



District of Chetwynd Council Agenda

Date: June 2, 2014

Time: 4:30 p.m.

Place: Council Chambers

Regular Council Meeting

1. Call to Order and Opening Prayer

2. Adoption of the Agenda

3. Minutes

M-1 Minutes of the Special Regular Council Meeting held on May 26, 2014

4. Delegations & Presentations

D-1 Cpl. Brian Hromadnik, Chetwynd RCMP

5. Bylaws

B-1 "District of Chetwynd Zoning Amendment Bylaw No. 989, 2014 (Derelict Vehicles)" requires THIRD READING as given by Council on April 22, 2014 to be RESCINDED; and "District of Chetwynd Zoning Amendment Bylaw No. 989, 2014 (Derelict Vehicles)", as amended, requires THIRD READING

6. Committee Reports and Liaison Reports

- CR-1 Regional District Report - Mayor Nichols
- CR-2 Community Improvements Committee Report - Councillor Vezina
- CR-3 Finance Strategy Committee Report - Councillor Nicholson
- CR-4 Health Services Committee Report - Councillor Pfanner
- CR-5 Public Works Committee Report - Councillor Brownlee
- CR-6 Water & Sewer Task Group Report - Councillor Weisgerber
- CR-7 Mayor's Report

7. Correspondence – Discussion

- CD-1 Email from Tumbler Ridge Big Block Party Volunteer Group dated May 15, 2014 re: Tumbler Ridge Celebration Invitation
- CD-2 Email from Front Counter BC dated May 20, 2014 re: 8014777 - Province of BC Referral Request on a Transportation Use Application
- CD-3 Letter from Municipal District of Big Lakes dated May 5, 2014 re: STARS Charity Golf (Heli-Pad)
- CD-4 Letter from Philip J. Currie Dinosaur Museum dated May 12, 2014 re: Key to the Peace Region Ceremony

8. Correspondence – Information

- CI-1 Letter from Jordy Hecker dated May 8, 2014 re: Chetwynd Youth Leadership Scholarship
- CI-2 Email from Tumbler Ridge Chamber of Commerce dated May 20, 2014 re: Tumbler Ridge Museum Fossil Roadshow June 7th
- CI-3 The Compass dated May 14, 2014
- CI-4 The Compass dated May 21, 2014

- CI-5 Email from Ministry of Environment dated May 15, 2014 re: National Conservation Plan
- CI-6 Email from Federation of Canadian Municipalities (FCM) dated May 16, 2014 re: Important Documents for 2014 FCM Annual Conference: Resolutions, Policy Forums, and Annual General Meeting
- CI-7 Email from Federation of Canadian Municipalities (FCM) dated May 16, 2014 re: FCM News - Week of May 12, 2014
- CI-8 Email from Federation of Canadian Municipalities (FCM) dated May 21, 2014 re: Partners for Climate Protection News: May 2014

9. Correspondence – Information Items

CII I-1 - I-30

10. Reports – Discussion

- RD-1 Presentation and Adoption of 2014 Annual Report and 2013 Financial Report [Administration]
- RD-2 Possible Disposition of Surplus Municipal Equipment [Finance]

11. Reports – Information

- RI-1 Statement of Financial Information [Finance]

12. New Business

Nil

13. Public Question Period

14. Adjournment

Next Regular Meeting
Date: June 16, 2014

DISTRICT OF CHETWYND*Minutes of the Special Regular Council Meeting*

Date: May 26, 2014
Time: 4:30 p.m.
Location: Council Chambers

Present: Mayor Nichols
 Coun. Brownlee
 Coun. Galbraith
 Coun. Nicholson
 Coun. Pfanner
 Coun. Vezina
 Coun. Weisgerber

"DRAFT COPY ONLY"

These draft minutes have 'NO Official Status'. They have NOT been formally adopted by Council. The minutes are for information purposes only and may NOT be copied without prior permission.

D. Fleming, Chief Administrative Officer
 W. Caldwell, Director of Financial Administration
 P. Gordon, Director of Engineering & Public Works
 D. Ennis, Deputy Director of Corporate Administration
 (Recording Secretary)

Absent: Nil

Press: Mike Carter, Chetwynd Echo
 David Ashbaugh, Peace FM
 Anand Chandy, CHET TV
 Rebecca Korhonen, CHET TV
 Leo Sabulsky, CHET TV and Peace FM

Public: Ana Peasgood, KidSport Chetwynd
 Pam Engelland, KidSport Chetwynd
 Charlie Lasser, Remuneration Review Committee
 Sheree Smith, Remuneration Review Committee
 Andy Teslyk, Remuneration Review Committee
 Jim Parrish, Remuneration Review Committee

1. **Call to Order** Mayor Nichols called the meeting to order at 4:30 p.m. and a blessing was invoked on the proceedings.

2. Adoption of Agenda

MOVED by Coun. Pfanner, SECONDED by Coun. Vezina

THAT the Special Council Meeting Agenda for May 26, 2014 be adopted with the addition of New Business Item NB-1, "Ratification of Committee of Whole Item – 45th Avenue NW and Hillside Drive from 47th Avenue NW to the top – Road Rehabilitation".

CARRIED

3. Minutes

M-1
Minutes of the
Regular Council
Meeting

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT the minutes of the Regular Council Meeting held on May 20, 2014 be adopted as circulated.

CARRIED

M-2
Minutes of the
Public Hearing

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the minutes of the Public Hearing held on May 20, 2014 be adopted as circulated.

CARRIED

M-3
Minutes of the
Public Works
Committee
Meeting

MOVED by Coun. Brownlee, SECONDED by Coun. Weisgerber

THAT the minutes of the Public Works Committee Meeting held on March 7, 2014 be adopted as circulated.

CARRIED

4. Delegations and/or Presentations

D-1
Ana Peasgood,
KidSport
Chetwynd
0530.20.01

Ana Peasgood and Pam Engelland, KidSport, provided Council with a brief update as outlined below:

- Goal is to raise \$10,000 so that they can grant locally – have reached just over \$7,000
- Will supply up to \$300 for registration fees
- Local kids have been receiving grants – young teenagers
- Sent a rep to the KidSport Provincial Meeting
- June – parking control for Carving Championships – will work the Chetwynd Youth Soccer concession
- July 26th – golf tournament – public meet and greet with Deryk Engelland – Silent Auction

Council thanked Ms. Peasgood and Ms. Engelland for the update.

5. Bylaws

B-1
***Bylaw No.
991, 2014

Stating a conflict of interest with regard to her employment, Coun. Weisgerber excused herself from the meeting and left Council Chambers at 4:41 p.m.

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Bylaw No. 991, 2014 cited as the "District of Chetwynd Zoning Amendment Bylaw No. 991, 2014 (Shipping Containers)" be given RECONSIDERATION and ADOPTION.

DEFEATED***

Coun. Weisgerber returned to the meeting at 4:42 p.m.

B-2
***Bylaw No.
993, 2014

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Bylaw No. 993, 2014 cited as the "District of Chetwynd Building Amendment Bylaw No. 993, 2014 (Temporary Structures)" be given RECONSIDERATION and ADOPTION.

CARRIED***

B-3
***Bylaw No.
1002, 2014

MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner

THAT Bylaw No. 1002, 2014 cited as the "District of Chetwynd Official Community Plan Amendment Bylaw No. 1002, 2014 (Commercial Development)" be given RECONSIDERATION and ADOPTION.

CARRIED***

B-4
***Bylaw No.
1003, 2014

MOVED by Coun. Galbraith, SECONDED by Coun. Vezina

THAT Bylaw No. 1003, 2014 cited as the "District of Chetwynd Zoning Amendment Bylaw No. 1003, 2014 (Li/Chan – 5124-5132 46 Avenue)" be given RECONSIDERATION and ADOPTION.

CARRIED***

6. Council Committee and Liaison Reports

Nil

7. Correspondence – Discussion

CD-1 MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner
***Tumbler
Ridge Aspiring THAT the invitation from Tumbler Ridge Aspiring Geopark re: Welcome
Geopark re: Reception in Tumbler Ridge on June 6, 2014, be received; and
Welcome
Reception in THAT Council authorize the Mayor or alternate to attend the Tumbler Ridge
Tumbler Ridge Aspiring Geopark Welcome Reception in Tumbler Ridge, BC on June 6, 2014.
0400.60.06

CARRIED***

The Mayor advised that he is not able to attend.

8. Correspondence – Information

CI-1 MOVED by Coun. Nicholson, SECONDED by Coun. Vezina
Audit of 2013
Financials THAT the letter from Sander Rose Bone Grindle LLP dated May 20, 2014 re:
1830.02 Audit of 2013 Financials, be received for information.

CARRIED

9. Correspondence – Information Items

Nil

10. Reports – Discussion

RD-1 MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith
***Borrowing
Bylaw for a New THAT the report dated May 15, 2014 re: Borrowing Bylaw for a New Medical
Medical Clinic Health Clinic and Community Wellness Centre, be received; and
and Community
Wellness Centre THAT Council authorize:

a) THAT Administration submit a proposal to the Northern Development
Initiative Trust for a grant in the amount of \$250,000;

b) THAT District of Chetwynd Medical Health Clinic and Community
Wellness Centre Loan Authorization Bylaw No. 1008, 2014, be
introduced and read a first, second, and third time; and

c) THAT the 2014 – 2018 Financial Plan be amended accordingly.

CARRIED***

RD-2
***Development
Permit – 5124-
5132 46 Avenue
NW

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the report dated May 20, 2014 re: Development Permit – 5124-5132 46 Avenue NW, be received; and

THAT Council authorize Administration to issue Development Permit No. 02-2014 to Ken and Lily Holdings Ltd. for improvements to the existing building located on Lots 18 and 19, Block 4, District Lot 398, Peace River Land District Plan 11989 and Lot 17, Block 4, District Lot 398, Peace River District Plan 11989 Except Plan 18557 (5124-5132 46 Avenue NW) in accordance with the Site Plan and Building Elevations included with this report as Attachment “A”.

Note: i) Issuance of the above noted Development Permit will be contingent on submission of a \$10,000 bond by the applicant and consolidation of Lots 17, 18, and 19.

CARRIED***

11. Reports – Information

Nil

12. New Business

NB-1
***Ratification
of Committee of
Whole Item –
45th Avenue NW
and Hillside
Drive from 47th
Avenue NW to
the top – Road
Rehabilitation

MOVED by Coun. Pfanner, SECONDED by Coun. Nicholson

THAT the following resolution considered at the Committee of Whole meeting held May 26, 2014 be ratified:

THAT the District of Chetwynd award the 45th Avenue NW project to Peter's Bros. Construction for the contract price of \$368,605.65; and

THAT the quantities be extended to rehabilitate Hillside Drive from 47th Avenue NW to the top, for an additional amount of \$215,815.31.

CARRIED***

13. Question/Answer Period

Leo Sabulsky, CHET TV/Peace FM asked for clarification on whether seacans will be allowed in residential areas or industrial/commercial areas; the Chief Administrative Officer responded that the Bylaw was set to regulate the shipping containers but it was not passed, therefore Administration would have to go back to Council for direction.

Leo Sabulsky, CHET TV/Peace FM inquired about the time frame for the new Medical Clinic; the Chief Administrative Officer responded that there is a process that we need to follow and it includes, getting Inspector of Municipalities approval, advertising, then going to the Citizens for approval, if everything goes smoothly it would take approximately 8 weeks.

Leo Sabulsky, CHET TV/Peace FM asked for clarification if 5124-5132 46th Avenue was rezoned and can now be developed; the Chief Administrative Officer responded that yes it was and that the Development Permit was issued this evening as well.

14. Adjournment MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 4:57 p.m.

Carol Newsom
Director of Corporate Administration

Merlin Nichols
Mayor

Certified a true and correct copy of the
Minutes of the Special Regular Council
Meeting held on May 26, 2014 in the
Council Chambers.

Carol Newsom
Director of Corporate Administration

COUNCIL DELEGATION

1. You wish to be a delegation at a Regular Meeting of District Council. You should know that this process is a fundamental principle in a democratic system. Council for the District of Chetwynd wishes to find mechanisms to provide for public input and encourages individuals and groups to make their views known to Council at an open public meeting.
2. Council wishes to obtain all information regarding an issue and the possible impacts of any decision they may make, prior to making a decision that will affect the community.
3. The following outline has been prepared to assist you in preparing for your presentation, so that you will understand the kind of information that Council will require and the expected time frame that a decision will be forth-coming. All such information should be provided no later than 4:30 p.m. on the Wednesday, prior to the Council meeting.
4. Presentations may be a maximum of ten (10) minutes.

PRESENTATION OUTLINE

Date: 2014-06-02

Your Worship Mayor Nichols and Members of District Council. My name is _____

Cpl. Brian Hromadnik

and I am here this evening on behalf of _____ the Chetwynd RCMP

to request that you consider _____

The reasons that I/we are requesting this action are: _____

I/we believe that in approving our request the community will benefit by _____

I/we believe that by not approving our request the following will result in _____

In conclusion, we request that Council for the District of Chetwynd adopt a resolution stating that _____

I would like to fill you in on the results of our 2013/14 policing year, go over what our goals were last year and how we did. I would also like to tell you about our 2014/15 goals and what our plans and initiatives will be.

DISTRICT OF CHETWYND BYLAW NO. 989, 2014

Being a Bylaw of the District of Chetwynd in the Province of British Columbia
to amend the "District of Chetwynd Zoning Bylaw No. 932, 2010"

WHEREAS the Council of the District of Chetwynd deems it necessary to amend the District of Chetwynd Zoning Bylaw No. 932, 2010 to provide regulations with regard to derelict vehicles;

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

A. That Bylaw No. 932, 2010, as amended, be further amended as follows:

1. Add the following definition to Section 3.0, Definitions

Section 3.0 – Definitions

"DERELICT VEHICLE means any vehicle or part thereof which is propelled other than by muscle power, including a car, truck, airplane, boat, all-terrain vehicle, recreation vehicle, motorcycle, or any modified configuration thereof which:

- a) is not capable of operating under its own power, is physically wrecked or disabled; and
 - b) is not housed in an enclosed building or structure."
2. Amend Section 5.13, Parking and Storage in Residential Areas, by adding the following to Section 5.13:

"5. No owner shall allow the wrecking or storage of any **derelict vehicle**."

B. That this Bylaw may be cited for all purposes as "District of Chetwynd Zoning Amendment Bylaw No. 989, 2014 (Derelict Vehicles)."

Read a first time this	3 rd	day of	March,	2014.
Read a second time this	3 rd	day of	March,	2014.

CERTIFIED a true and correct copy of "District of Chetwynd Zoning Amendment Bylaw No. 989, 2014 (Derelict Vehicles)" as read a second time this 3rd day of March, 2014.

Director of Corporate Administration

Received approval of the Ministry of Transportation pursuant to Section 52 (3) (a) of the Transportation Act, the 5th day of March, 2014.

PUBLIC HEARING held this	day of	,	2014.
Read a third time this	day of	,	2014.
Adopted this	day of	,	2014.

Director of Corporate Administration

Mayor

CERTIFIED a true and correct copy of
“District of Chetwynd Zoning Amendment
Bylaw No. 989, 2014 (Derelict Vehicles)”
as adopted this th day of, 2014.

Director of Corporate Administration

PRRD Report
May 29, 2014

There were the usual actions related to land use in the Dawson Creek-Fort St. John rural areas, none of which is significant to Chetwynd.

Trans Canada presented an update on its pipeline project.

The major discussion and action May 29 dealt with recruitment of health-care professionals.

Action: That the Board create a line item in the budget for recruitment of health-care professionals.

Lenora

From: Donna Merry <dmerry@nlc.bc.ca>
Sent: May-15-14 10:47 AM
To: d-chet Email Group
Subject: Invitation to join us to celebrate in Tumbler Ridge
Attachments: Tumbler Ridge Celebration Invitation.docx

Hi Lenore, thank you for accepting this invitation. Donna

Dear Mayor Nichols and Council,

Please join us in Tumbler Ridge on Friday, June 6, as our community celebrates being "30 Years Strong" at the Big Block Party.

It was on this date, thirty years ago, that the community gathered for the grand opening and ribbon cutting in front of the town hall.

There will be dancers, cultural presentations, food and music throughout the afternoon and evening.

The festivities will take place at the Roman Walkway, located at the intersection of Main Street and Founders Street, from 3:00pm-9:00pm. We invite a representative of the District of Chetwynd to speak your wishes to the community starting at 5:00pm.

Your attendance will send a clear message to the community and to the region that Tumbler Ridge has a lot to celebrate and much to look forward to. We look forward to having you celebrate with us.

Please RSVP Donna dmerry@nlc.bc.ca; 250-242-5591
On behalf of the Big Block Party volunteers,

Donna Merry

★ proposed resolution on page 3

Tumbler Ridge Big Block Party Volunteer Group
c/o Donna Merry- Campus Administrator
Northern Lights College
P.O. Box 180 Tumbler Ridge, BC V0C 2W0
dmerry@nlc.bc.ca

9 May, 2014.

Dear community partner,

Please join us in Tumbler Ridge on Friday, June 6, as our community celebrates being "30 Years Strong" at the Big Block Party. *It was on this date, thirty years ago, that the community gathered for the grand opening and ribbon cutting in front of the town hall.*

There will be dancers, cultural presentations, food and music throughout the afternoon and evening. We look forward to having you celebrate with us.

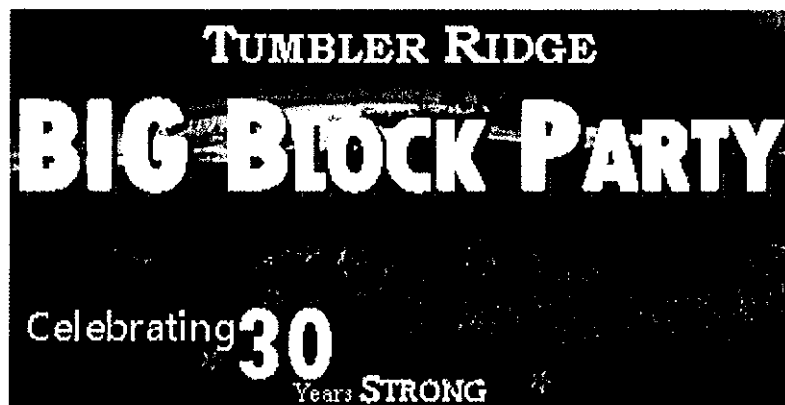
The festivities will take place at the Roman Walkway, located at the intersection of Main Street and Founders Street, from 3:00pm-9:00pm. We invite you to speak your wishes to the community starting at 5:00pm.

