



AGENDA

Regular Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway
 Wednesday, June 26, 2024 at 6:30 pm

Mission Statement: *“To Increase Economic Opportunity and Improve the Quality of Life for all Citizens.”*

Vision Statement: *“Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities”*

Call to Order

“Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation”

Adoption of Agenda

Appointment of Chief Administrative Officer

Appointment of Chief Administrative Officer, Approval Officer, and Corporate Officer.

Adoption of the Minutes

| | | |
|--|---|----------------|
| | Minutes of the Committee of the Whole Meeting of Council dated June 12, 2024. | Page 4 |
| | Minutes of the Regular Meeting of Council dated June 12, 2024. | Page 6 |
| | Minutes of the Committee of the Whole Meeting dated June 17, 2024. | Page 10 |

Delegations

| | | |
|--|--|----------------|
| | Cariboo Chilcotin Coast Tourism Association – Information presentation | Page 12 |
|--|--|----------------|

Question Period - *Only questions pertaining to this agenda will be accepted and answered

Correspondence and Reading File

| | | |
|---------------|------|--|
| Action | None | |
|---------------|------|--|

| | | |
|--------------------|------|--|
| Information | None | |
|--------------------|------|--|

| | | |
|---------------------|-------------------------------|----------------|
| Reading File | June 9, 2023 to June 22, 2023 | Page 13 |
|---------------------|-------------------------------|----------------|

Administrative Reports

| | | |
|-----------------|----------------------------------|----------------|
| CAO | Crown Land Grant – for direction | Page 14 |
| CFO | SOFI Report | Page 17 |
| CDC | None | |
| Public Works | None | |
| Fire Department | None | |
| Committees | None | |
| Bylaw Officer | LGCEA Conference 2024 Report | Page 29 |

Bylaws/Policies

| | | |
|-----|--|----------------|
| CAO | Fees and Charges Bylaw No. 600, 2024 – for First and Second Readings | Page 31 |
|-----|--|----------------|

Council Reports

| | | |
|-----------------------|--------------------------|----------------|
| Mayor Stanke | Council Report - Verbal | |
| Councillor Burrage | Council Report - Verbal | |
| Councillor Kosovic | Council Report - LOA | |
| Councillor Park | Council Report - Verbal | |
| Councillor Schapansky | Council Report - Written | Page 45 |

New Business

None

List of Outstanding Council Previous Action Items

| | | |
|--|-------------------------|----------------|
| | Current List of Motions | Page 47 |
|--|-------------------------|----------------|

Calendar of Events

June 27 – Clinton Community Forest Annual Meeting @ Memorial Hall 6-9 pm

June 28 – Integris “Merry Half-mas” Stocking Fundraiser and BBQ 10 am to 1 pm @ Integris Credit Union

July 1 – Canada Day at Reg Conn Park 10:30 am to 2:30 pm

July 1 – Senior’s Association Yard Sale 10 am to 2 pm 217 Smith Avenue

July 2 – Taxes are due

Notice to Proceed to In-Camera

None

Re-call Regular Meeting

N/A

Adjournment



MINUTES

Committee of the Whole Meeting

Village of Clinton Council Chambers, 1423 Cariboo Highway

Wednesday June 12, 2024 at 6:00 pm

In Attendance: Mayor Stanke, Councillors: Burrage, Park
Absent: Councillor Kosovic, Schapansky
Staff: CAO Doddridge
Media: 0
Public: 0
Delegation: Corporal Lamerante

Mission Statement: *"To Increase Economic Opportunity and Improve the Quality of Life for all Citizens."*

Vision Statement: *"Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities"*

Call to Order Called to order at 6:00 pm.

"Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation"

Adoption of Agenda

Moved and Seconded

COTW 09-24 That Council approves the Agenda for the June 12, 2024, Committee of the Whole Meeting.

CARRIED

Adoption of Minutes

N/A

Administrative Reports

None

Correspondence

None

Discussion

None

Meeting Guests

None

Notice to Proceed to In-Camera

Moved and Seconded

COTW 10-24 Motion to proceed to a closed meeting as per Section 90.2 (b) of the Community Charter at 6:01 pm.

CARRIED

Adjournment

Moved and Seconded

COTW 11-24 That the Committee of the Whole Meeting be adjourned at 6:25 pm.

CARRIED

MAYOR

Corporate Officer



MINUTES

Regular Meeting of Council

Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, June 12, 2024 at 6:30 pm

In Attendance: Mayor Stanke, Councilors: Burrage, Park
Absent: Councillors Kosovic and Schapansky
Staff: CFO McKague, CAO Doddridge
Media: 0 Public: 1

Mission Statement: *"To Increase Economic Opportunity and Improve the Quality of Life for all Citizens."*

Vision Statement: *"Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities"*

Call to Order

The Mayor called the meeting to order at 6:31 pm

"Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation."

Adoption of the Agenda

Moved and Seconded

R074-24 That Council approves the amended Agenda dated June 12, 2024, to include the removal of the RCMP delegation. CARRIED

Adoption of the Minutes

Moved and Seconded

R075-24 That the Minutes of the Regular Council Meeting dated May 22, 2024, be adopted. CARRIED

Delegation

None

Question Period

None

Action Items

None

Information

BC Transit Regionalization – For Information
Received for information.

CAO Report – BC Transit Annual Operating Agreement and Update
Received for information.

Regional District of Nanaimo – Legislative Reform Initiative Update
Received for information.

BC Interior Community Foundation – Fundholder Statement
Received for information.

Reading File

Received for Information.

Administrative Reports

CAO

Councillor Kosovic’s Portfolio – For decision
Moved and Seconded

**R076-24 THAT, Council appoints Councillor Burrage as the alternate for the Cariboo Chilcotin Coast
Tourism Association (CCCTA) Committee. CARRIED**

Moved and Seconded

**R077-24 THAT, Council appoints Councillor Park as the alternate for the Accessibility Committee.
CARRIED**

Moved and Seconded

R078-24 THAT, Council appoints Mayor Stanke to the Policy Committee. CARRIED

Chief Financial Officer

None

Community Development Coordinator

None

Public Works

None

Fire Department

May Report

Receive for information as presented.

Committees

Spirit of Clinton Minutes from April 18, 2024.
Received for information.

Bylaw Officer

None

Bylaws/Policies

Public Notice Bylaw No. 599, 2024 – For adoption
Moved and Seconded

R079-24 THAT, Council adopts the Public Notice Bylaw 599, 2024.

CARRIED

Council Reports

Mayor Stanke – Verbal

Was unable to attend the Seniors Society meeting.
Received for information as presented.

Councillor Burrage – Verbal

Upcoming CiB Meeting
Canada Day Planning
Received for information as presented.

Councillor Kosovic – LOA

No report.

