

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

**ZOOM Link: (see full Zoom Link on Page 3)**

<https://us02web.zoom.us/j/83981049162?pwd=S2lxUDZpWnJIU2FwNjQ5dmFTWWwyUT09>

**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'sùll, 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.*

**1.1 Agenda for the Regular Council meeting of Tuesday May 16, 2023, 7:00pm**

**1.2 Recommendation/s:** THAT Council approves the agenda for the Regular Council meeting of Tuesday May 16th, 2023, as circulated.

**2.0 MINUTES**

**2.1 Recommendation/s:** THAT Council approves the minutes for the Regular Council meeting of Tuesday May 4, 2023, as circulated.

**2.2 Recommendation/s:** THAT Council approves the minutes for the Special Open Council meeting of Tuesday May 9, 2023, as circulated.

**3.0 DELEGATIONS AND PRESENTATIONS**

**3.1 Forest Landscapes:** **Ayrilee McCoubrey, RPF** | Land and Resource Specialist  
Ministry of Forests - Strategic Initiatives - Cariboo Region

[https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/forestry/forest-landscape-plans/quesnel\\_flp\\_summary\\_current\\_forest\\_management.pdf](https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/forestry/forest-landscape-plans/quesnel_flp_summary_current_forest_management.pdf)

**3.2 P11—NDIT Power Line Project—Veronica Woodruff, Clear Course Consulting**

**4.0 CORRESPONDENCE**

**4.1 Letter Related to Ice Rink Roof—Daryl Koekomoer**

**4.2 Province of BC REDIP Application Response Letter**

**5.0 UNFINISHED BUSINESS**

**5.1 Strategic Priorities Projects—Gary Nason, Municipal Advisor**

**5.2 Recommendation/s:** THAT Council receives the updated Strategic Priorities Projects Grids as per changes made during to 2023 February and March as a result a multiple Strategic Planning Sessions with Council.

- P002—Sewer/Waste Water—working closely with Municipal Affairs on this project, Environmental Impact Study Proceeding, Lift Station Work Continues, Lagoon Electrical and Mechanical Continues.

## DISTRICT OF WELLS REGULAR COUNCIL MEETING

TUESDAY May 16, 2023—7:00PM

IN-PERSON AND ONLINE (VIA ZOOM)

### AGENDA

- P018—Water Treatment Plant--Radlof Engineering with assess water plant for upgrades and further assess the strategy for “water lines that have lead contaminants
- P029—REDIP Grant Application—waiting for grant results and any feedback—meeting scheduled for May 10<sup>th</sup>; letter from March 31<sup>st</sup>, application did not have enough Economic Impacts. Pacifican (Federal Government) interested in the Project.
- P039—Fire Truck (Engine 12)—Heritage Branch Ten Year Agreement in-progress
- P030--PROV BC Jack of Clubs Lake & Area Reclamation Project--the following approvals have come from Ministry of Forests Crown Contaminated Sites Program:
  - *Map of Impacted Area (see Page 11)*
  - *Caution Signage Installation/Re-installation and Risk Communication Plan (budget of \$59,313)*
  - *Mercury and Methylmercury in Fish Study (budget of \$108,953)*
  - *Detailed Site Investigation, Background Assessments, and Drinking Water Standards Applicability Study (budget of \$589,022.78)*
- P70--Highway 26 Events
- P71--Mooney Lane House Fire
- P72--Rural Roads Events
- P73--Local States of Emergency

### 6.0 Reports

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

- Concise Business Plan—Version 4.3 (posted at Wells.ca)
- Subdivision Requests—will be working with Urban Systems on current requests.
- Meeting Dates:
  - 2023 May 28<sup>th</sup> Facilities and Lands
  - 2023 June 06 Regular Council Meeting
  - 2023 June 20 Regular Council Meeting
  - Emergency Preparedness Committee—working with all partners on a late May meeting.
- Staffing Update—CAO Recruitment, EDO Recruitment, Red Seal Carpenter and Facilities Supervisor, Casual Employment and Casual Contractors, Seasonal VIC Staffing, Seasonal Grounds and Maintenance Staffing

#### 6.2 Budget Supplements Discussions (lists to be presented and reviewed at the meeting)

- **Fire Brigade Equipment and Renovations Supplements List**
- **Public Works Equipment and Small Maintenance Projects Supplements List**
- **Facilities Equipment and Renovations and Supplements List**
- **Governance and Operations Furniture and Renovations Supplements List**

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

### 7.0 INFORMATION AND ANNOUNCEMENTS

7.1 Council

7.2 Staff

7.3 Public Gallery – Questions relating to the agenda.

### 8.0 ADJOURNMENT

8.1 Adjournment of the Regular Council meeting of Tuesday May 16, 2023.

**Recommendation/s:** THAT Council at \_\_\_\_\_ PM adjourns the Regular Council meeting for Tuesday May 16, 2023.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING**  
**TUESDAY May 16, 2023—7:00PM**  
**IN-PERSON AND ONLINE (VIA ZOOM)**  
**AGENDA**

Mayor Ed Coleman is inviting you to a scheduled Zoom meeting.