Your attendance will send a clear message to the community and to the region that Tumbler Ridge has a lot to celebrate and much to look forward to.

Please RSVP Donna
dmerry@nlc.bc.ca; 250-242-5591

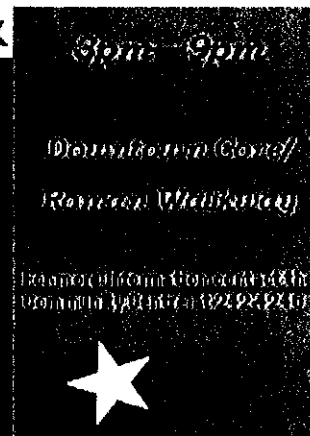
On behalf of the Big Block Party volunteers,

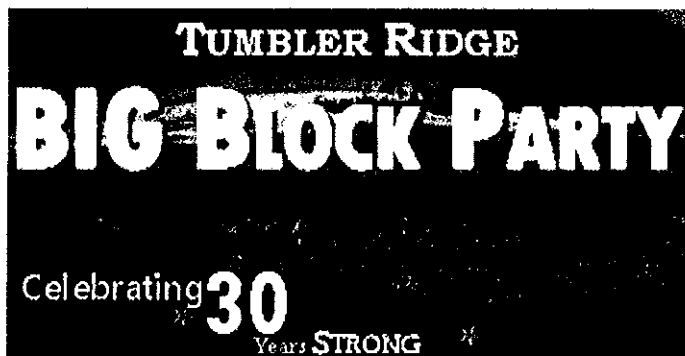
Donna Merry



★ Friday, June 6th ★

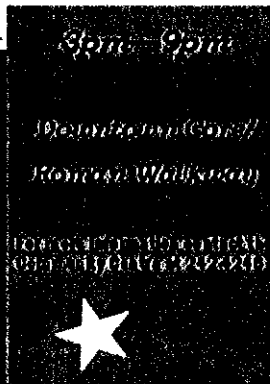
- Outdoor concert featuring performances by local and regional artists
- FREE BBQ hosted by DTR
- Street Market with local vendors and artisans
- Prizes for best 80's costume
- Street sports—Broom Ball & Ping Pong





★ Friday, June 6th ★

- Outdoor concert featuring performances by local and regional artists
- FREE BBQ hosted by DTR
- Street Market with local vendors and artisans
- Prizes for best 80's costume
- Street sports—Broom Ball & Ping Pong



OPTIONS

1. Receive for information; or
2. THAT Mayor and Council be authorized to attend the Tumbler Ridge Big Block Party in Tumbler Ridge, BC on June 6, 2014.

Lenora

From: FrontCounterBC@gov.bc.ca
Sent: May-20-14 3:18 PM
To: d-chet Email Group
Subject: 8014777 - Province of BC Referral Request on a Transportation Use Application

District of Chetwynd
Laura Howes

Transportation
Referral Number: 70354668 - 001
Reference Number: 130423
Request Sent: May 20, 2014
Response Due: June 19, 2014

You are invited to comment on the following Crown land application. A response is optional. If no response is received by the deadline, the application and adjudication process will move forward.

This is a Crown land application for Transportation - Roadways purposes.

Proponent: Paul Sawchuk

Tenure Type: Temporary Use Permit

Intended Land Use/background context: The Proponent has applied for a 2 year Temporary Use Permit to construct an access road to his property, District Lot 2085. The proposed gravel road will be 683 m in length and 15 m in width and will connect the District Lot (DL) to a public, gazetted road running north off Highway 29. The site is located north of the developed area of Chetwynd, within the District boundary.

BCGS Mapsheet: 93P.072

Legal Description: together with that part of DISTRICT LOT 2288, PEACE RIVER DISTRICT.

Size (Area) ha (approx): 0.861 hectares

Schedule/Term Of Proposal: 2 years or less

Please [Click Here](#) to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit <http://www.frontcounterbc.gov.bc.ca/ereferrals.html> for instructional videos. To obtain a BCeID, please visit <https://www.bceid.ca/>

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For more information regarding this referral, please contact the "Email Coordinator" given within the referral.

Note that it can take an extended period of time to connect from the BCeID login to the e-Referrals website, this is normal. Avoid re-clicking the "Next" button or you could extend this connection time.

Please do not reply to this email.

Penny Vanderwekken-Dunn

FrontCounterBC
Authorization Specialist

(250) 261-2060

Penny.Vanderwekken-Dunn@gov.bc.ca

OPTIONS
<ol style="list-style-type: none">1. Receive for information; or2. THAT Council direct Administration to provide comments regarding the proposed Temporary Use Permit for an access road at DL 2288, PRD.



Box 239, High Prairie, Alberta, Canada T0G 1E0 Telephone: (780) 523-5955 Fax: (780) 523-4227
Email: biglakes@mdbiglakes.ca Website: www.mdbiglakes.ca

RECEIVED

MAY 20 2014

District of Chetwynd

Per _____

May 5, 2014

Merlin Nichols
Mayor
District of Chetwynd
Box 357
Chetwynd, BC V0C 1J0

Dear Mr. Nichols,

your worship
Re: STARS Charity Golf (Heli-Pad)

This letter is our request for you to assist the M.D. of Big Lakes, the Town of High Prairie and the High Prairie & District Community Health Foundation in making our First Annual STARS Golf Tournament a success. The attendance and participation of yourself and perhaps your Council members would contribute a lot to our tournament.

We have enclosed the fee schedule and sponsorship opportunities for your perusal. We have also confirmed the attendance of several Alberta Cabinet Ministers and MLA's along with some major industry folks so there will be great networking opportunities.

The funds from the tournament will be shared between STARS and the High Prairie Hospital Heli-Pad Building Committee, both honorable causes.

Thank you and we would be thrilled to see you all at our First Annual STARS Tournament. If you wish more information be contact William (Bill) Kostiw, CAO/Tournament Manager at 780-523-5955 or email cao@mdbiglakes.ca .

Sincerely,

Bill
William (Bill) Kostiw
CAO/Tournament Manager

cc: Pearl Calahasen, MLA
Maureen Kubinec, MLA
M.D. of Big Lakes Council
Town of High Prairie Council
STARS

** proposed resolution on page 5*

Title Sponsor



1st Annual Invitational Charity Golf Tournament

Thursday, August 21, 2014

High Prairie & District Golf Course

Honourary Tournament Chairpersons:

Pearl Calahasen, MLA & Maureen Kubinec, MLA

Funds raised will be shared between STARS and the High Prairie Hospital Heli-Pad

Co-host

STARS[®]

Platinum Sponsor



Hosted by:

Municipal District of Big Lakes

Town of High Prairie

High Prairie & District Community Health Foundation



Municipal District of Big Lakes & Town of High Prairie & High Prairie & District Community Health Foundation

1st Annual Invitational Charity Golf Tournament

Thursday, August 21, 2014

High Prairie & District Golf Course

Honourary Tournament Chairpersons: Pearl Calahasen, MLA & Maureen Kubinec, MLA



Title Sponsor



Sponsorship Opportunities

Sponsorship in any category or donation is greatly appreciated. All sponsors will receive name recognition in the Tournament Program and signage on the course according to value.

Cash Sponsors

Gold Sponsors \$3,000 (Three Complimentary Golf Entries)

Silver Sponsors \$2,000 (Two Complimentary Golf Entries)

Bronze Sponsors \$1,000 (One Complimentary Golf Entry)

Hole No. 1 Sponsor - \$2,500

Includes Two Complimentary Golf Entries

Regular Hole Sponsor- \$1,500

Includes One Complimentary Golf Entry

Hole in One Sponsors- \$1,000 plus

Cost of Insurance

Includes One Complimentary Golf Entry

Food Hole Sponsors - \$500

Plus the Food for the Hole

General Donations

Silent & Live Auction Items – Prizes

BBQ Sponsor – \$3,000

Sponsored by M.D. of Big Lakes

Breakfast Sponsor – \$2,000

Sponsored by Town of High Prairie

Golfer Gift Bag Sponsors

Sponsored logo items will be placed in Golfer gift bags. (100 bags)

Beverage Cart Sponsor – \$1,500

Includes One Complimentary Golf Entry

Golf Cart Sponsors - \$3,000

Includes Three Complimentary Golf Entries

Event Schedule

7:30 a.m.	Breakfast & Registration
8:45 a.m.	Welcome & Group Photo
9:00 a.m.	Texas Scramble Shotgun Start
3:30 p.m.	Barbeque & Live/Silent Auction

Co-host

STARS®

Platinum Sponsor



The High Prairie & District Golf Course is located 8 km West of High Prairie, Alberta on Highway 2
Questions? Please contact Bill Kostiw or Jessica Martinson at 780-523-5955 or email

exec@mdbiglakes.ca



Municipal District of Big Lakes & Town of High Prairie & High Prairie & District Community Health Foundation

1st Annual Invitational Charity Golf Tournament

Thursday, August 21, 2014

High Prairie & District Golf Course

Honourary Tournament Chairpersons: Pearl Calahasen, MLA & Maureen Kubinec, MLA



Participant Registration Form

Registration Deadline – July 31, 2014

Name: _____
Company: _____
Mailing Address: _____

Phone: _____
Fax: _____
Email: _____

✓ **Entry fee is \$150.00 per person**

(includes green fees for 18 holes, cart, full breakfast, food holes and BBQ)

Players: _____

Contact Person: _____

✓ **All players will be assigned to a team.**

Title Sponsor

Registration Fee: _____ x \$150.00 = _____

Sponsorship Form

Sponsorship: _____
Donation: _____
Prizes: _____
Total: _____

Method of Payment

☐ MasterCard ☐ Cheque
☐ Visa ☐ Cash

Credit Card #: _____
Expiry Date: _____
Cardholders Name: _____
Authorized Signature: _____

Please make cheques payable to:
Big Lakes Charity Golf

Box 239, 5305-56 Street
High Prairie, AB T0G 1E0
PH: 780-523-5955
Fax: 780-523-4227

Co-host

Platinum Sponsor

The High Prairie & District Golf Course is located 8 km West of High Prairie, Alberta on Highway 2
Questions? Please contact Bill Kostiw or Jessica Martinson at 780-523-5955 or email

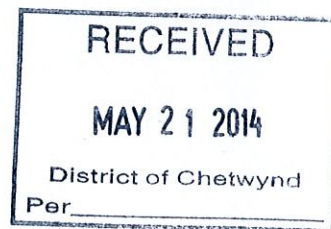
exec@mdbiglakes.ca

OPTIONS
<ol style="list-style-type: none">1. Receive for information; or2. THAT Council authorize the Mayor or alternate to attend the STARS Charity Golf (Heli-Pad) Tournament in High Prairie, AB on August 21, 2014.



May 12, 2014

District of Chetwynd
Box 357
Chetwynd, BC
Canada, V0C 1J0



Dear Mayor Nichols:

On behalf of Leanne Beaupre, Reeve of the County of Grande Prairie, No. 1; Bill Given, Mayor of the City of Grande Prairie; and Chris Turnmire, Mayor of the Town of Wembley, I would like to extend an invitation for you and your Councilors to attend a Key to the Peace Region Ceremony for the Aykroyd Family at the City of Grande Prairie Office Building at 4:30 pm on Thursday, August 7, 2014.

The symbolic key presentation is normally one of the highest awards presented by a community – granted in exceptional cases to individuals who have gained national and international acclaim in the Arts, Business and Philanthropy. In this case, a group of local municipal leaders have agreed to acknowledge the efforts of Dan and Donna Dixon Aykroyd and their family for their outstanding support of and advocacy for international recognition of the paleontological resources of the Peace Region.

The Aykroyds are an iconic Canadian family whose love of paleontology initially connected them to Grande Prairie and Dr. Philip J. Currie in 2010. Their overall dedication, kindness and commitment to this area make them the perfect recipients of this award - the inaugural Key to the Peace Region. The Aykroyds have had a special relationship with Grande Prairie and area for four years now and holding a public ceremony to honour them is a fitting tribute to their contributions to the area as well as a way to further strengthen that connection.

A decade ago, the Peace Region was not well-known nationally and internationally for its paleontological resources despite the richness of the prehistoric specimens, the rate of discovery and the specimens' relative importance to science. Today, the region has been placed firmly on the map of scientific importance and as a future major destination for dinosaur tourism when the Philip J. Currie Dinosaur Museum opens in December. This is thanks to many factors, but the contribution of the Aykroyd family has been significant and deserves recognition.

Key Points in the relationship between the Aykroyd Family and the Grande Prairie area:

- In 2010 the Aykroyd family accepted the responsibility of becoming the Philip J. Currie Dinosaur Museum's International Ambassadors.

A proposed resolution on Page 3



- The family have travelled to Grande Prairie in 2010, 2011 and will again in August 2014 – each time to learn more about the paleontological resources of the area and to promote them internationally.
- In 2011, they hosted the Aykroyd Family and Friends Dinosaur Ball, which raised over \$450,000 for the museum capital project.
- The international media attention that accompanied the Aykroyd's visit in 2011 reached a daily audience of over 20 million.
- The Aykroyds have contributed to the International notoriety of the museum's namesake Dr. Philip J. Currie by successfully promoting him as a suitable recipient for 2012 Explorers Medal, the highest award presented by the international Explorers Club and the 2012 Canadian Geographic Society's Gold Medal.
- The family has advocated on behalf of the museum project by writing letters to various levels of government, including the Prime Minister's Office.
- They promoted the rich paleontological resources of the local region to their friends and associates in an effort to promote and gain international interest in the museum project.
- They brought many of their friends to the Peace Region in 2011, including philanthropist Bobby Kennedy Jr., star of his TV show "Criminal Minds", Matthew Gray Gubler and America's top-selling crime writer Patricia Cornwell, who subsequently wrote a book entitled "The Bonebed", which included mentions of Grande Prairie itself.
- They have recruited another outstanding group of influential friends to attend the ribbon cutting ceremony and the Amber Ball fundraising event in August, 2014.

The Family:

Daniel Edward Aykroyd, CM is an actor, comedian, producer, philanthropist, writer and entrepreneur. Born in Ottawa, Ontario, he immigrated to the United States in 1974 and married Donna Dixon in 1983. They have three daughters - - Danielle, Belle and Stella and godchild Augusta. On October 13, 1994 Dan was presented with the Keys to the City of Ottawa. In 1999 he was inducted into the Order of Canada, based on his on-screen work (which now includes 73 movies, a television career that dates back to 1974 and 12 appearances on Saturday Night Live) and also for his contribution to fundraising for Ottawa's Carleton University, his alma mater,



and to many arts, health and youth programs in his home town of Kingston. He was inducted into Canada's Walk of Fame in 2002.

Donna Dixon Aykroyd is a model; actress, and philanthropist born in Alexandria, Virginia. She began her career as a model and was named Miss Virginia USA in 1976 and Miss Washington DC World in 1977. She has appeared in 10 films and numerous television shows and is a member of the international Explorers Club.

Danielle Alexandra Aykroyd is an actress, a graduate of Harvard University, a member of the Explorers Club, with interests that include horseback riding, the guitar, epidemiology and scuba diving.

Belle Kingston Aykroyd is a student, adventurer and member of the Explorers Club, a licensed falconer, skilled practitioner of American Sign Language and a traveler whose journeys include South America where she visited orphanages in Bogota and travelled down the Amazon.

Stella Irene August Aykroyd is an adventurer who has travelled the world including India, Africa, and Antarctica. She enjoys sports, painting and acting.

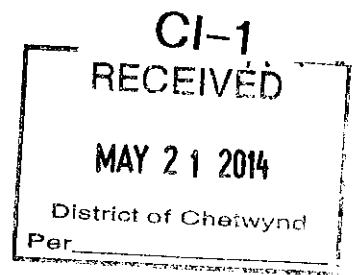
Augusta Tigrett, a.k.a. "the Diviner," accompanied Dr. Currie and others on a paleontological dig excavating Pachyrhinosaurus fossils in the Pipestone Creek Bone Bed in 2010. While others carefully chose sites, digging for hours unsuccessfully, Augusta not only struck dinosaur gold at each spot she chose, but was able to steer others towards the bones that had eluded them. Her Godmother, Donna Dixon Aykroyd, crowned her "the Diviner."

It would be appreciated if you would confirm your intentions by phoning or emailing Dawn Christiansen @ 780-532-2362 or dchristiansen@countygpr.ab.ca.

Respectively,

Brian Brake
Executive Director
Pipestone Creek Dinosaur Initiative

OPTIONS
1. Receive for information; or
2. THAT Council authorize the Mayor or alternate to attend a Key to the Peace Region Ceremony for the Aykroyd Family in Grande Prairie, AB on August 7, 2014.



Jordy Hecker
Box 503
Chetwynd BC V0C 1J0

May 8, 2014

District Of Chetwynd
Box 357
Chetwynd BC V0C 1J0
Att: Carol Newsom

Re: CHETWYND YOUTH LEADERSHIP SCHOLARSHIP

Dear Carol

Thank you again for selecting me for the Chetwynd Youth Leadership Scholarship for 2013. I still feel very privileged to have been chosen for this award. I fully intend to keep on encouraging and demonstrating strong leadership to the youth in my community. The first half of this scholarship helped me last year with my tuition and expenses for my first year of University. The second half will also help me with my second year of tuition and other expenses. Once again thank you to yourself and everyone involved in this selection. Take care and have a great summer.

