



## AGENDA

### Regular Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway  
Wednesday, August 13, 2025 at 6:30 pm

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**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 dated July 9, 2025.	<b>Page 4</b>
	Minutes of the Special Meeting dated August 6, 2025	<b>Page 9</b>

#### **Delegations**

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

## **Correspondence and Reading File**

<b>Action</b>	Clinton & District Community Forest of BC – 2025 Shareholders Resolution – For approval	<b>Page 11</b>
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<b>Information</b>	CN Notice – Changes to CN’s Three-Year Rail Network Plan	<b>Page 14</b>
	District of 100 Mile House – Letter to Ministers Farnworth & Freeland re: CN’s Proposed Discontinuance of Portions of the Lillooet and Squamish Subdivisions	<b>Page 16</b>
	Heritage Conservation Act Transformation Project – Update and Phase 3 Engagement Opportunities (Summer-Fall 2025)	<b>Page 18</b>
	Ministry of Health – Letter response to Mayor’s letter re: new Kamloops Cancer Center	<b>Page 21</b>

<b>Reading File</b>	July 4, 2025 to August 7, 2025	<b>Page 24</b>
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## **Administrative Reports**

CAO	Annual Report – For Adoption	<b>Page 25</b>
	Strategic Priorities fund – Asset Management Improvements – For Resolution	<b>Page 78</b>
	Strategic Priorities Fund – Fire Truck Replacement – For resolution	<b>Page 80</b>
	Local Community Accessibility Grant – For resolution	<b>Page 82</b>
CFO	None	
CDC	NDIT Marketing Program 2025 – For resolution	<b>Page 83</b>
	FCC AgriSpirit Grant for Hall Improvements – For resolution	<b>Page 84</b>
DCO	None	
Public Works	None	
Fire Department	June Report – For information	<b>Page 86</b>
FireSmart Coordinator	None	
Bylaw Officer	None	
Committees	None	

## **Bylaws/Policies**

CAO	Council Remuneration Amendment Bylaw No. 603, 2025 – For First, Second, and Third Readings	<b>Page 90</b>
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### **Council Reports**

Mayor Stanke	Council Report – Written	<b>Page 94</b>
Councillor Burrage	Council Report - Verbal	
Councillor Kosovic	Council Report - Verbal	
Councillor Park	Council Report - Verbal	
Councillor Schapansky	Council Report - Verbal	

### **New Business**

None

### **List of Outstanding Council Previous Action Items**

	Current List of Motions	<b>Page 96</b>
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### **Calendar of Events**

Sept 9-11 – Clinton Quilter’s Group Retreat @ Memorial Hall

Sept 30 – High Bar First Nation Truth & Reconciliation Event @ Memorial Hall

Oct 18 – CADOSA Dinner and Dance @ Memorial Hall

Oct 25 – CiB Annual Craft Fair @ Memorial Hall 10 am to 2 pm

### **Notice to Proceed to In-Camera**

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

### **Re-call Regular Meeting**

### **Adjournment**



## MINUTES

### Regular Meeting of Council

Clinton Council Chambers, 1423 Cariboo Highway  
Wednesday, July 09, 2025 at 6:30 pm

In Attendance: Mayor Stanke, Councilors: Burrage, Kosovic (by Zoom at 6:32 pm), Park, Schapansky

Absent:

Staff: CAO Doddridge, DCO Smith

Media: 0 Public: 4

**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 meeting was called 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

R083-25 That Council approves the Agenda dated July 09, 2025.

CARRIED

#### Adoption of the Minutes

Moved and Seconded

R084-25 That the Minutes of the Regular Council Meeting dated June 25, 2025, be adopted.

CARRIED

#### Delegation

None

#### Question Period

Q. Why was a request to be a delegation regarding Heritage Registration denied.

A. The Village did not receive a written application. If a proper application is filled out and brought to the village office then you can be added to a future agenda.

#### Action Items

ORCBC – Request for Letter of Support

Moved and Seconded

R085-25 THAT, Council sends a letter of support to ORCBC for their bid to submit to the TD Friends of the Environmental Foundation Grant.

CARRIED

**Information**

None

**Reading File**

Received for Information.

**Administrative Reports**

**CAO**

Clinton Accessibility Plan - For Adoption

Moved and Seconded

**R086-25      THAT, Council adopts the Clinton Accessibility Plan.      CARRIED**

Development Variance Permit – 1504-1506 Cariboo Highway Parking Requirements – For Approval

Moved and Seconded

**R087-25      THAT Council of the Village of Clinton issue a Development Variance Permit to James Wood and Sarah Munroe for the property located at 1504 Cariboo Hwy, and legally described as Lot A, Plan KAP8160, District Lot 1, Group 5, Lillooet land district and the property located at 1506 Cariboo Hwy, and legally described as Lot B, Plan KAP8160, District Lot 1, Group 5, Lillooet land district, Except Plan 35605 to vary Zoning Bylaw No. 439, 2007, s. 17.3 a) from the requirement for 13 parking spaces to only 3 parking spaces, in substantial accordance with the application as submitted on May 16, 2025 and as amended with the letter appearing on the June 25<sup>th</sup> Council meeting agenda, and summarized by the attachment marked Appendix A with the condition that the Development Variance Permit is only valid for the current business and under its current ownership.**

**AND THAT the Corporate Officer duly executes the Permit.**

**CARRIED**

**\*Councillor Schapansky recorded as opposed.**

UBCM 2025 – For Decision

Moved and Seconded

**R088-25      THAT, Council authorize Mayor Stanke, Councillor Schapansky, and Councillor Kosovic to attend UBCM 2025.      CARRIED**

Heritage Register

Moved and Seconded

**R089-25      THAT, Council issues a letter to the South Cariboo Historical Museum Society requesting assistance to identify heritage properties in the Village of Clinton, and develop a Statement of Significance for each, in preparation for the establishment of a Community Heritage Register.      CARRIED**

**Chief Financial Officer**

None

**Community Development Coordinator**

None

Received for information as presented.

**Public Works**

None

**Fire Department**

None

**FireSmart Coordinator**

None

**Bylaw Officer**

None

**Committees**

Accessibility Committee – June 26, 2025 Meeting Minutes – For information  
Received for information as presented.

**Bylaws/Policies**

None

**Deputy Corporate Officer**

None

**Council Reports**

**Mayor Stanke – Written**

July 3 – Attended the Community Forest AGM  
July 8 – Attended the Whispering Pines Meeting  
July 9 – Attended via Zoom, Mayors Chair Meeting  
Received for information as presented.

**Councillor Burrage – Verbal**

July 1 – Attended Canada Day event at Reg Conn Park  
July 3 – Attended the Community Forest AGM  
July 8 – Attended the Whispering Pines Meeting  
July 10 – Will be attending the Gold Country Meeting  
Received for information as presented.

Councillor Kosovic – Verbal

Has some virtual meetings coming up in August.  
Received for information as presented.

Councillor Park – Verbal

July 8 – Attended the Whispering Pines Meeting  
Also attended the Accessibility Committee Meeting and the end of year PAC Meeting.  
Received for information as presented.

Councillor Schapansky – Written

July 8 – Attended the Whispering Pines Meeting.  
Was unable to attend the Community Forest AGM.  
Received for information as presented.

New Business

Notice of Motion

Notice of intent to Move Motion – Amendment to Council Remuneration Bylaw No. 584, 2022

Moved and Seconded

**R090-25 THAT, Council direct staff to prepare and bring forward for Council's consideration, an amendment to Council Remuneration Bylaw No. 584, 2022, to include a provision whereby a member of Council may voluntarily waive all or part of their remuneration for any specified period;**

**AND THAT, the amendment outlines the procedure for giving written notice of waiver and specify its effective date. CARRIED**

Mayor Stanke congratulated Ms. Angela Smith on her appointment as Deputy Corporate Officer.

List of Outstanding Council Previous Action Items

Received for information.

Calendar of Events

Aug 02 – Clinton Art & Cultural Society Annual Art Show and Sale

Notice to Proceed to Closed Meeting

None

**Adjournment**

Moved and Seconded

**R091-24 That the Regular Meeting of Council be adjourned 7:37 pm.**

**CARRIED**

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MAYOR

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CORPORATE OFFICER





## MINUTES

### Special Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway

Wednesday, August 6, 2025, at 5:30 pm

In Attendance: Mayor Stanke, Councilors: Burrage, Kosovic (by Zoom), Schapansky  
Absent: Councillor Park  
Staff: CAO Doddridge, CFO McKague, PW Foreman Hansen  
Media: 0 Public: 1

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**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 5:38 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

**SP026-25 That Council approves the agenda dated August 6, 2025.**

**CARRIED**

### **Administrative Reports**

None

### **Correspondence**

Frank Caputo – Pre-Budget Consultations

Direction to Staff: Draft a letter to Frank Caputo.

**Bylaws**

Five Year Financial Plan Bylaw Amendment No. 604, 2025 – For first, second and third readings.

Moved and Seconded

**SP027-25 THAT, Council gives first reading to the Financial Plan Amendment Bylaw No. 604, 2025. CARRIED**

Moved and Seconded

**SP028-25 THAT, Council gives second reading to the Financial Plan Amendment Bylaw No. 604, 2025. CARRIED**

Moved and Seconded

**SP029-25 THAT, Council gives third reading to the Financial Plan Amendment Bylaw No. 604, 2025. CARRIED**

**Notice to Proceed to Closed Meeting**

N/A

**Adjournment**

Moved and Seconded

**SP030-25 That the Special Meeting of Council be adjourned at 5:56 pm. CARRIED**

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MAYOR

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Corporate Officer



July 03, 2025

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

RECEIVED  
July 29/25

Village of Clinton  
PO Box 309  
Clinton, BC V0K 1K0

Dear Mayor Stanke and Council,

**Re: 2025 Shareholders Resolution**

Please find enclosed the 2025 Shareholders Resolutions regarding the Clinton and District Community Forest of BC LTD for your review. The Board appreciates the Council's time and attention to this matter and looks forward to your reply.

Please don't hesitate to contact the General Manager Steve Law at [adventuresports@shaw.ca](mailto:adventuresports@shaw.ca) or at 250-706-9251 if you have any questions.

Yours truly,

Christine Rivett  
Chair of the Board  
Clinton & District Community Forest of BC Ltd

*Enclosed:*

*-2025 Shareholders Resolutions of the Clinton and District Community Forest of BC Ltd*

## CLINTON & DISTRICT COMMUNITY FOREST OF BC LIMITED

### SHAREHOLDER'S RESOLUTION

The undersigned, being the sole shareholder of CLINTON & DISTRICT COMMUNITY FOREST OF BC LIMITED (the "Company") currently entitled to vote at a general meeting of the Company, hereby consents in writing to the following resolution with effect from May 8, 2025.

---

RESOLVED, as resolutions of the sole shareholder of the Company entitled to vote at an annual general meeting, that:

1. The financial statements of the Company, for the latest completed financial year be approved.
2. The report of the directors with respect to the preceding year be approved.
3. All lawful acts of the director in the preceding year which have been disclosed to the shareholders be approved and ratified.
4. The number of directors be confirmed at 7.
5. The following persons, are hereby appointed as directors of the Company, for the ensuing year or until a successor is elected or appointed:  
  
Wade Vernon Dyck, Wayne Ralph Marchant, Stephen Alexander, Jessica Leigh Lawrence, Christine Eleanor Rivett, Darrell James Schapansky and John Melvin Perrin
6. The Company select as its annual reference date (as defined in the *Business Corporations Act*) for the current year the date of these resolutions.

### VILLAGE OF CLINTON

Per:

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AUTHORIZED SIGNATORY

**CLINTON & DISTRICT COMMUNITY FOREST OF BC LIMITED**

**SHAREHOLDER'S RESOLUTION**

The undersigned, being the sole shareholder of CLINTON & DISTRICT COMMUNITY FOREST OF BC LIMITED (the "Company") currently entitled to vote at a general meeting of the Company, hereby consents in writing to the following resolution with effect from February 26, 2025.

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WHEREAS John Melvin Perrin has consented in writing to act as a director of the Company.

**RESOLVED THAT:**

1. the number of directors of the Company be increased from six to seven;
2. John Melvin Perrin be added as a director of the Company to hold office until the next annual reference date of the Company or until such person ceases to hold office if sooner; and
3. Gillespie & Company LLP is hereby appointed as the Company's agent to:
  - (a) file a Notice of Change of Directors to reflect the above-noted changes; and
  - (b) do such further acts as may be necessary to give full effect to this resolution or as may be required to carry out the full intent and meaning hereof.

**VILLAGE OF CLINTON**

Per:

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AUTHORIZED SIGNATORY

7/11/2025

Brian Doddridge  
Village of Clinton  
1423 Cariboo Highway  
Clinton, BC, V0K 1K0

Dear Mr. Doddridge,

**Re: NOTICE – CHANGES TO CN’S THREE-YEAR RAIL NETWORK PLAN**

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In accordance with our statutory obligations, we are writing to advise you of amendments to CN’s Three-Year Rail Network Plan to change the status of portions of the Subdivisions mentioned below.

Canada's railways fund and maintain their own infrastructure of rail, ties, bridges and the right of way including vegetation control. Where there is not sufficient rail traffic, railways cannot invest sufficient capital to maintain safe and efficient operations. Unfortunately, that is the situation we are dealing with on the portions of these Subdivisions.

Traffic volumes on these lines have fallen dramatically in recent years and are now far below levels needed to maintain the lines.

The discontinuance process requires CN to keep the lines on its Rail Network Plan for a period of twelve months before taking any further steps. During that period, CN will continue to operate the lines and serve any customers.

The *Canada Transportation Act* requires that when a railway makes a change to its Three-Year Rail Network Plan it must notify the Minister of Transport, the Canadian Transportation Agency, the Provincial Minister for Transportation, urban transit authorities and municipal and district governments through which the line passes.

