

2021 ANNUAL REPORT & 2020 FINANCIAL REPORT

DISTRICT OF CHETWYND

“Community Carved by Success”

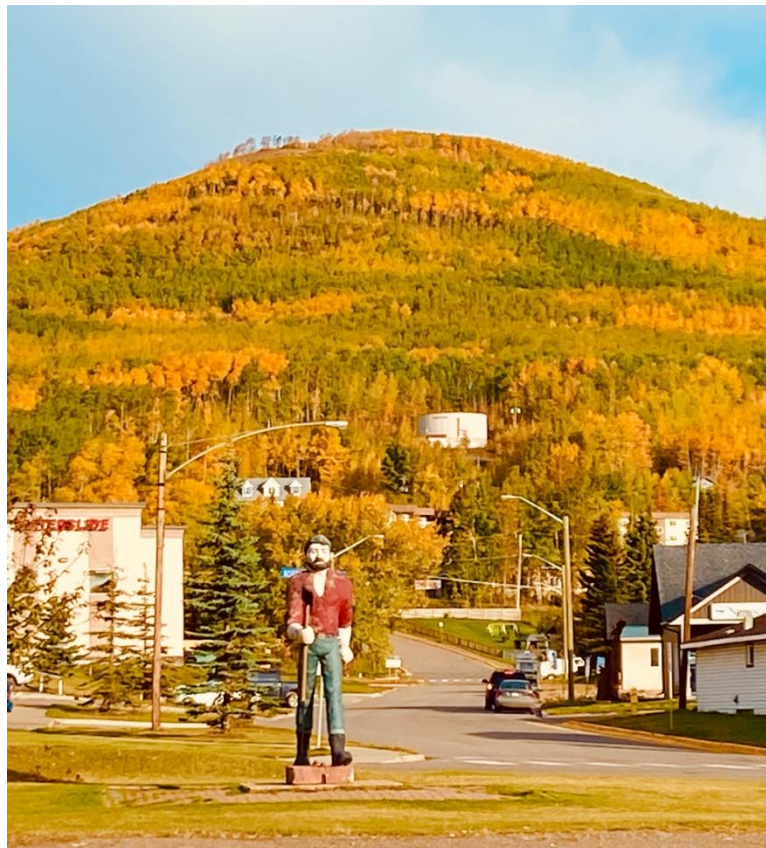


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Some of the photographs presented throughout the Annual Report are courtesy of Elaine Webb, Kelsi Cupples, Carol Newsom, Tyria Plamondon, Payden Waldie.

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 2020 and projected operations for 2021 and beyond.





Message from the Mayor

Covid, Covid-19, Coronavirus no matter what way you looked at it or said it this was a constant in our everyday lives. Wear your masks, stay 2 meters apart (and for older generation that would be 6 feet or 2 yards apart). As a community we were lucky through this pandemic to have our forestry, oil & gas, and mining industries continue to operate, with one exception in mining; Willow Creek Mine had halted operations in 2020 but since has come back online in 2021. The price of lumber was at an all-time high in 2020, certainly helping both Canfor & West Fraser sawmills to keep operating at full capacity.

The capacity of Chetwynd housing was pushed to its limits and it was very challenging for prospective new residents of Chetwynd to find appropriate accommodation. Then came the ugliness associated with supply and demand--PRICE HIKES in the rental sector. This leaves the long-time renters to hopefully balance it out in the short term while the oil & gas sector finish construction of this section of the Coastal Gaslink Pipeline that will link the South Peace to Kitimat, BC.

Here are some things that are happening in Chetwynd:

- The indoor playground was installed at the Rec Centre in 2020. The public have been asking for this for years, so although the opening has been postponed until Covid-19 is under control, we're very excited to provide this free amenity for children.
- The washrooms in Spirit Park have been winterized and are now open 24/7. So far, all the feedback has been positive and the washrooms are used often by people enjoying the park.
- In 2020 a very heavy rainfall event on Canada Day caused some damage to boulevards and Creekside property. The Province is assisting the District to repair the damage.
- Dan Golob was hired as a new Fire Chief in November, 2020. Dan has a lot of experience in firefighting and he's excited to be in Chetwynd.
- The largest capital project constructed in Chetwynd in 2020 was a sewer replacement on 53rd Place NW and 51st Avenue SW, for an expenditure of \$1,100,000
- Paving was completed on the Nicholson Road intersection and other priority areas.
- Covid-19 is an ongoing concern and the District of Chetwynd has implemented safety plans for each of its departments in conjunction with WorkSafeBC templates, direction from Northern Health and Public Health Orders. The District of Chetwynd remains flexible and ready to respond to future recommendations from those agencies to keep employees and members of the public safe wherever possible.
- The 5% discount on utilities (water/sewer/garbage) invoices implemented by Council in 2020 was continued until the end of December, 2021.
- A 2% property tax increase was implemented for 2021.
- The Province of BC awarded the District a grant for Covid-19 restart and Council decided on the allocation for that funding; part of it will cover the 5% discount on utilities, and other expenses the District experienced due to Covid-19.

A few things to build on:

- The 7-11 Development Permit extension request was authorized in 2021 with a possible completion date in 2023. This project includes an extension to Building Permit #1919 for a small addition to the convenience store, and a new car wash.
- Council authorized Development Permit #01-2021 for WL Construction to build a new three-tenant commercial building at 4625 Veterans Way subject to approval by the Ministry of Transportation and Infrastructure.
- Council authorized construction of a new Splash Park for Chetwynd.
- Council authorized a new dog park for Chetwynd.

Thank you Chetwynd. Wash your hands and wear your masks.

Mayor Allen Courtoreille

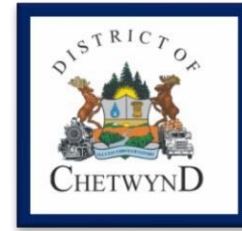
Mayor and Council Roles

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.



Left to Right: Councillor Clay Bassendowski, Councillor Jocelyn Disher, Councillor Janet Wark, Mayor Allen Courtoreille, Councillor Laura Weisgerber, Councillor Rochelle Galbraith, Councillor Mel Deck

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 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 2020.

Council Biographies & Portfolio's - 2021

Mayor Allen Courtoreille

Portfolio:



- Committee of the Whole Chair
- Civic Properties Commission
- Peace River Regional District
- Site C Regional Community Liaison Committee
- Treaty Land Entitlement Joint Planning Committee

Allen was born June 18, 1958 in High Prairie, Alberta to Archie and Helen Courtoreille. Archie was born on the Driftpile Alberta Cree First Nation Reserve. Archie worked for the railroad in Faust, Alberta where they had a family of 13, with 8 boys and 5 girls. Allen was the youngest boy with two younger sisters. This is a big family in some places and a normal size in others.

When Allen was nine years old the family made a decision to move, with Chetwynd sawmills/railroad being a destination for work for his brothers and sisters. Little did Allen know that he would spend his working career of 40 years at the Chetwynd Canfor sawmill. Two years prior to the family's move, a farm accident to his father precipitated an early retirement from the Northern Alberta Railroad.

Landing in Chetwynd at the age of 9 was a little shocking, leaving friends, and family members especially Mooshum and Kookum (grandparents) in Faust. But Allen was a sports fanatic; he loved to watch and play all kinds of sports. This made going to a different school a little bit easier for a new resident of Chetwynd. He played baseball, basketball, volleyball, soccer, and when he was 13 he tried playing hockey in the newly constructed Chetwynd arena - the same place his sons would later play hockey and his daughter would play ringette. And the beat goes on, with Allen's grandson playing in that same arena.

After leaving school in 1976 Allen needed to work; his brothers told him "The mill is right there". After a couple of years at the mill, Allen met his wife Diane. Allen and Diane had three children, Stephanie, Lyonel and Benjamin. Now Diane and Allen have 10 grandkids. At the Canfor sawmill Allen earned a lumber grading ticket and his trade of thirty years, sawfiler: for 20 of those years he ran the filing room, his title being Head Filer. Away from work Allen is an avid golfer and a good Mooshum!!

After retiring from Canfor in 2018, Allen promptly entered the political arena. He was elected to the Mayor's position on October 20, 2018 and here we are!



Bullmoose Marshes - Photo taken by Kelsi Cupples

Councillor Clay Bassendowski

Portfolio:



- Committee of the Whole
- BC Hydro Peace River/Williston Reservoir Advisory Committee Liaison
- Chetwynd Communication Society Liaison
- Treaty Land Entitlement Joint Planning Committee
- Civic Properties Commission

Clay was born in Saskatoon, Saskatchewan, where he attended elementary and high school. He graduated with honors from the Forest Technology program at NAIT in 1996 and is a Registered Forest Technician with the Association of BC Forest Professionals. He has worked for West Fraser in Chetwynd for 24 years as an Operations Supervisor, Quality Control Supervisor and most recently as the Purchase Wood Coordinator.

Clay met his wife Dianne, a lifelong resident of Chetwynd, shortly after moving to Chetwynd where they are now raising their daughter, Ireland.

Between work, family, and council, Clay's schedule is busy, but when there is spare time, he enjoys riding his motorcycle, skiing, boating, running and guitar.

Clay was elected to council in 2014 and re-elected in 2018. He looks forward to continuing to serve the community of Chetwynd.



Photo taken by Elaine Webb



- Committee of the Whole
- Peace River Regional District (PRRD) Alternate
- Fire Department Liaison
- PRRD Solid Waste Sub-committee Liaison
- Treaty Land Entitlement Joint Planning Committee

Mel was born in Denzil, Saskatchewan. His family moved to Saskatoon when he was 8 years old where he attended St. Thomas and St. Matthew's grade schools and Holy Cross High School. He relocated to Chetwynd in late 1981 and was employed at West Fraser Mills for 30 years as a Supervisor and an Environmental Auditor. He retired from West Fraser Mills in June of 2012. He has also run a small painting company since moving to Chetwynd.

Mel and his wife Donna have been married for 39 years; they have two daughters as well as two grandchildren. They enjoyed raising their family in Chetwynd and being involved with the sports that they participated in. They now have the pleasure of watching their grandchildren grow up here and once again supporting the events and activities they are involved in. Mel enjoys hunting, fishing, camping and generally what Chetwynd has to offer.

Mel was happy to be elected onto Council in late 2014 and looks forward to continuing to serve the community of Chetwynd which has been so good to him and his family.