Sincerely


Jordy Hecker

Lenora

From: Carmen Drapeau <tumblerchamber@gmail.com>
Sent: May-20-14 3:28 PM
To: tumblerchamber@gmail.com
Subject: Fwd: Tumbler Ridge Museum Fossil Roadshow June 7th
Attachments: Tumbler Ridge Dinosaur Museum poster.jpg

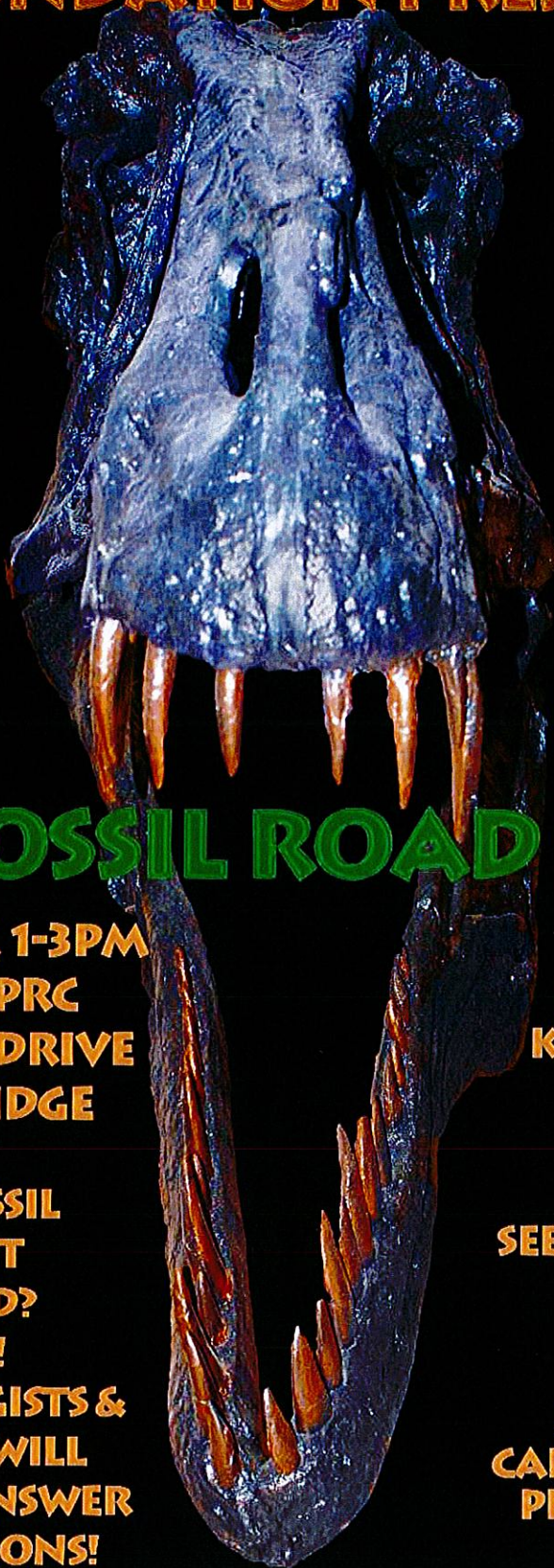
Greetings from Tumbler Ridge!

**Please see the attached poster for the upcoming
Tumbler Ridge Museum Fossil Roadshow! this coming June 7th**

this is a great opportunity to bring along fossils you want identified.
Come out for a great time for the whole family! really cool stuff for the kids!

*Thank you,
Carmen Drapeau :o)
Manager, Tumbler Ridge Chamber of Commerce
*note! our office is now located in the
Tumbler Ridge Visitor Centre - 270 Southgate.
We will be operating the Visitor Centre
7 days a week from 9:00am - 7:00pm
from May 16 - Sept 1
tumblerchamber@gmail.com
www.tumblerchamber.com
(250) 257-0511 cell*

THE TUMBLER RIDGE MUSEUM FOUNDATION PRESENTS



THE FOSSIL ROAD SHOW

WHEN: JUNE 7, 1-3PM

**WHERE: PRPRC
255 MURRAY DRIVE
TUMBLER RIDGE**

**HAVE A FOSSIL
YOU WANT
IDENTIFIED?
BRING IT!
PALEONTOLOGISTS &
GEOLOGISTS WILL
BE THERE TO ANSWER
YOUR QUESTIONS!**

**FEATURING:
KIDS' DINO DIG
DEMOS
GEOPARK**

**SEE FLESH-EATING
BEETLES IN
ACTION!**

**MORE INFO:
CALL 250-242-3466
PRPRC@PRIS.CA**



Lenora

From: Union of BC Municipalities <ubcm@ubcm.ca>
Sent: May-14-14 12:59 PM
To: d-chet Email Group
Subject: Life Member Tribute; Sea Levels; Awareness Week; Fund Announcement

Having trouble viewing this e-mail? [Click here](#)

THE COMPASS News and Information from the Union of BC Municipalities

Memorial Set for UBCM Life Member Dinwoodie



Aaron Dinwoodie passed away last week following a battle with cancer. He was 54. Mr. Dinwoodie's memorial will be held at Lakeview Heights Community, 860 Anders Road, West Kelowna, on Sunday May 25th at 2:00 PM. [Read More](#)

May 14, 2014



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**Exclusive
MUNICIPAL
WORKSHOP**
 October 20, 2014
 1:00PM - 5:00PM
www.sponsorshipcongress.ca

Feedback Invited on New Land Use Guidelines to Address Sea Level Rise

New guidelines for land use development in areas affected by sea level rise are under consideration by the Ministry of Forests, Lands and Natural Resource Operations. Local Governments are invited to provide comments by early August. [Read More](#)

On the Path to Better Health

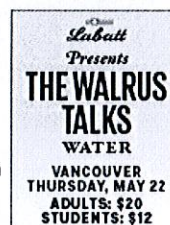
In March 2014, the BC Healthy Living Alliance (BCHLA) released 'On the Path to Better Health,' a report that examines trends in chronic disease over the past decade in BC and outlines future opportunities for prevention. Their webinar on May 26 will include highlights from the report, outlining the gains made in BC over the last 10 years, and where improvement still needs to happen. [Read More](#)

Local Government Awareness Week May 18-24

The Province of British Columbia has [proclaimed](#) Local Government Awareness Week (LGAW) to take place May 18-24, 2014 in conjunction with National Public Works Week. [Read More](#)

Healthy Communities Capacity Building Fund Announced

On May 5th, successful applicants to the Healthy Communities Capacity Building Fund were announced. Forty-nine local governments have received BC Healthy Community Capacity Building Fund grants ranging from \$2,000 to \$20,000 to assist with healthy community planning, projects and policy development. In total, more than 150 applications were received. [Read More](#)



New Local Government Appointments

UBCM has appointed local government representatives to two BC Road Safety Strategy Working Groups and to the Police Structure and Funding Expert Committee. [Read More](#)

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Union of BC Municipalities | 60 - 10551 Shellbridge Way | Richmond | BC | V6X 2W9 | Canada

Lenora

From: Union of BC Municipalities <ubcm@ubcm.ca>
Sent: May-21-14 11:41 AM
To: d-chet Email Group
Subject: Message from President Martin; Board of Examiners Certification; QUEST

Having trouble viewing this e-mail? [Click here](#)

THE COMPASS

News and Information from the Union of BC Municipalities

President's Message: Area Associations Identify Emerging Themes



Having completed the 2014 Area Association circuit, I am struck by the beauty of our province and the energy of those involved as either elected officials or staff at the Local Government level. Each region of the province is working hard to support economic development while maintaining focus on the social, environmental and public safety needs of our communities. [Read More](#)

Changes to Board of Examiners Certification Requirements

The Board of Examiners is responsible for awarding certificates to local government employees who meet the standards of qualification in local government administration as prescribed by regulation. Following an extensive review, significant changes to the BOE Certification program will provide local government staff seeking certification with more options to satisfy core course requirements. [Read More](#)

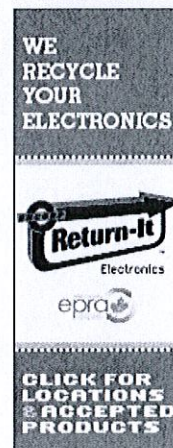
Call for Abstracts: QUEST 2014 Conference

The national organization QUEST (Quality Urban Energy Systems of Tomorrow) is holding their annual conference in Vancouver December 1 - 3, 2014. QUEST is a collaborative network of stakeholders working to make Canada a leader in the design, development and implementation of smart energy communities. The call for abstracts for the conference is open until June 13, 2014. [Read More](#)

May 21, 2014



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 Union of BC Municipalities | 60 - 10551 Shellbridge Way | Richmond | BC | V6X 2W9 | Canada

Lenora

From: Campbell, Lynn N ENV:EX <Lynn.Campbell@gov.bc.ca>
Sent: May-15-14 12:24 PM
To: Campbell, Lynn N ENV:EX
Subject: FW: FYI - Just announced - National Conservation Plan
Attachments: National Conservation Plan_BG_EN.PDF; National Conservation Plan_NR_EN.PDF

Hi all,

Apologies for any cross postings.

This National Conservation Plan was just announced by the Prime Minister.

National Conservation Plan

Building on the conservation measures announced in Budget 2014, the National Conservation Plan includes funding of \$252 million, primarily over a five-year period (2014 to 2019) for a variety of conservation initiatives:

- \$100 million over five years to the Nature Conservancy of Canada to secure ecologically sensitive lands;
- \$37 million over five years to strengthen marine and coastal conservation;
- \$3.2 million over five years to support the development of a complete national inventory of Canadian conservation areas;
- \$50 million over five years to restore wetlands;
- \$50 million over five years to support voluntary actions to restore and conserve species and their habitats;
- \$9.2 million over five years to connect urban Canadians to nature;
- \$3 million over three years to Earth Rangers to expand family-oriented conservation programming.

Of particular interest:

"The Plan will expand opportunities for partners, including municipalities, environmental interest groups, hunters and anglers, landowners and community groups, to take practical actions to safeguard the land and water around them in the

three following priority areas:

- **Conserving** Canada's lands and waters.
- **Restoring** Canada's ecosystems.
- **Connecting** Canadians to nature."

Cheers,
Lynn

Lynn Campbell
Ministry of Environment
Victoria, BC
Lynn.Campbell@gov.bc.ca; (250)387-9676
Please note: I work Mondays to Thursdays 9 am to 2 pm

Office of the
Prime Minister



Cabinet du
Premier ministre

Ottawa, Canada K1A 0A2

Backgrounder

NATIONAL CONSERVATION PLAN

On May 15, 2014, Prime Minister Stephen Harper launched the National Conservation Plan (NCP), which will provide a more coordinated approach to conservation efforts across the country with an emphasis on enabling Canadians to conserve and restore lands and waters in and around their communities, and making it easier for citizens living in cities to connect with nature.

The NCP will include significant additional investments over five years for securing ecologically sensitive lands, supporting voluntary conservation and restoration actions, and strengthening marine and coastal conservation. In addition, it will contain new initiatives designed to restore wetlands and to encourage Canadians to connect with nature close to home through protected areas and green spaces located in or near urban areas.

More specifically, the Plan will expand opportunities for partners, including municipalities, environmental interest groups, hunters and anglers, landowners and community groups, to take practical actions to safeguard the land and water around them in the three following priority areas:

- **Conserving** Canada's lands and waters: safeguarding and enhancing biodiversity and ecosystems through conservation and stewardship actions, including on working landscapes and seascapes.
- **Restoring** Canada's ecosystems: supporting the restoration of degraded ecosystems, which, once restored, will provide habitat for wildlife and clean water, and are essential for the protection and recovery of species at risk.
- **Connecting** Canadians to nature: leveraging existing successful initiatives to help foster an appreciation for nature and building a "community of stewards" among Canadians of all ages.

The Plan recognizes the efforts of countless Canadians who are working to conserve and protect our natural world. It will encourage on-the-ground action and partnerships

leading to tangible conservation results. Views from stakeholders across all regions and sectors helped to shape the National Conservation Plan, including input from three conservation-related studies by the House of Commons Standing Committee on Environment and Sustainable Development.

Progress under the NCP will be measured against a set of outcomes related to land and ocean conservation, restoration of lands and shorelines, opportunities for Canadians to experience nature, and access to improved information about Canada's natural environment.

Building on the conservation measures announced in Budget 2014, the National Conservation Plan includes funding of \$252 million, primarily over a five-year period (2014 to 2019) for a variety of conservation initiatives:

- \$100 million over five years to the Nature Conservancy of Canada to secure ecologically sensitive lands;
- \$37 million over five years to strengthen marine and coastal conservation;
- \$3.2 million over five years to support the development of a complete national inventory of Canadian conservation areas;
- \$50 million over five years to restore wetlands;
- \$50 million over five years to support voluntary actions to restore and conserve species and their habitats;
- \$9.2 million over five years to connect urban Canadians to nature;
- \$3 million over three years to Earth Rangers to expand family-oriented conservation programming.

Since 2006, the Government of Canada has taken important steps to conserve and restore our country's natural environment and connect Canadians to our rich natural heritage:

- We have made a six-fold expansion of the Nahanni National Park Reserve in the Northwest Territories, considered to be a significant conservation achievement.
- We have secured almost 4,000 km² of ecologically sensitive private lands.
- We have added an area nearly twice the size of Vancouver Island to the network of federal protected areas, including the world's first protected area extending from the mountain tops to the sea floor (Gwaii Haanas National Marine Conservation Area Reserve and Haida Heritage Site) and the world's largest freshwater protected area (Lake Superior National Marine Conservation Area).
- We have created three National Wildlife Areas (Akpait, Ninginganiq and Qaulluit) in Nunavut, protecting 4,554 km² of marine, coastal and terrestrial habitats including the world's sanctuary for bowhead whales.
- We have designated three new Marine Protected Areas under the Oceans Act: Musquash Estuary in New Brunswick, Bowie Seamount off the coast of British Columbia, and Tarium Niryutait in the Beaufort Sea.
- We have invested nearly \$6 million under the Recreational Fisheries Conservation Partnerships Program to support 94 fisheries habitat restoration

projects across Canada. Funding to support up to an additional 128 projects, for a total of up to \$5.5 million, is underway.

- We have advanced work to create the first national urban park.
- We have taken steps to improve water quality in the Great Lakes, Lake Simcoe, and Lake Winnipeg, rehabilitated recreational fisheries habitat, and are working to clean up contaminated sites.
- We have supported partners in the delivery of hundreds of local projects to protect species at risk and their habitats, for example:
 - Under the Habitat Stewardship Program, we have invested over \$86 million to support 1,467 local conservation projects, benefitting the habitat of 431 species at risk.
 - In 2010 alone, EcoAction provided more than \$2 million to support 58 local biodiversity conservation and restoration projects in communities across Canada.
 - We have successfully expanded the population of Blanding's turtles in Kejimikujik National Park and are assisting in the recovery of Garry oak ecosystems in Gulf Islands National Park Reserve and Fort Rodd Hill National Historic Site.
- Under the Aboriginal Fund for Species at Risk program, we have invested over \$23 million to support more than 680 local aquatic and terrestrial conservation projects, benefitting the recovery needs of 287 species at risk.

The NCP complements the proposed 2020 Biodiversity Goals and Targets for Canada, which were developed together with our conservation partners, as part of our participation in the United Nations Convention on Biological Diversity. NCP initiatives will help us make progress on many of the targets. The goals and targets will also help to measure and report on progress for some areas of the NCP.



Ottawa, Canada K1A 0A2

Release

For immediate release

PRIME MINISTER STEPHEN HARPER LAUNCHES NATIONAL CONSERVATION PLAN

May 15, 2014

Fredericton, NB

Prime Minister's Office

Introduction

Prime Minister Stephen Harper today launched the National Conservation Plan (NCP), which will provide a more coordinated approach to conservation efforts across the country with an emphasis on enabling Canadians to conserve and restore lands and waters in and around their communities, and making it easier for citizens living in cities to connect with nature. The Prime Minister was joined by Leona Aglukkaq, Minister of the Environment, Minister of the Canadian Northern Economic Development Agency and Minister for the Arctic Council, and Keith Ashfield, Member of Parliament for Fredericton.

The NCP, which was a commitment made in the 2013 Speech from the Throne, will include significant additional investments over five years to secure ecologically sensitive lands, support voluntary conservation and restoration actions, and strengthen marine and coastal conservation. In addition, it includes new initiatives designed to restore wetlands and to encourage Canadians to connect with nature close to home through protected areas and green spaces located in or near urban areas.

The Plan will expand opportunities for partners, including municipalities, environmental interest groups, hunters and anglers, landowners and community groups, to take practical actions to safeguard the land and water around them in the three following priority areas:

- **Conserving** Canada's lands and waters.
- **Restoring** Canada's ecosystems.
- **Connecting** Canadians to nature.

Progress under the NCP will be measured against a set of outcomes related to land and ocean conservation, restoration of lands and shorelines, opportunities for Canadians to experience nature, and access to improved information about Canada's natural environment.

The NCP also complements the proposed 2020 Biodiversity Goals and Targets for Canada, which were developed together with our conservation partners, as part of our participation in the United Nations Convention on Biological Diversity. NCP initiatives will help us make progress on many of the targets. The goals and targets will also help to measure and report on progress for some areas of the NCP.

The NCP is one of the many initiatives the Government has undertaken to protect Canada's natural heritage for the benefit of future generations. It complements significant efforts, including creating new parks, protecting ecologically sensitive lands, protecting species at risk and their habitat, and improving water quality.

Quick Facts

Since 2006, our Government has:

- made a six-fold expansion of the Nahanni National Park Reserve in the Northwest Territories, considered to be the most significant conservation achievement in a generation;
- secured almost 4,000 km² of ecologically sensitive private lands;
- added an area nearly twice the size of Vancouver Island to the network of federal protected areas;
- advanced work to create the first national urban park and have designated three additional marine protected areas;
- supported partners in the delivery of hundreds of local projects to protect species at risk and their habitats; and,
- taken steps to improve water quality in the Great Lakes, Lake Simcoe, and Lake Winnipeg, rehabilitated recreational fisheries habitat, and are working to clean up contaminated sites.

Quote

"Our Government is committed to working closely with Canadians so that together we can provide effective stewardship of Canada's rich natural heritage for present and future generations. The National Conservation Plan will help ensure the sustainability of our nation's greatest resources, contribute to our country's long-term prosperity and further position Canada as a world leader in conservation. It will also help ensure that Canadian families and visitors can enjoy the beauty of our country from coast to coast to coast for years to come." – *Prime Minister Stephen Harper*

Related Product

- National Conservation Plan

Associated Links

- National Conservation Plan Webpage
- Nature Conservancy of Canada
- Canada's Economic Action Plan

- 30 -

PMO Press Office: 613-957-5555
This document is also available at <http://pm.gc.ca>

Lenora

From: FCM Communiqué <communiqué@fcm.ca>
Sent: May-16-14 11:39 AM
To: Lenora
Subject: Important documents for 2014 FCM Annual Conference: Resolutions, Policy Forums, and Annual General Meeting

May 16, 2014

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Important documents for 2014 FCM Annual Conference: Resolutions, Policy Forums, and Annual General Meeting

Please see the information below on how to access key documents that will be discussed at the policy and governance sessions at our upcoming Annual Conference in Niagara Falls, ON.

