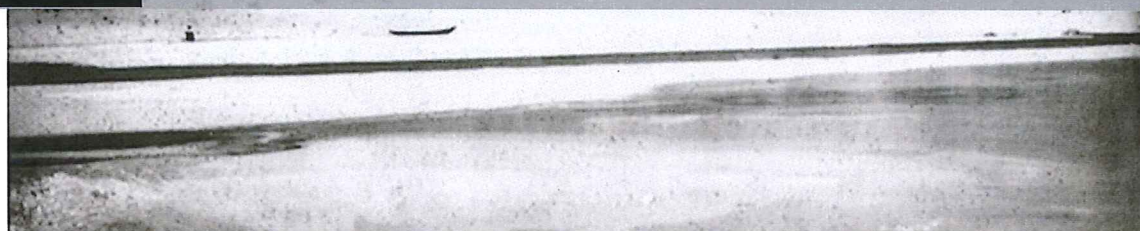




## VILLAGE OF HAZELTON 2014 ANNUAL REPORT



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## **Letter from Mayor Alice Maitland**

Corporation of the  
**VILLAGE OF HAZELTON**  
*Office of the Mayor*

P.O. Box 40  
4310 Field St.,  
Hazelton, B.C. V0J 1Y0



Tel (250) 842-5991  
Fax (250) 842-5152  
[www.hazelton.ca](http://www.hazelton.ca)

June 2015

To the Residents of the Village of Hazelton:

I am pleased to present the Village of Hazelton Annual Report for 2014. This report provides an update on Village services and operations for the year.

Council continues to focus on building a sustainable community with realistic service levels and to look for opportunities to encourage growth in the economy.

We appreciate you taking the time to read this report and for providing any comments or suggestions you may have.

Yours truly,

*per A. Maitland*

Alice Maitland,  
Mayor

## Mayor and Council

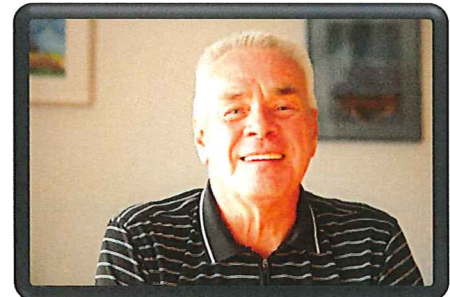
### Mayor Alice Maitland

Regional District of Kitimat-Stikine – Board of Directors and Regional Hospital District  
Tourism, Transit and Jaws of Life Committee  
Northern Development Initiatives Trust Regional Advisory Committee and Mayor’s Group  
Emergency Executive Committee  
Hazelton/Gitanmaax Water and Sanitary Sewer Committee  
Municipal Insurance Association Representative  
Municipal Finance Authority Representative  
RCMP Liaison  
External Communications Liaison



### Councillor Buddy Smith

Skeena Ice Arena Association – Board of Directors  
Hazelton/Gitanmaax Water and Sanitary Sewer Committee  
External Communications Liaison



### Councillor Shirley Muldon

Upper Skeena Development Centre  
RCMP Liaison  
Skeena Ice Arena Association – Board of Directors



### Councillor Wendy Blackstock

Hazelton District Public Library  
Regional District of Kitimat-Stikine – Board of Directors and Regional Hospital District



### Councillor Nick Marshall

Hazelton/Gitanmaax Fire Protection Services Committee



## 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 2014 and includes objectives for 2015.

### DECLARATIONS OF DISQUALIFICATIONS FOR 2014

The Village of Hazelton has had no disqualifications of a Council member or former Council member under s.111 of the *Community Charter*.



## Community Profile



Dating back to 1866, Hazelton remains one of the oldest settlements in British Columbia. Hazelton's rich and vibrant history goes back thousands of years, and is expressed through the 'Ksan Historical Village and Museum. Hazelton was also the gateway to the Omineca Gold Rush and many remnants of that history remain.

The modern Village of Hazelton has a population of 293 residents and is located at the fork of the Skeena and Bulkley Rivers on the most northern point of Highway 16. The Village is part of the collective area of the "the Hazeltons", encompassing 2 municipalities, several first nation communities and rural areas with an estimated population of over 6000 people.

Tourism and the service sector have replaced forestry and other resource industries as the main economic drivers within the Village. Yet, many people choose to live in the Village while working elsewhere in the region. This speaks to the uniqueness and vibrancy of this long established community.

