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OVERVIEW

The Village of Hazelton has a responsibility to provide its citizens with a wide variety of services in a financially responsible way. The Annual report is a way for the Village to inform its residents of the progress it has made in a given year on accomplishing its goals and objectives, managing its resources, and planning for the future.

2021 was a challenging year for many residents and businesses. The Covid-19 Pandemic continued, hampering plans for events, but most other municipal functions carried on unchanged. Business improved in 2021, which saw an increase in business licenses, but an average number of building permits indicate development may have leveled out from the construction boom of 2020.

A number of projects were carried out in all Village departments, modernizing systems, improving emergency response, and working towards greater access to amenities and quality of life for residents. Work still remains in all aspects of government, especially to attract business, source reliable infrastructure funding, and find more efficient ways to bring quality services to the people of Hazelton.

MAYOR & COUNCIL



Mayor Dennis Sterritt

- Regional District of Kitimat-Stikine Board of Directors/Regional Hospital District
- Skeena TV Association
- Northern Development Initiative Trust Regional Advisory Committee
- Municipal Insurance Agency
- Municipal Finance Authority
- Upper Skeena Recreation Centre -
- Owners Partnership Committee

Councillor Wendy Blackstock

 Collective Agreement Council Representative



Councillor Julie Maitland

- Regional District of Kitimat-Stikine Board of Directors Alternate/Regional Hospital District
- Upper Skeena Development Centre
- Public and Technical Advisory Committee
- Community Forest



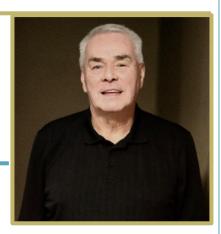
Councillor Charles (Buddy) Smith

- Wrinch Memorial Foundation
- Skeena Housing Coalition Society
- Community Health Improvement Committee
- Emergency Planning and Operations Committee



Councillor Jody Tetreau

- Hazelton District Public Library Board
- Skeena Valley Education Society



STRATEGIC PRIORITIES

Council has been working to advance priorities that matter to the people of Hazelton. They do this by passing bylaws, setting the budget, and by encouraging other levels of government to expand programming and put resources into the Upper Skeena. In 2021, Council's primary areas of focus were as follows:

Economic Growth and Stability

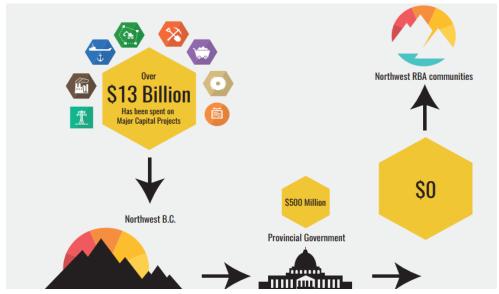
Council considers economic stability to be extremely important for our community's health and vitality. To this end, Hazelton is a member of the Resource Benefits Alliance.

The goal of the Northwest BC Resource Benefits Alliance is to seek a new funding agreement with the Province of BC that ensures more of the revenue generated from the northwest, remains in the region.



A funding agreement will allow local governments to better encourage economic development in the northwest and ensure that development creates good local jobs and sustainable, livable communities.

An infographic from the RBA denoting the current lack of financial returns from Northwest BC



Hazelton Council took part in encouraging the Provincial Government to follow through on its commitment to the initiative.

Affordable and Varied Housing Opportunities

In 2021, Council made pursuing housing projects a priority. The Village of Hazelton worked with developers, local housing groups and the provincial government to advocate for affordable and alternate housing options for residents.

2021 saw an innovative new bylaw passed allowing for homeowners to build Accessory Dwelling Units. These units will hopefully increase available rental space in the Village and allow space for elders to age in place.

Infrastructure Planning

Like many other small municipalities, Hazelton struggles to maintain its aging infrastructure. The Village is able to carry out the majority of infrastructure upgrades through grant funding. However, Council is pursuing options such as the RBA to provide a more sustainable source of funding for infrastructure replacement projects. In 2021, Hazelton applied for grant that will provide some funds toward the replacement of River Road.

Tourism

The natural beauty and rich history of Hazelton make it one of Northern BC's greatest "hidden gems", and one that is largely undiscovered by travellers. Council aims to promote tourism by building on our historical and cultural amenities to attract visitors. The Village wishes to find creative ways to draw visitors to Hazelton and provide them with unique experiences and lifelong memories.

Environment

The Village recognizes the major challenges that climate change will bring to our area and wishes to improve sustainable practices in the community. Council considers finding a new approach to recycling, reducing administrative paper use and preemptive maintenance to the wastewater system to be priorities to reduce the Village's environmental impact.

Parks and Recreation

Bastion Park and the Upper Skeena Recreation Centre (USRC) are significant priorities for Council. Council continues to support the Regional District of Kitimat Stikine by providing some of the operational costs for the USRC. Bastion Park is a major asset to the community and Council continues to re-imagine the park space to make the most of this valuable resource.

ADMINISTRATION

Hazelton requires a significant amount of behindthe-scenes work to run smoothly. This includes managing records, communications, and capital projects, issuing permits and licenses, working with other organizations and government agencies, and overseeing the Village's finances.

The Village of Hazelton has two full-time administrative positions: The Chief Administrative Officer and the Deputy Corporate Officer.

Why are some meetings closed to the public?

Closed or "in-camera" meetings are allowed by provincial law under particular circumstances. Legal or financial negotiations, deliberations on award recipients, conversations concerning staff, and a few other topics are all able to be held in a closed meeting.

Council is required to indicate during the public meeting which circumstance allows the closed meeting and BC Law prohibits them from discussing public topics in the closed forum.

Business Licenses

The Village received 12 applications for business licenses in 2021. This is up from the 10 licenses in 2020. The COVID-19 pandemic was cited by business owners as a major obstacle to business in 2021.

