



AGENDA

Regular Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, October 23, 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

Adoption of the Minutes

	Minutes of the Regular Meeting of Council dated October 9, 2024.	Page 4
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Delegations

	None	
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Question Period - **Only questions pertaining to this agenda will be accepted and answered*

Correspondence and Reading File

Action	Yellowhead Community Services – Letter of Support Request	
Information	BC Hydro – BC Hydro’s Electric Highway	Page 8
Reading File	October 6, 2023 to October 19, 2023	Page 9

Administrative Reports

CAO	Summary Report of Business Walk 2024 – For information	Page 10
CFO	Third Quarter Operating Budget Performance Review – For information	Page 18
CDC	None	
Public Works	2023 Annual Water Report	Page 28
Fire Department	None	
Committees	None	
Bylaw Officer	None	

Bylaws/Policies

	None	
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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 - Verbal	

New Business

Mayor – Notice of Motion

“That the Village of Clinton pursue becoming a “Wildlife Smart Community.” The motion is for staff to investigate and report what is all entailed in wildlife smarting Clinton (namely bears).

List of Outstanding Council Previous Action Items

	Current List of Motions	Page 36
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Calendar of Events

Oct 26 – CiB Annual Craft Fair @ Memorial Hall 10am to 2pm

Oct 26 – Community Forest Fall Field Tour 9am to 3pm – Register by Oct 11

Oct 31 – Kids Hallowe'en Drop-in – Memorial Hall

Oct 31 – HBFN Kid's Hallowe'en Drop-in @ 1401 Cariboo Highway 5pm to 8pm

Nov 2 – Seniors Marketplace @ Memorial Hall 10am to 2pm

Nov 11 – Remembrance Day Ceremony @ Memorial Hall

Nov 16 – Clinton for Kids Auction @ Memorial Hall

Dec 08 – Bethel Pentecostal Annual Christmas Dinner @ Memorial Hall

Dec 14 – High Bar First Nation Christmas Market @ Memorial Hall 10 am to 2 pm

Notice to Proceed to In-Camera

- Motion to proceed to Closed Meeting as per Section 90.1 (k) of the Community Charter

Re-call Regular Meeting

Adjournment



MINUTES

Regular Meeting of Council

Clinton Council Chambers, 1423 Cariboo Highway

Wednesday, October 9, 2024 at 6:30 pm

In Attendance: Mayor Stanke, Councillors: Burrage, Park, Schapansky
Absent: Councillor Kosovic
Staff: CAO Doddridge, CFO McKague
Media: 0 Public: 3

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 6:30 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

R108-24 That Council approves the Agenda dated October 9, 2024.

CARRIED

Adoption of the Minutes

Moved and Seconded

R109-24 That the minutes of the Regular Meeting of Council dated September 11, 2024, be adopted.

CARRIED

Delegation

Jack Keough – Yellowhead Community Services Society Chairperson – Letter of Support Request

Mr. Keough presented on the history of Yellowhead Community Services and provided his perspective on the BC Transit regionalization. He requested Council's assistance to reverse the decision to regionalize by writing a letter to BC Transit.

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

Q. Will the request from High Bar for the portion of DL 962 affect the Village's trails?

A. Yes, High Bar band administration has indicated that the rails will remain accessible or other arrangements will be made.

Action Items

Poppy Fund – Request for donation and for a wreath to be laid.

Moved and Seconded

- R110-24** **THAT, the Village of Clinton donate \$50 to the Legion Poppy Fund.** **CARRIED**
Mayor Stanke will lay the wreath

CCCTA – Letter of Support Request for the Accessibility Project.

Moved and Seconded

- R111-24** **THAT, Council provides a letter of support to the CCCTA for the Accessibility Project.** **CARRIED**

High Bar First Nation – Request for Letter of Support

Moved and Seconded

- R112-24** **THAT, Council sends a letter of support to HBFN for their application to the province to acquire the 43 acre portion of DL 962 outlined in the image.** **CARRIED**

Information

Cariboo Natural Resource Region – New Forest Landscaping Planning Process

Received for information.

Reading File

Received for Information.

Administrative Reports

CAO

UBCM Outcomes – For information

Received for information.

Memorial Hall Improvements – REDIP Grant – For decision

Moved and Seconded

- R113-24** **THAT, Council approves the Village of Clinton’s application to REDIP for the Food Processing Incubator Hub Project.** **CARRIED**

Draft Emergency Management Cooperation and Communication Protocol with High Bar First Nation, TNRD and Clinton ESS – For Adoption

Moved and Seconded

- R114-24** **THAT, Council adopts the Emergency Management Cooperation and Communication Protocol with High Bar First Nation, TNRD, and Clinton ESS.** **CARRIED**

Chief Financial Officer

None

Community Development Coordinator

None

Public Works

None

Fire Department

August Report

Received for information.

Committees

None

Bylaw Officer

None

Bylaws/Policies

None

Council Reports

Mayor Stanke - Written

Received for information as presented.

Councillor Burrage – Written

Also attended the Staff Appreciation BBQ.

Received for information as presented.

Councillor Kosovic – LOA

No report.

Councillor Park – Verbal

Attended UBCM.

Attended Clinton for Kids meeting.

Announced that school attendance is up.

Received for information as presented.

Councillor Schapansky – Written

Attended NDIT Meeting.

Attended CCF Meeting.

Received for information as presented.

New Business

Mayor – Notice of Motion

“That the Village of Clinton pursue becoming a “Wildlife Smart Community.” The motion is for staff to investigate and report what is all entailed in wildlife smarting Clinton (namely bears).

List of Outstanding Council Previous Action Items

Received for information.

Calendar of Events

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- Dec 08 – Bethel Pentecostal Annual Christmas Dinner @ Memorial Hall
- Dec 14 – High Bar First Nation Christmas Market @ Memorial Hall 10 am to 2 pm

Notice to Proceed to Closed Meeting

N/A

Adjournment

Moved and Seconded

R115-24 That the Regular Meeting of Council be adjourned at 7:43 pm. CARRIED

MAYOR

CORPORATE OFFICER

Brian Doddridge

From: Petrie, Scott <Scott.Petrie@bchydro.com>
Sent: October 15, 2024 9:11 AM
Cc: Petrie, Scott
Subject: BC Hydro's Electric Highway

**ACTION CORRESP.
* GENERAL CORRES
READING FILE
MAYOR/COUNCIL/STAFF
FINANCE**

Good Morning!

Today is a special day—The Province's Electric Highway is complete!

The Electric Highway network includes 155 charging sites and over 310 Direct Current Fast Charging (DCFC) ports, with some sites offering additional Level 2 chargers. This ensures that EV drivers can confidently travel anywhere in B.C., knowing they are never far from a charging station. The government set an ambitious goal to have EV charging stations along all major highways and travel corridors across B.C., spaced 150km apart, ensuring that EV drivers can travel confidently across the province. The completion of this network reinforces B.C.'s leadership in clean transportation.