The Village remains a unique and beautiful place to live and to visit and continues to explore ways to attract visitors and new residents to the area.

## Administration

Administration is responsible for putting into action the decisions of Council and managing the Village on a day-to-day basis. The goal of administration is to ensure that the Village is managed efficiently and effectively and that Council policy is implemented in a timely manner.

As a small municipality, the Chief Administrative Officer, with the support of a small staff is tasked with responsibility for financial management, personnel management, corporate administration oversight and reporting to outside agencies and the public, oversight of public works, directing capital projects and making recommendations to the Council.

### Policy Development

- At the direction of Council, bylaws, policies and procedures continue to be updated and developed to better reflect the current legislation and best practices. A new Council Procedure Bylaw was adopted with Council shifting to one meeting a month to better utilize Council and staff time.

### Administrative Processes

- Work continued during 2014 on improving records management, the annual budget process, accounting processes, the promotion of electronic funds transfers over paper, establishing quarterly financial report targets and implementation of interac payments.

### Communications

- The new Village website launched on October 3, 2014. This website provides up to date information on Village activities and increases communication with residents and visitors.

### Planning and Development

- Council undertook a review of the Official Community Plan, completing the majority of the review and consultation in 2014. Council also initiated asset management plans for Village buildings and infrastructure and committed to GIS mapping.

## PROTECTIVE SERVICES

The Village of Hazelton Volunteer Fire Department under the direction of the Fire Chief strives to increase the efficiency and effectiveness of firefighting resources. In addition, the Fire Department is responsible for annual commercial fire inspections. The Village Fire Department works cooperatively with the Gitanmaax Band to respond as an inter-jurisdictional fire service.



## EMERGENCY PREPAREDNESS

The Chief Administrative Officer serves as the Emergency Coordinator under the Village's Emergency Plan. Training is ongoing. Staff is required to participate in training and be aware of the Emergency Plan.

Staff monitored water levels during the spring freshet and participated in regional emergency planning.

## PUBLIC WORKS/OPERATIONS

Public Works has responsibility for monitoring and maintaining the Village water, sewer and solid waste systems. In addition, seasonal tasks such as grass cutting, park maintenance and snow removal services are carried out.

## OTHER SERVICES

- **Tourism** – The Village continues to work in cooperation with New Hazelton and the Regional District of Kitimat-Stikine to work on local and regional tourism initiatives.
- **Recreation** – Council continues to support the efforts to replace the Skeena Ice Arena and maintain a portion of the Eagle Down Trail.



## 2015 Objectives

### COUNCIL

Council continues to move forward on its established objectives which focus on:

- **CONNECTIVITY** – look at options for communicating with the local community and beyond to enhance Hazelton’s place and profile
- **REGIONAL POSITION** – continue to build on Hazelton’s relationships with first nations and other municipal jurisdictions and to jointly address issues such as transit, joint-use recreation and other shared services
- **TOURISM AND ECONOMIC DEVELOPMENT** – develop planning and initiatives to enhance the unique placement and character of the Village of Hazelton
- **LOCAL SERVICES AND CAPITAL PROJECTS** – develop comprehensive plans for capital works projects that are “shovel ready” when applying for grants.
- **RESPONSIVENESS** – With the myriad of pipeline and other projects coming through the Region, develop a strategy for benefits and opportunities that may be available to the Village.

### ADMINISTRATION

- **FINANCIAL PLANNING & OPERATIONS** – re-vamp the annual budgeting process to allow more opportunity for both planning and consultation.
- **BYLAWS & POLICIES** – update regulatory bylaws and policies to ensure compliance with current legislation.
- **STAFF DEVELOPMENT & RETENTION** – staff development, training and succession planning for long term administrative stability.
- **INFRASTRUCTURE PLANNING** – develop planning process for scheduled maintenance and replacement of municipal infrastructure by initiating asset management planning.
- **PLANNING & DEVELOPMENT** - Zoning Bylaw review to respond to development and implementation of the Community Marketing Strategy.