Councillor Park – Verbal

Attended the PAC Meeting.
Received for information as presented.

Councillor Schapansky – Absent

Received for information as presented.

New Business

None

List of Outstanding Council Previous Action Items

Received for information.

Calendar of Events

June 16 – CADOSA Father’s Day Fishing Derby at Kelly Lake 10 am to 2 pm
June 21 – Indigenous Day at Reg Conn Park 1 am to 2 pm
June 27 – Clinton Community Forest Annual Meeting @ Memorial Hall 6-9 pm
June 28 – Integris “Merry Half-mas” Stocking Fundraiser and BBQ 10 am to 1 pm @ Integris
Credit Union
July 1 – Canada Day at Reg Conn Park 10:30 am to 2:30 pm
July 1 – Senior’s Association Yard Sale 10 am to 2 pm 217 Smith Avenue
July 2 – Taxes are due

Notice to Proceed to Closed Meeting

None

Adjournment

Moved and Seconded

R080-24 That the Regular Meeting of Council be adjourned at 6:59 pm.

CARRIED

MAYOR

CORPORATE OFFICER



MINUTES

Committee of the Whole Meeting

Village of Clinton Council Chambers, 1423 Cariboo Highway

Monday June 17, 2024 at 5:30 pm

In Attendance: Mayor Stanke, Councillors: Burrage, Park, Schapansky

Absent: Councillor Kosovic

Staff: CAO Doddridge

Media: 0

Public: 0

Mission Statement: *"To Increase Economic Opportunity and Improve the Quality of Life for all Citizens."*

Vision Statement: *"Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities"*

Call to Order Called to order at 6:00 pm.

"Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation"

Adoption of Agenda

Moved and Seconded

COTW 12-24 That Council approves the Agenda for the June 17, 2024, Committee of the Whole Meeting.

CARRIED

Adoption of Minutes

N/A

Administrative Reports

None

Correspondence

None

Discussion

UBCM – Registration for 2024

Discussion was had and Councillor Burrage has volunteered to attend. Other Councillors have yet to decide.

UBCM – Meeting Requests – For discussion

Council discussed the following topics for Minister meetings:

- Increasing transit costs
- Costs associated with tax sales (legal fees)
- Healthcare
- Thanking EHS for providing staffing improvements

Meeting Guests

None

Notice to Proceed to In-Camera

N/A

Adjournment

Moved and Seconded

COTW 13-24 That the Committee of the Whole Meeting be adjourned at 6:47 pm.

CARRIED

MAYOR

Corporate Officer



DELEGATION REQUEST FORM

In order to appear before Council as a delegation, please take the time to complete this form. It will help in providing Council and staff with an overview of the presentation and the key points Council needs to be aware of. We ask that the presentation be **kept to a MAXIMUM of ten (10) minutes** so that there will be reasonable time for Council to ask questions, should they wish to do so.

PLEASE NOTE that the information contained on this form and any supporting materials will be included on the agenda (time permitting) and will be therefore made available to the public and the media at the time the agenda is published.

1. Name of Organization or Group

Cariboo Chilcotin Coast Tourism

2. Name(s) and title(s) of Person(s) making presentation

Ms. Jacqueline Harper

3. The topic of the presentation to Council

Cariboo Chilcotin Coast Tourism Board Presentation

4. What is the desired outcome of the presentation (funding, letter of support, change in bylaw or policy, to provide information only)

To provide information, engage with community council and provide a space to answer questions.

5. If funding assistance is requested, please explain why Council should be funding the request

No funding requested

6. If seeking funding please attach a budget for the project and expected sources of revenue

Budget attached including expected sources of revenue

The Corporation of The Village of Clinton
Phone: 250-459-2261
E-mail: admin@village.clinton.bc.ca



Staff Report to Council Open Meeting

Date: June 26, 2024

From: CAO

Subject: Sponsored Crown Land Grant for 220 Smith Avenue

Attachments:

- 1. Draft Letter re: Application for land Sponsorship for 220 Smith Avenue, Clinton**
- 2. Maps – Former, Current, and Future Land Use**

Recommendations:

THAT Council supports the application to the Province of BC for a sponsored crown land grant for the property at 220 Smith Avenue;

AND THAT Council direct Administration to write letters to High Bar First Nation and Whispering Pines Clinton Indian Band requesting letters of support for the application.

Background:

The Village of Clinton has been in the process of acquiring the property at 220 Smith Avenue (between the Tennis Courts and Clinton Creek Estates) for many years, through the process of a sponsored Crown Land Grant (SCLG). A SCLG allows an organization to acquire crown land if sponsored by a specific ministry to use the land for a designated purpose, and is held to that purpose through restrictive covenants such as “reverters”, which cause the property to return to the crown if not used in accordance with the agreement.

Initially, an application was put forward for the purposes of continuing Bell Street through to Dewdney Avenue, and for the construction of a parking lot. The road was a priority to better connect the two sides of town and alleviate the requirement for traffic to be directed through the lane next to Reg Conn Park which poses a safety and maintenance concern. The original application was approved, subject to the completion of an archaeological assessment of the site.

Given Council’s priorities, Administration does not believe this is the best use of the site. Since a property is not permitted to change its use once the SCLG has been issued, the following is being put forward as a new proposal for your consideration that would allow the lot to be used for these purposes:

Road – The road remains a priority to create a safer thoroughfare than the lane through the park, which would be closed. This would come with a cost, which can be planned for in the Village’s long-term capital plan.

Commercial Use: The Village would manage the construction of commercial space, potentially with a focus on health-related services, operated on a not-for-profit basis.

Housing: The Village would plan for the lot to be used for housing in addition to the commercial space, which could be completed in conjunction with BC Housing, a local Non Profit or First Nation, or as an initiative of a potential future Village Housing Authority.

If Council decides to put forward a new application with an emphasis on housing, there is a possibility it could be expedited. However, there are three main factors to consider when planning for a sponsored crown land grant:

No Guarantee of Approval: In consultation with Provincial staff, Administration has determined that there is no guarantee this new application will be approved. Additionally, to put forward a new application, the existing application must be abandoned prior to confirmation of the new application’s approval.

The best chance is to ensure that the application is approved is to ensure it is in line with the Province’s standard selection criteria, which is as follows:

1. Proposal meets regional, local or First Nations community priorities (25% weight)
2. Generates local or regional economic benefits (25% weight)
3. Contribution to community health, safety or education (20% weight)
4. Supports sustainable infrastructure development (15% weight)
5. Contribution to environmental quality (10% weight)
6. Other support (\$ or in kind) contingent on access to Crown land (5% weight)

Administration will prepare the application to show it is in line with these criteria.

