

2022 Annual Report

For the Year Ended December 31, 2022

Prepared and produced by *the* Town of Smithers / Smithers, British Columbia, Canada



Council tour of 'Ksan and the artists carving the Walnut Park Elementary School Totem Pole

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Town of Smithers Community Profile

Smithers has a population of 5,378 with another 5,587 individuals in the surrounding area as per the 2021 Census. Smithers offers a greater variety of amenities and services compared to other towns of similar size due in part to its central location and excellent transportation options: Highway 16, the Smithers Regional Airport, Canadian National Rail, VIA Rail, bus lines and the close proximity to the Port of Prince Rupert keep Smithers globally connected.

The Indigenous people of the area are the Wet'suwet'en. A Carrier people of the Athapaskan language group, whose oral history recounts a story of their origins in the Village Dizlegh, on the Bulkley River just east of Hazelton.

The Town of Smithers is nestled in the Bulkley Valley between Hudson Bay Mountain, Babine Mountains, the Telkwa Range, and the Hazelton Range. Proximity to these mountains offers outstanding outdoor recreational pursuits for both residents and visitors. Popular activities include downhill and cross-country skiing, golfing, mountain biking, kayaking, and canoeing, stand-up paddle boarding, camping, world-class fishing, hiking, and snowmobiling, along with a wide range of indoor recreation opportunities.

Smithers also boasts a rich culture in music and the arts. The Bulkley Valley is well known for its diverse economy. Agriculture, forestry, mining, guide outfitting, recreation, tourism, Local, Provincial and Federal Government offices, transportation, health care, education, service, and small business ventures all provide many employment options. With the recent port expansion on the province's west coast, Smithers is well situated to tap into international trade opportunities.

The combination of services, recreation and cultural experiences creates an influx of people to the Valley. This phenomenon is termed 'amenity migration.' Smithers will continue to be a place to live by choice, in a beautiful mountain valley inhabited by friendly, vibrant people. For more information on Smithers, please refer to www.smithers.ca for an expanded community profile.



Main Street, Photo Credit: Smithers District Chamber of Commerce

Message from Mayor Gladys Atrill

I am pleased to be able to offer a few comments on the year 2022 on behalf of the Town of Smithers. It was a busy year!

It was with relief in early 2022 that we saw the major restrictions lifted that we had been living with due to COVID-19. For residents and businesses, we enjoyed a return to seeing each other in person, being able to travel and gather for meetings and social events. I also want to say a big thank you to those who work in health care in our community (and beyond). You worked so hard in ever changing circumstances on behalf of us all and we are grateful.

The most noticeable Town of Smithers project in 2022 was the relandscaping of Main Street. The original features lasted well beyond their predicted lifespan, and it was with real joy that we cut a ribbon on the updated Main Street in September 2022. Thanks to our staff, our major contractor Lyons Landscaping, and all who worked on this project. We look forward to enjoying the updated Main Street for decades to come.

We were pleased to see passenger and aircraft traffic climb back up after the pandemic years. The number of passengers has recovered to 60% of pre-covid numbers and the number of aircrafts flying into Smithers Regional Airport has surpassed 2019. The major paving project was completed at YYD with a project completion value of \$6,868,274.36. The center 5000 feet of the runway, taxi C and the majority of the main apron were resurfaced. Council and staff recognize that YYD is key to our economic and social fabric and are committed to doing all we can to ensure the airport is maintained to high standards.

The Official Community Plan (OCP) was completed and adopted by Council in 2022, after more than a year of work and public consultation. A big thanks to all who worked hard on this plan. The OCP along with the Zoning Bylaw are our guiding documents, setting the stage for how development will happen over the next 10 plus years.

Many projects span years in local government and a couple of big ones we face include upgrades to our wastewater treatment facility, improving the water system at the Smithers Regional Airport, Riverbank Stabilization along Rosenthal Road and at the south slope of our airport. We also got a shock last year, when Northern Health gave us notice that water treatment will be required to comply with regulation changes for manganese levels in drinking water. All of these projects will require significant support from other orders of government to bring them to fruition.



An issue that is unsolved is that of homelessness and the tent camp situated across from Town Hall. The problem is multi-faceted: a lack of suitable shelter and people struggling with mental health issues and addictions. This will continue to be a focus for Council and community agencies going forward.

Sincerely,



Gladys Atrill
Mayor



L-R: Councillor Calvin Elliott, Councillor Genevieve Paterson, Councillor Laura Leonard, Mayor Gladys Atrill, Councillor Frank Wray, Councillor Sam Raven, Councillor John Buikema

Town Council | 2022

Smithers Town Council - Committee Appointments – 2018 to 2022

MAYOR GLADYS ATRILL

- Access Smithers Society
- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee (Alternate)
- Northwest Regional Advisory Committee (Northern Development Initiative Trust)
- Northwest Regional Hospital District Board
- Regional District of Bulkley Nechako Board
- Smithers District Transit Committee
- Tenas Coal Project - Working Group/Mine Review Committee
- Standing Committee on Strategic Priorities

COUNCILLOR LORNE BENSON

- Deputy Mayor / November 2021 – November 2022
- Advisory Planning Commission (Alternate)
- Smithers and District Chamber of Commerce
- Fall Fair Management Committee (Alternate)
- Municipal Insurance Association of British Columbia
- Smithers District Transit Committee
- Official Community Plan Advisory Committee (Alternate)
- Standing Committee on Strategic Priorities

COUNCILLOR GREG BROWN

- Finance Committee, Chair
- Bulkley Valley Lakes District Airshed Management Society
- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee
- Cycle 16 Society
- Dze L K'ant Friendship Centre - National Indigenous Peoples Day Committee
- Standing Committee on Strategic Priorities

COUNCILLOR JOHN BUIKEMA

- Finance Committee Vice-Chair
- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee
- Municipal Insurance Association of British Columbia (Alternate)
- Smithers Library Board
- Smithers Skate Park Society
- Centennial Incorporation Celebration Event Planning Committee
- Standing Committee on Strategic Priorities

COUNCILLOR MIKA MEYER

- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee (Alternate)
- Fall Fair Management Committee
- Smithers Art Gallery
- Smithers District Transit Committee
- Smithers Health Committee (Alternate)
- Smithers Multicultural Society
- Standing Committee on Strategic Priorities

COUNCILLOR CASDA THOMAS

- Deputy Mayor- January 2021-October 2021
- Advisory Planning Commission
- Northwest Regional Advisory Committee – NDIT (Alternate)
- Smithers Health Committee
- Centennial Incorporation Celebration Event Planning Committee
- Official Community Plan Advisory Committee
- Standing Committee on Strategic Priorities

COUNCILLOR FRANK WRAY

- Bulkley Valley Museum
- Fall Fair Management Committee
- Northwest Regional Hospital District Board (Alternate)
- Regional District of Bulkley Nechako Board (Alternate)
- Tenas Coal Project – Working Group/ Mine Review Committee
- Standing Committee on Strategic Priorities

Smithers Town Council - Committee Appointments – 2022 to Present

MAYOR GLADYS ATRILL

- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee (Alternate)
- Fall Fair Management Committee (Alternate)
- Northwest Regional Advisory Committee (Northern Development Initiative Trust)
- Northwest Regional Hospital District Board
- Regional District of Bulkley Nechako Board
- Smithers District Transit Committee
- Telkwa Coal Project - Working Group/Mine Review Committee
- Standing Committee on Strategic Priorities

COUNCILLOR GENEVIEVE PATERSON

- Bulkley Valley Lakes District Airshed Management Society
- Fall Fair Management Committee
- Smithers District Transit Committee
- Smithers Health Committee
- Standing Committee on Strategic Priorities

COUNCILLOR SAM RAVEN

- Access Smithers
- Advisory Planning Commission
- Dze L K'ant Friendship Centre - National Indigenous Peoples Day Committee
- Smithers Gallery Association
- Standing Committee on Strategic Priorities

COUNCILLOR JOHN BUIKEMA

- Finance Committee – Chair
- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee
- Smithers Skate Park Society
- Smithers District Chamber of Commerce
- Standing Committee on Strategic Priorities

COUNCILLOR CALVIN ELLIOTT

- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee
- Cycle 16 Society
- Municipal Insurance Association of British Columbia (Alternate)
- Smithers Library Board
- Standing Committee on Strategic Priorities

COUNCILLOR LAURA LEONARD

- Bulkley Valley Museum
- Bulkley Valley Regional Pool and Recreation Centre Advisory Committee (Alternate)
- Finance Committee – Vice-Chair
- Municipal Insurance Association of British Columbia
- Standing Committee on Strategic Priorities

COUNCILLOR FRANK WRAY

- Deputy Mayor/ November 2022 – present
- Advisory Planning Commission
- Fall Fair Management Committee
- Northwest Regional Hospital District Board (Northern Development Initiative Trust) (Alternate)
- Regional District of Bulkley Nechako Board (Alternate)
- Telkwa Coal Project – Working Group/ Mine Review Committee
- University of Northern British Columbia – Northern Medical Trust
- Standing Committee on Strategic Priorities

Council's Strategic Plan | 2019-2022

At the end of March 2019, Council and Senior Management convened for a day and a half in a strategic planning workshop. The purpose of the workshop was to identify the Strategic Priorities that Council wished to focus on during their Council term, 2019-2022.

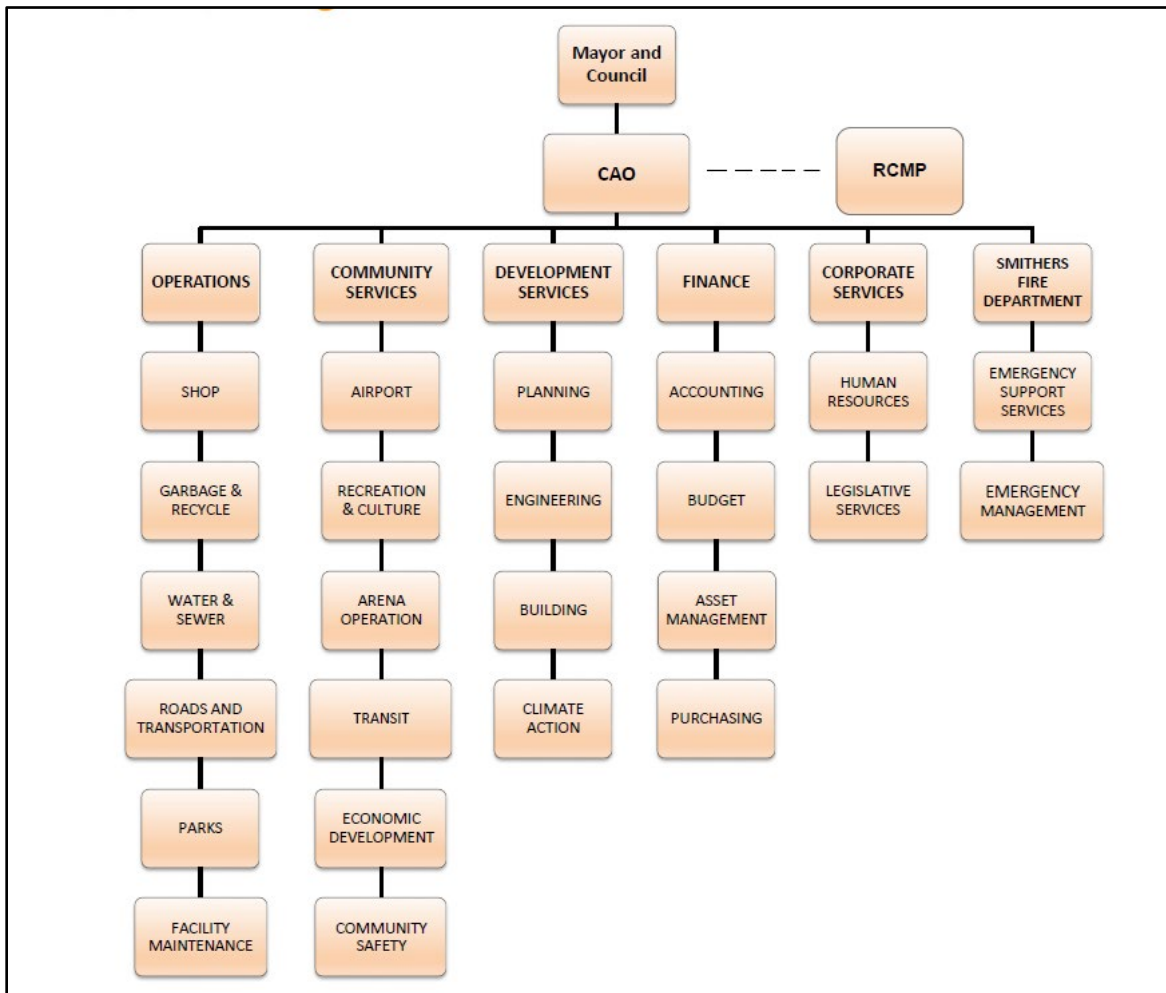
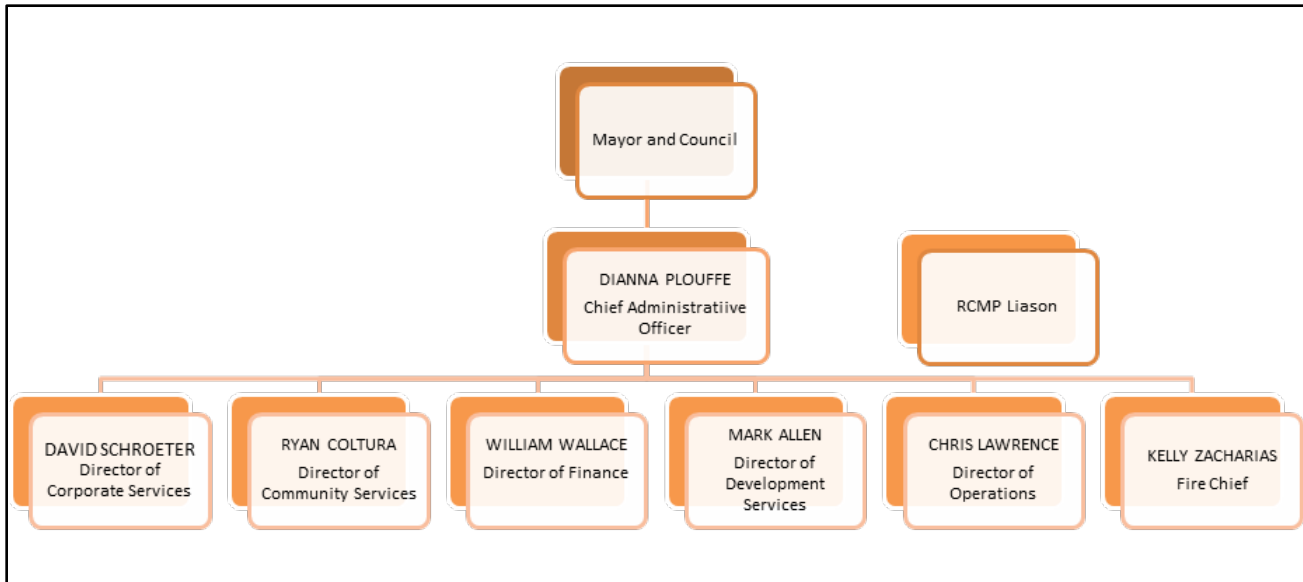
Council first established the following six Focus Areas, which describe the range of community systems that they are responsible for, and that they wish to take leadership on. While each of these Focus Areas describe a specific community topic, they are inter-connected, and many initiatives are related to more than one Focus Area. The six Focus Areas are:



Once a clear picture of the goals, descriptions of success and key positive and negative factors were determined, Council and staff then identified 14 strategic initiatives to be undertaken:

1. Our Economy – Improve the long-term viability of the airport.
2. Our Economy – Improve housing affordability and diversity in the community.
3. Our Economy – Increase community economic development.
4. Community Livability – Enhance vitality of downtown, including Central Park.
5. Community Livability – Enhance community life, culture and recreation.
6. Community Livability – Increase and facilitate active transportation.
7. Community Livability – Update Smithers' Official Community Plan and Zoning Bylaw.
8. Environmental Responsibility – Reduce corporate greenhouse gases and facilitate the reduction of community greenhouse gases.
9. Our Relationship with the Wet'suwet'en – Work with the Wet'suwet'en peoples to strengthen relationships and collaborate on opportunities.
10. Asset Management – Develop and implement a long-term asset management plan for all Town assets.
11. Asset Management – Undertake priority infrastructure renewal projects.
12. Asset Management – Enhance financial planning for capital assets.
13. Organizational Effectiveness – Strengthen organization effectiveness and culture.
14. Organizational Effectiveness – Increase communication and engagement with residents.