BC Hydro completed 111 of the 155 electric highway charging sites. In the last six months, BC Hydro doubled the total number of charging ports to 348 and expanded the number of charging sites to 127. BC Hydro now has the largest geographical footprint of any EV public charging provider in B.C.

A key part of this achievement comes from you: our incredible site hosts, who have partnered with us. Thank you!

This is a collective success, and we're grateful for your pivotal role in making this electric highway a reality. Our sincerest gratitude to for your support and commitment!

Thanks,
Scott

Scott Petrie, Electric Vehicle Site Host Relationship Manager

EV Service Delivery

BC Hydro

333 Dunsmuir St, 1st floor
Vancouver, BC V6B 5R3

P: 604 789 5106

E: scott.petrie@bchydro.com

For 24/7 EV support, please contact evsupport@bchydro.com OR 1 866 338 3369

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BC Hydro Distribution 2024-10-15 11:51



Summary Report of Business Walk 2024 Findings

The Village of Clinton undertook a business walk on the afternoon of Tuesday, August 27th. CAO Doddridge, Mayor Stanke, Councillor Burrage and Councillor Schapansky carried out the survey by splitting into groups and each surveying a sample of businesses along Highway 97. Following the Business Walk, the CAO also surveyed a representative sample of home-based businesses. In total, the survey garnered 25 responses.

While we try to hit as many businesses as possible, time constraints mean that we are only able to visit a sample of businesses in the Village. Those businesses that expressed interest in participating but were unavailable the date of the walk were subsequently contacted. Businesses interested in participating next year can contact the Village office to be added to the list.

What is a Business Walk?

A business walk is an annual survey that Council and Staff carry out by visiting business owners and operators in their place of work. A business walk serves 3 main purposes:

1. **Economic Development Metrics.** The success of economic development activities can often be challenging to measure, as there are many factors that play into a community's economic resilience. A business walk gives a glimpse into the state of the local economy and allows a year-over-year comparison of business functions.
2. **Hearing From Businesses.** Business owners can often experience a disconnect between their day-to-day operations and the government in whose jurisdiction they work. A business walk is an excellent opportunity to connect with our business community and hear from them how the Village's bylaws, policies, and practices might be improved to make Clinton more business-friendly.
3. **Generate Ideas.** Speaking with business owners and operators about the challenges they face is also a great opportunity to discuss ideas about new economic development initiatives. The Village is always seeking to implement new ideas to solve the challenges our businesses face. We can also share ideas between businesses if the solution is already out there.

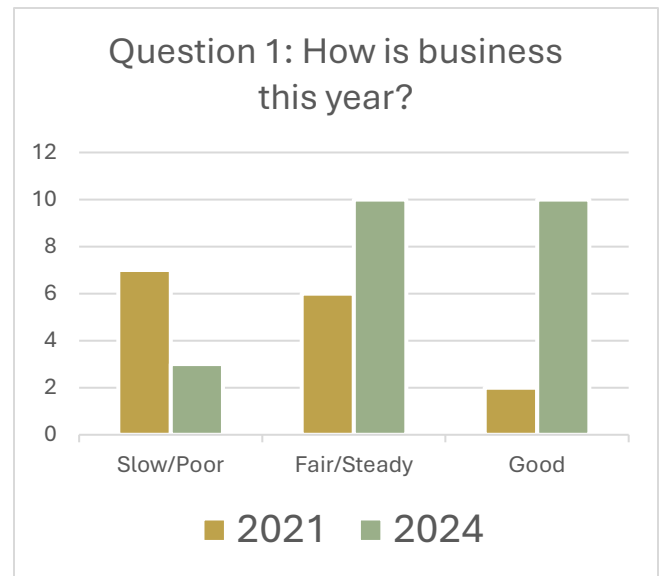
Results

The following is a presentation of results from the survey and a comparison with the last business walk, which was completed in August, 2021. The 2021 survey was not as large a sample size, as it only surveyed 15 businesses.

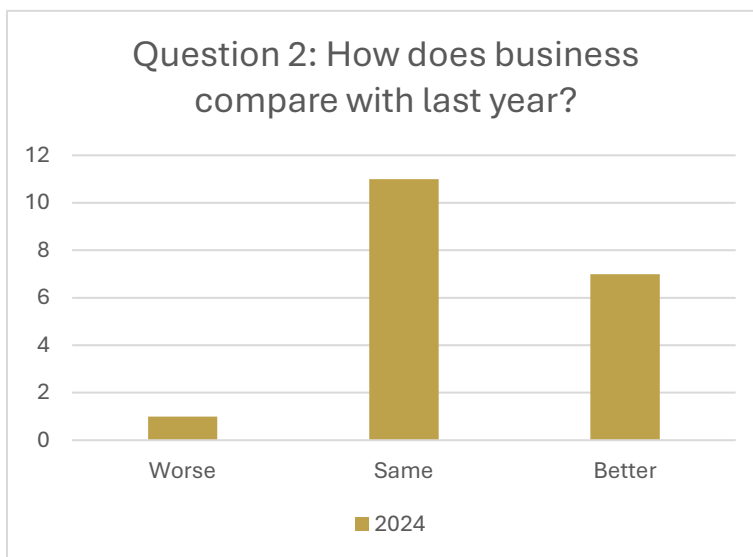
Question 1: How is business this year?

The vast majority of businesses responded that business was fair or steady. This is a significant improvement over 2021 when almost 50% of businesses responded Slow/Poor. The Coronavirus Pandemic, coupled with the near after-effects of the closure of the Chasm Sawmill are likely to blame for the 2021 responses.

The responses received this year will be more useful in light of next year's responses, when a more direct year-over-year comparison can be reviewed.