## 2014 Statement of Financial Information

**THE CORPORATION OF THE VILLAGE OF HAZELTON  
FINANCIAL STATEMENTS  
DECEMBER 31, 2014**

**ERIC B. MAH, C.G.A.  
CERTIFIED GENERAL ACCOUNTANT**

**THE CORPORATION OF THE VILLAGE OF HAZELTON  
INDEX TO FINANCIAL STATEMENTS  
DECEMBER 31, 2014**

	<b>MANAGEMENT REPORT</b>
	<b>INDEPENDENT AUDITORS' REPORT</b>
<b>EXHIBIT "A"</b>	<b>STATEMENT OF FINANCIAL POSITION</b>
<b>EXHIBIT "B"</b>	<b>STATEMENT OF CHANGES IN NET FINANCIAL ASSET</b>
<b>EXHIBIT "C"</b>	<b>STATEMENT OF OPERATIONS</b>
<b>EXHIBIT "D"</b>	<b>STATEMENT OF CASH FLOWS</b>
<b>EXHIBIT "E"</b>	<b>SCHEDULE OF TANGIBLE CAPITAL ASSETS</b>
	<b>NOTES TO FINANCIAL STATEMENTS</b>



Corporation of the  
**Village of Hazelton**

P.O. Box 40, 4310 Field St., Hazelton, B.C. V0J 1Y0 tel (250) 842-5991 fax (250) 842-5152 www.village.hazelton.bc.ca

May 12, 2015

**MANAGEMENT REPORT**

The Financial Statements have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the notes to the Financial Statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the Financial Statements.

Management directs and maintains a system of internal controls to provide reasonable assurance that reliable financial information is produced. Management is responsible for assessing the financial systems and practices of the Village of Hazelton.

Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through regular meetings with management. Council and management meet with the external auditor once a year or more as necessary.

Eric B. Mah, Certified General Accountant (Eric B. Mah, C.G.A.) conducts an independent examination, in accordance with generally accepted auditing standards, and expresses his opinion on the Financial Statements. The examination includes a review and evaluation of the Village's systems of internal control and appropriate tests and procedures to provide reasonable assurance that the Financial Statements are presented fairly. The external auditor has full and free access to the Council of the Village of Hazelton and the ability to meet with the Council as required.

On behalf of Village of Hazelton,

Tanalee Hesse, Chief Administrative Officer  
(Officer Assigned Responsibility  
for Financial Administration)

**ERIC B. MAH, CGA**  
CERTIFIED GENERAL ACCOUNTANT

ASSOCIATES:  
FRANCES A. FRASER, CGA, CFP  
RAZA AHMAD, FCCA, CGA  
SHIRLEY GYGER, CGA, BBA, (App)

P.O. Box 3607  
1114 Main Street  
Smithers, BC  
V0J 2N0

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Fax: 250-847-4421  
E-mail: mycga@telus.net

## INDEPENDENT AUDITORS' REPORT

**TO THE MAYOR AND COUNCIL OF THE VILLAGE OF HAZELTON:**

**I have audited the accompanying financial statements of The Corporation of the Village of Hazelton which comprise the statement of financial position as at December 31, 2014, and the statements of operations, changes in net financial asset, cash flow and tangible capital assets for the year then ended, and a summary of significant accounting policies and other explanatory information.**

**Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles for local governments, 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.**

**My responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.**

**An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the overall presentation of the financial statements.**

**I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.**

**In my opinion, these financial statements present fairly, in all material respects, the financial position of the Village of Hazelton as at December 31, 2014, and the results of its' operations for the year then ended in accordance with Canadian generally accepted accounting principles for local governments.**