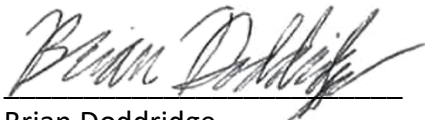
Consultation: The province is required to perform consultations with First Nations as a part of the process. Administration recommends, to kickstart this process and to be proactive in our communication with our neighbours, to inform High Bar First Nation and Whispering Pines/Clinton Indian Band of the proposal and request letters of support.

Archaeology: The scope of required archaeological assessments, and also the costs of assessments, vary depending on the planned use of the property. For instance, if the Village plans to put in a building with a basement, there may be significantly more required than if a park is planned. In the case of a road and parking lot, it is likely that there would be less archaeological work required than other more intensive construction. Also, the cost depends on whether the assessment yields any finds. All in all, it could be as simple as a few thousand dollars, or as much as several tens of thousands. This can be better assessed once we have received an approval letter that includes the terms of the grant.

It is challenging to provide Council a timeframe as the application process is extensive and will potentially take staff a few months to complete.

Financial Impacts:

Council's decision to submit the attached application would represent a significant future investment but, given the demand for housing and the number of funding agencies and programs available, it is likely that a large portion of the project could be completed with grant funding. However, work that must be done prior to the approval of the SCLG, such as archaeological work, would likely need to be borne by the Village. There is also an application fee of approximately \$500.



Brian Doddridge
Chief Administrative Officer

CFO Initial 



Staff Report to Council Open Meeting

Date: June 26, 2024
From: Chief Financial Officer
Subject: 2023 Statement of Financial Information (SOFI)

Attachments:

SOFI Report.

Recommendation:

THAT Council approve the 2023 Statement of Financial Information report in accordance with the requirements of the Financial Information Act [RSBC 1996] Chapter 140.

Background:

The Village of Clinton, as a corporation under the Financial Information Act, is required to submit annually, the Statements of Financial Information or "SOFI" which entails the following information:

1. Village Council annual remuneration and expenses
2. Village Employee annual remuneration and expenses
3. Suppliers to the Village of Clinton with payments in excess of \$25,000.00 annually.

This information is required "within six months after the Corporation's fiscal year end". For the Village of Clinton it is required by June 30, 2024. Accompanying the submission will be an executed copy of the Village of Clinton 2023 audited Financial Statement as prepared by BDO, reviewed by Council and executed by the Mayor and Chief Financial Officer.

Financial Impact:

Statutory compliance.



Mandy McKague
Chief Financial Officer

CAO Initial 



THE VILLAGE OF CLINTON

STATEMENT OF FINANCIAL INFORMATION

For the Year Ended December 31, 2023

**In Compliance with the Public Bodies Financial Information Act Statutes
Of British Columbia, Chapter 140**



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023**

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| Part B | Statement of Financial Information Approval | 3 |
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| Part D | Schedule of Guarantee or Indemnity | 4 |
| Part E | Schedule of Remuneration | 5 – 7 |
| Part F | Schedule of Severance Agreements | 8 |
| Part G | Schedule of Goods and Services | 9 – 10 |



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023**

Part A

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with Canadian Public Sector Accounting Standards and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the 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 to provide reasonable assurance that reliable finance information is produced.

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

The external auditors, **BDO Canada LLP**, conduct an independent examination, in accordance with Canadian generally accepted auditing standards and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the Village of Clinton's system of internal control and appropriate tests and procedures to provide reasonable assurance that the finance statements are presented fairly. The auditors have full and free access to the Council.

On behalf of the Village of Clinton,

Mandy McKague
Chief Financial Officer

Prepared Under the Financial Information Regulation, Schedule 1, Section 9



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023**

Part B

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the *Finance information Regulation*, Schedule 1, Section 10(2), approves all the statements and schedules included in this Statement of Financial information, produced under the *Financial Information Act*.

Mandy McKague
Chief Financial Officer
June 26, 2024

Roland Stanke
Mayor, on behalf of Council
June 26, 2024



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023**

Part C

SCHEDULE OF DEBTS

Information on all long-term debts for this organization is included in Note 5 to the financial statements.

Part D

SCHEDULE OF GUARANTEE OR INDEMNITY

Information on all Guarantees and Indemnities for this organization are included in Note 10 to the Financial Statements.

Prepared Under the Financial Information Regulation, Schedule 1, Section 5



**STATEMENT OF FINANCIAL INFORMATION
 PREPARED UNDER THE FINANCIAL INFORMATION ACT
 FOR THE YEAR ENDED DECEMBER 31, 2023**

Part E

**SCHEDULE SHOWING THE REMUNERATION
 AND EXPENSES IN RESPECT OF EACH EMPLOYEE**

ELECTED OFFICIALS

| <u>Name</u> | <u>Position</u> | <u>Remuneration</u> | <u>Expenses</u> |
|--------------------------------|-----------------|---------------------|------------------|
| Stanke Roland | Mayor | \$ 10,335 | \$ 5,955 |
| Burrage, Sandra | Councillor | 7,608 | 5,495 |
| Kosovic, Nickolas | Councillor | 7,608 | 1,871 |
| Park, Arlen David | Councillor | 7,608 | 2,766 |
| Schapansky Darrell | Councillor | 7,608 | 5,986 |
| TOTAL ELECTED OFFICIALS | | \$ 40,767 | \$ 22,073 |

Prepared Under the Financial Information Regulation, Schedule 1, Section 6



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2023**

Part E

EMPLOYEES WITH GROSS SALARY GREATER THAN \$75,000

| <u>Name</u> | <u>Position</u> | <u>Remuneration</u> | <u>Expenses</u> |
|---|----------------------|---------------------|------------------|
| Management Employees: | | | |
| Hansen, Karl | Public Works Foreman | \$ 89,069 | \$ 1,536 |
| TOTAL: EMPLOYEES WITH REMUNERATION GREATER THAN \$75,000 | | \$ 89,069 | \$ 1,536 |
| ADD: EMPLOYEES WITH REMUNERATION LESS THAN \$75,000 | | \$ 444,475 | \$ 23,209 |
| TOTAL: EMPLOYEES | | \$ 533,544 | \$ 24,744 |

Prepared Under the Financial Information Regulation, Schedule 1, Section 6



STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023

Part E

SUMMARY

| | Remuneration and Expenses |
|--|--------------------------------------|
| ELECTED OFFICIALS | \$ 62,839 |
| EMPLOYEES | \$ 558,288 |
| TOTAL | \$ 621,127 |
| ADD: Volunteer Fire Department Membership | \$ 39,926 |
| Allocation & Training and Payroll Benefits | \$ 34,485 |
| TOTAL PER NOTE 10 OF FINANCIAL STATEMENTS | \$ 695,538 |

Prepared Under the Financial Information Regulation, Schedule 1, Section 10



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023**

Part F

SCHEDULE OF SEVERANCE AGREEMENTS

There were no severance agreements made between the Corporation of the Village of Clinton and a non-unionized employee during the fiscal year of 2023.