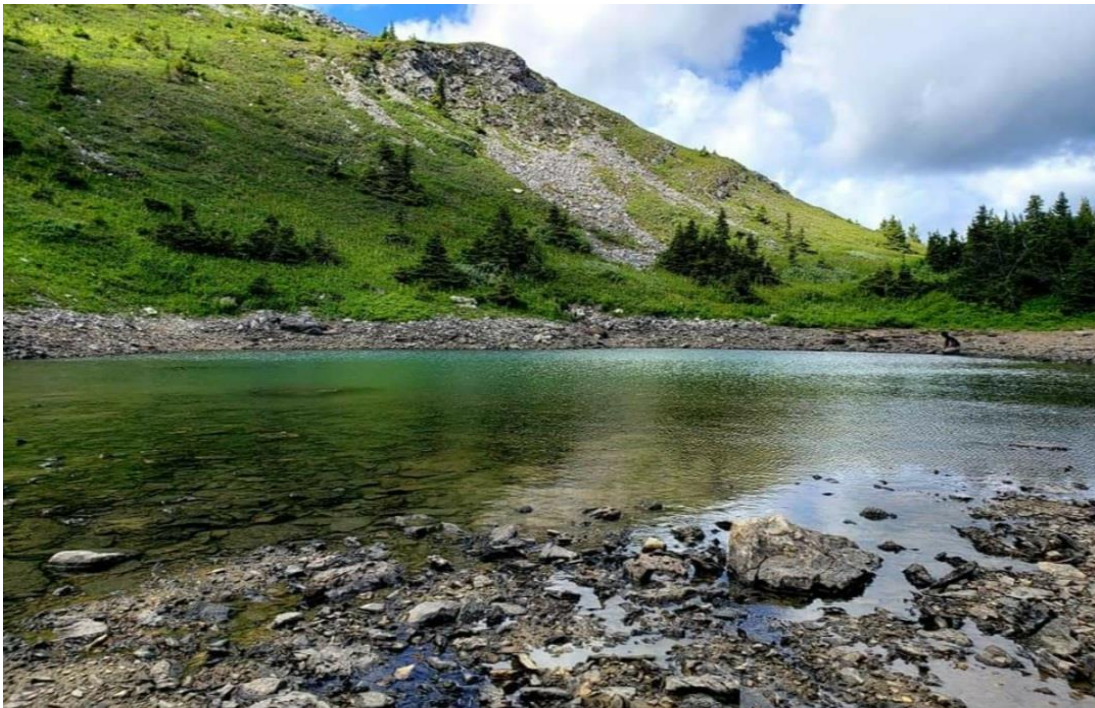


Photo taken by Elaine Webb

Councillor Jocelyn Disher

Portfolio:



- Committee of the Whole
- Municipal Insurance Authority Alternate
- Northeast Regional Advisory Committee Alternate
- Chainsaw Carving Championship Society Liaison
- Heritage Museum Liaison
- Violence Against Women in Relationships Committee Liaison
- Treaty Land Entitlement Joint Planning Committee

Jocelyn was born in Edmonton, AB but considers herself a BC girl. She moved to BC at the age of 3. Her dad was a Ministry of Transport employee and took the job of a lighthouse keeper. Jocelyn lived on the lights till the age of 11 where her family moved to Prince Rupert. From Prince Rupert, they moved to Quesnel where she graduated from Corriveau Senior Secondary. After spending 2 years at CNC college in Prince George studying Marketing, she made the move to the big city of Vancouver. From Vancouver she was transferred to Calgary. Deciding the city living was done, she moved back to Prince George, met her husband Joe and moved to Chetwynd. Chetwynd has been home for the past 25 years, and has been a great place to raise their 2 sons. She has volunteered for Chetwynd Minor Hockey in many different capacities and continues to volunteer for a few different organizations. Jocelyn has been employed at the Chetwynd Public Library for the past 24 years and is committed to the District of Chetwynd.

Her schedule is busy but in her down time she's a regular at the gym, enjoys walking, getting together with friends and the occasional trip to Mexico.

Jocelyn was elected to Council in November of 2018 and is looking forward to serving her community.



Photo taken by
Tyria Plamondon



- Committee of the Whole
- Site C Regional Community Liaison Committee Alternate
- Chetwynd General Hospital Working Group
- Treaty Land Entitlement Joint Planning Committee
- Northeast Regional Advisory Committee
- BC Hydro Peace Region Non-Profit Community 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. She has since completed her Level 2 Certificate in Local Government Leadership from the Local Government Leadership Academy.

Rochelle has worked, volunteered and been involved in a variety of clubs and organizations in Chetwynd, including spending eight years working with the District of Chetwynd as the volunteer Deputy Coordinator for their Municipal Emergency Plan and is now a board member for the Chetwynd & District Hospital Foundation.

Rochelle was first elected to the District of Chetwynd Council in 2011. Rochelle sits on a variety of committees as a representative for Chetwynd. She and her husband, Gordie, have been married for 39 years and have two adult children who are now having families of their own. In her spare time, she enjoys golfing, camping and travelling.



Photo taken by
Tyria Plamondon

Councillor Janet Wark

Portfolio:



- Committee of the Whole
- Civic Properties Commission
- Chetwynd Public Library Liaison
- Chetwynd General Hospital Working Group
- Treaty Land Entitlement Joint Planning Committee
- Public Library Advisory Committee

Janet was born and lived in Fort Nelson for 33 years before moving to Chetwynd in 2002. She attended Northern Lights College where she studied Office Administration and went on to instruct the same program. Janet's past employment includes administration, banking and education.

Janet and her husband Jim have four children, three of whom are grown and reside and/or work here in the Peace area.

In her spare time, she enjoys all aspects of recreation that Chetwynd offers, especially camping and hiking, as well as travelling.

Janet is passionate about life in Chetwynd and is honoured to be representing and serving its residents during her term on Council.



Photo taken by
Tyria Plamondon



- Committee of the Whole
- Chamber of Commerce Council Liaison
- Municipal Insurance Authority
- RCMP Liaison
- Senior Citizens Housing Society Liaison
- Treaty Land Entitlement Joint Planning Committee
- Pine Valley Seniors Association Liaison

Born in Dawson Creek, Laura moved to Chetwynd a few years later on January 20, 1966 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 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.

Laura was reelected to her third term as Councillor in 2018.



Moberly Lake - Photo taken by
Kelsi Cupples

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 local business support, retention and promotion.
Tourism Development	❖ Operation of Visitor Centre, 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.
Airport	❖ Provision of airport services for small aircraft and helicopters. The airport facilitated 21 medivacs and air ambulance flights in 2020. (These stats only include medivacs during the day time hours of the weather station operations)



Departmental Services

Administration and Finance Departments:

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



Engineering , Public Works:

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



Economic Development & Parks:

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



Visitor Centre:

- Principally supported by:
 - Visitor Centre Manager
 - Seasonal Staff
- More specifically involving activities related to providing information on local features, attractions and recreational opportunities to tourists and residents.



Parks:

- Principally supported by:
 - Parks Manager
 - Seasonal Parks Staff
- More specifically involving development and maintenance of parks, boulevards and 180 kms of trails maintained by the District of Chetwynd.



Recreation:

- Principally supported by:
 - Director of Recreation
 - Manager of Leisure & Facility Services
 - Recreation Programs Manager
 - Maintenance Staff
 - Aquatic Staff
 - Clerical and Recreation Staff
- More specifically involving activities related to management of the recreation complex, provision of recreation programs and maintenance of recreation facilities.



Photo taken by Carol Newsom

Progress Report – 2020 Goals and Objectives

TO DEVELOP AND IMPLEMENT PLANNED AND SUSTAINABLE PRACTICES

BUSINESS RETENTION AND RECRUITMENT STRATEGY

Objective:

Retain existing and recruit new businesses to Chetwynd.

Strategy:

Working on strategies to implement a Shop Local Pilot Program partnering and implementing programs including collecting stamps, Chetwynd dollars and other fun local shopping experience programs for participating businesses to retain local shoppers in our community and enhance the experience.

Measurement:

The measurement of this project will be revitalize interest in shopping locally, retaining existing businesses and recruiting new businesses to locate in town.

Benefit:

The benefit of this strategy will be a thriving downtown, stable economic base, enticing more shoppers to spend their dollars locally and recruiting new businesses for additional local economic drivers.

Result:

- ❖ *A business recognition program for new downtown brick and mortar stores was continued in 2020 six certificates were presented to new businesses downtown. The District of Chetwynd also partnered in the Shop Local Program, and other programs to stimulate opportunities for local businesses.*



Photo taken by Elaine Webb

LAND USE PLANNING AND ENGAGEMENT

Objective:

Land use planning and engagement.

Strategy:

The District of Chetwynd intends to participate in Treaty Land Entitlement, TLA processes, Forestry Access, Community Forest Tenure, Caribou Recovery & Habitat protection initiatives and other forums for stakeholder engagement for the Chetwynd area.

Measurement:

The measurement will be whether meaningful participation and dialogue take place in engagement sessions as available.

Benefit:

The benefit will be support for area business and interests as directed for Chetwynd and area residents and strengthened relationships with other stakeholders.

- ❖ *The District of Chetwynd participated in Treaty Land Entitlement meetings, TLA processes and reviewed requests and mapping that were specific to the Chetwynd area which included Forestry access and Caribou Recovery & Habitat protection initiatives. The District also participates as a partner on the Little Prairie Community Forest Board and reviewed the Community Forest Tenure, and participated in other forums for stakeholder engagement.*



Photo taken by Kelsi Cupples

TO MAINTAIN A LIVABLE, SAFE AND HEALTHY COMMUNITY

BUSINESS FAÇADE IMPROVEMENT PROGRAM

Objective:

The objective of this program is to support economic development and downtown revitalization by encouraging private investment in local business façade improvements.

Strategy:

To apply for a Northern Development Initiative Trust (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 successful applications from local businesses for the NDIT grant.

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.

Result:

- ❖ *Several businesses expressed interest in applications; some plan to apply for a façade improvement grant in 2021. Alda Development & Leasing Ltd. restored an older building which in the past was rented for commercial use. The renovation restored a vacant building into an appealing and attractive building in the highway commercial zone and now is home to Go Green Propane.*



COMMUNITY RESILIENCY & INVESTMENT PROGRAM – COMMUNITY WILDFIRE PROTECTION PLANNING

Objective:

To complete Community Resiliency Investment Program – Community Wildfire Protection Planning.

Strategy:

To develop a Wildfire Protection Plan, utilizing partnerships, to prevent interface fires in and close to Chetwynd.

Measurement:

The measurement will be the coordination of a comprehensive plan for community wildfire protection for the area.

Benefit:

The benefit will be community wildfire protection planning and mapping in the Districts current fire protection area. Once the planning is complete, recommendations will be implemented to reduce the fire load, provide public education on fire-proofing private properties, forest management and tools for future funding opportunities.

Result:

- ❖ *The Community Wildfire Protection Plan will be presented to Mayor and Council in June 2021. Applications for additional funding for firesmart education and treatment planning will be completed from recommendations from the Community Wildfire Protection Plan.*



Photo taken by Tyria Plamondon

HOUSING NEEDS ASSESSMENT REPORT

Objective:

Perform a housing needs assessment, in conjunction with the Ministry of Municipal Affairs and Housing (MMAH).

Strategy:

Utilize Regional growth strategies and partner with Northern Health, the Peace River Regional District and the MMAH to produce an updated housing needs assessment report.

Measurement:

Work with partners to collect data, create a 2020 housing study, and report back to MMAH.

Benefit:

The benefits of a housing needs assessment will be to identify housing needs, types of housing inventory, gaps, and through partnerships and various agencies to ensure housing supply is adequate for current population and to plan for growth. Adequate housing is a vital component of attraction and retention of businesses and their labour force.

Result:

- ❖ *The Housing Needs Assessment was presented and adopted by Council March 4, 2021 and the report has been published on the District of Chetwynd's website. Recommendations from the report in regard to housing initiatives will be focused on in the upcoming year.*



Photo taken by Kelsi Cupples

MAPPING FOR INDUSTRIAL AND COMMERCIAL SERVICES STOREFRONTS

Objective:

Ensure effective mapping is in place for Industrial and Commercial Services storefronts.

Strategy:

Our strategy will be to update wayfinding to ensure local businesses are promoted and easily found in the community.