  
CERTIFIED GENERAL ACCOUNTANT

Smithers, B.C.  
May 13, 2015

**THE CORPORATION OF THE VILLAGE OF HAZELTON**  
**STATEMENT OF FINANCIAL POSITION [Note 1]**  
**DECEMBER 31, 2014**

	<u>2014</u>	<u>2013</u>
	<u>Assets</u>	
<b>FINANCIAL ASSETS</b>		
Cash [Notes 3 & 4]	\$ 1,027,493	\$ 1,139,760
Taxes and utilities receivable	56,822	47,114
Receivables from other governments	4,698	5,490
Sundry receivables	<u>23,490</u>	<u>21,548</u>
Total Financial Assets	<u>1,112,503</u>	<u>1,213,912</u>
<b>LIABILITIES [Note 2]</b>		
Accounts payable	19,704	20,775
Payables to other governments	16,921	26,614
Accrued payroll liabilities	18,832	21,309
Deferred revenue [Note 3]	<u>232,431</u>	<u>192,105</u>
Total Liabilities	<u>287,888</u>	<u>260,803</u>
<b>Net Financial Asset [Exhibit "B"]</b>	<u>824,615</u>	<u>953,109</u>
<b>Non-financial Assets</b>		
Tangible Capital Assets, at net book value [Exhibit "E"]	5,087,519	5,250,347
Prepaid expenses	1,021	5,324
Property acquired for taxes	<u>1,663</u>	<u>1,663</u>
Total Non-financial Assets	<u>5,090,203</u>	<u>5,257,334</u>
<b>Accumulated Surplus [Exhibit "C"]</b>	<u>\$ 5,914,818</u>	<u>\$ 6,210,443</u>

Approved:

 , Mayor

 , Administrator



## EXHIBIT "B"

**THE CORPORATION OF THE VILLAGE OF HAZELTON**  
**STATEMENT OF CHANGES IN NET FINANCIAL ASSET [Note 1]**  
**FOR THE YEAR ENDED DECEMBER 31, 2014**

	<u>2014</u>		<u>2013</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
<b>Annual Surplus (Deficit)</b>	\$ (287,147)	\$ 99,185	\$ (49,226)
Acquisition of tangible capital assets	(86,607)	(397,000)	(274,763)
Amortization of tangible capital assets	249,435	-	247,016
Net change in prepaid expenses	4,303	-	(5,324)
Transfer from MFA Debt Reserve cash	<u>-</u>	<u>-</u>	<u>6,713</u>
<b>Net Change in Financial Asset for the year</b>	<u>(120,016)</u>	<u>(297,815)</u>	<u>(75,584)</u>
Reassessment of prior years' HST/GST	(8,478)		-
Net Financial Asset at beginning of the year	<u>953,109</u>	<u>953,109</u>	<u>1,028,693</u>
<b>Net Financial Asset at end of the year</b>	<u><u>\$ 824,615</u></u>	<u><u>\$ 655,294</u></u>	<u><u>\$ 953,109</u></u>

## EXHIBIT "C"

**THE CORPORATION OF THE VILLAGE OF HAZELTON**  
**STATEMENT OF OPERATIONS [Notes 1 & 6]**  
**FOR THE YEAR ENDED DECEMBER 31, 2014**

	<u>2014</u>		<u>2013</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
<b>REVENUE</b>			
<b>Taxation - Property value taxes</b>	\$ 135,001	\$ 135,000	\$ 121,975
Parcel taxes	55,500	54,400	44,400
Payments in place of taxes	38,235	34,900	40,751
Penalties and interest on taxes	7,857	5,000	6,350
<b>Services - Solid waste disposal &amp; recycling</b>	50,812	44,820	26,978
Water	52,918	53,000	60,055
Sewer	57,066	60,000	53,252
Licensing, rentals & sundry	45,174	44,450	48,499
<b>Transfers from Other Governments</b>			
Federal Government	-	-	-
Provincial Government - unconditional	278,851	280,600	280,600
- other	-	90,000	175,702
Regional District	-	-	6,509
Community Works Fund	22,956	160,000	-
Other Organizations	10,000	25,000	25,435
Return on investments	<u>8,623</u>	<u>10,000</u>	<u>40,109</u>
<b>TOTAL REVENUE</b>	<b><u>\$ 762,993</u></b>	<b><u>\$ 997,170</u></b>	<b><u>\$ 930,615</u></b>

The Corporation of the Village of Hazelton  
Statement of Operations  
(Page 2 of 2)

EXHIBIT "C"