It is in accordance with this requirement that we are writing and providing you notice that CN has revised its Three-Year Rail Network Plan, effective July 11, 2025, to include on the plan as a potential discontinuance:

- Lillooet Subdivision from Mile 157.60 to 257.00 in the Province of British Columbia

- Squamish Subdivision from Mile 43.00 to 157.60 in the Province of British Columbia

We are also taking this opportunity to reclassify a portion of the Subdivisions mentioned below to retain status in light of the above. Accordingly, effective July 11, 2025, a portion of the Subdivisions mentioned below remain in retain status:

- Lillooet Subdivision from Mile 257.00 to 312.90 in the Province of British Columbia
- Squamish Subdivision from Mile 0.00 to Mile 43.00 in the Province of British Columbia

A complete copy of CN's Three-Year Rail Network Plan and CN's Discontinuance Progress Report are located on CN's website at the following address:

[HTTPS://WWW.CN.CA/EN/ABOUT-CN/NETWORK-EFFICIENCIES/](https://www.cn.ca/en/about-cn/network-efficiencies/)

Should further information be required, please contact the undersigned by telephone at 587-334-6936 or by e-mail at [tyler.banick@cn.ca](mailto:tyler.banick@cn.ca).

Yours truly,

*Tyler Banick*

Tyler W. Banick  
Manager, Stakeholder Relations | British Columbia  
CN



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

RECEIVED  
July 27 2025

July 23<sup>rd</sup>, 2025

The Honourable Mike Farnworth  
Minister of Transportation and Infrastructure  
By Email: [TT.Minister@gov.bc.ca](mailto:TT.Minister@gov.bc.ca)

The Honourable Chrystia Freeland  
Minister of Transport  
By Email: [TC.MinisterofTransport-MinistredesTransports.TC@tc.gc.ca](mailto:TC.MinisterofTransport-MinistredesTransports.TC@tc.gc.ca)

Cc: The Honorable David Eby  
The Premier  
[Premier@gov.bc.ca](mailto:Premier@gov.bc.ca)

Cc: The Honorable Ravi Kahlon  
Minister of Jobs and Economic Growth  
[JEDI.Minister@gov.bc.ca](mailto:JEDI.Minister@gov.bc.ca)

To Ministers Farnworth and Freeland,

**RE: Proposed Discontinuance of Portions of the Lillooet and Squamish Subdivisions**

On behalf of the District of 100 Mile House Council, I am writing to you to express our disappointment in the CN proposal for the discontinuance of portions of the CN line. CN states in its press releases that all First Nations and communities have been consulted. Not so. The letter dated July 11, 2025 we received via email was our only notice.

We are not prepared to sit back and let this happen. Taking out this line takes away future opportunities for our region, both for the District and our First Nations. The line could be active now with passenger trains and there are, and have been, economic opportunities in the past. But when receiving rail cars is not stable, no one can rely on the service.

Ministers, we as a District, and many others who have been excluded from this consultation, need to be at the table.

It is now and the future of our rural communities that is at stake. I await your response.

Sincerely,

A handwritten signature in cursive script, appearing to read "Maureen Pinkney".

Maureen Pinkney, Mayor  
On behalf of the District of 100 Mile House Council

cc:

PO Box 340, #1-385 Birch Ave,  
100 Mile House, BC V0K 2E0

(250) 395-2434  
[district@100milehouse.com](mailto:district@100milehouse.com)

[100milehouse.com](http://100milehouse.com)



- Whispering Pines [administration@wpcib.com](mailto:administration@wpcib.com)
- Esk'etemc (Alkali Lake) [adminassistant@esketemc.ca](mailto:adminassistant@esketemc.ca)
- High Bar First Nation [intergov@hbfnc.ca](mailto:intergov@hbfnc.ca)
- Spelqweqs Development LP [doug.webster@spelqweqs.ca](mailto:doug.webster@spelqweqs.ca)
- Stswecem'c Xgat'tem First Nation (Canoe Creek, Dog Creek) [cao@sxfn.ca](mailto:cao@sxfn.ca)
- St'uxwtéws (Bonaparte First Nation) [ed@bonaparte.band](mailto:ed@bonaparte.band)
- TL'esqox (Toosey / Riskie Creek) [reception@toosey.ca](mailto:reception@toosey.ca)      william
- Tl'etinqox Government (Anaham) [receptionist@tletinqox.ca](mailto:receptionist@tletinqox.ca)
- Tsideldel First Nation (Alexis Creek) [reception@tsideldel.org](mailto:reception@tsideldel.org)
- Tsilhqot'in National Government [executiveassistant@tsilhqotin.ca](mailto:executiveassistant@tsilhqotin.ca)
- Tsqescen First Nation (Canim Lake Band) [cao@tsqescen.ca](mailto:cao@tsqescen.ca)
- Tsqescen First Nation Chief Helen Henderson [ea@tsqescen.ca](mailto:ea@tsqescen.ca)
- Tsqescen First Nation Lands Coordinator Braden Emil [lands@tsqescen.ca](mailto:lands@tsqescen.ca)
- Williams Lake First Nation [lisa.camille@williamslakeband.ca](mailto:lisa.camille@williamslakeband.ca)
- Xat'sull (Soda Creek Indian Band) [reception@xatsull.com](mailto:reception@xatsull.com)
- Village of Ashcroft [admin@ashcroft.ca](mailto:admin@ashcroft.ca)
- Village of Clinton [admin@village.clinton.bc.ca](mailto:admin@village.clinton.bc.ca)
- Village of Cache Creek [admin@cachecreek.ca](mailto:admin@cachecreek.ca)
- District of Lillooet [info@lillooet.ca](mailto:info@lillooet.ca)
- City of Williams Lake [corporateservices@williamslake.ca](mailto:corporateservices@williamslake.ca)
- City of Quesnel [cityhall@quesnel.ca](mailto:cityhall@quesnel.ca)
- City of Prince George [cityclerk@princegeorge.ca](mailto:cityclerk@princegeorge.ca)
- Cariboo Regional District [mdaly@cariboord.ca](mailto:mdaly@cariboord.ca)
- Thompson Nicola Regional District [admin@tnrd.ca](mailto:admin@tnrd.ca)
- MLA Lorne Doerkson [lorne.doerkson.MLA@leg.bc.ca](mailto:lorne.doerkson.MLA@leg.bc.ca)
- MLA Jeremy Valeriote [Jeremy.valeriote.MLA@leg.bc.ca](mailto:Jeremy.valeriote.MLA@leg.bc.ca)
- MP Todd Doherty [todd.doherty@parl.gc.ca](mailto:todd.doherty@parl.gc.ca)
- Global TV [ViewerContactBC@globalnews.ca](mailto:ViewerContactBC@globalnews.ca)



July 22, 2025

**RE: Heritage Conservation Act Transformation Project – Update and Phase 3 Engagement Opportunities (Summer-Fall 2025)**

I am pleased to provide an update on the Heritage Conservation Act Transformation Project (HCATP) and invite local governments to participate in engagement on proposed legislative changes.

**Background**

The HCATP aims to reform the *Heritage Conservation Act* (HCA) to ensure it is consistent with the UN Declaration on the Rights of Indigenous Peoples (UN Declaration) and improve its administration to the benefit of all people in B.C.

The Joint Working Group on First Nations Heritage Conservation (JWGFNHC), which includes members appointed by the First Nations Leadership Council and the B.C. Provincial government, has been leading the transformation process as well as coordinating broad engagement with First Nations, local governments and stakeholders to date. We would like to thank those who attended and provided [valuable input](#) in Phases 1 and 2 of engagement (2022 and 2023).

**Project Update**

In early 2025, the JWGFNHC prepared a submission for the B.C. Provincial government to seek direction on the scope and timing of potential legislative amendments to the HCA, informed by feedback heard in previous phases of engagement.

Based on the direction received, the HCATP is now proceeding into Phase 3 of the project: developing proposed legislative amendments for B.C. Provincial government direction in late fall 2025 with a target to introduce new legislation in spring 2026. Additional project information is available on the public-facing HCATP website:

<https://engage.gov.bc.ca/heritageconservationact/>

### **Engagement Opportunities**

Engagement during this phase of the project will seek input on how the policy intentions informed by previous engagement will be implemented through legislative and regulatory changes.

#### ***Dedicated Local Government Engagement Session***

An engagement session focused on local governments is planned for August 12, 2025. This session will provide an opportunity for meaningful discussion on proposed amendments.

**Please sign up for this session at the following registration link:**

<b>Date &amp; Time</b>	<b>Registration Link</b>
<b>August 12, 2025 9am-12pm Pacific Daylight Time (PDT)</b>	<a href="https://events.teams.microsoft.com/event/7f2d0c52-2b48-4cf9-89e5-5cda86551549@6fdb5200-3d0d-4a8a-b036-d3685e359adc">https://events.teams.microsoft.com/event/7f2d0c52-2b48-4cf9-89e5-5cda86551549@6fdb5200-3d0d-4a8a-b036-d3685e359adc</a>

#### ***Additional sessions***

Two broad engagement sessions for stakeholders are planned between August and September. If you are unable to attend the session on August 12, 2025, specific to local governments, you are welcome to attend either of these sessions. Please be advised that these sessions are designed for all stakeholders.

<b>Date &amp; Time</b>	<b>Registration Link</b>
<b>August 20, 2025 9am-12pm PDT</b>	<a href="https://events.teams.microsoft.com/event/081f6176-bfac-4278-bf67-95db3834debe@6fdb5200-3d0d-4a8a-b036-d3685e359adc">https://events.teams.microsoft.com/event/081f6176-bfac-4278-bf67-95db3834debe@6fdb5200-3d0d-4a8a-b036-d3685e359adc</a>
<b>September 17, 2025 1pm-4pm PDT</b>	<a href="https://events.teams.microsoft.com/event/de414d42-9114-4edf-bee6-5515f9c12fal@6fdb5200-3d0d-4a8a-b036-d3685e359adc">https://events.teams.microsoft.com/event/de414d42-9114-4edf-bee6-5515f9c12fal@6fdb5200-3d0d-4a8a-b036-d3685e359adc</a>

An information package will be sent out to registrants in advance of the sessions.

Some organizations may host additional engagement sessions (e.g., Business Council of British Columbia), so please look for these invitations if you are a member. We welcome local governments to attend any of the above referenced engagement sessions.

#### ***Written Feedback***

Written input on the project is also welcomed throughout this process. Please direct written feedback, before October 1, to [EngageHCA@gov.bc.ca](mailto:EngageHCA@gov.bc.ca).

### ***Next Steps Following Engagement***

Following consultation and cooperation with First Nations, engagement with local governments, stakeholders and the public this summer, a submission of proposed legislative amendments to the HCA will be prepared.

### **Closing Comments**

We look forward to these important discussions in the upcoming sessions. If you have any questions regarding the project and/or upcoming engagement, please send an email to [EngageHCA@gov.bc.ca](mailto:EngageHCA@gov.bc.ca).

Sincerely,

A handwritten signature in blue ink, consisting of a stylized 'J' and 'R'.

---

Jillian Rousselle  
Assistant Deputy Minister  
Forest Resiliency and Archaeology  
Ministry of Forests



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

July 24, 2025

1314226

Via email: c/o [admin@village.clinton.bc.ca](mailto:admin@village.clinton.bc.ca)

Their Worship Roland Stanke  
Mayor of the Village of Clinton  
PO Box 309  
1423 Cariboo Hwy  
Clinton BC V0K 1K0

Dear Mayor Stanke and Council:

Thank you for your letter regarding the new Kamloops Cancer Centre. We are pleased to respond to your concerns.

On February 8, 2024, the Province announced approval of the business plan for the Kamloops Cancer Centre. The new BC Cancer centre at Royal Inland Hospital will be a standalone, five-storey facility and will include space for patient arrival and check-in; radiation treatment, including three shielded treatment rooms (bunkers) for high-energy radiation treatment linear accelerators (LINACS); radiation therapy planning, including a CT simulator; an outpatient ambulatory care unit; staff offices and workstations; and a net new MRI suite with change rooms, intravenous preparation space, and a scanner. The facility also includes a parkade with approximately 470 parking stalls. The Cancer Centre scope and design accounted for the service delivery requirements within the available space and steep slope profile of the existing site.

The project also involves upgrades to Royal Inland Hospital, including the renovation and relocation of the existing Community Oncology Network Clinic to improve functionality and to update treatment spaces to current standards. The number of systemic treatment spaces will remain at 17, while the ambulatory care exam rooms will increase from seven to ten. Renovations will also be made to the existing pharmacy, including relocating administrative functions to accommodate growth. Additional upgrades within the pharmacy will improve functionality and the flow of materials, increase security measures, and improve dispensing of medication.

...2

Ministry of Health  
PO Box 9050 Stn Prov Gov  
Victoria BC V8W 9E2

Office of the Minister

Ministry of Infrastructure  
PO Box 9021 Stn Prov Govt  
Victoria BC V8W 9L6

BC Cancer currently operates four publicly funded PET/CT scanners: two in Vancouver, one in Victoria and one in Kelowna. Depending on the urgency, a patient may be referred to the PET/CT scanner with the shortest wait time or, to minimize the stress and disruption of travel, to the scanner located closest to home. Given the limited floor space available at the site in Kamloops, a PET/CT scanner could not be accommodated at the new Kamloops Cancer Centre as it would reduce the scope of the other critical cancer services noted above. Patients in the Kamloops area who require a PET/CT scan will continue to be accommodated at one of BC Cancer's existing PET/CT units in Kelowna, Vancouver or Victoria.