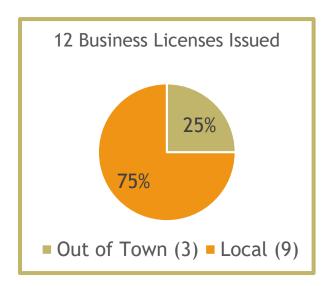
What does a CAO do?

CAO Stands for Chief Administrative Officer. The CAO's main job is to ensure that a municipality runs smoothly and efficiently. This includes overseeing staffing levels, preparing legal documents and bylaws, drafting the budget, and managing Village-owned property, among many other duties.

Administration is also responsible for providing Council with background information to inform decision making, and to facilitate strategic planning to encourage consistent goals.

Council Meetings

The Village of Hazelton holds monthly Council Meetings, where Council has the opportunity to pass bylaws, review and respond to important local issues, and carry out the executive function of Local Government. In 2021, there were 12 Regular Meetings, 12 Closed Meetings, and 3 Special Meetings.



Dog Licenses

The Village administers Dog Licenses. In 2021, seven dogs were licensed. It is important to have your dog licensed to comply with Village bylaws. Dogs should not be in public places without being leashed, but licensing your dog ensures it can be identified if it accidentally gets loose.

Special Events

Most special events in 2021 were unfortunately cancelled due to the COVID-19 Pandemic, but the Village managed to find alternative ways to celebrate or commemorate some special days.

Pioneer Day

The usual festivities were cancelled due to Provincial Health Order requirements so the Village took a different approach. A scavenger hunt encouraged residents to go out into the community and interact with the Village's historical buildings and sights.

Remembrance Day

The Village of Hazelton took on the role of selling wreaths to local organizations and individuals to commemorate those who have fallen. An in-person ceremony could not be held, so these wreaths were instead displayed in homes and businesses.

Christmas in Hazelton

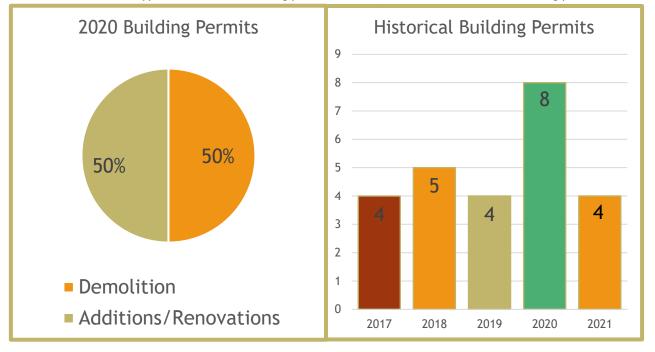
Regular Christmas in Hazelton festivities were cancelled in 2021. As an alternative, Hazelton and Gitanmaax held a number of contests. Prizes were given for the best decorated houses in three categories.

PLANNING & DEVELOPMENT

Part of the duties of a local government include land use planning. Through zoning, building, and development procedure bylaws, the Village is able to ensure that land in the village is developed safely and with foresight.

The Village of Hazelton has a relatively simple zoning bylaw compared to larger communities with only seven zones and two development permit areas.

These charts shows the type distribution of building permits in 2021, and the trend of overall building permits.



PARKS

11% of Hazelton's downtown area is park land. Public Works Staff work every day to make sure that it remains clean and in good condition for the use of all residents and visitors. The Village maintains Sargent/Bastion Park, Hankin Basketball Court, and the Eagle Down Trail as well as all of the public boulevards in the Village.

New Benches and Trash Bins

2021 saw more old benches and garbage receptacles switched out with brand new ones. More new benches and receptacles will be purchased in future years.

Eagle Down Trail Maintenance

The Village maintains Eagle Down Trail from the Village to the Hagwilget Bridge.

ECONOMIC DEVELOPMENT

Each Year, the Village of Hazelton is granted funding from Northern Development Initiative Trust to fund the Love the Hazeltons Shop Local Program and to cover part of the wage for an Economic Development Officer, who works in partnership with other Upper Skeena Communities as well as the Regional District of Kitimat-Stikine.

2021 Economic Development Projects

Support for Local Businesses

The Love the Hazeltons program offers locallyowned, non-franchise businesses a web presence and professional photography, as well as access to continued events and promotions for a onetime fee of \$100 (The cost is heavily offset by Northern Development).

Tourism Marketing

Billboards were designed and mounted on Highway 16 providing much needed visibility for the Hazeltons by capturing the attention of highway users and instructing them to turn off and explore the community.



WE'VE GOT YOUR
BREAK COVERED
in the
Village of
Hazelton
50km Ahead



Content Creation

Created a versatile video showcasing businesses and recreation opportunities in Hazelton that can be explored on a short stop trip. The video and photos created will be used for future edits to the community guide and other promotional efforts in the Hazeltons.

COMMUNITY

A significant number of non-profit organizations call the Village of Hazelton their home, and take steps to improve our community on a daily basis. Here are some of the ways the Village of Hazelton supported or partnered with local non-profits in 2021.

Community Enhancement Grants

Each year in January, the Village accepts applications for Community Enhancement Grants, a program that aims to encourage local events and initiatives through discretional funding. Council makes the decision to whom the funding should go, based on the applications and the needs of the community. In 2021, there were three grant recipients, Learners Opportunity Group Society (LOGS) for their Christmas Gift of Literacy program, Upper Skeena Community Learning Society for their Backyard Volunteer Work Bee and Open House and Misty River Community Arts Council for their Kids' Art Workshop Series.





The Village of Hazelton supports the Upper Skeena Recreation Centre (USRC) and the excellent community initiatives it provides. The facility requires significant year-over-year financial input from many of the governments that make up the Upper Skeena, including Hazelton. Village Council has made a priority of pursuing alternative funding for the USRC.