	<u>2014</u>		<u>2013</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
<b>EXPENSES</b>			
General Government			
Legislative	\$ 53,688	\$ 69,500	\$ 56,430
General administration	236,306	308,900	308,422
Amortization of tangible capital assets	10,146	-	5,909
Protective Services			
Fire protection	23,276	21,825	13,969
Flood protection	4,580	3,000	-
Other protective services	1,985	5,900	1,647
Amortization of tangible capital assets	26,538	-	24,107
Solid waste disposal & recycling			
Operations	40,846	44,820	40,999
Amortization of tangible capital assets	4,708	-	4,708
Public Health Services			
Cemetery maintenance	1,744	2,500	1,258
Development Services			
Planning and economic development	91,373	79,000	59,126
Development projects	19,017	8,000	-
Visitor Centre and promotion	10,000	10,000	11,020
Transportation Services			
Operations	147,665	161,376	119,071
Amortization of tangible capital assets	65,796	-	60,836
Recreation and Cultural Services			
Operations	42,272	34,080	15,396
Amortization of tangible capital assets	45,042	-	53,079
Water Services			
Operations	51,979	65,492	39,494
Interest & debt reserve expense	-	-	6,743
Amortization of tangible capital assets	51,333	-	51,898
Sewer Services			
Operations	71,618	81,592	57,804
Amortization of tangible capital assets	45,560	-	46,167
Other Services			
Operations	4,357	2,000	1,447
Amortization of tangible capital assets	<u>311</u>	<u>-</u>	<u>311</u>
Total Operating Expenditure	1,050,140	897,985	979,841
<b>Annual Surplus (Deficit)</b>	<b>(287,147)</b>	<b>99,185</b>	<b>(49,226)</b>
Accumulated Surplus at beginning of the year	6,210,443		6,252,958
Add, transfer from MFA debt reserve cash			<u>6,711</u>
Deduct, reassessment of prior years' HST/GST	<u>(8,478)</u>		
<b>Accumulated Surplus at end of the year</b>	<b><u>\$ 5,914,818</u></b>		<b><u>\$ 6,210,443</u></b>

## EXHIBIT "D"

**THE CORPORATION OF THE VILLAGE OF HAZELTON**  
**STATEMENT OF CASH FLOWS [Note 1]**  
**FOR THE YEAR ENDED DECEMBER 31, 2014**

	<u>2014</u>	<u>2013</u>
<b>CASH FROM OPERATIONS</b>		
Annual Surplus (Deficit) [Exhibit C]	\$ (287,147)	\$ (49,226)
Reassessment of prior years' HST/GST	(8,478)	-
Non-cash items:		
Amortization of tangible capital assets	249,435	247,016
Net Change in:		
Accounts Receivable	(10,858)	3,040
Accounts payable and accrued liabilities	(13,241)	(41,055)
Community Works Funds	40,533	63,532
Other deferred revenue & prepaid expense	<u>4,096</u>	<u>(5,677)</u>
Net Cash from (applied to) operations	<u>(25,660)</u>	<u>217,630</u>
<b>CAPITAL TRANSACTIONS</b>		
Acquisition of tangible capital assets	(86,607)	(274,763)
Proceeds from sale of tangible capital assets	<u>-</u>	<u>-</u>
Net Cash (applied to) tangible capital	<u>(86,607)</u>	<u>(274,763)</u>
<b>FINANCING TRANSACTIONS</b>		
Repayment of long-term debt	<u>-</u>	<u>(16,575)</u>
Net Cash from (applied to) Financing	<u>-</u>	<u>(16,575)</u>
Net Increase (Decrease) in Cash	(112,267)	(73,708)
Opening Cash	<u>1,139,760</u>	<u>1,213,468</u>
<b>Closing Cash</b>	<b><u>\$ 1,027,493</u></b>	<b><u>\$ 1,139,760</u></b>

THE CORPORATION OF THE VILLAGE OF HAZELTON  
 Schedule of Tangible Capital Assets  
 For the Year Ended December 31, 2014

Historical Cost:	Lands & Parks	Buildings	Equipment			Engineering Structures			2014 Total	2013 Total
			Furniture	Vehicles		Water	Sewer	Roads		
Opening Balance	536,171	1,072,010	786,569	2,265,379	1,927,926	1,974,276	790,043	9,352,374	9,077,611	
Additions			86,607					86,607	274,763	
Disposals			(24,191)					(24,191)	0	
Adjustments										
Closing Balance, Dec 31	536,171	1,072,010	848,985	2,265,379	1,927,926	1,974,276	790,043	9,414,790	9,352,374	
<b>Accumulated Amortization:</b>										
Opening Balance	-	601,021	433,710	1,151,102	992,936	545,234	378,024	4,102,027	3,855,011	
Amortization Expense		24,837	49,362	51,333	44,933	47,933	31,037	249,435	247,016	
Effects of Disposals and write down adjustments			(24,191)					(24,191)	0	
Closing Balance, Dec 31		625,858	458,881	1,202,435	1,037,869	593,167	409,061	4,327,271	4,102,027	
<b>Net book value, December 31</b>	<b>536,171</b>	<b>446,152</b>	<b>390,104</b>	<b>1,062,944</b>	<b>890,057</b>	<b>1,381,109</b>	<b>380,982</b>	<b>5,087,519</b>	<b>5,250,347</b>	