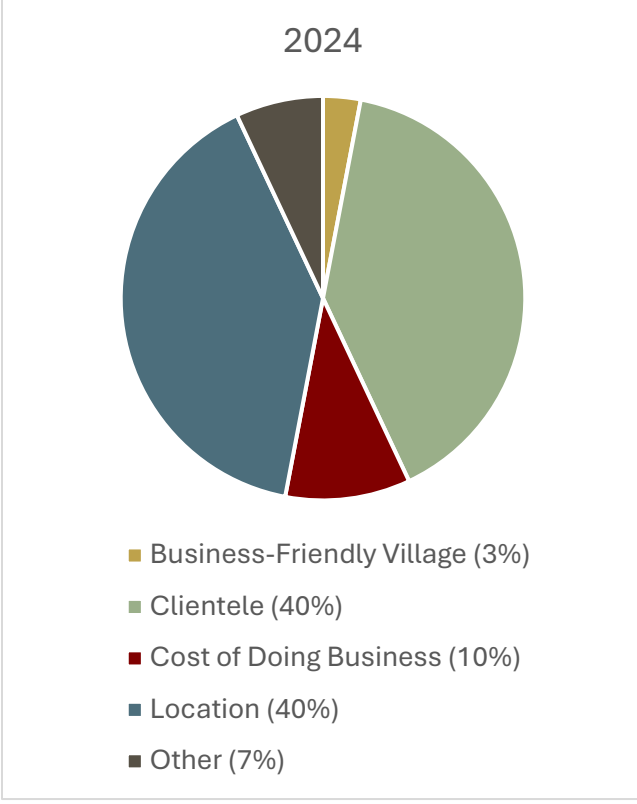
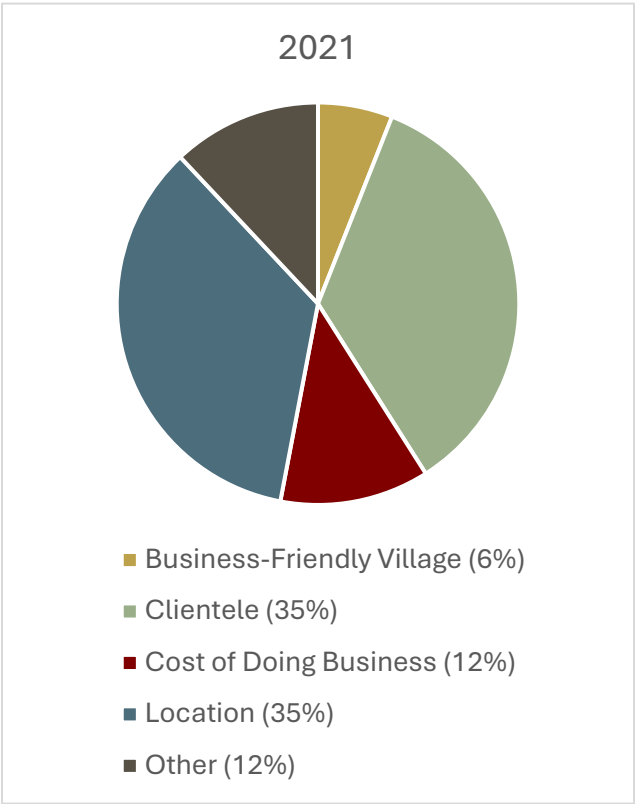


Question 2: How does business compare with last year?



Most businesses responded that business is as good or better than last year.

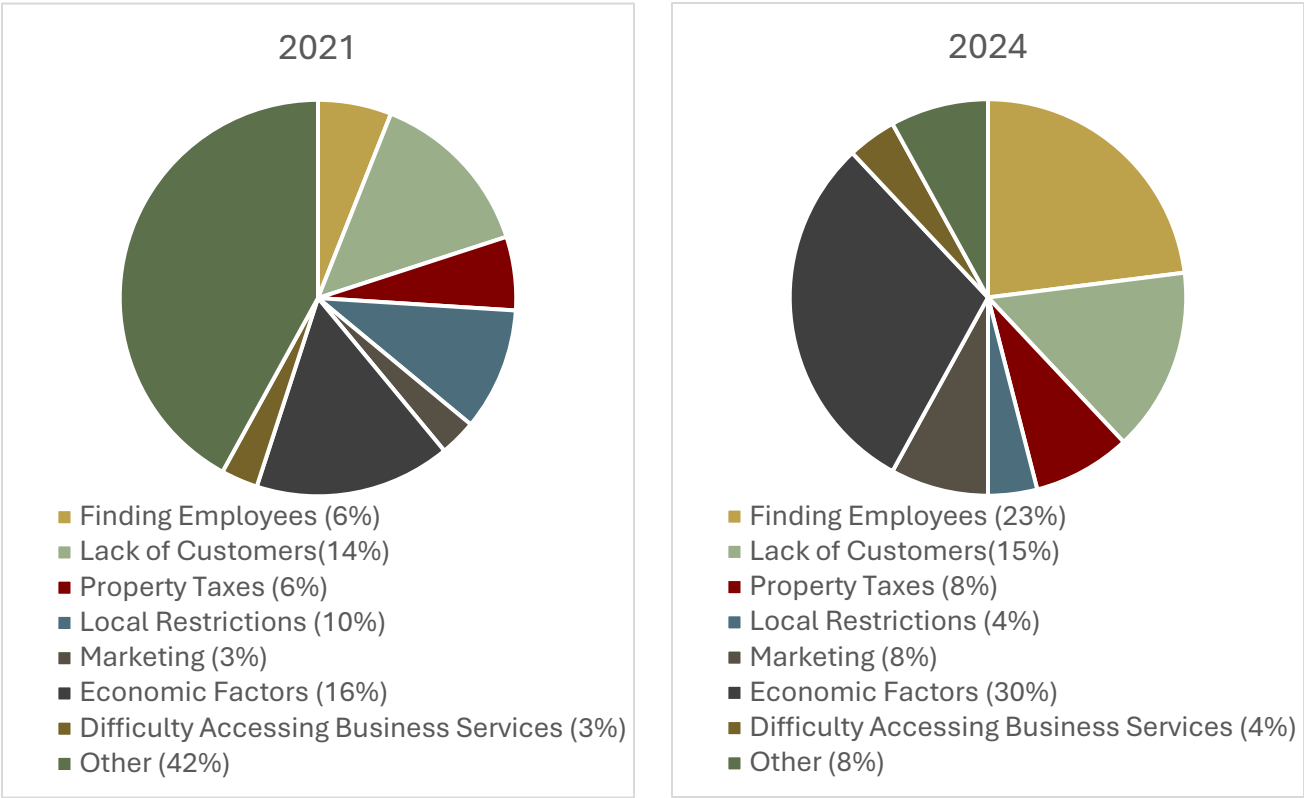
Question 3: What do you like about doing business in Clinton?



There was very little change in the responses to this question between 2021 and 2024. Most businesses find the location and the clientele the best part about doing business in Clinton, while a minority expressed appreciation for the relatively low cost of operating compared to larger centres.

Other responses included the ability to work from home/operate a home business, support from locals, business from tourists, and access to craft markets.

Question 4: What are the biggest challenges facing your business?