Topic: Mayor Ed Coleman's Zoom Meeting

Time: May 16, 2023 07:00 PM Vancouver

Join Zoom Meeting

<https://us02web.zoom.us/j/83981049162?pwd=S2lxUDZpWnJIU2FwNjQ5dmFTWWwyUT09>

Meeting ID: 839 8104 9162

Passcode: 563328

One tap mobile

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+16469313860,,83981049162#,,,,\*563328# US

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+1 646 931 3860 US

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+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

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Meeting ID: 839 8104 9162

Passcode: 563328

Find your local number: <https://us02web.zoom.us/j/83981049162>

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

Daryl Koekemoer  
PO Box 168  
Wells BC V0K 2R0  
dazzler.koekemoer@gmail.com

April 26, 2023

Hand delivered

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

Re: Extending the skating rink roof

Many community members appreciate the effort you have made to complete the skating rink roof.

I have two suggestions, though, for enhancing this project if additional grant money can be obtained for one, the other, or both of these possibilities.

Many people are disappointed that the new rink, as planned, will be smaller than the old rink. Please investigate the possibility of obtaining a grant or grants to at least lengthen the planned rink and the roof above it. I believe the extra effort would be very worthwhile.

The other suggestion: make the roof a green roof (or "living roof"). A roof covered with grasses and wildflowers would be another attraction for visitors to our community and would have a number of other benefits, as well. It would help ensure the survival of pollinators and the north side could even be used by beginning skiers and mountain bikers.

As with lengthening the structure, I realize more engineering and design work would be required. Again, though, if extra funding could be obtained the effort would be very worthwhile.

If you wish I will be more than happy to provide more information to support these suggestions.

Sincerely,



Darryl Koekemoer

DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA



March 31, 2023

Reference #: 2022110134  
District of Wells

Dear Ed Coleman:

**Re: Rural Economic Diversification and Infrastructure Program  
Project #2022110134 - Wells Barkerville Cultural and Recreation Centre Renovation Project—Phase 1**

Thank you for your application for funding under the Rural Economic Diversification and Infrastructure Program (REDIP). We would like to advise that, after careful consideration, the above-noted project was not selected for funding.

REDIP received a large number of applications during the intake period and unfortunately the total funding requested significantly exceeded the Program's available funds. As a result, the Program was not able to provide funding to your project at this time.

This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. We know that a lot of effort goes into developing a proposed project and we appreciate the time you took to prepare your application.

Rural Policy and Programs staff are available to review your application and provide further details regarding the funding decision. If you would like to book a virtual follow up meeting please contact the Program Office by phone at 250-356-7950 or by email at [ruraldevelopment@gov.bc.ca](mailto:ruraldevelopment@gov.bc.ca).

Upcoming intake periods for REDIP will be announced via the Program website at <http://www.gov.bc.ca/REDIP>, and we encourage you to consider submitting an application in the future. You can subscribe for email updates of the program on the REDIP website.

Please note that JEDI Regional Economic Operations staff are also available to offer support for economic development in your community. The Regional Manager for your area is Emily Colombo and their contact information is 236-713-2248, [emily.colombo@gov.bc.ca](mailto:emily.colombo@gov.bc.ca).

Thank you for your interest in REDIP.

Best regards,

A handwritten signature in black ink, appearing to read "M. Scott-Moncrieff".

Matthew Scott-Moncrieff, Director  
Rural Policy and Programs Branch  
Ministry of Jobs, Economic Development and Innovation

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

**DISTRICT OF WELLS PUBLIC HEARING  
THURSDAY MAY 4, 2023  
IN-PERSON OR ONLINE (VIA ZOOM)  
MINUTES**

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

**STAFF:** Corporate Officer – District Clerk Angela Ward, Public Works Superintendent Niel Doerksen

**SPECIAL GUESTS:** Interim CFO Doug Chapman

**PUBLIC GALLERY:** Cam Beck in-person and 7 online

**1.1 CALL TO ORDER AND INDIGENOUS LANDS ACKNOWLEDGMENT: 6.00PM**

Councillor Dirk Van Stralen put through a motion to call to order the public hearing at 6:02pm, seconded by Josh Trotter-Wanner. Carried  
Unanimously.

*Mayor Ed Coleman opens the meeting with the indigenous land acknowledgment and the public hearing statement. CFO Doug Chapman and Mayor Ed Coleman explain the new system of spreadsheets and how the budget is now going work. CFO Doug Chapman informed us of the 3% increase on the tax structure. The mayor asked anyone in the Public if they had any questions and no questions were brought forward.*

Councillor Dirk Van Stralen put through a motion to adjourn the public hearing at 6:33pm, seconded by Josh Trotter-Wanner. Carried  
Unanimously.