Organizational Chart



Services

The Town of Smithers, in addition to providing a number of services, either directly or through contract, provides grant-in-aid funding that supports the Bulkley Valley Historical and Museum Society, Bulkley Valley Community Arts Council, Smithers Art Gallery and Smithers Public Library.



Arts and Culture



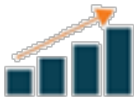
Airport



Bylaw Enforcement



Cemetery



Economic Development



Emergency Measures



Fire/Rescue



Garbage Collection



Recycling



Parks and Playgrounds



Planning and Development



RCMP



Public Transit



Snow Removal



Streets and Sidewalks



Storm water, Sewer, and Water



Library



Community Policing

2022 Town Statistics – Summary

2022 VS 2021



WATER CONSUMPTION

920,031 m³ in 2021
955,916 m³ in 2022



FIRE CALLS

257 in 2021
295 in 2022



19% INCREASE

43,102 RIDES



57% INCREASE AIRPORT PASSENGERS



RESIDENTIAL BUILDING CONSTRUCTION VALUES

\$16,081,270 in 2021
\$6,321,000 in 2022



DRUG ABUSE RESISTANCE EDUCATION (D.A.R.E.) CLASSES

38 in 2021
48 in 2022



PLANNING AND DEVELOPMENT PERMITS

23 in 2021
34 in 2022



30% INCREASE

1,912 NIGHTS BOOKED
AT RIVERSIDE
CAMPGROUND



TOTAL BUILDING CONSTRUCTION VALUES

\$10,389,062 in 2021
\$30,820,497 in 2022



13 BULKELY ESS DEPLOYMENTS

Corporate Services

The Corporate Services Department is responsible for Human Resources, Labour Relations, Corporate Administration, Freedom of Information and Protection of Privacy, and Occupational Health and Safety.

2020-2022 Council Strategic Plan

Focus Areas

- Our Relationship with the Wet'suwet'en – continue to enhance our relationship with the Wet'suwet'en.
- Organizational Effectiveness – create an effective and accountable organization with strong governance structures.
- 2022 Municipal Election – conduct a local government election in accordance with our local bylaws, provincial legislation, and democratic principals.

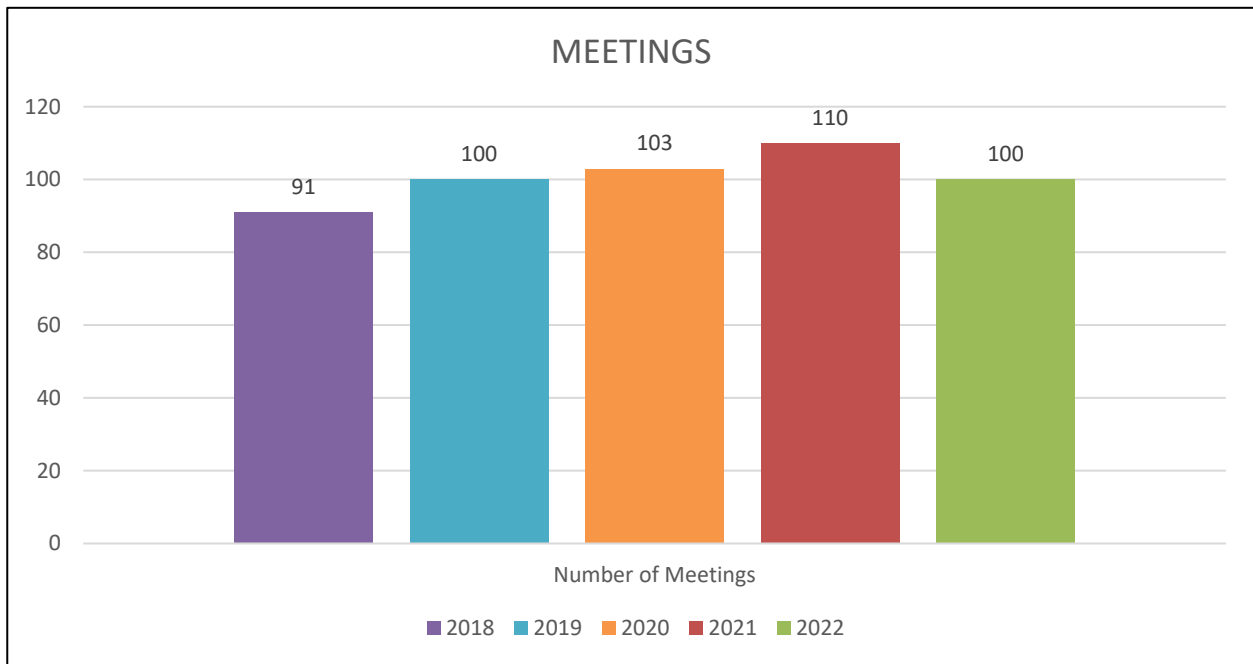
Strategic Priorities

- Work with the Wet'suwet'en peoples to strengthen relationships and collaborate on opportunities.
- Strengthen organizational effectiveness and culture.
- Increase communication and engagement with residents.

2022 Summary

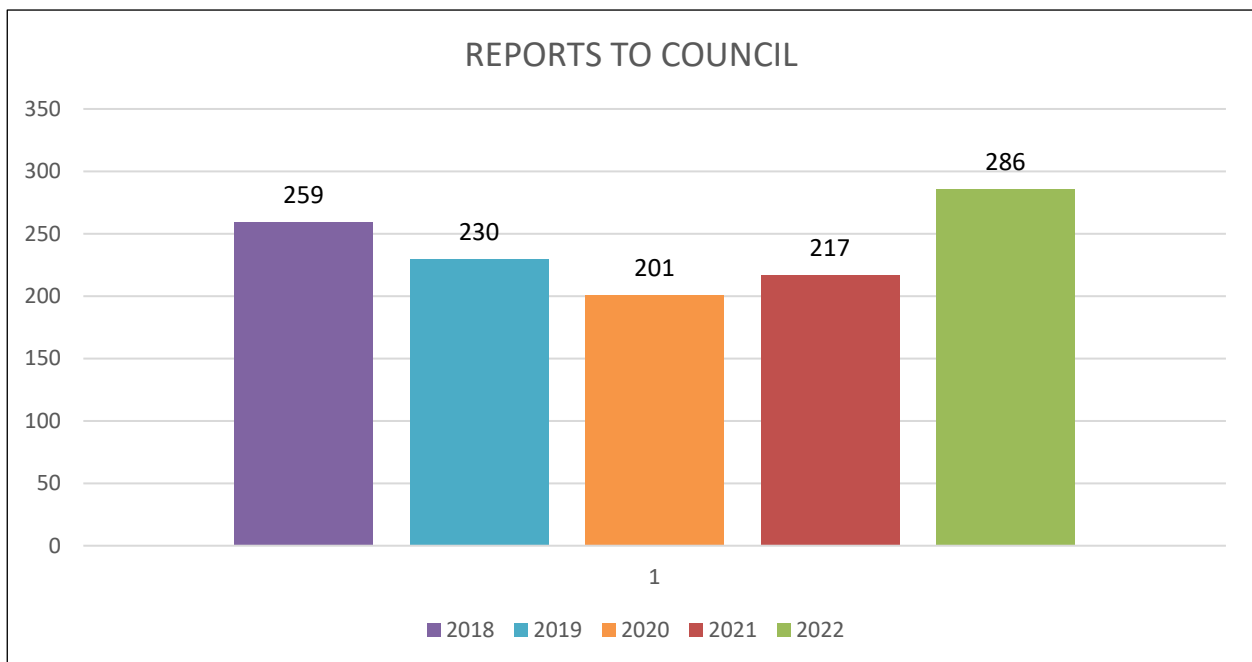
- Prioritized workplace health and employee wellness.
- Continued to strive to achieve and maintain a corporate wide culture of trust, transparency, diversity, inclusivity, and consistency.
- Provided valuable support to other Town departments, as well as ensuring that all critical and permanent Town documents such as Bylaws, Council and Committee Agendas and Minutes are maintained according to legislation.
- Responded to Freedom of Information and Protection of Privacy requests and the negotiating new leases, licenses, and agreements.
- Continued to live stream all public meetings of Council for better accessibility and transparency.
- Continued work on an audio/visual update to the equipment in the Council Chambers to provide improved live stream meetings and better access for members of the public.
- Focused on Records Management, with the staff in the Corporate Services Department encouraging compliance with the most current best practices for paper and electronic records for all departments.
- Undertook a Job Evaluation Project and worked to developed improved and updated job descriptions for most positions within the Town.
- Held a successful Community to Community Forum with the Office of the Wet'suwet'en which led to greater understanding and enabled collaborative.
- 2022 recruitment of a new Director of Corporate Services, along with new recruitment of members of the Corporate Services team including an Executive Assistant.
- A new streamlined and modernized Town of Smithers website was launched in August 2022.

- Held a Local Government General Election October 15, 2022, with the Town working with School District No. 54 to conduct fair and transparent election for the Mayor, Councillors and School Trustees.
- Ensured incoming elected officials had the governance training necessary to best support their roles, with consultants being brought in to teach best practices in late 2022.
- An updated Council Procedure Bylaw, which governs the order of business and conduct at meetings of Council, was adopted by Council in 2022.
- Worked with the Office of Wet’suwet’en and held cultural awareness training – Wet’suwet’en 101.
- Held our Annual Service Recognition to honour employees celebrating their 5, 10, 15, 20 etc. years of service with the Town of Smithers. This event notes and celebrates a number of long-time employees as they approach their retirements.
- Continued to complete work on the ElectHer Grant for women in local government.



2023 Major Projects and Strategies

- Ensure a welcoming and safe workplace for all employees continues to be a priority of the Town.
- Implement the recommendations of the Diversity, Equity and Inclusion Report whenever possible and practicable including presenting a Diversity, Equity, and Inclusion Policy for Council review.
- Work with the new Council to develop Council’s Strategic Priorities in early 2023.
- Plan and execute a successful Community to Community Forum working collaboratively with the Office of the Wet’suwet’en.
- Continue to support the Town of Smithers’s ongoing reconciliation responsibilities and work to align Town practices with the requirements of the Declaration on the Rights of Indigenous Peoples Act.
- Reach a new Collective Agreement with CUPE Local 1570 with negotiations taking place to renew the Agreement.
- Begin implementing revised job descriptions throughout the organization.
- Continue to streamline the tracking and reporting of the status of grant programs applied to. This will assist the Town in understanding the impact of applying for and acting on all grants awarded from external organizations.
- Complete the audio/visual updates in the Council Chambers.
- Implement a new telephone system Town across all Town facilities.
- Develop and deliver mandatory Bullying and Harassment Training for all Town of Smithers Employees.
- Review Town practices and policy respecting Privacy management and implement a Privacy Management Program governing all personal information collected by the Town of Smithers.



Development Services

The Development Services Department is responsible for the following functions: Planning and Development, Engineering, including Capital Projects and Asset Management, Building Inspection, Business Licensing, and Cemetery Administration.

2019-2022 Council Strategic Plan

Focus Areas

- Community Livability – Continue to make Smithers a place where people want to live and visit.
- Environmental Responsibility – Protect our natural environment and resources by reducing our waste, pollution, and footprint.
- Asset Management – Responsibly manage our municipal infrastructure over the long-term.

Strategic Priorities

- Improve housing affordability and diversity in the community.
- Enhance vitality of downtown, including Central Park.
- Increase and facilitate active transportation.
- Update Smithers' Official Community Plan and Zoning Bylaws.
- Reduce corporate greenhouse gas emissions and facilitate the reduction of community greenhouse gas emissions.
- Develop and implement a long-term asset management plan for all Town assets.
- Undertake priority infrastructure renewal projects.
- Increase communication and engagement with residents.

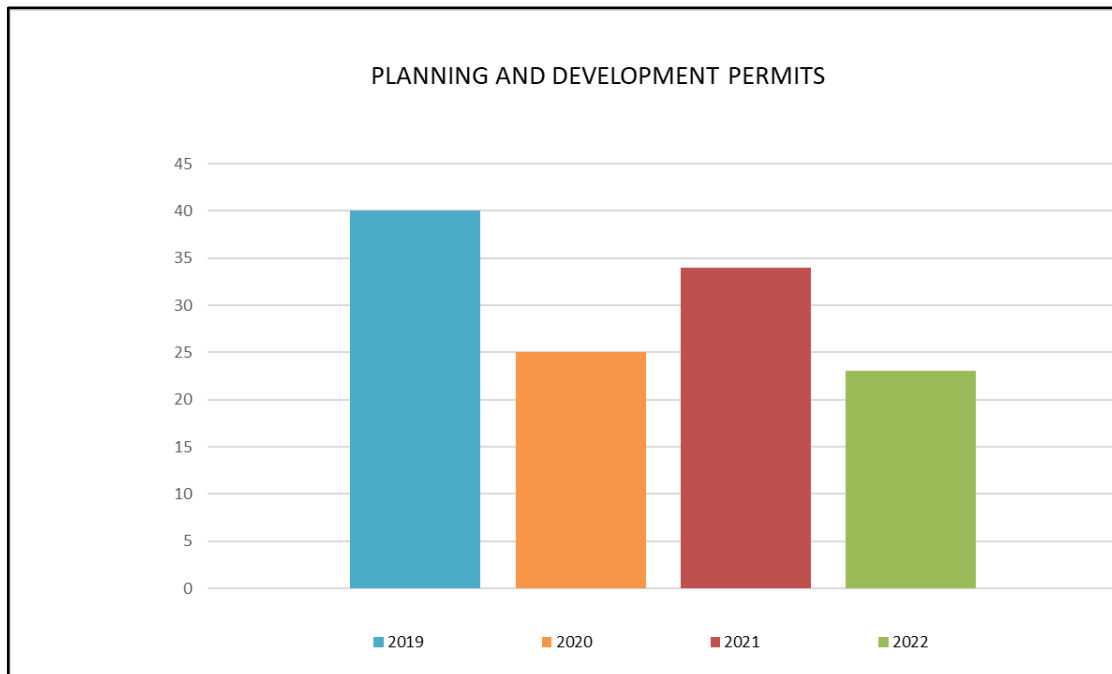
Planning – 2022 Summary

- Official Community Plan (OCP) and Zoning Bylaws reviews and rewrites – new bylaws were adopted on October 11th, 2022.
- Provided ongoing support to the Dze L K'ant Housing Society and BC Housing toward the proposed multi-family housing project on LB Warner Centre site (Tenth Avenue at Main Street).
- Applied the Revitalization Tax Exemption to several mixed-use projects (new residential suites in commercial buildings) in the downtown core.
- Amended the Ambleside Development Master Plan to support creative site design and improved connectivity.
- Continued to encourage infill small-lot development, secondary suites, and carriage houses.
- Active Transportation Plan: King Street North-South Cycling Spine – held virtual stakeholder engagement; implementation completed with buffered bike lanes and no parking on both sides of King Street, Railway Avenue to Highway 16.
- Continued work on strengthening Community Services projects, in partnership with Dze L K'ant Friendship Society and BV Social Planning Society.
- Completed the Smithers Poverty Reduction Plan.
- Smithers Childcare Plan Implementation Project: initiated, contract awarded, and grant funding secured.
- Continued supporting the creation of rental housing through Rental Housing Incentive Program.