Note: We have changed the way we distribute resolutions and materials for the policy forums. Please take note so you don't miss any important information.

May 31, Resolutions Plenary and Policy Forums

On May 31 each resolution that has been submitted will be debated by the membership. Each of the FCM Board of Directors' seven standing committees and two forums, will report on its activities and will listen to your input and ideas on the coming year's policy, advocacy and programming priorities.

In previous years, we have printed the policy development guide, which contained resolutions, policy forum agendas and the policy statements for each committee and forum. In response to delegate feedback, and to improve service and reduce paper use, we have eliminated the guide. In its place, please see the following information:

- **Resolutions for debate:**

See the [resolutions for debate](#), which will be continuously updated in the lead up to the conference. A hard copy of all resolutions, including emergency resolutions, will be distributed at the beginning of the resolutions plenary, and will be available onsite before the start of the

plenary at the secretariat.

Emergency Resolutions — IMPORTANT REMINDER:

The deadline for submitting resolutions to be considered on an emergency basis at the Annual Conference is May 22, as per the FCM Procedures for Resolutions. Any resolution not considered to be an emergency or received after this deadline will be dealt with after the conference.

- **Policy Forum Agendas and Statements:**

The policy statements for the May 31 policy forums are available on our website. If you have any comments on the policy statements, please share them at the forum. Please review the individual policy forum agendas in the program and the app.

If you have any questions about the resolution or policy forum materials, or if you encounter any hiccups, please let us know, drop by the secretariat or ask any FCM staff onsite in Niagara Falls.

June 1, Annual General Meeting

The 2014 FCM Annual General Meeting will be held Sunday, June 1 at 9 to 11 a.m in the Scotiabank Convention Centre in Niagara Falls.

Delegates are asked to review the meeting agenda, minutes from last year's meeting, bylaws and amendments, election procedures and nominations and financial statements on our website.

I look forward to seeing you in Niagara Falls.

Brock Carlton
Chief Executive Officer

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Lenora

From: FCM Communiqué <communiqué@fcm.ca>
Sent: May-16-14 2:02 PM
To: Lenora
Subject: FCM News - Week of May 12, 2014

May 16, 2014

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FCM News

IN THIS ISSUE[Join us for a TweetChat on youth engagement](#)[Three mayors take a seven day road trip with a camera crew!](#)[Second Vice-President presents FCM's asset management expertise at Asian Development Bank conference](#)[Message from FCM corporate partner – Insurance Bureau of Canada](#)**Join us for a TweetChat on youth engagement**

FCM's panel discussion on youth engagement is just two weeks away. Municipal decision-makers will be discussing how their communities are working to attract and retain young professionals. Let's get the conversation started early. [Join FCM and Cisco for a TweetChat](#) on May 22, at 1 p.m. EDT., and tell us what makes your community attractive to young professionals.

**Three mayors take a seven day****UPCOMING EVENTS**

2014 Annual Conference and Trade Show
May 30 – June 2, 2014

FCM TWEETS

road trip with a camera crew!

Three mayors from Metro Vancouver are about to embark on a seven day road trip (May 23-30) with stops in 23 cities as they head to the FCM Annual Conference in Niagara, Ontario. On their way, they will interview mayors, visit projects, and talk about initiatives that can be shared with other communities. The tour dubbed "Town Haul" will be documented through web based video and social media. For more information contact Mayor Mike Clay, City of Port Moody.



Second Vice-President presents FCM's asset management expertise at Asian Development Bank conference

FCM Second Vice-President Raymond Louie is in the Philippines this week to present on Vancouver's Greenest City initiative as well as FCM's Green Municipal Fund and asset management work within the scope of the Asian Development Bank's Enabling GrEEEn Cities conference. This is a timely event, as FCM International is currently working on a proposal to help local governments in the Philippines, Vietnam and Indonesia develop municipal asset management practices.



Message from FCM corporate partner – Insurance Bureau of Canada

The Insurance Bureau of Canada (IBC) is a proud sponsor of the 2014 FCM Annual Conference and Trade Show. Attend our workshop, co-hosted by FCM and IBC, *Adapting your Community to Climate Change – From Priority to Reality* on Friday, May 30. Then, drop by our

Prep for our #FCMycm Youth Panel on Twitter. Join our #FCMchat May 22 (13:00 EDT). More: <http://bit.ly/1oy0oUb>

FCM supports the NDP's continued focus on fixing Canada's #HousingCrunch. #CDNmuni #CDNpoli / @CDAuphinLachine <http://bit.ly/T3qbHe>

FCM is seeking #CDNmuni sustainability leaders to guide #2015SCC and beyond. Apply by June 4: <http://bit.ly/1hOoOS0>

SOCIAL MEDIA



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hospitality reception on Saturday, May 31
at 5:00 p.m. at the Marriott Gateway on
the Falls. Visit us at booth 527 to learn
what IBC is doing to help Canadians adapt
to severe weather.

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Lenora

From: PCP Subscription <pcp.subscription@fcm.ca>
Sent: May-21-14 11:34 AM
To: d-chet Email Group
Subject: Partners for Climate Protection News: May 2014

May 2014

[Change your language](#) | [View email in your browser](#)**FCM**FEDERATION
OF CANADIAN
MUNICIPALITIESFÉDÉRATION
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Protection News

IN THIS ISSUE

[Milestone 5 success: District of Saanich, BC](#)[New GHG monitoring and reporting guidelines](#)[District energy webinar replay](#)[Is your city hall energy efficient?](#)[Zero2014 post-conference resources](#)[Apply for a Sustainable Communities Award!](#)

Milestone 5 success: District of Saanich, BC

Find out how the District of Saanich's Climate Action Plan led to a 14 per cent reduction in corporate GHG emissions. Developed to meet PCP's five-milestone framework requirements, the plan supported many projects completed between 2007 and 2012. These include an energy service contract to retrofit corporate buildings as well as municipal fleet upgrades coordinated through the E3 Fleet program. [Watch this video](#) describing recent energy projects.

New GHG monitoring and reporting guidelines

How often should municipalities update their GHG emissions inventories? What types of information should local governments track and report at the project level? PCP has released a new set of monitoring and reporting guidelines to assist members in assessing the impacts of their local action planning initiatives. [Download your copy](#).



District energy webinar replay

Did you miss our [March webinar](#) on tools and resources for assessing district energy? Download the presentations or watch the recording and share them with colleagues.

And check out this [new report](#) from Simon Fraser University that outlines the state of thermal energy networks in Canada in 2013.



Is your city hall energy efficient?

There's still time to join the national Town Hall Challenge 20 by 15 and be recognized at FCM's Annual Conference and Trade Show in Niagara Falls. Submit your 2013

MEMBER ACHIEVEMENTS

- [City of Mississauga, ON](#): Corporate Milestones 4-5, Community Milestone 3
- [City of Burlington, ON](#): Community Milestones 2-3
- [City of St. Albert, AB](#): Corporate and Community Milestone 3
- [Village of Port Elgin, NB](#): Corporate and Community Milestone 2
- [Village of Dorchester, NB](#): Corporate and Community Milestone 2
- [Town of Sackville, NB](#): Corporate and Community Milestone 2

UPCOMING EVENTS

[FCM's Annual Conference and Tradeshow](#), May 30-2 June, 2014, Niagara Falls, ON

[Building Lasting Change: CaGBC National Conference and Expo](#), June 2-4, 2014, Toronto, ON

[Accelerate: Collaborating for Sustainability](#)

utility records and building profile to Toronto and Region Conservation and you'll receive a report showing how your town or city hall compares to Canada's energy performance leaders. The most energy-efficient town and city halls will be recognized at a reception on May 31, 2014. For more information, contact [Brian Dundas](#).



Zero2014 Conference Resources

With close to 500 leaders and innovators in attendance, the Zero2014 was a big success. You can [download](#) presentations by Tom Rand and other conference keynotes.

Apply for a Sustainable Communities Award!

FCM's annual Sustainable Communities Awards offer national recognition to municipalities and their partners for initiatives that demonstrate environmental responsibility and excellence in six categories, including energy. The 2015 call for applications is now open. Find out if your municipality and initiative are [eligible](#) and [apply](#) by **Monday, June 16, 2014, at 5 p.m. EDT.**



[Conference](#), June 5–6, 2014, Toronto, ON

QUICK LINKS

- [PCP Milestone Tool](#)
- [Energy and Climate Resources](#)
- [Climate Change Adaptation](#)

INFORMATION

[Jonathan Connor](#)
Program Officer
T. 613-907-6340

FCM TWEETS


Congrats to @CityofLdnOnt for taking local action on climate change, reaching PCP Milestone 5 <http://bit.ly/JmNbMA> #CDNmuni

FCM's Sustainable Communities Awards celebrate environmental responsibility in 6 categories. Apply today: <http://bit.ly/1dD3v3q> #CDNmuni

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PCP is the Canadian component of ICLEI's Cities for Climate Protection (CCP) network, which involves more than 900 communities worldwide. PCP is a partnership between the Federation of Canadian Municipalities (FCM) and ICLEI - Local Government for Sustainability. PCP receives financial support from FCM's Green Municipal Fund.

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DISTRICT OF CHETWYND
REGULAR COUNCIL MEETING
INFORMATION ITEMS

DATE: June 2, 2014

- I- 1. District of Chetwynd Health Services Committee Meeting Minutes dated April 22, 2014
- I- 2. BC Stats Infoline Newsletter dated May 12, 2014
- I- 3. Federation of Quebec Maple Syrup Producers Press Release dated May 13, 2014 re: NAPSI – Certified Maple Water Expands Reach in North America
- I- 4. Communities in Bloom Newsletter dated May 2014
- I- 5. Northern Rockies Regional District Email received May 13, 2014 re: 2014 BC Oil and Gas Conference
- I- 6. BC Hydro Email received May 13, 2014 re: Fish and Wildlife Compensation Program Communications – Feedback Requested
- I- 7. BC Non-Profit Housing Association Email received May 14, 2014 re: Northern BC Regional Education Networking & Tradeshow – June 19
- I- 8. SnoRiders Newsletter dated May 2014
- I- 9. Tourism Industry Association of BC News Release dated May 14, 2014 re: TIABC Welcomes Resort Municipality Funding for Tourism
- I- 10. South Coast Conservation Program Announcement received May 14, 2014 re: SCCP's SEAR and LG Guidance Document
- I- 11. Seniors BC Newsletter received May 16, 2014 re: Volume 5 Issue 5
- I- 12. CILA Newsletter dated May 16, 2014 re: FastFacts Weekly
- I- 13. Stop Smart Meters BC Email received May 19, 2014 re: Information regarding BCSCA and Smart Meters
- I- 14. Coal Association of Canada Email received May 20, 2014 re: 2014 CAC Conference Program Focuses on Coal's Future and Rising to Meeting Challenges
- I- 15. BC Stats Infoline Newsletter dated May 20, 2014
- I- 16. BC Sustainable Energy News dated May 20, 2014 re: Proposed BC LNG Exports: *Expected Power Demands and Emissions*
- I- 17. BC Coalition of People with Disabilities Invite received May 20, 2014 re: Money Skills Workshop
- I- 18. BC Non-Profit Housing Association Update dated May 21, 2014
- I- 19. BC Healthy Communities Newsletter dated May 2014
- I- 20. Creative City News dated May 21, 2014
- I- 21. BC Sustainable Energy Association Webinar Invite received May 21, 2014 re: Green Angels – Investing in a Sustainable Future – May 27, 2014
- I- 22. BC Non-Profit Housing Association Email received May 22, 2014 re: Social Enterprise Survey Participation Request
- I- 23. BC Healthy Communities Webinar Invite received May 22, 2014 re: Social Retrofit: Equipping Our Communities to Support Aging in Place – June 17, 2014

- I- 24. Liquor Control and Licensing Branch Policy Directive dated May 22, 2014 re: Agent / Manufacturer Take-Home Public Sampling
- I- 25. Coastal GasLink Pipeline Project Activity Update dated May – June 2014
- I- 26. BC Federation of Labour Letter dated May 8, 2014 re: Commitment to BC Shipbuilding Industry
- I- 27. Northern Health 2013 Community Consultation Report received May 15, 2014 re: Let's talk about Healthy Aging and Seniors' Wellness
- I- 28. NWB Magazine dated May 2014
- I- 29. Update Magazine dated Spring 2014
- I- 30. Work Safe Magazine dated May / June 2014

**COUNCIL AGENDA REPORT**

DATE:	May 1, 2014	COUNCIL MEETING DATE:	June 2, 2014
DEPARTMENT:	Administration		
SUBJECT:	Presentation and Adoption of 2014 Annual Report and 2013 Financial Report		

PURPOSE:

To present the 2014 Annual Report and 2013 Financial Report for adoption by Council.

SUMMARY/BACKGROUND:

Section 98 of the Community Charter requires that, before June 30th each year, Council must adopt an Annual Report which includes a "statement of municipal objectives and the measures that will be used to determine progress respecting those objectives and measures established for that year." The Annual Report also includes the audited Financial Statements for the preceding year.



Section 99 of the Community Charter requires that Council consider the Annual Report prepared under Section 98 at a Council Meeting and provide an opportunity for submissions and questions from the public prior to adopting the report.

PAST PRACTICE/PREVIOUS ACTION TAKEN:

In accordance with the Community Charter, the attached report has been available for public inspection for at least 14 days prior to adoption at this meeting.

RECOMMENDATION(S):

THAT Council adopt the 2014 Annual Report and 2013 Financial Report for the District of Chetwynd as presented.

SUBMITTED BY:  _____ Department Head	REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL BY:  _____ Chief Administrative Officer
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2014 ANNUAL REPORT & 2013 FINANCIAL REPORT



DISTRICT OF CHETWYND

"Community Carved by Success"

Table of Contents

Table of Contents.....	1
Introduction	2
Message from the Mayor	3
Mayor and Council Roles	4
Declarations of Disqualifications	5
Council Biographies & Portfolios – 2014	6
Municipal Services	13
Progress Report – 2013 Goals and Objectives.....	17
2014 Goals and Objectives	24
Revitalization Tax Exemptions	31
Development Statistics	32
Financial Statistics.....	33
2013 Financial Statements & Auditor’s Report	35

Introduction

The Community Charter requires municipalities in British Columbia to prepare an "Annual Report" for its stakeholders. The Annual Report shall outline the following:



- ❖ A report respecting municipal services and operations for the previous year;
- ❖ A progress report respecting the previous year in relation to the objectives and measures established for that year;
- ❖ A statement of municipal objectives, and the measures that will be used to determine progress respecting those objectives, for the current and next year(s);
- ❖ Any declarations of disqualification made under the Community Charter in the previous year, including identification of a Council member or former Council member involved and the nature of the disqualification;
- ❖ For each permissive tax exemption provided by Council under the Community Charter, the amount of property taxes that would have been imposed on the property in the previous year if it were not exempt from taxes; and
- ❖ Any other information the Council considers advisable.

In addition, the Annual Report shall contain a copy of the Audited Annual Financial Statements for the municipality for the previous year.

A public consultation process has been incorporated into the preparation of this report. We hope that the report will provide a meaningful overview of the District's operations for 2013 and projected operations for 2014 and beyond.



Message from the Mayor

Dear People of Chetwynd

It is Annual Report time again and it gives me a great deal of pleasure to provide a snapshot of the services and operations that have preoccupied Mayor and Council and the District staff for the last twelve months.



Each year Mayor and Council, in consultation with District staff through the CAO, set priorities for use of District resources to maintain and enhance, wherever possible, the services and infrastructure of the District. The past year had its share of successes and things that need more work.

The boundary expansion efforts at Willow Creek brought Council and Administration significant frustration during 2013. We are taking a breather on that project for the time being but plan to pick it up again when circumstances change materially in the mining industry.

Major capital accomplishments during 2013 include the right-in-right-out which has added enormously to ease of access to the Rec Centre and street resuscitation in the Rodeo Sub. Street rebuilding and paving will continue in 2014 and subsequent years. The second highlight that stands out for me is the successful recruiting of two young physicians. Recruitment is an ongoing effort of Council.

The issues we are facing in 2014 are similar and yet different from issues we faced in past years. We sense that our town may be recovering from the slump experienced when Tembec closed. The return of the pulp mill to full production will bring important economic benefits to town.

While we are cognizant of the prosperity that industry brings to our community, we are also very much aware of its close connection to the world economy with its ups and downs. We continue to watch the world scene as it affects decisions in Chetwynd. Especially, we are watching the trends in British Columbia's flirtation with Liquefied Natural Gas (LNG) and the export of that commodity, recognizing that ultimate success with LNG will affect Chetwynd significantly for generations.

Mayor and Council have endeavored to maintain the tax rates such that, on average, your net tax burden, will keep pace with inflation.

We want you to know that the District Office and the Mayor's office have open doors. You are more than welcome to contact us with your concerns and ideas.

Sincerely,

Merlin Nichols, Mayor

Mayor and Council Roles

General Role of Council

It is the role of Council to act as the governing body of the municipal corporation; to make decisions necessary for the successful and continuing operation of the municipality; and to represent the best interests of the citizens of the municipality as a whole.



Council is a continuing body, notwithstanding changes in its membership by election or appointment, and exercises its powers through resolutions and bylaws passed in open meetings. Council acts as a collective body. It is important to note that the members of Council cannot make valid and binding decisions independently, unless express authority has been granted or legislated.

Council acts to foster economic and social opportunities for the community, and strives to advance the goals and objectives of the municipality.



Front Row (Left to Right): Councillor Bob Nicholson, Mayor Merlin Nichols, Councillor Larry Vezina
Back Row (Left to Right): Councillor Ernest Pfanner, Councillor Laura Weisgerber, Councillor Rochelle Galbraith, Councillor Alec Brownlee

Mayor's Role:

The Mayor is the Head and Chief Executive Officer of the Municipality. In addition to the Mayor's responsibilities as a member of Council, the Mayor is responsible to provide leadership to Council, including recommending bylaws, resolutions and other measures that, in the Mayor's opinion, may assist the peace, order and good government of the municipality. The Mayor's role is also to communicate information to Council, general direction to municipal officers respecting implementation of municipal policies, programs and other directions of the Council and to represent the best interests of the citizens of the Municipality.