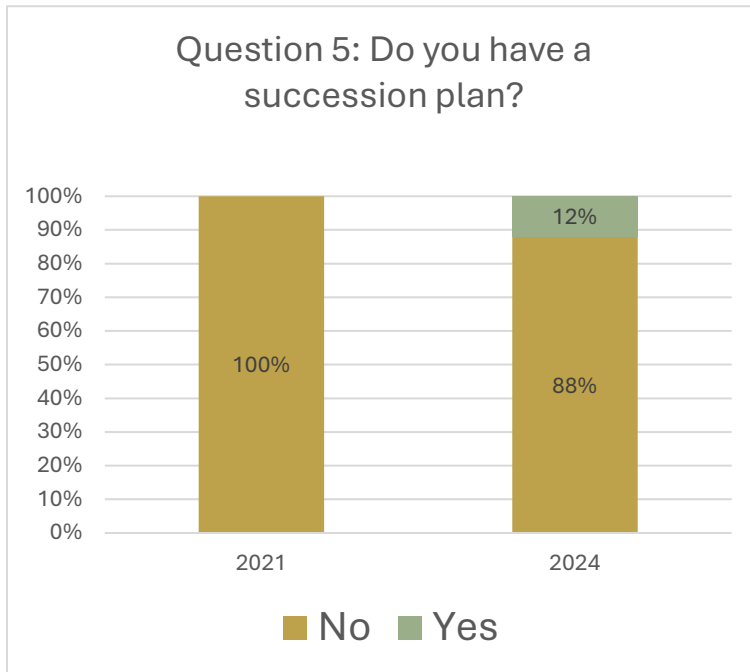
In 2024, the largest challenges facing the business community remains finding and retaining employees, and economic factors. 23% of question responses were related to finding and retaining employees, and some survey respondents mentioned lack of housing as one of the contributing factors. Of the 30% of responses that indicated economic factors as a challenge, many cited the rising costs of goods, transportation, and insurance as having a particular impact on business.

There is a larger need for marketing experience among business owners who have previously only relied on word of mouth and highway frontage to advertise their businesses.

Most of the other challenges mentioned did not vary significantly from 2021.

Some of the other issues business owners mentioned include space constraints, challenges transitioning from home-based to storefront, lack of essential services in town, bad online reviews, visibility, and disrespectful interpersonal conflict on social media.

Question 5: Do you have a succession plan?

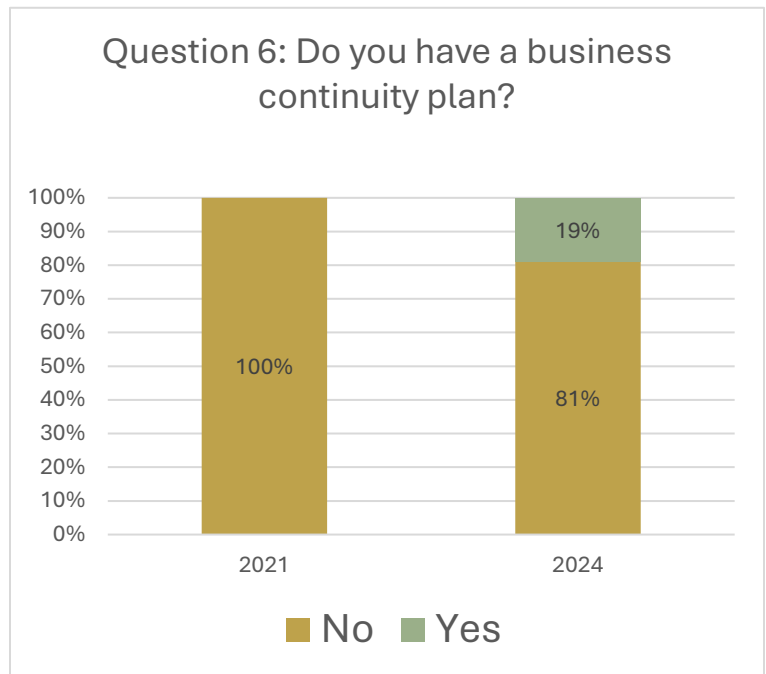


A succession plan is a way for a business to ensure operations continue after the owner has decided to stop operating the business. There was some confusion about the meaning of a succession plan, which does not include a general plan to sell. A succession plan is more specific and refers to a strategy for keeping the business in continuous operation during a change of ownership. There are very few businesses in Clinton that have a succession plan.

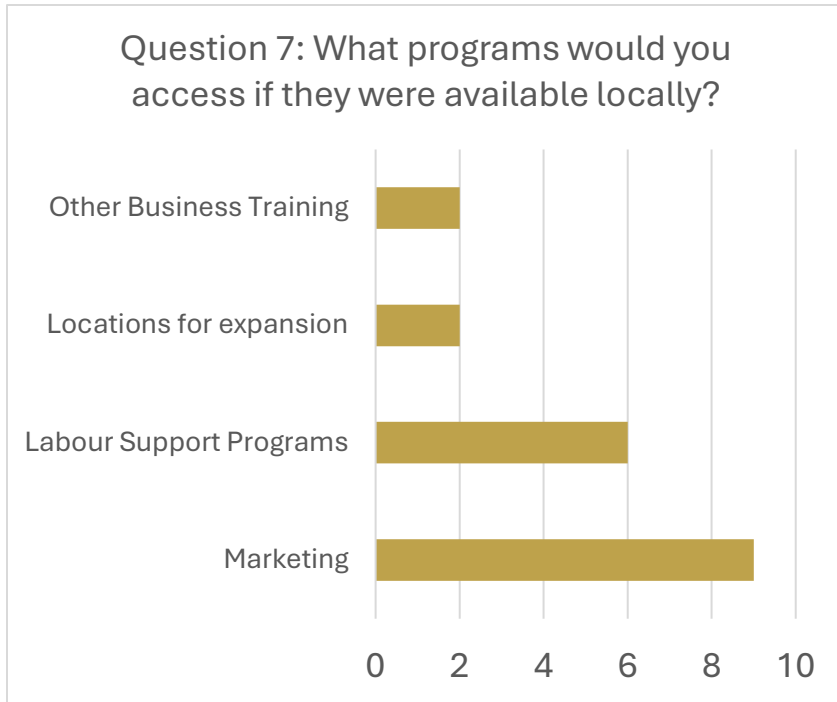
Question 6: Do you have a business continuity plan?

A business continuity plan is a strategy to minimize the effects of major interruptions to business such as from fire and to prevent long periods of inactivity. Businesses that have continuity plans are less likely to close their doors permanently in the event of an emergency.

Similarly to the previous question, there was some confusion about business continuity plans. Generally hoping to continue operating or rely on insurance is not considered to be a business continuity plan. Only a small handful of businesses in Clinton have business continuity plans.



Question 7: What programs would you access if they were available locally?



Many businesses indicated that they would not access services. Of those that were open to accessing services, there were 9 that expressed interest in training to better market their business. 6 businesses indicated they would participate in labour support programs. Other businesses expressed a desire for business training, better awareness of business grant opportunities, and more Village-coordinated signage projects.

Question 8: What do you think are the most important aspect of a shop local program?