Prepared Under the Financial Information Regulation, Schedule 1, Section 6



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023**

Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER FOR
GOODS AND SERVICES EXCEEDING \$25,000**

| Supplier Name | Amount Paid |
|--|------------------------|
| Absolutely Covered Inc. | \$ 25,035.13 |
| Acera Insurance | 48,346.00 |
| Associated Fire & Safety | 59,765.47 |
| BC Hydro | 115,141.43 |
| BDO Canada LLP | 26,694.36 |
| Clinton Fire Department | 27,698.00 |
| Collabria Mastercard | 61,455.74 |
| Complete Climate Control Inc. | 86,316.02 |
| Fortis BC-Natural Gas | 34,662.84 |
| Group Source | 30,387.10 |
| Inland Truck and Equipment | 92,067.97 |
| Minster of Finance, School Tax | 74,104.15 |
| Municipal Pension Plan | 83,233.95 |
| Olfy's Janitorial & Building Maintenance | 30,781.80 |
| Park N Play Design | 38,202.37 |
| Peters Bros. Construction Ltd. | 232,398.60 |
| PSD Citywide Inc. | 45,292.83 |
| Receiver General for Canada | 173,055.31 |
| Thompson Nicola Regional District | 153,064.53 |
| Thompson Regional Hospital District | 36,912.00 |
| True Consulting | 72,513.83 |
| Village of Ashcroft | 32,657.20 |
| TOTAL | \$ 1,579,786.63 |

Prepared Under the Financial Information Regulation, Schedule 1, Section 7



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER *THE FINANCIAL INFORMATION ACT*
FOR THE YEAR ENDED DECEMBER 31, 2023**

Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER FOR
GOODS AND SERVICES EXCEEDING \$25,000**

RECONCILIATION

| | |
|--|------------------------|
| TOTAL OF AGGREGATE PAYMENTS EXCEEDING \$25,000 | \$ 1,579,786.63 |
| CONSOLIDATED TOTAL OF PAYMENTS OF \$25,000 OR LESS PAID TO SUPPLIES | \$ 610,929.02 |
| TOTAL SUPPLIERS | \$ 2,190,715.65 |

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Local Government Compliance & Enforcement Association of BC (LGCEA)

2024 Annual Conference

The LGCEA conference was held in Penticton this year from May 14-17. During this 4-day event, there were many speakers and presentations.

On Tuesday, the 14th, I attended the first presentation in the afternoon which was on **Remedial Action Requirements**. This dealt with what our authority is when it comes to writing a report to council on remedial actions and what is included in this process. I also learned the difference between Direct Action as opposed to Remedial Action and that anytime I can take direct action to get voluntary compliance, it is less costly and more productive as a solution. They also went over where our authority comes from as well as other legislation and regulations that can help get results. This was a 3-hour program for our first day and was facilitated by Lidstone & Company.

The evening consisted of registration, as well as networking with other Bylaw Officers and partners.

On the 15th, we were welcomed by the Mayor and CAO of Penticton, they even let us park for free.

The first session of the morning was delivered by Troy DeSouza of GovLaw, and with the help of a Bylaw Officer from one of the communities, spoke on how they were progressively coming closer to closing a Hell's Angel's clubhouse by going through Zoning infractions. The Bylaw Officer was simply enforcing the zoning and business bylaws leaving the criminal element to the police. The Bylaw Officer did, however, have the police assist him when delivering documents without issues.

The second session of the morning, we learned about **Administrative Fairness in Bylaw Enforcement**. For the next hour and a half, 2 Ombudspersons named Jennifer Jones and Lindsey Hunt, described some of the complaints they receive from the public. They encouraged us to treat people fairly when investigating bylaw infractions.

After lunch, Sabina Smith gave us examples on how to approach situations by asking questions. She spoke of using the **Insight Approach** defined as every action is based on a decision in response to a feeling about something we think we know. **Conflict Behavior** means every action is based on a decision to defend in response to a feeling of threat about something we think we know. She taught us how to turn conflict into cooperation by asking **Curious Questions** before **Fact Based Questions**. This means being aware of the situation presently existing instead of focusing on the infraction. This curiosity method shows the individual that you are dealing with, that you are interested in working with them to gain compliance. She referred to the Book **How to Win Friends and Influence People** as a good book to read to get in that mindset. This is a book that I am familiar with as I read many years ago more than once.

The second afternoon session dealt with **noise management**. Analiza Abello-Lee from the city of Vancouver gave a lesson on what she has experienced as acceptable noise levels using a Decibel tool. She gave examples of what is acceptable and says that the noise bylaws should have the acceptable decibel readings included.

The rest of the afternoon allowed us to visit different Vendor tables, speak to the vendors to see what tools and clothing that they offer people in our profession. The social event for that evening was sponsored by **GovLaw**, and it gave us further opportunity to mingle, meet more peers and partners. Many business cards were shared, and new contacts made.

Both morning sessions of the 16th that I attended, focused on **mental health** in the community. This I found probably to be the most insightful session of the conference. There were several people from different walks of life presenting. The nurses spoke of the **Opioid Crisis** that we face in this country and how the pandemic created an increase in the number of overdoses because of solitude. It was also

interesting to note that most of the overdose cases came from people in trades while they were at home. They spoke of the history of prohibition and how it changed from being a social problem to a legal one. They explained the principles of **harm reduction** and it is not a one glove fits all sort of situation. We also heard from former drug addicts as well as an officer with the Surrey RCMP on how he works with partners to help the homeless and addicts. They all spoke of the importance of having a continuum of service and how building a relationship with the unhoused, over time can create trust when dealing with them in the future. This can make it easier when trying to accomplish tasks, such as cleaning up and moving to better living arrangements. We may not be dealing so much with a homeless population in our communities but there is a housing problem. The constable also spoke of trauma and how that has affected many that have mental health issues in the homeless population. Help comes through **open and honest communication as well ongoing training.**

After lunch, I sat in on a presentation from Matthew Voel of Lidstone & Company. It was very informative as he spoke about **Notices on Title** and the role of the **Building Official** when recommending a Notice on Title to the **Community Official**. He explained how that can be effective in gaining compliance especially when it can affect the sale of a property. He also went through **Stop Work Orders** and when that is necessary as well as what gives us the authority. He went through the Authority to Inspect a property as to when and why a property or building can be inspected. We then discussed when there can be a **Do Not Occupy** designation and what that means. He finished off the session by explaining what the **Freedom of Information and Protection of Privacy Act (FIPPA)** was all about and who can apply and for what purpose.

