

Village of Hazelton 2015 Annual Report



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Village of Hazelton 2015 Annual Report

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Corporation of the
VILLAGE OF HAZELTON
Office of the Mayor

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4310 Field St.,
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June 2016

To the Residents of the Village of Hazelton:

I am pleased to present the Village of Hazelton Annual Report for 2015. This report provides an update on Village services and operations for the year.

2015 was an active year as we worked to update our Official Community Plan and Zoning bylaws fostering community engagement in the future of our Village.

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

Thank-you for taking the time to read this report, your comments and suggestions are appreciated.

Yours truly,

A handwritten signature in blue ink that reads "Alice Maitland". The signature is fluid and cursive.

Alice Maitland,
Mayor

Village of Hazelton 2015 Annual Report

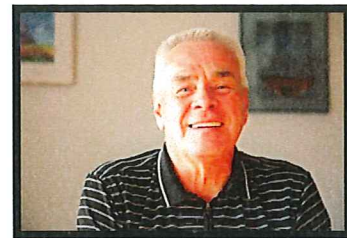
Mayor Alice Maitland

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/Mayor’s Group
Emergency Executive Committee
Hazelton/Gitanmaax Water and Sanitary Sewer Committee
Municipal Insurance Association
Municipal Finance Authority
RCMP Liaison
External Communications Liaison



Councillor Charles (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



Village of Hazelton 2015 Annual Report

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 2015 and includes objectives for 2016.

DECLARATIONS OF DISQUALIFICATIONS FOR 2015

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



Village of Hazelton 2015 Annual Report

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.



Village of Hazelton 2015 Annual Report

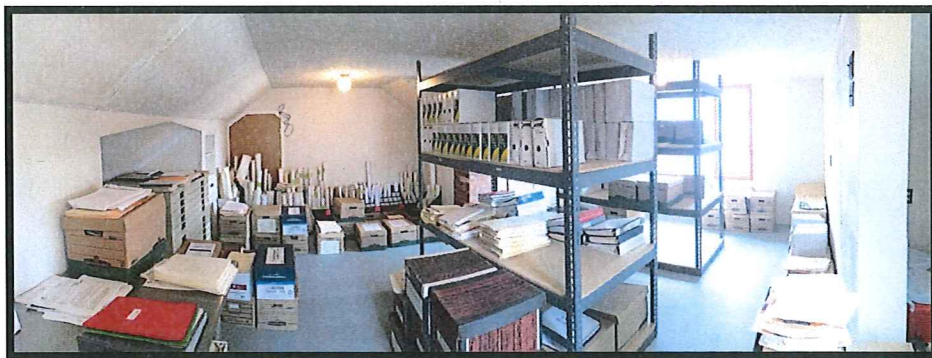
Administration

Administration for the Village is led by the Chief Administrative Officer and supported by the Finance Clerk and Administrative Assistant. The Administration team is responsible for putting into action the decisions of Council and managing the day-to-day operations of the Village.

The operational areas of responsibility include support of Council, financial management, personnel management, corporate administration, management of public works and directing capital projects. In addition, the Administration team provides recommendations to Council and completes all reporting to outside agencies and the public. Some of accomplishments in 2015 include:

- **Records Management** – building on work started in 2013, the entire administrative filing system was revised based on the Local Government Management Association’s (LGMA) *“Records Management for Local Government Organizations”*. The upstairs space in the Village Office was cleaned out and outfitted with shelving to accommodate records storage. The space now provides a clean, dry, organized environment for archived files. Systems for off-site storage and security of Village records were implemented.

- **Finance** – several improvements to financial systems were implemented or refined in 2015. Roughly 95% of all financial administration is now done within the office and 5% is contracted out, i.e., property tax notices. Following are some efficiencies implemented in 2015:
 - Increased use of electronic funds transfers (EFT) for A/P & A/R –approximately 50% are now EFT
 - Quarterly financial reports to Council
 - Utility billings reduced to 2 x year
 - Implemented RBC Express for on-line banking to increase efficiencies, including electronic cheque deposit. This streamlined the deposit process ensuring funds are deposited promptly and manual errors, reduced. The improvements also make it easier for people to pay the Village from their own financial institution.