FIRE DEPARTMENT

The Village of Hazelton Fire department is 100% Volunteer-operated, and operates in conjunction with the Gitanmaax Fire Department. 2021 was an exciting year for the department. The department responded to 26 calls, and many new members enrolled following a successful recruitment drive.

2021 Fire Department Projects

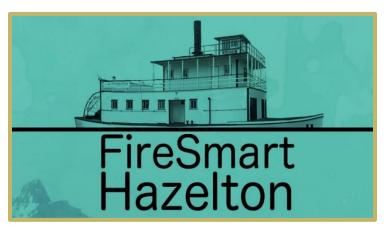


Fire Training Centre Project

The Village partnered with the District of New Hazelton on building a fire training centre that both departments can utilize for training. A sea can was purchased and modified to create the centre.

FireSmart Regional Coordinator Project

The Upper Skeena region benefitted from a grant through the Union of BC Municipalities that allowed the Village of Hazelton to oversee the hiring of a regional Firesmart Coordinator. The coordinator promoted wildfire safety in and around the Hazeltons.



INFRASTRUCTURE

Hazelton is a small community, but has significant needs for infrastructure. Public works crews work all year to keep sewer and water systems, roads, sidewalks, Village-owned buildings, and other public spaces in a safe and reliable state. This includes patching potholes, repairing structures, and monitoring water and effluence testing facilities and equipment for damage and wear. The Village often needs to perform larger replacement projects as well, which are often dependent on funding.

2021 Infrastructure Projects

Garbage Truck & Receptacles

The Village's garbage truck was a 2003 Ford F550 with a mounted waste receptacle. The truck was beginning to have mechanical issues and the waste receptacle was rusting through. It was replaced with a 2021 Ford F550 mounted with a Haulall collection body. The new truck has an automatic arm that reduces the risk of workplace industries but required new waste receptacles. The special receptacles were purchased and distributed to businesses and residents.



Flood Mitigation Detailed Design Project

Building on work completed in 2020, the Village applied and received grant funding to complete a detailed design for flood mitigation. The Village hired Civil North Consulting Ltd to complete the work. The completed design will be used to apply for future funding to upgrade and expand the existing dike.



Sanitary Lines' Condition Assessment

Northern Lites Technology (2021) Ltd was hired to camera and assess the condition of the sewer mains in the downtown core. They provided a summary and recommendations for areas that needed addressed in the next 18 months to five years. Urban Systems provided further analysis. This information will be used for making decisions about sanitary capital projects in the future.

Net Zero Carbon Fire Hall & Public Works Building Feasibility Study

The Village received grant funding to complete a feasibility study on a net zero carbon fire hall and public works shared services building. The Hazelton Volunteer Fire Department and Public Works is currently operating out of a single building. The current building, built in the 1950s, is non-compliant with current BC Building Code and post-disaster standards. S2 Architecture was hired to complete the project and they designed three potential options. The estimated cost to build a net zero building was \$9.4 to 13.3 million.



FINANCE

The Finance Department is responsible for overseeing the budget. The Village of Hazelton works hard to make sure that receiving revenue and spending money is performed

responsibly. Finance is responsible for collecting taxes, ensuring the Village stays within spending limits and pays vendors on time, and that the Village's finances are transparent for the yearly audit.

Your Tax Dollars

Hazelton receives the vast majority of its revenue from sources other than direct taxation. The below graph shows how little of the Village's annual budget is represented by Hazelton taxpayers directly. The majority of Hazelton's funding comes from grants administered through not-for-profit, provincial, or federal programs.

What are Conditional and Unconditional Grants?

Conditional Grants are given to the Village on the condition that we spend the money on a particular type of project, such as public art or improving Emergency Response.

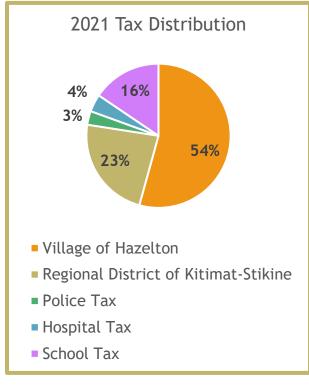
Unconditional Grants can be used for nearly anything in the budget, including regular operations or maintenance.



In order to carry out the projects and everyday services, the Village has many expenses. Council and Staff take the responsibility of public fund stewardship very seriously and consideration is made to efficiency when making financial decisions.

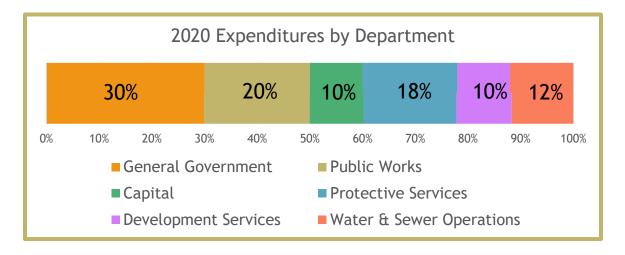
Where Do Your Tax Dollars Go?

How your tax dollars were distributed in 2021.

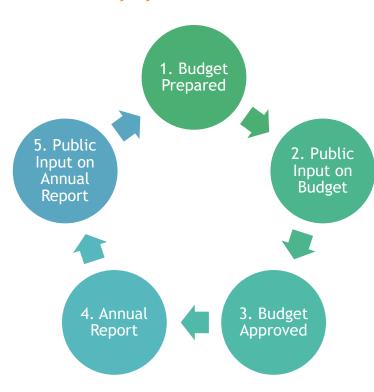


A large portion of the taxes you pay to the Village of Hazelton are redirected to other governments. In 2021, Hazelton added just over half of received taxes to revenue.

The Village draws on many funding sources other than direct taxation, such as grants and Payments in Lieu of Taxes (PILTs) from other governments and crown corporations. As a whole, the Village's expenditures were distributed between departments as indicated by this graph.