- Continued supporting the creation of multi-unit residential development through Dollars to the Door Program; the first project that received Northern Development Initiative Trust (NDIT) funding under this program was completed in September 2022.
- Facilitated rebated to one business owner through the NDIT Façade Improvement (Downtown Spruceup) Program.

Planning – 2023 Major Projects and Strategies

- Active Transportation Plan: Coordinate the Downtown East-West Cycling Spine Protected Bike Lanes implementation with a stakeholder design charrette session; apply for grant funding.
- Work with all departments to execute the recommendations included in the Community Energy and Emissions Plan (CEEP).
- Initiate and assist the process with Community Services for the Parks and Recreation Master Plan: issue Request for Proposal, and award contract.
- Dze L K’ant Affordable Housing Project (37 dwelling units) at LB Warner Centre: assist with remediation compliance, Development Permit, Development Variance Permit, and coordinate site design with gymnastics club.
- Secure Crown Land between Broadway Avenue and Willowvale subdivision.
- Ambleside Subdivision: continue support of next Phase 7; amend the Master Development Plan to include the Pacific Street Road connection and private lot subdivision.
- Adopt a new Parks and Open Spaces Bylaw.
- Smithers Accessibility Plan: initiate a new Access Smithers Committee; award the Plan project contract to local consultants; to be adopted by September 1st, 2023.
- Smithers Child Care Plan Implementation: retain a consultant to complete strategies to fill the 46 spaces gap identified in the 2021 Child Care Plan.
- Update the Development Procedures Bylaw: introduce ‘minor’ Development Variance Permit applications.



2022 Awards of Excellence

The annual Awards of Excellence are presented by the Advisory Planning Commission (APC) in conjunction with the Smithers and District Chamber of Commerce to project proponents in recognition of newly completed projects that have demonstrated an excellence in commitment to improving the community. Merit is assessed based on aesthetics, sustainability, community value, renewal, and preservation.

RESIDENTIAL WINNER:

3030 Pacific Street



**COMMERCIAL, INDUSTRIAL,
AND INSTITUTIONAL WINNER:**

**2909 Nineteenth Avenue
(Aqua North Building)**



Engineering – 2022 Summary

Capital

- Bulkley Riverbank Erosion Works: applied for UBCM Grant Application (Community Emergency Preparedness Fund) and waiting on announcement; Permitting process initiated (DFO, Provincial).
- EV Charging Stations: identified location for Charge North level 2 dual charger which are to be installed 2023.
- King Street Cycling Spine: cycling lanes from Railway Avenue to Highway 16 were installed.
- Sidewalks and Accessibility: Toronto Street, between First Ave and Second Avenue; and 11th Avenue between Queen Street and Columbia Street; Mountainview Drive between Walnut Park School and Bulkley Drive (New sidewalk connection); Third Avenue section just west of Dominion Street.
- Completed the Riverside Park Trail Improvements. (Paid by Rural Dividend Fund)
- Completed the Building Condition Assessment.
- Completed the Central Mountain Air and Civic Centre Roof replacements.
- Completed the Downtown Landscaping Revitalization.
- Completed the Queen Street and 13th Avenue drainage improvements.
- Riverside Watermain Replacement completed: watermain from Riverside Pump house to Queen Street replaced in 2022 after multiple leaks were repaired in 2021.
- Perimeter Trail Reconnection from Dogwood Park to Highway 16: design ongoing in 2022 with construction planned for 2023.
- LB Warner: demolition completion and cleanup; WSP continuing to work towards Certificate of Compliance.

Operational

- Awarded Annual Traffic Marking Contract.
- Awarded the Annual Sewer Video Contract.
- BC 1 Calls: 304
- Cemetery: Columbarium 'F': installation of new columbarium unit (96 niches); reported on feasibility of Green Burials; completed Consumer Protection BC audit and revised fees and charges schedule; revised Town's cemetery webpage; 24 interments, 13 reserves, 19 memorial installations.
- GIS - Eagleview: promoted use of Eagleview with staff training, and Sharepoint site; moved Eagleview imagery into RDBN online Web-map; both sites updated per Zoning and OCP bylaw updates.
- Training: Civil3D Design Software training by Engineering Technologist III which reduces reliance on outside consultant; MMCD Contract Admin training by Eng. Tech. III and Sr. Eng. Tech.



Civic Centre Re-roofing Project

Engineering - 2023 Major Projects and Strategies

- Arenas Ice Plant Consolidation: complete the project with proposed waste heat recovery for a future project, as per the \$980K provincial grant received in 2021.
- Perimeter Trail Reconnection from Dogwood Park to Highway 16 (missing section on west side of Town); finalize design and construction with \$500K grant.
- Perimeter Trail Connector to Cycle 16 at Bulkley River Bridge: finalize route, design and cost estimates; apply for Canada Active Transportation grant.
- Electrical Vehicle Charging Stations at Second Avenue parking Lot: facilitate two Charge North Level two charging station installations.
- Cemetery: geotechnical study of slope adjacent to expansion area (Block 11 and Block 12 development).
- Drainage Problem Areas: complete Lane One (from 2022) and prioritize others such as Queen Street between 12th Avenue and 13th Avenue.
- LB Warner Centre Remediation: obtain Certificate of Compliance.
- Bulkley Riverbank Erosion Protection Works: obtain environmental permits/authorizations; tender and complete project in the fall.
- Procure Large Format Printer and Scanner.

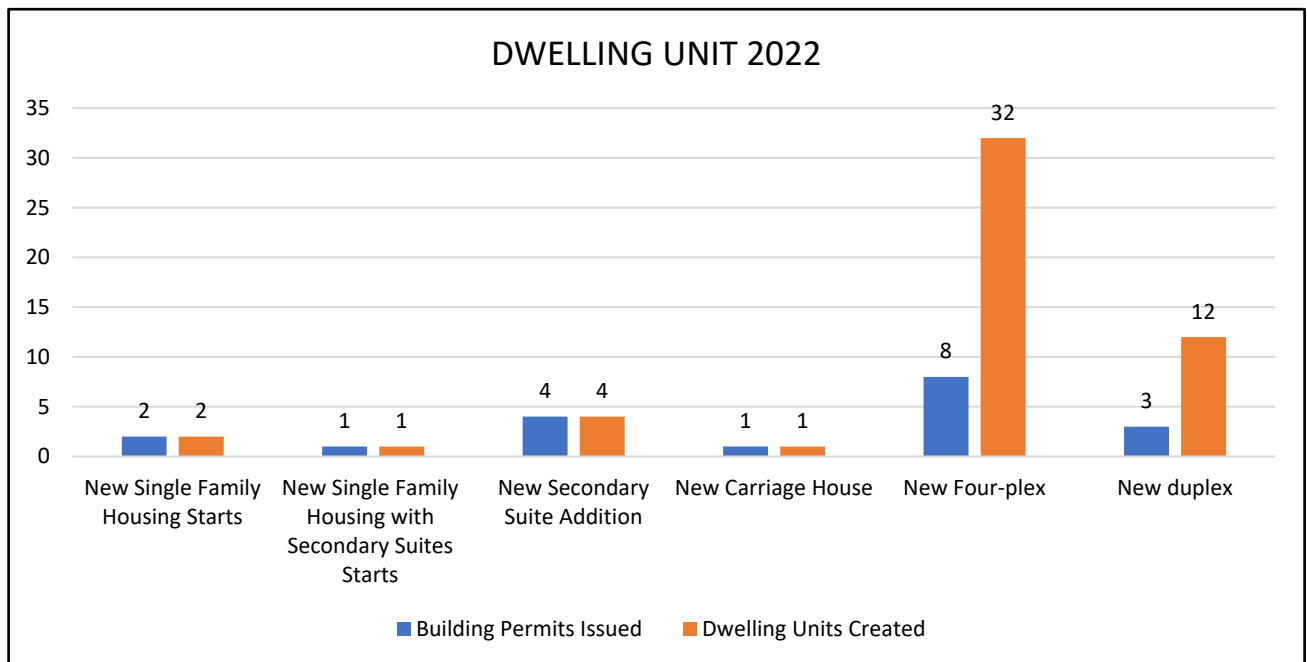
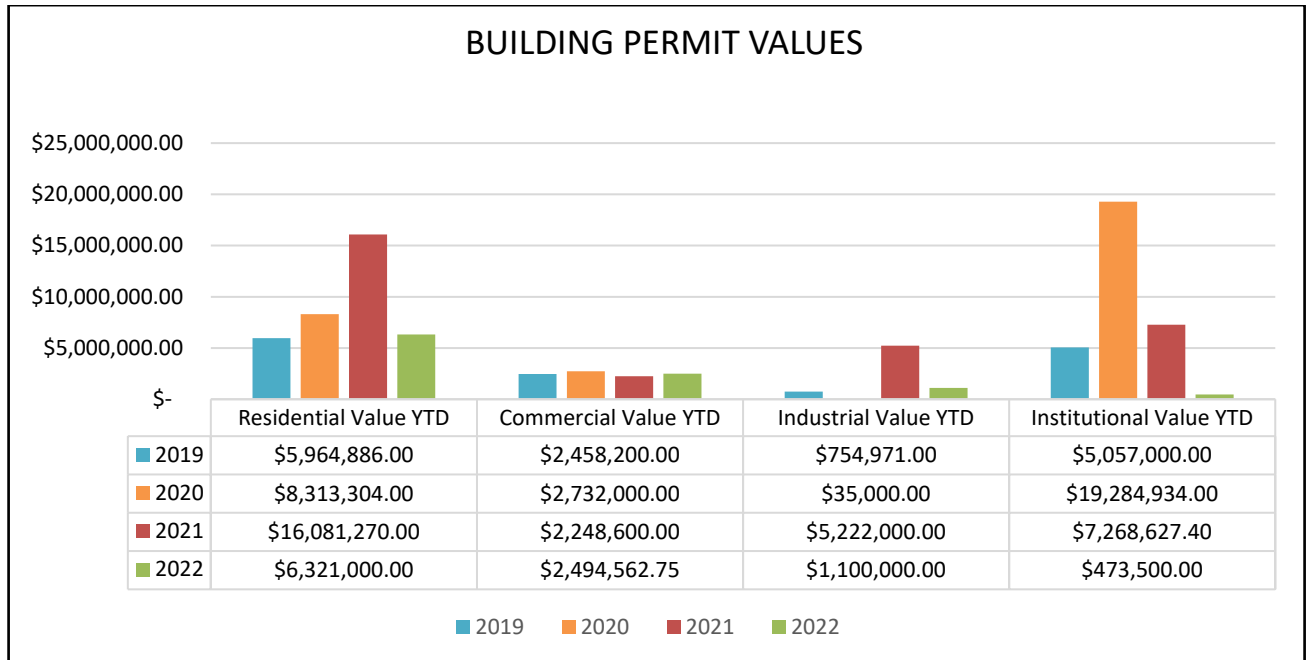
Building Inspection and Licensing – 2022 Summary

Building Inspection

- Continued training based on the continually evolving BC Building Code.
- Continued training with introduction of the Energy Step Code; implication to local builders, owners and building inspection requirements.
- Completed re-roofing projects: Central Mountain Air Hangar at Airport and Civic Centre Arena; obtained assessments and specifications for engineering contracts.
- Building Condition Assessment Report completed.

Business Licensing

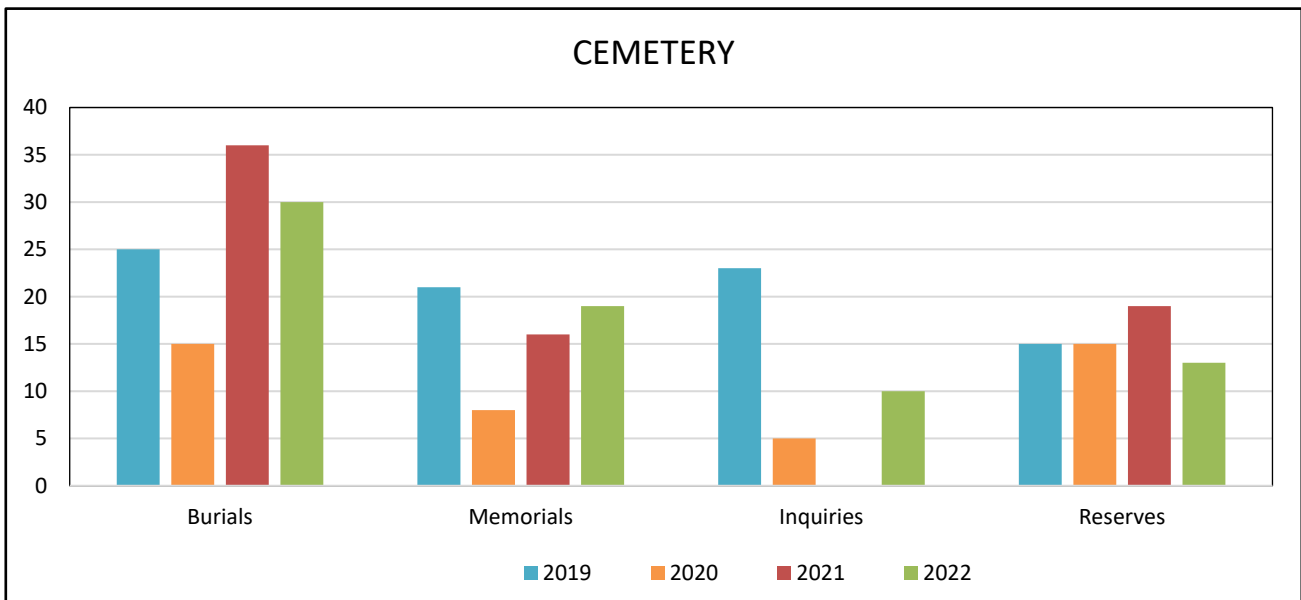
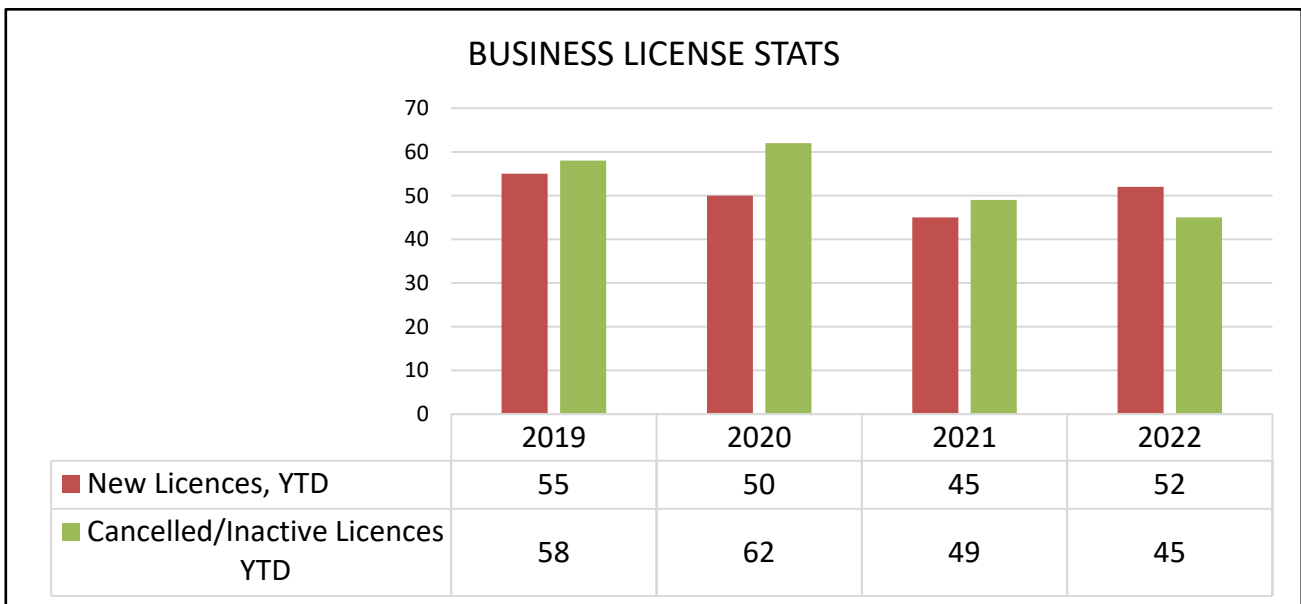
- Issued 63 new business licenses.
- 683 total businesses were operating in 2022.