Village of Hazelton 2015 Annual Report

- **Asset Management Plan** – Building on the asset evaluation of municipally owned buildings, staff applied for 2 grants to assist the Village in carrying out an expanded Asset Management Plan. The goal of the Asset Management Plan is to tie capital budget and infrastructure requirements together to better plan, maintain and finance Village infrastructure.

Phase 1 – A UBCM Asset Management Planning grant was applied for and received to assist the Village in developing a 'report card' on the state of asset management planning in the Village that will gauge the Village's competitiveness in terms of funding opportunities. **The Village received a \$10,000 Asset Management Planning Grant.**

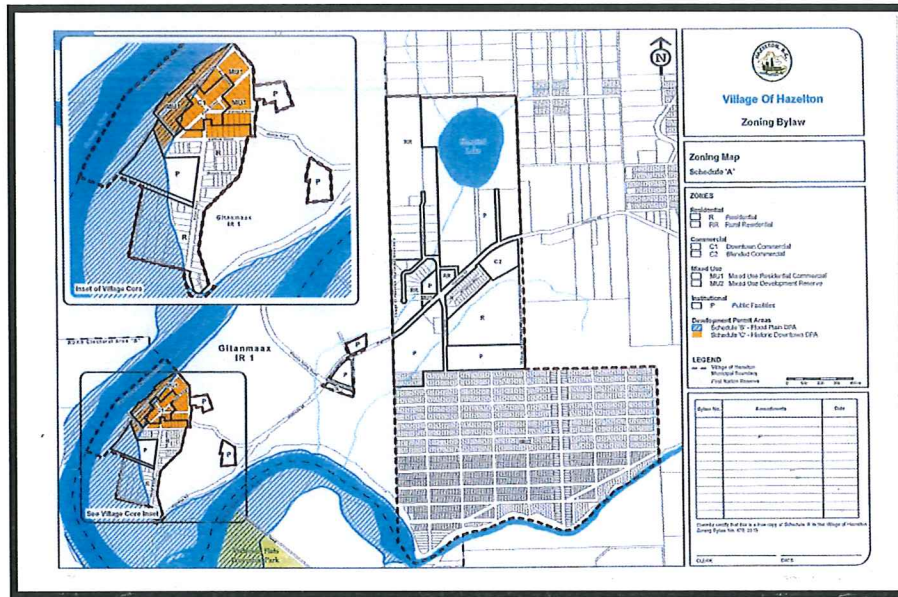
Phase 2 - Phase 2, of the Asset Management planning process will develop a comprehensive infrastructure and asset management plan that would achieve the objectives of GIS infrastructure inventory, an infrastructure replacement schedule, some infrastructure conditional assessments (with a specific focus on the storm-sewer *infrastructure*), a review of operations and maintenance to ensure long-term infrastructure integrity and possibly some financial modeling.



Village of Hazelton 2015 Annual Report

PLANNING & DEVELOPMENT

- **Official Community Plan Review** –The new Official Community Plan was adopted by Council on March 17th, 2015.
- **Zoning Bylaw** – work began on the Zoning bylaw, including development permit guidelines, in July and progressed to 1st Reading at the November 17th meeting of Council. The bylaw will be adopted in early 2016.



- **GIS Mapping** – cadastral base mapping was developed for the Village. Layers in development include boundaries, parcels, rights-of-way and easements. A fly-over was also completed that gave the Village up to date aerial mapping imagery.

COMMUNITY ENGAGEMENT

- **Upper Skeena Recreation Centre** – the Village played an active role in the Owner’s Committee working to bring the USRC to fruition as a
- **Riverboat Building** –Slight modifications were made to the building to allow the building to be used as the Village’s Council Chamber and meeting space.

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.