Councillor's Role:

Every Council member is responsible to contribute to the development and evaluation of the policies and programs of the Municipality respecting its services and other activities; to participate in Council meetings, Committee meetings and meetings of other bodies to which a member is appointed; to carry out the duties assigned by Council; to consider the well-being and interests of the corporation; and to represent the best interests of the citizens of the Municipality.



Declarations of Disqualifications

There were no declarations of disqualifications made under Section III of the Community Charter in 2013.

Council Biographies & Portfolios – 2014

Mayor Merlin Nichols



Portfolio:

- Economic Development Commission
- Civic Properties Commission
- Peace River Regional District
- South Peace EDC
- Finance Strategy Committee
- BC Hydro Site C Project Liaison

Born in a snowstorm in Saskatchewan (1940), the coldest place in this great nation. Moved to Little Prairie in 1949 with parents and settled at Big Lake (under a tarp temporarily); during the first years a two-day horse and wagon trip from Campbell's store (now the museum).

Finished elementary school by correspondence and attended high school in California and Alberta.

Graduated from the University of British Columbia having attended universities in California, Washington and Michigan. During his academic education, Merlin found time to marry and have a family, haul logs (still has his Class 1), become a building contractor working mostly in Vancouver, and clean the Vancouver post office for about ten months – all for the sake of paying education expenses.

Moved back home to Chetwynd in 1970 to teach school. Employed by the BC Vocational School in 1974, Merlin transitioned to Northern Lights College at its beginning and stayed with the College, working to develop the Chetwynd Campus and several of the ongoing programs on other campuses, until retirement in 2001.

Elected first to Chetwynd Council in 2001

Elected to the office of Mayor in 2012.



Councillor Alec Brownlee



Portfolio:

- Peace River Regional District Alternate
- Civic Properties Commission
- South Peace EDC Alternate
- Public Works Committee Chair
- Finance Strategy Committee
- Health Services Committee
- BC Hydro Site C Project Liaison Alternate
- Fire Department Liaison
- Success By 6 and Children First
- Treaty Land Entitlement Joint Planning Committee

Born in Red Deer, Alberta, and as a teenager, moved to British Columbia, Alec graduated from GP Vanier Senior Secondary School in Courtenay, BC. He has worked throughout the Province from Vancouver Island to the Yukon Border as a Heavy Duty Mechanic.

His first move to the Peace River area was to Dawson Creek in 1990 with Finning. After numerous moves, finally settled in Chetwynd in 1997 and was employed by West Fraser. He was a Board Director and an active volunteer for the Pine Valley Exhibition Park for a number of years. He is currently employed by Caribou Road Services as Shop Foreman.



Councillor Rochelle Galbraith**Portfolio:**

- Economic Development Commission
- Peace River Regional District Alternate
- Northern Development Initiative Trust Alternate
- Community Improvements Committee
- Finance Strategy Committee
- Health Services Committee
- Water & Sewer Task Group
- Enbridge Northern Gateway Pipeline Liaison
- Chetwynd Public Library Liaison
- Chetwynd Seniors' Housing Society Liaison

Born in Dayton, Ohio, Rochelle and her family of eight immigrated to Canada in 1967 and took up residence in Chetwynd.

Having attended school in Chetwynd, Rochelle continued her education after graduation receiving many certificates from Northern Lights College, the Justice Institute of BC and Royal Roads University.

Rochelle has worked, volunteered and been involved in a variety of clubs and organizations in Chetwynd, including eight years working with the District of Chetwynd as the Deputy Coordinator for their Municipal Emergency Plan.

Rochelle was elected to the District of Chetwynd Council in 2012 and sits on a variety of committees as a representative for Chetwynd. She and her husband, Gordie, have been married for 30 years and have two adult children. In her spare time, she enjoys golfing, camping and travelling.



Councillor Bob Nicholson**Portfolio:**

- Municipal Insurance Authority Alternate
- Finance Strategy Committee Chair
- Water & Sewer Task Group
- Alaska Highway Community Alternate
- Chetwynd Communications Society Liaison
- Heritage/Museum Liaison

Bob is 80 years old and is a retired farmer / rancher. He has lived all but one year of his life in Chetwynd. Bob has been married for 44 years and has two grown children (a son and a daughter).

Bob has been a Councillor for 26 years and has served on most, if not all, Council Committees. He was the District's representative for the Peace River Regional District for 7 years and the alternative representative for several years after that. At the present time, he serves as the liaison to the Little Prairie Heritage Museum.

Before being elected to Council, Bob volunteered as president and other positions in Chetwynd Minor Hockey for several years. Bob is active in the Chetwynd Fellowship Baptist Church.



Councillor Ernest Pfanner**Portfolio:**

- Economic Development Commission
- Civic Properties Commission
- Community Improvements Committee
- Finance Strategy Committee
- Health Services Committee Chair
- Measuring Up the North Project Liaison
- Sukunka Group Liaison
- RCMP Liaison

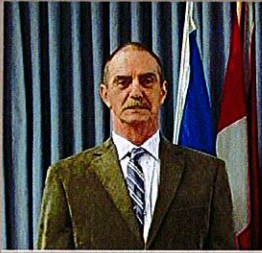
Ernest is currently settled into his first term as Councillor for the District of Chetwynd. He enjoys working with Council, representing the community and having a voice on local Council. He has participated in the Union of British Columbia Municipalities Local Government Leadership Academy and most recently ran for a Director-at-Large position for the North Central Local Government Association. Ernest enjoys participating on his Council-appointed positions within the community.

Ernest has been employed in the forest industry where he worked as a millwright, and, more recently, in the oil & gas industry. He is currently employed by Spectra Energy as an Electrician.

Ernest was born in Dawson Creek and has called Chetwynd home ever since. Ernest and his wife, Laurie, have raised three children in Chetwynd and appreciate all that Chetwynd and area has to offer. He has been an active member of the Chetwynd Volunteer Fire Department for 25 years and enjoys hunting, fishing and camping as well as spending time horseback riding and hiking in our local mountains.



Councillor Larry Vezina



Portfolio:

- Community Improvements Committee Chair
- Finance Strategy Committee
- Public Works Committee
- Cardero Coal - Carbon Creek Liaison
- FCM - Climate Change Liaison
- Spectra NGTS Working Group
- PVEP Liaison

Born in 1946 in New Westminster, BC, Larry moved to Merritt, BC at the age of 3. When he was 15, he went to work as a logger / sawmill hand. Larry has always been a workaholic and, through most of his life, has held two or more jobs at a time.

At the age of 30, Larry went back to school and was the oldest male to graduate from Norkam High School.

In January, 2000, Larry moved to Chetwynd and started a business while managing apartment blocks and working for the District of Chetwynd. Larry is now semi-retired and working for the people of Chetwynd.



Councillor Laura Weisgerber



Portfolio:

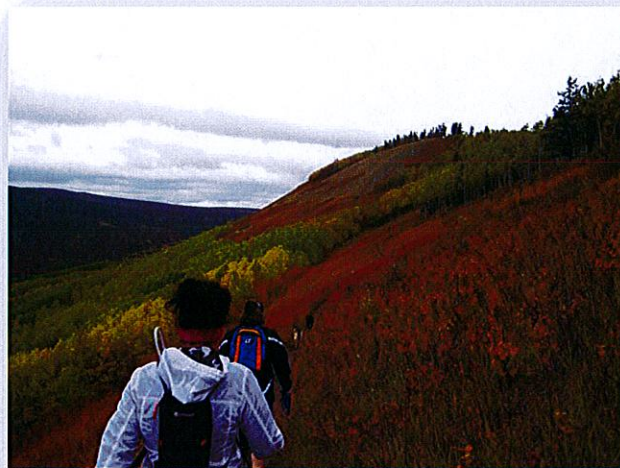
- Economic Development Commission
- Northern Development Initiative Trust
- Municipal Insurance Authority
- Finance Strategy Committee
- Health Services Committee
- Public Works Committee
- Water & Sewer Task Group Chair
- Alaska Highway Community Liaison
- Chamber of Commerce/Tourism Liaison
- Enbridge Pipeline Alternate Liaison
- Pine Valley Seniors Liaison

Born in Dawson Creek, Laura moved to Chetwynd a few years later with her parents and family. Starting Grade 1 at Windrem Elementary, she graduated from Chetwynd Secondary in 1979.

In 1980 she started at the TD Bank and worked there for over 23 years with a couple short breaks to have her two sons. In 2006, she retired from banking, but after a summer off, found herself a little bored and went to work at Aim Trucking where she is today.

Laura has volunteered for many years with the Moberly Lake and Natural Springs Golf Courses and has sat on the executive of the Curling Club for well over 15 years.

Being raised and later raising her own sons with her husband, Brent, in Chetwynd, she knows that Chetwynd has a lot to offer and believes that the best is yet to come.



Municipal Services

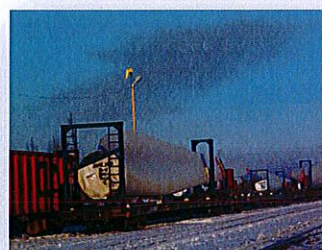
Taxpayers and residents often overlook the sheer volume and value of services provided by their local governments. While a great number of services are provided by local governments, often less than half of the property tax bill goes to the local government.



Some of the services provided by the District of Chetwynd include:

Road Maintenance	❖ Including paving, pot hole patching and crack repairs; maintenance of sidewalks and shoulders; maintenance and installation of signage; line painting; maintenance of public parking areas; snow removal; street sweeping; ditch and storm drainage maintenance.
Water Systems	❖ Provision of drinking water; provision of water and hydrants for fire protection purposes; water conservation initiatives.
Sewer Systems	❖ Collection, treatment and disposal of domestic sanitary sewage.
Solid Waste Collection	❖ Residential and commercial solid waste (garbage) collection and disposal through contract service.
Parks Facilities	❖ Maintenance of community owned parks and facilities; parks equipment maintenance and upgrading.
Cemetery Services	❖ Maintenance and operation of community cemetery.
Animal Control	❖ Provision of animal control services (primarily dog control and licensing).
Building Inspection	❖ Provision of building inspection services to provide compliance with Provincial building, plumbing and fire code regulations.

Subdivision Approvals	❖ Subdivision approvals to ensure compliance with local land development regulations to ensure a level of consistency in land servicing.
Zoning and Land Use	❖ Provision of regulations to ensure a level of consistency and advance indication of land uses.
Bylaw Enforcement	❖ Enforcement of local land use, noise, nuisance and related regulations. <i>Enforcement initiated upon complaint.</i>
Economic Development	❖ Attraction of economic development interests and new business opportunities as well as business retention promotion.
Tourism Development	❖ Operation of Tourist Information Centre and promotion of tourism development and tourism attraction opportunities.
Recreation Centre and Programs	❖ Provision of recreational facilities and programs, in partnership with the Peace River Regional District.
Protective Services (Fire Department)	❖ Provision of fire protection services in Chetwynd and the rural fire protection area.
Municipal Emergency Plan	❖ Provision of guidelines to meet the local government's responsibilities to prepare for, respond to and recover from disasters or emergencies.



Departmental Services

Administration and Finance Departments:

- Principally supported by:
 - Chief Administrative Officer
 - Director and Deputy Director of Corporate Administration
 - Director and Deputy Director of Financial Administration
 - Clerical, Reception and Accounting Staff
- More specifically involving activities related to municipal administrative operations including business licensing, bylaw preparations and implementation, records management, elections, grants administration, financial record keeping and reporting, budgeting, planning (both fiscal and land use), land development and personnel management.



Engineering & Public Works:

- Principally supported by:
 - Director of Engineering & Public Works
 - Building Inspector
 - Bylaw Enforcement Officer
 - Engineering Staff
 - Public Works Staff
 - Seasonal Public Works Staff
- More specifically involving activities related to municipal works and services, engineering structures, planning and design, animal control, roads, water and sewer systems maintenance and improvements, building inspection services, airport maintenance, solid waste collection, cemetery services and bylaw enforcement.



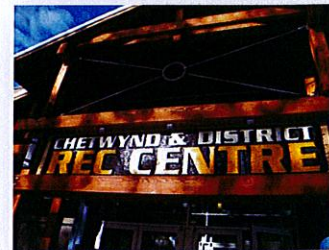
Economic Development:

- Principally supported by:
 - Economic Development Officer
 - Clerical Staff
- More specifically involving activities related to economic development and promotion, tourism promotion, business retention, community improvement projects and community investment.



Parks & Recreation:

- Principally supported by:
 - Director of Parks & Recreation
 - Manager of Leisure & Facility Services
 - Recreation Manager
 - Maintenance Staff
 - Clerical and Recreation Staff
 - Seasonal Parks Staff (Students)
- More specifically involving activities related to management of the recreation complex, provision of recreation programs, maintenance of recreation facilities and parks & grounds maintenance.



Progress Report – 2013 Goals and Objectives

TO DEVELOP AND IMPLEMENT PLANNED AND SUSTAINABLE PRACTICES

NEW MUNICIPAL HALL

Objective:

Construct a new Municipal Hall

Strategy:

Council authorized that funds begin to be reserved for a new Municipal Hall in 2009. In September, 2013 a public open house was held to discuss a financing strategy and plans; based on the positive results of the open house, Council authorized Administration to proceed with the new Municipal Hall project.

Measurement:

Success of this project will be measured by completion of the construction project.

Benefit:

The community will be better served by an energy-efficient, attractive municipal hall where Council Meetings and other public meetings can comfortably accommodate members of the public.

Result:

❖ *Construction started in April 2014, with occupancy expected by January 2015.*



PLANNING INITIATIVES

Objective:

To obtain accurate information on the following items in order to make informed decisions and plan new capital infrastructure improvements as required:

- Water System Master Plan
- Sewage Treatment System Review

Strategy:

In consultation with the Ministry of Environment, a plan of action was created to address effluence quality issues with the Chetwynd Sewer Lagoon system. The firm of Golder Associates was engaged to create a phased implementation plan for a Sewage Treatment System upgrade.

Measurement:

Success of these projects will be measured by completion of Water System Master Plan and Sewage Treatment System Review Plan.

Benefit:

The benefits to community residents will include efficient use of taxpayer funds as plans enable more informed decisions prior to capital expenditures.

Result:

- ❖ *Water System Master Plan completed August 2013.*
- ❖ *Sewage Treatment System upgrade report completed April 2014.*

TO MAINTAIN A LIVABLE, SAFE AND HEALTHY COMMUNITY

BOULEVARD BEAUTIFICATION

Objective:

To create a plan for beautification of boulevards.

Strategy:

Establish a phased-in plan incorporating lighting, shrubs, and general beautification upgrades to the pathways along the boulevards from the Expo mound at the east end of town to the west side, creating a loop system.

Measurement:

Success of this project will be measured by completion and implementation of a boulevard beautification plan.

Benefit:

The community will benefit from beautification of the public areas, which could lead to attracting more businesses, tourists, and permanent residents.

Result:

- ❖ *Administration contacted Simmons Enterprises to conduct an assessment for a phased-in plan, concept and cost. An estimate was included for the overall boulevard beautification and lighting from one end of the community to the other. In 2013 Council approved implementation of the plan within the 5 Year Financial Plan; this was also supported by all members of the Community Improvements Committee.*

TRAILS – FLOOD RECOVERY WORK**Objective:**

To rehabilitate damage to trails caused by the flood in 2011.

Strategy:

The impact of the damage caused by the 2011 flood on trail infrastructure (including trails, bridges and culverts) was quantified and work to repair the damage commenced in 2013.

Measurement:

Success of this project will be measured by completion of the trail rehabilitation project.

Benefit:

The community will benefit from enhanced recreation opportunities and increased safety on trails.

Result:

- ❖ *The application for funding to the Provincial Government for recovery of flood damage to the trails and bridges was coordinated in August, 2013. The Ministry of Justice authorized reimbursement of the full amount that was expended due to the flood damage in 2011, and the Trails for Tomorrow recovery was very successful. All trail systems are rehabilitated and open for use by the public once again.*

AFFORDABLE HOUSING**Objective:**

To create an affordable housing project on Crown Land utilizing investors and BC Housing partnerships.

Strategy:

Continue to work with BC Housing on a joint project on Crown Land to create an affordable housing facility.

Measurement:

Success of this project will be measured by achieving a partnership that results in additional affordable housing opportunities for the community.

Benefit:

The community will benefit by having affordable housing for those who need it, thereby retaining citizens primarily in the service sector, who may otherwise move to another community that has affordable housing.

Result:

- ❖ *The BC Housing initiative for affordable housing is an ongoing effort to try to link investor and BC Housing initiatives to create a joint project. Relationships to further this initiative continue to be a priority. Representatives from BC Housing promoted the program at the Northeast BC Coal Conference in October, 2013, and the Seniors Housing Committee made connections during that event also.*

TO EFFECTIVELY MANAGE ENVIRONMENTAL ISSUES**ONGOING EFFORTS TO MITIGATE ENVIRONMENTAL CONCERNS****Objective:**

To increase vigilance regarding the community's effect on the environment and mitigate impact to the environment where necessary.

Strategy:

Various actions and strategies have been developed to mitigate environmental concerns including a water conservation program, ongoing efforts to 'green' the municipal fleet to assist in reducing greenhouse gases (GHGs), as well as monitoring and improvements to the sewage treatment lagoons to improve effluent quality.

Measurement:

Success of this project will be measured by an increased awareness and corporate and individual accountability regarding conserving water, recycling, and creating a more efficient municipal water service.

Benefit:

By monitoring District of Chetwynd activities closely to avoid negative impact to the environment and mitigating effects where necessary, citizens can enjoy a clean, safe community. These efforts may improve the airshed quality and waterways beyond the boundaries of Chetwynd as well.

Result:

- ❖ *Retained the services of Northern Environmental Action Team (NEAT) to introduce a public education program regarding water quality from tap to sewage lagoons.*
- ❖ *Assisted the Chetwynd Lion's Club Recycling Depot to investigate the feasibility of an agreement with Multi-Materials BC*

RIGHT-IN/RIGHT-OUT ACCESS AT CHETWYND & DISTRICT RECREATION CENTRE

Objective:

Construct a new entrance from Highway 97 in and out of the Chetwynd & District Recreation Centre.