Measurement:

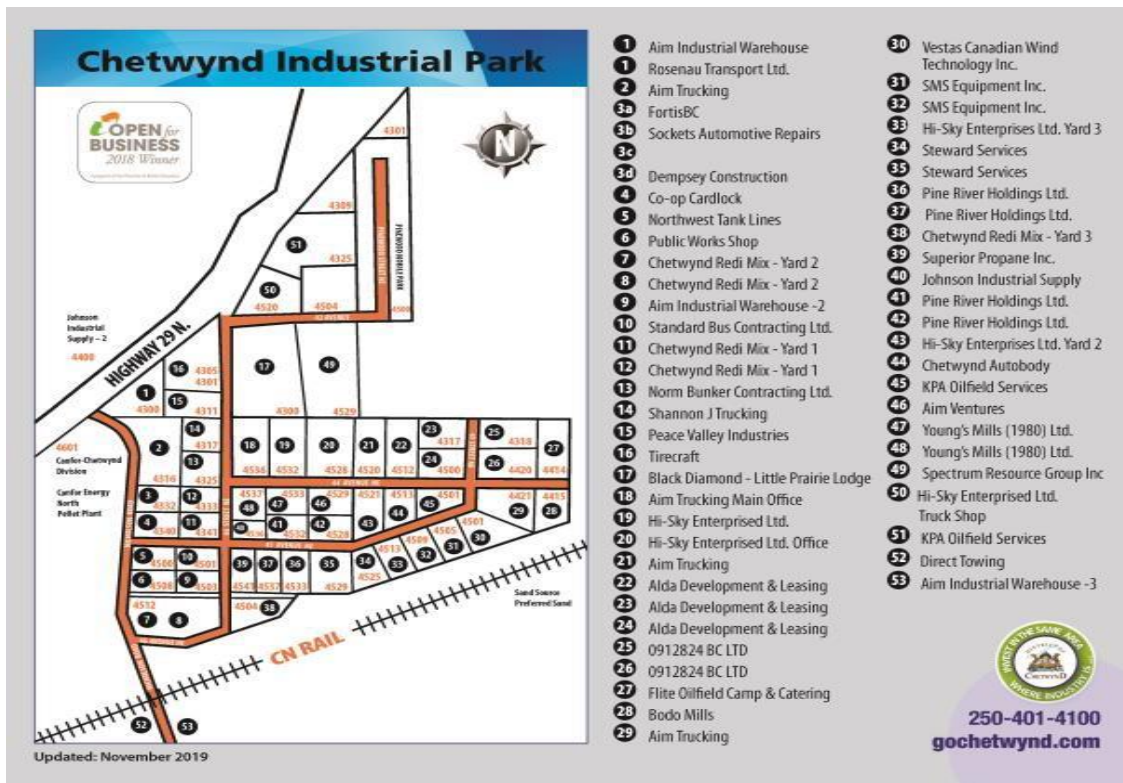
The measurement will be to connect with industry and commercial services to ensure locations, addresses and contact information are correct on mapping.

Benefit:

The benefit of wayfinding is that it provides information to easily locate local businesses and properties for sale and development.

Result:

- ❖ **Mapping for both Industrial and Commercial wayfinding tools were updated in 2020 and we will be adding additional amenities to the mapping for resources for parks, restrooms and resources in 2021.**



LAGOON FENCING

Objective:

The objective of this project is to install fencing around the entire lagoon area, to prevent the public from entering the area.

Strategy:

The District of Chetwynd's Sewer Lagoons were inspected by the Ministry of Environment. It was brought to the District's attention that fencing must be installed around the perimeter of the lagoons to provide a barrier between the lagoons and the public.

Measurement:

- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented'

Benefits:

The benefit of this project will be that on completion, there will no longer be access to the sewage lagoons, which improves safety of the public.

Results:

- ❖ *The Lagoon fence was replaced and gates were installed. This project was completed on time and on budget.*



TO EFFECTIVELY MANAGE ENVIRONMENTAL ISSUES

CCTV OF SEWER MAINS

Objective:

The objective of this project is to take CCTV inspection videos of the top priority sewer mains to gain clarity and knowledge of damages, deposits, or blockages that exist within the pipes.

Strategy:

The District of Chetwynd completes an annual program to inspect top priority sewer mains. Top priority sewer mains could be pipes that are older, or have caused issues in the past. After video inspections have been concluded and interpreted, plans can be made to perform necessary maintenance or repairs.

Measurement:

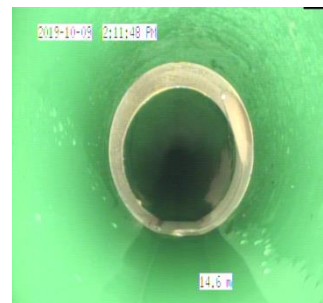
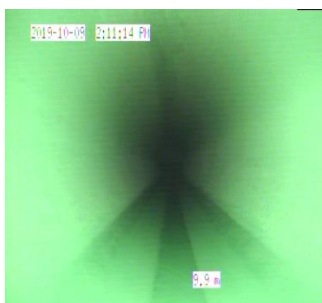
- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented

Benefit:

The project will benefit the community by enabling the District staff to gain knowledge and clarity of any problems the sewer main could have or could develop with time, so that they can be rectified. This in turn will result in the continued delivery of reliable and safe municipal services.

Result:

❖ *This project was not completed due to time restraints. The District plans to have video inspections completed in 2021.*



CLEARWELL CLEANING

Objective:

The objective of this project is to get the clear wells that exist in the Water Treatment Plant and the High Lift Pump Station cleaned and inspected.

Strategy:

All Clear wells need to be maintained periodically, but before the Water Treatment Plant was upgraded in 2018, sand filtration among other processes were used to treat the drinking water. The material used for sand filtration has accumulated within the clear wells and needs to be removed. It is also good practice to inspect clear wells during cleaning for any damages.

Measurement:

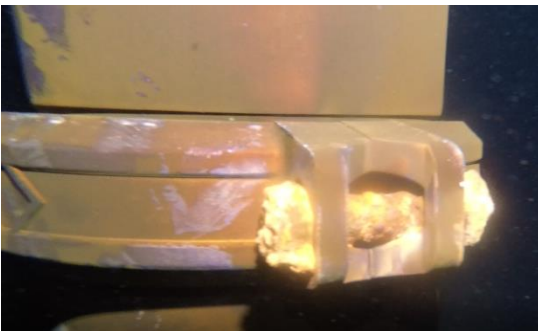
- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented

Benefit:

The project will benefit the community by increasing the quality of the drinking water. Removing sediment from clear wells also prevents damage to pumps, which will in turn result in the continued delivery of reliable safe drinking water.

Result:

❖ *The Water Treatment Plant and High Lift Pumping Station clear wells were both cleaned and inspected. This project was completed on time and within the budget.*



2020 SEWER SYSTEM UPGRADES – 53rd PLACE NW AND 51st AVENUE SW

Objective:

The objective of this project was to replace and upsize the aging sanitary sewer main on 53rd Place NW from 47th Avenue NW approximately 100m south and east through the alleyway to 52nd Street NW and to replace the aging sanitary sewer main on 51st Avenue SW from 4837 51st Avenue SW to Nicholson Road, and to pave disturbed areas as appropriate.

Strategy:

Chetwynd, like many municipalities in BC, has aging sewer infrastructure. A list of required infrastructure upgrades was developed based on video inspection of sewer mains, records of previous maintenance, and through conversation with Public Works staff who are responsible for repairs and emergency response.

Measurement:

- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented
- Impacts to residents and businesses minimized

Benefit:

- Reduced leakage of water and sewer into the surrounding soils
- Reduced infiltration of groundwater into sanitary collection network
- Reduced requirement for emergency repairs
- Continued delivery of safe and reliable municipal services

Result:

- ❖ *The sanitary sewer mains on 53rd Place NW and 51st Avenue SW were replaced, sections of road were paved as necessary, and the project was completed on time.*



Windfall Lake - Photo taken by Kelsi Cupples

PAVING

Objective:

The objective of this project is to pave Westgate Road and a section of Nicholson Road connecting to Highway 29, as well as smaller miscellaneous sections throughout Chetwynd.

Strategy:

Chetwynd, like many municipalities in northern BC, experiences frost heaves and other weathering to the paved roads. A list of top priority roads was developed based on how severe the damages are and what the budget can allow the District to complete.

Measurement:

- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented
- Minimize impact to residents and business owners

Benefit:

The project will benefit the community by providing smooth safe roads that reduce the impact on resident's vehicles.

Result:

- ❖ *The section of Nicholson road connecting to Highway 29 was paved, as well as all of the smaller miscellaneous sections. Westgate Road was not paved due to reprioritization of paving projects. The projects described above, aside from Westgate Road, were completed on time and on budget.*



BUILDING UPDATES

Objective:

The objective of this project is to replace eaves troughs on the Water Treatment Plant (WTP) building and to repaint the exterior of the Low Lift Pump Station building.

Strategy:

Chetwynd's utility facilities, like those in many municipalities, are aging; by replacing the eaves troughs, the water will be redirected away from the WTP building thereby reducing water damages to the building. Painting the exterior of the Low Lift Pump Station building will provide a protective coat on the building decreasing the likelihood of damages and increasing curb appeal.

Measurement:

- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented

Benefit:

The benefit of this project is that it will prevent damages to the Water Treatment Plant building and the Low Lift Pump Station. This in turn will result in the continued delivery of reliable and safe municipal services.

Result:

- ❖ *The eaves troughs on the Water Treatment Plant building were replaced and the low lift was repainted. This project was completed on time and within budget.*



NORTH TRUNK MAIN

Objective:

The objective of this project is to provide protection to the exposed pipe in Centurion Creek and to create a design for the replacement of the North Trunk Main. The tender and construction for the replacement of the North Trunk Main will be executed and completed in 2021.

Strategy:

Chetwynd, like many municipalities in BC, has aging sewer infrastructure. An exposed pipe has made it apparent that rehabilitation needs to be completed to ensure the continued successful delivery of sewage through the main. The new design will provide a system that will need less maintenance than the current structure.

Measurement:

- Timeline for completion, design and rehabilitation for the exposed pipe by or before August 30, 2020
- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented

Benefit:

The benefit of protecting the exposed pipe is that the main will continue to convey sewage as needed, as well as protecting the surrounding environment from any contamination due to leaks that could develop. The project, when fully completed, will benefit the community by increasing the capacity of the north trunk main. This in turn will result in the continued delivery of reliable and safe municipal services.

Result:

- ❖ *The protection has been provided over the North Trunk Main using concrete mats and riprap. A pressure test was also conducted to ensure no cracks or holes were in the main. The protection portion of this project was completed on time and within budget.*



Dinosaur Lake from Portage Quarry - Photo taken by Kelsi Cupples

SECURITY/FIRE ALARMS

Objective:

The objective of this project is to install security alarms and fire alarms in the Water Treatment Plant, and the High Lift Pump Station.

Strategy:

The existing security and fire alarms in the Water Treatment Plant, and the High Lift Pump Station will be replaced.

Measurement:

- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented

Benefit:

The benefit of this project is that it will provide a safe work environment for the District staff as well as provide security and safety for the facilities and any equipment that exists inside of the facilities.

Result:

❖ *This project was not completed in 2020, however was completed in March 2021.*



PLAYGROUND STRUCTURES REPLACEMENT PROGRAM

Objective:

The objective is to replace play structures in the District of Chetwynd playgrounds where necessary.

Strategy:

In 2013 a Municipal Insurance Association of BC audit found that many play structures in District of Chetwynd parks needed to be replaced to meet current CSA standards. A multi-year phased program was created to allow the District to replace play structures in an orderly and affordable manner. 2020 is the last year of the program. Moving forward play structures will be replaced on an as needed basis.

Measurement:

The measurement will be if play structures are replaced as per the multi-year program.