Village of Hazelton 2015 Annual Report

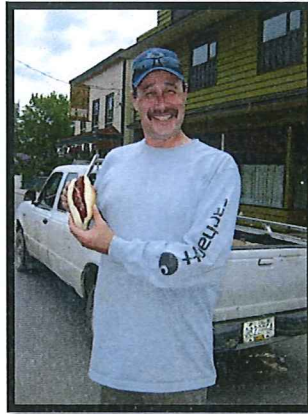
EMERGENCY PREPAREDNESS

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



ECONOMIC DEVELOPMENT & TOURISM

- **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.
- **Community Marketing Strategy** – using funds approved in 2014 from Northern Development, EcoTactix was hired to produce a Community Marketing Strategy. This Strategy was completed in May of 2015. The recommendations of the Strategy are being pursued with the assistance of the shared Economic Development Officer, Nelson Silveira (RDKS, New Hazelton, Hazelton and Stewart).
- **LovetheHazeltons** – Village staff provided leadership and worked collaboratively with the District of New Hazelton and surrounding area in promoting the “lovethehazeltons”, a website sponsored by Northern Development to showcase and promote local businesses. The website was launched at an event on September 17th and currently has 26 businesses on line and 10 pending.



2016 Objectives

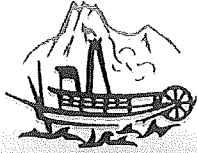
ISSUES AND OBJECTIVES	TASKS/ACTION PLAN	TIMELINE
<p><u>Fiscal Plan</u></p> <ol style="list-style-type: none"> 1. Cost of infrastructure 2. Infrastructure vs. operating budgets 3. Strategies for sustainability 4. Options for financing projects/revenue generation 	<ol style="list-style-type: none"> 1. Complete 2016-2020 Financial Plan 2. Hold Budget Workshop (encourage public input) 3. Explore Options for Funding, i.e., grants, existing surplus, reserves 4. Asset Management Program (grants received) 	<ol style="list-style-type: none"> 1. May 15, 2016 2. February – March 3. Ongoing 4. Grants received - Spring/Summer 2016
<p><u>Economic Development</u></p> <ol style="list-style-type: none"> 1. Utilize Grants for projects 2. Sustain/maintain municipal buildings 3. Utilize riverfront (community oven?) 4. Empty commercial buildings – how do we fill them? 5. Develop Village residential lots Support Gitanmaax Market & 'Ksan 	<ol style="list-style-type: none"> 1. Monitor programs/utilize grant writer 2. Explore use and rental options 3. Prepare development plan 4. Economic development initiatives 5. Inventory/marketing plan for municipal lands 	<ol style="list-style-type: none"> 1. On-going 2. Tie in with Asset Management – Spring/Summer 2016 3. September – October, 2016 4. On-going Summer/fall 2016
<p><u>People and Community</u></p> <ol style="list-style-type: none"> 1. Do more for the community- What do we do for the people? 2. Hazelton District Public Library 3. Meeting with Gitanmaax – Water and Sewer Agreement 4. Celebrate Accomplishments Citizenship Forum 	<ol style="list-style-type: none"> 1. Encourage engagement in meetings/hold workshops for budget 2. Meet with Library Board 3. C2C – Identify issues for discussion with Gitanmaax 4. Info brochure with tax notice Promote existing sources, web meetings, telephone, Facebook 	<ol style="list-style-type: none"> 1. March/April 2. June 3. Mid 2016 4. June 2016

**THE CORPORATION OF THE VILLAGE OF HAZELTON
FINANCIAL STATEMENTS
DECEMBER 31, 2015**

**ERIC B. MAH, CPA
ARVIND PATEL, CPA
CHARTERED PROFESSIONAL ACCOUNTANTS**

**THE CORPORATION OF THE VILLAGE OF HAZELTON
INDEX TO FINANCIAL STATEMENTS
DECEMBER 31, 2015**

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EXHIBIT "C"	STATEMENT OF OPERATIONS
EXHIBIT "D"	STATEMENT OF CASH FLOWS
EXHIBIT "E"	SCHEDULE OF TANGIBLE CAPITAL ASSETS
	NOTES TO FINANCIAL STATEMENTS



Corporation of the
Village of Hazelton

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May 2016

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, CPA & ARVIND PATEL, CPA
CHARTERED PROFESSIONAL ACCOUNTANTS

P.O. Box 3607
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ASSOCIATES:
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INDEPENDENT AUDITORS' REPORT

TO THE MAYOR AND COUNCIL OF THE VILLAGE OF HAZELTON:

We 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, 2015, 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.