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Ed Coleman, Mayor

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Angela Ward, Corporate Officer

DISTRICT OF WELLS REGULAR COUNCIL MEETING  
THURSDAY MAY 4, 2023 7:00 PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
MINUTES

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

**STAFF:** Corporate Officer & District Clerk Angela Ward, Public Works Superintendent Niel Doerksen, Interim Chief Financial Officer Doug Chapman

**PUBLIC GALLERY:** 6 online and 1 in-person

**1.0 CALL TO ORDER AND INDIGENOUS LANDS ACKNOWLEDGEMENT: 7:01PM**

**1.1 Agenda for the Regular Council Meeting of May 4, 2023.**

**23-74 MOVED** Councillor Jenn Lewis, Seconded Councillor Dirk Van Stralen THAT Council approves the agenda for the Regular Council Meeting of May 4, 2023, with amendment.

Carried Unanimously

**2.0 MINUTES:**

**2.1** Minutes for the Regular Council Meeting of Tuesday April 20, 2023.

**23-75 MOVED** Councillor Jenn Lewis, Seconded Councillor Dirk Van Stralen THAT Council approves the minutes of the Regular Council meeting of Tuesday April 20, 2023.

Carried Unanimously

**3.0 DELEGATIONS AND PRESENTATIONS – NIL**

**4.0 CORRESPONDENCE:**

**4.1** Letter relating to the Ice Rink Roof is to be included in the May 16<sup>th</sup> Regular Council Meeting.

**5.0 UNFINISHED BUSINESS:**

**5.1** Strategic Priorities Projects – Gary Nason, Municipal Advisor

- Mayor Coleman noted that P063/Ref. 22 – Province of BC Growing Communities Fund (\$588,000) has been added.

**23-76 MOVED** Councillor Jenn Lewis, Seconded Councillor Dorothea Funk THAT Council receives the updated Strategic Projects Grids as per changes made during Strategic Planning Sessions with Council.

Carried Unanimously

## 6.0 REPORTS AND BUDGET DISCUSSIONS:

### 6.1 Councillors Lewis and Van Stralen, Co-Chairs, Vision and Planning Committee.

- Joint Meeting of Council and its two Select Committees, Vision & Planning Committee and Community Buildings & Lands, met May 2, 2023, with Urban Systems, consultant for the new Official Community Plan.
- It was a good meeting, including a productive mapping session with the consultant.
- It's expected Urban Systems will complete the next OCP draft in time for the June 6, 2023 Council Meeting.

### 6.2 Mayors Report (and verbal updates)

- Concise Business Plan – Version 4.3 is posted at [www.wells.ca](http://www.wells.ca).
- Highway 26 Flood and Slide events:
  - Flood at Beaver Creek in hand and temporary bridge on standby
  - The slide on Hwy 26 near Wells has been fixed and is being monitored.
  - Will be calling a State of Emergency if the Beaver Creek site gets overdone. Ed Coleman will set up at the Spirit Centre on St. Laurent and Councillor Josh Trotter-Wanner and the Corporate Officer will be on site at the District office.
  - If a State of Local Emergency is called, Emergency Operations Centres will be opened in Wells at the District Office in partnership with the Cariboo Regional District and one in Quesnel at Spirit Centre in partnership with the City of Quesnel. RCMP, BC Ambulance, CRD, City of Quesnel, BC Wildfire Service (that supports flooding as well as wildfires), Ministry of Transportation and Infrastructure, Ministry of Forests, Barkerville Historic Town & Park, and other partners will all be involved. The emergency road exit route has been "graded" which is the 2400 Road at Beaver Pass, to the 1000 Road, 700 Road coming out at Dunkley Lumber (4-wheel drive only).
  - Emergency briefings with the Province of BC are taking place daily.
- Urban Systems is willing to collaborate with the District on Subdivision Requests, starting with Nugget Hill Campground.
- Council will be reviewing applications for Chief Administrative Officer (deadline was April 28).
- We will be going with Vadim software for Tax Notices.

**23-77 MOVED** Councillor Jenn Lewis, Seconded Councillor Dirk Van Stralen THAT Council receives all reports.

Carried Unanimously

### 6.3 Budget Discussions:

- The Draft 2023 Budget spreadsheets were not available until just before the meeting, so the first three Readings of the Bylaws are being rescheduled to a Special Open Council Meeting on May 9, 2023.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
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- The spreadsheets were reviewed. The Mayor and Chief Financial Office Doug Chapman noted that a false formula could be creating a false deficit in the budget summary, and that the final 2023 Budget will be balanced (as required by law).
- Mr. Chapman said major capital projects are coming on stream in the next couple of years.
- The tax rates have been calculated at an average 3% increase, as per past years (much less than some other municipalities in BC).

**7.0 INFORMATION AND ANNOUNCEMENTS:**

**7.1 Council:**

- Councillor Funk enquired about registering and booking accommodation for the 2023 UBCM Convention Sept. 18 to 22 in Vancouver. The Mayor confirmed there is funding available. So far, Councillors Funk and Lewis have indicated they plan to attend.
- Councillor Funk stated that the Community Buildings and Lands Committee had a good meeting on April 26 and would be bringing forth a motion from then to an upcoming Council meeting. The next CB&L Committee Meeting is tentatively scheduled for Wed. May 31, 2023 10:00 AM in-person, and on Zoom for a Committee member who can't be in Wells in person. (Committee is chaired by Councillors Funk and Trotter-Wanner).