The accompanying notes form an integral part of these financial statements

**THE CORPORATION OF THE VILLAGE OF HAZELTON**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**Tangible Capital Assets** are recorded at cost. Amortization is recorded on a straight-line basis, with no residual value, over the estimated useful lives as follows:

Buildings	40 years
Furniture, Equipment & Vehicles	5 to 20 years
Engineering Structures	10 to 50 years

Debts payable in **foreign currency** are stated in Canadian dollar equivalents at year-end. Debt payments in foreign currency are stated at the conversion rate at the time of payment.

**Debenture debt** balances are shown net of related sinking funds and the actuarial earnings on those funds. Actual sinking fund earnings will vary from actuarial estimates and any differences will be either charged or refunded to the Village.

**Trust Funds** administered by the Village are not included in these financial statements.

On December 31, 2014, these funds consisted of: \$11,439 for the Highway 16 Trail Committee and \$7,338 for a tennis court.

**2. PENSION LIABILITY**

The municipality and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 179,000 active members and approximately 71,000 retired members. Active members include approximately 4 contributors from Village of Hazelton.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. 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 with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The Village of Hazelton paid \$19,826 for employer contributions to the Plan in fiscal 2014 and \$15,187 in 2013.

**3. EXTERNALLY RESTRICTED FUNDS**

The following externally restricted funds are included in Cash:

	<u>2014</u>	<u>2013</u>
Community Works Funds	\$ 231,100	\$ 190,567
Other deferred revenue	<u>1,331</u>	<u>1,538</u>
Total Externally Restricted Funds	<u>\$ 232,431</u>	<u>\$ 192,105</u>

**Community Works Fund**

Federal Gas Tax Agreement funding is established by a Community Works Fund Agreement between the Village and the Union of BC Municipalities. These funds may only be used for specific municipal works that are described in that agreement and have been designated for Agreement funding by local government.

**Other Deferred Revenues** are funds which may only be used in accordance with various funding agreements or statutory authorities other than the Village.

**4. INTERNALLY RESTRICTED FUNDS**

Capital Reserve funds may be expended for any capital purpose that has been authorized by Village Bylaw #45. Reserved funds of \$ 51,798 at December 31, 2014 are included in cash.

## 2014 Statement of Property Tax Exemptions



## Village of Hazelton

### Permissive Tax Exemption Information

*\*All exemption figures are based on the Village of Hazelton 2014 Tax Rates plus 2% increase, as per 2014 Tax Exemption Bylaw No. 460, 2013*

#### **Property & Description**

Folio: 00059.000

Owner: Governing Council of the Salvation Army

Civic: 1680 Omineca Street

Legal address: Block 54, Plan PRP543, Cassiar Land District, Assigned Lot 8, Townsite of Hazelton IR#1 (PID: 014-896-885)

Yr	Class	Description	Assessed Value	Total Taxable Value	VOH Rate	Municipal Tax
2014	6	Business	22,000.00	22,000.00	18.7842	413.25
				<b>Total Exemption:</b>		<b>\$ 413.25</b>

#### **Property & Description**

Folio: 00302.000

Owner: Skeena Ice Arena Association

Civic: 2755 Highway 62

Legal Address: Block 3, Plan PRP6613, District Lot 105, Cassiar Land District, Except Plan 12542 (PID:009-877-690)

yr	Class	Description	Assessed Value	Total Taxable Value	VOH Rate	Municipal Tax
2014	6	Business	455,600.00	455,600.00	18.7842	8,558.08
				<b>Total Exemption:</b>		<b>\$ 8,558.08</b>

#### **Property & Description**

Folio: 00312.000

Owner: United Church of Canada

Civic: 2510 Highway 62

Legal Address: Lot A, Plan PRP12483, District Lot 105, Cassiar Land District, Except Plan 12484, BCP17632, Manufactured Home Reg#67169 (PID: 015-047-211)