New Arena

Building Inspection/Business Licensing - 2022 Major Projects and Strategies

- New Building Bylaw adopted in 2022 – continue implementation and Code enforcement.
- Assist with other bylaws, such as Manufactured Homes Park Bylaw.
- New addition of BC Building Code anticipated in 2023: the BC Energy Step Code will most likely be implemented through this code change.
- Supporting facilities projects such as Town Hall office enclosures, old church foundations, Ranger Park building improvements, arenas ice plant, etc.
- Working with Fall Fairgrounds user groups towards improving/removing old and dangerous structures.
- Complete Certified Fire Inspector 1 training.
- Complete required Business Bylaw amendments.

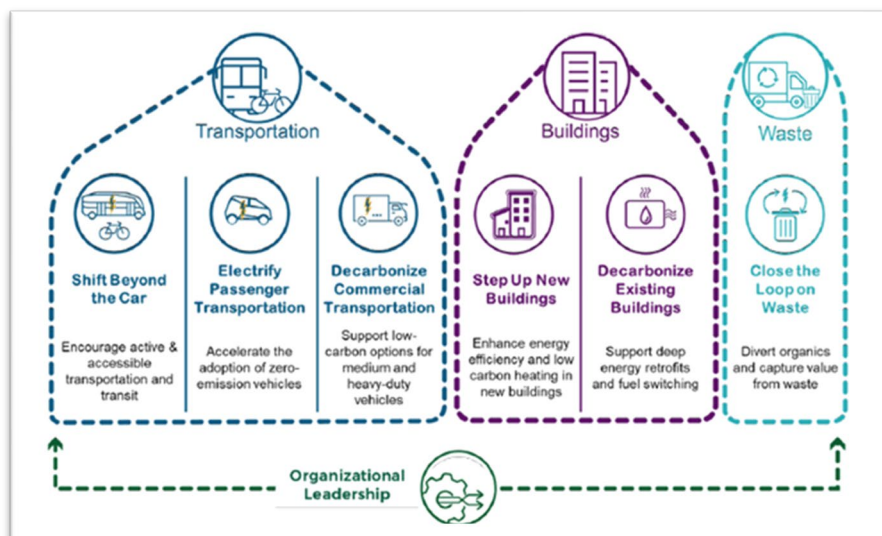


Climate Action Specialist – 2022 Summary

- Retained a new Climate Action Specialist with the position starting in November.
- Commenced Community and Community Energy and Emissions Plan (CEEP) stakeholder engagement.

Climate Action Specialist - 2023 Major Projects and Strategies

- 2019-2022 Corporate Green House Gas (GHG) monitoring and reporting fully digitalized through work with GHG Accounting Services. Digitalization will facilitate past trend analysis and future emissions monitoring and goal setting. Will align with LGCAP reporting requirements.
- Design and implement supporting policies to the implementation of the CEEP.
- Set up Low Carbon Fuel Standard (LCFS) carbon credit generation and sale of credits in partnership with an aggregator service.
- Create a Climate Action webpage on the Town of Smithers website promoting the CEEP implementation and supporting plans and policies.
- Complete a lighting energy audit for the Smithers Library and cost analysis for LED lighting upgrade. If feasible, proceed with LED lighting upgrade.
- Identification of grant opportunities for EV charging stations to support the installation of a dual port level 2 charger at the Town Hall for fleet charging and visitor use. EV charging station will support the work of the Works Office and the proposed 2023 Hybrid fleet upgrade.
- Engage with the RDBN to initiate the Organics Waste Diversion strategy. Identify infrastructure and operational costs and funding opportunities to support the project. Work with RDBN to formalize an agreement for an organic waste processing site, project timeline and budget.
- Identify replacement technologies and funding opportunities for Town Hall gas furnace replacement. Proceed with emissions reduction upgrade for the Town Hall furnace and HVAC system where appropriate.
- Review Photovoltaic Solar Panel performance, installation and maintenance costs, and funding opportunities, for installation on Town Hall and other town operational sites.
- Support the Building Inspector and Step Code implementation.



The Big Moves, Smithers Community Energy and Emissions Plan

Operations

The Operations Department is responsible for the operation and maintenance of the Town's infrastructure. Areas of responsibility include:

Municipal Facilities, Parks, Trail Systems and Cemetery

Operations services and maintains municipal buildings, parks, trail systems and the cemetery.

Solid Waste and Recycling

Solid waste services include garbage collection and single family residential curbside recycling collection.

Transportation Services

The areas of responsibility include streets and sidewalks; snow removal and sanding; public works yard; and municipal vehicle and equipment fleet.

Utility Services

Utility services include the potable water supply and distribution system; sanitary sewer system and sewage treatment plant; and storm water collection and drainage systems.

2019-2022 Council Strategic Plan

Focus Areas

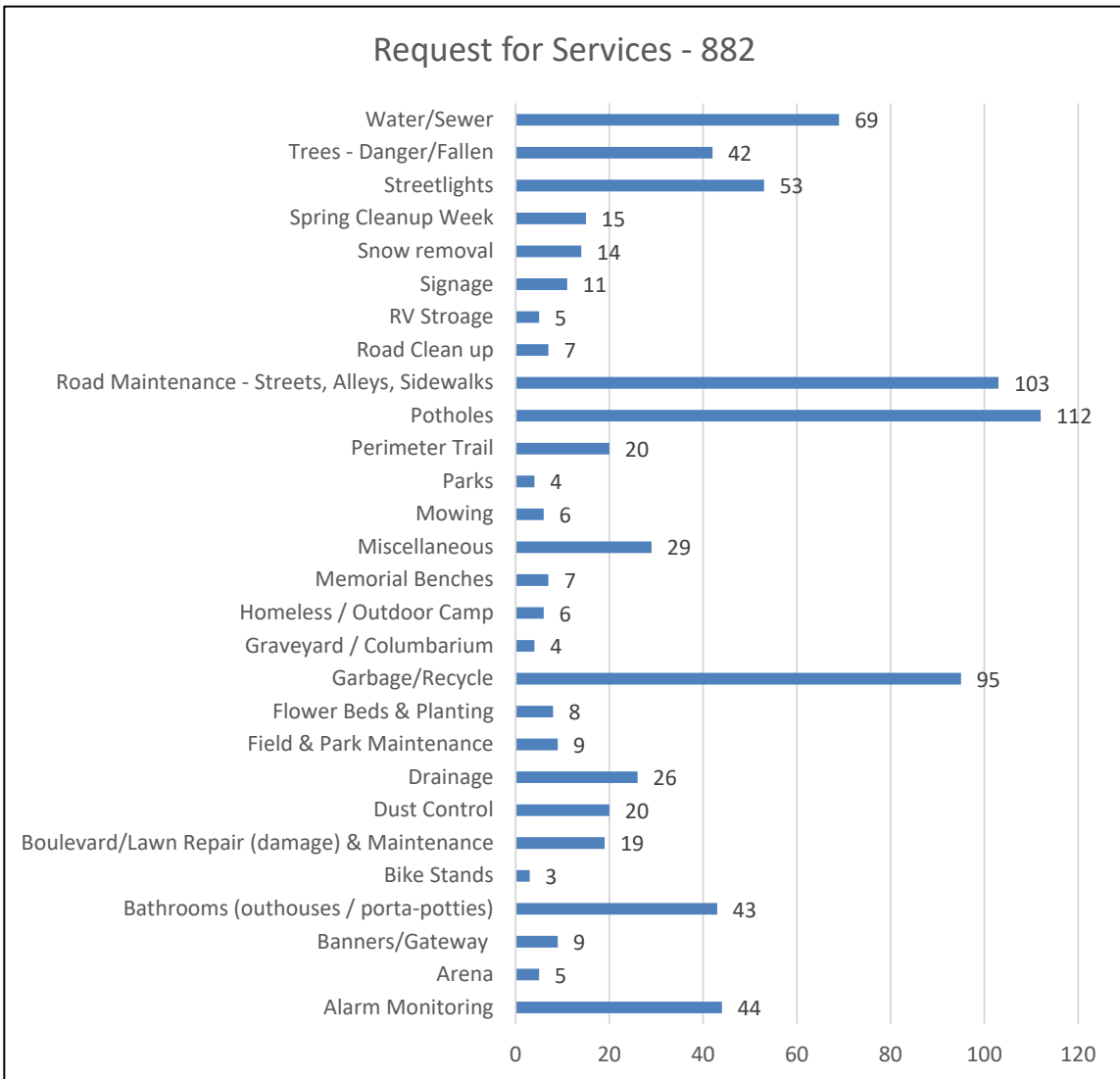
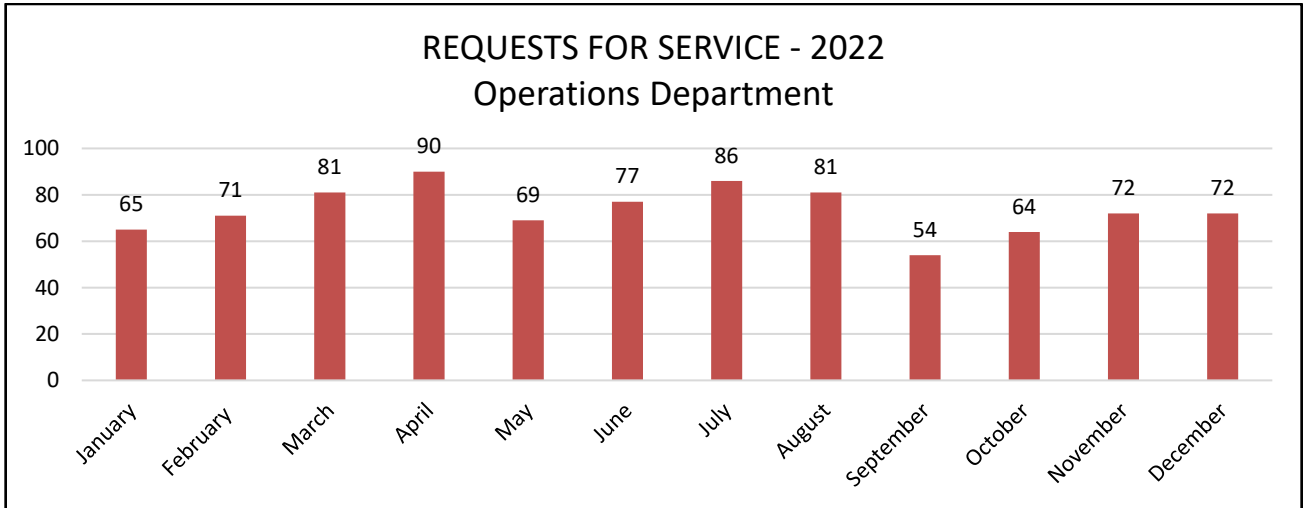
- Environmental Responsibility – Protect our natural environment and resources by reducing our waste, pollution, and footprint.

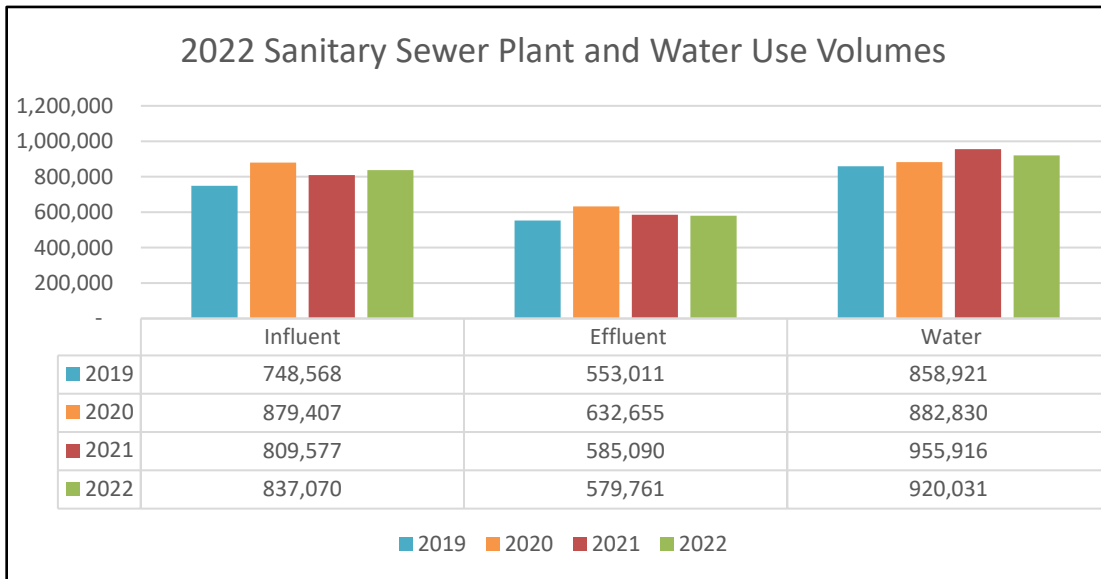
Strategic Priorities

- Reduce corporate greenhouse gases and facilitate the reduction of community greenhouse gases.
- Increase communication and engagement with residents.

Works and Operational Services – 2022 Summary

- Processed 882 Requests for Service, which were in addition to regular communications (around holiday garbage and residential curbside recycling pickup schedules; spring clean-up week; garbage cart sales and delivery; residential curbside recycling cart delivery; snow clearing; water main flushing; utility services, etc.).
- Recycle BC established a new collection facility in Witset.
- Completed vehicle hoist replacement.
- Commenced Aerator Maintenance Program.
- Commenced Water Distribution Communications System Upgrade.
- Ordered water meter computer software upgrade; implementation waiting on Finance Department.





2023 Major Projects and Strategies

- Updates the Solid Waste Collection Bylaw.
- Deliver recycling education and awareness to Town residents.
- Continue conceptual and design components for an enhanced Wastewater Treatment System.
- Upgrades to the town water system located at the Smithers Regional Airport and building another well system.
- Chandler Park maintenance strategies are to be conducted for improved maintenance.
- Continue ditching and drainage improvements.
- Implement inspection and reporting software for staff.



Aerial view of the Wastewater Treatment Plant (July 2021)

Finance

The Finance Department is responsible for Town financial planning, risk monitoring, and overseeing resources approved for expenditure on service delivery and investment in infrastructure/ equipment. The Town has an annual operating budget of ~ \$16 million, an investment in capital assets at historical cost of ~ \$130 million, these are supported by a \$1 billion property tax roll of properties in the Town.

Finance administers property taxation (\$7 million for Town, \$5 million for other governments), utilities billings (\$2 million), other billings (\$4 million), grant funding (\$4-\$12 million per year), supplier payments (\$6 million operating and \$4+ million capital projects), and payroll (\$6 million). The Department supports the public, Council, and staff across a range of services, projects, and plans.

Finance produces annual public process documents including a Five-Year Financial Plan Bylaw, Tax and Utility Rate Bylaws, Audited Financial Statements, and Statement of Financial Information disclosures.

2019-2022 Council Strategic Plan

Focus Areas

- Asset Management – Responsibly manage our municipal infrastructure over the long-term.
- Organization Effectiveness – create an effective and accountable organization with strong governance structures.

Strategic Priorities

- Enhance financial planning for capital assets.
- Strengthen organizational effectiveness and culture.