The Village is making improvements to its shop local program due to Northern Development Initiative Trust's announcement that the Love Northern BC program has been discontinued. Survey respondents were asked which initiatives would be of service to their business. Marketing and events had the most responses, followed by incentives or prizes for shoppers. Other businesses suggested signage to bring more awareness of local amenities and tourist attractions, implementing a merchant madness event, and hosting festivals.

Question 9: How Could Business be improved in Clinton?

The following are the responses to question 9:

- Promote Tourism – Work with CCCTA and visitor centres.
- Provide support for home-based businesses
- Lower Taxes
- Provide more tourism attractions and events
- Support Young Entrepreneurs
- Market the Clinton Game
- More Brochures
- Provide incentives for building nice houses
- Feature businesses on LED Sign
- Increase Diversity
- Make more attractive signage
- Encourage more respect in online interactions
- Woo an education institution to Clinton
- Develop historic talking points for businesses
- Businesses should specialize
- Bring in new businesses and long-term residents
- Improve the Village’s website

As a local government, the Village is not generally permitted to assist a business. However, through the Village’s economic development capacity, the Village can provide support that assists the business community as a whole. Though some of the above suggestions fall outside the scope of a local government or conflict with established policies, many are possible and a few are already being implemented. There are a few that could be easily implemented in the short term for some quick successes.

Summary

Results for the 2024 Business Walk were both encouraging and alarming. Business seems to be improving, but there is a significant lack of the continuity planning that keeps the local economy stable by preventing unexpected permanent closures. Businesses are facing new challenges in the steeply rising costs of goods and services. Local businesses are less able to rely on word of mouth to advertise yet often lack the training to engage with newer, more technological marketing methods. They are also facing some ongoing challenges such as encouraging highway traffic to stop at their businesses, taxes, and finding quality employees.

Next Steps

After reviewing the results, Administration wishes to make the following recommendations:

1. **Marketing and Business Continuity Training** – The survey shows that facilitating business-focused marketing and plan development training could improve the ability of businesses to remain prosperous and resilient in a changing business climate.
2. **Connecting Businesses with Employment Services** – Many excellent employment-related programs already exist. The Village could play a matchmaker role in connecting businesses with these supports.
3. **Continued improvements to Village Signage** – As the Village is able to obtain grant funding, the continued improvement of signage and directories would be well-received by the business community.
4. **Other Economic Development Actions** – Many of these other ideas can be considered when the strategic plan or the Village's economic development strategy is updated. Smaller suggestions will be considered by the CDC when the position is filled.



Staff Report to Council Open Meeting

Date: October 23, 2024
From: Chief Financial Officer
Subject: Third Quarter Operating Budget Performance Report

Attachments:

Reports 1 – 3

Recommendations:

THAT Council receive the third quarter Operating Budget Performance Report for information.

Background:

The Village of Clinton has three funds: General Fund, Water Fund and Sewer Fund. The 2024 budgets for all funds were approved by Council as part of the 2024-2028 Financial Plan.

Council reviews budget performance results periodically as part of governance, oversight and transparency. This report covers operating results for all funds for the period of July 1, 2024 to September 30, 2024.

Financial Impacts:

Operating Expenses are at 57% of budgeted general operating, the Water fund is at 34% and the Sewer fund at 61%. At this stage staff estimate that the water and sewer funds will end the year on budget. Operating expenses are also on track to finish the year on budget.



Mandy McKague
Chief Financial Officer

CAO Initial 



VILLAGE OF CLINTON

General Operating - Actual vs Budget By Period at September 30, 2024

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
Property Tax						
Total Property Tax	(887,421.00)	(1,056,746.79)	(866,245.00)	(866,241.19)	(3.81)	0.00
Grants in Lieu of Taxes						
Total G.I.L.T.	(53,045.00)	(58,982.96)	(59,125.00)	(53,163.19)	(5,961.81)	26.58
****TOTAL TAX LEVY**	<u>(940,466.00)</u>	<u>(1,115,729.75)</u>	<u>(925,370.00)</u>	<u>(919,404.38)</u>	<u>(5,965.62)</u>	<u>0.64</u>
Cemetery Care						
Total Cemetery Care	(1,700.00)	(6,435.00)	(2,350.00)	(2,355.00)	5.00	(0.21)
Licences & Permits						
Business Licence, Animal, Permit						
Total Licences & Permits	(7,900.00)	(7,380.00)	(6,620.00)	(8,415.00)	1,795.00	(27.11)
Equipment & Other Rentals						
Facility Rental, Fitness, Arena, Curling Rink, Lease Income						
Total Equipment & Other Ren	(35,325.00)	(66,847.88)	(53,089.00)	(37,498.22)	(15,590.78)	29.37
Investment Income						
Total Investment Income	(30,000.00)	(126,798.76)	(70,000.00)	(43,229.31)	(26,770.69)	38.24



VILLAGE OF CLINTON

General Operating - Actual vs Budget By Period at September 30, 2024

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
Penalties & Interest on Taxes						
Current, Arrears, Delinquent						
Total Penalties & Interest	(17,400.00)	(24,813.58)	(20,600.00)	(26,326.44)	5,726.44	(27.80)
Donations, Woodlot, Other						
Eco Cards, Administrative, Misc. Income,						
Total Donations, Woodlot, Other	(21,387.00)	(52,653.03)	(19,555.00)	(18,264.65)	(1,290.35)	6.60
****TOTAL REVENUES & FEES	(113,712.00)	(284,928.25)	(172,214.00)	(136,088.62)	(36,125.80)	20.98
TNRD						
Fire Protection/Ceemetry						
Total TNRD	(38,500.00)	(40,000.00)	(40,000.00)	(40,500.00)	500.00	(1.25)
Federal						
Canada Day Grant						
Total Federal	(5,000.00)	(1,920.00)	(1,920.00)	(1,920.00)	0.00	0.00
Provincial						
Small Comm., Comm. Works, NDI, UBCM						
Total Provincial	(517,092.00)	(1,517,148.48)	(674,762.00)	(1,073,679.73)	398,917.73	(59.12)
****TOTAL TRANSFERS OTHER GOV	(560,592.00)	(1,559,068.48)	(716,682.00)	(1,116,099.73)	399,417.73	(55.73)
Community Forest						
CF Equity Revenue						
Total Community Forest	0.00	(133,064.00)	0.00	(119,524.00)	119,524.00	0.00