Strategy:

The \$735,000 project was identified in Chetwynd & District Recreation Centre development plans for a number of years. A partnership was formed between the Peace River Regional District (PRRD), Ministry of Transportation and Infrastructure, and the District of Chetwynd to build the new Right-In/Right-Out access to the Recreation Centre.

Measurement:

This project will be measured by successful completion, including opening the new access to traffic.

Benefit:

The community will benefit from fewer vehicle/pedestrian conflicts, enhanced traffic flow (resulting in less driver and pedestrian frustration), increased safety and potentially increased use of the Chetwynd & District Recreation Centre.

Result:

- ❖ *In addition to increased traffic safety, the right-in/right-out project created an opportunity for the Ministry of Transportation and Infrastructure to initiate further action to address the frost heave issue on Highway 97 in that area.*
- ❖ *Right-in/Right-out completed in October, 2013.*

NEW WATERMAIN ON 53rd AVENUE AND 45A Street

Objective:

Install 570 metres of new 200 mm watermain and three hydrants.

Strategy:

In October, 2013 the residents of 45A Street petitioned District of Chetwynd Council to be included in the municipal water system as a Local Area Initiative. Council approved the project under a fifty-fifty cost share funding strategy, and a bylaw authorizing the work was adopted April, 2011. Tenders were issued and construction began in early summer of 2013.

Benefit:

The residents of 53rd Avenue and 45A Street will have good quality water on a consistent basis.

Measurement:

This project will be measured by its completion.

Result:

❖ *Completed in June, 2013.*

RECONSTRUCTION OF 40th & 41st STREETS IN RODEO SUBDIVISION**Objective:**

Full excavation and reconstruction of road, asphalt, ditches & culverts.

Strategy:

To design and implement reconstruction of roads.

Measurement:

The measurement of this project will be completion of the road reconstruction.

Benefit:

This project will benefit residents who live on these streets improve vehicle ride comfort and enhance emergency vehicle access.

Result:

- ❖ *The design was completed in November, 2012, and project was initiated soon after.*
- ❖ *Completed August, 2013.*

SANITARY SEWER REPLACEMENT – NICHOLSON ROAD NORTH**Objective:**

To design and replace the sanitary sewer line on Nicholson Road North.

Strategy:

To design and implement replacement of the sanitary sewer line.

Measurement:

The measurement of this project will be completion.

Benefit:

The existing sewer was under capacity and breakdowns caused frequent blockages and back-ups into several residences; therefore replacement was practical economically and also environmentally.

Result:

- ❖ *Completed replacement September, 2013.*

NEW EQUIPMENT – PUBLIC WORKS DEPARTMENT

Objective:

To purchase a tracked excavator and trailer to carry it, and a hot asphalt recycler for the Public Works Department.

Strategy:

To research options for obtaining new equipment at the best possible price.

Measurement:

The measurement of this project will be the completed purchase of good-quality equipment for an acceptable price.

Benefit:

The benefit to the community is a cost-effective means of performing excavation and repaving streets in a timely and efficient manner.

Result:

❖ *Purchases completed, equipment has been delivered and is being used as needed.*



2014 Goals and Objectives

TO DEVELOP AND IMPLEMENT PLANNED AND SUSTAINABLE PRACTICES

CURRENT MUNICIPAL HALL

Objective:

To renovate the current Municipal Hall to accommodate the Chetwynd Visitor Centre and an expanded Fire Hall (offices), once the new Municipal Hall has been completed and District Staff have moved into it. Plans include all signage and additional landscaping, and incorporate the new Municipal Hall design objectives.

Strategy:

To apply to the Northern Development Trust Initiative (NDIT) for a \$250,000 grant (for a total budget of \$358,000) to offset the costs of renovation.

Measurement:

The measurement of this project will be successful award of a grant and completion of renovation of the building.

Benefit:

The benefits of this project will be a bigger, refreshed space for the Chetwynd Visitor Centre; it is currently located in a very small, older building on the boulevard of North Access Road. The Chetwynd Visitor Centre will have a higher profile in the renovated Municipal Hall, and much more space for displays and activities.

NEW MUNICIPAL HALL

Objective:

To construct a new Municipal Hall within the budget established for it without borrowing.

Strategy:

Although funds have been reserved at Council's direction for this project since 2009, tenders received in July, 2013 were significantly over budget. The plans were streamlined to remove options without sacrificing the original features that were important to Council, and in this way construction costs were considerably decreased.

Measurement:

The measurement of this project will be to complete construction within the established budget.

Benefit:

The benefit of this project will be that citizens will have an attractive, energy-efficient Municipal Hall to conduct their district business in, and in which to attend Council meetings.

TO MAINTAIN A LIVABLE, SAFE AND HEALTHY COMMUNITY

BOULEVARD WALKWAY

Objective:

Boulevard walkway and beautification plan.

Strategy:

To plan and implement an attractive and sustainable highway boulevard walkway design, including pathways, lighting, gardens and welcome sign on and around the modified Expo mound.

Measurement:

The measurement of this project will be the successful completion of the project.

Benefit:

The benefit of this program will be an attractive community that draws visitors, tourists and potential new businesses, as well as appealing to residents.

BUSINESS FAÇADE IMPROVEMENT PROGRAM

Objective:

The objective of this program is to support economic development through leveraging private investment in local business façade improvements.

Strategy:

To apply for a Northern Development Trust Initiative (NDIT) program of matching funds for façade improvement, through partnering agreements with local businesses, to enhance economic viability and vibrancy through visual improvements.

Measurement:

The measurement of this project will be the successful completion of the project.

Benefit:

The benefit of this program will be revitalization of the downtown core, resulting in an attractive community that draws visitors, tourists and potential new businesses, as well as appealing to residents and fostering community pride.

FOUR SEASON VISITOR CENTRE AND COMMUNITY BOOKLET

Objective:

The objective of this program is to engage in a Redesign and Marketing Promotion.

Strategy:

To develop a new booklet promoting the community in all seasons and promoting the local quality of life.

Measurement:

The measurement of this project will be the successful completion of the booklet.

Benefit:

The benefit of this program will be promotion of the community of Chetwynd and area, resulting in a potential increase in the number of visitors, tourists and potential new businesses.

TO EFFECTIVELY MANAGE ENVIRONMENTAL ISSUES

ONGOING EFFORTS TO MITIGATE ENVIRONMENTAL CONCERNS

Objective:

The objective of this program is to continue to diligently monitor the community for environmental concerns and prevent or mitigate any negative impacts.

Strategy:

To evaluate new actions and review current actions for environmental impact, as well as decreasing production of greenhouse gases (GHGs) in the municipal fleet wherever possible, encouraging recycling and water conservation in the community, and monitoring sewage effluent quality.

Measurement:

Success is determined by a measurable reduction in GHG's, water consumption and improved effluent quality over the long term.

Benefit:

Benefits of these initiatives include improvements to the environment in the immediate and surrounding areas of Chetwynd.

TO MAINTAIN & UPGRADE MUNICIPAL INFRASTRUCTURE, EQUIPMENT & FACILITIES

ROAD REHABILITATION PROGRAM

Objective:

The objective of this program is to continue implementation of the Road Rehabilitation Program.

Strategy:

To rehabilitate roads in the priority established in Year 2 of the 5-Year Road Rehabilitation Program.

Measurement:

The measurement of this project will be the successful resurfacing of 45 Avenue NW.

Benefit:

The benefit of this program will be improved roadways and enhanced traffic flow.

WATER TREATMENT PLANT

Objective:

The objective of this program is to replace the ultraviolet light water treatment component at the Water Treatment Plant to ensure consistent water quality.

Strategy:

To research new ultraviolet light systems, engage a contractor to produce a design, and purchase and install an effective light system.

Measurement:

The measurement of this project will be the successful installation of a new ultraviolet light system at the Water Treatment Plant.

Benefit:

The benefit of this program will be effective water purification for consistent water quality.

WATER DISTRIBUTION SYSTEM

Objective:

The objective of this program is to analyze the water distribution system and identify where repairs and improvements are required.

Strategy:

Consultation with an engineering firm is ongoing to analyze the water distribution system, in accordance with a three-phase work plan, including:

- Water model calibration;
- Pressure reducing valves (PRV) improvements; and
- Reservoir hydraulics

Measurement:

The measurement of this project will be the successful identification of problem areas and to have repairs made as necessary.

Benefit:

The benefit of this program will be consistent water pressure for residents throughout the water distribution system.

SANITARY SEWER TRUNK

Objective:

The objective of this project is to complete a design for use in grant fund applications.

Strategy:

To complete the design for improvements to the east trunk main, which has been over capacity for decades.

Measurement:

The measurement of this project will be the successful completion of a design of the sanitary sewer east trunk main.

Benefit:

The benefit of this program will be to enable the District to apply for grant funding and after improvements have been completed, to resolve the stress on the east trunk main.

SEWAGE SYSTEM LAGOON UPGRADES

Objective:

The objective of this program is to apply for grants for construction of a new Sewage Treatment Plant.

Strategy:

To have a detailed plan compiled, ready to include with a grant application when a new Building Canada Fund grant intake is announced.

Measurement:

The measurement of this project will be the successful completion of a grant application.

Benefit:

The benefit of this program will be funding to enable construction of a new Sewage Treatment Plant.

2013 Chainsaw Carvings



Permissive Tax Exemptions

In 2013, the District of Chetwynd adopted Tax Exemption Bylaw No. 987, 2013 for the purpose of granting permissive tax exemptions for 2014 for the following organizations:

Organization	Estimated Value of Exemption for 2014
Chetwynd Communication Society	\$ 6,920.88
Chetwynd Fellowship Baptist Church	\$ 2,168.90
Chetwynd Shared Ministry Society	\$ 601.48
Chetwynd Temple Society	\$ 541.82
Church of the Nazarene	\$ 890.56
Pentecostal Assemblies of Canada	\$ 757.13
President of the Lethbridge Stake	\$ 1,524.57
Roman Catholic Episcopal Corporation of Prince Rupert	\$ 3,596.93
Royal Canadian Legion, Chetwynd Pacific Branch No. 258	\$ 615.04
Tansi Friendship Centre Society	\$ 815.71
Tansi Friendship Centre Society	\$ 1,586.37
Trustees of the Chetwynd Congregation of Jehovah's Witnesses	\$ 3,971.70
Chetwynd Senior Citizen's Housing Society, Surerus Place	\$ 3,288.33

Revitalization Tax Exemptions

The District of Chetwynd has a revitalization tax exemption program for the purpose of encouraging revitalization of an area(s) of the municipality. Following is a record of the properties for which revitalization tax exemptions have been granted and the amount of

Organization	Estimated Value of Exemption for 2014
YoMo Management Ltd. (All-West Glass)	\$ 904.02

Development Statistics

Building Permits

Class	Building Permits Issued		\$ Value of Permit	
	2012	2013	2012	2013
Residential	23	12	\$2,982,780	\$1,330,550
Commercial/Industrial	7	3	\$1,281,280	\$680,000
Institutional	1	2	\$1,230,000	\$115,000

Development Permits

Class	Development Permits Issued		Development Variance Permits Issued	
	2012	2013	2012	2013
Residential	0	0	0	0
Commercial/Industrial	3	3	1	0
Other	0	0	0	0

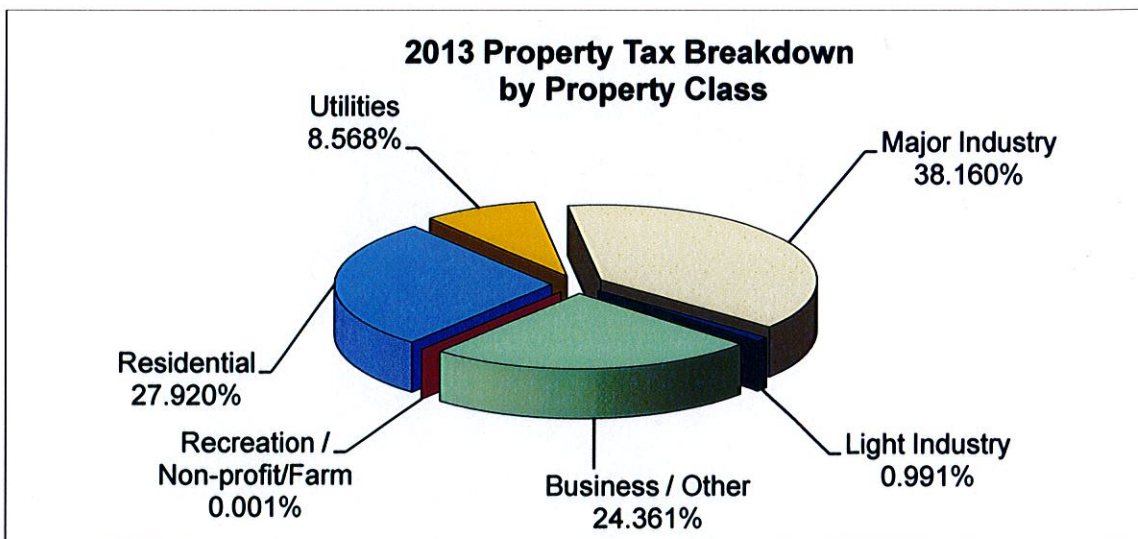
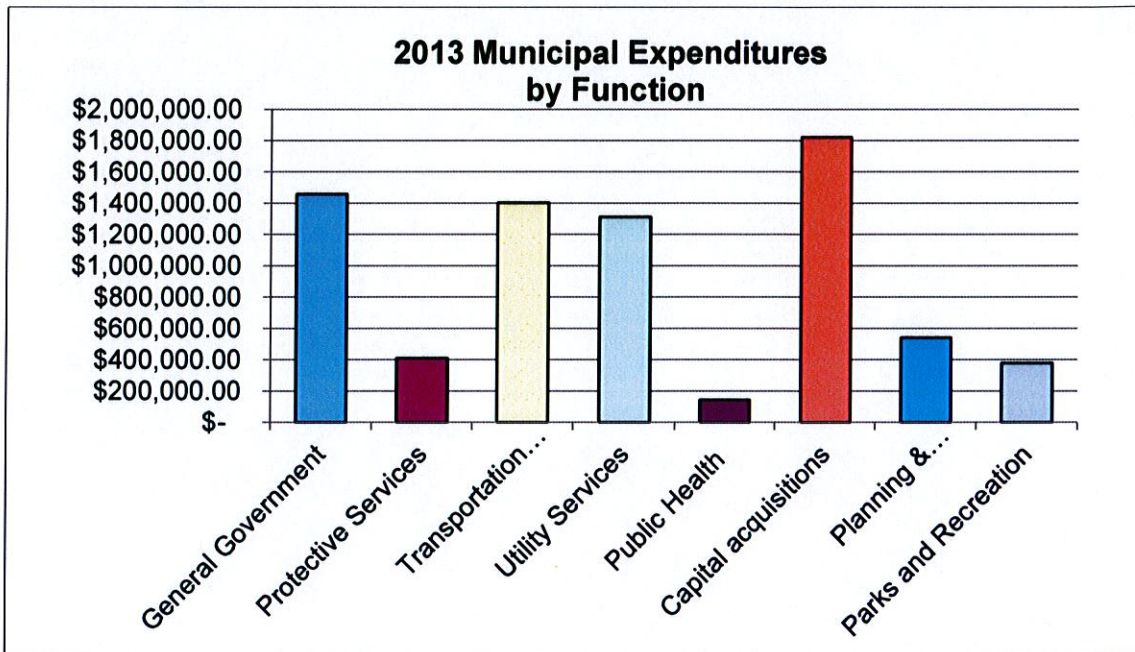
Temporary Commercial Permits and Board of Variance Applications

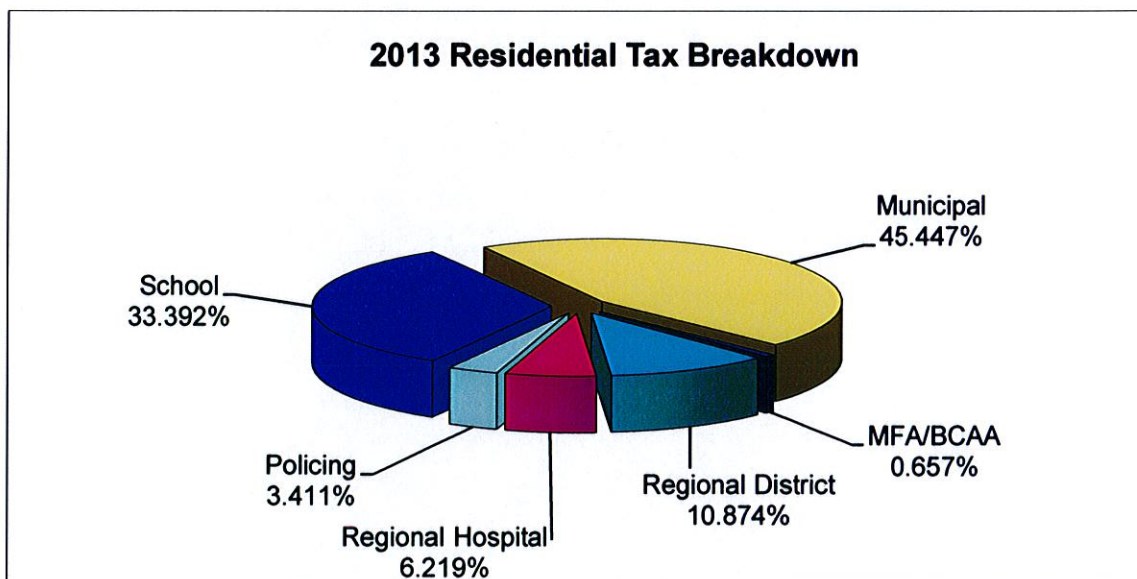
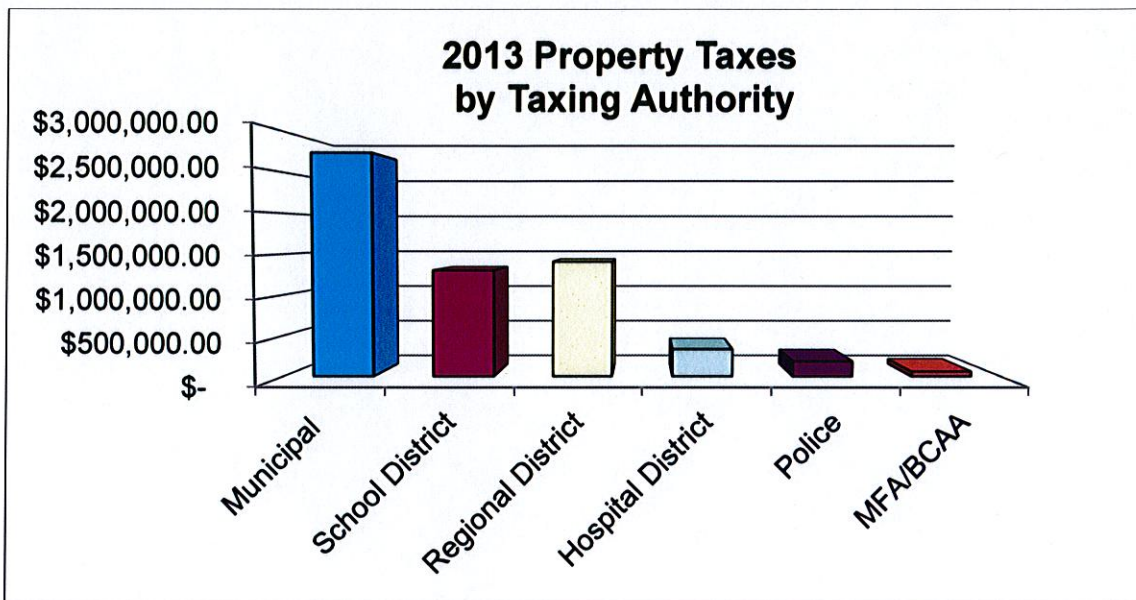
Class	Temporary Commercial Permits Issued		Board of Variance Applications	
	2012	2013	2012	2013
Residential	0	0	0	0
Commercial/Industrial	0	0	0	0
Other	0	0	0	0