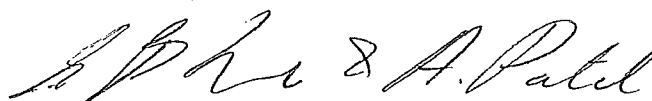
Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles for local governments, and for such internal control as management determines is necessary to enable the preparation of financial statements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

Our 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 we 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.

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

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Village of Hazelton as at December 31, 2015, and the results of its' operations for the year then ended in accordance with Canadian generally accepted accounting principles for local governments.



CHARTERED PROFESSIONAL ACCOUNTANTS

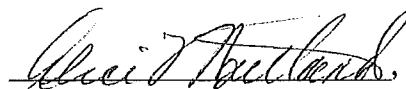
Smithers, B.C.
May 17, 2016

EXHIBIT "A"

THE CORPORATION OF THE VILLAGE OF HAZELTON
STATEMENT OF FINANCIAL POSITION [Note 1]
DECEMBER 31, 2015

<u>Assets</u>	<u>2015</u>	<u>2014</u>
FINANCIAL ASSETS		
Cash [Notes 3 & 4]	\$ 1,015,164	\$ 1,027,493
Taxes and utilities receivable	55,284	56,822
Receivables from other governments	32,956	4,698
Sundry receivables	<u>3,925</u>	<u>23,490</u>
Total Financial Assets	<u>1,107,329</u>	<u>1,112,503</u>
LIABILITIES [Note 2]		
Accounts payable	21,265	19,704
Payables to other governments	14,137	16,921
Accrued payroll liabilities	13,356	18,832
Deferred revenue	50	1,331
Externally restricted revenue [Note 3]	<u>297,259</u>	<u>231,100</u>
Total Liabilities	<u>346,067</u>	<u>287,888</u>
Net Financial Asset [Exhibit "B"]	<u>761,262</u>	<u>824,615</u>
Non-financial Assets		
Tangible Capital Assets, at net book value [Exhibit "E"]	4,930,227	5,087,519
Prepaid expenses	9,020	1,021
Property acquired for taxes	<u>1,663</u>	<u>1,663</u>
Total Non-financial Assets	<u>4,940,910</u>	<u>5,090,203</u>
Accumulated Surplus [Exhibit "C"]	<u>\$ 5,702,172</u>	<u>\$ 5,914,818</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, 2015

	<u>2015</u>		<u>2014</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
Annual Surplus (Deficit)	\$ (221,408)	\$ (227,440)	\$ (287,147)
Acquisition of tangible capital assets	(85,912)	(210,200)	(86,607)
Amortization of tangible capital assets	243,202	-	249,435
Net change in prepaid expenses	(7,997)	-	4,303
Net Change in Financial Asset for the year	<u>(72,115)</u>	<u>(437,640)</u>	<u>(120,016)</u>
Reassessment of prior years' HST/GST	8,762		(8,478)
Net Financial Asset at beginning of the year	<u>824,615</u>	<u>824,615</u>	<u>953,109</u>
Net Financial Asset at end of the year	<u><u>\$ 761,262</u></u>	<u><u>\$ 386,975</u></u>	<u><u>\$ 824,615</u></u>

THE CORPORATION OF THE VILLAGE OF HAZELTON
STATEMENT OF OPERATIONS [Notes 1 & 6]
FOR THE YEAR ENDED DECEMBER 31, 2015

	<u>2015</u>		<u>2014</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
REVENUE			
Taxation - Property value taxes	\$ 144,712	\$ 141,750	\$ 135,001
Parcel taxes	55,800	55,900	55,500
Payments in place of taxes	42,258	42,400	38,235
Penalties and interest on taxes	7,408	8,000	7,857
Services - Solid waste disposal & recycling	57,983	51,300	50,812
Water	121,888	114,400	52,918
Sewer	73,553	60,390	57,066
Licensing, rentals & sundry	34,432	22,200	45,174
Transfers from Other Governments			
Federal Government	1,432	-	-
Provincial Government - unconditional	439,962	418,000	278,851
- other	-	57,500	-
Regional District	-	-	-
Community Works Fund	-	-	22,956
Other Organizations	46,442	-	10,000
Return on investments	<u>6,046</u>	<u>10,000</u>	<u>8,623</u>
TOTAL REVENUE	<u>\$ 1,031,916</u>	<u>\$ 981,840</u>	<u>\$ 762,993</u>