Both BC Cancer and Interior Health are aware that this design requires strong communication and integration. Providing cancer services in two nearby buildings on the same hospital campus, however, will not impact patient care. Several engagement sessions have been held by BC Cancer and Interior Health with Kamloops staff to review the design and space, answer questions, address concerns and offer onsite tours. A Joint Governance Committee with representatives from both BC Cancer and Interior Health has met regularly throughout the planning stage and will continue through construction. Both organizations also regularly attended the Interior Health Capital Project Board to report on progress and key decisions. BC Cancer and Interior Health will continue working closely to ensure a seamless experience for patients as they receive comprehensive cancer care in Kamloops.

Despite challenging site conditions and an uncertain fiscal environment, our government made the decision to prioritize the Kamloops Cancer Centre as a key investment for the province because of the importance of being able to deliver more cancer care closer to home for people living the Kamloops region, and to benefit British Columbians living farther north who may travel to Kamloops as their closest Cancer Centre. This \$386 million investment is ready to proceed to construction this summer and will open in 2028 to serve community members.

The Kamloops Cancer Centre as currently designed is expected to deliver about 14,000 radiation treatment visits per year, enabling approximately 1,000 patients to receive this therapy closer to home, something they cannot currently do. We recognize that travelling for a PET/CT scan, although required far less frequently than radiation treatments, is challenging for patients and their families. Attempting the design changes being requested, however, would set the project back significantly and introduce an unacceptable level of risk to the project. Most importantly, it would impact our government's ability to make essential services available to the residents of Kamloops and surrounding communities, for example by requiring patients to continue to travel hours every week to receive radiation treatment.

...3

We want to thank you again for your email and thoughtful advocacy for your community. Delivering critical health care services to people in Kamloops and the surrounding area as quickly as possible is a priority that we share with you, and we hope the information that we have provided helps you better understand the design choices that have been made in this project with that in mind. We look forward to continuing to work with you on the priorities of your community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Josie', with a stylized flourish extending to the right.

Josie Osborne  
Minister of Health

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bowinn', with a stylized flourish extending to the right.

Bowinn Ma  
Minister of Infrastructure







## Staff Report to Council Open Meeting

**Date: August 13, 2025**

**From: CAO**

**Subject: Clinton 2024 Annual Report**

**Attachments:**

- 1) Draft Clinton 2024 Annual Report

**Recommendations:**

**THAT Council adopts the 2024 Annual Report.**

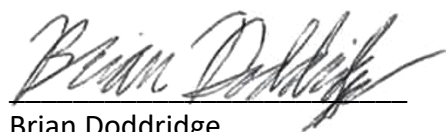
**Background:**

The Community Charter requires the Village of Clinton to produce an annual report each year for the previous calendar year, to have it considered at a Council Meeting, and to notify the public it is available for inspection. A notification was sent on July 9<sup>th</sup> on Voyent Alert and the bulletin board in front of the village office (the official public notice posting places), social media, and the Village Website informing the public the draft annual report is available for inspection and that written comments are being accepted. As of the deadline on August 3<sup>rd</sup>, no comments have been received.

**Financial Impacts:**

N/A

CFO Initial 



Brian Doddridge  
Chief Administrative Officer

# 2024 Annual Report



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# Community Overview

## Territorial Acknowledgement

The Village of Clinton is located within the traditional, ancestral, and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation.

## Community Profile

The Village of Clinton is a small, friendly community in one of the most pristine natural environments in the world, while still being close and accessible to larger centres. Clinton is located on Highway 97, 40km north of the junction of the Trans Canada Highway in Cache Creek and 30km south of 70 Mile House.

Clinton was incorporated on July 16, 1963 and lies within Electoral Area “E” of the Thompson-Nicola Regional District (TNRD). Located on the Historic Gold Rush trail within traditional Secwépemc territory, Clinton is the destination to discover Where History Meets Adventure. With a rich heritage, stunning scenery, and an abundance of recreational opportunities, Clinton sits immediately below the southern edge of the Cariboo Plateau and allows for endless outdoor adventure opportunity including hiking, fishing, horseback riding, and much more.







Clinton is home to many annual events and festivals, including one of British Columbia's oldest continual events, the Annual Ball. The Ball was first held in 1867 and was a highlight of the social calendar in the British Columbia Interior for many decades. The popular May rodeo and dance are held on the following weekend. The Clinton Museum is another highlight and, built in 1892, has a wealth of historical artifacts on display that date back to the gold rush and founding of the area.

### **Mission and Vision**

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

**Vision:** Clinton is a Lively, Resilient Community, Proud of its Rich Heritage While Building a Sustainable Future with Local Secwépemc and Neighbouring Communities.

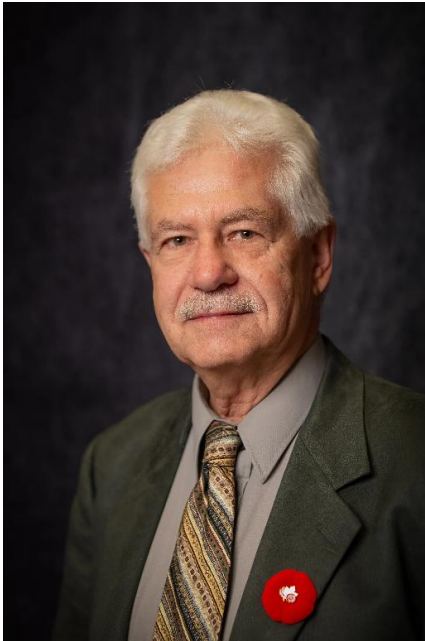
## **What is an Annual Report?**

Every local government must prepare an annual report and present it at an annual meeting after making it available for public inspection. The Village must give notice of the date, time and place of the annual meeting.

## Council

The Village of Clinton is governed by a mayor, who also sits on the TNRD Board of Directors, and four Councillors, who each serve 4-year concurrent terms. Council is responsible for governance of the Municipality and delegates responsibility for general operations of the Village to the CAO through bylaws, policies, and Council resolutions.

### Mayor Roland Stanke



Mayor Stanke immigrated with his family from Moers, Germany in his preteen years. He moved to Jasper, Alberta where he spent his teen years learning the Canadian way. He moved to North Vancouver in the early seventies where he became employed with the Liquor Distribution Branch. Then in 1982, he moved to Clinton to become the manager of the local liquor store. Through the years he became more and more involved in the community. The first impression was to use Clinton as a stepping stone to move into senior management positions in larger centres. He quickly adapted to the small community lifestyle, raised a family of 5 children, joined many groups in Clinton, and sorted out what was the best fit. In 1999 he was elected as Councillor for the Village, then in 2002 elected as Mayor for 3 terms.

He also held director positions on the TNRD and Film Commission for 9 years. During his former term as Mayor, he was elected to the UBCM board as the small community representative for the Province, a position he held for 2 years. In 2022 he was once again elected as Mayor for the Village of Clinton.

One of his main passions is Photography and he has over 40 years of experience in commercial photography, fine art, film location scouting, and equine portraiture. 10 years ago, his interest sided to horse ownership. Currently, he owns three spoiled horses and enjoys weekend trail riding.

### **Councillor Sandi Burrage**

Councillor Burrage has strong family and community values and was named Clinton's 2011 Citizen of the Year. Councillor Burrage is a consummate volunteer; her passion towards her community has led her to join many non-profit groups where she volunteers endless hours and strives to make Clinton a vibrant and welcoming community. When asked why she wanted to run for Council, Councillor Burrage states "she is passionate about Clinton, and wants to honor Clinton's heritage and history while working to attract tourism, new business and residents to enhance Clinton's services and ensure sustainability." Councillor Burrage believes in open communication and transparency and looks forward to the challenge of continuing to represent the interests of Clinton in her time serving as Councillor.



### **Councillor Nicholas Kosovic**

Originally hailing from Richmond, Councillor Nicholas Kosovic was raised in a mixed-heritage household, born to a Mexican Mother and Slavic-Canadian Father. Upon graduating from UBC in 2020, Kosovic spent much of his time traveling British Columbia while teaching remotely. Camping in his car on backcountry forest service roads provided relief during the isolation of lockdowns and broadened his perspectives on what the province had to offer. After several visits to Clinton, Kosovic decided it was the best town in the province. Planning community events alongside the phenomenal Clinton youth and the Historical Museum Society, he was able to meet many of the Village's longtime residents and gather insight into what makes Clinton unique and resilient.

Councillor Nicholas Kosovic was on leave from Village of Clinton Council from May 23, 2024 for the remainder of the year.



### **Councillor David Park**

Born and raised in Clinton, Councillor Park attended school from kindergarten through to graduation here. Councillor Park's family roots run deep in Clinton and he is proud to call Clinton home. After graduation, work caused Councillor Park to move to Vancouver and later Europe, however when it was time to start a family, Councillor Park and his partner Jennifer chose to settle in their hometown of Clinton to raise their family consisting of three young children.

Councillor Park truly believes that "Clinton is the best place on earth to live and raise a family because you can afford a mortgage and the outdoors are only minutes from your doorstep." Serving on Council since 2011, Councillor Park wants to continue to be involved in the decision making that will define Clinton's future.



### **Councillor Darrell Schapansky**

Councillor Schapansky and his wife Lee have owned property and lived in Clinton for 31 years, since 1992. They are originally from the lower mainland area and relocated to Clinton to escape the hustle and bustle of the "cities". Upon arriving in Clinton, they built Clinton Pines Campground and operated it for 15 years. They have since sold it and now live in their present home in town.

Councillor Schapansky has been involved with the building supply and construction industry for most of his working life in one way or another. He and Lee have operated their business of D&L Reman LTD. in Clinton for at least 23 years, and now they are semi-retired (whatever that is supposed to mean). Councillor Schapansky enjoys serving the community as a Councillor for Clinton and is looking forward to the coming years.



## 2024 Council Portfolio

In order to stay plugged-in to the community and ensure Council is aware of what's happening in the Village and the region, members of Council take various appointments to boards and societies. These are reviewed at least two times per term. The following table shows Council's appointments for 2024.

Mayor Roland Stanke	Community, Government, and First Nation Liaison TNRD Representative Hospital Board Representative Policy Committee Seniors' Society Clinton Seniors' Association
Councillor Sandi Burrage	Communities in Bloom Spirit of Clinton Parks and Recreation Committee Hat Creek Gold Country Communities Society
Councillor Nicholas Kosovic	Gold Country Communities Society Accessibility Committee Seniors' Society *Councillor Kosovic was on leave from May 2024 to the end of the year.
Councillor David Park	Para-Transit Committee Fire Department David Stoddart School/PAC Clinton Healthcare Alliance Clinton Museum Accessibility Committee
Councillor Darrell Schapansky	Northern Development Initiative Trust Clinton Community Forest Clinton Assisted Living Association Cariboo Chilcotin Coast Tourism Association Policy Committee



## Mayor's Message

As we look back on 2024, it has been a year full of extra challenges and opportunities that have set the stage for a fresh start in our community. Improving communication has been one of the focuses for council with improved signage as well as the Voyent Alert app. Wildfires have always been on our radar. Through the grant process the Village has hired a FireSmart Coordinator to help people make their homes more resilient to fire and to improve our community's ability to respond to emergencies. Having an updated community wildfire plan, continuing training and equipment purchases for our fire department are also ways we are improving our ability to face emergencies with confidence.



Our CAO brought positive changes and adjustments, we have also made strides in improving how we communicate and collaborate with the citizens. We have invested in the formal training of our staff to keep them up to date on downloaded issues from higher levels of government. This also builds confidence in the staff knowing that the village is prepared to invest in their future.

Our new Strategic Plan lays out a path for greater unity between the Village, our neighbours, our businesses, and our community groups. It laid out the vision of council in moving Clinton forward yet maintains the friendly small-town charm for which we are well noted. We are committed to creating a more inviting environment for business and addressing community concerns. Collaboration has been key. Strengthening relationships with neighboring communities through shared services and partnerships with Whispering Pines/Clinton Indian Band and High Bar First Nation has been essential.

In 2025, our focus will remain on practical improvements, such as enhancing Elliott Park and Reg Conn Park as well as updating planning bylaws to make our community more vibrant and connected. Unity and teamwork continue to guide us as we navigate challenges together. We are listening to your feedback and working towards clearer communication and a supportive business environment.

I extend my sincere appreciation to our dedicated staff, community members, volunteers, and partners for their commitment to the Village of Clinton. Your support is essential as we prioritize responsible management and sustainability.

**Roland Stanke**

Mayor

## CAO's Message

2024 was a year of adjusting course. After a period of organizational turnover and shifting expectations, the Village focused on clearer communication, updating plans, and aligning goals with capacity. The new Strategic Plan provided structure, and Staff set about clarifying responsibilities, improving workflows, and making deliberate choices about where to spend time, money, and effort.

With a new strategy came a new focus. Projects and priorities were adjusted to match available resources, and when choosing new projects to take on, Staff took a more intentional approach. A comprehensive review of the zoning bylaw began in tandem with a rewrite of the Official Community Plan. The intent is to modernize both documents while reducing internal contradictions and aligning with new provincial legislation. The housing needs report, completed in 2024, is now shaping conversations about density, servicing, and land availability.

Being a small community, creative options are required in order to provide services that might not be feasible to be offered in house. The bylaw enforcement position and transit services continue to be shared with Ashcroft and Cache Creek. GIS services were added through a regional partnership with the TNRD, which opened access to mapping tools that had previously been out of reach. These changes allowed the Village to meet rising service demands without taking on long-term operating costs. Improvements to communication played a supporting role across most departments. Residents received more frequent updates on Village programs and decisions through notices, social media, the Voyent Alert app, and the LED sign. Budget information was shared in new ways and Staff ensured the public had opportunities to be heard by the decision makers. Public input helped shape a revised approach to surplus and reserve levels, reflecting a moderate risk tolerance and a stronger focus on affordability.