**7.2 Staff – nil**

**7.3 Gallery – nil**

**8.0 ADJOURNMENT:**

**8.1 Adjournment of the Regular Council meeting of Thursday May 03, 2023.**

**23-78 MOVED** Councillor Jenn Lewis, Seconded Councillor Dirk Van Stralen THAT Council at 8:12 PM adjourns the Regular Council Meeting for Thursday, May 4, 2023.

Carried Unanimously

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Ed Coleman, Mayor

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Angela Ward, Corporate Officer

**DISTRICT OF WELLS SPECIAL OPEN COUNCIL MEETING for BUDGET PURPOSES  
TUESDAY, MAY 9, 2023  
IN-PERSON AND ONLINE (VIA ZOOM)  
MINUTES**

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

**STAFF:** Corporate Officer & District Clerk Angela Ward; Fire Chief Emily Bailey; Chief Financial Officer Doug Chapman

**GALLERY:** 3 online

**CALL TO ORDER AND INDIGENOUS LANDS ACKNOWLEDGEMENT: 6:09pm**

**1.1** Agenda for the Special Open Council for Budget meeting of Tuesday, May 9, 2023 for Budget Purposes.

**23-79 MOVED** Councillor Jenn Lewis, Seconded Councillor Dirk Van Stralen THAT Council approves the agenda for the Special Open Council Meeting of Tuesday, May 9, 2023 with friendly amendment (re. correct day of the week).

Carried unanimously.

**3.0 BUDGET DISCUSSIONS:**

Mayor Coleman:

- Staff costs – some positions vacant part of the year, so expenses in this category lower in 2023.
- Utility costs are a challenge for District Buildings. Working with Municipal Affairs for grants to retrofit buildings and get costs down.
- The 2022 Audit is 90% done.
- Revenue Sources – will rely on some Community Forest revenues for operating expenses this year though aim not to do so in future.
- FYI – After budget is approved and if changes need to be made later in the year, Council can pass a bylaw to amend the 2023 budget.

**23-80 MOVED** Councillor Dorothea Funk, Seconded Councillor Lewis THAT beginning in 2024, the Community Forest dividend be shown separately from Other Income in the Five Year Financial Plan, Schedule “A” spreadsheet, under Revenues.

Carried unanimously.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

Council reviewed the Budget spreadsheets and proposed Budget/5-Year Financial Plan and Taxation Bylaws, with Mayor Coleman and CFO Chapman providing answers.

Key points:

- The budget is balanced, as required by law with projected revenues and expenses of close to \$9.5 million. The ‘bottom line’ numbers are higher than previous years, since capital costs must now be shown in the operating budget. Some major capital projects are coming on stream (e.g. sewage treatment) in 2023, with anticipated capital grants totalling \$7.88 million. Some of those revenues will become capital reserves for 2024 and 2025 as projects get completed.
- Revenues include a 3% increase in municipal property tax revenues, as per Council’s policy in recent years. The Municipal Mil Rates in Bylaw 207 have been adjusted slightly downward to reflect this policy, so that huge increases in assessments don’t cause a significant tax hit. The other Mil Rates in Bylaw 207 are set by the CRD for operations, hospital and refuse, the District has no control over the amounts even though the District collects those taxes on behalf of the CRD.
- Budget worksheets show the breakdowns for different functions of the District, including the Fire Brigade and individual projects. *(See also the Concise Business Plan for Project updates).*

**3.1** 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Reading of the District of Wells Bylaw No. 206, 2023 - *A Bylaw of the District of Wells Respecting the Financial Plan for the Five-Year Period January 1, 2023 to December 31, 2027.*

**23-81 MOVED** Councillor Jenn Lewis, Seconded Councillor Van Stralen, THAT Council approves all three readings of the 2023 Budget for Thursday May 9, 2023.

Carried unanimously.

**3.2** 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Reading of the District of Wells Bylaw No. 206, 2023 - *Schedule B.*

**23-82 MOVED** Councillor Dirk Van Stralen, Seconded Councillor Jenn Lewis THAT Council approves all three readings of the District of Wells Bylaw No. 206, 2023, Schedule B.

Carried unanimously.

**3.3** 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Reading of the District of Wells Bylaw No. 207, 2023 – *A Bylaw for the Levying of Tax Rates for Municipal, Regional Hospital, and Regional District Purposes for 2023.*

**23-83 MOVED** Councillor Dorothea Funk, Seconded Councillor Dirk Van Stralen THAT Council approves all three readings of the District of Wells Tax Rates Bylaw No. 207, 2023.

Carried unanimously.

3.4 Date for Final Reading of 2023 Budget and Taxation Bylaws.

DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
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**23-84 MOVED** Councillor Lewis, Seconded Councillor Funk THAT Council hold Special Open Meeting on Friday, May 11, 2023 11:00 AM by Zoom to give Final Adoption to the 2023 Budget and Taxation Bylaws.

Carried unanimously.