Yr	Class	Description	Assessed Value	Total Taxable Value	VOH Rate	Municipal Tax
2014	1	Resident	688,600.00	39,100.00	7.6670	299.78
2014	6	Business	1,746,900.00	1,693,600.00	18.7842	734.46
				<b>Total Exemption:</b>		<b>\$ 1,034.24</b>

**TOTAL PERMISSIVE EXEMPTIONS FOR 2014: \$10,005.57**

## **2014 Tax Exemption Bylaw No. 460, 2013**



## CORPORATION OF THE VILLAGE OF HAZELTON

### BYLAW NO. 460, 2013

A Bylaw to exempt from taxation certain lands and improvements within the municipality.

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WHEREAS the *Community Charter* provides for the exemption from taxation of certain properties for the ensuing year;

AND WHEREAS it has been deemed necessary and expedient to exempt from taxation certain properties for the year 2014;

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

1. The properties or portions of properties described in Schedule "A" of this bylaw shall be exempt from taxation for the year 2014.
2. This bylaw may be cited for all purposes as the "2014 Tax Exemption Bylaw No. 460, 2013".

READ A FIRST TIME THIS 1<sup>ST</sup> DAY OF OCTOBER, 2013.

READ A SECOND TIME THIS 1<sup>ST</sup> DAY OF OCTOBER, 2013.

READ A THIRD TIME THIS 1<sup>ST</sup> DAY OF OCTOBER, 2013.

RECONSIDERED AND FINALLY ADOPTED THIS 15<sup>TH</sup> DAY OF OCTOBER, 2013.

  
MAYOR

  
CHIEF ADMINISTRATIVE OFFICER

**SCHEDULE "A"**

1. All land and improvements on Block 3, Plan 6613, District Lot 105, Cassiar Land District, Except Plan 12542 (PID 009-877-690) located at 2755 Highway 62 and owned by the Skeena Ice Arena Association (Folio 302.000).
2. Land and improvements within Lot A, Plan 12483, District Lot 105, Cassiar Land District, Except Plan 12484, BCP17632, Manufactured Home Reg.#67169 (PID 015-047-211) owned by the United Church of Canada (Folio 312.000) located at 2510 Highway 62 excepting for land and improvements hereinafter described as:
  - a) all residential buildings including the Residence (Folio 220.000) and the land on which the buildings and any outbuildings for the purpose of residential use stand;
  - b) 2,088 square feet of the 50,268 square foot structure commonly known as Wrinch Memorial Hospital and the land on which it sits, which is used for profit or gain, and more specifically includes the following areas:
    - i) Pharmacy – 50% of approximately 1,038 square feet;
    - ii) Dental clinic and lab – 80% of approximately 1,284 square feet;
    - iii) Common area including such as waiting rooms of approximately 542 square feet; and
  - c) the building currently known as the "Family Centre" and the land on which it sits.
3. All land and improvements on Block 54, Plan 543, Cassiar Land District, ASSIGNED LOT 8 TOWNSITE OF HAZELTON IR #1 (PID 014-896-885) located at 1680 Omineca Street and owned by the Governing Council Salvation Army in Canada (Folio 59.000).

## **2014 – 2018 Five Year Financial Plan Bylaw No. 466, 2014**



**CORPORATION OF THE VILLAGE OF HAZELTON**

**BYLAW NO. 466, 2014**

A bylaw to adopt a financial plan for the years 2014 to 2018

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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:

1. 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, 2018.
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 "2014 – 2018 Five Year Financial Plan Bylaw No. 466, 2014".

READ A FIRST TIME THIS 11<sup>th</sup> DAY OF FEBRUARY, 2014.

READ A SECOND TIME THIS 11<sup>th</sup> DAY OF FEBRUARY, 2014.

READ A THIRD TIME THIS 11<sup>th</sup> DAY OF FEBRUARY, 2014.

FINALLY CONSIDERED AND ADOPTED THIS 18<sup>th</sup> DAY OF MARCH, 2014.