The Yearly Cycle



Each year there is a cycle for the approval of the budget:

- 1. Administration prepares a draft of the budget based on Council's priorities and input from the previous year's reporting.
- 2. Council reviews the Draft and the public is given an opportunity to ask questions and supply input on the draft budget.
- 3. Council chooses which changes they wish to make and then they approve the year's budget.
- 4. The following year, Staff prepares an annual report to lay out deliverables for the previous year.
- 5. Council and the public comment on the annual report and suggest elements they wish to see next year.

The Future

Each year during the budget process, the Village of Hazelton must prepare a five-year financial plan. The figures for the final four years included in the plan are estimates based on suspected tax revenue, anticipated grant funding, and foreseeable projects. These are not confirmed until the financial plan is adopted for that year, so residents will have further opportunity to provide input on the budget for future years. The plan encompasses 5 years to ensure that the Village is planning for future expenses and keeping a long-term view of financial stewardship.

Annual Report Progress

The Community Charter and the Local Government Act are the pieces of legislation by which local governments obtain their authority to create bylaws, collect taxes, conduct elections and perform services for their citizens. This legislation also requires that municipalities develop annual reports as a means of informing the public on the activities and functions that are achieved throughout the year. Municipalities are also required to identify objectives, strategies and measures to report on the effectiveness and efficiency of municipal programs. As these objectives, strategies and measures are refined and reporting practices are improved over the years, a comprehensive picture of municipal operations will be available to the public, funding agencies, partners and any other organization that seeks information. The information contained in this year's Annual Report depicts the comprehensive progress report for the year 2021 and includes objectives for 2022.

2022 PRIORITIES AND OBJECTIVES

In 2019, Village Council and staff worked with community stakeholders to develop a list of strategic priorities. Council and staff work towards the implementation of these goals. The following represent the goals for 2022.

TOURISM		
Promotion	Increase advertising and promotion of Community Guide	Medium Cost
Wayfinding Signage	Welcome to Hazelton Sign	High Cost
Sculptures and Artwork	Create opportunity and spaces for artwork in the downtown. Brand community with regards to artwork.	Medium Cost

Housing and Infrastructure			
Housing Development	Develop Innovative Policy and frameworks for residential Housing Developments. Encourage subdivision development, implementation of clear, updated subdivision policy and bylaws.	Low Cost	

	Promoting secondary suites and mix-use buildings.	
Asset Management	Asset Management Plan including upgrades to drainage system, water line, sewer line, fire hydrants, and roads.	High Cost, Grants Available
Asset Replacement	Replacement of municipal equipment including garbage truck, tractor, and IT equipment	High Cost, Grants Available

Environment		
Infrastructure	Ensure the safety and integrity of infrastructure to reduce the risk of environmental damage.	Medium Cost, Grants Available
Recycling	Work with the community to find effective, cost-efficient ways to provide residents with recycling options.	Low Cost,
Tree Planting	Add trees for shade, ornamentation, and ecological benefit.	Low Cost, Grants Available

Economic Development		
Recreation Centre	Continued support for the Upper Skeena Rec Centre	High Cost
Partnership	Improve Council to Council Relationships. Partner with Gitanmaax on Economic Development Priorities that benefit both Communities.	Low Cost
Love the Hazeltons	Continue to take a leadership role in promoting and developing Love the Hazeltons.	Low Cost, Grant Available

Parks and Recreation		
Boardwalk	Extend and make improvements to the river boardwalk to increase accessibility.	High Cost, Grants Available
Bastion Park	Install artwork or sculptures to increase traffic. Work towards the construction of an amphitheater to create a public space for community concerts and events.	High Cost, Grants Available

APPENDIX A: DECLARATION OF DISQUALIFICATIONS

There were no disqualifications made under Section 111 of the Com	nmunity Charter in 2021.
-Robyn Carlé, Chief Administrative Officer	

APPENDIX B: PERMISSIVE TAX EXEMPTIONS

In accordance with section 98(2)(b) of the Community Charter, the following properties in the Village of Hazelton were provided permissive property tax exemptions by Council for 2021, as passed in 2021 Tax Exemption Bylaw No. 515, 2020.

1. Governing Council of the Salvation Army Block 54, Plan PRP543, Cassiar Land District Lot 8

\$626.30

2. Regional District of Kitimat Stikine Block 3, Plan PRP6613, District Lot 105, Cassiar Land District Except Plan 12542

\$242,854.84

BYLAW NO. 516, 2021

A bylaw to adopt a financial plan for the years 2021 to 2025

WHEREAS the Council of the Village of Hazelton is required to adopt a five-year financial plan;

NOW THEREFORE the Council of the Village of Hazelton in open meeting assembled, enacts as follows:

- Schedule "A" attached hereto and made part of this bylaw is hereby declared to be the Financial Plan of the Village of Hazelton for the 5-year period ending December 31, 2025.
- 2. Schedule "B" attached hereto and made part of this bylaw is hereby declared to be the Statement of Objectives and Policies.
- 3. This bylaw may be cited for all purposes as the "2021 2025 Five Year Financial Plan Bylaw No. 516, 2021".

READ A FIRST TIME THIS 9^{th} DAY OF FEBRUARY, 2021.

READ A SECOND TIME THIS 9^{th} DAY OF FEBRUARY, 2021.

READ A THIRD TIME THIS 9^{th} DAY OF MARCH, 2021.