**4.0 INFORMATION AND ANNOUNCEMENTS: NIL**

**5.0 ADJOURNMENT:**

5.1 Adjournment of the Special Open Council Budget meeting of Tuesday, May 9, 2023.

**23-85 MOVED** Councillor Jenn Lewis, Seconded Councillor Dirk Van Stralen THAT Council at 9:00 PM adjourns the Special Open Council for Budget Purposes Meeting for Tuesday, May 9, 2023.

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Ed Coleman, Mayor

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Angela Ward, Corporate Officer



DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA



March 16, 2023

Ref: 271994

Their Worship Mayor Ed Coleman  
District of Wells  
PO Box 219  
Wells BC V0K 2R0

Dear Mayor Coleman:

The population of B.C. has increased consistently over the past decade and is projected to keep growing in the next 10 years. The provincial government understands the need to facilitate greater housing supply for our growing population. The province will support local governments in addressing the multiple funding and financing constraints to aid in the construction of infrastructure and amenities for all B.C. communities. Local governments' investment in core community infrastructure and amenities increases the amount of land that is ready to be developed to a higher density.

The Government of B.C. has invested considerable resources in infrastructure and amenities in the past 10 years and has strategically leveraged federal funding to that effect. More than \$1.6 billion in federal and provincial funding have been invested in our communities since 2018 through the Investing in Canada Infrastructure Program. However, as there is still more to be done for infrastructure and amenities, the provincial government is pleased to provide the Growing Communities Fund (GCF) for local governments province-wide.

As a one time grant, the GCF will provide up to \$1 billion through direct grants to local governments to support all B.C. communities, with a focus on those communities that need to increase the pace and scale of housing supply. The principal objective of the GCF is to increase the local housing supply with investments in community infrastructure and amenities. Municipalities are encouraged to work closely with adjacent local First Nations, in recognition of the *Declaration on the Rights of Indigenous Peoples Act*, as this collaboration strengthens our communities and regions.

The funding provided through the GCF should be limited to one-off costs needed to build required infrastructure and amenities rather than funding ongoing or operational activities. These funds are to be incremental to currently planned investments and should accelerate the delivery of capital projects.

Eligible costs are as follows:

- Public drinking water supply, treatment facilities and water distribution;
- Local portion of affordable/attainable housing developments;

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Ministry of Municipal Affairs

Office of the Minister

Mailing Address:  
PO Box 9056 Stn Prov Govt  
Victoria BC V8W 9E2  
Phone: 250 387-2283  
Fax: 250 387-4312

Location:  
Parliament Buildings  
Victoria BC V8V 1X4  
<http://www.gov.bc.ca/muni>

DISTRICT OF WELLS REGULAR COUNCIL MEETING  
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AGENDA

Their Worship Mayor Ed Coleman  
Page 2

- Childcare facilities;
- Municipal or regional capital projects that service, directly or indirectly, neighbouring First Nation communities;
- Wastewater conveyance and treatment facilities;
- Storm water management;
- Solid waste management infrastructure;
- Public safety/emergency management equipment and facilities not funded by senior level government;
- Local road improvements and upgrades;
- Sidewalks, curbing and lighting;
- Active transportation amenities not funded by senior level government;
- Improvements that facilitate transit service;
- Natural hazard mitigation;
- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities.

Further to the above-noted capital costs, one-off costs can include:

- Costs of feasibility studies (including infrastructure capacity assessment); other early-stage development work; costs of designing, tendering and acquiring land (where it is wholly required for eligible infrastructure projects); constructing eligible infrastructure projects; and, in limited situations, non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities.

I am pleased to advise you that the District of Wells is the recipient of a \$588,000 grant under the Growing Communities Fund. This amount will be directly transferred to your local government by March 31, 2023.

Under part 7 of the Local Government Grants Regulations, the amount of the grant to each local government is set by the Minister of Municipal Affairs. The determination of this amount was based on a formula that applies to all municipalities.

This formula is based on three components: a flat funding amount, an “adjusted population” amount and a “population growth” amount. The flat amount is \$500,000. The “adjusted population” amount is \$365 per adjusted population. The population adjustment ensures smaller municipalities get a higher per capita share of funding despite larger municipalities receiving more funding in absolute dollars. The “population growth” amount is \$1,000 per capita population growth between 2016 and 2021.

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DISTRICT OF WELLS REGULAR COUNCIL MEETING  
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AGENDA

Their Worship Mayor Ed Coleman  
Page 3

As a condition of this funding, the grant must be placed in a segregated reserve fund established by bylaw under section 188 of the *Community Charter* for the Capital and Planning purposes of the GCF. This fund must be separate from other existing reserve funds. To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spends this grant. This will be part of the annual financial reporting required under section 167 of the *Community Charter*. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

Further to the financial reporting, an annual report that identifies work-related Housing Needs Reports and pre-zoning requirements, as applicable, is required. The province also encourages highlighting projects that align with provincial priorities such as CleanBC and childcare; as well as those that align with the province's Environmental, Social and Governance framework for capital projects.