The final session was all about **Questions of Duty, discretion and Liability: When Every Bylaw cannot be Enforced**. Micheal Moll discussed our duty when it comes to enforcing bylaws and for whom that duty is owed. He went on to explain the importance of **discretion** when enforcing a bylaw in a particular situation. We must discern where the contravention is taking place, for example is it private property, highway, local government facility, or lands and premises for which the local government is the landlord. He also spoke about risk and how to mitigate it.

Sincerely,

Reg Amyotte

Inter-Community Bylaw Enforcement Officer



Staff Report to Council Open Meeting

Date: June 26, 2024

From: CAO

Subject: Fees and Charges Amendment

Attachments:

[Link: Current Fees and Charges Bylaw](#)

Draft Village of Clinton Fees and Charges Bylaw No. 600, 2024

Recommendations:

THAT Council give first reading to Village of Clinton Fees and Charges Bylaw no. 600, 2024

AND;

THAT Council give second reading to Village of Clinton Fees and Charges Bylaw no. 600, 2024

Background:

Administration has prepared a new draft of the Fees and Charges Bylaw.

A summary of the changes are as follows:

Administration

The bylaw permits organizations that have been given grants in aid to be charged according to the pre-existing terms.

Schedule A: Administrative Rates

- NSF Cheque Service Charge increased from \$30 to \$35;
- Property Tax Certificate Request increased from \$25 to \$30;
- Information Request – First hour free (as per FOIPPA legislation), hourly fee increased from \$30 to \$40;
- 50 page per day maximum added for photocopying;
- Greyscale Photocopying cost increased by \$0.25 per page;
- Removed “Bulk Copying May Be Negotiated”;
- Development Permit Fees and Development Variance Permit Fees are now on a sliding scale depending on the cost of the project. ;
- Development Permit Fees were \$500, and are now between \$100 and \$500.
Development Variance Permit Fees were \$250 and are now between \$100 and \$250;
- Zoning Amendment Fee added at \$400;
- OCP Amendment Fee reduced to \$400;
- New Fee for Joint Zoning and OCP Amendment introduced at \$600;

- Sign Permit costs added to this section;

Schedule B: Animal Licensing & Impound Fees

- Kennel License Fee introduced at \$65 – This charge was not formerly included in the bylaw, but kennels require annual inspection and so represent an actual cost to the Village;
- Daily Boarding Fees increased from \$8 to \$10 for non-vicious dogs and from \$8 to \$15 for vicious dogs;
- Minimum cost of \$150 added for the disposal of an animal;

Schedule C: Cemetery Fees and Charges

- Schedule re-formatted for clarity;
- Interment fees for burials outside of working hours amalgamated for clarity, and fixed at \$500 for full burials and \$250 for cremated remains;
- Transfer of License Fee deemed unnecessary and removed;
- Grave Liner Fee increased from \$300 to \$425 to match actual costs;
- Fee to scatter ashes deemed unnecessary and removed.

Schedule D: Facilities and Equipment Rental Fees

- Schedule re-formatted for clarity;
- “Family” definition added to clarify who is entitled to the family skating rate;
- “Set Up” definition changed from the evening before an event to the full day before an event to allow for more flexibility;
- “Ticketed/For Profit Event” definition added to differentiate from non-profit uses;
- Liability insurance requirements for increased from \$2,000,000 to \$5,000,000;
- The \$20 booking fee is now in addition to rental fee;
- Clarified that excessive cleanup requirements will be deducted from deposit;
- Cleaning Fee increased to \$85 to match actual cost;
- New annual fitness room membership added at \$200;
- Meeting room rental simplified to \$10/hr;

* Extensive changes were made to the 47 Mile Complex section for clarity and to differentiate between ice/dry use, and public for-profit/sporting/or private use.

- Community adult recreational use – ice surface increased from \$65/hr to \$80/hr;
- Community adult recreational use – dry floor increased from \$40/hr to \$65/hr;
- Community youth recreational use – ice surface increased from \$35/hr to \$50/hr;
- Community youth recreational use – dry floor increased from \$35/hr to \$40/hr;
- Tournament, or Ticketed/For Profit Event Use – ice surface increased from \$75/hr to \$100/hr, from \$750/day to \$1000/day, and from \$1200/weekend to \$1400/weekend;
- Tournament, or Ticketed/For Profit Event Use – dry use set at \$80/hr, \$800/day, and \$1200/weekend;
- Private functions (but not a for-profit use) – ice surface set at \$45/hr and \$300/day;
- Private functions (but not a for-profit use) – dry floor set at \$40/hr and \$250/day;

- Public Skating increased from \$2 to \$4 for an individual, from \$5 to \$10 for a family, from \$50 to \$80 for a family season pass, and from \$20 to \$50 for an individual season pass;
- The Village has received an increasing number of requests to rent the Curling Rink and/or upstairs lounge in the off-season. The new rates are \$25/hr or \$80/day for the lounge, \$20/hr for the dry floor, or \$40/hr and \$200/day for the whole building;
- Park rentals were changed to only charge for for-profit events. The bylaw permits Village staff discretion on the charge, which will be decided based on the size of the event, the amount of cleanup expected, and the level of disruption to the larger community's use of the park. Minimum charge of \$30 will apply;
- A damage deposit of \$200 is now required for chair and table rentals.

Schedules E & F: Water and Sewer Service Rates


- Schedules reformatted and consolidated for clarity;
- Bulk connection fee for water increased from \$0.01/L to \$0.02/L;
- 2026 rates represent a 2% increase to water and sewer rates over 2025. This number may need to be adjusted once Public Works and Finance have had an opportunity to review 2025's budgetary needs.

Schedule G: Business License and Premises Fees

- Definitions and Scope sections added for clarity;
- Home-based business license renewal and late purchase discounts removed.

Financial Impacts:

The increases included in the new bylaw are expected to yield a modest increase in revenue, which we will be able to monitor over the duration of 2024.



Brian Doddridge
CAO

CFO Initial 

THE CORPORATION OF THE VILLAGE OF CLINTON

Village of Clinton Fees and Charges Bylaw No. 600, 2024

A BYLAW TO ESTABLISH FEES AND CHARGES FOR SERVICES AND INFORMATION

WHEREAS Under Section 194 of the Community Charter, a Council may impose fees with respect to all or part of a service of the municipality, the use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements:

NOW THEREFORE: The Council of the Village of Clinton, in open meeting assembled, hereby enacts as follows:

1. Citation

- a. This Bylaw may be cited as “The Village of Clinton Fees and Charges Bylaw No. 600, 2024

2. Repeal

- a. The Village of Clinton Fees and Charges Bylaw No. 566, 2019 and any amendments thereto are hereby repealed upon the adoption hereof.