Zoning and Official Community Plan Amendments

Class	Zoning Amendments		OCP Amendments	
	2012	2013	2012	2013
Residential	2	2	0	0
Residential/Commercial	1	0	1	0
Residential/Industrial	0	1	0	0
Commercial/Industrial	2	0	0	0
Institutional	0	0	0	0

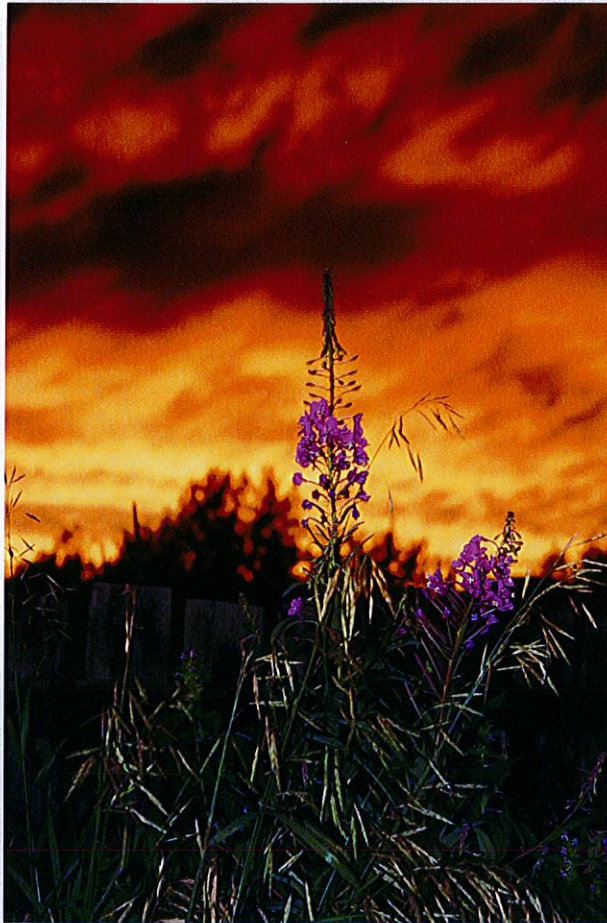
Financial Statistics





2013 Financial Statements & Auditor's Report

Attached are the Audited Financial Statements and Independent Auditor's Report for the District of Chetwynd for the year ended December 31, 2013.





Consolidated Financial Statements

Year Ended December 31, 2013

CONTENTS

	<u>Page</u>
Consolidated Financial Statements	
Management Report	
Independent Auditor's Report	1
Consolidated Statement of Financial Position	2
Consolidated Statement of Operations	3
Consolidated Statement of Cash Flows	4
Consolidated Statement of Net Financial Assets	5
Significant Accounting Policies	6 - 9
Notes to the Consolidated Financial Statements	10 - 16
Independent Auditor's Report on Supplementary Information	17
Schedules 1 to 3	1 - 3



December 31, 2013

MANAGEMENT REPORT

The accompanying consolidated financial statements and other information contained in this Financial Report are the responsibility of the management of the District of Chetwynd.

These consolidated financial statements have been prepared by management. Financial statements are not precise since they include certain amounts based on estimates and judgements. Management has determined such amounts on a reasonable basis in order to ensure that the financial statements are presented fairly, in all material respects.

The District maintains systems of internal accounting and administrative controls that are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and that the District's assets are properly accounted for and are adequately safeguarded.

The elected Council of the District of Chetwynd are responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements. Council carries out their responsibility principally at Committee of the Whole meetings and at Regular Council meetings.

Council considers for approval the engagement or re-appointment of external independent auditors and reviews the periodic financial reports.

The consolidated financial statements have been audited by Sander Rose Bone Grindle LLP, Chartered Accountants, the external independent auditors, in accordance with Canadian generally accepted auditing standards on behalf of Council, residents and ratepayers of the District of Chetwynd. Sander Rose Bone Grindle LLP have full and free access to Council.

W.J. (Bill) Caldwell
Director of Financial Administration
May 12, 2014

Doug Fleming
Chief Administrative Officer
May 12, 2014

Independent Auditor's Report

To the Mayor and Council of the District of Chetwynd
DISTRICT OF CHETWYND

We have audited the consolidated statement of financial position of DISTRICT OF CHETWYND as at December 31, 2013 and the consolidated Statements of operations, cash flow and net financial assets for the year then ended. These financial statements are the responsibility of the District's management. 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 plan and perform the audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the district as at December 31, 2013 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

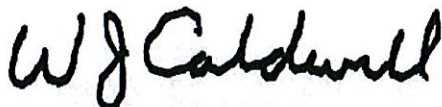
DISTRICT OF CHETWYND

Consolidated Statement of Financial Position

December 31, 2013

	2013	2012 Restated
Financial Assets		
Cash (Note 2)	\$ 4,369,227	\$ 4,613,607
Accounts receivable (Note 3)	1,652,905	2,459,452
Tax sale properties (Note 4)	596,050	8,069
	6,618,182	7,081,128
Liabilities		
Accounts payable and accrued liabilities (Note 5)	809,378	1,473,578
Net Financial Assets	5,808,804	5,607,550
Non-Financial Assets		
Inventory	29,497	48,263
Prepaid Expenses	98,300	92,139
Tangible capital assets (Note 7)	30,707,786	30,189,439
	30,835,583	30,329,841
Accumulated Surplus	\$ 36,644,387	\$ 35,937,391

Approved by:



W.J. (Bill) Caldwell

Director of Financial Administration

DISTRICT OF CHETWYND

Consolidated Statement of Operations

Year Ended December 31, 2013

	2013 Actual	2013 Budget	2012 Restated
Revenue			
Taxes (Note 8)	\$ 2,917,234	\$ 3,102,583	\$ 2,783,292
Grants in lieu of taxes	30,323	29,039	28,752
Services provided to other governments	156,728	156,641	168,084
Sale of Services	1,188,309	1,278,409	1,262,016
Other revenue from own sources	487,835	331,625	453,150
Government Transfers	2,837,842	2,731,980	3,485,281
Gain (Loss) on the disposal of assets	(78,727)	-	138,155
	7,539,544	7,630,277	8,318,730
Expenses			
General Government Services	1,508,374	1,591,912	1,379,756
Protective Services	471,393	471,269	559,080
Transportation Services	1,987,756	1,400,467	2,204,192
Utility Services	1,730,074	1,573,647	1,583,867
Public Health Services	143,363	154,874	133,447
Planning and Development	540,283	642,831	773,196
Parks and Recreation	451,305	416,124	453,913
	6,832,548	6,251,124	7,087,451
Current year surplus	706,996	1,379,153	1,231,279
Accumulated Surplus, beginning of year	35,937,391	35,937,391	34,706,112
Accumulated Surplus, end of year	\$36,644,387	\$37,316,544	\$35,937,391

See accompanying notes to the consolidated financial statements

DISTRICT OF CHETWYND

Consolidated Statement of Cash Flows

Year Ended December 31, 2013

	2013	2012 Restated
CASH FLOWS FROM OPERATING ACTIVITIES:		
Current Year Surplus	\$ 706,996	\$ 1,231,279
Amortization of tangible capital assets	1,211,247	1,256,858
	1,918,243	2,488,137
Changes in non-cash working capital components		
Receivables - decrease (increase)	806,547	436,472
Tax sale properties - decrease (increase)	(587,981)	(8,069)
Accounts payable - (decrease) increase	(664,200)	547,338
Inventory - decrease (increase)	18,766	(11,341)
Prepaid expenses - decrease (increase)	(6,161)	(3,947)
Loss (Gain) on disposal of tangible capital assets	78,727	(138,155)
	(354,302)	822,298
TOTAL CASH FLOWS FROM OPERATING ACTIVITIES	1,563,941	3,310,435
CASH FLOWS FROM INVESTING ACTIVITIES:		
Acquisition of tangible capital assets	(1,821,321)	(1,221,186)
Proceeds on disposal of tangible capital assets	13,000	161,718
NET CASH USED BY INVESTING ACTIVITIES	(1,808,321)	(1,059,468)
	(244,380)	2,250,967
Cash and cash equivalents at beginning of period	4,613,607	2,362,640
Cash and cash equivalents at end of period	\$ 4,369,227	\$ 4,613,607

See accompanying notes to the consolidated financial statements

DISTRICT OF CHETWYND

Consolidated Statement of Net Financial Assets

Year Ended December 31, 2013

	2013	2012 Restated
Current Year Surplus	\$ 706,996	\$ 1,231,279
Amortization	1,211,247	1,256,858
Decrease (increase) in inventory	18,766	(11,341)
Proceeds on disposal of tangible capital assets	13,000	161,718
Gain on disposal of tangible capital assets	78,727	(138,155)
Decrease (increase) in prepaid expenses	(6,161)	(3,947)
Acquisition of capital assets	(1,821,321)	(1,221,186)
	201,254	1,275,226
Net Financial Assets, beginning of year	5,607,550	4,332,324
Net Financial Assets, end of year	\$ 5,808,804	\$ 5,607,550

See accompanying notes to the consolidated financial statements

DISTRICT OF CHETWYND

Significant Accounting Policies

December 31, 2013

The District of Chetwynd is incorporated under the *Local Government Act of British Columbia*. The District's principal activities include the provision of local government services to residents and businesses of the incorporated area. These services include general government, protective, transportation, public health and welfare, environmental development, recreation and culture and water and sewer utilities.

1. Significant Accounting Policies

The consolidated financial statements of the District of Chetwynd are the representation of management prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. The significant accounting policies are as follows:

Basis of consolidation

The consolidated financial statements reflect a combination of the district's General Fund, Capital Fund and Reserve Fund. Interfund transactions and balances have been eliminated.

General Fund- Operating funds are established for the general, water and sewer operations of the District. Operating funds are used to record the costs associated with providing District services.

Capital Fund - Capital funds are established for general, water and sewer capital. Capital funds are used to record the acquisition of capital assets.

Portfolio Investment - as the District does not effect any influence over the portfolio investment they are recorded at cost.

Reserve Fund - These funds hold assets necessary to finance future capital expenditures and are subject to the statutory restrictions of the Community Charter of British Columbia. Restrictions include the requirement that funds and interest earned thereon may only be expended for specific purposes and these expenditures be approved by a bylaw passed by the District Council.

Cemetery Care Trust Fund - This fund is intended to provide earnings that can be used for the upkeep of the cemetery, and has been established pursuant to the Cemetery Care Act. The Cemetery Care Trust Fund is excluded from the District's Consolidated Financial Statements, per PSAB guidelines.

Basis of accounting

The district 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, and expenditures are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due. Prior year balances have been restated to reflect current year presentation.

Use of estimates

These consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

DISTRICT OF CHETWYND

Significant Accounting Policies

December 31, 2013

1. Significant Accounting Policies continued

Government transfers

Government transfers are recognized in the financial statements as revenue in the period that the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Budget presentation

The budget approved in May 2013 is presented in the consolidated financial statements, any subsequent amendments have not been included and have not been audited. The budget has been adjusted to remove internal equipment charges. The effect of this adjustment is to reduce "Revenue from Own Sources" from \$851,949 to \$331,625 and to reduce Operation expenses from \$6,771,448 to \$6,251,124.

Financial instruments

The District's financial instruments consist of cash, receivables, short term deposits, Municipal Finance Authority (MFA) money market fund deposits, payables and accruals. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest, currency or credit risks arising from these financial instruments. MFA unit cost investments are reported at market value as at December 31.

Non-financial assets

Tangible capital assets and other non-financial assets are accounted for as assets by the municipality because they can be used to provide government services in future periods. These assets do not normally provide resources to discharge the liabilities of the municipality unless they are sold.

Appropriated surplus

Certain amounts, as approved by the District Council, are set aside in reserves for future operating and capital expenditures. Transfers to and/or from these reserves are shown as interfund transfers in various fund operations schedules.

DISTRICT OF CHETWYND

Significant Accounting Policies

December 31, 2013

1. Significant Accounting Policies continued

Segment disclosure

The District's operations and activities are organized and reported by funds and departments. The General Fund reports on operations which include services provided by the District such as general government, protective services, transportation services, utility services, public health services, planning and development and parks and recreation services. Operating results are reported by the following segments are included in Note 13.

General Government

General Government operations are primarily funded by property taxation. The expenses within the department are for the legislative, general administration, community service grants and rental property operating costs within the municipality.

Protective Services

Protective services are comprised of fire protection services, building inspection services and bylaw enforcement as well as the Provincial Emergency Program.

Transportation Services

Transportation services are responsible for the delivery of municipal public works services related to engineering services, maintenance of streets and roads, bridges, drainage systems, street lighting, and airport maintenance as well as the maintenance of workshops, yards and other buildings.

Utility Services

Utility Services include the operating and maintenance of the District's water and wastewater systems as well as the collection and disposal of solid waste.

Public Health Services

Public Health Services include the operations and maintenance of the cemetery as well as community health initiatives.

Planning and Development Services

Planning and Development services include long range planning, economic development and tourist information services.

Parks and Recreation Services

Parks and Recreation services provide services related to recreation and leisure, including grounds, boulevard, trails and wood carving maintenance.

DISTRICT OF CHETWYND

Significant Accounting Policies

December 31, 2013

1. Significant Accounting Policies continued

Tangible capital assets

tangible capital assets are recorded at cost less accumulated amortization. Cost includes all charges directly attributable to placing the asset in its intended location and condition of use. Contributed tangible capital assets are recorded at fair market value at the time of donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Land	n/a
Buildings	60 years
Machinery and equipment	5 - 30 years
Infrastructure	15 - 75 years

DISTRICT OF CHETWYND

Notes to the Consolidated Financial Statements

December 31, 2013

2. Cash and investments

	2013	2012 Restated
Cash on hand	\$ 1,630	\$ 1,630
Cash and bank	165,136	66,699
Short term and MFA money market deposits	4,202,461	4,545,278
	<u>\$ 4,369,227</u>	<u>\$ 4,613,607</u>

3. Receivables

	2013	2012
Property tax receivable	\$ 390,872	\$ 781,197
Due from Other Governments	820,343	1,124,295
Trade receivables	441,690	553,960
	<u>\$ 1,652,905</u>	<u>\$ 2,459,452</u>

4. Tax sale properties

	2013	2012
Property acquired for taxes subject to redemption	\$ 596,050	\$ 8,069

DISTRICT OF CHETWYND

Notes to the Consolidated Financial Statements

December 31, 2013

5. Accounts payable and accrued liabilities

	2013	2012 Restated
Other government agencies	\$ 87,517	\$ 45,805
Trade payables	298,874	1,056,537
Wages and employee benefits payable	149,585	147,255
Holdbacks and trust	273,402	223,981
Total	\$ 809,378	\$ 1,473,578

6. Pension liability

The District and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trusted 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 50 contributors from the District of Chetwynd.

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 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 the individual employers participating in the Plan.

The District of Chetwynd paid \$227,917 (2012 - \$216,867) for employer contributions to the plan in fiscal 2013.

DISTRICT OF CHETWYND

Notes to the Consolidated Financial Statements

December 31, 2013

7. Tangible Capital Assets

	Land	Buildings	Machinery, Equipment	General Infrastructure	Utility Infrastructure	Work in Progress	2013	2012
Cost								
Balance, beginning of year	\$ 784,554	\$ 4,714,931	\$ 7,783,610	\$ 16,931,942	\$ 17,797,027	\$ 152,939	\$ 48,165,003	\$ 47,083,998
Additions	9,077	-	232,143	935,878	568,957	196,919	1,942,974	1,251,086
Disposals	-	-	(85,960)	(201,554)	(9,872)	(121,653)	(419,039)	(170,081)
Balance, end of year	793,631	4,714,931	7,929,793	17,666,266	18,356,112	228,205	49,688,938	48,165,003
Accumulated Amortization								
Balance, beginning of year	-	1,830,308	5,039,561	5,961,302	5,144,392	-	17,975,563	16,835,324
Amortization	-	92,949	370,667	412,994	334,637	-	1,211,247	1,256,858
Disposals	-	-	(85,960)	(113,314)	(6,384)	-	(205,658)	(116,618)
Balance, end of year	-	1,923,257	5,324,268	6,260,982	5,472,645	-	18,981,152	17,975,564
Net book value, end of year	\$ 793,631	\$ 2,791,674	\$ 2,605,525	\$ 11,405,284	\$ 12,883,467	\$ 228,205	\$ 30,707,786	\$ 30,189,439

DISTRICT OF CHETWYND

Notes to the Consolidated Financial Statements

December 31, 2013

8. Net Municipal Property Taxes

	2013	2013 Budget	2012
Net Municipal Property Taxes	\$ 2,917,231	\$ 3,102,583	\$ 2,779,376
Add: Requisitions collected on behalf of other taxing authorities			
Provincial School/Policing	1,486,428	1,585,602	1,403,425
Regional District	1,408,654	1,316,164	1,330,808
Regional Hospital District	334,412	307,918	317,482
B.C. Assessment Authority	57,595	53,546	54,152
MFA	117	105	108
City of Dawson Creek	186,696	210,000	200,174
	6,391,133	6,575,918	6,085,525
Deduct: Requisitions remitted to other taxing authorities			
Remitted to other taxing authorities	3,473,899	3,473,335	3,302,233
	\$ 2,917,234	\$ 3,102,583	\$ 2,783,292

9. Contingent liabilities

The District of Chetwynd is potentially exposed to lawsuits arising from the ordinary course of operations. Although the outcome of such matters cannot be predicted with certainty, management does not consider the District of Chetwynd's exposure to lawsuits materials to these financial statements.