VILLAGE OF CLINTON

General Operating - Actual vs Budget By Period at September 30, 2024

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
Pass Through Taxes In						
TNRD, TNRHD, MFA, BCAA, School & Police Tax	(375,317.00)	(399,717.73)	(399,963.00)	(402,854.15)	2,891.15	(0.72)
Subtotal Pass Through Taxes In						
Pass Through Taxes Out						
TNRD, TNRHD, MFA, BCAA, School & Police Tax	375,317.00	407,648.48	399,963.00	378,350.81	21,612.19	5.40
Subtotal Pass Through Taxes Ou						
****TOTAL PASS THRU TAXES	0.00	7,930.75	0.00	(24,503.34)	24,503.34	0.00
****TOTAL REVENUES	(1,614,770.00)	(3,084,859.73)	(1,814,266.00)	(2,315,620.07)	501,354.07	(27.63)
Building Operations/Maintenanc						
Utilities, R&M, Janitorial	63,000.00	52,809.60	51,000.00	29,365.76	21,634.24	42.42
Total Building Operations/Maintenance						
Insurance						
Property/Liability, Fleet	57,730.00	45,095.50	62,843.00	64,753.00	(1,910.00)	(3.04)
Total Insurance						
Legislative						
Council Remuneration/Travel, Special Events, G.I.A., C.I.B.	66,390.00	71,630.22	74,445.00	38,523.13	35,921.87	48.25
Total Legislative						



VILLAGE OF CLINTON

General Operating - Actual vs Budget By Period at September 30, 2024

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
Office Telephone, bank charges, stationary, equipment, internet/software, ec dev, asset management, advertising.	106,500.00	88,325.46	56,400.00	32,014.00	24,386.00	43.24
Professional Fees Legal, audit, consulting	34,107.00	45,568.85	73,340.00	55,559.40	17,780.60	24.24
Salary & Benefits Wages, Benefits, Training	408,380.00	389,605.42	373,890.00	280,107.89	93,782.11	25.08
Amortization G&A						
Total Amortization G&A	13,356.00	346,997.02	13,356.00	0.00	13,356.00	100.00
TOTAL G&A and LEGISLATIVE	<u>749,463.00</u>	<u>1,040,202.07</u>	<u>705,274.00</u>	<u>500,323.08</u>	<u>204,950.82</u>	<u>29.06</u>
Protective Building Operations FD telephone, Internet, Utilities	11,800.00	16,344.11	11,700.00	8,478.29	3,221.71	27.54
Protective Equipment FD uniforms, R&M, Supplies, Equip. Testing/Service, Tools	22,000.00	12,104.78	22,000.00	13,240.23	8,759.77	39.82
Protective Insurance	10,000.00	5,844.00	10,454.00	8,988.00	1,466.00	14.02



VILLAGE OF CLINTON

General Operating - Actual vs Budget By Period at September 30, 2024

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
Protective Salaries & Benefits						
Remunerations, Inspections, Training						
Total Salaries & Benefits	41,700.00	40,758.57	42,600.00	18,550.43	24,049.57	56.45
Protective Animal Control/Byla						
Bylaw Enforcement, Building Inspection						
Total Protective	19,775.00	19,436.00	24,305.00	3,075.00	21,230.00	87.35
Protective Vehicles						
FD Vehicles R&m, Fuel						
Total Protective Vehicles	6,000.00	4,719.67	6,000.00	1,229.29	4,770.71	79.51
Amortization PS						
TOTAL Amortization PS	29,000.00	0.00	29,000.00	0.00	29,000.00	100.00
TOTAL PROTECTIVE SERVICES	<u>140,275.00</u>	<u>99,207.13</u>	<u>146,059.00</u>	<u>53,561.24</u>	<u>92,497.76</u>	<u>63.33</u>
PW Building Operations/Maintenance						
Utilities, R&M, Cleaning, Phone/Internet Cemetery, PW Building Loan						
Total PW Building Operation	76,080.00	76,171.37	77,734.21	70,811.56	6,922.65	8.91
PW Para Transit Service						
Total PW Para Transit	14,500.00	11,146.20	14,500.00	0.00	14,500.00	100.00



VILLAGE OF CLINTON

**General Operating - Actual vs Budget By Period
at September 30, 2024**

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
PW Equipment						
Vehicle R&M/Fuel, Trailers, Sander, Backhoe, Tools/Equip, Skidsteer Safety Clothing/Equipment	44,600.00	29,446.15	40,200.00	20,475.95	19,724.05	49.06
Total PW Equipment						
PW Road Maintenance						
Roadway R&M/Paving, Snow/Ice, Street Sweeping, Street lights/Signs, Garbage, Sidewalks, Storm Systems	145,500.00	72,078.05	99,500.00	33,363.91	66,136.09	66.47
Total PW Road Maintenance						
PW Salaries and Benefits						
Wages/Benefits, Training	286,697.00	225,513.56	260,781.00	183,071.81	77,709.19	29.80
Total Salaries and Benefits						
Amortization PW						
TOTAL Amortization PW	65,000.00	0.00	65,000.00	0.00	65,000.00	100.00
TOTAL PUBLIC WORKS	632,377.00	414,355.33	557,715.21	307,723.23	249,991.98	44.82
RC Community Development						
Canada Day, Special Events	10,000.00	5,238.30	6,800.00	4,330.00	2,470.00	36.32
Total Community Development						
RC Memorial Hall/Fitness						
Memorial Hall R&M/Utilities						
Fitness Room R&M/Equipment	20,000.00	15,441.61	14,050.00	7,821.30	6,228.70	44.33
Total Memorial Hall						



VILLAGE OF CLINTON

**General Operating - Actual vs Budget By Period
at September 30, 2024**

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
RC Museum						
Total Museum	2,000.00	10,073.17	2,000.00	1,608.90	391.10	19.56
RC Parks/Playground						
Parks, Public Washrooms, R&m Utilities						
Total Parks/Playground	9,500.00	6,458.86	8,000.00	3,916.16	4,083.84	51.05
RC Recreation Center						
Arena-Curling Rink-Chiller R&M, Utilities						
Total Recreation Center	88,000.00	108,333.72	80,000.00	33,935.09	46,064.91	57.58
RC Committees of Council						
S.O.C., Woodlot/Silviculture						
Total RC Committees of Council	9,000.00	(35,261.15)	52,000.00	1,374.94	50,625.06	97.36
Amortization						
TOTAL Amortization - RC	45,905.00	0.00	45,905.00	0.00	45,905.00	100.00
TOTAL RECREATION AND CULTURAL	<u>184,405.00</u>	<u>110,284.51</u>	<u>208,755.00</u>	<u>52,986.39</u>	<u>155,768.61</u>	<u>74.62</u>
TOTAL EXPENSES	<u>1,706,520.00</u>	<u>1,644,049.04</u>	<u>1,617,803.21</u>	<u>914,594.04</u>	<u>703,209.17</u>	<u>43.47</u>
<Surplus>/Deficit	91,750.00	(1,420,810.69)	(196,462.79)	(1,401,026.03)	1,204,563.24	(613.13)