The long-awaited Highway 97 sidewalk replacement was completed. Elliott Park and Reg Conn Park received upgrades to equipment and amenities. Property standards enforcement became more consistent. Emergency preparedness work expanded. The Village finalized an emergency coordination agreement with High Bar First Nation and hired a FireSmart Coordinator to help lead public education, bylaw integration, and mitigation planning. The Fire Department maintained its training schedule and began outfitting a new structure protection unit. Wildfire risk and fuel management are now a core part of the Village's long-term planning.

The changes made in 2024 were small but served to remind our residents that we are here to serve them. The underlying goal has been to make the Village's operations more resilient, more responsive, and better equipped to deal with current and future pressures without putting additional financial strain on residents.

Sincerely,

**Brian Doddridge**

Chief Administrative Officer



# Administrative Services



Administrative Services is a conglomeration of corporate leadership and support departments consisting of the Office of the Chief Administrative Officer, Legislative Services, Financial Services, Information Technology, Economic Development, Community Development and Bylaw Enforcement. Under the leadership of the Chief Administrative Officer, Administrative Services ensures compliance with statutory provisions and general administration of the Village of Clinton operations. The overarching mandate includes the following:

- Overall administration of the Village of Clinton operations and services;
- Legislative support to elected officials and other departments;
- Planning, collection, management, and investing financial resources;
- Deployment of information and communication technology in delivering services;
- Supporting local businesses and community groups to grow through Economic Development initiatives; and
- Development and enforcement of bylaws.

## Major Administration Projects:

- Shop Local Program Implementation and Christmas Shopping Event
- Alternate Publication Project
- Indigenous engagement in Emergency Management
- New Official Community Plan and Zoning Bylaw update project started
- New tables and Chairs at Memorial Hall
- Road Safety Project

## Bylaw Enforcement

Bylaw enforcement services are essential to ensure that the Village's bylaws are implemented effectively. In addition to the proactive approach bylaw enforcement undertook to encourage maintenance of property and community safety, 40 letters and numerous phone calls and site visits were conducted in response to the 58 files begun in 2024. 54 of those were resolved by the end of the year, most of which with voluntary compliance. Bylaw Enforcement continues to focus on resolving complaints in a timely manner and continuing to educate Clinton residents on compliance through open communication.

In 2024, the position went from 1 to 1.5 days per week. The added capacity has meant quicker response times to complaints and more proactive attention to issues.

The main focus of the Village's Bylaw Enforcement department is continued complaint-based enforcement, with an emphasis on nuisance and derelict properties.







## Public Works

The Village of Clinton's Public Works Department is lead by the Public Works foreman and consists of two labourers/Utility Operators, and one seasonal arena operator. The division consists of several sections including infrastructure, recreation, and public safety. The Public Works Department is charged with specific mandates including:

- Planning, development, and maintenance of Village of Clinton Infrastructure such as roads, buildings, water and sewer systems;
- Planning, development, and maintenance of cemetery, parks and trails; and
- Working with the Volunteer Fire Department for the provision of fire safety.

### Public Works Projects:

- Highway 97 Sidewalk Replacement
- Elliott Park Upgrades – Paved Path, Pump Track, Improvements to Baseball Diamond and Buildings
- Reg Conn Playground Equipment
- Bus Shelter
- Fitness Room Furnace Replacement
- Dam Safety Review Started
- New Heaters in Arena
- New Gas Stove for Memorial Hall
- Summer Student



# Protective Services

## Clinton Volunteer Fire Department

The Village of Clinton is served by a dedicated volunteer fire department of 20 members, including 3 new members in 2024. The Village of Clinton provides equipment and other infrastructure to the Volunteer Fire Fighting Department through annual budget allocations. Firefighting priorities are set through a consultation process between the Village of Clinton and the Volunteer Fire Department.

Callouts – 25

Training Sessions – 9

Practices – 44



In 2024, through the CRI FireSmart Grant, the Clinton Volunteer Fire Department began acquiring equipment to outfit a structure protection unit trailer. It is expected the Fire Department will have a fully outfitted SPU by the end of 2027.

## Policing Services

Policing services are provided by the Royal Canadian Mounted Police (RCMP) through a policing agreement managed by the Province of British Columbia and funded through an annual requisition.



## FireSmart

A new addition to the Village of Clinton in 2024 is the position of a grant-funded Resiliency Administrator/FireSmart Coordinator. This position developed a FireSmart program for the Village which:

- Educates residents on the importance of FireSmart principles to make property resilient to wildfire
- Helps assess Village bylaws, policies, and plans to ensure they incorporate FireSmart Principles
- Plans for fuel mitigation work on crown land
- Attends training events and conferences to bring best practices in resiliency to Clinton





# 2024 Strategic Plan

Village of Clinton Council developed a Strategic Plan in 2024, adopting a new, big picture model. The four priority areas are:

## 1. Diverse Economy

Strategic Initiative	Status
Official Community Plan Review	Commenced in 2024, set to be complete in 2025 along with new Zoning Bylaw.
Destination Promotion	Tourism Plan started in 2024, completed in 2025. Continued distribution of tourism marketing materials.
Business Community Engagement and Promotion	A Business Walk helped the Village to obtain stats that will help the Village plan for future business activity and marketing activities.

## 2. Partnership/Collaboration

Strategic Initiative	Status
First Nations Relations	Village Staff held many meetings with Indigenous Government staff on topics such as land use, strategic planning, emergency preparedness, and economic development. An MOU with High Bar First Nation was concluded, as was a subsequent Emergency Management Cooperation and Communication Protocol. Council attended indigenous day events and had Council to Council meetings with High Bar First Nation and Whispering Pines/Clinton Indian Band.
Shared Services	In 2024, the Village and partners Cache Creek and Ashcroft expanded the Bylaw Enforcement Officer position to full time (one extra day per week, split between Clinton and Cache Creek). The Village continued with the other shared services of building inspection and transit. Along with other TNRD member municipalities, the Village joined a GIS Shared service in 2024. The CAO attends semi-annual meetings with other local governments in the TNRD to discuss how shared services can provide better or more cost-efficient services.
Community Engagement	In an effort to improve transparency in the Financial Process, the Village led two budget-related information sessions. The resulting feedback informed the Village's decision to amend the surplus to represent a moderate risk tolerance. The Village also sent several notices,

	improved the method of delivering official public notices, and increased the use of Social Media and the Voyent Alert App to share information to residents.
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**The Accessibility Committee and volunteers, following a tour of Village facilities**

### 3. Community

<b>Strategic Initiative</b>	<b>Status</b>
Civic Engagement	The Village has taken a more proactive approach to communicating with the public. More frequent social media posting, mail drops, poster distribution, LED Sign Usage, and public engagement sessions have increased transparency and resident buy-in to Village services and programming.
Community Events	The Village of Clinton continues to assist with the Canada Day, Halloween, volunteer appreciation events through the spirit of Clinton Committee. Staff also run FireSmart events, music in the park, and shop local events. The Village also supports local non-profits to run their events by offering Grants in Aid for reduced-cost facility use.
Infrastructure/Amenities	The Village continues to monitor the condition of Village infrastructure including roads, water/sewer/stormsewer, and buildings, and

	perform maintenance or replacement activities according to need, financial resources, and the Village's Asset Management Framework. In 2024, the Village identified a need to assess how Village facilities are used and find ways to increase usership and revenue.
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#### 4. Housing

Housing Strategy	The Village's Housing Needs Report was completed in 2024. A Housing strategy is expected for 2025/2026.
Vacant Property Tax	Options for a vacant property tax are limited and not likely to have desired effect.
Zoning Bylaw Update	Funded, Planned for 2025 in conjunction with OCP update.

#### Outstanding items from the 2023 Strategic Action Plan

Project	Status
Fiber to the Home	Completed
Tourism Development	Completed Tourism Guide/Ongoing
Signage	Directional signage project planned for 2025/2026
Promote Facility Use	Facility Inventory and Facility Strategy upcoming
Communication	Increased notices, engagement events, etc.

#### Partnership/Collaboration

Project	Status
Lot 9 Development	Staff continue to look for funding opportunities, such as CHIF, to support development of Lot 9.
Water Meters	Staff are working on preparing a targeted approach to water meter implementation.
Sidewalk Replacement	Completed 2024
Bell St Extension	In progress, application submitted to Province.
Memorial Hall Upgrades	Partially complete, staff continue to look for grants for remainder of project

#### Community

Project	Status
Reg Conn Splash Park	Staff continue to look for grant opportunities and plan for sustainable implementation
Reg Conn Playground Equipment	Completed 2024

Fitness Room Accessibility Improvements	Staff continue to look for grant opportunities
Reg Conn Pond Dredging	Staff continue to look for grant opportunities

#### Emergency Planning

Complete and Implement Community Wildfire Resiliency Plan	Plan completed and implementation began in 2024
Flood Mitigation Planning	Completed 2025

#### Housing and Planning Development

Research opportunities for Secondary Suites	Zoning update planned for 2025
Research Property Standards Bylaw and Vacancy Tax	Completed 2024

## Financial Services

*From the office of the CFO.*

I am pleased to present the Financial Section of the 2023 Annual Report for the Village of Clinton for the year ended December 31, 2024, in accordance with the Community Charter and the Canadian Public Sector Accounting Standards.

The finance department provides leadership and support in financial management, procurement, and accountability to the Village's residents, Council and departments.

### Key Responsibilities

- preparation and monitoring of the Five-Year Financial Plan and Annual Financial Statements
- operational and capital financial planning, including investment portfolio
- property tax and utility rate recommendations; processing and collection of property taxes, utility and other receivable billings
- payroll and general accounting services
- payment of goods and services
- maintenance of property records

### Financial Department Highlights

- A surplus of \$ 884,308 was realized for the year ending December 31, 2024. This includes general, water and sewer funds.
- Outstanding property taxes at the end of 2024:
  - 55 Current - \$42,937
  - 17 Arrears - \$27,463
  - 0 Delinquent
- Outstanding Utility accounts at the end of 2024:
  - 44 accounts - \$23,416

- \$50,000 was allocated to the Asset Management Reserve.
- \$26,400 was allocated to the Water Reserve.
- \$13,832 was allocated to the Sewer Reserve.

**Net Financial Assets:** \$5,827,190  
**Increased by:** \$779,530

<b>TOTAL REVENUE</b>	<b>\$2,924,7856</b>
<b>TOTAL EXPENSES</b>	<b>\$2,040,477</b>

### Grants Received In 2024

Community Works Fund \$92,826

Small Community Grant \$416,800

Federal Grants-in-Lieu \$52,741

Canada Summer Jobs \$2,435

Northern Development Initiative \$26,921

UBCM Firesmart \$100,000

Indigenous Engagement Requirements \$40,000

Housing Capacity Funding \$152,739

Local Government Climate Action \$129,163

Active Transportation Infrastructure \$221,243

UBCM ESS Equipment & Training \$5,572

The Village will continue to be conservative in fiscal management. Focus will be on growing reserve funds which assists in managing emergencies and to help keep property taxes low. The Village will continue to pursue grant funding where possible in order to offset property tax requirements and build amenities and resiliency.

### 2024 Permissive Tax Exemptions:

A permissive tax exemption is a means for Council to support organizations within the community which further Council's objectives of enhancing quality of life (economic, social, cultural) and delivering services economically. These exemptions are given to qualifying, Clinton based, registered non-profit organizations using property for municipal, recreational, religious, cultural or charitable purposes.

The following land and improvements were provided with a permissive tax exemption from the Village of Clinton for the year 2024:

Roman Catholic Church	\$1,114.00
Pentecostal Assemblies	\$ 500.00
Clinton Living Waters	\$ 544.00
Royal Canadian Legion	\$ 454.00
South Cariboo Historical Museum Society	\$1,638.00
Clinton Curling Club	\$7,727.00

## Statement of Disqualifications

No disqualifications of Council Members occurred in 2024

The Corporation of the Village of Clinton  
Financial Statements  
For the year ended December 31, 2024

The Corporation of the Village of Clinton  
Financial Statements  
For the year ended December 31, 2024

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## Management's Responsibility for Financial Reporting

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The accompanying financial statements of the Corporation of the Village of Clinton are the responsibility of management and have been approved by the Mayor and Council of the Village.

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the financial statements are presented fairly, in all material respects.

The Corporation of the Village of Clinton maintains systems of internal accounting and administrative controls of sufficient quality, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the Village's assets are appropriately accounted for and adequately safeguarded.

The Corporation of the Village of Clinton is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements.

The Mayor and Council review the Village's financial statements and recommend their approval. The Mayor and Council meet periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the annual report, the financial statements and the external auditor's report. The Mayor and Council takes this information into consideration when approving the financial statements for issuance to the ratepayers. The Mayor and Council also appoint the engagement of the external auditors.

The financial statements have been audited by BDO Canada LLP in accordance with Canadian public sector accounting standards on behalf of the ratepayers. BDO Canada LLP has full access to the Council and management.



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Mandy McKague, Chief Financial Officer





Tel: 250-372-9505  
Fax: 250-374-6323  
www.bdo.ca

BDO Canada LLP  
300-275 Lansdowne Street  
Kamloops, B.C. V2C 6J3

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## Independent Auditor's Report

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To the Members of Council of The Corporation of the Village of Clinton

### Opinion

We have audited the financial statements of The Corporation of the Village of Clinton (the "Village"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, change in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2024, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

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

### Other Matter

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of Schedule 3 and 4 on pages 30-31 of these financial statements.

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

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

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

Those charged with governance are responsible for overseeing the Village's financial reporting process.