10. Prior Period Adjustment

During the previous year, the District recieved and recorded grant revenue in the amount of \$660,000 for a project that was subsequently capitalized by another party. The result is that the amount of grant revenue and accrued interest were restated as a liability and not included in the District's revenue. The 2012 balances have been restated to reflect the adjustment.

DISTRICT OF CHETWYND

Notes to the Consolidated Financial Statements

December 31, 2013

11. Related Party Transactions

The District owns one third of Little Prairie Community Forest Inc. a company incorporated in the Province of British Columbia. The Board of Directors of the company are comprised of two representatives from each the District, West Moberly First Nations, and Sauteau First Nations. The District does not have any control over the corporation and therefore reports the investment as a portfolio investment.

The District, West Moberly First Nations, and Sauteau First Nations are limited partners with Little Prairie Community Forest Inc., the unlimited partner. The partnership operates as Little Prairie Community Forest LLP and was created for the purpose of harvesting the timber in the areas around the three partner's communities, in an economic and environmentally responsible manner. All management functions are provided by Little Prairie Community Forest Inc and its board of directors. The district accounts for the partnership through proportionate consolidation.

DISTRICT OF CHETWYND

Notes to the Consolidated Financial Statements

December 31, 2013

12. Accumulated Surplus

	2013	2012 Restated
General Fund Accumulated Surplus		
General Fund Surplus	\$ 1,101,363	\$ 1,281,048
Water Fund Surplus	174,360	25,522
Sewer Fund Surplus	282,683	512,624
Equity in Capital Assets	30,707,786	30,189,439
Equity in Reserve Funds	4,378,195	3,928,758
	\$ 36,644,387	\$ 35,937,391

DISTRICT OF CHETWYND

Notes to the Consolidated Financial Statements

December 31, 2013

13. Segmented Information

	General Gov't	Protective Services	Transport.	Utility Services	Public Health	Planning, Develop	Parks & Rec.	2013	2013 Budget	2012 Restated
Taxes	\$ 2,883,320	\$ -	\$ -	\$ 33,914	\$ -	\$ -	\$ -	\$ 2,917,234	\$ 3,102,583	\$ 2,783,292
Grants in lieu of taxes	30,323	-	-	-	-	-	-	30,323	29,039	28,752
Services provided to other governments	3,691	63,037	-	-	-	-	90,000	156,728	156,641	168,084
Sale of Services	17,691	5,025	2,414	1,125,016	11,501	25,437	1,225	1,188,309	1,278,409	1,262,016
Other revenue from own sources	335,157	71,864	80,814	-	-	-	-	487,835	331,625	453,150
Government Transfers	2,623,571	56,295	-	-	30,000	125,776	2,200	2,837,842	2,731,980	3,485,281
Gain (Loss) on the disposal of assets	-	-	(75,239)	(3,488)	-	-	-	(78,727)	-	138,155
	5,893,753	196,221	7,989	1,155,442	41,501	151,213	93,425	7,539,544	7,630,277	8,318,730
Salaries, wages and benefits	884,889	181,854	693,353	423,884	102,884	165,413	231,465	2,683,742	2,953,589	2,697,078
Travel & Training	78,559	27,949	5,279	2,209	693	8,017	-	122,707	195,139	137,643
Contracted services	160,005	84,702	247,419	625,833	20,883	185,478	68,707	1,393,027	1,602,870	1,542,601
Materials and supplies	73,346	85,595	282,014	123,143	16,525	87,361	59,476	727,460	798,899	748,480
Insurance, licenses and dues	78,348	15,091	44,107	11,073	142	5,707	-	154,468	162,747	156,774
Utilities and telephone	66,948	10,993	120,663	122,086	953	4,052	11,559	337,254	330,480	345,506
Other expenditures	112,021	1,681	3,138	778	-	84,255	771	202,643	206,400	202,511
Amortization	54,258	63,528	591,783	421,068	1,283	-	79,327	1,211,247	-	1,256,858
	1,508,374	471,393	1,987,756	1,730,074	143,363	540,283	451,305	6,832,548	6,250,124	7,087,451
Annual Surplus (Deficit)	\$ 4,385,379	\$ (275,172)	\$ (1,979,767)	\$ (574,632)	\$ (101,862)	\$ (389,070)	\$ (357,880)	\$ 706,996	\$ 1,380,153	\$ 1,231,279

Independent Auditor's Report on Supplementary Information

To the mayor and Council of the District of Chetwynd
DISTRICT OF CHETWYND

Our audits were made for the purpose of forming an opinion on the basic consolidated financial statements taken as a whole. The information on pages through is presented for purposes of additional analysis and is not a required part of the basic consolidated financial statements. Such information has been subjected to the auditing procedures applied in the audits of the basic consolidated financial statements, and in our opinion, is fairly stated in all material respects in relation to the basic consolidated financial statements taken as a whole.

DISTRICT OF CHETWYND

Year Ended December 31, 2013

Schedule of Operations

Schedule 1

	General	Water	Sewer	2013	2013 Budget	2012 Restated
Revenues						
Taxes	\$ 2,883,320	\$ 20,405	\$ 13,509	\$ 2,917,234	\$ 3,102,583	\$ 2,783,293
Grants in lieu of taxes	30,323	-	-	30,323	29,039	28,751
Services provided to other governments	156,728	-	-	156,728	156,641	168,084
Sale of Services	332,609	606,200	249,500	1,188,309	1,797,411	1,262,016
Other revenue from own sources	444,260	-	-	444,260	331,625	338,473
Government Transfers	2,837,842	-	-	2,837,842	2,731,980	3,485,281
	6,685,082	626,605	263,009	7,574,696	8,149,279	8,065,898
Expenses						
General Government	1,454,116	-	-	1,454,116	1,591,912	1,325,431
Protective Services	407,865	-	-	407,865	470,269	495,743
Transportation Services	1,395,973	-	-	1,395,973	1,400,467	1,577,857
Utility Services	406,789	457,663	444,554	1,309,006	1,573,647	1,151,617
Public Health Services	142,080	-	-	142,080	154,874	132,164
Planning and Development	540,283	-	-	540,283	642,831	773,196
Parks and Recreation	371,978	-	-	371,978	416,124	374,585
	4,719,084	457,663	444,554	5,621,301	6,250,124	5,830,593
Current year Surplus (deficit)	1,965,998	168,942	(181,545)	1,953,395	1,899,155	2,235,305
Transfer from (to) Operating Funds	68,500	(20,104)	(48,396)	-	-	-
Transfer to Capital Fund	(152,065)	-	-	(152,065)	-	120,432
Transfer to Reserve Funds	(2,062,118)	-	-	(2,062,118)	(2,176,117)	(1,728,068)
Accumulated Surplus, beginning of year	(179,685)	148,838	(229,941)	(260,788)	(276,962)	627,669
	1,281,048	25,522	512,624	1,819,194	1,819,194	1,191,525
Accumulated Surplus, end of year	\$ 1,101,363	\$ 174,360	\$ 282,683	\$ 1,558,406	\$ 1,542,232	\$ 1,819,194

DISTRICT OF CHETWYND

Year Ended December 31, 2013

Schedule of Capital Fund Operations

Schedule 2

	2013	2013 Budget	2012
Revenue			
Other Revenue	\$ -	\$ -	\$ 7,000
Contributed Assets	-	-	71,463
Gain (Loss) on the disposal of assets	(78,727)	-	138,155
	(78,727)	-	216,618
Expenses			
Amortization			
- General Government	54,258	-	54,326
- Protective Services	63,528	-	63,337
- Transportation Services	591,784	-	626,335
- Public Health Services	1,283	-	1,283
- Parks and Recreation Services	79,327	-	79,327
- Utility Services	421,067	-	432,250
	1,211,247	-	1,256,858
Current year Surplus (deficit)	(1,289,974)	-	(1,040,240)
Interfund Transfers			
Transfer from (to) operations	152,065	228,090	(120,432)
Transfer from Reserve Funds	1,656,256	4,293,915	1,101,437
	1,808,321	4,522,005	981,005
Change in Surplus	518,347	4,522,005	(59,235)
Accumulated Surplus, beginning of year	30,189,439	30,189,439	30,248,674
	\$ 30,707,786	\$ 34,711,444	\$ 30,189,439

DISTRICT OF CHETWYND

Year Ended December 31, 2013

Schedule of Reserve Fund Operations

Schedule 3

	2013	2012 Restated
Revenue		
Reserve Fund	\$ 43,575	\$ 36,213
Interfund Transfers		
General to/from Reserves	2,118,096	1,764,281
Transfer from operations	2,062,118	1,740,538
Transfer to capital fund	(1,656,256)	(1,101,437)
	405,862	639,101
Change in Reserve Funds	449,437	675,314
Reserve Funds, beginning of year	3,928,758	3,253,444
Reserve Funds, end of year	4,378,195	3,928,758
Balance represented by:		
Reserves set aside by Council:		
Sewer Capital	-	1,533
Administration Equipment	2,074	1,058
Finance Equipment	10,226	5,146
Gas Tax Reserve	18,825	276,133
Sustainability Reserve	742,544	478,153
Fair Share Reserve	367,931	247,648
	1,141,600	1,009,671
Restricted Reserves		
Capital Equipment Reserve	158,983	213,511
Airport Equipment	11,068	10,951
Fire Equipment	261,232	227,908
Land Sale	373,213	369,263
Tax Sale Land	61,733	61,080
Municipal Office Building	2,370,366	2,036,374
	3,236,595	2,919,087
	\$ 4,378,195	\$ 3,928,758



COUNCIL AGENDA REPORT

DATE:	May 21, 2014	COUNCIL MEETING DATE:	June 02, 2014
DEPARTMENT:	Finance		
SUBJECT:	Possible Disposition of Surplus Municipal Equipment		

PURPOSE:

To offer for sale, surplus equipment owned by the District of Chetwynd.

SUMMARY/BACKGROUND:

There is surplus equipment that the District has not used in several years;

1101	1997 Ford F150 2FTDF1720VCA59367	120,000 km	has little value
1103	1998 GMC 15001GTEC14W6WZ545478	112,248 km	has little value
3005	1994 "Certified", car haul tandem axel trailer	GVW 4545 kg	has little value
	30" Husqvarna walk behind snow blower Tecumseh 11 hp Snow King Engine, Electric start 11508M-001108	1130 SB-LS	too small for our use
2007	1990 Case 580K Backhoe JIG0033856, Extend Boom C/W Frost Bucket, 24" Digging Bucket, 36" Clean Up Bucket 38" Grave Bucket	8616 hours	est. value \$13,000.00
2023	2006 Ford F750 Bucket Truck 3FRXF75R56V298500 Cat-C-7 engine & auto transmission 3677 hours Terex Boom - 2 man basket;	45,000 km 1503 hours	 est. value \$60,000.00
	2003 Volvo Garbage Truck; c/w side arm pickup		has little value
	2 Pickup Truck Canopies		have little value
	Approximately 24 – 400W High bay light fixtures		has little value

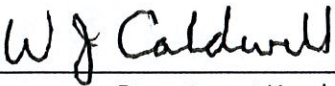

PAST PRACTICE/PREVIOUS ACTION TAKEN:

When surplus equipment has been identified and a value can be placed on it, the equipment has been disposed of. The disposal has been handled in various ways;

1. Advertised and request for sealed bids (with upset value)
2. Conduct an auction sale or sent to an auction sale.

RECOMMENDATION(S):

1. Receive this report for information
2. Council authorizes that Administration to place a value on the above items and advertises them for sale by sealed bid, with an upset value. In the event that any of the items are not sold in this manner that they will then be sold by auction sale.

<p>SUBMITTED BY:</p> <p> _____ Department Head</p>	<p>REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL BY:</p> <p> _____ Chief Administrative Officer</p>
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**COUNCIL AGENDA REPORT**

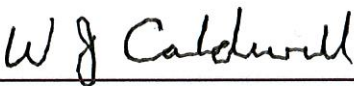

DATE:	May 21, 2014	COUNCIL MEETING DATE:	June 2, 2014
DEPARTMENT:	Finance		
SUBJECT:	Statement of Financial Information		

PURPOSE:

Pursuant to Section 2 of the Financial Information Act, the attached statement of financial information includes a schedule of payments made to suppliers in excess of \$25,000, a schedule of Council remuneration and expenses and a schedule of employee remuneration and expenses in excess of \$75,000.

RECOMMENDATION(S):

THAT the statement of financial information be approved.

SUBMITTED BY:  _____ Department Head	REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL BY:  _____ Chief Administrative Officer
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District of Chetwynd
Statement of Financial Information
Schedule of Payments to Suppliers
For the Year Ended December 31, 2013

AIM VENTURES INC	\$ 290,576
BC ASSESSMENT AUTHORITY	57,559
BC HYDRO	355,575
BC LIFE & CASUALTY COMPANY	71,940
CAPITAL MOTORS LTD	37,479
CHETWYND CHAMBER OF COMMERCE	161,995
CHETWYND FIRE DEPARTMENT	34,616
CHETWYND HOME HARDWARE & BUILDING CENTRE	46,017
CITY OF DAWSON CREEK	187,688
COLMAR CONSTRUCTION LTD	508,634
COMMOTION CREEK CONTRACTING LTD	32,334
CHETWYND PETROLEUMS LTD.	39,828
CHETWYND RIVER ROCK SAND & GRAVEL LTD.	651,683
CANADIAN UNION OF PUBLIC EMPLOYEES (CUPE) -	30,340
DAWSON CO-OPERATIVE UNION	54,258
DOUBLE "D" STUCCO LTD	154,455
DISTRIBUTORS NORTH	26,292
FIELD FIELD & FIELD	160,947
FORTISBC ENERGY INC.	154,765
FRED SURRIDGE LTD.	76,526
GEAR-O-RAMA SUPPLY (CHETWYND) LTD.	39,488
GOLDER ASSOCIATES LTD	109,948
GREAT- WEST LIFE	36,775
ICBC	47,367
I GLASS JANITORIAL LTD	47,649
JASON YOUNG CONTRACTING	270,101
LAMBOURNE ENVIRONMENTAL LTD	39,256
LSM LEE'S SHEET METAL (2007) LTD	109,077
MINISTER OF FINANCE	1,765,557
MINISTER OF FINANCE - MEDICAL SERVICES PLAN	57,467
MUNICIPAL PENSION PLAN	358,969
NORTECH EFFICIENT BUSINESS SOLUTIONS	32,304
NORTHERN XPOSURE MECHANICAL	33,631
PACIFIC RIM EQUIPMENT	115,472
PEACE RIVER REGIONAL DISTRICT	1,512,561
PEACE RIVER REGIONAL HOSPITAL DISTRICT	334,085
PETERS BROS. CONSTRUCTION LTD	198,151
PINE RIVER HOLDINGS LTD	45,321
PRINCE GEORGE TRUCK & EQUIPMENT	37,048
RECEIVER GENERAL FOR CANADA	914,129
SANDER ROSE BONE GRINDLE LLP	25,957
SEKYER TRUCKING LTD	162,971
TELUS COMMUNICATION (BC) INC.	70,563
URBAN SYSTEMS	185,844
VADIM COMPUTER MANAGEMENT GROUP LTD	59,234
WORKSAFE BC	30,306
Total Suppliers Equal and Over \$25,000.00	9,772,738
Total Suppliers Under \$25,000.00	1,766,849
	11,539,587

District of Chetwynd

Statement of Financial Information
Schedule of Council Remuneration and Expenses
For the Year Ended December 31, 2013

Councillor	Earnings	Expenses
Nichols, Merlin – Mayor	\$ 30,895	\$ 8,670
Brownlee, Alec- Councillor	10,299	5,362
Galbraith, Rochelle – Councillor	10,299	5,617
Harris, Don – Councillor	429	22
Nicholson, Bob – Councillor	10,299	273
Pfanner, Earnest – Councillor	10,299	9,203
Vesina, Larry – Councillor	6,866	953
Weisgerber, Laura – Councillor	10,299	5,634
	<hr/>	<hr/>
	\$ 89,685	\$ 35,734

District of Chetwynd**Statement of Financial Information
Schedule of Employee Remuneration and Expenses
For the Year Ended December 31, 2013**

Employee Name - Title	Earnings	Expenses
Brake, Blaine, Public Works Leadhand	\$ 77,756	\$ 914
Caldwell, William – Director of Financial Administration	113,032	6,679
Disher, Jannene – Director of Corporate Administration	83,911	4,524
Fleming, Doug – Chief Administrative Officer	146,362	8,164
Franson, Kevin – Deputy Director of Financial Administration	92,176	4,992
Gordon, Paul – Director of Engineering & Public Works	94,963	6,913
McAvany, Ellen – Economic Development Officer	79,485	2,810
Millsap, Melissa – Manager of Leisure and Facility Services	80,040	1,623
Rusjan, Randy – Director of Parks and Recreation	104,268	1,938
Tricker, Al- Utility Services Coordinator	86,573	1,070
	<u>958,566</u>	<u>39,627</u>
Employees less than \$ 75,000	<u>2,554,597</u>	<u>35,733</u>
	<u>\$ 3,513,163</u>	<u>\$ 74,360</u>

District of Chetwynd

**Statement of Financial Information
Schedule of Guarantees and Indemnity Agreements
For the Year Ended December 31, 2013**

The District of Chetwynd has no Guarantees or Indemnity Agreements as of December 31, 2013