*** End of Report ***



VILLAGE OF CLINTON

Water Actual vs Budget by Period
at September 30, 2024

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
Water Revenues						
User Rates/Connection Fees	(252,368.00)	(252,353.00)	(259,515.00)	(258,577.00)	(938.00)	0.36
Total Water Revenues	(252,368.00)	(252,353.00)	(259,515.00)	(258,307.00)	(938.00)	0.36
Amortization						
Amortization	115,000.00	115,901.37	115,893.00	0.00	115,893.00	100.00
Total Amortization	115,000.00	115,901.37	115,893.00	0.00	115,893.00	100.00
Administration						
Administrative, Permits/Licenses, Utilities, Chemical, R&M, Sampling, Evaluations	112,000.00	87,953.31	121,000.00	60,982.13	60,017.87	49.60
Total Administration	112,000.00	904,016.74	121,000.00	60,982.13	60,017.87	49.60
Insurance						
Insurance	1,200.00	1,250.00	1,250.00	0.00	1,250.00	100.00
TOTAL Insurance	1,200.00	1,250.00	1,250.00	0.00	1,250.00	100.00
Salary & Benefits						
Wages&Benefits/Training	50,006.00	43,039.95	49,000.00	35,620.93	13,379.09	27.30
Total Salary & Benefits	50,006.00	43,039.95	49,000.00	35,620.93	13,379.07	27.30
Total Expenses	278,206.00	132,243.26	287,143.00	96,603.06	190,539.94	66.36
Calculated <Surplus> / Deficit	25,838.00	(120,109.74)	(88,265.00)	(161,973.94)	189,601.94	

*** End of Report ***



VILLAGE OF CLINTON

Sewer Actual vs Budget by Period at September 30, 2024

Description	2023 Budget	2023 Actual	2024 Budget	2024 YTD Actual	2024 Budget Remaining \$	2024 Budget Remaining %
Sewer Revenues						
User Rates/Connection Fees	(129,604.00)	(131,391.00)	(133,012.00)	(135,404.00)	2,392.00	(1.80)
** Total Sewer Revenues	(129,604.00)	(131,391.00)	(133,012.00)	(135,404.00)	2,392.00	0.25
Amortization						
Amortization	13,832.00	13,382.00	13,832.00	0.00	13,832.00	100.00
* Total Amortization	13,832.00	13,382.00	13,832.00	0.00	13,832.00	100.00
Administration						
Administrative, Permits/licences, Utilities, R&M, Sampling, Video Scoping	77,380.00	19,971.80	73,500.00	52,242.82	21,257.18	28.92
* Total Administration	77,380.00	19,971.80	73,500.00	52,242.82	21,257.18	28.92
Insurance						
Insurance	1,200.00	629.00	800.00	0.00	800.00	100.00
* Subtotal Insurance	1,200.00	629.00	800.00	0.00	800.00	100.00
Salary & Benefits						
Wages & Benefits/Training	30,543.00	26,486.00	28,673.00	18,824.03	9,848.97	34.35
* Total Salary & Benefits	30,543.00	26,486.00	28,673.00	18,824.03	9,848.97	34.35
** TOTAL Expense	122,955.00	60,918.34	116,805.00	71,066.65	45,738.15	39.16
*** Calculated <Surplus> / Deficit	(6,649.00)	(70,472.66)	(16,207.00)	(64,337.15)	48,130.15	(296.97)

*** End of Report ***



Staff Report to Council Open Meeting

Date: Oct. 15, 2024

From: Karl Hansen, Public Works Foreman

Subject: 2023 Annual Water Report

Recommendations:

The recommendation is for council to approve the 2023 Annual Water Report as per Interior Health water license/permit conditions and post it to the Village website and have available to the public.

Background:

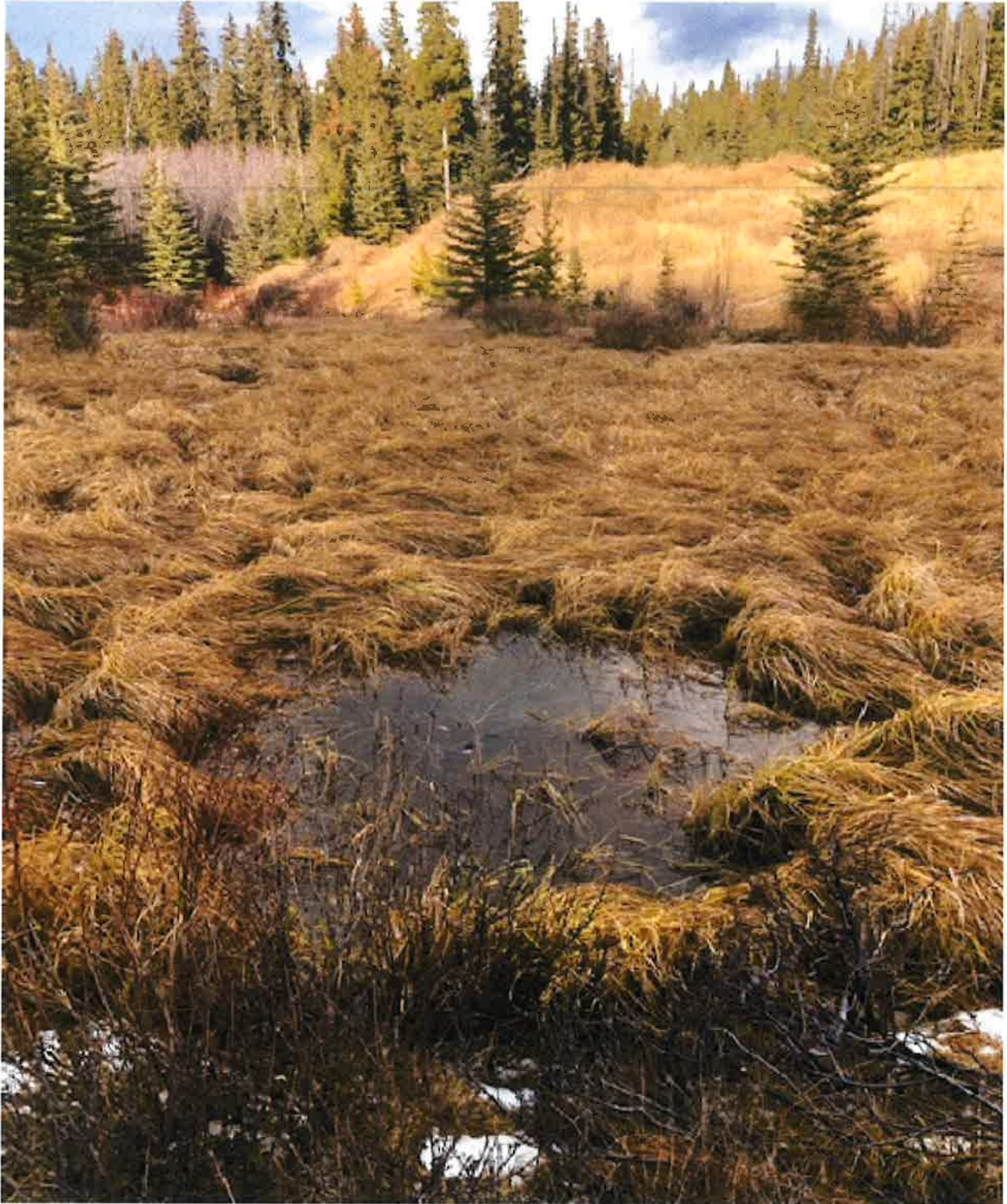
The report touches on maintenance, consumption and sample results.