#### Auditor's Responsibilities for the Audit of the Financial Statements

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

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

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

Chartered Professional Accountants

Kamloops, British Columbia  
April 23, 2025

The Corporation of the Village of Clinton  
Statement of Financial Position

As at December 31	2024	2023
Financial assets		
Cash	\$ 5,134,141	\$ 4,947,564
Portfolio investments (Note 2)	1,471,907	833,307
Taxes and utilities receivable	99,509	120,046
Accounts receivable	41,901	40,355
Investment in Community Forest Company (Note 4)	849,622	955,740
	<u>7,597,080</u>	<u>6,897,012</u>
Liabilities		
Accounts payable and accrued liabilities	172,491	76,036
Deferred revenue (Note 14)	221,061	361,002
Long-term debt (Note 5)	1,119,687	1,152,692
Asset retirement obligation liability (Note 6)	178,632	170,173
Silviculture liability	78,019	89,449
	<u>1,769,890</u>	<u>1,849,352</u>
Net financial assets	<u>5,827,190</u>	<u>5,047,660</u>
Non-financial assets		
Tangible capital assets (Note 7)	10,046,343	9,944,868
Prepaid expenses	56,184	52,881
	<u>10,102,527</u>	<u>9,997,749</u>
Accumulated surplus (Note 8)	<u>\$15,929,717</u>	<u>\$ 15,045,409</u>

Contingent liabilities (Note 11)

  
 Mandy McKague, Chief Financial Officer

  
 Roland Stanke, Mayor

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

The Corporation of the Village of Clinton  
Statement of Operations

For the year ended December 31	Budget 2024	2024	2023
	(Note 13)		
Revenue (Schedule 1)			
Municipal taxation and grants-in-lieu of taxes (Note 9)	\$ 925,370	\$ 919,215	\$ 1,115,730
Sales of services	392,527	399,386	390,479
Revenue from own sources	172,214	351,316	399,380
Transfers from other governments	716,682	1,358,100	1,555,664
Actuarial adjustment on debenture debt	-	2,886	2,106
Equity (loss) income in Community Forest Company (Note 4)	-	(106,118)	20,908
	<u>2,206,793</u>	<u>2,924,785</u>	<u>3,484,267</u>
Expenses (Schedule 2)			
General administration and legislative services	705,274	676,925	687,996
Protective services	146,059	149,328	147,786
Public Works	557,715	429,866	429,531
Environmental and health services	403,948	552,012	472,869
Recreation and cultural services	208,755	201,918	330,756
Interest on long term debt	-	30,428	33,255
	<u>2,021,751</u>	<u>2,040,477</u>	<u>2,102,193</u>
Annual surplus	185,042	884,308	1,382,074
Accumulated surplus, beginning of year	<u>15,045,409</u>	<u>15,045,409</u>	<u>13,663,335</u>
Accumulated surplus, end of year	<u>\$15,230,451</u>	<u>\$15,929,717</u>	<u>\$ 15,045,409</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

The Corporation of the Village of Clinton  
Statement of Change in Net Financial Assets

For the year ended December 31	Budget 2024	2024	2023
	(Note 13)		
Annual surplus	\$ 185,042	\$ 884,308	\$ 1,382,074
Acquisition of tangible capital assets (Note 7)	(140,714)	(564,454)	(468,593)
Amortization of tangible capital assets (Note 7)	282,986	462,979	476,731
	327,314	782,833	1,390,212
Change in prepaid expenses	-	(3,303)	(8,631)
Increase (decrease) in net financial assets	327,314	779,530	1,381,581
Net financial assets, beginning of year	5,047,660	5,047,660	3,666,079
Net financial assets, end of year	\$ 5,374,974	\$ 5,827,190	\$ 5,047,660

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

The Corporation of the Village of Clinton  
Statement of Cash Flows

For the year ended December 31	2024	2023
Operating transactions		
Annual surplus	\$ 884,308	\$ 1,382,074
Items not involving cash		
Accretion	8,459	8,058
Amortization	462,979	476,731
Actuarial adjustment on long-term debt	(2,886)	(2,106)
Changes in non-cash operating balances		
Taxes and utilities receivable	20,537	(20,088)
Accounts receivable	(1,546)	16,010
Prepaid expenses	(3,303)	(8,631)
Accounts payable and accrued liabilities	96,455	(218,697)
Deferred revenue	(139,941)	228,511
Equity change in Community Forest	106,118	(20,908)
Solid waste closure and post closure liabilities	(11,430)	(70,551)
	<u>1,419,750</u>	<u>1,770,403</u>
Capital transactions		
Acquisition of tangible capital assets	<u>(564,454)</u>	<u>(468,593)</u>
Investing transaction		
Acquisition of portfolio investments	<u>(638,600)</u>	<u>(40,298)</u>
Financing transactions		
Repayment of long-term debt	<u>(30,119)</u>	<u>(33,142)</u>
Net change in cash	186,577	1,228,370
Cash, beginning of year	<u>4,947,564</u>	<u>3,719,194</u>
Cash, end of year	<u>\$ 5,134,141</u>	<u>\$ 4,947,564</u>
Supplementary cash flow information		
Interest paid	<u>\$ 30,429</u>	<u>\$ 33,255</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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1. Significant accounting policies

Basis of  
Presentation

The financial statements of the Corporation of the Village of Clinton (the "Village") are the responsibility of management. They have been prepared in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Nature of  
Operations

The Village was incorporated on July 16, 1963 under the Municipal Act, a former statute of the Province of British Columbia. Its principal activities include the provision of local government services to the residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water, sewer, and fiscal services.

Cash and Cash  
Equivalents

Management considers all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.

Portfolio Investments

Portfolio investments are recorded at cost unless there has been a decline in the market value which is other than temporary in nature in which case the investments are written down to market value.

Investment  
in Government  
Business Enterprises

The Village accounts for its 100% interest in the Clinton and District Community Forest of BC Limited (the "Company") using the modified equity method as the Company is a self-sustaining subsidiary of the Village. Under the modified equity method, the cost of the investment is adjusted by the earnings or losses of the Company.

Tangible Capital  
Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Engineering Structures	10 to 70 years
Buildings	10 to 80 years
Furniture and equipment	5 to 10 years
Sewer system and equipment	25 to 80 years
Water system and equipment	25 to 80 years

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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1. Significant accounting policies (continued)

Leased Assets	Leases entered into that transfer substantially all the benefits and risks associated with ownership are recorded as the acquisition of a tangible capital asset and the incurrence of an obligation. The asset is amortized in a manner consistent with tangible capital assets owned by the Village, and the obligation, including interest thereon, is liquidated over the term of the lease. All other leases are accounted for as operating leases, and the rental costs are expensed as incurred.
Collection of Taxes on Behalf of Other Taxation Authorities	The Village collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of entities are not reflected in these financial statements.
Reserve Funds	Reserves represent amounts set aside for specific or future expenditures. Statutory reserves require the passing of a by-law before funds can be expended. Reserve accounts require an approved council budget and resolution.
Trust Funds	Trust funds held in trust by the Village, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately.
Retirement Benefits and Other Employee Benefit Plans	The Village's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred. The costs of other pensions and other retirement benefits that accumulate over the period of service provided by employees are actuarially determined using the projected benefit method prorated on services based on management's best estimate of retirement ages, inflation rates, investment returns, wage and salary escalation, insurance and health care costs trends, employee turnover and discount rates. Actuarial gains and losses are amortized on a straight-line basis over the expected average remaining service life of the employee group.



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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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1. Significant accounting policies (continued)

**Deferred Revenue** Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which it is used for the specified purpose.

**Government Transfers** Government transfers, which include legislative grants, are recognized in the financial statements in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amount can be made.

**Revenue Recognition** Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts.

Revenues from transactions with performance obligations are recognized when (at a point in time) or as (over a period of time) the Village satisfies the performance obligations, which occurs when control of the benefits associated with the promised goods or services has passed to the payor.

The Village recognizes revenue from users of the water, sewer, solid waste disposal, and rentals of Village property services on a straight-line basis over the period of time that the relevant performance obligations are satisfied by the Village.

The Village recognizes revenue from administrative services, building permits, development permits, sales of goods and other licenses and permits at the point in time that the Village has performed the related performance obligations and control of the related benefits has passed to the payors.

Revenue from transactions without performance obligation is recognized at realizable value when the Village has the authority to claim or retain an inflow of economic resources received or receivable and there is a past transaction or event that gives rise to the economic resources.

The Village recognizes revenue from tax penalties and interest, parking ticket fines, and other revenue without associated performance obligations at the realizable value at the point in time when the Village is authorized to collect these revenues.

Conditional non-government grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional non-government grant revenue is recognized when monies are receivable.

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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1. Significant accounting policies (continued)

Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made.

Asset Retirement  
Obligation

A liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date. This liability is subsequently reviewed at each financial reporting date and adjusted for the passage of time and for any revisions to the timing, amount required to settle the obligation or the discount rate. Upon the initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related tangible capital asset if it is still in productive use. This cost is amortized over the useful life of the tangible capital asset. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

Financial Instruments

Cash and equity instruments quoted in an active market are measured at fair value. Accounts receivable, accounts payable, and long-term debt are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

When investment income and realized and unrealized gains and losses from changes in the fair value of financial instruments are externally restricted, the investment income and fair value changes are recognized as revenue in the period in which the resources are used for the purpose specified.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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1. Significant accounting policies (continued)

**Use of Estimates**            The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

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2. Portfolio Investments

	2024	2023
Bonds	\$ 78,944	\$ 74,830
Money market investments	791,788	758,477
Mutual Funds investments - Guaranteed Principle	601,175	-
	<u>\$ 1,471,907</u>	<u>\$ 833,307</u>

The income from portfolio investments for the year was \$37,425 (2023 - \$42,181). The market value of the Village's marketable securities was \$1,471,907 (2023 - \$833,307) and the carrying value was \$1,477,306 (2023 - \$837,238).

The Mutual Fund Investment has been set aside for the Growing Community Fund Reserve.

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3. Employee Future Benefits

Municipal Employees Retirement System

The Village and its employees contribute to the Municipal Pension Plan (a jointly trusted pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability. The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis. The Village paid \$45,607 (2023 - \$43,243) for employer contributions to the plan in fiscal 2024.

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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3. Employee Future Benefits (continued)

The next valuation will be as at December 31, 2024 with results available in 2025.

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

The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

4. Investments

	2024	2023
Investment in Clinton & District Community Forest of BC Ltd.	\$ 849,622	\$ 955,740

Summary of the audited financial statements of the Clinton & District Community Forest of BC Ltd. for the year ended December 31, 2024 are as follows:

Statement of Financial Position

	2024	2023
Cash	\$ 476,215	\$ 322,222
Term deposit	888,841	844,404
Accounts receivable	17,562	338,158
Property, plant and equipment	146,246	152,989
	<u>1,528,864</u>	<u>1,657,773</u>
Accounts payable and accrued liabilities	46,230	79,074
Silviculture liability	633,011	622,958
Share capital	1	1
Shareholder's equity	849,622	955,740
	<u>\$ 1,528,864</u>	<u>\$ 1,657,773</u>

Statement of Operations

Revenue	\$ 1,780,182	\$ 2,928,821
Expenses	(1,684,226)	(2,696,049)
Income from operations	95,956	232,772
Donations to the Community		
Donations to the Community at large	(78,550)	(74,800)
Economic development contribution	(119,524)	(133,064)
Scholarships	(4,000)	(4,000)
Net (loss) income for the year	(106,118)	20,908
Retained earnings, beginning of the year	955,740	934,832
Retained earnings, end of the year	<u>\$ 849,622</u>	<u>\$ 955,740</u>

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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5. Long-term Debt

Long-term debt reported on the statement of financial position is comprised of the following:

	<u>2024</u>	<u>2023</u>
Water, Municipal Finance Authority, Bylaw 395, interest at 4.4%, annual principle payments of \$1,679, due 2027	6,939	10,210
Municipal Finance Authority, Public Works Building, interest at 1.39%, with semi-annual payments of \$28,439 plus interest, maturing September 2051	1,112,748	1,142,482
	<u>\$ 1,119,687</u>	<u>\$ 1,152,692</u>

Principal repayments and sinking fund contributions relating to long-term debt of \$1,119,687 outstanding are due as follows:

2025	\$ 31,841
2026	31,977
2027	28,439
2028	28,439
2029	28,439
Thereafter	<u>970,552</u>
	<u>\$ 1,119,687</u>

Included in long-term debt are outstanding debentures of \$19,144 (2023 - \$19,144) secured by sinking fund assets with a carrying value of \$14,007 (market value - \$14,007) (2023 - \$13,536 (market value - \$13,536)).

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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6. Asset Retirement Obligation

The Village's asset retirement obligation consists of the following obligations:

a) The Village owns and operates several buildings that are known to contain asbestos, which represents a health hazard and which various regulations require specific considerations upon asset retirement. The buildings all have an estimated useful life of 60-70 years from the date of completion of construction, of which various numbers of years remain. The related asset retirement costs are being amortized on a straight-line basis. The estimated total undiscounted future expenditures are \$200,068, which are to be incurred at the end of the individual asset's useful life.

b) The Village has two wells requiring decommissioning at the end of the wells' useful lives. The wells have an estimated useful life of 70 years. The related asset retirement costs are being amortized on a straight-line basis. The estimated total undiscounted future expenditures are \$10,000, which are to be incurred at the end of the assets' useful lives.

c) The Village is responsible for a septic system at the Municipal Works Yard and a freon compressor at the curling rink and arena. The septic system has an useful life of 60 years and the freon compressor has an useful life of 50 years. The estimated total undiscounted future expenditures are \$10,000, which are to be incurred at the end of the assets' useful lives.

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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6. Asset Retirement Obligation (continued)

The related asset retirement costs are being amortized on a straight-line basis over the remaining useful lives of the assets. The related asset retirement costs for the above assets are being amortized on a straight-line basis. The liabilities have been estimated using a net present value technique with a discount rate of 4.51%. (2023 - 4.97%)

Changes in the asset retirement obligation in the year are as follows:

Asset Retirement Obligation	Asbestos remediation	Well decommissioning	Other AROs	2024
Opening balance	\$ 158,245	\$ 6,711	\$ 5,217	\$ 170,173
Accretion expense	7,866	334	259	8,459
Closing balance	\$ 166,111	\$ 7,045	\$ 5,476	\$ 178,632

Asset Retirement Obligation	Asbestos remediation	Well decommissioning	Other AROs	2023
Opening balance	\$ 150,753	\$ 6,393	\$ 4,969	\$ 162,115
Accretion expense	7,492	318	248	8,058
Closing balance	\$ 158,245	\$ 6,711	\$ 5,217	\$ 170,173

The asset retirement liability has been estimated using a net present value technique using the assumptions as described above. The related asset retirement costs are being amortized on a straight-line basis over the remaining useful lives of the assets.