ADOPTED THIS 13 DAY OF APRIL, 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

2021 - 2025 Five Year Financial Plan Bylaw No. 516, 2021

SCHEDULE "A"

	50	AILDOLL A			
REVENUE	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Taxation	\$225,000	\$229,500	\$243,632	\$238,772	\$243,547
Other Jurisdiction Taxes	159,505	159,505	159,505	159,505	159,505
Frontage Taxes	53,000	53,000	53,000	53,000	53,000
Payments in Lieu of Taxes	44,500	46,500	46,500	46,500	46,500
Licenses, Permits, Rentals and Sundry	49,300	38,300	38,300	38,300	38,300
Returns on Investments	12,000	12,000	12,000	12,000	12,000
Unconditional Grants	450,000	450,000	450,000	450,000	450,000
Conditional Grants	4,414,716	702,500	702,500	702,500	702,500
Solid Waste Revenue	61,100	64,916	66,938	69,022	69,737
Water Revenue	56,600	57,186	57,778	58,376	58,980
Sewer Revenue	73,487	74,242	75,005	75,775	76,552
Transfer Between Funds	785,376	119,650	100,265	115,818	227,219
REVENUE TOTAL	\$6,384,585	\$2,007,300	\$1,995,881	\$2,019,567	\$2,137,840
EXPENDITURE					4606757
General Government	\$589,805	\$608,535	\$599,420	\$603,860	\$606,757
Protective Services	422,250	119,494	121,384	123,812	126,288
Development Services Public Works &	656,585	124,633	125,701	126,791	127,903
Transportation	245,800	254,897	263,874	290,758	292,332
Parks, Recreation & Culture	44,500	45,390	46,298	47,224	48,168
Municipal Buildings	66,100	66,300	67,626	68,979	70,358
Solid Waste Expenditures	69,924	69,924	70,923	79,245	80,830
Water Expenditures	76,131	81,996	82,900	91,582	93,091
Sewer Expenditures	91,500	93,330	95,156	97,039	98,960
Capital Expenditures	4,118,490	303,000	303,000	253,000	133,000
EXPENDITURE TOTAL	\$6,384,585	\$1,770,999	\$1,779,852	\$1,785,931	\$1,681,402
Transfer Between Funds		(236,300)	(216,030)	(233,636)	(456,438)
BUDGET TOTAL	0.00	0.00	0.00	0.00	0.00

2021 - 2025 Five Year Financial Plan Bylaw No. 516, 2021

SCHEDULE "B"

Statement of Objectives and Policies

In accordance with Section 165 of the *Community Charter*, the Village of Hazelton is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

- 1. Distribution of property taxes among the property classes;
- 2. Use of permissive tax exemptions; and
- 3. Proportion of total revenue that comes from each of the funding sources described in Section 165 (7) of the *Community Charter*.

FUNDING SOURCES

The proportion of total revenue to be raised from each funding source for 2021 is shown on Table 1.

Without grant revenues from other non-taxation sources, the Village's municipal functions simply could not be maintained at existing service levels. This year, as in previous years, the Village will be taking advantage of all possible grant opportunities, and will continue to meet its current and future goals.

Objectives:

- To endeavour to supplement revenues from user fees and charges to lessen the burden on its limited property tax base.
- To investigate other potential funding sources and secure opportunities for additional revenues.
- To update development bylaws to respond to potential growth that may come with the increase in resource extraction and development activities.

Policies:

- The proportions of revenue proposed to come from various funding sources shall be reviewed from year to year as differing funding sources become available.
- The Village will consider the amount of revenue required to provide and maintain current service levels for all municipal services to our taxpayers. Any new or one-time expenses must be approved each year.
- Aggressively seek available grants for projects to mitigate the potential impact on property taxation rates.

TABLE 1
2021 REVENUES

REVENUE SOURCE	DOLLAR	% OF TOTAL
	VALUE	REVENUE
*Rounded to zero dollar value & does not include in-house transfers		
Conditional Grants (Project)	\$4,414,716	81%
Unconditional Grants (Province)	450,000	8%
Property Taxes	225,000	4%
Sewer Revenue	73,487	1%
Water Revenue	56,600	1%
Solid Waste Revenue	61,100	1%
Frontage Taxes	53,000	1%
Licenses, Permits and Rentals	49,300	1%
Payments in Lieu of Taxes	44,500	1%
Return on Investments	12,000	0%
Total	\$5,439,703	100%

DISTRIBUTION OF PROPERTY TAX RATES

Table 2 below shows the distribution of municipal property tax revenue among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class forms the largest portion of the assessment base and consumes the majority of Village services.

Objective:

• To set tax rates at levels comparable to other neighbouring municipalities as to be competitive for both residential and commercial property owner to purchase property in the Village as opposed to outlying areas or other communities.

Policies:

 The amount of taxes proposed to be collected from the classes will be adjusted for taxation increases as approved by Council annually. Class multiples and tax rates will be reviewed annually to ensure that they are relative to those set by the Provincial Government and comparable municipalities.

The table below shows the proposed distribution of municipal property tax revenue among the property classes.

TABLE 2

PROPERTY CLASS	DOLLAR	% TAXATION
*Municipal Tax only	VALUE	
Class 1 – Residential	\$178,844	78%
Class 2 – Utilities	654	1%
Class 6 – Business/Other	45,156	20%
Class 8 - Recreation/Non-profit	896	1%
Total	\$225,550	100%

PERMISSIVE TAX EXEMPTIONS

Objective:

Council's principle objective in considering permissive tax exemptions under section 224 of the *Community Charter* is to provide financial assistance to organizations that provide a valuable service to the broader community. These services may include cultural and recreational opportunities for adults and youth, promotion of the local economy and local charitable services.

Policies:

- The total amount of municipal revenue to be foregone by permissive tax exemptions will be approved by Council in the Village of Hazelton's Tax Exemption Bylaw.
- In September/October, Council will review its objectives and policies prior to determining the permissive tax exemptions.
- Exemptions for 2021 were granted to Governing Council Salvation Army and the Regional District of Kitimat Stikine in the "2021 Permissive Tax Exemption Bylaw No. 515, 2020".