2022 Summary

- Supported team approach for major grant application preparation - improved award outcomes.
- Revised annual financial planning cycle over July-May - more public engagement opportunities.
- Upgraded planning - annual reviews of service levels, work plans, projects, budgets, and fees.
- Launched pre-budget consultation and coordination with Regional District of Bulkley Nechako.
- Advanced Asset Management Plans (AMP's) preparation – Fleet/equipment (3), Utility (3), Recreation & Culture (2).
- Per Municipal Services Assessment (“MSA”) - strengthened project business case practices.
- Per MSA - continued to revise finance department roles and to develop staff in those roles.
- Deferred Finance system upgrades (IT) until vendor teams ready - capacity supply challenges.

2023 Major Projects and Strategies

- Council priorities – permissive tax exemption program, RCMP billings, RDBN/regional support.
- Climate action – support building retrofits, transportation/fleet conversions, waste diversion.
- Advance AMP's – revise reserve funds structure and bylaws to align reserves with the AMPs.
- Advance AMP's – upgrade existing AMPs (2022), prepare Airport and Operating Facilities AMPs.
- Continue MSA reorganization – balance workloads, optimize roles, improve team performance.
- Upgrade Finance system (IT) – advance projects as opportunities arise (staff/supplier capacity).



**PUBLIC ENGAGEMENT
SESSION # 4**

 **2023 SERVICE PLANNING**



Let's Talk
Planning for
Smithers' future

**Come meet our staff
Share your feedback**

**THURSDAY
NOVEMBER 17, 2022
@ 5:00 PM**

**In the Council Chambers
Snacks to be provided**

**Town of
Smithers**



Library

The Smithers Public Library became a municipal service in 2001 and is governed and operated by a volunteer Board of Directors appointed by Council.

The Library is a bustling community hub, providing free Wi-Fi and public computers; popular reading material in print, digital, and audio formats; current and historical information about the area; robots, 3-D printing and other technology for people to experiment with; DVDs; and free programs and events for all ages throughout the year, from infant and toddler programs to author readings and teen nights, in an inclusive, welcoming atmosphere.

The Library also participates in offsite community events such as the Farmers' Market, Pride Day and National Indigenous Peoples Day, to reach more community members and add value to these collaborative events.

2022 Summary

- Resumed offering free in-person programs and events for all ages in the Spring of 2022. Community members welcomed the opportunity to meet new people and form connections after the isolation of recent years. The June 2022 Campfire Cookout & Singalong at Riverside Park attracted over 125 people and was the first public event for many families of babies born during the COVID-19 lockdown.
- Purchases new tables and chairs with a one-time provincial Covid Recovery grant, which are easier to clean and enable social distancing during times of increased disease transmission.
- The Town's applications to major government grants for the new Library-Gallery Project were unsuccessful two years in a row. The project was officially dissolved with the understanding that the Library still requires a new building. The Town and the Library are researching options that might have greater appeal to major funders and therefore a higher chance of success.
- Developed a 2022-2025 Strategic Plan, Mission, Vision, and Core Values with the Board and staff.
- The homeless encampment located beside the Library presented many challenges and learning opportunities for library staff and patrons as we educated ourselves and our community members about the issue and its wider context. The Library operated as an Emergency Warming Station during periods of extreme cold, providing hot drinks, snacks, gloves and hats.

2023 Major Projects and Strategies

- The Library's major practical area of focus for 2023 is increasing health, safety and accessibility on Library property for our patrons and staff.
- The Library's Strategic Priorities for 2022-2025 are as follows: New Library; Creating Community Connections; Enhancing Community Sustainability and Resilience; Equity, Diversity, and Inclusivity; and Advancing Truth and Reconciliation in our Community. These priorities will shape our future programs and events, collection development, and internal processes.

Protective Services

Protective Services includes Community Safety, Bylaw Enforcement and Animal Control Services, Fire Rescue Services (provided directly by the Town), and Policing Services, (which is provided by the RCMP through a contract with the Province).

The Smithers Royal Canadian Mounted Police (RCMP) detachment provides policing service to the Town of Smithers, Village of Telkwa, Witset, Fort Babine, and the surrounding rural community. The Smithers Detachment is an integrated detachment where Provincial, Municipal, and Federally funding policing services work alongside each other together. The Detachment also works closely with community safety volunteers such as the Citizens on Patrol, the Auxiliary Program, Drug Abuse Resistance Education Program (DARE), and Unlocking Aboriginal Justice. Community based Victim Services also works alongside the policing service and operations out of the Smithers Detachment building.

2019-2022 Council Strategic Plan

Focus Areas

- Organization Effectiveness – create an effective and accountable organization with strong governance structures.

Strategic Priorities

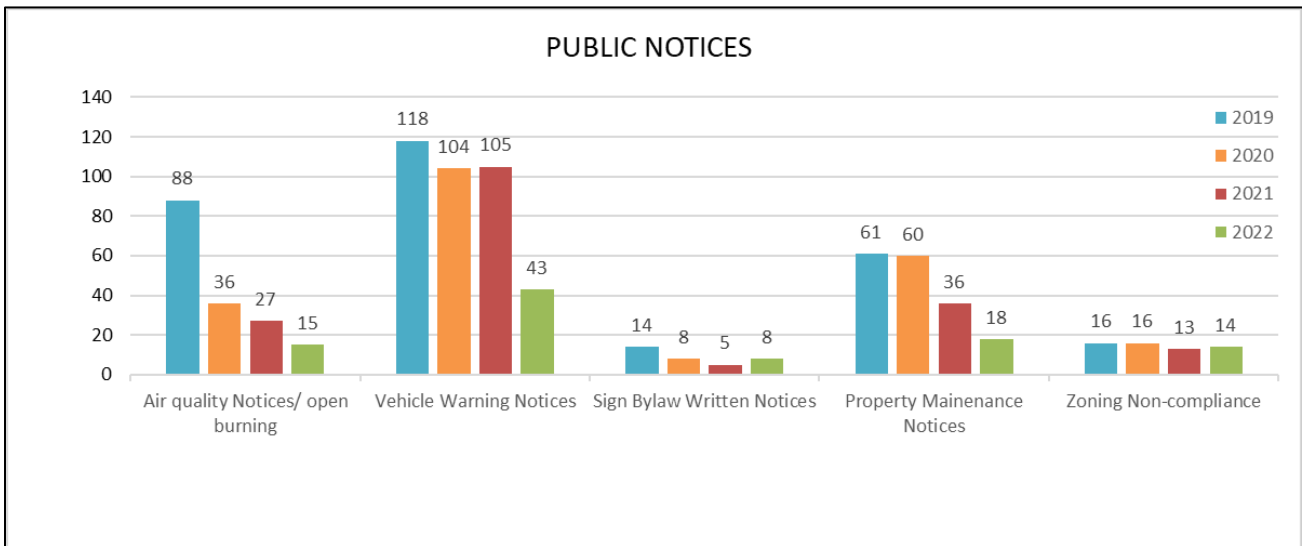
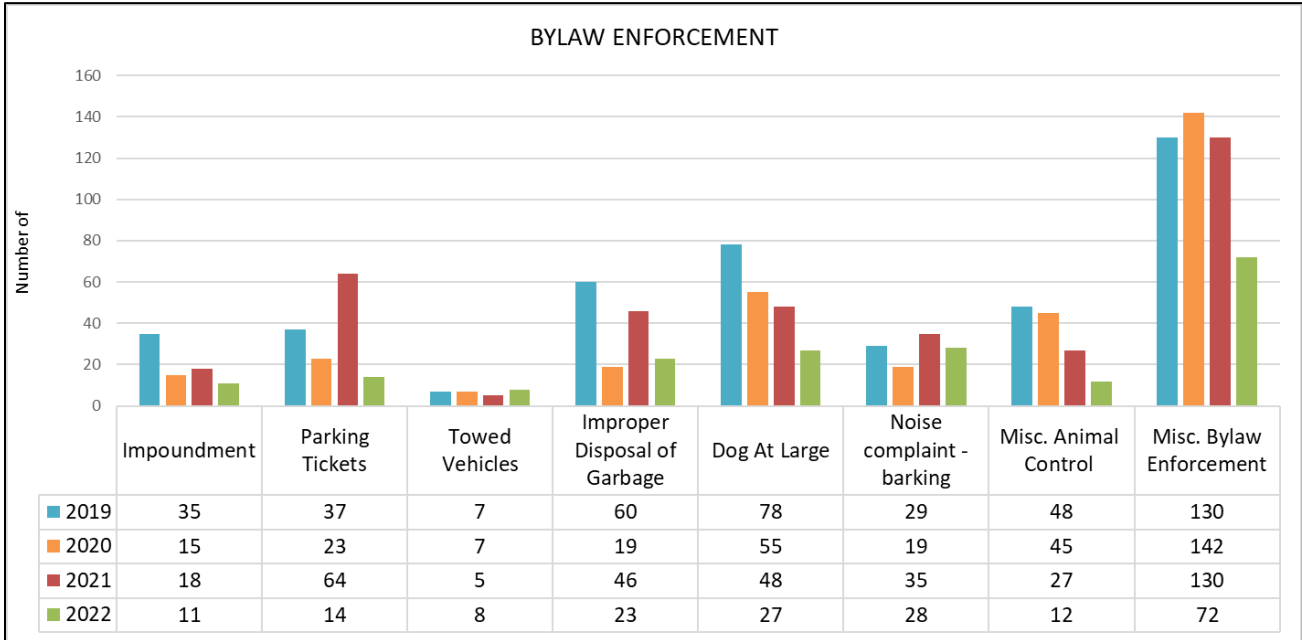
- Increase communication and engagement with residents.
- Address issues presented by homelessness and vulnerable populations.

Bylaw Enforcement and Animal Control – 2022 Summary

- Enacted the Bylaw Dispute Adjudication System for use within our municipality in 2022; new Bylaw Notice Enforcement bylaw was adopted.
- Collaborated with community service providers in response to homelessness.
- Created and maintained relationships with RCMP and local service providers when responding to vulnerable populations.
- Refined and corrected the position duties after retirement of 15-year employee and worked on replacement.

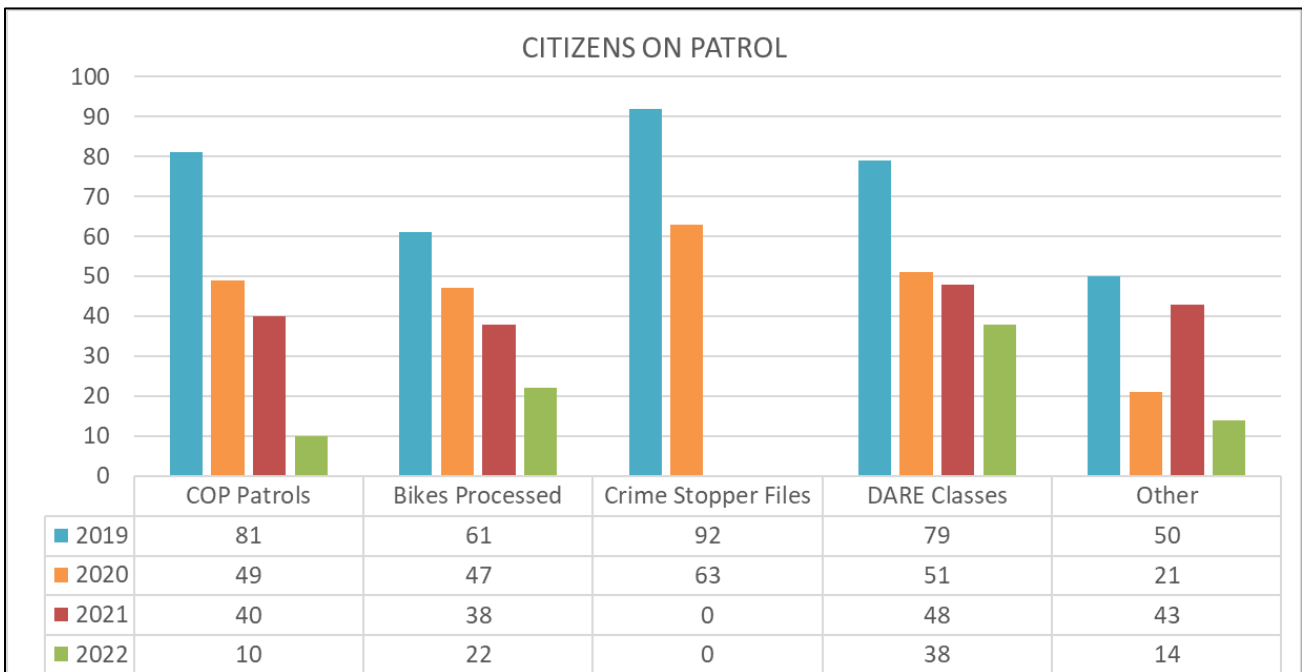
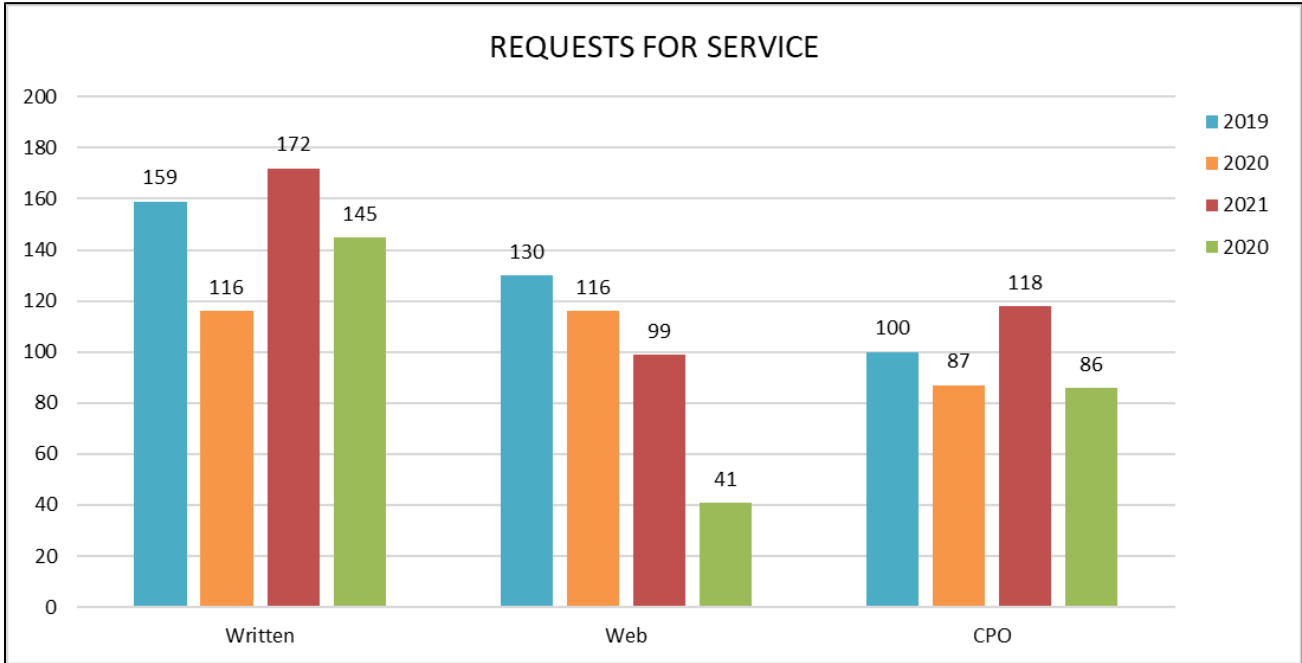
Bylaw Enforcement, Animal Control – 2023 Major Projects and Strategies

- Hiring and orientation of new Community Safety Officer.
- Update bylaw complaint response plan and tracking system.
- Revise bylaw tickets and ticketing process.
- Create standard operating procedures related to animal control.
- Develop and implement a seasonal public education campaign to encourage bylaw compliance.