3. Administration

- a. The Village of Clinton Fees and Charges Bylaw No. 599, 2024 shall impose the fees and charges as specified in Schedules “A” through “H” and forming part of this Bylaw;

| | |
|--------------|--------------------------------------|
| Schedule “A” | Administrative Rates |
| Schedule “B” | Animal Licensing and Impound Fees |
| Schedule “C” | Cemetery Fees and Charges |
| Schedule “D” | Facilities and Equipment Rental Fees |
| Schedule “E” | Water Service Rates |
| Schedule “F” | Sewer Service Rates |
| Schedule “G” | Business License and Premises Fees |

- b. Taxes will be added to each Good and Service, if applicable.
- c. All fees and charges must be paid in advance of the service or delivery of goods.

4. Severability

- a. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw

5. Commencement

- a. This Bylaw shall commence July 1, 2024

- b. Any charges against which Grants in Aid have been applied by the Village of Clinton prior to July 1, 2024 shall be not be subject to this bylaw, but shall be held in accordance with the terms of the Grant in Aid.

READ A FIRST TIME this _____ day of _____ 2024

READ A SECOND TIME this _____ day of _____ 2024

READ A THIRD TIME this _____ day of _____ 2024

RECONSIDERED AND FINALLY ADOPTED this _____ day of _____ 2024

MAYOR

CORPORATE OFFICER

DRAFT

Schedule "A"
ADMINISTRATIVE RATES

1. Rates

| ADMINISTRATION | FEE | DATE FEE LAST AMENDED |
|---|------------|------------------------------|
| NSF Cheque Service Charge | \$35.00 | |
| Property Tax Certificate Request | \$30.00 | |
| Information Request (Charge After First Hour) | \$40.00 | |
| | | |
| Photocopies (50 pages per day maximum) | | |
| Greyscale 8.5 x 11 per copy | \$0.50 | |
| Greyscale 8.5 x 14 or 11 x 17 per copy | \$0.75 | |
| Colour 8.5 x 11 per copy | \$1.00 | |
| Colour 8.5 x 14 or 11 x 17 per copy | \$2.00 | |
| Fax and Scan, per page | \$0.50 | |
| | | |
| Development of Lands and Premises Fees | | |
| Development Permit | | |
| Project Cost up to \$1,000 | \$100.00 | |
| Project Cost \$1,000 to \$50,000* | \$250.00 | |
| Project Cost over \$50,000* | \$500.00 | |
| Development Variance Permit | | |
| Project Cost up to \$50,000 | \$100.00 | |
| Project Cost \$50,000 and Over* | \$250.00 | |
| Temporary Commercial and Industrial Permit | \$250.00 | |
| Official Community Plan Amendment* | \$400.00 | |
| Zoning Amendment* | \$400.00 | |
| Official Community Plan and Zoning Amendment* | \$600.00 | |
| Subdivision Application (First Parcel) | \$750.00 | |
| Subdivision Application (Each Additional Parcel) | \$250.00 | |
| Board of Variance Application | \$250.00 | |
| Building or Utility Information Search Fee (BIR) | \$40.00 | |
| Fixed, permanent sign with area up to 1m ³ | \$25.00 | |
| Fixed, permanent sign with area up to 2m ³ | \$50.00 | |
| Fixed, permanent sign with area up to 3m ³ | \$75.00 | |
| Fixed, permanent sign with area exceeding 3m ³ | \$150.00 | |
| Temporary Sign Permit | \$30.00 | |
| Sign Variance Application | \$50.00 | |

* 50% refunded if application does not proceed to Public Hearing/ Public Notice/ Advertising.

Schedule "B"
ANIMAL LICENSING & IMPOUND FEES

1. Additional Provisions

- a. Dog licenses or vicious dog licenses must be purchased upon return of animal from pound.

2. Rates

| LICENSE FEES | FEE | DATE FEE LAST AMENDED |
|---|-------------------------------|------------------------------|
| Dog License (Lifetime Rate) | \$40.00 | |
| Vicious Dog License (Annual) (Bylaw no. 543, 2016) | \$75.00 | |
| Dog Tag Replacement | \$5.00 | |
| Non-Spayed/Neutered Surcharge | \$20.00 | |
| Kennel License Fee | \$65.00 | |
| IMPOUND FEES | | |
| For Seizing and Impounding any <u>Non-Vicious, Licensed</u> Animal | | |
| Seized and Returned Immediately to Owner | \$10.00 | |
| First Offence (Kenneled) | \$30.00 | |
| Second Offence (Kenneled) | \$60.00 | |
| Third Offence (Kenneled) | \$90.00 | |
| Fourth and Subsequent Offence (Kenneled) | \$120.00 | |
| Boarding Fee for Each Day or Part Day | \$10.00 | |
| For Seizing and Impounding any <u>Unlicensed</u> Animal | | |
| First Offence (Kenneled) | \$50.00 | |
| Boarding Fee for Each Day or Part Day | \$10.00 | |
| For Seizing and Impounding any <u>Vicious</u> Animal | | |
| Each Offense | \$200.00 | |
| Boarding Fee for Each Day or Part Day | \$15.00 | |
| Disposal | | |
| Disposal of an animal | Actual Cost, minimum \$150.00 | |

Schedule "C"
CEMETERY FEES AND CHARGES

1. Definitions

Non-Resident means a person residing outside of TNRD Area "E".

Working Hours means 8:30 AM to 2:30 PM, any day except Statutory Holidays.

2. Additional Provisions

- a. Grave spaces shall not be sold for the Clinton Pioneer Cemetery
- b. Grave spaces must be prepaid prior to inhumation.

3. Rates

a. Full Burial

| CEMETERY SERVICE | FEE | DATE FEE LAST AMENDED |
|---|------------|------------------------------|
| Full Burial Grave Space (Includes Care Fund Contribution of \$75) | \$300.00 | |
| Non-Resident Full Burial Grave Space (Includes Care Fund Contribution of \$100) | \$400.00 | |
| Full Burial Interment Fee (During Working Hours) | \$350.00 | |
| Full Burial Interment Fee (Outside of Working Hours) | \$500.00 | |

b. Cremation

| CEMETERY SERVICE | FEE | DATE FEE LAST AMENDED |
|--|------------|------------------------------|
| Cremated Remains Grave Space (Includes Care Fund Contribution of \$37.50) | \$150.00 | |
| Non-Resident Cremated Remains Grave Space (Includes Care Fund Contribution of \$50.00) | \$200.00 | |
| Cremated Burial Interment Fee (During Working Hours) | \$150.00 | |
| Cremated Burial Interment Fee (Outside of Working Hours) | \$250.00 | |

c. Other Services

| CEMETERY SERVICE | FEE | DATE FEE LAST AMENDED |
|--|------------|------------------------------|
| Grave Liner for Full Burial (Mandatory) | \$425.00 | |
| Grave Liner for Cremated Burial (Mandatory) | \$200.00 | |
| Installation of Memorial Markers (Includes Care Fund Contribution of \$20) | \$150.00 | |
| Exhumation of Full Burial | \$500.00 | |
| Exhumation of Cremated Remains | \$250.00 | |

**Schedule “D”
FACILITIES AND EQUIPMENT RENTAL FEES**

1. Definitions

Family means one adult and their spouse or partner and children, step children, or grandchildren up to a maximum of four people.