THE CORPORATION OF THE VILLAGE OF HAZELTON
Financial Statements
December 31, 2021



THE CORPORATION OF THE VILLAGE OF HAZELTON COUNCIL - 2021

MAYOR Julie Maitland

COUNCILLORS

Buddy Smith Christine Anonuevo Jody Tetreau Wendy Blackstock

APPOINTED OFFICIALS

Chief Administrative Officer

Robyn Carle



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Vohora LLP CPAs & Business Advisors

Management's Responsibility For Financial Reporting

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the consolidated financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

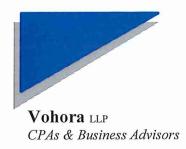
The Councillors are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Council. The Councillors review internal financial statements on a regular basis and external audited financial statements yearly.

The external auditors, Vohora LLP, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to management and Council of The Corporation of the Village of Hazelton and meet when required.

Robyn Carle

Chief Administrative Officer

Date February 26,2024



Phone: Fax: Toll Free Phone:

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INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of Corporation of the Village of Hazelton

Report on the Financial Statements

Opinion

We have audited the financial statements of Corporation of the Village of Hazelton (the village), which comprise the statement of financial position as at December 31, 2021, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the village as at December 31, 2021, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

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

Other Matter

The financial statements for the year ended December 31, 2020 were audited by another auditor who expressed an unmodified opinion on those financial statements on October 19, 2021.

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

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

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

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

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(continues)



INDEPENDENT AUDITOR'S REPORT (continued)

Auditor's Responsibilities for the Audit of the Financial Statements

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

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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



INDEPENDENT AUDITOR'S REPORT (continued)

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

Terrace, BC February 13, 2024 Vohora LLP

Chartered Professional Accountants

THE CORPORATION OF THE VILLAGE OF HAZELTON STATEMENT OF FINANCIAL POSITION

As at December 31, 2021

		2021	2020
Financial Assets			
Cash and short-term investments (note 2)	\$	3,785,912	\$ 3,765,237
Taxes receivable (note 3)		42,075	50,519
Accounts receivable (note 4)		394,016	193,285
		4,222,003	 4,009,041
Liabilities			
Accounts payable and accruals (note 5)		208,933	158,319
Deferred revenue (note 6)		595,194	684,978
		804,127	843,297
Net financial assets		3,417,876	3,165,744
Non-financial assets			
Tangible capital assets (note 1 and Schedule 2)		4,413,616	4,318,291
Prepaid expenses	~	6,396	2,553
		4,420,012	4,320,844
Village Position		7,837,888	7,486,588
Village position consists of:			
Operating fund surplus		1,099,717	1,060,378
Reserve funds (Schedule 3)		2,324,555	2,107,919
Equity in tangible capital assets (note 7)		4,413,616	4,318,291
	\$	7,837,888	\$ 7,486,588

Commitments and contingent liabilities (note 10)

Annroved by:

Robyn Garle Administrator Julie Maitland Mayor

THE CORPORATION OF THE VILLAGE OF HAZELTON STATEMENT OF OPERATIONS

For the Year Ended December 31, 2021

	 2021	Budget	2020
Revenues			
Taxes for municipal purposes (note 8)	\$ 347,072	\$ 437,505	\$ 355,058
Government Grants and transfers (note 9)	990,935	1,000,000	1,230,980
User fees and sale of goods and services	184,975	191,200	193,351
Investment	16,816	12,000	27,901
Gain on sale of tangible capital assets	173,827	-	-
Other	57,781	60,000	34,249
	1,771,406	1,700,705	1,841,539
Expenses			
General government services	350,764	389,805	330,983
Public works and transportation	215,352	266,585	273,339
Capital	119,864	100,000	-
Protective services	206,477	222,250	133,680
Waste management	19,160	69,950	55,785
Development services	93,968	90,000	88,923
Recreation and cultural services	29,132	44,500	161,625
Water operations	46,864	76,150	54,101
Sewer operations	89,904	91,500	81,423
Amortization of tangible capital assets	 248,621	245,000	234,400
	1,420,106	1,595,740	1,414,259
Revenues over expenses	351,300	104,965	427,280
Opening Position	7,486,588	7,486,588	7,059,308
Closing Position	\$ 7,837,888	\$ 7,591,553	\$ 7,486,588

THE CORPORATION OF THE VILLAGE OF HAZELTON STATEMENT OF CHANGES IN NET FINANCIAL ASSETS For the Year Ended December 31, 2021

			2021		Budget		2020
			2021		Duuget		2020
Revenues over expenses		\$	351,300	\$	104,965	\$	427,280
Acquisition of tangible capital assets		Ψ	(371,338)	Ψ	(425,000)	Ψ	(194,264)
Proceeds on sale of tangible capital assets			201,219		-		-
Gain on sale of tangible capital assets			(173,827)		_		_
Amortization of tangible capital assets			248,621		245,000		234,400
Prepaid expenses	Ÿ		(3,843)		<u> </u>		1,286
Increase (decrease) in net financial assets			252,132		(75,035)		468,702
Net financial assets - beginning of year	u		3,165,744		3,165,744		2,697,042
Net financial assets - end of year		\$	3,417,876	\$	3,090,709	\$	3,165,744

THE CORPORATION OF THE VILLAGE OF HAZELTON STATEMENT OF CASH FLOWS

For the Year Ended December 31, 2021

		2021	2020
Operating transactions			
Revenue over expenses	\$	351,300	\$ 427,280
Amortization		248,621	234,400
Gain on sale of tangible capital assets		(173,827)	-
Accounts payable and accruals		50,614	(9,735)
Deferred revenue		(89,784)	242,037
Accounts receivable		(192,287)	(104,357)
Prepaid expenses		(3,843)	1,286
		190,794	790,911
X-			
Acquisition of tangible capital assets		(371,338)	(194,264)
Acquisition of tangible capital assets	-	(371,338) 201,219	(194,264)
Acquisition of tangible capital assets			 (194,264)
Capital transactions Acquisition of tangible capital assets Proceeds on sale of tangible capital assets		201,219	
Acquisition of tangible capital assets Proceeds on sale of tangible capital assets	e e	201,219	
Acquisition of tangible capital assets		201,219 (170,119)	(194,264)

Notes to the Financial Statements

For the Year Ended December 31, 2021

The THE CORPORATION OF THE VILLAGE OF HAZELTON (the "Village") is a municipality in the Province of British Columbia and operates under the provisions of the Local Government Act and the Community Charter of British Columbia. The Village provides municipal services such as public works, protective services, planning, parks, recreation and other general government services to the residents of the Village.