Significant estimates and assumptions are made in determining the asset retirement costs as there are numerous factors that will affect the amount ultimately payable. Those uncertainties may result in future actual expenditures that are different than the amounts currently recorded. At each reporting date, as more information and experience is obtained as it relates to these asset retirement obligations, the estimates of the timing, the undiscounted cash flows and the discount rates may change. Adjustments to these factors are accounted for as an adjustment to the asset retirement obligation and the related tangible capital asset in the current period on a prospective basis.



The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

7. Tangible Capital Assets

							2024
	Land	Buildings	Engineering structures	Furniture and equipment	Sewer systems	Water systems	Total
Cost, beginning of year	\$ 729,595	\$ 4,107,058	\$ 4,686,792	\$ 1,956,551	\$ 889,329	\$ 5,356,389	\$ 17,725,714
Additions	-	45,399	433,320	85,735	-	-	564,454
Cost, end of year	\$ 729,595	\$ 4,152,457	\$ 5,120,112	\$ 2,042,286	\$ 889,329	\$ 5,356,389	\$ 18,290,168
Accumulated amortization, beginning of year	\$ -	\$ 2,151,102	\$ 2,335,516	\$ 1,159,231	\$ 412,785	\$ 1,722,212	\$ 7,780,846
Amortization	-	333,246	-	-	13,832	115,901	462,979
Accumulated amortization, end of year	\$ -	\$ 2,484,348	\$ 2,335,516	\$ 1,159,231	\$ 426,617	\$ 1,838,113	\$ 8,243,825
Net carrying amount, end of year	\$ 729,595	\$ 1,668,109	\$ 2,784,596	\$ 883,055	\$ 462,712	\$ 3,518,276	\$ 10,046,343

The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

7. Tangible Capital Assets (continued)

2023

	Land	Buildings	Engineering structures	Furniture and equipment	Sewer systems	Water systems	Assets under construction	Total
Cost, beginning of year	\$ 729,595	\$ 3,069,897	\$ 4,490,263	\$ 1,768,536	\$ 889,329	\$ 5,356,389	\$ 953,112	\$ 17,257,121
Additions	-	84,049	196,529	188,015	-	-	-	468,593
Disposals	-	953,112	-	-	-	-	(953,112)	-
Cost, end of year	\$ 729,595	\$ 4,107,058	\$ 4,686,792	\$ 1,956,551	\$ 889,329	\$ 5,356,389	\$ -	\$ 17,725,714
Accumulated amortization, beginning of year	\$ -	\$ 1,804,105	\$ 2,335,516	\$ 1,159,231	\$ 398,953	\$ 1,606,310	\$ -	\$ 7,304,115
Amortization	-	346,997	-	-	13,832	115,902	-	476,731
Accumulated amortization, end of year	\$ -	\$ 2,151,102	\$ 2,335,516	\$ 1,159,231	\$ 412,785	\$ 1,722,212	\$ -	\$ 7,780,846
Net carrying amount, end of year	\$ 729,595	\$ 1,955,956	\$ 2,351,276	\$ 797,320	\$ 476,544	\$ 3,634,177	\$ -	\$ 9,944,868

The Village holds various works of art and historical treasures. These items are not recognized as tangible capital assets in the financial statements because a reasonable estimate of the future benefits associated with such property cannot be made.

The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

8. Accumulated Surplus

The Village segregates its accumulated surplus in the following categories:

	2024	2023
Investment in tangible capital assets	\$ 8,748,024	\$ 8,622,009
General Fund	3,261,947	2,501,811
Sewer Fund	497,378	328,836
Water Fund	518,151	499,638
Equity in Community Forest Company	849,625	955,743
	<u>13,875,125</u>	<u>12,908,037</u>
Reserve Funds		
Community support grant reserve	\$ 74,437	\$ 74,437
Covid-19 Safe Restart Reserve	1,961	40,040
Community Works Fund reserve	453,533	368,593
Community Forest reserve	312,668	-
Fire department statutory reserve	49,972	29,972
General asset management reserve	270,869	205,869
General capital reserve	224,483	169,483
General sewer reserve	127,102	113,270
Land replacement	55,000	55,000
Paving reserve	34,729	4,729
Recreation	3,185	3,266
Growing communities fund reserve	718,000	718,000
Sidewalk reserve	4,500	104,500
Small community grants reserve	75,277	75,277
Spirit of Clinton reserve	1,768	2,328
Transit reserve	21,846	21,846
Water asset management reserve	128,222	101,722
Woodlot general reserve	97,040	49,040
	<u>2,654,592</u>	<u>2,137,372</u>
	<u>\$16,529,717</u>	<u>\$ 15,045,409</u>

The investment in tangible capital assets represents amounts already spent and invested in infrastructure and other non-financial assets.

Reserve funds represent funds set aside by by-law or council resolution for specific purposes.

The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

9. Taxation - Net

	Budget 2024 (Note 13)	2024	2023
Property taxes and payments-in-lieu	\$ 925,370	\$ 919,326	\$ 1,115,730
Collections for other governments			
Province of British Columbia - school tax	240,082	240,921	242,811
Regional Hospital District	37,208	37,206	36,839
Thompson Nicola Regional District	83,826	83,815	82,039
Municipal Finance Authority	25	24	25
British Columbia Assessment Authority	4,746	4,746	4,660
Police Tax	34,076	36,106	33,507
	<u>1,325,333</u>	<u>1,322,144</u>	<u>1,515,611</u>
Transfers			
Province of British Columbia - school tax	(240,082)	(240,883)	(242,811)
Regional Hospital District	(37,208)	(37,208)	(36,839)
Thompson Nicola Regional District	(83,826)	(83,826)	(82,039)
Municipal Finance Authority	(25)	(25)	(25)
British Columbia Assessment Authority	(4,746)	(4,878)	(4,660)
Police Tax	(34,076)	(36,109)	(33,507)
	<u>(399,963)</u>	<u>(402,929)</u>	<u>(399,881)</u>
Available for general municipal purposes	<u>\$ 925,370</u>	<u>\$ 919,215</u>	<u>\$ 1,115,730</u>

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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10. Expenses by Object

	Budget 2024 (Note 13)	2024	2023
Amortization	\$ 282,986	\$ 467,707	\$ 476,731
Insurance	75,347	74,877	67,278
Interest on long-term debt	-	30,429	33,255
Office and administration	548,880	504,652	491,422
Repairs and maintenance and supplies	424,684	279,378	380,752
Salaries and benefits	689,854	683,434	695,538
	<u>\$ 2,021,751</u>	<u>\$ 2,040,477</u>	<u>\$ 2,144,976</u>

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11. Contingent Liabilities

- (a) Debts of the Thompson-Nicola Regional District (TNRD) are, under the provisions of the British Columbia Community Charter, a direct, joint and several liability of the TNRD and each member municipality within the TNRD, including the Corporation of the Village of Clinton.
- (b) The Village is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible the Village, along with other participants, would be required to contribute towards the deficit.
- (c) From time to time the Village is brought forth as a defendant in various lawsuits. The Village reviews its exposure to any potential litigation for which it would not be covered by insurance and assesses whether a successful claim against the Village would materially affect the financial statements of the Village. The Village reserves a portion of its operating surplus for future payment of insurance deductibles and payment of claims for which it would not be covered by insurance. The Village is currently not aware of any claims brought against it that if not defended successfully would result in a material change to the financial statements of the Village.

The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

12. Funds Held in Trust

The Village operates a cemetery in accordance with the Cremation, Interment and Funeral Services Act. These funds are not included in these financial statements. The Village holds the assets for the benefit of and stand in fiduciary relationship to the beneficiaries.

	2024	2023
Balance, beginning of year	\$ 13,506	\$ 13,506

13. Budget

The Financial Plan (Budget) By-Law adopted by Council on May 8, 2024 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget was prepared on a modified accrual basis while Public Sector Accounting Standards now require a full accrual basis. The budget figures anticipated use surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to \$nil. As a result, the budget figures presented in the statements of financial activities and change in net financial assets represent the Financial Plan adopted by Council on May 8, 2024 with adjustments as follows:

	2024
Financial Plan (Budget) By-Law surplus for the year	\$ -
Add:	
Capital expenditures	140,714
Transfers to reserve	468,029
Less:	
Amortization	(282,986)
Transfers from capital reserve	(140,714)
Budget surplus per statement of operations	\$ 185,042

14. Deferred Revenue

Deferred revenue consists of project liabilities pertaining to grants with external restrictions place in use for which the related restrictions have not yet been met. These items are summarized as follows:

	2024	2023
Provincial Grant - Local Gov't Climate Action	\$ -	\$ 88,164
Province of BC Destination Development Fund	72,899	188,505
Provincial Grant - UBCM Next Gen 911	22,500	22,500
Provincial Grant - Indigenous Engagement Grant	38,979	-
Provincial Grant - UBCM Flood Plain Disaster	-	19,837
UBCM - Firesmart Program	36,760	-
Others	49,923	41,996
	\$ 221,061	\$ 361,002

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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15. Comparative Figures

Certain of the comparative figures have been restated to conform with the current year financial statement presentation.

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16. Financial instruments

The Village is potentially exposed to credit risk, liquidity risk, and interest rate risk from the its financial instruments. This note describes the Village's objectives, policies, and processes for managing those risks and the methods used to measure them. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

There have not been any changes from the prior year in the Villages's exposure to above risks or the policies, procedures and methods it uses to manage and measure the risk

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Village is exposed to credit risk through its cash and accounts receivable.

The maximum exposure to credit risk at the financial statement date is the carrying value of its cash and accounts receivable as outlined on the statement of financial position. Accounts receivable arise primarily as a result of GST receivable. Based on this knowledge, credit risk of cash and accounts receivable are assessed as low.

Liquidity risk

Liquidity risk is the risk that the Village will encounter difficulty in meeting obligations associated with financial liabilities. The Village is exposed to liquidity risk through its accounts payable, long-term debt, and investments.

The Village manages liquidity risk around investments by maintaining a balance of short-term or highly liquid investments, and by maintaining investments that may be converted to cash in the near-term if needed. The Village manages liquidity risk around accounts payable and long-term debt as they have the ability to raise property taxes and revenues if needed, and ensuring that expenditures around capital projects are within budget. Also to help manage and measure the risk, the Village has in place a planning, budgeting and forecasting process to help determine the funds required to support the normal operating requirements. The Village's five-year financial plan is approved by the Mayor and Council, which includes operational activities and capital investments.



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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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16. Financial instruments (continued)

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Village is exposed to interest rate risk through its long-term debt.

The Village manages interest rate risk on its long-term debt by holding all debt through MFA at a fixed rate, with refinancing typically being completed at the ten or fifteen year mark. Therefore, fluctuations in market interest rates would not impact future cash flows and operations relating to long-term debt. See Note 5 for interest rates and maturity dates for long term debt.

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The Corporation of the Village of Clinton  
Notes to Financial Statements

December 31, 2024

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17. Segmented Information

The Village is a diversified municipal government institution that provides a wide range of services to its citizens such as transit, police, fire and water. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Administrative and Legislative Services

This item relates to the revenues and expenses that relate to the operations of the Village itself and cannot be directly attributed to a specific segment.

Protective Services

Protective services is comprised of police services and fire protection. The police services work to ensure the safety and protection of the citizens and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of volunteers.

Transportation Services

Transportation is responsible for providing the Village's transit services.

Environmental and Public Health

Environmental and public health services are comprised of water, sewer, waste removal, and health services. Water provides the Village's drinking water. The Village processes and cleans sewage and ensures the water system meets all Provincial standards. Waste removal services consists of providing waste disposal to citizens. Health services are comprised of public health services which works to improve the overall health of the population and overcome health inequalities by providing services to individuals and communities.

Recreation and Cultural Services

This service area provides services meant to improve the health and development of the Village's citizens. The Village has two recreational facilities; a skating arena and a curling rink. There are also two recreational parks that host a variety of playground equipment and allow for sports activities. The Village maintains the parks and facilities in order to create opportunities for non-profit organizations to facilitate events for minor sports, markets, senior activities, etc.