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

EXHIBIT "C"

	<u>2015</u>		<u>2014</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
EXPENSES			
General Government			
Legislative	\$ 52,849	\$ 57,800	\$ 53,688
General administration	199,558	367,352	236,306
Amortization of tangible capital assets	10,473	-	10,146
Protective Services			
Fire protection	13,457	30,825	23,276
Flood protection	-	2,500	4,580
Other protective services	1,699	4,400	1,985
Amortization of tangible capital assets	26,988	-	26,538
Solid waste disposal & recycling			
Operations	52,279	59,533	40,846
Amortization of tangible capital assets	4,708	-	4,708
Public Health Services			
Cemetery maintenance	-	2,500	1,744
Development Services			
Planning and economic development	226,130	83,519	91,373
Development projects	19,017	164,000	19,017
Visitor Centre and promotion	15,736	55,000	10,000
Transportation Services			
Operations	181,485	186,618	147,665
Amortization of tangible capital assets	69,339	-	65,796
Recreation and Cultural Services			
Operations	50,635	34,775	42,272
Amortization of tangible capital assets	35,844	-	45,042
Water Services			
Operations	111,306	69,279	51,979
Interest & debt reserve expense	-	-	-
Amortization of tangible capital assets	50,509	-	51,333
Sewer Services			
Operations	79,417	84,179	71,618
Amortization of tangible capital assets	45,030	-	45,560
Other Services			
Operations	6,554	7,000	4,357
Amortization of tangible capital assets	311	-	311
Total Operating Expenditure	1,253,324	1,209,280	1,050,140
Annual Surplus (Deficit)	(221,408)	(227,440)	(287,147)
Accumulated Surplus at beginning of the year	5,914,818		6,210,443
Add\deduct, reassessment of prior years' HST/GST	<u>8,762</u>		<u>(8,478)</u>
Accumulated Surplus at end of the year	<u>\$ 5,702,172</u>		<u>\$ 5,914,818</u>

THE CORPORATION OF THE VILLAGE OF HAZELTON
STATEMENT OF CASH FLOWS [Note 1]
FOR THE YEAR ENDED DECEMBER 31, 2015

	<u>2015</u>	<u>2014</u>
CASH FROM OPERATIONS		
Annual Surplus (Deficit) [Exhibit C]	\$ (221,408)	\$ (287,147)
Reassessment of prior years' HST/GST	8,762	(8,478)
Non-cash items:		
Amortization of tangible capital assets	243,202	249,435
Net Change in:		
Accounts Receivable	(7,155)	(10,858)
Accounts payable and accrued liabilities	(6,699)	(13,241)
Community Works Funds	66,159	40,533
Other deferred revenue & prepaid expense	<u>(9,278)</u>	<u>4,096</u>
Net Cash from (applied to) operations	<u>73,583</u>	<u>(25,660)</u>
CAPITAL TRANSACTIONS		
Acquisition of tangible capital assets	(85,912)	(86,607)
Proceeds from sale of tangible capital assets	<u>-</u>	<u>-</u>
Net Cash (applied to) tangible capital	<u>(85,912)</u>	<u>(86,607)</u>
Net Increase (Decrease) in Cash	(12,329)	(112,267)
Opening Cash	<u>1,027,493</u>	<u>1,139,760</u>
Closing Cash	<u>\$ 1,015,164</u>	<u>\$ 1,027,493</u>

THE CORPORATION OF THE VILLAGE OF HAZELTON
 Schedule of Tangible Capital Assets
 For the Year Ended December 31, 2015