Full Day means a 24 hour period from 10:00 AM to 10:00 AM.

Set Up means the use of a facility for event setup and preparation activities from 10:00 AM the day immediately preceding the booking to 10:00 AM on the day of the booking.

Ticketed/ For-Profit Events means concerts, fairs, trade shows, and other public events, and includes all events where the Village of Clinton perceives a purpose of the event to be the accumulation of profit.

Weekend means the period of time from Friday at 10:00 AM to Monday at 10:00 AM.

2. Security Deposit

- a. The Cleanup and Security Deposit is mandatory for all hall bookings and will be reimbursed less any actual costs to clean or repair the hall or to repair or replace damaged equipment within 30 days.

3. Liability Insurance

- a. Five million dollar (\$5,000,000) liability insurance, on which the Village of Clinton is named as “additional Insured” is required for all bookings.

4. Additional Provisions

- a. The booking fee shall be applied in addition to the hall rental fee.
- b. Hall rental includes the use of hall, kitchen, bar, stage, table, and chairs. Equipment shall not be removed from the site.
- c. The Cleaning Fee is optional and covers the cost for up to three hours of labour to clean the hall. In the event cleaning exceeds three hours, the additional cost shall be deducted from the Clean Up and Security Deposit.
- d. Minimum booking for all rentals is one hour.

5. Rates

a. Memorial Hall

| RENTAL FEE | FEE | DATE FEE LAST AMENDED |
|-------------------|------------|------------------------------|
| Hourly | \$50.00 | |
| Full Day | \$250.00 | |
| Weekend | \$600.00 | |
| Set Up | \$50.00 | |

| | | |
|-------------------------------|----------|--|
| Clean Up and Security Deposit | \$250.00 | |
| Cleaning Fee | \$85.00 | |
| Booking Fee | \$20.00 | |

b. Fitness Room

| RENTAL FEE | FEE | DATE FEE LAST AMENDED |
|--------------------------|----------|-----------------------|
| Annual Membership | \$200.00 | |
| Monthly Membership | \$20.00 | |
| Drop-in (single day use) | \$2.00 | |

c. Village Office Meeting Room/Council Chambers

| | | |
|--------|---------|--|
| Hourly | \$10.00 | |
|--------|---------|--|

d. 47 Mile Arena

| Ice Surface | | |
|--|-----------|--|
| Community Adult Recreational Use (per hour) - Ice Surface | \$80.00 | |
| Community Youth Recreational Use (per hour) – Ice Surface | \$50.00 | |
| Tournament, or Ticketed/For Profit Event Use – Ice Surface | | |
| Per Hour | \$100.00 | |
| Full Day | \$1000.00 | |
| Weekend (Friday 5:00 PM to Sunday 8:00 PM) | \$1400.00 | |
| Private Function – Ice Surface | | |
| Hourly | \$45.00 | |
| Full Day | \$300.00 | |
| Public Skating | | |
| Under 6 Years Old | Free | |
| Individual | \$4.00 | |
| Family Rate | \$10.00 | |
| Family Season Pass | \$80.00 | |
| Individual Season Pass | \$50.00 | |
| Dry Floor | | |
| Community Adult Recreational Use - Dry Floor | \$65.00 | |
| Community Youth Recreational Use – Dry Floor | \$40.00 | |
| Tournament, Ticket/For-Profit Event Use* – Dry Floor | | |
| Per Hour | \$80.00 | |
| Full Day | \$800.00 | |

| | | |
|--|-----------|--|
| Weekend (Friday 5:00 PM to Sunday 8:00 PM) | \$1200.00 | |
| Private Function – Dry Floor | | |
| Per Hour | \$40.00 | |
| Full Day | \$250.00 | |

e. Curling Rink

| | | |
|----------------------------|----------|--|
| Upstairs Lounge (Per Hour) | \$25.00 | |
| Upstairs Lounge (All Day) | \$80.00 | |
| Dry Floor (Per Hour) | \$20.00 | |
| Full Building (Per Hour) | \$40.00 | |
| Full Building (All Day) | \$200.00 | |

f. Elliott Park and Reg Conn Park

| | | |
|--|-----------------------------------|--|
| Ticketed/For-Profit Event, General Park Use | Negotiable, Minimum \$30.00 | |
| Ticketed/For-Profit Event, Band Shell Day Rate | \$50.00 | |
| Ticketed/For-Profit Event, Gazebo Day Rate | \$30.00 | |

g. Equipment Rental

| | | |
|---|----------|--|
| Sound Equipment Per Day | \$40.00 | |
| Sound Equipment Refundable Security Deposit | \$250.00 | |
| Chair/Table Damage Deposit | \$200.00 | |
| Chair Rental | \$30.00 | |
| Table Rental | \$30.00 | |

Schedule "E"
WATER SERVICE RATES

1. Definitions

Residential Unit means a detached building or one self-contained unit in a multi-unit complex, situated on a plot of ground to which the residents thereof have access, and which contain cooking, eating, living, sleeping and sanitary facilities used or intended to be used as a domicile by one or more persons.

Mixed Use means commercial properties that are used for both business and residence.

2. Rates

| CATEGORY | 2024 | 2025 | 2026 |
|---|-------------|--------------------------------------|-------------|
| Water – Residential Unit | \$545 | \$560 | \$570 |
| Water – Serviced Lot | \$62 | \$64 | \$66 |
| Water – Gas Station | \$690 | \$710 | \$725 |
| Water – Accommodations (Per Room) | \$160 | \$164 | \$170 |
| Water – Pub, Lounge | \$995 | \$1015 | \$1035 |
| Water – Laundromat (Per Machine) | \$160 | \$164 | \$170 |
| Water – Restaurant | \$995 | \$1015 | \$1035 |
| Water – RV Sites | \$94 | \$96 | \$98 |
| Water – Business Retail | \$545 | \$560 | \$570 |
| Water – Irrigation | \$1770 | \$1800 | \$1835 |
| Water – Institutional (RCMP, Library, Post Office, Ambulance, etc.) | \$1205 | \$1240 | \$1265 |
| Water – School (Per Classroom) | \$545 | \$560 | \$571 |
| Water – Business/Residential Mixed Use | \$915 | \$940 | \$960 |
| Water – Car Wash (Per Bay) | \$1570 | \$1600 | \$1630 |
| Bulk Water Rate (Per Litre) | | \$0.01 | |
| Bulk Water Initial Connection Fee | | \$100.00 | |
| Connection Service Inspection Fee | | \$60.00 | |
| ¾" Street Connection Fee | | \$800.00 | |
| Street connection fee for line over ¾" | | Actual Cost of Work by Village Staff | |
| Water Turn On/Off During Working Hours on Weekday | | \$40.00 | |
| Water Turn On/Off Outside of Working Hours, on Weekend, Or On Statutory Holiday | | \$75.00 | |

Schedule "F"
SEWER SERVICE RATES

1. Definitions

Residential Unit means a detached building or one self-contained unit in a multi-unit complex, situated on a plot of ground to which the residents thereof have access, and which contain cooking, eating, living, sleeping and sanitary facilities used or intended to be used as a domicile by one or more persons.