The Corporation of the Village of Clinton  
Schedule 1: Fund Revenue

December 31, 2024

	General Operating	Sewer	Water	2024 Total	2023 Total
Tax levies					
Real property taxes	\$ 866,052	\$ -	\$ -	\$ 866,052	\$ 1,056,747
Grants in lieu of taxes	53,163	-	-	53,163	58,983
	919,215	-	-	919,215	1,115,730
Sale of services					
Cemetery care	3,005	-	-	3,005	6,475
User fees	-	137,484	258,897	396,381	384,004
	3,005	137,484	258,897	399,386	390,479
Revenues from own sources					
Licences and permits	9,915	-	-	9,915	7,380
Leases, contracts and other rentals	61,086	-	-	61,086	68,098
Community Forest revenue	119,524	-	-	119,524	133,064
Investment income	110,181	-	-	110,181	105,891
Penalties and interest on taxes	33,833	-	-	33,833	28,753
Fees, donations and other	16,777	-	-	16,777	56,194
	351,316	-	-	351,316	399,380
Transfers from other governments					
Provincial	1,313,245	-	-	1,313,245	1,500,704
Federal	4,355	-	-	4,355	14,960
Thompson-Nicola Regional District	40,500	-	-	40,500	40,000
	1,358,100	-	-	1,358,100	1,555,664
Equity income(loss) in Community Forest Company	(106,118)	-	-	(106,118)	20,908
Actuarial adjustment on debenture debt	-	-	2,886	2,886	2,106
Total revenue	\$ 2,525,518	\$ 137,484	\$ 261,783	\$ 2,924,785	\$ 3,484,267

The Corporation of the Village of Clinton  
Schedule 2: Fund Expenses

December 31, 2024

	General Operating	Sewer	Water	2024 Total	2023 Total
General administrative and legislative services					
Administration, building operations and maintenance	\$ 53,297	\$ -	\$ -	\$ 53,297	\$ 55,582
Amortization	11,342	-	-	11,342	15,998
Insurance	60,801	-	-	60,801	59,555
Legislative	65,138	-	-	65,138	71,630
Office	57,447	-	-	57,447	83,753
Woodlot silviculture (recovery)/expense	(11,430)	-	-	(11,430)	-
Professional fees	43,878	-	-	43,878	37,232
Salaries and employee benefits	364,722	-	-	364,722	355,889
Contracted services	31,730	-	-	31,730	8,357
	676,925	-	-	676,925	687,996
Protective services					
Administration	31,159	-	-	31,159	34,426
Amortization	24,903	-	-	24,903	35,127
Bylaw and Animal Control	26,797	-	-	26,797	19,436
Building operations and maintenance	10,207	-	-	10,207	16,344
Wildfire expenses	-	-	-	-	13,452
Equipment	40,638	-	-	40,638	17,657
Insurance	10,124	-	-	10,124	5,844
Salaries and employee benefits	5,500	-	-	5,500	5,500
	149,328	-	-	149,328	147,786
Public Works					
Amortization	52,797	-	-	52,797	74,473
Building operations and maintenance	14,064	-	-	14,064	16,772
Equipment operations and maintenance	29,481	-	-	29,481	29,446
Road and street maintenance	62,484	-	-	62,484	72,078
Para transit services	24,089	-	-	24,089	11,146
Salaries and employee benefits	246,951	-	-	246,951	225,616
	429,866	-	-	429,866	429,531
Environmental and public health					
Administration	-	59,935	82,177	142,112	109,092
Amortization	209,952	13,832	115,902	339,686	296,150
Insurance	-	564	3,388	3,952	1,879
Salaries and employee benefits	-	21,685	44,577	66,262	65,748
	209,952	96,016	246,044	552,012	472,869
Recreation and cultural services					
Amortization	38,980	-	-	38,980	54,983
Committees of council	4,011	-	-	4,011	(34,330)
Community development	71,470	-	-	71,470	158,598
Memorial hall	14,474	-	-	14,474	26,639
Recreation centre	64,601	-	-	64,601	108,334
Parks and playground	5,388	-	-	5,388	6,459
Museum	2,130	-	-	2,130	10,073
Woodlot silviculture expense	864	-	-	864	-
	201,918	-	-	201,918	330,756
Interest/(recovery) on long-term debt	30,960	-	(532)	30,428	33,255
Total expenses	\$ 1,698,949	\$ 96,016	\$ 245,512	\$ 2,040,477	\$ 2,102,193

The Corporation of the Village of Clinton  
Schedule 3: COVID-19 Safe Restart Grant  
(Unaudited)

For the year ended December 31	2024	2023
Eligible costs incurred		
Arena	-	24,623
Memorial hall	29,329	-
Arena/Humidifier	8,750	-
Fitness room	-	3,345
	<u>38,079</u>	<u>27,968</u>
Annual (deficit) surplus	<u>(38,079)</u>	<u>(27,968)</u>
Surplus, beginning of the year	40,040	68,007
Surplus, end of year	<u>1,961</u>	<u>40,040</u>

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The Corporation of the Village of Clinton  
Schedule 4: Growing Communities Fund  
(Unaudited)

For the year ended December 31	2024	2023
Grant funding	\$ -	\$ 718,000
Annual Surplus for the year	-	718,000
Surplus at the beginning of the year	718,000	-
Surplus end of the year	\$ 718,000	\$ 718,000



## Staff Report to Council

### Open Meeting

**Date: August 13, 2025**

**From: CAO**

**Subject: Strategic Priorities Fund - Asset Management Improvements**

**Attachments:**

None

**Recommendations:**

THAT Council authorize the Village of Clinton's Application to the Strategic Priorities Fund, Capacity Building Stream for Asset Management Program Improvements and commit to any cost overruns.

**Background**

The Strategic Priorities Fund (SPF) is administered through UBCM and gives grants of up to 7 million dollars under two distinct streams for projects that are large in scale, and either regional in impact or are innovative.

Administration has considered options for the capacity building stream, which allows municipalities to apply for asset management planning, long-term infrastructure planning, or integrated community sustainability planning. The recommended project involves the following components:

1. Software upgrades. The Village has recently been made aware of asset management software solutions which would improve our ability to track and account for Tangible Capital Assets as well as our asset retirement obligations.
2. Asset Management Strategy - this includes bringing all existing data together, establishing replacement costs and useful life information, some priority setting and simple risk workshops.
3. Asset Management Plan – This would be an Asset Replacement Financing Plan which would help Staff and Council accurately budget for asset replacement.
4. Integrated Long Term Financial Plan - this is a model for the village to use to model multi year Municipal Budgets that include all operations, capital and asset replacement.
5. Asset Management Practices Implementation Plan - this is where the Village operationalizes the plans so that the annual budget is integrated with our Asset Replacement Financing Strategy and the Long Term Financial Model, and we build an approach to update it each year that works within our capacity.



6. Asset Management Plan Annual report template – The Village can use this each year to communicate with Council and the public about asset replacement.
7. Training – The grant would include costs to train staff on new processes and systems

While we are still in the process of determining costs, the SPF covers 100% of the grant ask and requires no contribution from the Village.

**Financial Impacts:**

The SPF works on a claims-based repayment model. The Village is required to cover the costs up front and submit periodic claims for reimbursement. Liquid reserves and cash flow are anticipated to accommodate the financial burden of the SPF.



Brian Doddridge  
CAO

CFO Initial 



## Staff Report to Council Open Meeting

**Date** August 13, 2025

**From:** CAO

**Subject:** Strategic Priorities Fund – Fire Truck Replacement

**Recommendations:**

THAT Council supports the application to the Strategic Priority Fund Capital Projects Stream for the Fire Department Modernization Project and commit to any cost overruns.

**Background:**

The Strategic Priorities Fund (SPF) is administered through UBCM and gives grants of up to 7 million dollars under two distinct streams for projects that are large in scale, and either regional in impact or are innovative. Administration has assessed the eligible projects within the scope of the grant and while there are many important projects that are possible with this funding, the replacement of the Village's first line Fire Engine is both the most pressing and the most eligible project.

The Fire Underwriters Survey sets the age at which a fire engine may be used as a first-line vehicle. The Village of Clinton's first line engine was constructed in 2019, and has a lifetime use of 20 years, resulting in a replacement deadline of 2029. There is currently an estimated 30 month wait for Fire Apparatus from the date of order to delivery. In summary, the Village needs to purchase a new fire truck in 2026 for it to arrive in time for the 2029 deadline.

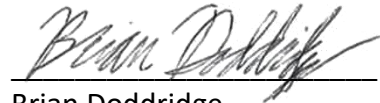
The estimated cost of the vehicle is between \$680,000 and \$900,000. The Village has looked at many options for funding the replacement costs. In addition to funding from reserves or taking out a loan, as of 2025 the Village is permitted to spend Community Works Fund money (Currently sitting at \$453,533) to cover a portion of the truck. We have a \$756,235 reserve, held over from the 2014 Strategic Communities Investment Fund which could be used. Between these options, the Village has the funding to purchase the truck next year, but a successful application to the Strategic Priorities Fund would eliminate the need to deplete reserves for this purpose.

Administration believes the replacement of the Fire Truck to be the best option for this grant, as eligibility is based on the project being "large in scope and regional in impact". Other projects considered by administration, including trail works, sewer/water system upgrades, roadwork, and recreation improvements are important but more challenging to claim are large

and regional. Additionally, funding to replace operational assets is rare and an excellent opportunity to offset what would otherwise be paid by taxation or reserves.

**Financial Impacts:**

The SPF works on a claims-based repayment model. The Village is required to cover the costs up front and submit periodic claims for reimbursement. Liquid reserves and cash flow are anticipated to accommodate the financial burden of the SPF.



Brian Doddridge  
CAO

CFO Initial 



## Staff Report to Council Open Meeting

**Date** August 13, 2025

**From:** CAO

**Subject:** Local Community Accessibility Grant

**Recommendations:**

**THAT Council supports the application to SPARC BC for Built Environment Improvements from the Local Community Accessibility Grant.**

**Background:**

The Local Community Accessibility Grant (LCAG) allows municipalities to apply for up to \$25,000 to make improvements to the built environment of a community, or to otherwise support inclusivity for persons with disabilities.

Following the adoption of the new Clinton Accessibility Plan, Staff have identified a few key infrastructure needs, including ramp replacement at the public washrooms, and the installation of push button doors at the Village Office and at the Arena. While we are still compiling quotes, an estimate for these costs is approximately \$20,000. The LCAG covers 100% of project costs and does not require a contribution from the village. However, Public works will perform the majority of the work.

Administration is seeking a resolution from Council to approve the application. Once approved, the project will be sent to the accessibility committee for a letter of support, and then the application will be submitted.

**Financial Impacts:**

\$80% of the successful grant amount is supplied at the beginning of the project and 20% following final reporting. This will not pose a concern for cashflow.

Brian Doddridge  
CAO

CFO Initial



## Staff Report to Council Open Meeting

**Date** August 13, 2025

**From:** CDC

**Subject:** NDIT Marketing Program 2025

**Recommendations:**

**THAT Council supports the application to Northern Development Initiative Trust from the Village of Clinton for a grant of up to \$14,000 for the Marketing Program 2025 from the Cariboo-Chilcotin Lillooet Regional Development Account.**

**Background:**

The Village of Clinton would like to apply to the Northern Development Initiative Trust (NDIT) Marketing Initiative Grant for \$14,000 to support the implementation of targeted marketing and promotional activities. These efforts aim to strengthen Clinton's visibility as a destination, support local businesses, and enhance community identity. The funding will assist with strategic initiatives aligned with the Village's 2024 Strategic Plan, including improved signage, digital outreach, and the promotion of community assets. The design of the signage is currently in development and will be presented to Council at a later date. It will be based on the Village's established heritage branding, with a prominent wood theme to reflect Clinton's character and historical identity. Accessing this grant will help leverage external funding to advance local economic development with minimal cost to the municipality.

A resolution from Council is required to complete the application.

**Financial Impacts:**

The Village's contribution toward the proposed project has already been allocated within the approved 2025 marketing budget, as in-kind contribution, and by leveraging other grants we have received this year. The NDIT Marketing Initiative Grant contributes 50% of project costs, which is \$14,000 in external funding to support the project, allowing the Village to maximize the impact of its existing budget without requiring additional resources.

Brett Hartnett  
Community Development Coordinator

CFO Initial

CAO Initial



## Staff Report to Council

### Open Meeting

**Date: August 13, 2025**

**From: CDC**

**Subject: Hall Improvements – AgriSpirit Grant**

**Attachments:**

None

**Recommendations:**

THAT Council authorize the Village of Clinton's Application to FCC AgriSpirit for the Food Processing Incubator Hub Project.

**Background**

The FCC AgriSpirit Fund is a national funding program from Farm Credit Canada. It provides grants up to \$25,000 to rural communities with fewer than 150,000 people. The fund supports capital projects that enhance the vitality of rural communities, particularly those with a focus on food security, sustainability, and economic resilience.

Administration has prepared an application to the FCC AgriSpirit Fund to support the development of a Food Processing Incubator Hub. This initiative focuses on converting the Clinton Memorial Hall kitchen into a shared, commercial-grade food processing space. The hub will allow local food producers and small agri-businesses to access certified facilities, enabling them to scale up production and comply with licensing and health regulations.

The proposed application is for \$25,000, which the Village will add to the \$15,000 already budgeted for electrical upgrades to the Hall, to fund essential equipment purchases and initial upgrades necessary to move the project forward. This application represents the first phase of the larger incubator hub project, focusing on critical items that will enable the space to begin serving community food producers. Allowing Clinton's home-based food production businesses to use the hall for commercial food production would serve three main purposes:

1. Economic Benefit. The project will allow businesses to expand and reach wider markets for their products.
2. Legality. This project will provide an avenue for non-conforming businesses to reach compliance with health and business licensing requirements.
3. Revenue. The Village can expect to receive increased revenue for the rental of the hall.

The application has been submitted but a council resolution is required. Funding decisions are expected to be made in the fall.

**Financial Impacts:**

If successful, the grant would cover 100% of the costs of the project and requires no contribution from the Village.



