04	24-12	x	x	x			
5.3	P004.1	PROV BC—REDIP WBCCRC Project (Three Submissions—Not Approved)		1	22-11	27-03	x	x				
5.4	P005	DOW & Partners—Playground (\$56,000 in-trust)		2	20-04	24-10	x	x				
5.5	P020	DOW Wells Community Forest and Community Forest Expansion (funds vary each year)		1	18-04	OG	x	x	x	x		
5.6	P063	PROV BC Growing Communities Fund	\$588,000	2	23-03	24-10	x	x	x			
5.7	P046	DOW & Partners—Barkerville Topics		1	23-01	OG	x	x	x			
5.8	P016	PROV BC—Housing & BC Housing Project		2	19-04	OG	x	x				

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Ref	Project #	Project Title and Actions	\$ and In-Kind	PC	SD	ED	ID	PL	IP1	IP2	IP3	E
5.9	P025	NDIT—Economic Development Officer Funding (\$50,000 annual)		1	22-11	24-03	x	x	x			
5.10	P045	NDIT—Grant Writer Program (\$9,500 annual)		2	22-11	24-03	x	x	x			
5.11	P093	NDIT—Economic Infrastructure		3								
5.12	P094	NDIT—Community Places		3								
5.13	P095	NDIT—Business Façade (\$10,000 annual)		1	24-01		x	x	x			
5.14	P037	UBCM—Community Works Funds (\$77,000 annual)		2	18-04	OG	x	x				
5.15	P047	PROV BC—Destination Development		3	23-01	x	x					
5.16	P062	DOW, Barkerville, Wells Chamber of Commerce Fuel Tanks Partnership (\$26,259 in-trust)	\$26,259	2	05-01	23-09	x	x	x	x		
5.18	P102	PROV BC—LGCAP—2022 to 2026	\$202,373	2	22-03	26-07	x	x	x	x		
A		Appendix A—Complete										
1A	P006	Indigenous Partnerships		1	22-04	OG	x	x	x			
2A	P017	Osisko MOU and Community Agreement			22-06	OG	x	x	x	x		
3A		DOW & Partners—Emergency and Prevention, Planning & Implementation			24-02		x	x	x			
3.1A	P076	PROV BC—Disaster Risk Reduction Lowhee Phase 1	\$2,100,000	C	23-06	24-12	x	x	x	x	x	8
3.2A	P014	UBCM—FireSmart Community Funding and Supports (Part 1)	\$123,500	C	21-04	24-03	x	x	x	x	x	8
3.3A	P023	UBCM—2023 Fire Equipment & Training Grant	\$30,000	C	22-11	24-03	x	x	x	x	x	9
3.4A	P100	PROV BC EMCR 2024 District of Wells Flooding Project	\$232,000	C	24-06	24-11	x	x	x	x	x	9
3.5A	P101.1	PROV BC EMCR 2024 Wildfires		C	24-05	25-03	x	x	x	x	x	8
3.6A	P039	PROV BC—Engine 11 Replacement	\$360,000	C	22-12	25-03	x	x	x	x	x	9
4A		Infrastructure										
4.1A	P010	BC Hydro Community Energy Project	\$15,000	C	22-04	23-03	x	x	x	x	x	9

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Ref	Project #	Project Title and Actions	\$ and In-Kind	PC	SD	ED	ID	PL	IP1	IP2	IP3	E
5A		Planning, Housing, Community, Facilities Economic										
4.2A	P001	PROV BC Outdoor Ice Rink (\$441,600)	\$1,054,175	C	20-04	23-09	x	x	x	x	x	8
4.3A	P061	BC HYRDO—LED Steet Lighting	\$35,000	C	20-10	22-11	x	x	x	x	x	7
4.4A	P003	DOW & Partners--New OCP (Osisko)	\$100,000	C	20-04	24-03	x	x	x	x	x	8
4.5A	P027	UBCM ICSP and OCP Alignment Project	\$77,000	C	18-04	24-12	x	x	x	x	x	8
4.6A	P035	UBCM Economic Development Plan	\$55,000	C	18-04	24-12	x	x	x	x	x	8
4.7A	P056	PROV BC--District of Wells Boundary Expansion Evaluation	\$85,000	C	18-05	24-12	x	x	x	x	x	7
4.8A	P011	NDIT Highway 26 Power Line Report	\$20,000	C	22-06	23-11	x	x	x	x	x	8
4.9A	P057	UBCM—Housing Strategy Revision	\$15,000	C	21-01	24-12	x	x	x	x	x	8
4.10A	P044.7	DOW Municipal Hall Upgrades	\$130,000	C	22-04	24-12	x	x	x	x	x	8
4.11A	P044.8	DOW Firehall Upgrades	\$175,000	C	22-04	25-12	x	x	x	x	x	7
4.12A	P044.1	DOW & Partners—EV Charging Station at Jack of Clubs (BC Hydro)		C	23-01	OG	x	x	x	x	x	8
4.13A	P044.5	DOW—Fitness Centre Upgrades and Location Decision (GCF)	\$25,000	C	22-11	23-04	x	x	x	x	x	9
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	23-01		x	x	x			
B.3	P044.2	Pooley Street Retaining Wall		1			x	x				
B.4	P044.3	DOW Public Works Garage and Shop		2	22-11	23-12	x	x				
B.5	P044.4	Mooney Lane House Fire		1	22-06		x	x	x	x	x	
B.7	P044.6	PROV BC & DOW--Cemetery		2	22-06	OG	x	x				
B.11	P044.9	2023 to 2026 Supplements	Review at each Council Meeting	2/3	23-01		x	x	x			