Benefit:

The benefit will be the installation of appealing, safe, fun play structures placed in District of Chetwynd playgrounds that meet CSA standards and encourage the community to engage in healthy activities.

Result:

- ❖ *In 2020 the last of the list of replaced or updated equipment was added to the playgrounds. Moving forward play structures will be replaced on an as needed basis, and will be included in 2021 budgets and long term planning to ensure we replace as necessary.*



2021 Goals and Objectives

TO DEVELOP AND IMPLEMENT PLANNED AND SUSTAINABLE PRACTICES

LAND USE PLANNING AND ENGAGEMENT

Objective:

Land use Planning and Engagement.

Strategy:

The District of Chetwynd intends to participate in Treaty Land Entitlement (TLE) and Tripartite Land Agreement (TLA) processes, Forestry Access, Community Forest Tenure, Northeast Roundtable, Land & Resource Management Planning, Caribou Recovery & Habitat protection initiatives and other forums for stakeholder engagement for the Chetwynd area.

Measurement:

The measurement will be whether meaningful participation and dialogue take place in engagement sessions as available.

Benefit:

The benefit will be support for area businesses and interests as directed for Chetwynd and area residents, and strengthened relationships with other stakeholders.



Photo taken by Carol Newsom

BUSINESS FAÇADE IMPROVEMENT PROGRAM

Objective:

The objective of this program is to support economic development and downtown revitalization by encouraging private investment in local business façade improvements.

Strategy:

To apply for a Northern Development Initiative Trust (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 successful applications from local businesses for the NDIT grant.

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.



COMMUNITY DOG PARK

Objective:

To develop a Dog Park in the District of Chetwynd.

Strategy:

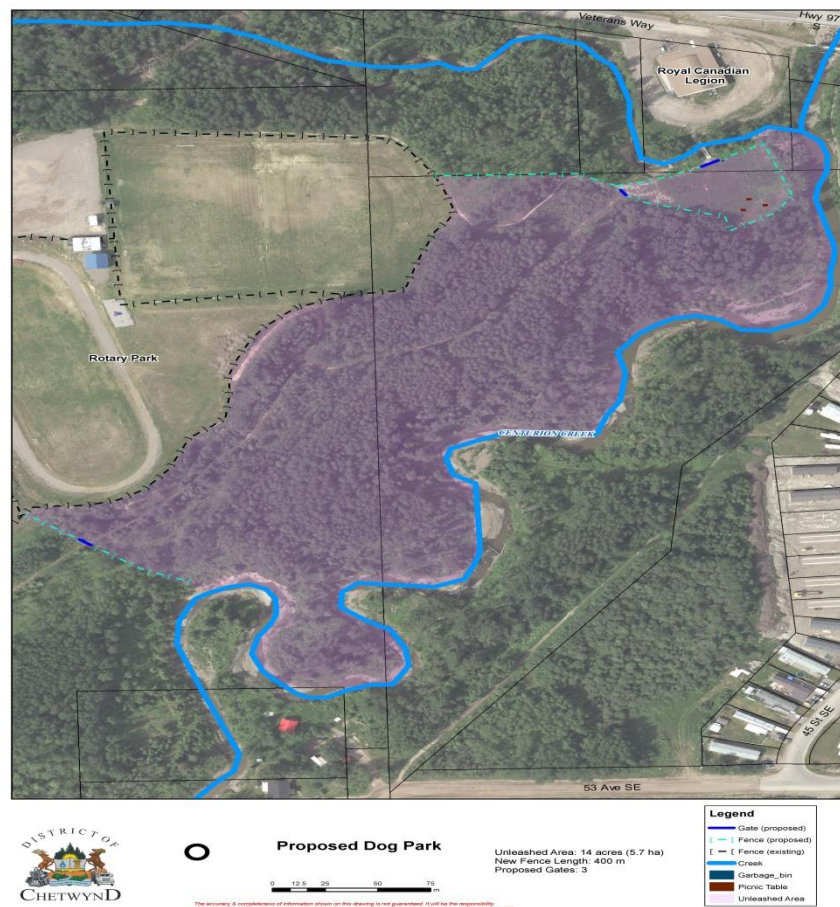
To apply for funding to Northern Development Initiative Trust (NDIT) – Community Places to support the development of a Dog Park in Chetwynd. Apply for permits and develop plans to build and complete the work for the Dog Park to be open in 2021.

Measurement:

Apply for Northern Development Initiative Trust funding to support the development of a Dog Park, apply for permits and develop the park for Chetwynd in 2021.

Benefit:

The benefits of a Dog Park include encouraging an active lifestyle for residents and visitors to Chetwynd, and allowing dogs to enjoy a safe unleashed run while still remaining in alignment with Chetwynd bylaws that require dogs to be on-leash when they are off their owner's property. This amenity has been requested by Chetwynd residents, and will make Chetwynd more attractive to existing residents and the potential workforce and business owners, encouraging them to live in Chetwynd and establish businesses here.



SPRAY PARK

Objective:

The objective is to develop an Outdoor Spray Park in the District of Chetwynd.

Strategy:

To apply for funding and sponsorships to support the development of a Spray Park to be located at the Chetwynd & District Rec Centre in Chetwynd. Apply for permits and develop plans to build and complete construction of the Spray Park in order to be open in 2021.

Measurement:

Build and complete the Spray Park in 2021.

Benefit:

The benefit of the Spray Park will be to provide another fun opportunity for Chetwynd families to be active outdoors. The Spray Park will be located near the Rec Centre and skateboard park, close to outdoor playground equipment and the Chetwynd Secondary School running track. The intent is to provide recreational opportunities for all ages within close proximity to each other so that parents/guardians can supervise children of various ages, each engaged in the activity of their choice in close proximity to each other.



COMMUNITY RESILIENCY & INVESTMENT PROGRAM – COMMUNITY FIRESMART COMMUNITY FUNDING

Objective:

To complete Firesmart Home Assessment Program & Prescription Planning funding.

Strategy:

Implement and develop a Firesmart Home Assessment Program, utilizing partnerships, to prevent residential fires in and close to Chetwynd and to prepare for prescription planning based on recommendations from the Community Wildfire Protection Plan.

Measurement:

The measurement will be the coordination of a comprehensive plan for Firesmart Home Assessment program and complete recommendations for properties in the prescription area.

Benefit:

The benefit will be community wildfire protection planning and mapping in the District's current fire protection area. Once the planning is complete, recommendations will be implemented to reduce the fire load, provide public education, management of interface areas and tools for future funding opportunities.



Photo taken by Elaine Webb

MAPPING FOR INDUSTRIAL AND COMMERCIAL SERVICES STOREFRONTS

Objective:

Ensure effective mapping is in place for Industrial and Commercial Services storefronts.

Strategy:

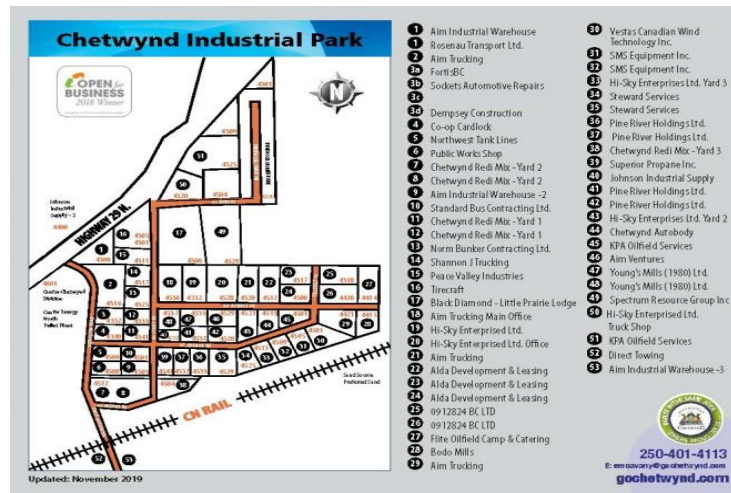
Our strategy will be to update wayfinding to ensure local businesses are promoted and easily found in the community.

Measurement:

The measurement will be to connect with industry and commercial services to ensure location, address and contact information are correct on mapping.

Benefit:

The benefit of wayfinding is that it provides information to easily locate local businesses and properties for sale and development.



FISH SPECIES STUDY AND MONITORING

Objective:

To identify species of fish within the Centurion, Windrem and Widmark Creeks that are within the District of Chetwynd.

Strategy:

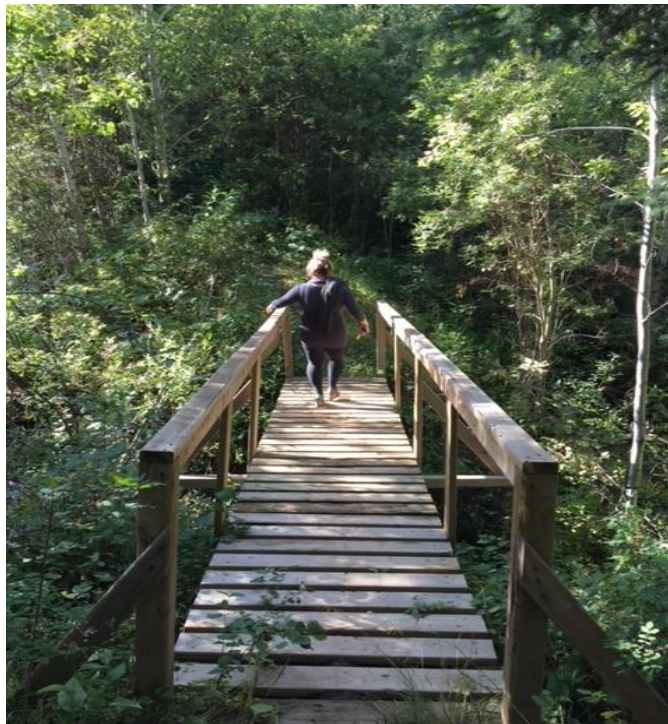
To apply for fish monitoring permits to assess and develop area within the Centurion, Windrem and Widmark Creeks to access and observe fish habitat with assistance from habitat specialists. The data the District currently has regarding fish in District creeks is dated and indicates the presence of fish species that is no longer seen in local streams.

Measurement:

The measurement will be if an application is submitted, and whether permit approval is obtained for fish habitat identification testing.

Benefit:

The benefit of identifying fish species present in local creeks will allow species-specific protection and development applications that are more streamlined and successful because protection of riparian areas and fish are taken into account in those applications.



SECURITY SYSTEM IN WATER TREATMENT PLANT AND HIGH LIFT PUMPING STATION

Objective:

Install a security system and fire alarms in the Water Treatment Plant and High Lift Pumping Station, including motion sensors in both facilities and a low temperature alarm in the High Lift Pumping Station.

Strategy:

The existing security system and fire alarms in the Water Treatment Plant and the High Lift Pumping Station are not operational and need to be replaced to improve site security.

Measurement:

- Safe work procedures followed
- Completed within budget
- District of Chetwynd standards for workmanship followed and documented

Benefit:

Provides a safe work environment for the District staff and provides security for the facilities and equipment by alerting operators of potential trespassers and vandals. The new low temperature alarm in the High Lift Pumping Station will alert operators before the temperature in the building becomes unsuitable for electrical and mechanical equipment, thus preventing freezing or overheating damage to the equipment.

RAW WATER RESERVOIR ULTRASONIC REPLACEMENT

Objective:

Replace the existing ultrasonic transducers in the raw water reservoirs to reduce algae growth, which will lead to improved taste and odour parameters in the drinking water.