Community Safety – 2022 Summary

- Lead in the development and support of the RCMP Situation Tables program. Facilitation of Situation Tables began in March 2022.
- Provided programming within School District No. 54, in accordance with the RCMP Crime Prevention Education Continuum (ie. DARE, BRAVE, Drug Awareness, Bike Rodeo etc.).
- ICBC, in partnership with Community Policing, continues to work on developing and providing programs aimed at driver/cyclist/pedestrian safety.



Community Safety – 2023 Major Projects and Strategies

- Complete rebranding from “Community Policing” to “Community Safety”.
- Coordinate with RCMP in encouraging the re-establishment of Citizens on Patrol or a similar program.
- Develop annual schedule of community safety initiatives and collaborating partners.

RCMP Detachment – 2022 Summary

The Smithers Royal Canadian Mounted Police (RCMP) detachment provides policing service to the Town of Smithers, Village of Telkwa, Witsset, Fort Babine, and the surrounding rural community. The Smithers detachment is an integrated detachment where Provincial, Municipal, and Federally funded policing services work alongside each other together. The Detachment also works closely with community safety volunteers such as the Citizens on Patrol, the Auxiliary Program, DARE and Unlocking Aboriginal Justice. Community based victim services also works alongside the policing service and operates out of the Smithers detachment building.

In 2022, the Smithers Detachment comprised of the following Staff:

- 11 Municipal Police Officers (Funded 70% by Town of Smithers / 30% Federal)
- 6 Provincial Police Officers (Funded 70% by the Province of BC / 30% Federal)
- 2 First Nation Policing Officers (Funded 52% Federal Government and 48% Province of B.C.)
- 3.5 Municipal Clerical staff
- 2.5 Provincial Clerical staff
- 9 Detention Guards/Matrons
- 1 Victim Services Coordinator and 3 Volunteers
- 1 Volunteer Chaplain

2022 Service Delivery Overview

Total Files:	5,216
Violence in Relationship Files:	132
Drug or Alcohol Files:	797
Charges Forwarded to the Crown:	197

RCMP – 2022 Major Projects and Strategies

- Built and maintained trust and confidence among the public and partners.
- Enhanced the safety and security of Town residents.

For building and maintaining trust and confidence among the public and partners, the Detachment worked with many community partners, elected officials and service providers to increase the level of service to all residents. The Detachment was an active participant in the formation of the Situation Tables program and had weekly attendance at the meetings. This group has been very effective in recognizing elevated risk situations and providing support to community members. This support has been effective in preventing crime, reducing risk, and providing higher quality of life for some in the community. This group was also effective in recognizing gaps in service in the community and providing that information to elected officials. The Detachment also held meetings with elected officials and Town of Smithers staff, provided two presentations to Town Council and met with downtown business owners throughout the year.

For enhancing the safety and security of Town residents the Detachment focused efforts and resources in the downtown area, on prolific offenders and targeted drug trafficking. The Detachment conducted downtown foot and bike patrols during high call volume times. These efforts were successful in providing an increased sense of security for downtown business owners and users.

Success was also seen in locating crimes in progress allowing police to take action immediately. Prolific offender management was also prioritized with curfew and compliance checks being completed on those that were causing the highest risk to public safety. These checks were successful in holding clients accountable who were on bail or probation in the community. The Detachment applied for and received funding from the Provincial Tactical Enforcement Priority (PTEP) program. This funding was used to focus resources on drug trafficking and in late 2022, the detachment made arrests in two drug trafficking investigations.



Citizen Ceremony – Cst. Seamus O’Connell

RCMP – 2023 Major Projects and Strategies

- Town of Smithers Downtown Patrols and Enforcement – The downtown area experienced an increase in property crime and disturbances in 2022. The Detachment will focus resources to the downtown area during strategic times and will continue to have ongoing communication with business owners, town staff, and community members in order to be responsive to the evolving concerns.
- Relationship with community partners – The Detachment will continue to be involved in the weekly Situation Tables program meetings and will work with community partners to offer support to those that come into contact with police. Addiction and mental health are often a factor in police calls for service. Having a strong relationship with community partners provides police with a vast referral network for clients. The support that clients receive works to reduce the rates of criminal activity, providing a safer community for all.

- 24-hour Policing – The community has been clear that they would like police on duty 24 hours a day. The current compliment of police officers for the detachment requires an on-call period. In 2022 a business case was submitted to the Province of B.C. for an additional provincial constable position. The Smithers Detachment is currently two police officer positions away from being able to switch to 24-hour policing and eliminating the on-call periods every day. The Detachment will continue to lobby for additional provincially funded constable positions, which would allow the Detachment to eliminate the on-call period and switch to having police on duty 24 hours a day.
- The Smithers Detachment building has reached the end of its life (50 years) and was designed for a compliment of members a third of the size. As the Detachment has outgrown the building and as the building has major challenges in regard to structure and design, planning for a replacement should begin now as the process is lengthy.



Smithers RCMP Detachment



Smithers RCMP at a Regular Meeting of Council

Fire Rescue

Smithers Fire Rescue has consistently retained a volunteer force of 42 firefighters over the years. Organizationally, Smithers Fire Rescue fosters the Town's commitment to a positive, trusting and collaborative environment.

Firefighters provide services beyond structural firefighting such as: First Responder (pre-hospital care), Highway Rescue, Aircraft Firefighting, Fire Prevention and Public Fire Safety Education. Fire prevention focuses on areas such as code enforcement and fire inspection services. Public fire safety education provides general information on preventing accidents in the home and workplace through lectures, tours, printed materials, and fire extinguisher demonstrations. We have seen significant success in our education of children in the elementary school setting.

2020-2022 Council Strategic Plan

Focus Areas

- Organization Effectiveness – create an effective and accountable organization with strong governance structures.

Strategic Priorities

- Strengthen organizational effectiveness and culture.

2022 Summary

- Attended 295 incidents. The percentage of Town versus Rural calls remained similar compared to previous years.
- A total of 11 firefighters completed the professional firefighter designation (NFPA 1001 – Level 1 & 2)
- Applied for and received the Wetzin'kwa Community Forest Corporation Grant for Smithers Volunteer Firefighters Association's Wildland Firefighting Equipment Investment Project and wildland fire hose replacement.
- Applied for and received the Union of British Columbia Municipalities (UBCM) Volunteer & Composite Fire Department Training & Equipment Grant for training, equipment and Training Centre upgrades.
- Applied for and received the UBCM FireSmart Community Funding Support Grant for increasing awareness of and undertaking FireSmart activities and development of a Community Wildfire Resiliency Plan.
- Applied for, with the Village of Telkwa, and received the UBCM Emergency Operations Centres and Training grant for new laptops and installation of satellite system and base camp, purchase of mobile radio repeater and smart screens.
- Received the UBCM Extreme Heat Assessment Mapping and Planning Grant.
- Received the UBCM Risk Reduction Grant for Flood Mapping.
- Received the UBCM Emergency Support Services Grant for reception centre equipment and uniforms.
- Carried on training with the BC Wildfire Service.
- Continued to participate in public service activities and public education/awareness initiatives for fire safety and emergency preparedness.
- Completed property fire safety inspections.



Fall Fair Parade

2023 Major Projects and Strategies

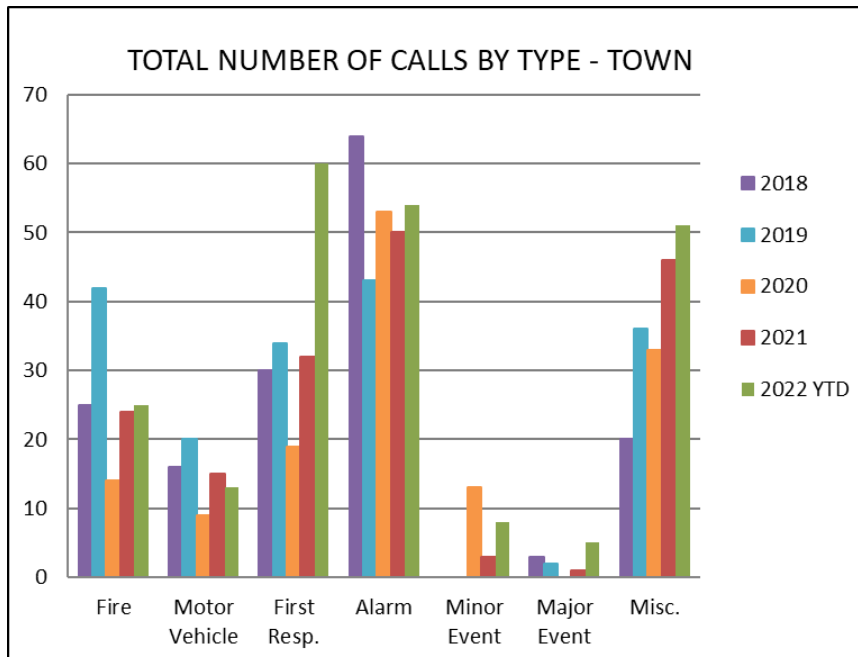
- Apply for Wetzin'kwa Community Forest Corporation Grant for purchase of additional wildland personal protective equipment, equipment and wildland firefighting training.
- Apply for the UBCM Emergency Operations Centre & Training Grant for crisis communications.
- Apply for the UBCM FireSmart Grant to work on community FireSmart activities to aid in emergency preparedness and implementation of the Community Wildfire Resiliency Plan.
- Apply, with the Village of Telkwa, for the UBCM Emergency Operations Centres (EOC) and Training grant for smart boards, cameras and assorted EOC equipment.
- Recruit volunteer firefighters to be trained to meet BC Structure Firefighter Minimum Training Standard.
- Carry on training with the BC Wildfire Service.
- Continue to participate in public service activities and public education/awareness initiatives for fire safety and emergency preparedness.
- Property fire safety inspections.
- Apply for the UBCM Emergency Support Services Grant for Level 1 Scene response kits, uniforms, and utility trailer.
- Apply for the Red Cross Community Services Recovery Fund for medical and rescue equipment.



2022 Door to Door Evacuation Plan Exercise (left) / 2022 Tatlow Road Fire (right)



Multi agency spring tent set up training



Bulkley Emergency Support Services

2020-2022 Council Strategic Plan

Focus Areas

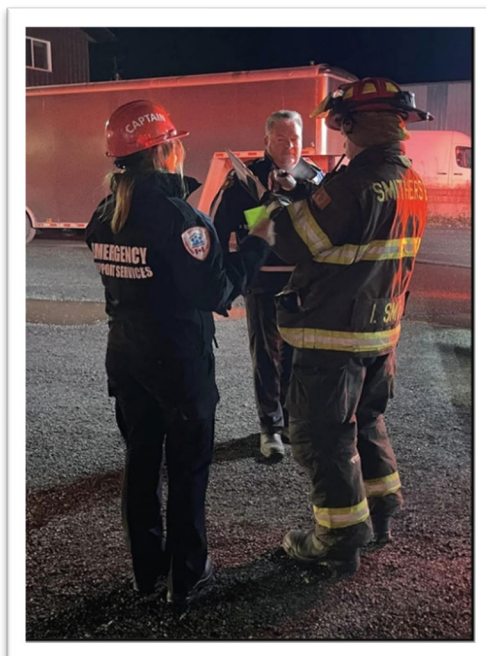
- Organizational Effectiveness – create an effective and accountable organization with strong governance structures.

Strategic Priorities

- Strengthen organizational effectiveness and culture.

2022 Summary

- Applied for and received the UBCM Emergency Support Services Grant for the Bulkley ESS Response Development Project which provided funding for infrastructure improvements that dramatically increased Bulkley ESS response & support capacity.
- Provided training, retention, and recognition opportunities for current Bulkley ESS volunteers; and to recruit new volunteers when required. A total of 63 training events were held for a total of 851 training hours.
- Continued to participate in public service activities and public education initiatives to increase awareness of Bulkley ESS and emergency preparedness.
- Bulkley ESS responded to 13 incidents in 2022.
 - Town of Smithers 6 events
 - Village of Telkwa 2 events
 - RDBN (Electoral Area A) 2 events
 - Village of New Hazelton 2 events
 - Village of Witset 1 event



Bulkley Emergency Support Services Training

2023 Major Projects and Strategies

- Building Community Partnership with other emergency response agencies.
- ESS Northern BC Bootcamp.
- Continue to build on mobile deployment assets.
- Apply for the UBCM Emergency Support Services Grant to further develop the response readiness of Bulkley ESS Team and invest in public education.
- Provide training, retention, and recognition opportunities for current Bulkley ESS volunteers; and to recruit new volunteers when required.
- Continue to participate in public service activities and public education initiatives to increase awareness of Bulkley ESS and emergency preparedness.



Bulkley ESS Building partnership with other emergency response agencies.



Community Cooling Centre at Heritage Park

Community Services

Economic Development

The Town promotes economic development and tourism both internally and externally through contracts with the Smithers and District Chamber of Commerce and Tourism Smithers.

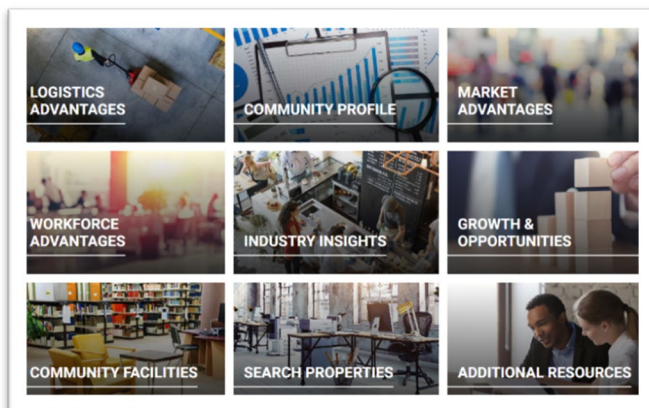
2019-2022 Council Strategic Plan

Focus Areas

- Our Economy – Foster and enhance a diverse and vibrant economy.

Strategic Priorities

- Improve the long-term viability of the Smithers Regional Airport.
- Increase community economic development.



Town of Smithers Economic Development Data Portal



Promoting Buy Local Program

2022 Summary

- Hired an Economic Development Officer in September 2022.
- Increased communication and engagement with residents through the launch of a new Municipal Town of Smithers Website.
- Launched a new Economic Development Data Portal through LocalIntel to showcase niche business opportunities.
- Established a Business Retention and Expansion (BR&E) Program to support local businesses in finding resources and working in the existing business climate.
- Provided entrepreneurship opportunities through partnerships and events with Coast Mountain College and Smithers Secondary School.
- Supported business attraction work through the promotion of a taxi/rideshare company, café space at the Smithers Airport and private commercial properties.
- Applied for the Northern Development Initiative Trust's (NDIT) Local Government Internship Program, NDIT's Grant Writing Capacity and the Province of BC's Rural Economic Diversification and Infrastructure Program (REDIP) Grant.
- Provided local management of NDIT's Love Northern BC - Love Smithers program and hosted business outreach to gather business feedback into the next steps for the program in Smithers.

- Supported Tourism Smithers through the collection of the 3% Hotel Tax collected by the Province of BC and \$10,000 provided by the Town to Tourism Smithers.
- Contracted the Tourism Information Centre to the Smithers and District Chamber of Commerce.
- Provided recommendations and referral of services, to community leaders and the business community, based on the report data collected from the 2021 Business Walk.
- Completed Airport Market Lease Rental Review and report for Regional Air Transportation Initiative (RATI) funding.
- Worked in close coordination with senior managers to identify needs and source funding opportunities through Northern Development Initiative Trust (NDIT) and the Province.
- Administered the Business Façade Improvement Program (Downtown Spruce-up) fully funded by Northern Development Initiative Trust.