Historical Cost:	Lands & Parks	Buildings	Equipment Furniture Vehicles	Engineering Structures			2015 Total	2014 Total
				Water	Sewer	Roads		
Opening Balance	536,171	1,072,010	848,985	2,265,379	1,927,926	1,974,276	9,414,790	9,352,374
Additions		19,038	43,999			22,873	85,910	86,607
Disposals							-	(24,191)
Adjustments			(3,059)				(3,059)	
Closing Balance, Dec 31	536,171	1,091,048	889,925	2,265,379	1,927,926	1,997,149	9,497,641	9,414,790
Accumulated Amortization:								
Opening Balance	-	625,858	458,881	1,202,435	1,037,869	593,167	4,327,271	4,102,027
Amortization Expense		24,990	54,228	50,509	44,403	47,933	243,202	249,435
Effects of Disposals and write down adjustments			(3,059)				(3,059)	(24,191)
Closing Balance, Dec 31		650,848	510,050	1,252,944	1,082,272	641,100	4,567,414	4,327,271
Net book value, December 31	536,171	440,200	379,875	1,012,435	845,654	1,356,049	4,930,227	5,087,519

The accompanying notes form an integral part of these financial statements

THE CORPORATION OF THE VILLAGE OF HAZELTON
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015

1. SIGNIFICANT ACCOUNTING POLICIES

These financial statements are prepared in accordance with Canadian generally accepted accounting principles as published in the Public Sector Accounting Handbook by CPA Canada.

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

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

On December 31, 2015, these funds consisted of: \$11,439 for the Highway 16 Trail Committee and \$7,434 for a tennis court.

2. PENSION LIABILITY

The employer and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is 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 are based on a formula. As at December 13, 2014, the plan had about 185,000 active members and approximately 80,000 retired members. Active members include approximately 37,000 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, based on the entry-age normal cost method, which indicates the long-term rate of 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 for the plan as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits on a going concern basis.

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 \$ 25,328 for employer contributions to the plan in 2015 and \$19,826 in 2014.

3. EXTERNALLY RESTRICTED FUNDS

The following externally restricted funds are included in Cash:

	<u>2015</u>	<u>2014</u>
Community Works Funds	\$ 294,541	\$ 231,100
Other externally restricted	<u>2,718</u>	<u>-</u>
Total Externally Restricted Funds	<u>\$ 297,259</u>	<u>\$ 231,100</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 externally restricted 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 \$ 52,121 at December 31, 2015 are included in cash.

Village of Hazelton

Permissive Tax Exemption Information

**All exemption figures are based on "2015 Tax Rates Bylaw No. 476, 2015" and "2015 Tax Exemption Bylaw No. 471, 2014"*

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
2015	6	Business	22,000.00	22,000.00	19.7174	433.78
				Total Exemption:		\$ 433.78

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	439,800.00	19.7174	8,671.71
				Total Exemption:		\$ 8,671.71

TOTAL PERMISSIVE EXEMPTIONS FOR 2015: \$ 9,105.49

CORPORATION OF THE VILLAGE OF HAZELTON

BYLAW NO. 471, 2014

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

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 2015;

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

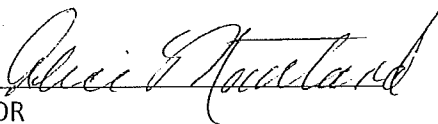
1. The properties or portions of properties described in Schedule "A" of this bylaw shall be exempt from taxation for the year 2015.
2. This bylaw may be cited for all purposes as the "2015 Tax Exemption Bylaw No. 471, 2014".

READ A FIRST TIME THIS 16th DAY OF SEPTEMBER, 2014.

READ A SECOND TIME THIS 16th DAY OF SEPTEMBER, 2014.

AMENDED AND READ A THIRD TIME THIS 14th DAY OF OCTOBER, 2014.

RECONSIDERED AND FINALLY ADOPTED THIS 30th DAY OF OCTOBER, 2014.


MAYOR


CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

1. 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).
2. 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).