1. Significant Accounting Policies:

a) Basis of presentation:

The financial statements of the Village are prepared by management in accordance with Canadian generally accepted accounting principals for local governments as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

The financial statements reflect the assets, liabilities, revenues and expenses of the Village's activities and funds. The Village does not control any external entities and accordingly no entities have been consolidated into the financial statements.

b) Revenue recognition

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

Taxation

Annual levies for non-optional municipal services and general administrative services are recorded as taxes for municipal services in the year they are levied. Levies imposed by other taxing authorities are not included as taxes for municipal purposes. Through the British Columbia Assessment appeal process, taxes may be adjusted by way of supplementary roll adjustments. The affects of these adjustments on taxes levied are recognized at the time they are awarded.

Government Grants and Transfers

Government grants and transfers without stipulations restricting their use are recognized in the financial statements as revenue in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, eligibility criteria have been met and the reasonable estimates of the amounts can be made. Government transfers with stipulations restricting their use and that give rise to an obligation that meets the definition of a liability are recorded as deferred revenue until settlement of the liability has occurred.

Notes to the Financial Statements

For the Year Ended December 31, 2021

1. Significant Accounting Policies (continued):

b) Revenue recognition (continued)

Investment and Other

Revenue from the sale of services or user fees is recognized when the service or product is rendered by the Village. Revenue from property rentals is recognized as revenue in the period in which the property is occupied by the tenant or in accordance with the lease agreement. Investment income is recognized when earned.

c) Investments

Investments are reported at market value.

d) Tangible capital assets

Tangible capital assets, comprised of capital assets and capital work-in-progress, are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing the year the asset is put into service. Donated tangible capital assets are reported at fair value at the time of donation. Estimated useful lives are as follows:

Buildings	40 years
Furniture, equipment and automotive	5-20 years
Roads and engineered structures	50 years
Water and infrastructure	35 years

e) Deferred revenue:

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired, thereby extinguishing the related liability.

f) Fund accounting

The operating fund, consisting of the general, water, and sewer operating funds comprises the operating costs of the services provided by the Village.

The Reserve Funds are established to hold assets for specific future purposes as approved by Council. Allowable transfers to and from the Fund is defined in the reserve fund establishment bylaw.

Notes to the Financial Statements

For the Year Ended December 31, 2021

1. Significant Accounting Policies (continued):

g) Segmented information

The Village is a municipal government that provides a wide range of services to its residents and taxpayers. The Village's operations and activities are organized and reported by segments in Schedule 1. Property taxation revenue which funds many of the operations is not allocated to a specific segment and is reported as unallocated.

General Government Services

General government operations include legislative services, general administration, finance and information technology functions.

Capital operations

The Capital services includes capital projects, feasibility studies and project management.

Public Works and Transportation Services

The Public Works department provides transportation services including street maintenance, snow removal, building maintenance, street lighting, fleet maintenance, and storm sewers.

Protective Services

Protective services includes fire protection, first responders and emergency planning and management.

Waste Management

Waste management services are provided by the Public Works department and include the collection and treatment/disposal of solid waste, yard waste and recyclables.

Development Services

Economic development activities including planning and land management, as well as revenues and related expenditures from commercial services are reported in this segment.

Recreation and Cultural Services

The Village operates and maintains the library, parks, trails, open spaces and leisure services.

Water Operations

This segment includes all operating activities related to pumping, testing and distributing water throughout the Village and operates under the Public Works Department.

Sewer Operations

This segment includes all operating activities related to collection and treatment of wastewater throughout the Village and operates under the Public Works Department.

h) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They are not intended for sale in the ordinary course of operations.

Notes to the Financial Statements

For the Year Ended December 31, 2021

1. Significant Accounting Policies (continued):

i) Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. It is reasonably possible that circumstances may arise that cause actual results to differ from management estimates, however, management does not believe it is likely that such differences will materially affect the Village's financial position. Adjustments, if any, will be reflected in operations in the period of settlement.

j) Financial instruments

The Village's financial instruments consist of cash and short-term investments, accounts receivable, accounts payable and accruals. Unless otherwise indicated, it is management's opinion that the Village is not exposed to any significant interest, credit, or currency risks arising from these financial instruments.

k) Employee future benefits

The Village and its employees make contributions to the Municipal Pension Plan, and the employees accrue benefits under this plan based on service. The Village's contributions are expensed as incurred.

Contaminated sites

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the Village is directly responsible or accepts responsibility.
- -a reasonable estimate of the amount can be made

Management has not identified any contaminated sites at this time and therefore no liability is recognized in these financial statements.

Notes to the Financial Statements

For the Year Ended December 31, 2021

2.	Cash	and	short-term	investments

Cash and short-term investments are comprised of cash on deposit and investments as follows:

	2021	 2020
Cash	\$ 3,188,509	\$ 3,168,745
Short-term investments	 597,403	596,492
	\$ 3,785,912	\$ 3,765,237

3. Taxes Receivable

	 2021	 2020
Current	\$ 29,502	\$ 30,207
Arrears	12,573	20,312
	\$ 42,075	\$ 50,519

4. Accounts receivable

	2021	2020
Government grants	\$ 77,319	\$ 104,254
Other receivables	316,697	 89,031
	\$ 394,016	\$ 193,285

5. Accounts payable and accruals

	 2021	2020
Trade accounts payable and accruals	\$ 116,691	\$ 78,836
Other government agencies	51,971	25,134
Accrued salary, wages and employee benefits	40,271	54,349
	\$ 208,933	\$ 158,319