2023 Major Projects and Strategies

- Implement an Economic Development Operating Plan.
- Support Business Retention and Expansion initiatives by creating a local business inventory, reviewing the existing shop local campaigns and local procurement, and highlighting local business success.
- Prioritize business attraction work for niche community sectors.
- Enhance and expand the Economic Development content on the Town website.
- Commence the Smithers Economic Development Plan.
- Organize a 2023 Smithers Business Walk with elected officials and business support organizations to compile trends, challenges and opportunities, share resources and create a Business Walk Report based on the results.
- Work with the Bulkley–Nechako Regional District to update the Smithers Investment Ready Community Profile.
- Explore opportunities for land lease developments and expanded flight services at the Smithers Regional Airport.
- Participate in Economic Development collaboration opportunities where possible with the Office of the Wet'suwet'en.



Main Street

Recreation, Parks, and Culture

Recreation, Parks, and Culture is responsible for the provision of programs, services, and facilities focused on active living, healthy lifestyles and building community. Facilities managed within this area include the Civic Centre, New Arena, Riverside Municipal Campground and RV Park, Heritage Park Fields, Ranger Park Building, Chandler Park Soccer Fields, Elks Park Ball Diamonds, Bovill Square and a dozen other developed parks and playgrounds.

2019-2022 Council Strategic Plan

Focus Areas

- Community Livability – continue to make Smithers a place where people want to live and visit.

Strategic Priorities

- Enhance vitality of downtown, including Central Park
- Enhance community life, culture and recreation.

2022 Summary

Arenas and Public Skating

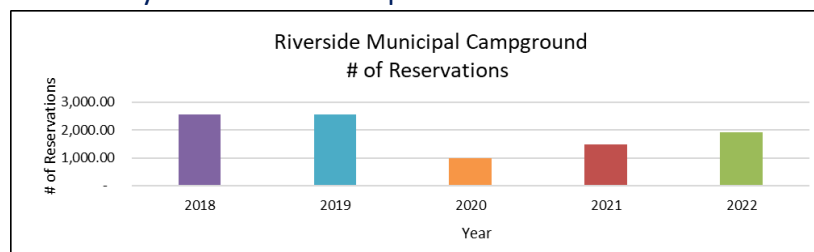
- Both the arena facilities were utilized throughout the 2022 ice seasons by regular ice users, private users and public skating programs.
- Transferred funding from the 2021 season to the 2022 from several community sponsors which enabled both free public skating and free skating rentals weekly.
- Opened the outdoor rink for public use throughout the winter season. A big thanks to both our Operations Department and our dedicated volunteer team who help maintain this facility.

Programming and Community Events

- The Early Bird Fitness Program continued to thrive thanks to our dedicated fitness instructor. In the winter months the classes were held in a school gymnasium and in the summer months classes were held outdoors.
- Partnered with organizations to deliver programs to the community, including both the Bulkley Valley Soccer Society and the Bulkley Valley Tennis Club.
- Approved 33 Special Event Permits for event organizers throughout 2022.
- A small committee, which included Town of Smithers staff, worked together to throw a Community Block Party in honor of Alex Cuba and his Grammy award. The event was held at Bovill Square in September and was well attended.

Riverside Municipal Campground & RV Park

- Riverside Municipal Campground was well visited in 2022, with 1,928 reservations made.
- Saw the return of many international campers in 2022.





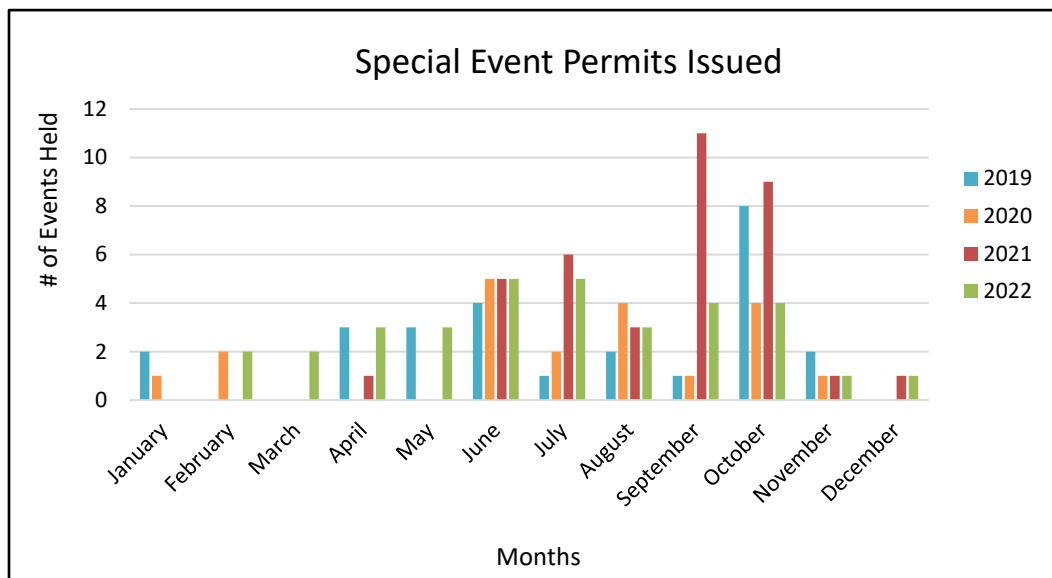
Riverside Municipal Campground received a new sign which assists campers arriving at the park with both information and the self-registration process.

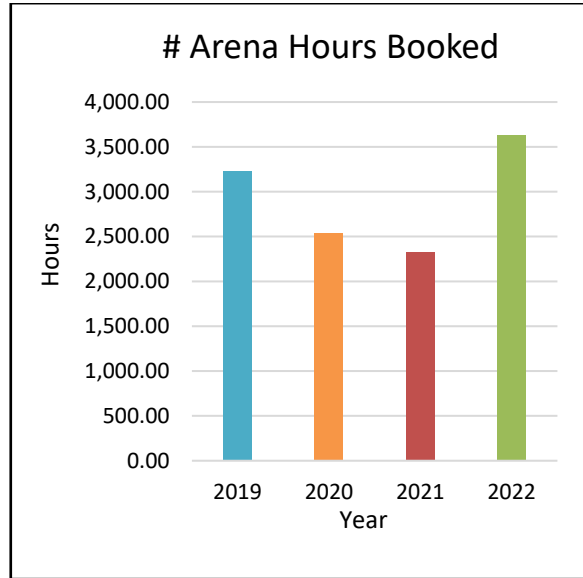
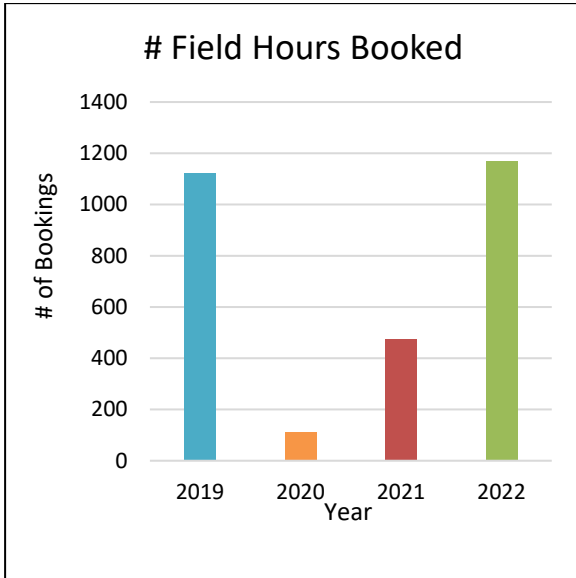


Phase one of the Smithers Skate Park in Heritage Park, summer 2022.

2023 Major Projects and Strategies

- Encourage recreation and events within the Town of Smithers.
- Complete the Smithers Parks and Recreation Master plan and encourage public input and participation in the process.
- Maintain and continue to build positive relationships with our contract instructors to provide ongoing and quality programming.
- Streamline processes and applications that are outdated.
- Increase presence on website, social media and other online platforms regarding recreation programming, local parks/facilities that are available, local community groups and upcoming opportunities/events.



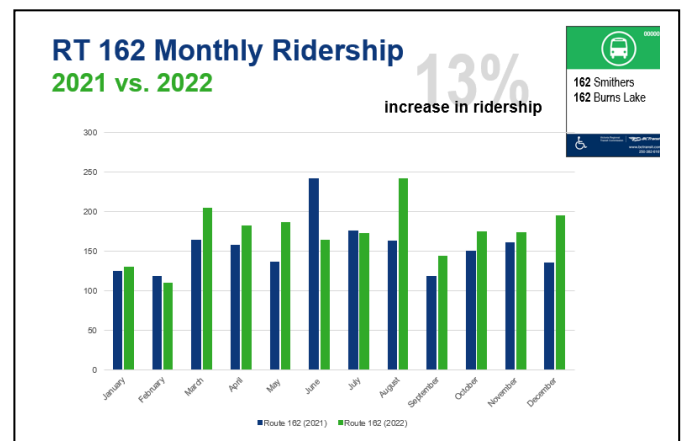
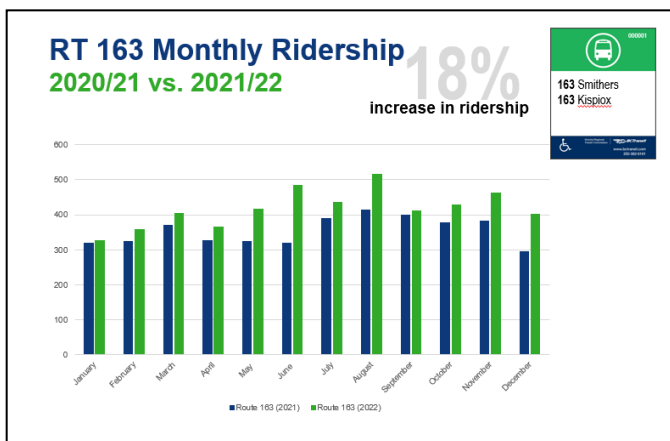
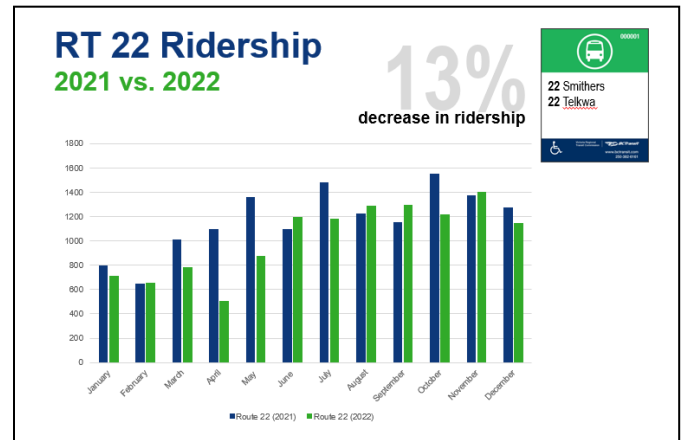
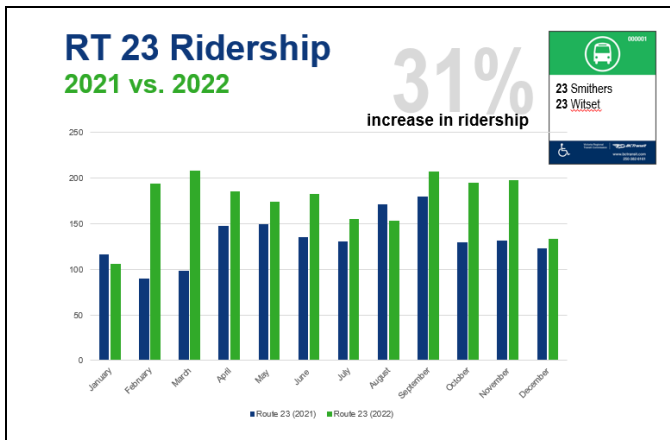


Bovill Square

Transit

Since 1991 the Smithers and District Transit Service, operated by the Smithers Community Services Association, has provided public transportation services through a BC Transit agreement. With a combination of curb-to-curb service and scheduled routes operating between Smithers and the Village of Telkwa, as well as Smithers and Witset, service is provided six days per week.

The service is established through a partnership agreement between the Town of Smithers and BC Transit, with funding provided by BC Transit, the Town of Smithers, the Village of Telkwa, the Regional District of Bulkley Nechako and the Witset First Nation.



Regional Airport

Smithers Regional Airport became a municipal service in 1999 with its transfer from Transport Canada. This significant milestone was complemented by the strong focus on improving and upgrading facilities and infrastructure positioning our regional airport as a viable economic development entity into the future.

2019-2022 Council Strategic Plan

Focus Areas

- Our Economy – Foster and enhance a diverse and vibrant economy.

Strategic Priorities

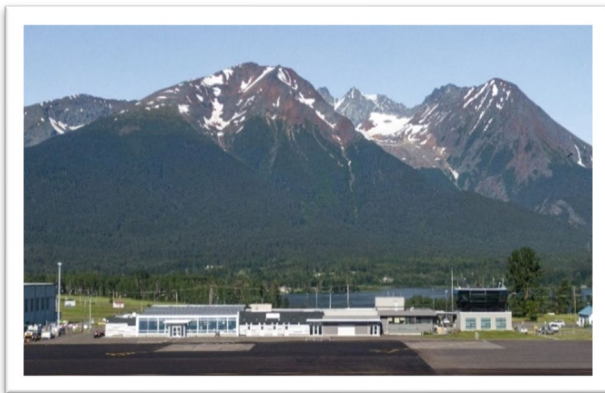
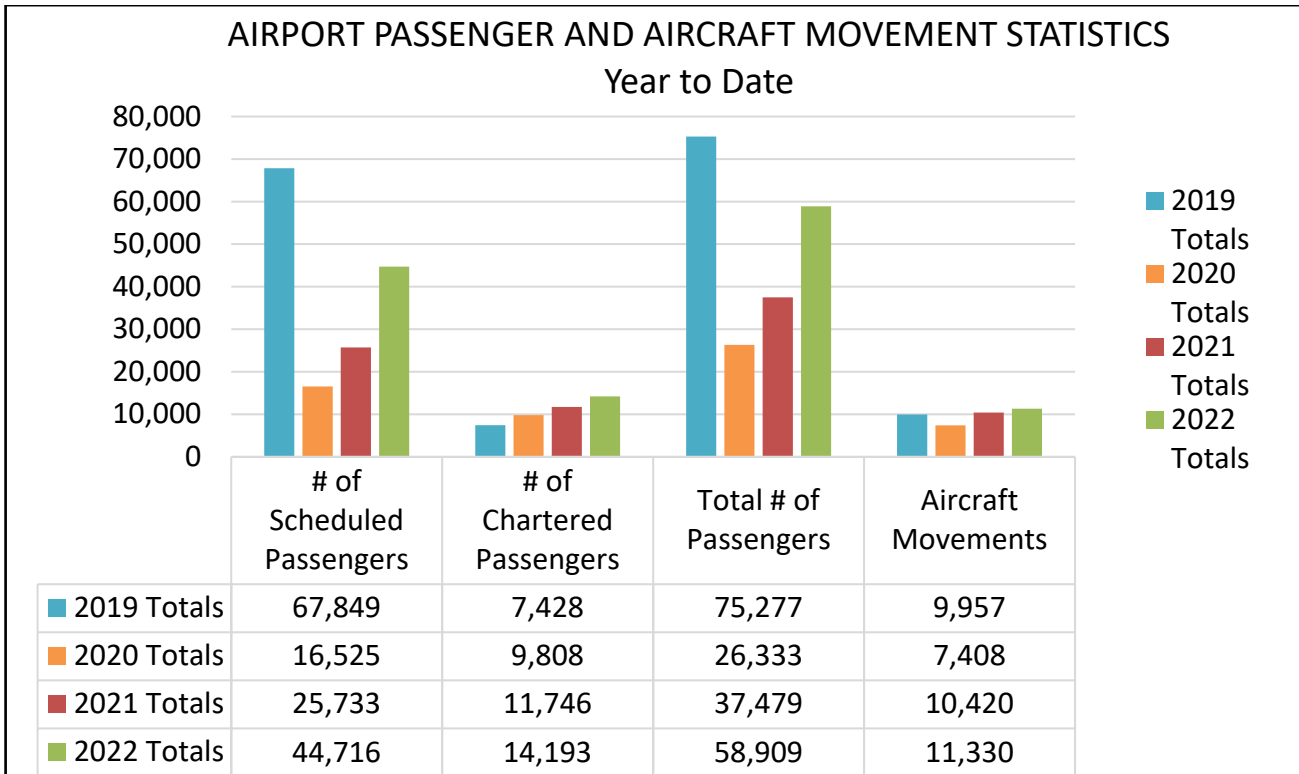
- Improve the long-term viability of the Airport.