  
MAYOR

  
CHIEF ADMINISTRATIVE OFFICER

**The Corporation of the Village of Hazelton  
2014 – 2018 FIVE-YEAR FINANCIAL PLAN BYLAW NO. 466, 2014  
SCHEDULE "A"**

	2014	2015	2016	2017	2018
<b>REVENUE</b>					
Property Value Taxes	135,000	150,000	165,000	183,000	200,000
Parcel Taxes	54,400	54,400	54,400	54,400	54,400
Payments in Lieu of Taxes	34,900	34,900	34,900	34,900	34,900
Solid Waste Disposal Fees	44,820	45,566	46,328	47,104	47,896
Sewer User Fees	60,000	63,000	66,150	69,458	72,930
Water User Fees	53,000	55,650	58,432	61,354	64,422
Licensing, Rentals and Sundry	44,450	44,450	44,450	44,450	44,450
Return on Investments	15,000	15,000	15,000	15,000	15,000
Transfers from Province - Unconditional	280,600	418,000	418,000	418,000	418,000
Transfers from Others - Conditional	275,000	275,000	25,000	25,000	25,000
<b>REVENUE TOTAL</b>	<b>997,170</b>	<b>1,155,966</b>	<b>927,660</b>	<b>952,666</b>	<b>976,998</b>
<b>EXPENDITURE</b>					
General Government	378,400	336,180	336,781	339,437	344,150
Protective Services	30,725	30,725	30,725	30,725	30,725
Development Services	97,000	94,432	95,391	96,370	97,370
Public Works & Transportation	161,376	161,436	163,286	165,173	167,099
Solid Waste Disposal	44,820	45,566	46,328	47,104	47,896
Public Health Services	2,500	2,500	2,500	2,500	2,500
Recreation & Cultural Services	34,080	34,350	34,350	34,350	34,350
Sewer Services	81,592	80,756	81,692	78,147	83,623
Water Services	65,492	64,656	65,592	66,548	67,523
Other Services	2,000	2,000	2,000	2,000	2,000
Capital Expenditure	397,000	331,000	80,500	54,000	54,000
<b>EXPENDITURE TOTAL</b>	<b>1,294,985</b>	<b>1,183,601</b>	<b>939,145</b>	<b>916,354</b>	<b>931,236</b>
<b>REV OVER/(UNDER) EXPENDITURES</b>	<b>(297,815)</b>	<b>(27,635)</b>	<b>(11,485)</b>	<b>36,312</b>	<b>45,762</b>
<b>INTERNAL TRANSFERS</b>					
Transfer (to)/ from Reserve Funds	70,000				
Transfer (to)/from Surplus	227,815	27,635	11,485	36,312	45,762
	0	0	0	0	0



## CORPORATION OF THE VILLAGE OF HAZELTON

2014 – 2018 FIVE-YEAR FINANCIAL PLAN BYLAW NO. 446, 2014

### *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 2014 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 securing opportunities for additional revenues.
- To Update development bylaws to respond to potential growth that may come with the increase in resource extraction activities.

#### **Policies:**

- The proportions of revenue proposed to come from various funding sources shall be re-considered 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**  
**2014 REVENUES**

REVENUE SOURCE	DOLLAR VALUE	% OF TOTAL REVENUE
Small Community Grant - Province	\$280,600	28%
Transfer from Others	309,900	31%
Property Value Taxes	135,000	14%
User Fees and Charges	157,820	16%
Other Sources	59,450	6%
Parcel Taxes	54,400	5%
<b>Total</b>	<b>\$997,170</b>	<b>100%</b>

**DISTRIBUTION OF PROPERTY TAX RATES**

Table 2 below shows the distribution of 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 the District of New Hazelton.
- The tax rate established will be based on the net taxable assessment values less non-market changes and the rate will be set to yield the desired revenue.

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

**TABLE 2**

PROPERTY CLASS	% Taxation	Dollar Value
Residential (Class 1)	71%	\$96,094
Utilities (Class 2)		\$206
Business/Other (Class 6)	29%	\$38,700
Totals	100%	\$135,000

### **PERMISSIVE TAX EXEMPTIONS**

#### **Objective:**

Council's principle objective in considering permissive tax exemptions under section 224 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 revenue to be foregone by permissive tax exemptions will be approved by Council annually in the year previous in the Village of Hazelton's Tax Exemption Bylaw.
- In September/October of the prior year, Council will review its objectives and policies prior to determining the next year's permissive tax exemptions.
- Exemptions for 2014 were granted to Wrinch Memorial Hospital, Skeena Ice Arena Association, and Salvation Army in 2014 Tax Exemption Bylaw No. 460, 2013.