Strategy:

The District of Chetwynd raw water reservoirs consist of a lined 4 million gallon reservoir, an 11 million gallon reservoir, and a 29 million gallon reservoir. Algae growth in both the 11 and 29 million gallon reservoirs exacerbates taste and odour issues in the drinking water. To reduce the algae growth, ultrasonic transducers that can reach the entire reservoir will be installed. Ultrasonic algae control systems work by emitting sound waves at specific vibrational frequencies to cause components in the algae cells to burst, killing the algae.

Measurement:

- Safe work procedures followed
- Completed within budget

Benefit:

- Reduce algae growth in raw water reservoirs
- Improved taste and odour parameters in potable water

43rd STREET NE UPGRADES

Objective:

To replace the aging sanitary and water mains, reconnect services, re-construct the road base, and repave 43rd Street NE.

Strategy:

Chetwynd's infrastructure requires continual maintenance and upgrades. A prioritized list of required upgrades was developed based on video inspection of sewer mains and through conversation with Public Works staff who respond to emergency breaks, and through examining record drawings which show the date of installation and together, form an educated estimate of the condition of buried infrastructure. By upgrading both the sanitary and water main in this stretch of roadway concurrently, the District will incur less cost and less disruption to residents and business owners in the area.

Measurement:

- Timeline for completion – construction complete before substantial performance date of September 30, 2021
- Minimized impact to residents and business owners
- Safe work procedures followed
- District of Chetwynd standards for workmanship followed and documented
- Completed within budget

Benefit:

This project will reduce the leakage of water and sewer into the surrounding soils, reduce infiltration of groundwater into the sanitary collection system, and reduce the requirement for emergency repairs and water shutoffs. This project will also benefit the community by providing smoother road surfaces for driving and continued delivery of safe and reliable municipal services.

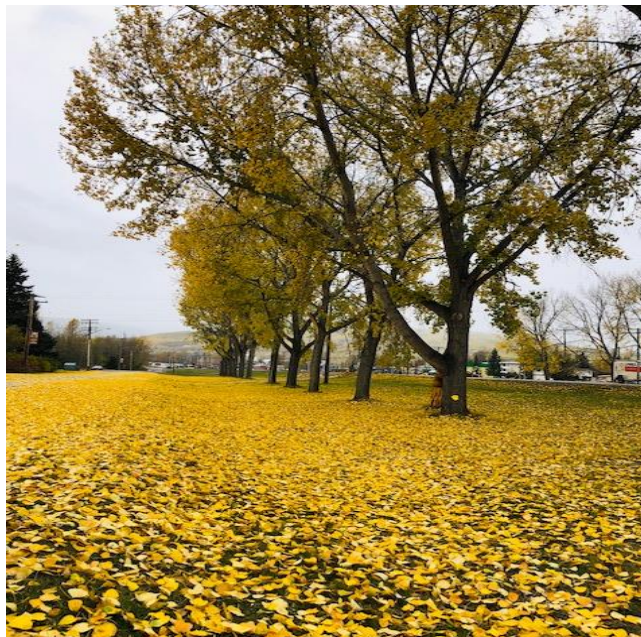


Photo taken by Carol Newsom

DEBRIS BARRIERS AND SEDIMENT TRAPS

Objective:

Install a debris barrier across Windrem Creek, construct a berm parallel to the creek, and stabilize the channel with riprap.

Strategy:

Chetwynd has experienced catastrophic flood events in recent years that have damaged property and infrastructure within the District of Chetwynd. The construction of a debris barrier was identified as an option to reduce flooding during periods of high streamflow in a Flood Hazard Study that was prepared in 2018. The goal of the debris barrier is to reduce the downstream transportation and deposition of debris and sediment during high-flow events, which will allow crossing structures such as bridges and culverts to remain unobstructed and able to convey the stormwater. This work is funded through the Emergency Management British Columbia grant program.

Measurement:

- Timeline for completion – must be constructed within allowable window for working in streams
- Minimized impact to residents and business owners
- Safe work procedures followed
- Appropriate permits in place and terms followed
- Completed within budget

Benefit:

Anticipated reduction in flooding that is associated with heavy rainfall events and high stream flows and a reduction in flood-related property and infrastructure damage.



Photo taken by Elaine Webb

SEWER DISCHARGE FLOW MONITORING

Objective:

The District of Chetwynd's Permit to Discharge wastewater to the Pine River was reviewed and updated by the Ministry of Environment in January 2020. The new permit changed a few requirements with respect to monitoring, measuring, and reporting various effluent characteristics. Namely, as of June 1, 2021, in addition to measuring the volume of effluent pumped into the District's lagoon system, the District must also measure the volume of treated effluent discharged to the Pine River. To accomplish this, the District must install a suitable flow measuring and recording device at the tail end of the lagoon treatment process. A Parshall Flume was selected as the flow measuring method due to its suitability to measure treated effluent in a partially full pipe over a range of flow values with minimal maintenance required.

Strategy:

The project includes the purchase and installation of a packaged fiberglass flow metering manhole with a 6" Parshall Flume and pressure transducer. It will be installed immediately downstream of the polishing pond, which is the final stage of treatment in the process before the treated effluent is conveyed by gravity to the Pine River.

Measurement:

- Safe work procedures followed
- Completed within budget
- District of Chetwynd standards for workmanship followed and documented

Benefit:

- Compliance with Ministry of Environment Permit to Discharge to the Pine River
- Improved flow data at lagoon site

PAVING 46th STREET NE

Objective:

The objective of this project is to pave a section of 46th Street NE to provide smooth and safe road surfaces.

Strategy:

Chetwynd, like many municipalities in Northern B.C., experience frost heaves and other weathering to the paved roads. A list of top priority roads was developed based on how severe the damages are and what the budget can allow the District to complete.

Measurement:

- Minimized impact to residents and business owners
- Safe work procedures followed
- District of Chetwynd standards for workmanship followed and documented
- Completed within budget

Benefit:

This project will provide smooth, safe roads that will reduce the impact on resident's vehicles.

CCTV VIDEO INSPECTION OF SEWER MAINS

Objective:

Take CCTV inspection videos of the top priority sewer mains to gain better knowledge of damages, deposits, and blockages that could exist within the mains.

Strategy:

The District of Chetwynd completes an annual program to inspect the top priority sewer mains. Top priority sewer mains could be pipes that are older, or have caused issues in the past. After video inspections have been completed and interpreted, plans can be made to perform necessary maintenance or repairs.

Measurement:

- Safe work procedures followed
- Completed within budget
- District standards for workmanship followed and documented

Benefit:

The project will benefit the community by enabling the District staff to gain knowledge and clarity of any problems that exist or could develop with time inside the sewer mains, so that any issues can be rectified. This in turn will result in the continued delivery of reliable and safe municipal services.

NORTH TRUNK MAIN

Objective:

The objective of this project is to provide protection to the exposed pipe in Centurion Creek and to create a design for the replacement of the North Trunk Main. The tender and construction for the replacement of the North Trunk Main will be executed and completed in 2021.

Strategy:

Chetwynd, like many municipalities in BC, has aging sewer infrastructure. An exposed pipe has made it apparent that rehabilitation needs to be completed to ensure the continued successful delivery of sewage through the main. The new design will provide a system that will need less maintenance than the current structure.

Measurement:

- Timeline for completion – design and rehabilitation for the exposed pipe by or before August 30, 2021
- Safe work procedures followed
- Completed within budget
- District of Chetwynd standards for workmanship followed and documented

Benefit:

The benefit of protecting the exposed pipe is that the main will continue to convey sewage as needed, as well as protecting the surrounding environment from any contamination due to leaks that could develop. The project, when fully completed, will benefit the community by increasing the capacity of the north trunk main. This in turn will result in continued delivery of reliable and safe municipal services.

PEACE RIVER AGREEMENT

The Peace Region has access to rural industrial assessment through the Peace River Agreement (formerly called Fair Share).

Unlike most municipalities in BC where industry is primarily located within municipal boundaries, the story in the Peace is the exact opposite, where most industry is typically located beyond municipal boundaries.

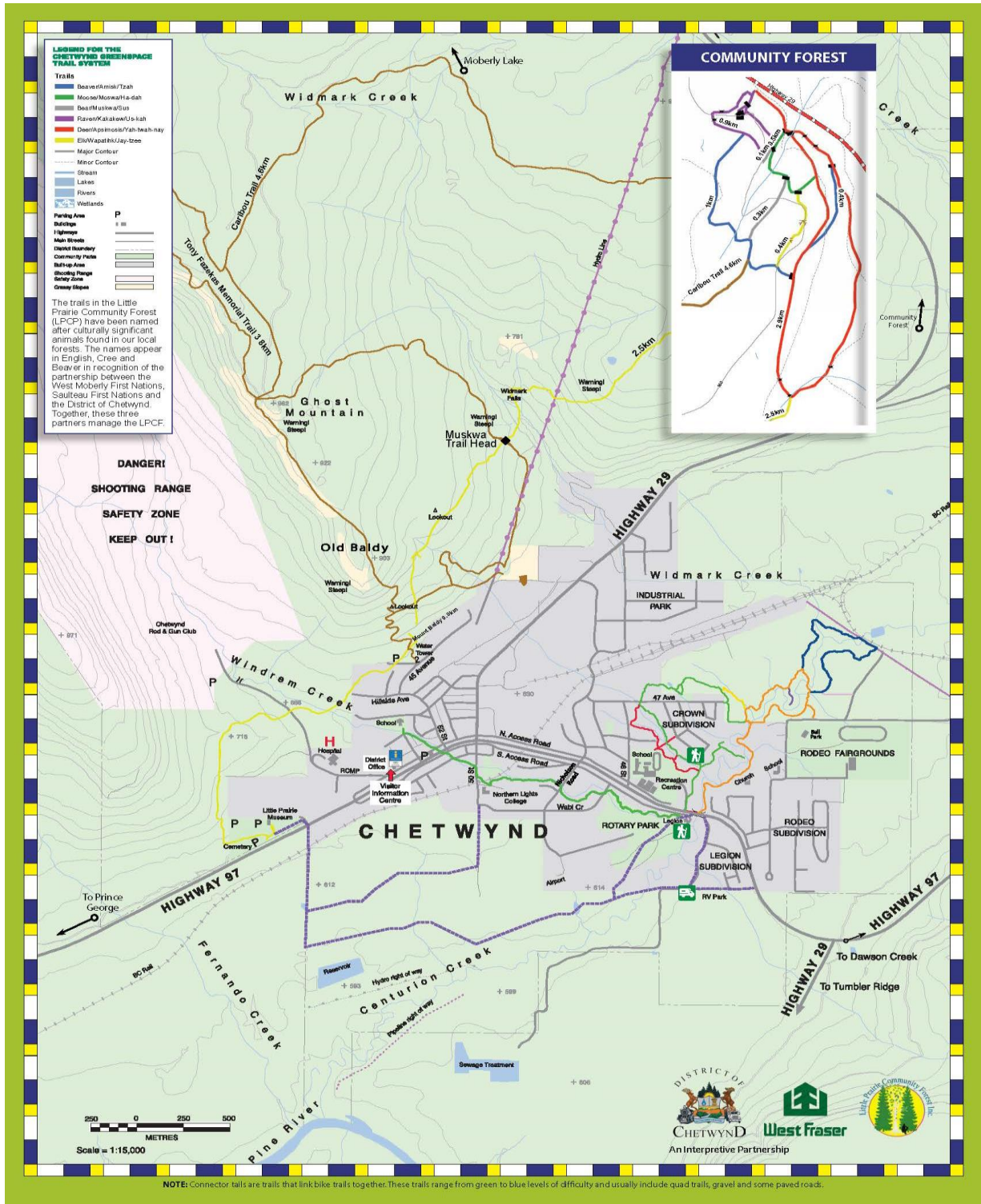
Rural industry impacts community through industrial vehicle movement, passage of goods and supplies, transport of product and transient worker activity.