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Appendix L—District of Wells Risk Management Chart (Version 10.0)

Risk Assessment Levels								
Low		Moderate			High		Extreme	
Ref	Item					Immediate Cost	Planned & Deferred Cost	Needs and Risk(s)
1	Waste Water Collection & Treatment					5,000,000	26,000,000	Collection and Treatment
2	Water					630,000	7,000,000	Treatment, Collection, Storage, Distribution
3	Facilities					1,000,000	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					2,000,000	20,000,000+	Equipment Building to Store Equipment Fuel Treatment
6	Affordable Housing						7,500,000	Various Formats
7	Power					3,000,000	25,000,000	Reliable Power Three Phase Power
8	Snow Removal					185,000	185,000 per year	Improved Plan, Equipment
9	Emergency Evacuation Routes					200,000	6,000,000	Forest Service Roads & Purden Connector Options
10	Highway 26					10,000,000	30,000,000	Short and Long-term Plan
11	Flooding					8,000,000	5,000,000+	Community Flooding Assessment Flood Mitigation
12	DOW 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					1,200,000	Unknown	Research, Planning, and Remediation
15	Totals					\$32,565,000	\$142,185,000	

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Appendix M—Lhtako Dene Charter—Version 1.6

LHTAKO DENE NATION
(RED BLUFF INDIAN BAND)



Charter *between:*

Lhtako Dene Nation and District of Wells

Seven Generations of Decision Making



Committed to Sustainable:
Financial Resources, Projects, and Cooperation

Adequate Annual & Long-term Operating Budgets
Adequate Annual & Long-term Capital Budgets
Sustainable Projects

Projects

Project Title	Project #
Crown Lands Transfers within the District of Wells	P036
FireSmart and Wildfire Mitigation and Planning	P014 & P103
Flood Protection and Water Management	P076, P082 & P083
Waste Water and Collection System Upgrades	P002
Drinking Water System Upgrades and Replacement	P014 & P031
Contaminated Sites Reclamation	P030
Community Forest and Community Forest Expansion	P020
Power and Powerlines Upgrades	P011
Cariboo Gold Project Implementation and Impacts	P017
Support for Tourism including: Barkerville Historic Town & Park, Bowron Lakes, Cottonwood House Historic Site, Lhtako, Troll Ski Resort, and Wells	P046
Wells Barkerville Community Cultural and Recreation Centre, Outdoor Centre/Ice Rink Building, and Lhtako Centre/Office in Wells	P001, P002 & P107
UBCM—Local Roads, Active Transportation, and Stormwater	P108
Other Projects added as Identified	

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Appendix M—Lhtako Dene Charter—Version 1.6



Funding Partners for the Various Projects

(Each Partner is involved in one or more projects.)

Lhtako Dene Nation
District of Wells and Wells Barkerville Community Forest
Government of Canada
Northern Development Initiative Trust
Province of BC
Osisko Development Corporation
Union of BC Municipalities
West Fraser Timber Company
Other

Pillars of Cooperation



Lhtako Dene Nation Chief Signature

Date: _2025 August 02_____

District of Wells Mayor Signature

Version of Charter: #1.6

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P075—2022 to 2025 Supplements

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	Poor to Fair	
7	Interior Paint	Fair to Good	
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	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	FLI 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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P075—2022 to 2025 Supplements

Appendix G—Facilities Upgrades List

Ref	Building	Items District of Wells Office	Cost	Status
	DOW Off	De-clutter and Clean-up		IP
2024	DOW Off	Basement Use, Furnace Room Fire Rated, and Completion of Construction		IP
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 • Inspection Report Work • Baseboard Heaters Updating & Safety		IP
2023	DOW Off	Exterior Paint	\$3 sfoot	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 • Remove Old Carpets • Wood Flooring Refinishing • Industrial Laminant		C
2023	DOW Off	Interior Painting	OpBud	C
	DOW Off	Maintenance Shop Replacement		PL
	DOW Off	Concrete Lime Emulsion Treatment on Concrete		IP
	DOW Off	Tractor?		Rent or C
	DOW Off	Generators Upgrades—Buildings, Sewer, Water		
2023	DOW Off	Radio Antenna Mast Repair		C
	District General	Re-keying Facilities		