CORPORATION OF THE VILLAGE OF HAZELTON

BYLAW NO. 475, 2015

A bylaw to adopt a financial plan for the years 2015 to 2019

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, 2019.
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 "2015 – 2019 Five Year Financial Plan Bylaw No. 475, 2015".

READ A FIRST TIME THIS 14th DAY OF APRIL, 2015.

READ A SECOND TIME THIS 14th DAY OF APRIL, 2015.

READ A THIRD TIME THIS 14th DAY OF APRIL, 2015.

FINALLY CONSIDERED AND ADOPTED THIS 12th DAY OF MAY, 2015.


MAYOR


CHIEF ADMINISTRATIVE OFFICER

The Corporation of the Village of Hazelton
 2015 – 2019 FIVE-YEAR FINANCIAL PLAN BYLAW NO. 475, 2015

SCHEDULE "A"

	2015	2016	2017	2018	2019
REVENUE					
Property Taxes	141,750	155,925	171,518	188,669	207,536
Parcel Taxes	55,900	55,900	55,900	55,900	55,900
Payments in Lieu of Taxes	42,400	42,400	42,400	42,400	42,400
Solid Waste Disposal Fees	51,300	57,242	58,244	59,268	60,312
Sewer User Fees	60,390	65,340	71,874	79,061	86,968
Water User Fees	54,600	57,330	60,197	63,207	66,366
Licensing, Rentals and Sundry	82,000	22,200	22,200	22,200	22,200
Return on Investments	18,000	18,000	18,000	18,000	18,000
Transfers from Province - Unconditional	418,000	418,000	418,000	418,000	418,000
Transfers from Others - Conditional	57,500	307,500	57,500	57,500	57,500
REVENUE TOTAL	981,840	1,199,837	975,833	1,004,205	1,035,182

EXPENDITURE					
General Government	425,152	429,018	431,534	335,399	336,716
Protective Services	37,725	37,725	37,725	37,725	37,725
Development Services	302,519	119,590	117,181	118,295	119,431
Public Works & Transportation	186,618	189,240	191,915	194,644	197,426
Solid Waste Disposal	59,533	60,573	61,635	62,717	63,822
Public Health Services	2,500	2,500	2,500	2,500	2,500
Recreation & Cultural Services	34,775	32,556	32,873	33,196	33,526
Sewer Services	84,179	85,535	86,917	88,328	89,766
Water Services	69,279	70,211	71,162	72,130	73,119
Other Services	7,000	7,000	7,000	7,000	7,000
Capital Expenditure	210,200	378,000	205,500	45,500	45,500
EXPENDITURE TOTAL	1,419,480	1,411,948	1,245,942	997,434	1,006,531
REV OVER/(UNDER) EXPENDITURES	(437,640)	(212,111)	(270,109)	6,771	28,651

INTERNAL TRANSFERS	2015	2016	2017	2018	2019
Transfer (to)/ from Reserve Funds	7,200				
Transfer (to)/from Surplus	430,440	112,111	120,109	(6,771)	(28,651)
LONG TERM DEBT		100,000	150,000		
TOTAL BUDGET	0	0	0	0	0



CORPORATION OF THE VILLAGE OF HAZELTON

2015 – 2019 FIVE-YEAR FINANCIAL PLAN BYLAW NO. 475, 2015

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 2015 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
2015 REVENUES**

REVENUE SOURCE	DOLLAR VALUE	% OF TOTAL REVENUE
Small Community Grant – Province	\$418,000	43%
Property Value Taxes	184,150	19%
User Fees and Charges	166,290	17%
Other Sources	100,000	10%
Transfer from Others	57,500	6%
Parcel Taxes	55,900	5%
Total	\$981,840	100%

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

TABLE 2

PROPERTY CLASS	% Taxation	Dollar Value
Residential (Class 1)	72%	\$101,942
Utilities (Class 2)		\$298
Business/Other (Class 6)	28%	\$39,344
Rec/Nonprofit (Class 8)		\$166
Total	100%	\$141,750

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 Skeena Ice Arena Association, and Salvation Army in 2015 Tax Exemption Bylaw No.471, 2014.