The Peace River Agreement is meant to capture industrial assessments outside of municipal boundaries in an effort to offset social and economic impacts to communities. Chetwynd has used its Peace River Agreement funding for the majority of capital projects outlined in this Annual Report. A small portion goes towards operations, as rural industry and its workforce place extra ordinary pressures on community. These pressures are only met through financial resource support of programs such as the Peace River Agreement.



Kinuseo Falls - Photo taken by
Kelsi Cupples

Chetwynd Greenspace Trail System Map



Permissive Tax Exemptions

In 2020, the District of Chetwynd adopted Tax Exemption Bylaw No. 1123, 2020 for the purpose of granting permissive tax exemptions for 2020 for the following organizations:

Organization	Estimated Value of Exemption for 2021
Chetwynd Fellowship Baptist Church	\$ 2,427.00
Chetwynd Shared Ministry Society	\$ 460.00
Chetwynd Temple Society	\$ 508.00
Church of the Nazarene	\$ 744.00
Little Prairie Christian Fellowship	\$ 1,794.00
Pentecostal Assemblies of Canada	\$ 1,920.00
Church of Jesus Christ of Latter Day Saints	\$ 912.00
Roman Catholic Episcopal Corporation of Prince Rupert	\$ 2,197.00
Royal Canadian Legion, Chetwynd Pacific Branch No. 258	\$ 927.00
Tansi Friendship Centre Society	\$ 746.00
Tansi Friendship Centre Society	\$ 2,656.00
Trustees of the Chetwynd Congregation of Jehovah's Witnesses	\$ 3,267.00
Chetwynd Senior Citizen's Housing Society, Surerus Place	\$ 7,790.00
Chetwynd Senior Citizen's Housing Society, Little Prairie Haven	\$ 1,511.00

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.

Organization	Estimated Value of Exemption for 2020
Nil	\$ 0

Development Statistics

Building Permits

Class	Building Permits Issued		\$ Value of Permit	
	2019	2020	2019	2020
Residential	5	14	\$459,000	\$201,500
Commercial/Industrial	7	6	\$2,266,500	\$5,835,000
Institutional	1	1	\$20,000	\$287,848

Development Permits

Class	Development Permits Issued		Development Variance Permits Issued	
	2019	2020	2019	2020
Residential	0	0	0	2
Commercial/Industrial	3	1	0	0
Other	0	0	0	0

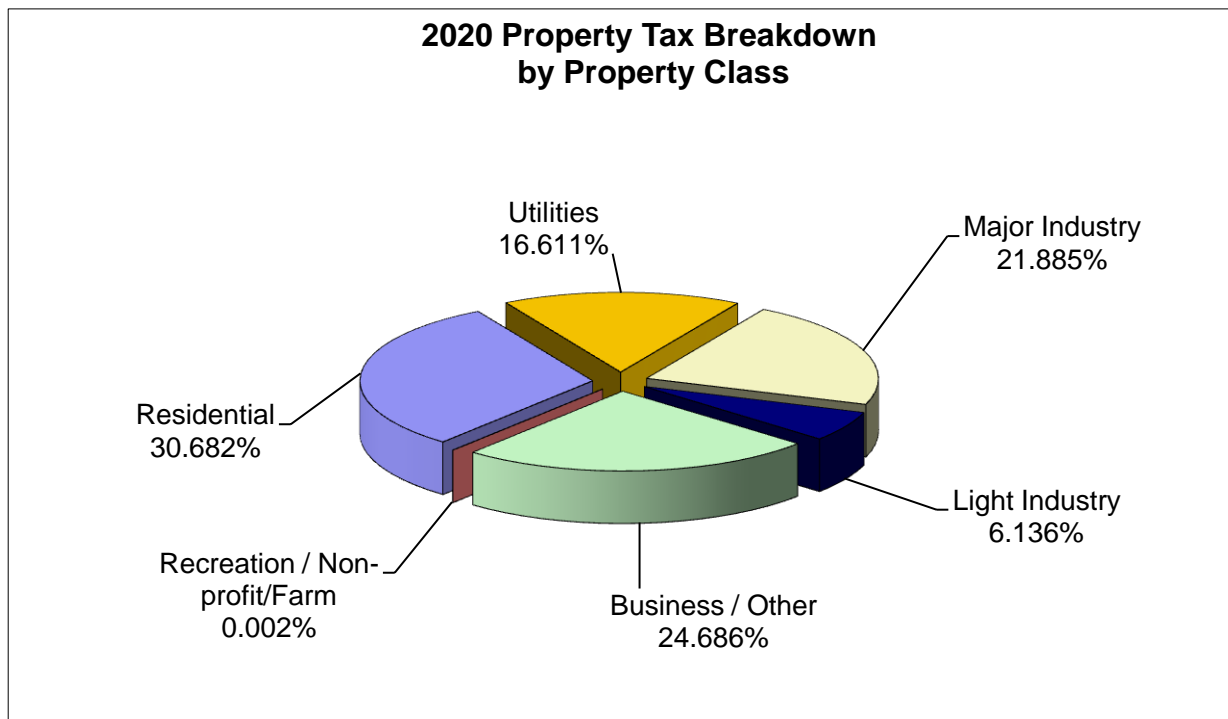
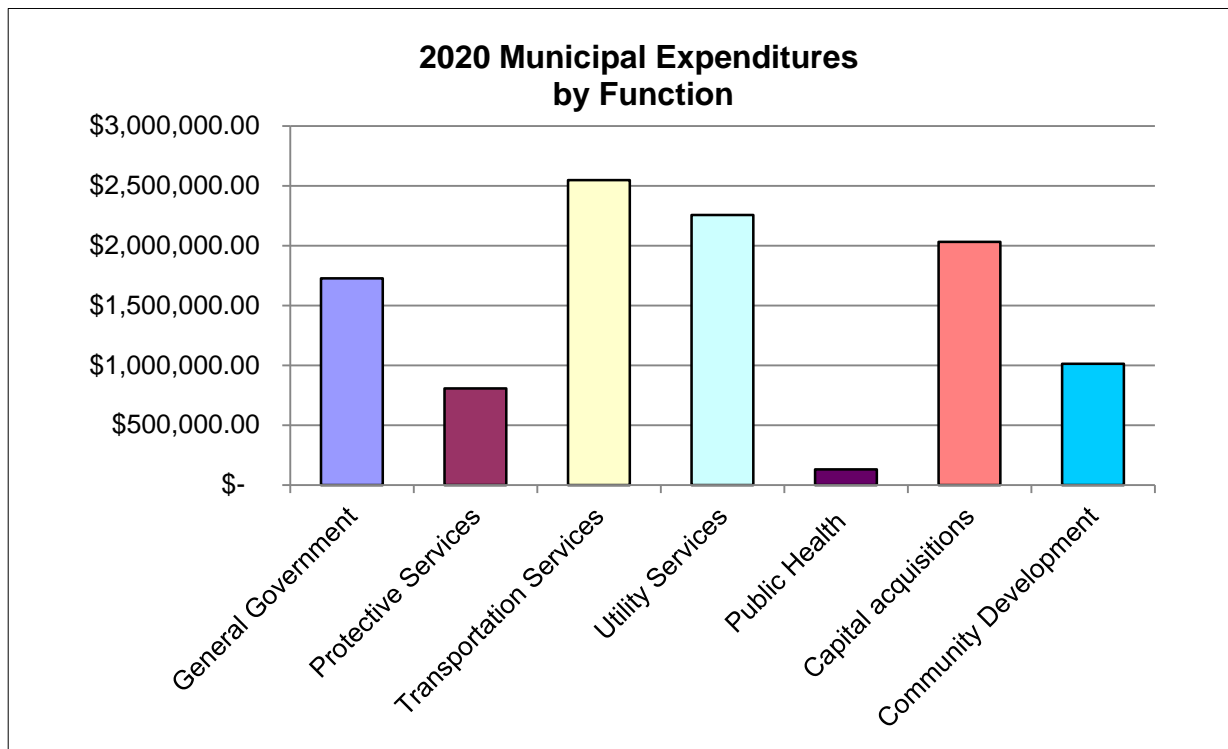
Temporary Commercial Permits and Board of Variance Applications

Class	Temporary Commercial Permits Issued		Board of Variance Applications	
	2019	2020	2019	2020
Residential	0	0	0	0
Commercial/Industrial	0	0	0	0
Other	0	0	0	0

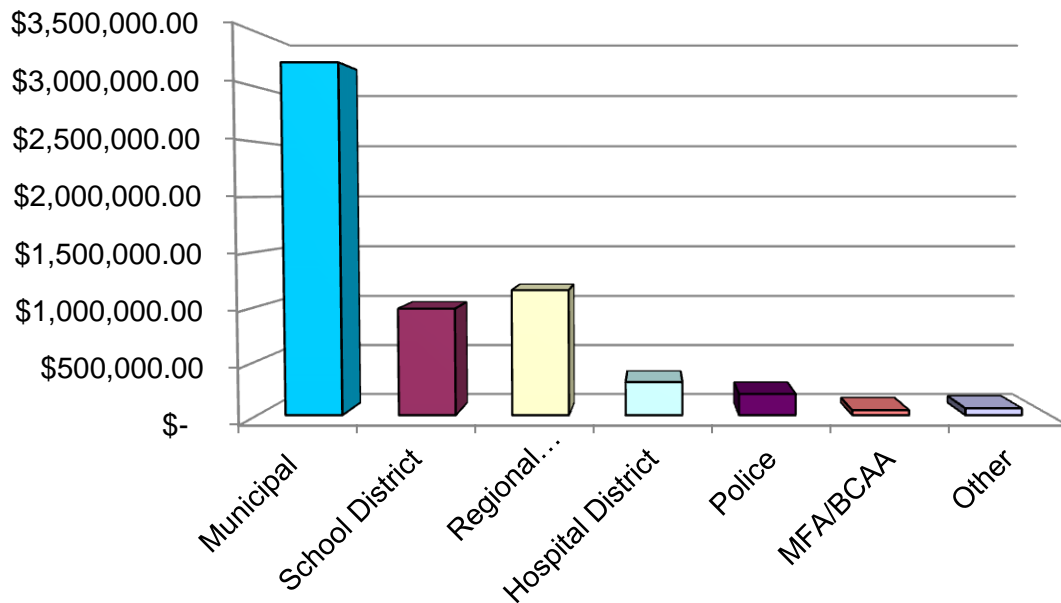
Zoning and Official Community Plan Amendments

Class	Zoning Amendments		OCP Amendments	
	2019	2020	2019	2020
Residential	2	3	0	0
Residential/Commercial	2	0	1	0
Residential/Industrial	0	0	1	0
Commercial/Industrial	3	1	0	0
Institutional	0	0	0	0

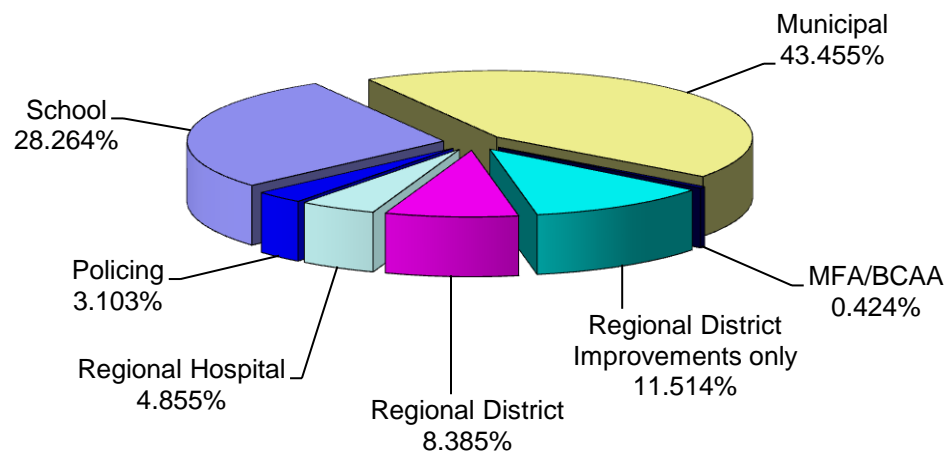
Financial Statistics



2020 Property Taxes by Taxing Authority



2020 Residential Tax Breakdown



2020 Financial Statement & 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, 2020.



Rock Quarry – Photo Taken by Kelsi Cupples



Financial Statements

December 31, 2020



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Management Responsibility for the Financial Statements

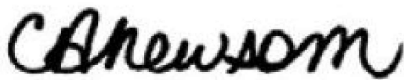
The financial statements have been prepared by management in accordance with Canadian public sector standards and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the consolidated financial statements and schedules,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

Management is also responsible for implementing and maintaining a system of internal controls that are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded, and reliable financial information is produced. These systems are regularly monitored and evaluated by management.

Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control.

The external auditors Sander Rose Bone Grindle LLP, Chartered Professional Accountants, conduct an independent examination, in accordance with Canadian auditing standards and express their opinion on the consolidated financial statements. The external auditors have full and free access to financial management of the District of Chetwynd and meet when required.

On behalf of the District of Chetwynd



Carol Newsom

Chief Administrative Officer



Kevin Franson

Director of Financial Administration

June 7, 2021

Partners

- * Ben Sander, B. Comm., FCPA, FCA
- * Dale J. Rose, CPA, CA
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- * Jason Grindle, B. Comm., CPA, CA
- * Jaron Neufeld, B. Comm., CPA, CA

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INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of District of Chetwynd

Qualified Opinion

We have audited the financial statements of District of Chetwynd, which comprise the statement of financial position as at December 31, 2020, the statement of operations, the statement of cash flows and changes in net financial assets for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of District of Chetwynd as at December 31, 2020 and the result of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for Public Sector.

Basis for Qualified Opinion

The District has not adopted the Section PS 3260, Liability for Contaminated Sites, of the Public Sector Accounting Board handbook which establishes how to account for and report a liability associated with the remediation of contaminated sites. The effects on the financial statements as a result of not adopting the new section are that liabilities and expenditures could be understated and accumulated surplus could be overstated, the amounts, if any, are not known at this time.

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

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

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

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

(continued)

Those charged with governance are responsible for overseeing the Municipality financial reporting process. Independent Auditor's Report to the Mayor and Council of District of Chetwynd.

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

Fort St. John, BC
June 18, 2021

Sander Rose Bone Grindle LLP
Chartered Professional Accountants

	Note	2020	2019
Financial Assets			
Cash and cash equivalents	2.	\$ 10,003,565	\$ 7,785,750
Accounts receivable	4.	1,850,921	1,736,567
Deposit - Municipal Finance Authority	5.	136,295	135,365
Land held for resale		-	350,050
		11,990,781	10,007,732
Liabilities			
Accounts payable and accrued liabilities	6.	1,077,860	1,318,717
Deferred revenue	7.	662,682	563,311
Reserve - Municipal Finance Authority	5.	136,295	135,365
Long term debt	8.	3,615,596	3,785,263
		5,492,433	5,802,656
Net financial assets		6,498,348	4,205,076
Non-financial assets			
Inventory		53,465	66,713
Prepaid expenses		89,316	88,469
Tangible capital assets	9.	52,086,447	52,018,032
		52,229,228	52,173,214
Accumulated Surplus	10.	\$ 58,727,576	\$ 56,378,290

Approved:



Kevin Franson,
Director of Financial Administration

District of Chetwynd

Statement of Operations and Accumulated Surplus

For the Year Ended December 31, 2020

	2020	Actual	2020 Budget	2019 Actual
Revenue				
Property taxes, note 11	\$ 3,209,626	\$ 3,175,984	\$ 3,240,640	
Services provided to other governments	228,400	217,327	205,396	
Sale of services	1,802,656	1,624,839	1,688,218	
Other revenue from own sources	836,465	344,708	837,549	
Government transfers	4,806,132	3,570,282	4,266,039	
Gain (Loss) on disposal of assets	(56,898)	200,000	(235,540)	
	10,826,381	9,133,140	10,002,302	
Expenditures				
General Government Services	1,726,727	1,820,749	1,667,716	
Protective Services	805,681	573,376	527,399	
Transportation Services	2,547,201	2,292,190	2,327,267	
Utility Services	2,255,591	2,273,201	2,099,493	
Public Health Services	130,363	127,988	148,568	
Community Development	1,011,532	986,081	1,323,613	
	8,477,095	8,073,585	8,094,056	
	2,349,286	1,059,555	1,908,246	
Accumulated Surplus, beginning of year	56,378,290	56,378,290	54,470,044	
Accumulated Surplus, end of year	\$ 58,727,576	\$ 57,437,845	\$ 56,378,290	

The accompanying notes are an integral part of these financial statements.

District of Chetwynd

Statement of Cash Flows

For the Year Ended December 31, 2020

	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES:		
Net income (loss) for the period	\$ 2,349,286	\$ 1,908,246
Amortization	1,816,246	1,777,521
Loss on disposal of assets	56,898	235,540
(Increase) in receivables	(114,355)	(290,178)
Decrease land held for resale	350,050	-
Decrease (Increase) in inventories	13,248	(21,264)
(Increase) in prepaid expense and other assets	(847)	(5,388)
(Decrease) Increase in accounts payable and accrued expenses	(240,857)	381,247
Increase in deferred revenue and customer advances and deposits	99,371	35,075
TOTAL CASH FLOWS FROM OPERATING ACTIVITIES	4,329,040	4,020,799
CASH FLOWS FROM INVESTING ACTIVITIES:		
Acquisition of tangible capital assets	(2,031,607)	(4,000,720)
Proceeds on disposal of assets	90,047	-
NET CASH USED BY INVESTING ACTIVITIES	(1,941,560)	(4,000,720)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Repayments of long-term debt	(169,665)	(164,362)
NET CASH USED BY FINANCING ACTIVITIES	(169,665)	(164,362)
OTHER ACTIVITIES:		
Net cash increase (decreases) in cash and cash equivalents	2,217,815	(144,283)
Cash and cash equivalents at beginning of period	7,785,750	7,930,033
Cash and cash equivalents at end of period	\$ 10,003,565	\$ 7,785,750

The accompanying notes are an integral part of these financial statements.

District of Chetwynd

Statement of Changes in Net Financial Assets

For the Year Ended December 31, 2020

	2020	2019
Current year Surplus	\$ 2,349,286	\$ 1,908,246
Acquisition of capital assets	(2,031,607)	(4,000,720)
Amortization	1,816,246	1,777,521
Loss on disposal of assets	56,898	235,540
Proceeds on disposal of assets	90,047	-
Decrease (increase) in inventory	13,248	(21,264)
(Increase) in prepaids	(847)	(5,388)
Increase (decrease) in Net Financial Assets	2,293,271	(106,065)
Net Financial Assets, beginning of year	4,205,077	4,311,142
Net Financial Assets, end of year	\$ 6,498,348	\$ 4,205,077

The accompanying notes are an integral part of these financial statements.

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

Nature of Business

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, community planning, recreational, solid waste, water and sewer services.

1. Significant Accounting Policies

The financial statements of the District of Chetwynd are the representation of management, prepared in accordance with Canadian Public Sector Standards as prescribed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants

Basis of preparation and Principles of Consolidation

The District's resources and operations are segregated into General, Water, Sewer, Statutory Reserves and Non-statutory Reserve Funds for accounting and reporting purposes. The financial statements include all of the accounts of these funds. All inter-fund transactions and balances have been eliminated.

The Cemetery Care Trust 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 Financial Statements, per PSAB guidelines.

Basis of Accounting

The District's financial statements are prepared using the accrual basis of accounting. Revenues 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.

Budget Figures

The Budget figures are from the 5-Year Financial Plan Bylaw that was adopted in May 2020.

Cash and cash equivalents

Cash and cash equivalents consists of cash, bank balances, short-term deposits with the Municipal Finance Authority and are held in the short term bond and money market funds. All investments are recorded at cost.

Inventories

Inventory of supplies for resale are valued at the lower of cost and net realizable value.

Deferred revenue

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

1. Significant Accounting Policies continued

Deferred revenue continued

Funds received for specific purposes which are externally restricted by legislation, regulation or are given by the donor. The deferred revenue arises from certain contracts that have multiple elements or deliverables that are to be delivered at dates subsequent to the initial sale. The relative share of revenue for the undelivered items is deferred until such time as the products are delivered to the customer. These deferred deliverables are expected to be delivered over periods of up to ... (i.e. # of years).

Financial instruments

The district's financial instruments consists of cash, receivables, Municipal Finance Authority (MFA) reserve deposits, payables, accrued interest on long term debt, MFA demand notes and long term debt. 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. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives according to an estimated useful life as follows:

Land and improvements	not amortized
Buildings	60 years
Vehicles	8 - 25 years
Equipment	5 - 30 years
Infrastructure	15 - 75 years

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are also recorded as revenue.

The District has numerous works of art located throughout the District which are not yet reflected in these consolidated financial statements.

Work in Progress

Work in progress represents capital projects under construction but not yet completed and are valued at cost. Amortization commences once the individual projects are completed.

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

1. Significant Accounting Policies continued

Non-interest bearing debt

Outstanding debt is reported net of applicable sinking fund balances.

Assets and long-term debt

Interest on debt is charged to current operations. Interest charges are accrued for the period from the date of the latest interest payment to the end of the year.

Fair values not materially different from book values

The district has determined that the estimated fair value of the financial assets and liabilities do not differ considerably from their book value.

Revenue recognition

Taxation revenue are recorded on the accrual basis and recognized when earned. Sale of services and user fee revenues are recognized when the service or product is provided by the District. Transfers from other governments are recognized as revenue in the period that the transfer is authorized, eligibility criteria, if any, have been met by the District, and a reasonable estimate of the amount to be received can be made unless the transfer agreements contain stipulations that create a liability in which case the revenue is recognized over the period that the liability is extinguished. Contributions from developers and others are recognized as revenue during the period in which related costs are incurred. Investment income is recorded on the accrual basis and recognized when earned. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligation that led to the collection of funds.

General and administrative expenses

Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the creation of a legal obligation to pay.

Related parties

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

Use of estimates

The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management estimates relate to the determination of provision for contingencies and tangible capital assets estimated useful life and related amortization expense. Actual results could differ from management's

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

1. Significant Accounting Policies continued

Use of estimates continued

best estimates as additional information becomes available. Adjustments, if any, will be reflected in the financial statements in the period that the change in the estimate is made, as well as the period of settlement if the amount is different.

Reserve Funds

Non-statutory reserves, represents an appropriation of surplus for specific purposes. Statutory reserves are restricted by the Community Charter and the associated municipal bylaws that established the reserves.