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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	Good	
4	Interior Membrane and Coverings	Good	
5	Structural—Framing, Concrete, Rafters, Trusses and other	Good	
6	Exterior Paint	Fair	
7	Interior Paint	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	Good	
14	Water	Fair	
15	Drainage: Buildings and Property	Poor to Good	
16	Bathroom(s)	Fair to Good	
17	Bedroom(s)	N/A	
18	Kitchen	Poor	
19	Living Space(s)	N/A	
20	Cabinets & Shelving	Fair	
21	Doors (interior and exterior)	Fair	
22	Windows	Fair	
23	Parking	Fair	
24	Garage and/or Carport	N/A	
25	Workshop	Fair	
26	Storage	Fair	
27	Asbestos	Good	
28	Mold or Moisture Damage	Fair	
29	Age and Overall Condition	Fair	
30	Appliances and Fixtures	Fair	
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 • Inspection Report Work • Lighting in Crawl Space • Relocate Service	8,000	C
	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	C
	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	C
2023	Firehall	Old Section Structural Review of Subfloor		C
2024	Firehall	Install New Washroom and Showers in New Section	10,000	C
	Firehall	Additional Truck Garage Space		
2024	Firehall	HVAC	15,000	

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P075—2022 to 2025 Supplements

Appendix G—Facilities Upgrades List

Ref	Items 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	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	Fair	
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 Community Hall	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	35,000	C
	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	3,500	C
	C Hall	Rear Entrance Retaining Walls Review and Repair		
	C Hall	Outdoor Exit Repairs		

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P075—2022 to 2025 Supplements

Appendix G—Facilities Upgrades List

Ref	Items Community Cultural and Recreation Centre	Status (good, fair, poor)	Mitigation Estimate
1	Roof	Good	IP (flashing)
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	Fair	Need Stoppers
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	
29	Age and Overall Condition	Fair	
30	Appliances and Fixtures	Fair	
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	Cost	Solution
		Community and Cultural Recreation Centre		
	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
2024	C & R Centre	Fitness Room Renovation and HVAC	20,000	C
2024	C & R Centre	Fitness Room Washrooms	10,000	C
2024	C & R Centre	Fitness Room Doors	2,000	C
	C & R Centre	Re-grout Skating Rink Concrete and Stain sides of doors		

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P075—2022 to 2025 Supplements

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		2023	C
3	Ergonomic Office Furniture for DOW Offices	10,000	1,2		2023, 2024	C
4	Locking Steelcase Cabinets and File Cabinets for Community Hall and DOW Office	5,000	1,2		2023, 2024	C/IP
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 to 2025	Ongoing
22	First Aid Rooms	4,000	1		2023	
23	Ice Rink Washroom	TBA	1		2023, 2024	
24	WBCCRC Propane Tank Relocation & Refence	3,500	1		2023 & 2024	C
25	Move Ball Field Shop	TBA	1		2023	

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P075—2022 to 2025 Supplements

1. FLI Shop—potential 3 or 4 bay shop, 2024 Finalize Plan and Location; 2025 Secure Funding
2. Large Buildings Exterior Painting. 2025 Community Hall; 2026 Firehall and District Office
3. District Office fir floor, re-coat salted areas.
4. Clean ducting in District Office Building and Community Hall Building.
5. District Office heat vent replacements.
6. Blue Print maps rack as needed.
7. HVAC District Office Building, mainfloor upgrade, PTAC units for upstairs areas.
8. Bathroom Fans replacement in all buildings.
9. Washroom Toilets and Sinks repairs or replacement.
10. Office Building flooring transition strips.
11. Community Hall front right storm window replacement.
12. Community Hall interior painting.
13. Outdoor Shelter exit doors staining.
14. Outdoor Rink “Sun Curtains”.
15. WBCCRC School Protection Plan—Tether Ball and Gym Climbing apparatus
16. WBCCRC Kitchen Sink, Handwash Sink, Stoves, Fridge, and Freezer Replacement
17. WBCCRC some windows and some doors adjustment, post painting
18. WBCCRC overall power assessment—new panels, and potential of additional power
19. WBCCRC window stops
20. Other

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P075—2022 to 2025 Supplements				
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)		C
5	WBCCRC	Osisko Developments \$256,000 Contribution List • Interior and Exterior Painting (storage boxes required) • Electrical Upgrades • Room 302 Business Room Completion • Grade Beam for Outdoor Shelter • Youth Play Value Equipment • Other		IP
6	WBCCRC	Gym Chimney Repair/Partial Removal	3,500	C
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	IP
12	WBCCRC	Old Fire Line for Old Boilers Assessment		IP
13	WBCCRC	Geo-thermal Room Fire Protection Assessment		IP
14	WBCCRC	Various Small Items Assessment and Completion		
16	WBCCRC	New Wheelchair Ramp		
17	WBCCRC	Outdoor Bleachers Assessment		
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—2022 to 2025 Supplements				
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		
24	Community Hall	Basement Washrooms Reconfiguration to Independent Washrooms		
25	Community Hall	Electrical Main Hydro Service Assessment and Relocation		
26	Overall	Bear Proof Garbage Containers		

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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-pannel 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		