Finally, requirements will include parameters for public recognition of the funding related to projects. The province must be consulted prior to any proactive media events or news releases related to the project. Funded projects must also acknowledge the province's contribution through temporary and permanent on-site signage. The provincial government anticipates that the funds will be expended within approximately five years of receipt.

If you have any questions or comments regarding this letter, please feel free to contact the Local Government Infrastructure and Finance Branch by email at: [LGIF@gov.bc.ca](mailto:LGIF@gov.bc.ca). Further information on the program will be available on the following webpage: <https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/bc-growing-communities-fund>.

The province welcomes this opportunity to support the growth of the supply of housing throughout British Columbia. We believe that this funding will contribute to the capacity of B.C. local governments to provide critical services as our province and economy grows.

Sincerely,



Anne Kang  
Minister

pc: Doug Chapman, Interim Chief Financial Officer, District of Wells

DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA

**Attachment with Example Calculation for a Municipality with 15,000 People**

Population Range	From	To	Adjustment Factor
1. Very Small	0	2,000	100%
2. Small	2,001	5,000	80%
3. Small-Med	5,001	10,000	60%
4. Medium	10,001	20,000	40%
5. Large-Med	20,001	40,000	20%
6. Large	40,001	150,000	10%
7. Very Large	150,001	900,000	5%

To illustrate, for a city of 15,000 people, the adjusted population is:

- For this first 2,000 residents, adjustment of 100% = 2,000 x 100% = 2,000
- For the next 3,000 (up to 5,000), adjustment of 80% = 3,000 x 80% = 2,400
- For the next 5,000 (up to 10,000), adjustment of 60% = 5,000 x 60% = 3,000
- For the last 5,000 (up to 15,000), adjustment of 40% = 5,000 x 40% = 2,000

Thus, the city of 15,000 people has an adjusted population of 9,400 (=2,000 + 2,400 + 3,000 + 2,000).

If the city grew by 4,500 people between 2016-2021, the total grant amount is calculated as follows:

Component	Calculation	Result
Flat Funding	\$500,000	\$500,000
Adjusted Population	= 9,400 x \$365	\$3,431,000
Population Growth	= 4,500 x \$1,000	\$4,500,000
Total Grant		\$8,431,000

## District of Wells—Strategic Priorities Projects Tracking Grid

*Version 2.0—2023 05 04 (P63, ref. 18) added since last revision)*

### 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.

**Project 044—Operations & Governance Improvement Plan** will track & prioritize Council and Staff improvements for Operations & Governance. Council has identified several priority improvements for 2023, primarily in communications, human resources practices, by-law priorities, green spaces planning, emergency preparedness, and other.

### Categories

Categories 1 to 5 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 2023.”, or continue active work on the project if the project is multi-year and will carry-over to 2024 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 2023, with no commitment to complete the project in 2023.

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

**Category 4:** Primary Operating Budget projects (sometime supplemented with grant funds or reserves) to be part of Annual Operations/Ongoing Core Activities.

**Category 5:** Project has been completed, or has been abandoned due to insufficient matching funds or lack of internal capacity to undertake.

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.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING**  
**TUESDAY May 16, 2023—7:00PM**  
**IN-PERSON AND ONLINE (VIA ZOOM)**  
**AGENDA**

**C**=Category (1 to 5) **SD**=start date yy-mm **CA**=Contract(s) Awarded **ED**=end date yy-mm  
**ID**=idea identified **PL**=planning **IP**=implementation phases **C/E**=complete/evaluation (1 to 10)  
**IPr**=in-progress **TBD**=to be determined **Ref**=a number to quickly reference Projects in the Grid

Category 1=2023 or early 2024 Completion; Category 2=2023 Depending on Budgets & Staffing;  
 Category 3=Reconsider but defer to 2024 or later; Category 4=Ongoing;  
 Category 5=Complete/No Submission Made/No Matching Funding Capacity

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	ID	PL	IP1	IP2	IP3	C/E
1	P001	PROV BC Outdoor Ice Rink (\$441,600)	1,054,175	1	x	20-04	23-08	x	x	x	x		
2	P002	PROV BC, DOW & Partners Sewer System Assessment and Upgrade (CWWF)	\$290,000 + In-kind Complete  \$200,000 IP Planning and Emergency Upgrades  5,500,000 Construction	1	x   TBD	20-04	26-03	x	x	x			
3	P003	DOW & Partners--New OCP	100,000	1	x	20-04	23-10	x	x	x	x	x	
4	P004	DOW & Partners--Community Cultural & Recreation Centre	See also P29	1/2		20-04	24-12	x	x				
5	P010	BC Hydro Community Energy Project	15,000+ Mayor & Counsellor Funk	1	x	22-04	23-03	x	x	x	x	x	23-03 9/10
6	P011	NDIT Highway 26 Power Line Project	20,000	1	x	22-06	23-03	x	x	x	x	x	

**DISTRICT OF WELLS REGULAR COUNCIL MEETING**  
**TUESDAY May 16, 2023—7:00PM**  
**IN-PERSON AND ONLINE (VIA ZOOM)**  
**AGENDA**