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

2. Cash

Cash and cash equivalents are recorded at cost. Cash and cash equivalents are comprised of the following:

	2020	2019
Cash on hand	\$ 1,865	\$ 1,865
Bank	2,384,970	2,206,338
Short term and MFA money market deposits	7,616,730	5,577,547
Total	\$ 10,003,565	\$ 7,785,750

3. Operating Line of Credit

The District holds a line of credit which includes a demand operating facility of up to \$300,000 at Scotiabank Prime Lending Rate and a revolving equipment financing loan of up to \$500,000 at Scotiabank Leasing Base Rate plus 1.25%. The balance of the credit facilities was \$ NIL at December 31, 2020 (2019 - \$ NIL).

4. Receivables

Accounts receivable consist of the following:

	2020	2019
Trade accounts receivable	\$ 79,677	\$ 85,538
Due from Other Governments	1,081,491	985,737
Property taxes receivable	218,461	241,677
Utilities receivable	471,292	423,615
Total	\$ 1,850,921	\$ 1,736,567

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

5. MFA Debt Reserve Fund

Cash Deposit

Demand Note

Total

	2020	2019
	\$ 46,019	\$ 45,091
	90,276	90,274
	\$ 136,295	\$ 135,365

6. Accounts payable and accrued expenses

Accounts payable consist of the following:

Trade accounts payable

Holdbacks and trust funds payable

Wages and employee benefits payable

Other governments and agencies

Total

	2020	2019
	\$ 473,762	\$ 578,108
	283,800	437,562
	280,187	279,907
	40,111	23,140
	\$ 1,077,860	\$ 1,318,717

7. Deferred revenue

The District records deferred revenue for the funds received in advance of services not yet rendered and is recognized into revenue during the period in which the services are provided. Due to the restricted nature of these funds, they are shown as liabilities.

Capital grants

Lease revenue

Utility charges

Other deferred revenue

Balance, end of period

	2020	2019
	\$ 437,274	\$ 351,760
	15,152	12,990
	103,802	-
	106,454	198,561
	\$ 662,682	\$ 563,311

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

8. Long-term debt

	Balance, beginning of year	Procceds	Sinking Fund payments	Actuarial adjustments	Balance, end of year
General capital fund					
MFA Issue 131	\$ 1,355,439	\$ -	\$ (58,835)	\$ (7,768)	\$ 1,288,836
Sewer capital fund					
MFA Issue 141	1,384,188	-	(56,733)	(3,801)	1,323,654
MFA Issue 145	1,045,635	-	(40,829)	(1,700)	1,003,106
Sewer Capital Fund	2,429,823	-	(97,562)	(5,501)	2,326,760
	\$ 3,785,262	\$ -	\$ (156,397)	\$ (13,269)	\$ 3,615,596

Principal repayment on long term debt required in each of the next five years is as follows::

	Effective Interest Rate	2020	2021	2022	2023	2024	Subsequent
MFA Issue 131	2.19%	\$ 56,578	\$ 56,578	\$ 56,578	\$ 56,578	\$ 56,578	\$ 565,776
MFA Issue 141	2.80%	55,823	55,823	55,823	55,823	55,823	669,884
MFA Issue 145	3.15%	40,451	40,451	40,451	40,451	40,451	525,854
Total		\$152,852	\$152,852	\$152,852	\$152,852	\$152,852	\$ 1,761,514

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

9. Tangible Capital Assets

	Land	Buildings	Machinery, Equipment	Infrastructure	Water Utility	Sewer Utility	Work in Progress	2020	2019
Cost									
Balance, beginning of year	\$ 1,304,347	\$ 12,403,515	\$ 9,713,497	\$ 23,321,845	\$ 16,817,199	\$ 13,179,113	\$ 571,197	\$ 77,310,713	\$ 73,733,210
Additions	-	158,114	545,069	314,807	446,974	979,706	134,140	2,578,810	4,181,361
Disposals	-	(10,886)	(182,083)	-	(282,684)	(14,772)	(547,328)	(1,037,753)	(603,858)
Balance, end of year	1,304,347	12,550,743	10,076,483	23,636,652	16,981,489	14,144,047	158,009	78,851,770	77,310,713
Accumulated Amortization									
Balance, beginning of year	-	(3,019,046)	(6,678,597)	(8,054,110)	(5,223,515)	(2,317,414)	-	(25,292,682)	(23,702,837)
Amortization	-	(229,682)	(441,520)	(565,540)	(384,967)	(194,538)	-	(1,816,247)	(1,777,521)
Disposals	-	8,074	119,795	-	207,304	8,433	-	343,606	187,676
Balance, end of year	-	(3,240,654)	(7,000,322)	(8,619,650)	(5,401,178)	(2,503,519)	-	(26,765,323)	(25,292,682)
	\$ 1,304,347	\$ 9,310,089	\$ 3,076,161	\$ 15,017,002	\$ 11,580,311	\$ 11,640,528	\$ 158,009	\$ 52,086,447	\$ 52,018,031

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

10. Accumulated Surplus

	2020	2019
Restricted reserve funds	\$ 2,025,577	\$ 1,560,629
Non-restricted reserve funds	5,591,154	4,016,916
Accumulated surplus - general fund	1,049,636	1,492,104
Accumulated surplus - water fund	725,158	541,928
Accumulated surplus - sewer fund	893,525	545,448
Equity in capital assets	48,442,526	48,221,265
Total	\$ 58,727,576	\$ 56,378,290

11. Property Taxation

Property taxation revenue is comprised of the following amounts raised, less collections on behalf of other governments:

	2020	2019
Property taxes	\$ 5,959,586	\$ 6,266,736
Less: Disbursements to Other Governments		
School & Police taxes	(1,180,909)	(1,367,213)
PRRD taxes	(1,153,592)	(1,197,771)
PRRHD taxes	(306,871)	(355,609)
Joint boards and commissions	(108,588)	(105,503)
Total	\$ 3,209,626	\$ 3,240,640

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

12. Pensions and other postretirement benefit plans

The District of Chetwynd and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

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

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The District of Chetwynd paid \$306,724 (2019 - \$272,300) for employer contributions to the plan in fiscal 2020.

The next valuation will be as at December 31, 2021 with results available in 2022.

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

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

13. Budget

The budget amounts which are presented for comparative purposes reflect the statutory budget as adopted by Council on May 4, 2020, adjusted for amortization and other items for comparability with the actual results. The budget has been adjusted to remove internal equipment charges.

The following reconciles the balanced statutory budget and the budgeted surplus on the consolidated statement of operations and accumulated surplus.

Surplus as per 5 Year Financial Plan Bylaw 1115	\$ -
Add:	
Tangible capital asset	3,019,599
Principal debt repayment	152,853
Transfers to reserves	2,747,561
Internal equipment charges	495,082
	<u>6,415,095</u>
Less:	
Transfers from reserves	3,103,111
Amortization	1,757,347
Internal equipment charges	495,082
	<u>5,355,540</u>
Total	<u>\$ 1,059,555</u>

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

14. Segmented Information

Chetwynd is a diversified municipal government that provides a wide range of services to its citizens. The District's operations and activities are organized and reported by funds and departments. The General Fund reports on operations, funded primarily by property taxes, which include services provided by the District such as general government services, protective services, transportation services, public health services, community development and utility services. The utility operations are comprised of the solid waste, water and sewer services, each accounting for its own operations and programs within their own funds.

General government services

General government operations are primarily funded by property taxation. The expenses within the department are for legislative, general administration and finance functions within the District. The general revenue reported under the department includes revenues associated with taxation and unconditional government transfers. These revenues have not been apportioned to other departments supported by the General Fund.

Protective services

Protective services are comprised of fire protection, building inspection and bylaw enforcement services. The fire department is responsible for effective fire protection and public safety services to the District. This includes fire prevention, fire safety inspections, fire control and/or suppression.

Transportation services

Transportation services are responsible for the operation, maintenance and repairs of District streets, sidewalks, storm drainage system and the vehicle fleet as well as providing snow removal and ice control services.

Public health services

Public health services include the operation and maintenance of the cemetery and community health initiatives.

Community development

Community development services include economic development, tourist information services, community promotion, parks and open space maintenance and repairs.

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

15. Segmented Disclosure

	General Gov't	Protective Services	Transport Services	Utility Services	Public Health	Comm. Develop.	2020	2020 Budget	2019
Property taxes	\$3,176,422	\$ -	\$ -	\$ 33,204	\$ -	\$ -	\$ 3,209,626	\$3,175,984	\$ 3,240,640
Services provided to other governments	3,168	111,090	-	-	-	114,142	228,400	217,327	205,396
Sale of Services	2,269	18,527	24	1,765,001	4,763	12,072	1,802,656	1,624,839	1,688,218
Other revenue from own sources	482,272	68,000	285,643	550	-	-	836,465	344,708	837,549
Government transfers	4,307,467	204,908	-	98,441	30,000	165,316	4,806,132	3,570,282	4,266,039
Gain (loss) on disposal of assets	-	-	(65,092)	(81,856)	-	90,050	(56,898)	200,000	(235,540)
	7,971,598	402,525	220,575	1,815,340	34,763	381,580	10,826,381	9,133,140	10,002,302
Salaries, wages & benefits	839,343	225,906	984,882	523,897	39,301	522,824	3,136,153	3,007,123	2,841,130
Travel & training	24,542	39,703	6,437	1,346	-	10,512	82,540	170,000	193,221
Contracted services	356,994	319,032	283,224	610,084	15,911	171,575	1,756,820	1,401,892	1,495,806
Materials & supplies	71,450	81,039	313,412	139,656	5,761	124,769	736,087	684,838	900,938
Insurance, licenses & dues	70,863	9,714	58,579	11,964	-	2,231	153,351	163,850	143,999
Utilities & telephone	89,816	17,220	177,351	205,454	-	35,827	525,668	459,560	414,837
Other expenditures	122,886	4,376	2,462	77,365	37,280	25,861	270,230	428,975	326,604
Amortization	150,833	108,691	720,854	685,825	32,110	117,933	1,816,246	1,757,347	1,777,521
	1,726,727	805,681	2,547,201	2,255,591	130,363	1,011,532	8,477,095	8,073,585	8,094,056
	\$6,244,871	\$ (403,156)	\$2,326,626	\$ (440,251)	\$ (95,600)	\$ (629,952)	\$ 2,349,286	\$1,059,555	\$ 1,908,246

District of Chetwynd

Notes to the Financial Statements

For the Year Ended December 31, 2020

16. Provincial COVID - 19 Restart Grant

Grant Revenue

Covid Restart Grant

Expenditures

Budget shortfall

Utility discount

Utility penalties forgiven

COVID related staff absences

COVID related cleaning supplies

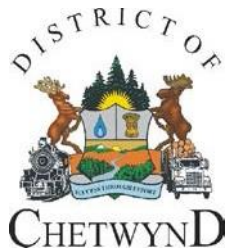
Bylaw enforcement

Parks garage fire cleanup

Parks gate

Total

	2020	2019
Grant Revenue		
Covid Restart Grant	\$ 955,000	\$ -
Expenditures		
Budget shortfall	(120,000)	-
Utility discount	(57,407)	-
Utility penalties forgiven	(17,485)	-
COVID related staff absences	(48,996)	-
COVID related cleaning supplies	(16,948)	-
Bylaw enforcement	(54,105)	-
Parks garage fire cleanup	(31,170)	-
Parks gate	(9,650)	-
Total	\$ 599,239	\$ -



DISTRICT OF CHETWYND



Municipal Office

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