CFO Initial 

Karl Hansen
Public Works Foreman

CAO Initial 

VILLAGE of CLINTON



2023 ANNUAL WATER REPORT

Introduction:

The Village of Clinton is required under its operating permit to provide an Annual Report to the users of the water system. This report will provide an overview of the maintenance and improvements made to the system over the past year, including a summary of water test results.

This report will be submitted to Interior Health and posted on the Village web site. www.village.clinton.bc.ca



Clinton Distribution System

The Clinton water distribution system consists of two raw water reservoirs. One is located approximately 8 kms west of Clinton and has a storage capacity of approximately 45,000 m³. The second is located just above the water treatment plant and has a storage capacity of approximately 9500 m³. The system also includes a water treatment building, a chlorination building, a metering building, a treated water reservoir with a 1400 m³ capacity, a pressure reducing station and approximately 9 kilometers of pipe and 50 fire hydrants. Water is fed from the upper reservoir to the lower reservoir via Clinton Creek. Once it reaches the lower reservoir the water is piped into the water treatment plant where it is treated. It is then piped to the chlorination building. The water is treated with Sodium Hypochlorite, then moves into the 1400m³ treated storage tank. From the storage tank the treated water is piped through to the metering building then down the hill to the pressure reducing station on Robertson Lane. The pressure coming into the station is 135 psi and it leaves the station at 73 psi. Depending on where you live in town the pressure can be anywhere from 50 psi to 100 psi by the time it reaches your home. Of the approximately 9 kilometers of water pipe, 1100 meters is 10-inch HDPE pipe, 560 meters of 8-inch asbestos cement (ac) pipe, 1632 meters of 6-inch PVC pipe, 5100 meters of 6-inch ac pipe, 175 meters of 4-inch PVC pipe, 703 meters of 4- inch ac pipe and 300 meters of 2- inch galvanized iron pipe. The age of these pipes ranges from 85 years to 5 years old. Life expectancy of the in-ground pipes is 80 years for polyvinyl chloride pipe (PVC), up to 100 years for high density polyethylene (HDPE) pipe, 40 years for galvanized pipe and 50 years for asbestos cement pipe

Water Consumption:

In 2023 the residents of Clinton consumed 201,768 m³ or 201,768,000 liters of water. Below is a month by month summary of water usage.

January.....	13,193 m ³ or 13,193,000 liters
February.....	14,787 m ³ or 14,787,000 liters
March.....	16,016 m ³ or 16,016,000 liters
April.....	13,150 m ³ or 13,150,000 liters
May.....	17,466 m ³ or 17,466,000 liters
June.....	19,972 m ³ or 19,972,000 liters
July.....	24,317 m ³ or 24,317,000 liters
August.....	22,780 m ³ or 22,780,000 liters
September.....	15,593 m ³ or 15,593,000 liters
October.....	14,577 m ³ or 14,577,000 liters
November.....	14,552 m ³ or 14,552,000 liters
December.....	15,365 m ³ or 15,365,000 liters

Water usage is up from 2022 by 14,769 m³ or 14,769,000 liters.

Below are the previous 5 years usages:

2022.....	186,999 m ³ or 186,999,000 liters
2021.....	174,732 m ³ or 174,732,000 liters
2020.....	177,375 m ³ or 177,746,000 liters
2019.....	188,756 m ³ or 188,746,000 liters
2018.....	244,114 m ³ or 244,144,000 liters

Maintenance:

Regular maintenance in 2023 consisted of the annual tear down and acid washing of the sodium hypochlorite cell, as well as tear down and cleaning of the coagulant pump and piping in the water treatment plant. The pressure reducing station has its five-year overhaul which included, new rubbers and gaskets for the pressure reducing valves, servicing of the control valves and all filters cleaned. The upper reservoir regular maintenance included, weed eating and removal of trees on both berms. In addition to this the bypass was exercised to make sure it is still functional if needed. The inspections of the reservoirs are all requirements of the province. There were four service repairs, and seventeen service calls for water turn on or off. There were two hydrant repairs as well as hydrant flushing.

2023 Capital Projects:

There were no capital projects in 2023.

Water Sampling and Quality:

In 2023 the Village took samples every week from nine different locations around town for a total of 207 bacterial samples. This is another requirement of the operating permit. The following are locations of sample areas and results.

Water Treatment Plant.....	53 samples.....	no positive results
Village Office.....	53 samples.....	no positive results
Memorial Hall.....	25 samples.....	no positive results
Pine Ridge Trailer Park.....	16 samples.....	no positive results
Raw.....	1 samples.....	no positive results
Kelly Lake Rd.....	1 samples.....	no positive results
Hwy Washrooms.....	14 samples.....	no positive results
Hugo Subdivision.....	3 sample.....	no positive results
Public Works Yard.....	49 samples.....	no positive results

There were no water advisories or boil water notices issued in 2023. A full list of sample results for bacteriological and chemical analysis can be viewed at the Village office.

Cross Connection Program:

The Village has developed a Cross Connection Bylaw and Program to address the potential for the water system to be compromised by high-risk service connections which could introduce contaminated water into the Village's water system. There will be letters sent out to the high-risk users as well as meeting with them to explain how the program will operate. There will also be information pamphlets mailed out explaining what a cross connection is, and what steps can be taken to avoid them.

Water Conservation Plan:

Council adopted an updated Water Conservation Plan in 2016. The plan is available on the Village website for viewing.

Emergency Response Plan:

The Village has an Emergency Response Plan that pertains to the water system. The plan identifies potential problems that could affect the Village's ability to provide safe and reliable drinking water. These problems range from water main breaks to natural disasters. The plan provides a systematic approach for dealing with these emergencies. The plan has been updated with the addition of the treatment plant and reservoir to the system. The current Emergency Response Plan is available on the Village of Clinton web site.

Action items arising from Council Meetings

Date updated: October-16-24

Resolution/Direction to Staff	WHO/DONE
October 2024	
CCCTA – Letter of Support for the Accessibility Project	CAO Completed
High Bar First Nation – Letter of Support for their application to the province for the portion of DL 962	CAO Completed