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Brett Hartnett

CDC

CFO Initial



CAO Initial





# CLINTON VOLUNTEER FIRE DEPARTMENT

## *MONTHLY REPORTS*



**MONTH OF June 2025**

# CLINTON FIRE DEPARTMENT

## Attendance Record for Fire Calls June 2025

	Jun-25	#1	#2	#3	#4	#5	#6	#7
DATE CALLED OUT:	25-Jun	29-Jun						
NAMES OF FIREMEN	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS
Wayne Walch	1							
John Engelhart	1							
Gerald Painter								
Ned Horsley	1							
Karl Hansen	1							
Jordan Lawrence		1						
Jeff Painter		1						
Trent Huggins	1							
Dan Hawkins								
Richard Armit								
Dean McFarland		1						
Devin McFarland		1						
Jake Painter		1						
Paige Annett								
Lillian Crossman		1						
Bailey Annett	1							
Tyler Aske								
<b>TOTALS</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FIRE CALL OUT DETAILS AND COMMENTS

June 25 - Lift Assist (Highway 97 N)

June 29 - MVI Helicopter Landing Zone (Highway 97S)


Clinton Fire Department						
2025 Monthly Attendance Record for Practices						
MONTH OF	Jun-25					
DATE	2nd	8th	9th	16th	23rd	30th
NAMES OF FIRE FIGHTER						
Wayne Walch	2		2	2	2	2
John Engelhart					2	2
Gerald Painter	2			2	2	2
Ned Horsley	2		2	2		2
Karl Hansen	2		2	2	2	
Jordan Lawrence	2		2		2	2
Jeff Painter	2		2		2	
Trent Huggins	2			2	2	2
Richard Armit	2		2	2	2	2
Dean McFarland	2			2	2	2
Devin McFarland	2			2	2	
Jake Painter	2		2	2	2	
Paige Annett			2			
Lillian Crossman	2		2		2	2
Bailey Annett	2		2	2	2	2
Tyler Aske			2	2	2	2
Total	26		22	22	28	22

**2025 RECORD OF MISCELLANEOUS PURCHASES FOR REIMBURSEMENT**  
(PLEASE PROVIDE RECEIPTS WHERE POSSIBLE)

ITEMS PURCHASED	NET PRICE	P.S.T.	G.S.T.	GROSS PRICE

**CLINTON VOLUNTEER FIRE DEPARTMENT**  
**MONTHLY REPORTS**

<b>Fire Inspections</b>
_____ inspections completed at \$ _____ each for \$ _____ total.

**TRAINING: June 2025**

2nd - Hydrants

8th - First Aid Course

9th - Bladders

16th - PPE Testing & auto Extraction

23rd - Hoses & Pumps (Reg Conn)

30th - Landing Zone Practical

**GENERAL COMMENTS:**

\_\_\_\_\_  
**KARL HANSEN, FIRE CHIEF**

\_\_\_\_\_  
**DATE**



## Staff Report to Council Open Meeting

**Date:** August 13, 2025

**From:** CAO

**Subject:** Remuneration Bylaw Amendment

**Attachments:**

- 1) Draft Council Remuneration Bylaw no. 603, 2025.
- 2) Council Remuneration Bylaw no. 584, 2022

**Recommendations:**

**Take no action**

**Background:**

Following the notice of motion introduced by Councillor Kosovic at the June 25<sup>th</sup> meeting and passed at the July 9<sup>th</sup> meeting, Council directed Staff to prepare an amendment to the council remuneration bylaw to permit Council members to reduce or entirely forego remuneration.

According to Council's direction, the attached draft is presented for Council's consideration. The proposed amendment allows a member of council to submit a notice in writing to the Corporate Officer indicating to what extent he or she wishes to reduce his or her annual entitlement, when it shall take effect, and if the scheduled annual percentage increase (2%) should continue to be applied. The Corporate Officer must then notify all of Council of the change. The draft bylaw does not allow a Member of Council to increase remuneration once decreased. This is primarily to ensure Staff can prepare a budget without unexpected mid-year increases.

Administration recommends taking no action to approve the attached bylaw. Remuneration is a tool to ensure fair and equal opportunity. Council members typically do not run for office for the money, but it nevertheless removes what might be a barrier of access and establishes an even political playing field. Administration feels that what may start as isolated voluntary relinquishing of remuneration may become an expectation in this or other jurisdictions and so stratify a Council in terms of personal financial capability. Similarly it ties the remuneration of individual Councillors to a potential decrease in taxation in a way that may have undue influence on the electoral process and erode democratic equality. Donations made to the Village or other groups remain a viable option for politicians and it is Administration's position that remuneration should not be politicized as would happen with this bylaw.

**Financial Impacts:**

N/A

CFO Initial

Brian Doddridge, Chief Administrative Officer

**THE VILLAGE OF CLINTON**  
**Village of Clinton Council Remuneration Amendment Bylaw No. 603, 2025**

A Bylaw to amend "Council Remuneration Bylaw No. 584, 2022"

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

**1. TITLE**

This Bylaw may be cited as the "Village of Clinton Council Remuneration Amendment Bylaw No. 603, 2025".

**2. AMENDMENTS**

Village of Clinton Council Remuneration Bylaw No. 584, 2022 is hereby amended as follows:

- i. By adding the following after section 5.2:
- "6. FULL OR PARTIAL WAIVER OF REMUNERATION**
- 6.1 A member of Council may reduce or eliminate his or her remuneration entitlement by submitting notice in writing to the Corporate Officer which includes:
- a. The amount to which the Council Member wishes to reduce his or her annual remuneration.
- b. The date on which the change will take effect.
- c. Whether the member of council wishes to continue with scheduled increases under section 4.2 or 5.2.
- 6.2 Upon receipt of the notice form section 6.2, the Corporate Officer shall notify all members of Council of the contents of the notice.
- 6.3 Remuneration entitlements reduced under section 6.1 shall receive annual scheduled increases of 2% unless otherwise stated in the notice.
- 6.4 A member of council that has reduced his or her remuneration under section 6.1 may further reduce his or her remuneration subject to this section but may not increase his or her entitlement once reduced.
- ii. By renumber section 6 to section 7, section 7 to section 8, section 8 to section 9, and section 9 to section 10.

<b>READ A FIRST TIME</b>	this ____ day of ____, 2025
<b>READ A SECOND TIME</b>	this ____ day of ____, 2025
<b>READ A THIRD TIME</b>	this ____ day of ____, 2025
<b>RECONSIDERED and FINALLY ADOPTED</b>	this ____ day of ____, 2025

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**THE VILLAGE OF CLINTON  
COUNCIL REMUNERATION BYLAW NO.584, 2022**

A bylaw to establish remuneration rates for the Mayor and Councilors for the Village of Clinton

The Council of the Village of Clinton in open meeting assembled enact as follows:

**1. CITATION**

This Bylaw shall be cited as the *"Village of Clinton Council Remuneration Bylaw No. 584, 2022"*.

**2. REPEAL**

*"Council Remuneration Bylaw No. 557, 2019"* is hereby repealed.

**3. INTERPRETATION**

In this Bylaw:

*"Council"* means the elected Council of the Village of Clinton;

*"Village"* means the Village of Clinton;

**4. MAYOR'S REMUNERATION**

4.1. Effective January 1, 2023, the Mayor shall be paid an annual indemnity in the amount of \$10,335.00.

4.2. Effective January 1, 2024, and every January 1 there after, the Mayor's annual indemnity shall increase by two percent (2%).

**5. COUNCILOR'S REMUNERATION**

5.1. Effective January 1, 2023, each Councilor shall be paid an annual indemnity in the amount of \$7,377.00.

5.2. Effective January 1, 2024, and every January 1 there after, each Councilor's annual indemnity shall increase by two percent (2%).

**6. PAYMENT SCHEDULE**

6.1. All remuneration noted above will be paid on a quarterly basis by direct deposit to the Council member's financial institution.



## **7. EXPENSES**

- 7.1. Members of Council, when representing the Village, engaging in Village business, or attending a course, meeting or conference shall be reimbursed pursuant to the Village of Clinton Travel Expense Policy.
- 7.2. Each member of Council shall be provided, for the duration of their term, a computing device and technical support from the Village. The device is to be returned to the Village immediately upon the end of the Council member's term.

## **8. REVIEW**

- 8.1. This bylaw shall be reviewed in the final year of each Council term.

## **9. SEVERABILITY**

If any portion of this bylaw is found ultra vires by a court of competent jurisdiction, that portion shall be deemed to be severed from the bylaw to the extent that the remainder of the bylaw shall continue in full force and effect.

**READ A FIRST TIME**                      this 28<sup>th</sup> Day of September 2022

**READ A SECOND TIME**                      this 28<sup>th</sup> Day of September 2022

**READ A THIRD TIME**                      this 28<sup>th</sup> Day of September 2022

**ADOPTED**                                      this 12<sup>th</sup> Day of October 2022

  
\_\_\_\_\_  
**DEPUTY MAYOR**

  
\_\_\_\_\_  
**CORPORATE OFFICER**



## Staff Report to Council Open Meeting

**Date:** August 13, 2025  
**From:** Chief Financial Officer  
**Subject:** Five Year Financial Plan Bylaw Amendment

**Attachments:**

Draft of amended Financial Plan Bylaw No. 604, 2025.

**Recommendations:**

**THAT Council adopt the amended Five Year Financial Plan Bylaw No. 604, 2025.**

**Background:**

At the Special Meeting of Council on August 6, 2025, first, second and third readings were given to amended Five Year Financial Plan Bylaw No. 604, 2025. The amended Financial Plan Bylaw is being presented for adoption.

**Financial Impacts:**

n/a

Mandy McKague  
Chief Financial Officer

CAO Initial

**THE VILLAGE OF CLINTON**  
**Bylaw No. 604, 2025 - Five Year Financial Plan 2025-2029**

**A Bylaw to amend "Bylaw No. 601, 2025 - Five Year Financial Plan 2025-2029"**

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

**1. TITLE**

This Bylaw may be cited as "Bylaw No. 604, 2025 Financial Plan Amendment Bylaw".

**2. AMENDMENTS**

Village of Clinton Bylaw No. 601, 2025 – Five Year Financial Plan 2025-2029 is hereby amended as follows:

- i. By amending Schedule 5 as follows:
  - (a) Project Budget table, row "Truck Replacement-Dump Truck", column "2025" is increased to \$60,000
  - (b) Project Budget table, row "Truck Replacement-Dump Truck", columns "2026-2029" are increased to \$12,000
  - (c) All applicable column totals have been updated
- ii. By amending Schedule 1 as follows:
  - (a) Operating Revenue table, "Transfers & Grants & W/S Connections" row, 2025 Budget column is increased to \$817,586
  - (b) Transfers to Reserves table, "Transfer to Capital Projects" row, 2025 Budget column is increased to \$175,641
  - (c) Capital Projects table, "Revenue-Transfer to Capital Projects" row, 2025 Budget column is increased to \$109,085
  - (d) Capital Project table, "Capital Projects Expense" row, 2025 Budget column is increased to \$300,225
  - (e) All applicable column and row totals have been updated
- iii. By amending Schedule 2 as follows:
  - (a) Revenue General Operating table, "Transfers from Surplus/Reserves" row, 2025 Budget Column is increased to \$106,700
  - (b) Transfer to Reserves table, "Transfer to Capital Projects" row, 2025 Budget column is increased to \$109,085
  - (c) Capital Projects table, "Revenue-Transfer to Capital Projects" row, 2025 Budget column is increased to \$109,085
  - (d) Capital Projects table, "Capital Projects Expenses" row, 2025 Budget column is increased to \$300,225
  - (e) All applicable column and row totals have been updated

**READ A FIRST TIME**

this 6th day of August, 2025

**READ A SECOND TIME**

this 6th day of August, 2025

**READ A THIRD TIME**

this 6th day of August, 2025

**ADOPTED**

this \_\_\_\_\_ day of August, 2025

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



## Council Report

August 13 2025

From: **ROLAND STANKE, MAYOR**

Subject: Council Report from

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**Portfolio\Working Groups Update:**

- A. Community & Government Liaison;
- B. Emergency Planning
- C. TNRD -Director
- D. Seniors

**Meetings Attended:** TNRD July 16

Film commission is securing a grant from NDI for digital imagery update project for area E + I. the amount requested is \$10,000. Which is 50% funding to update the Reel scout digital photo database which hosts imagery for film locations in the region. This database is also used by the communications team for various posts and publications. Digital updating is important as they can quickly become stale and outdated. Currently there is mixed interest from US directors and film makers due to various tariff issues. Keeping databases updated keeps us in the forefront of local interests.

A TNRD budget assessment was done: 54% of the TNRD budget comes from the municipalities. Clinton's contribution is .03%, cache creek is .06%, Ashcroft is 1.2%, Kamloops contributes 33.1% of the budget. Clintons assessments are the lowest coming in at .2% of the budget. Cache creek sits at .4%, Ashcroft at .8%.

The updating of the 2023 – 2026 strategic plan process was approved. It presented the status of the 5 main pillars with completed projects and the unfinished projects.

The TNRD's first ever Parks and trails strategic plan was adopted. It outlines the vision and priorities of 6 strategic goals for delivering services and capital investments over the next 10 years. It supports community recreation organizations as well as builds a stronger relationship with first nations. The implementation of the plan will be included in the 2026 budgeting process with services funded by all member municipalities and electoral areas. A detailed implementation plan will be forthcoming.

TNRD also received the "Innovative idea award" for the streamlined GIS data management and for partnering with 10 municipalities to provide support for the next gen 911 services.



## Council Report

TNRD is looking at the Strategic priorities fund grant which has a deadline of Sept 12/25 and cover 3 funding models 1) strategic priorities fund, 2) growing community fund, 3) Canada community building fund.

**OTHER Activities** attended 3 zoom meetings with mayors council BC council updates. Updated information on wildfires throughout the province and emergency management updates,

### **Planned Activities:**

#### **New Business:**

### **Financial Implications:**

Respectfully submitted,

Roland Stanke

## Action items arising from Council Meetings

Date updated: July-30-25

Resolution/Direction to Staff	WHO/DONE
July 2025	
Basketball/Tennis Court Refurbishment - <i>THAT, Council directs staff to prepare an RFP for the development of a Multi-Use Court as per Option 1.</i>	CAO Completed
ORCBC – Request for Letter of Support - <i>THAT, Council sends a letter of support to ORCBC in their bid for a grant from TD Friends of the Environment.</i>	CAO Completed
Heritage Register – <i>THAT, Council issues a letter to the South Cariboo Historical Museum Society requesting assistance to identify heritage properties in the Village of Clinton, and develop a Statement of Significance for each, in preparation for the establishment of a Community Heritage Register.</i>	CAO Completed