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	I D	P L	IP 1	IP 2	IP 3	C/E
7	P014	UBCM--Community Wildfire Protection Plan	40,000	1	x	21-04	23-03	x	x	x	x	x	
8	P015	PROV BC--Community Structural Fire Protection Plan	30,000	1	x	22-04	23-03	x	x	x	x	x	
9	P018	PROV BC, DOW & Partners--Water System Treatment Upgrade (SCF-MAH)	426,572 213,286 (includes In-kind) See also P31	1	IPr	19-04	24-03	x	x	x			
10	P023	UBCM--Fire Equipment & Training Grant	30,000	1	IPr	22-11	24-03	x	x	x	x		
11	P027	UBCM ICSP and OCP Alignment Project	77,000 (Integrated OCP)	1	x OCP  TB D ICSP	18-04	24-03	x	x	x			
12	P029	PROV BC--REDIP WBCCRC Project	1,100,000 See also P04	1		22-11	25-03	x	x				
13	P031	DOW & Partners--Water System Replacement Test Drilling Program & New Water Plant	500,000 (In-kind Osisko Developments )  6,000,000 See also P18	1	x  TB D	22-12	26-06	x	x	x			

**DISTRICT OF WELLS REGULAR COUNCIL MEETING**  
**TUESDAY May 16, 2023—7:00PM**  
**IN-PERSON AND ONLINE (VIA ZOOM)**  
**AGENDA**

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14	P032	DOW Public Works Garage and Shop Assessment, then Purchase Existing or New Construction		1		22-11	23-12	x	x				
15	P035	UBCM Economic Development Plan	55,000	1		18-04	24-03	x	x	x			
16	P039	PROV BC-- Engine 12 Fire Truck Replacement	185,000 Temporary Unit 850,000 New Unit	1		22-12	25-03	x	x	x			
17	P050	Lhtako Dene Nation Partnerships	Mayor & Councillor Lewis	1		22-11	OG	x	x				
18	P013	PROV BC-- Community Transition Response Table	Mayor & Acting Mayor (Training Project to Integrate with REDIP Project)	2		22-11	23-03	x	x	x	x		
19	P017	Osisko MOU and Community Agreement	Mayor and Counsellor Funk	2		22-06	OG	x	x	x			

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	I D	P L	IP 1	IP 2	IP 3	C/E
20	P030	PROV BC Jack of Clubs Lake & Area Reclamation Project	Phase 1 Signage-59,313 Fish Study-108,953 Investigation, Assessment, Water Standards 588,023 5,000,000	2	x	22-08	26-03	x	x	x			
21	P062	DOW, Barkerville, Wells Chamber of Commerce Fuel Tanks Partnership	26,269 (In-Trust)	2		05-01	23-09	x	x	x	x		
22	<i>P063</i>	PROV BC Growing Communities Fund	588,000	2		23-03	TB D	x	x				
23	P005	DOW & Partners--Playground	230,000	3		20-04	24-10	x	x				
24	P016	PROV BC--Housing & BC Housing	See also P36 & P19	3		19-04	OG	x	x				
25	P020	DOW Wells Community Forest and Community Forest Expansion	Counsellor Lewis	3		18-04	OG	x	x	x	x		
26	P028	UBCM Wildfire Recovery Fund		3		22-11	TB D	x	x	x			
28	P36	DOW & PROV BC--Crownlands	See also P36 & P19	3		22-06	24-06	x	x				

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	I D	P L	IP 1	IP 2	IP 3	C/E
29	P040	UBCM— Public Notification & Evacuation Routes Planning		3		23- 01	TB D	x					
30	P041	UBCM— FireSmart Community Funding & Supports	45,000	3		23- 01	TB D	x					
31	P042	UBCM— Emergency Operations Centres & Training	See also P22	3		23- 01	TB D	x					
32	P043	UBCM— Poverty Reduction Planning & Action		3		23- 01	TB D	x					
33	P047	PROV BC— Destination Development		3		23- 01	OG	x	x				
34	P048	DOW & Partners—EV Charging Stations		3		23- 01	OG	x					
35	P006	Indigenous Partnerships		4		22- 04	OG	x	x				
36	P007	DOW Municipal Hall Upgrades	2022--80,000	4		22- 04	24- 12	x	x	x			
37	P008	DOW Firehall Upgrades	2022--90,000	4		22- 04	23- 12	x	x	x			

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	I D	P L	IP 1	IP 2	IP 3	C/E
38	P009	DOW Road Maintenance and Snow Removal Contract	2022--185,000	4		22-06	23-10	x	x	x	x		
39	P012	Telus Pole at Firehall		4	IPr	22-04	TB D	x	x	x	x		
40	P019	PROV BC & DOW-- Cemetery	See also P36	4		22-06	OG	x	x				
41	P022	DOW & Partners-- Emergency Response Plan	See also P42	4		22-06	OG	x	x	x	x	x	
42	P024	DOW-- Change Sand in Water System	2022/23-- 20,000	4		22-11	23-06	x	x	x			
43	P025	NDIT--2023 Economic Development Officer Funding	2022/2023-- 50,000	4		22-11	24-03	x	x	x			
44	P026	DOW Electrical Upgrade at Sewer Lift Station	2023--20,000	4		22-03	23-03	x	x	x			
45	P037	UBCM-- Community Works Funds (was Gas Tax Fund)	65,000	4		18-04	OG	x	x				
46	P038	DOW-- Fitness Centre Upgrades and Location Decision	2023--25,000	4		22-11	23-04	x	x				