6. Deferred revenue

	2021	 2020
Federal Gas Tax - Community Works Fund	\$ 533,626	\$ 393,664
Covid re-start funds	53,283	268,000
Other	8,285	23,314
	\$ 595,194	\$ 684,978

7 Equity in tangible capital assets

Equity in tangible capital assets represents the net book value of total capital assets less long term obligations assumed to acquire those assets. The change in equity in tangible capital assets is as follows:

	 2021	 2020
Opening balance	\$ 4,318,291	\$ 4,358,427
Tangible capital assets purchased through operations	371,338	194,264
Amortization of tangible capital assets	(248,621)	
Sale of tangible capital assets	 (27,392)	(234,400)
Closing balance	\$ 4,413,616	\$ 4,318,291

8 Taxes for municipal purposes

	 2021	 2020	
Taxes collected:			
Property taxes	\$ 224,032	\$ 234,097	
Frontage assessments	60,900	61,800	
Grants in lieu of taxes	50,920	47,794	
Penalties and interest on taxes	 11,220	 11,367	
	\$ 347,072	\$ 355,058	

9 Government grants and transfers

	 2021				
Unconditional grant	\$ 529,000	\$	511,576		
NDIT	65,723		77,424		
UBCM	106,872		100,769		
Federal / Provincial capital grants	267,617		521,531		
Regional District of Kitimat-Stikine	11,280		14,000		
Other	 10,443		5,680		
	\$ 990,935	\$	1,230,980		

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Notes to the Financial Statements For the Year Ended December 31, 2021

10 Commitments and Contingent Liabilities

Third party claims

There are no known claims against the Village at the year-end.

Pension Plan

The Village and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trusteed pension plan. The board of trustees, representing plan members and employers, are responsible for administering the plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2021, the Plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent valuation of the Municipal Pension Plan as at December 31, 2018 indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2021 with the results available in 2022.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets, and cost to the individual employers participating in the Plan.

	General Government Services	Public Works and Transportation	Capital	Protective Services	Waste Management	Development Services Co	Recreation and ultural Services	Water Operations Sec	wer Operations	Unallocated	2021	Budget	2020
Revenues													
Net taxes available for municipal purposes	-	(-	-	-	-	-	~	-	-	347,072	347,072	437,505	355,058
Government grants and transfers	529,000		-	161,052		62,436	5,330	-	10,000	223,117	990,935	1,000,000	1,230,980
User fees and sale of goods and services	-	-		-	60,599	-	-	56,178	68,198	-	184,975	191,200	193,351
Gain on disposal of tangible capital assets	173,827	-	-	-	-	-		-	-	-	173,827		
Investment	16,816	-		-	-	-	-	-	-	-	16,816	12,000	27,901
Other	57,781	-	-			-	<u> </u>		-		57,781	60,000	34,249
	777,424			161,052	60,599	62,436	5,330	56,178	78,198	570,189	1,771,406	1,700,705	1,841,539
Expenses													
Grants in aid	13,650	V=	h -		-	12,500	2,500	-	-	_	28,650	28,500	131,750
Materials, services and supplies	106,522	71,250	119,864	93,210	7,880	81,468	18,616	2,366	45,406		546,582	663,240	533,585
Professional services	23,106	-	:=	113,267	~	-	-	•	-		136,373	135,000	20,673
Salaries, wages and benefits	200,856	144,102		-	11,280	-	8,016	44,498	44,498	-	453,250	515,500	475,603
Travel and training	6,630	-	-	-		-	-	•		-	6,630	8,500	18,248
Amortization	-	· ·		-		•	-	20		248,621	248,621	245,000	234,400
	350,764	215,352	119,864	206,477	19,160	93,968	29,132	46,864	89,904	248,621	1,420,106	1,595,740	1,414,259
Excess (deficiency) of revenues over expenses	426,660	(215,352)	(119,864)	(45,425)	41,439	(31,532)	(23,802)	9,314	(11,706)	321,568	351,300	104,965	427,280

Schedule of Tangible Capital Assets For the Year Ended December 31, 2021

	Land and Parks	Buildings	Furniture, equipment and automotive	Roads and Engineered structures	Water Infrastructure	Sewer Infrastructure	2021 Total	2020 Total
Cost								
Opening Balance Additions Disposals	568,880 - (27,392)	1,106,657 - -	855,006 222,328 (47,080)	3,196,085 149,010	2,265,379 - -	1,929,542 - -	9,921,549 371,338 (74,472)	9,759,067 194,264 (31,782)
Closing balance	541,488	1,106,657	1,030,254	3,345,095	2,265,379	1,929,542	10,218,415	9,921,549
Accumulated Amortization								
Opening Balance Amortization Disposals	- - -	777,971 25,629	635,474 63,082 (47,080)	1,399,517 69,468 -	1,487,211 46,364	1,303,085 44,078 -	5,603,258 248,621 (47,080)	5,400,640 234,400 (31,782)
Closing balance	-	803,600	651,476	1,468,985	1,533,575	1,347,163	5,804,799	5,603,258
Net book value, December 31, 2021	541,488	303,057	378,778	1,876,110	731,804	582,379	4,413,616	
Net book value, December 31, 2020	568,880	328,686	219,532	1,796,568	778,168	626,457		4,318,291

THE CORPORATION OF THE VILLAGE OF HAZELTON SCHEDULE OF RESERVE FUNDS

Year Ended December 31, 2021

				2021	2020
		pital orks	Northern Capital & Planning	Total	Total
Opening balance	\$ 52,	358 \$	2,055,561	\$ 2,107,919	\$ 1,753,883
Grant received in the year		-	·=·	_	340,000
Sale of land	201,	219		201,219	-
Interest		-	15,417	 15,417	14,036
Closing balance	\$ 253,	577 \$	2,070,978	\$ 2,324,555	\$ 2,107,919





Village of Hazelton
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