Mixed Use means commercial properties that are used for both business and residence.

2. Rates

| CATEGORY | 2024 | 2025 | 2026 |
|---|-------------|-------------|-------------|
| Sewer – Residential Unit | \$278 | \$285 | \$290 |
| Sewer – Serviced Lot | \$30 | \$31 | \$32 |
| Sewer – Gas Station | \$325 | \$330 | \$345 |
| Sewer – Accommodations (Per Room) | \$59 | \$60 | \$61 |
| Sewer – Pub, Lounge | \$450 | \$460 | \$470 |
| Sewer – Laundromat (per machine) | \$59 | \$60 | \$61 |
| Sewer – Restaurant | \$450 | \$460 | \$470 |
| Sewer – RV Sites | \$59 | \$60 | \$61 |
| Sewer – Business Retail | \$278 | \$285 | \$290 |
| Sewer – Institutional (RCMP, Library, Post Office, Ambulance, etc.) | \$560 | \$570 | \$580 |
| Sewer – School (Per Classroom) | \$615 | \$630 | \$640 |
| Sewer – Business/Residential Mixed Use | \$455 | \$465 | \$475 |
| Sewer – Car Wash (Per Bay) | \$860 | \$875 | \$890 |
| Connection Service Inspection Fee | \$60.00 | | |
| Connection Fee | \$800.00 | | |
| Bulk Sewage Disposal Minimum Fee | \$50.00 | | |
| Bulk Sewage Disposal (Per 100 Gallons) | \$20.00 | | |

**Schedule “G”
BUSINESS LICENSE AND PREMISES FEES**

1. Definitions

Manufacturing means the production of a product or thing, and includes but is not limited to food and beverage production and packaging, mining, energy production, and water bottling.

Medical Marijuana Grow Operation means the lawful cultivation, growth, processing, storage, or distribution of marijuana for medical purposes under the *Access to Cannabis for Medical Purposes Regulations*.

Rentals and Lodging means the letting or rental of a facility or structure in which more than two rooms or suites are available for letting or rental.

2. Scope

- a. All businesses which are not covered specifically within Schedule “A” of the Village of Clinton Business License Bylaw will be charged an annual Business Licence Fee in accordance with the table under Section 3 of this Schedule.
- b. Only businesses that have not previously obtained a Village of Clinton Business License, and which purchase a license between July 1st and December 31st inclusive, are eligible for the applicable “JULY 1st – DEC 31st” rate in the table under section 3 of this Schedule.

3. Rates

| CATEGORY | Primary Fee | Renewal | JULY 1st – DEC 31st |
|---|-------------------------|----------------|--|
| Business License | \$100.00 | \$80.00 | \$60.00 |
| Mobile Vendor | \$200.00 | Not Applicable | Not Applicable |
| Home-Based Business | \$40.00 | Not Applicable | Not Applicable |
| Carnival/Circus License | \$200.00 | Not Applicable | Not Applicable |
| Manufacturing/Industrial License | \$120.00 | Not Applicable | \$80.00 |
| Medical Marijuana Grow Operation License | \$1000.00 | Not Applicable | \$500.00 |
| Rental & Lodging License | \$100.00 | \$80.00 | \$60.00 |
| Special Event License | \$200.00 | Not Applicable | Not Applicable |
| Temporary Business License - 7 consecutive days or less | \$25.00 | Not Applicable | Not Applicable |
| Temporary Business License 8 to 15 consecutive days | \$50.00 | Not Applicable | Not Applicable |
| Temporary Business License for Exhibition or Trade Show Organizer (Per Day) | \$5.00, maximum \$50.00 | Not Applicable | Not Applicable |



Council Report

Agenda: June 26, 2024
Date: June 19, 2024
To: Mayor, Council & CAO
From: **DARRELL SCHAPANSKY, COUNCILLOR**
Subject: Council Report from

Portfolio\Working Groups Update:

CCF
NDIT
Clinton & District Assisted Living Society

Meetings Attended:

Clinton & District Assisted Living Society

- This meeting was held on June 10 2024
- I was not able to attend as I was enroute to Mackenzie for the BCCFA conference thru CCF.
- I was able to get a brief update on the meeting.
- As of now there are 2 units available [Deep Subsidy] hard to fill.
- A new gazebo for 2nd fire muster station was put in place couple of weeks ago. Funding for this project was provided by CCF.

BCCFA Conference through CCF June 11th to June 14th.

- Field trip along hwy #39 the one and only way into Mackenzie approximately 29 kms long. The Mackenzie Community Forest is in the process of doing [fire risk treatments] along the hwy corridor , 400 meters both sides of the hwy.
- There is 61 Community Forests within B.C. 21 are north of Prince George.
- Approx 1/2 CFs are with 1st nations partnerships.
- Attended approx. 6 or 7 seminars on topics concerning BCCFA such as insurances, code of conduct, liabilities, 1st nations partnerships, prescribed burns, best practices.
- Overall was a great experience and it was a trip well worth the time.
- One thing in common that was noted for all the CFs is to BE SEEN! Needs more advertising, more signage, more recognition.
- Some of the CFs are involved in value added products such as firewood timbers.

Other Activities:



Council Report

Comments\Observations:

Planned Activities:

1ST nations day June 21, 2024

NDIT meeting June 25, 2024

CCF Annual public meeting June 27 2024, regretfully I will not be able to attend.

Canada day festivities, regretfully I will not be able to attend as well.

Financial Implications:

N/A

Respectfully submitted,

Darrell Schapansky

Action items arising from Council Meetings

Date updated: June-21-24

| Resolution/Direction to Staff | WHO/DONE |
|---|------------------|
| June 2024 | |
| Fees and Charges Amendment – <i>Direction to Staff: Prepare a draft amendment to the Fees and Charges Bylaw</i> | CAO Completed |
| | |
| | |
| | |
| | |
| | |
| | |
| | |