**DISTRICT OF WELLS REGULAR COUNCIL MEETING**  
**TUESDAY May 16, 2023—7:00PM**  
**IN-PERSON AND ONLINE (VIA ZOOM)**  
**AGENDA**

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	I D	P L	IP 1	IP 2	IP 3	C/E
47	P044	DOW— Operations & Governance Improvement Plan		4		23-01	OG	x	x	x			
48	P045	NDIT— Grant Writer Program	10,500	4		22-11	24-03	x	x				
49	P046	DOW & Partners— Barkerville Topics		4		23-01	OG	x	x				
50	P056	PROV BC-- District of Wells Boundary Expansion Evaluation	85,000 (this project is under discussion with the PROV BC)	4		18-05	OG	x	x				
51	P058	MULTI-PARTNER— Highway 26 Wildfire Fuel Mitigation Project		4		22-11		x	x				
52	P059	DOW— Sewer Lagoon Aeration Motors	20,000	4	x	21-11	x	x					
53	P060	DOW— Lagoon Maintenance Berms and Sludge		4		23-01							
54	P021	PROV BC-- Green Infrastructure Project	No Submission Made	5		21-11	22-03	x	x				

**DISTRICT OF WELLS REGULAR COUNCIL MEETING**  
**TUESDAY May 16, 2023—7:00PM**  
**IN-PERSON AND ONLINE (VIA ZOOM)**  
**AGENDA**

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	I D	P L	IP 1	IP 2	IP 3	C/E
55	P34	SERVICE CANADA-- Youth CSTP 018263319	3,000 Complete	5		22-04	22-12	x	x	x	x	x	8
56	P49	PROV BC & CANADA-- Community Energy System (GT-SPF)	439,000 Expired No Matching Funding Capacity	5		17-04	21-03	x	x				
57	P51	PROV BC-- CRP--Wells Curling Rink	49,084 Complete	5	x	12-04	13-03	x	x	x	x	x	8
58	P52	PROV BC-- South Wells Infrastructure Condition Assessment	10,000 Complete	5	x	17-04	18-03	x	x	x	x	x	8
59	P53	PROV BC-- Asset Management Plan	10,000 Complete	5	x	15-04	16-04	x	x	x	x	x	8
60	P54	PROV BC-- COVID Safe Start	241,000 Complete	5		20-11	21-12	x	x	x	x	x	8

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA**

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	I D	P L	IP 1	IP 2	IP 3	C/E
61	P57	UBCM—Housing Strategy Revision	30,000 No Submission Made	5		21-01	21-03	x					
62	P61	BC HYRDO—LED Steet Lighting	35,000	5		20-10	22-11	x	x	x	x	x	7
27	P033	FCM—Green Municipal Fund—Community Facilities Buildings Monitoring Fund	25,000 (20% DOW contribution required) Oversubscribed No Submission Made	5		TB D	TB D	x	x				

DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY May 16, 2023—7:00PM  
IN-PERSON AND ONLINE (VIA ZOOM)  
AGENDA

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

Risk Assessment Levels							
Low		Moderate		High	Extreme		
Ref	Item				Immediate Cost	Planned & Deferred Cost	Risk(s)
1	Sewer				500,000	7,000,000	Collection and Treatment
2	Water				500,000	6,000,000	Treatment, Collection, Distribution
3	Facilities				1,400,000	5,000,000	Hazards, Maintenance, Extend Lifecycle, Potential New Facilities
4	Structural Fire Protection				1,000,000	4,000,000	Equipment, New Fire Truck, Buildings Maintenance, Buildings Expansion for Trucks
5	Wildfire Protection				200,000	4,000,000	Equipment Building to Store Equipment Fuel Treatment
6	Affordable Housing					5,000,000	Various Formats
7	Power				3,000,000	20,000,000	Reliable Power Three Phase Power
8	Snow Removal				100,000	250,000	Improved Plan, Equipment
9	Emergency Evacuation Routes				200,000	6,000,000	Forest Service Roads Purden Connector
10	Highway 26				2,000,000	20,000,000	Short and Long-term Plan
11	Flooding				120,000	1,000,000	Community Flooding Assessment Flood Mitigation
12	Roads				250,000	6,000,000	Drainage, Ditching, Culverts Grading, Top Dressing, Pavement, Curbing
13	Cemetery				100,000	500,000	Land and Facilities
14	Contaminated Sites				250,000	5,000,000	Research and Remediation
15	<b>Totals</b>				<b>9,620,000</b>	<b>89,750,000</b>	