2022 Summary

- Passenger numbers continued to improve but remained significantly lower than pre pandemic.
- The Airport was successful in receiving approximately \$7,000,000 capital grant for resurfacing airside asphalt areas. The center 5,000 ft of the runway, all of Taxiway C, and most of the main apron was repaved in 2021. Due to a very wet fall in 2021 this project carried forward and was completed in the summer of 2022. Significant staff time was allotted to complete airside upgrades.
- Although passenger numbers remained low the legislated requirement to meet regulations continues. Staff successfully complete an external audit of the safety and security systems including several improvements to the overall function of the systems. A security discussion-based exercise was carried out with several emergency services attending.
- Worked with the remainder of grant funds to complete facility upgrades. Window blinds were added to the secure boarding lounge, the café seating area was upgraded, the terminal building received new sliding front doors and the airport works crew received a new steep slope mower and a runway condition reporting computer.
- A new potable water well was drilled at the airport in 2022.



Smithers Regional Airport



New Apron asphalt with terminal in background (left) / Apron expansion and paving project (right)

2023 Major Projects and Strategies

- Passenger numbers are expected to continue at a slow return to pre pandemic levels.
- Undertake an internal systems audit of the safety management and security management systems.
- Conduct a mandatory full scale live exercise testing the effectiveness of the safety and security systems, to include local hospital and emergency services.
- Staff will continue to source grants to enhance the viability of airport operations.
- Federal ACAP grants for truck and plow as well as an airside snow blower will be completed.
- Upgrades to the Airport water system are expected to be completed through 2023.

Council Strategic Plan

Descriptions of Success

Within the 2019-2022 Council Strategic Plan, Council has identified descriptions of success for the Town.

Our Economy

- We have a highly skilled workforce that is tooled up for the 21st century, we have enough people to fill jobs, and our unemployment rate is low.
- Our community maintains its current business mix, and also has a number of new businesses, including local commercial and light industrial.
- Our service centre, including the Airport, has expanded.
- There is greater control and circulation of local capital due to increased local ownership of businesses.
- Effective succession planning has created a good age mix in the business community.
- Our average household income is high, and residents are not living in poverty.
- The commercial vacancy downtown is low.

Community Livability

- We have a range of housing that is adequate and affordable along economic and demographic spectrums.
- Our population remains stable among all ages, or has increased, while maintaining a small-town feel.
- Visitor numbers are growing each year.
- Our downtown is vibrant and strong, with an increased diversity of services.
- We have a strong mix of amenities for all ages.
- Cultural expression in the town is increasing and is increasingly diverse.
- Our drinking water is clean, safe, and untreated.
- The air is clean and our airshed is healthy.

Environmental Responsibility

- Water entering the river is clean.
- The number of air advisory days is minimal.
- Our community is no longer on the Provincial Bad Air Quality list.
- Storm and sanitary sewer have been separated.
- Greenhouse gas emission reductions have met targets.
- There is more park space.
- Waste is reduced.
- There are more trees throughout the community.
- Recycling services and compliance are increased.

Our Relationship with the Wet'suwet'en

- The Protocol Agreement between the Town of Smithers and the Office of the Wet'suwet'en has been renewed.
- Members of government meet more frequently, and Community to Community meetings occur more frequently.
- Channels of communication between the Town of Smithers and the Office of the Wet'suwet'en are open.
- Visibility of First Nations culture in Town is increased.
- Indigenous people feel safe and welcome in our community.

Asset Management

- All decisions are guided by our Asset Management Plan, and new assets are evaluated from a lifecycle cost perspective.
- Residents have equal access to the Town's assets.
- Kilometres of repaved surfaces is increased.
- Natural assets are accounted for in asset management.
- Our asset planning and management is innovative and future proof.



Organizational Effectiveness

- Employee/staff retention is high, within Town Hall as well as in community businesses.
- Staff are happy and satisfied.
- The community is satisfied with the service from the Town.
- We are an adaptable and resilient organization.
- We have strong relations and communications with other governments (including the Regional District of Bulkley Nechako).
- Communication between staff and Council is good.
- Our residents are informed.

Permissive Property Tax Exemptions, 2022

In accordance with Section 98(2) of the *Community Charter*, the following properties in the Town of Smithers were provided Permissive Property Tax Exemptions for 2022 by Council.

Roll #	Organization	Extent of Exemption	Value
Assisted Living Facilities			
0175-200	Smithers Community Services (Meadows Residence)	100% land and improvements	\$10,656
Seniors Facilities			
0932-000	Bulkley Senior Citizens Housing Society (Pioneer Place)	Portion not covered by statutory tax exemption	\$523
1300-500	Bulkley Senior Citizens Housing Society (Mountainview)	100% land and improvements	\$11,421
1300-600	Bulkley Senior Citizens Housing Society (Mountainview)	100% land and improvements	\$2,444
1225-380	Bulkley Valley Christian Seniors Care Society (Astlais Place)	Exempt portion is 25% of land and 6,000 sq. ft. building	\$3,765
Recreational Facilities			
0602-075	Smithers Curling Club	100% site and improvements	\$17,522
1224-000	Smithers Golf and Country Club	100% Class 8 land (golf course)	\$14,501
Partnering Agreements			
0655-000	Husky Oil Ltd. (GL Williams Park) (2013-2022 agreement - for renewal 2023)	100% land and improvements	\$8,190
Places of Public Worship			
0860-720	Christian Reformed Church of Smithers	Portion not covered by statutory tax exemption	\$6,223
1717-765	Bethel Reformed Church of Smithers	(same as above)	\$5,429
0005-000	Anglican Synod Diocese of Caledonia	(same as above)	\$4,262
0789-000	Evangelical Free Church of Smithers	(same as above)	\$3,723
1225-690	Church of Jesus Christ of Latter-Day Saints in Canada	(same as above)	\$1,100
0477-004	Roman Catholic Episcopal Corporation of Prince Rupert	(same as above)	\$792
1200-020	Trustees of Smithers Congregation of Jehovah's Witnesses	(same as above)	\$752
0692-200	Smithers Fellowship Baptist Church	(same as above)	\$456
0019-000	BC Corporation of the Seventh Day Adventist	(same as above)	\$365
0747-010	Trustees of the Smithers United Church	(same as above)	\$347
Private Schools			
1717-315	Bulkley Valley Christian School Society (Fulton)	100% land	\$1,110

Permissive Property Tax Exemptions (continued)

Roll #	Organization	Extent of Exemption	Value
Non-Profit Organizations			
0238-200	Wet'suwet'en Treaty Office Society (First Avenue)	100% land and improvements	\$28,721
7000-800	Wet'suwet'en Treaty Office Society (Highway 16)	50% land and improvements	\$13,399
1223-900	Central Park Building Society (Town - Central Park)	100% of the leased area	\$22,405
0154-020	Bulkley Valley Museum Society (Town - Old Church)	100% of the leased area	\$4,799
0411-001	Bulkley Valley Museum Society (Town Office - Storage)	100% of the leased area	\$2,251
0410-000	Smithers Art Gallery Association (Town - Railway)	100% of the leased area	\$4,634
0685-720	Northwest Child Development Centre (Columbia)	50% land and improvements	\$17,852
1711-600	Bulkley Valley Bottle Depot Ltd. (Nineteenth Avenue)	85% Cl. 6 land/improvements	\$14,647
7002-195	Bulkley Valley Search and Rescue Society (Venture)	100% land and improvements	\$14,171
1501-010	Smithers Community Services Association (Alberta)	72% land and improvements	\$14,129
0162-000	Northern Society for Domestic Peace (First Avenue)	60% land and improvements	\$12,765
1223-870	Bulkley Valley Collaborative Learning, and BV Search and Rescue Society (Town - Ranger Park)	100% of the leased area	\$12,013
1717-310	BV Christian Housing Society (Fulton - Scolaire Francophone)	100% land and improvements	\$10,419
0708-050	Bulkley Valley Gymnastics Association (Town - LB Warner)	100% of the leased area	\$10,312
0274-020	Governing Council of the Salvation Army in Canada (Main)	100% land and improvements	\$10,148
0002-330	Smithers and Area Housing Society (Fulton - High Road Svc.)	60% land and improvements	\$10,070
0178-000	Bulkley Valley District Hospital Auxiliary (Broadway)	60% land and improvements	\$8,929
0133-000	BV Branch of the Royal Canadian Legion (First Avenue)	100% Class 8 and 25% Class 6 (land and improvements)	\$3,665
0110-001	The Grendel Group (Second Ave. - Family Advocates)	56% land and improvements	\$3,572
0663-030	Navy League of Canada (Fourth Ave. - Sea Cadet Program)	100% land and improvements	\$449

Permissive Property Tax Exemptions (2022)	Total	\$312,931
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Revitalization Tax Exemptions (Downtown)

In accordance with Section 226 of the *Community Charter*, the following properties in the Town of Smithers were provided revitalization tax exemptions for 2022 by Council.

Roll #	Organization	Extent of Exemption	Value
0124-105	Smithers Home Hardware	50% exempt (expires 2024)	\$21,116
0046-000	Michael P. Bleau Professional Corp.	100% exempt (expires 2025)	\$8,175
0164-000	Salt Boutique	75% exempt (expires 2026)	\$5,266
0114-000	Oscar's Adventure Shop Ltd.	75% exempt (expires 2025)	\$4,509
Revitalization Tax Exemptions (2022)		Total	\$39,066

**TOWN OF SMITHERS
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2022**

TOWN OF SMITHERS
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2022

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TOWN OF SMITHERS

MANAGEMENT REPORT

YEAR ENDED DECEMBER 31, 2022

The Consolidated Financial Statements of the Town of Smithers have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Mayor and Council of the Town of Smithers is responsible for ensuring that management fulfils its responsibilities for financial reporting and maintaining internal controls and exercises this responsibility through Council.

The external auditors, Vohora LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination includes a review and evaluation of the Town's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to financial management of the Town of Smithers and meet when required.

On behalf of the Town of Smithers:



William D. Wallace, CPA, CA
Director of Finance
May 9, 2023



Vohora LLP
CPAs & Business Advisors

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INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of Town of Smithers

Opinion

We have audited the financial statements of the Town of Smithers (the Town), which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statements of operations, changes 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 town as at December 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

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 town in accordance with 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

The financial statements for the year ended December 31, 2021 were audited by another auditor who expressed an unmodified opinion on those financial statements on May 10, 2022.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, 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 town'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 town or to cease operations, or has no realistic alternative but to do so.

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

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Vohora LLP
CPAs & Business Advisors

INDEPENDENT AUDITOR'S REPORT *(continued)*

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 town'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 town'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 town 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.

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Vohora LLP
CPAs & Business Advisors

INDEPENDENT AUDITOR'S REPORT *(continued)*

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.

Smithers, BC
May 9, 2023

Vohora LLP
Chartered Professional Accountants

TOWN OF SMITHERS		
CONSOLIDATED STATEMENT OF FINANCIAL POSITION		
YEAR ENDED DECEMBER 31		
	2022	2021
	\$	\$
FINANCIAL ASSETS		
Cash and Investments (Note 2)	24,614,698	26,454,166
Accounts Receivable (Note 3)	1,334,327	2,018,349
Deposits - Municipal Finance Authority (Note 5)	72,324	80,398
Investment in Wetzin'kwa Management Services Ltd. (Note 6)	<u>1</u>	<u>1</u>
	<u>26,021,350</u>	<u>28,552,914</u>
LIABILITIES		
Accounts Payable and Accrued Liabilities (Note 7)	2,778,619	4,120,690
Restricted Revenue - Municipal Finance Authority (Note 5)	72,324	80,398
Deferred Revenues (Note 8)	2,323,086	2,111,745
Debt (Note 9)	<u>3,372,691</u>	<u>3,750,854</u>
	<u>8,546,720</u>	<u>10,063,687</u>
NET FINANCIAL ASSETS	<u>17,474,630</u>	<u>18,489,227</u>
Commitments and Contingencies (Note 12)		
NON FINANCIAL ASSETS		
Tangible Capital Assets (Schedule 1)	69,852,091	66,904,438
Prepaid Expenses and Supply Inventory (Note 4)	<u>564,925</u>	<u>476,574</u>
	<u>70,417,016</u>	<u>67,381,012</u>
TOWN POSITION (Note 10 and Schedule 2)	<u>87,891,646</u>	<u>85,870,239</u>

TOWN OF SMITHERS
CONSOLIDATED STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31

	(Unaudited) Budget 2022	2022	2021
	\$	\$	\$
REVENUE			
Property Taxes and Grants in Lieu (Schedule 3)	8,525,267	8,572,606	7,549,104
Municipal and Regional District Tax (Hotel Tax)	190,000	330,931	250,551
Interest and Penalties on Taxes	75,000	98,103	92,481
	<u>8,790,267</u>	<u>9,001,640</u>	<u>7,892,136</u>
Government Transfers and Grants (Schedule 4)	4,891,390	4,150,743	8,488,818
Service Charges and User Fees	4,396,940	5,088,283	4,851,892
Investment Income	102,360	501,564	205,979
Developer Contributed Tangible Capital Assets	-	813,266	854,052
Non-Government Contributions and Donations	22,320	259,166	191,610
Gain on Disposal of Tangible Capital Assets	-	-	4,334
	<u>18,203,277</u>	<u>19,814,662</u>	<u>22,488,821</u>
EXPENSES (Schedule 5)			
Council and Corporate Services	2,217,368	2,291,062	2,288,572
Planning and Development Services	964,646	1,094,495	1,112,479
Economic Development and Tourism	575,796	591,427	451,264
Smithers Regional Airport	2,824,399	3,131,560	2,296,005
Recreation and Cultural Services	2,150,027	1,922,550	1,673,000
Smithers Public Library	459,726	482,819	413,930
Protective Services	3,886,670	3,483,491	3,326,285
Transportation and Mobility Services	3,084,403	2,926,404	2,645,724
Utility Services	1,868,770	1,518,311	1,477,921
Solid Waste and Recycling Services	349,635	275,188	234,127
Public Health Services	78,266	75,141	67,609
Loss on Disposal of Tangible Assets	-	807	-
	<u>18,459,706</u>	<u>17,793,255</u>	<u>15,986,916</u>
EXCESS OF REVENUE OVER EXPENSES	(256,429)	2,021,407	6,501,905
TOWN POSITION, BEGINNING OF YEAR	<u>85,870,239</u>	<u>85,870,239</u>	<u>79,368,334</u>
TOWN POSITION, END OF YEAR	<u>85,613,810</u>	<u>87,891,646</u>	<u>85,870,239</u>

TOWN OF SMITHERS
CONSOLIDATED STATEMENT OF CHANGE IN NET ASSETS
YEAR ENDED DECEMBER 31

	(Unaudited) Budget 2022 \$	2022 \$	2021 \$
Excess of revenue over expenses	(256,429)	2,021,407	6,501,905
Acquisition of tangible capital assets	(9,595,883)	(5,780,523)	(7,139,984)
Contributed tangible capital assets	-	(813,266)	(854,052)
Proceeds on disposal of tangible capital assets	-	3,000	27,500
Gain on disposal of tangible capital assets	-	-	(4,334)
Loss on disposal of tangible capital assets	-	807	-
Amortization of tangible capital assets	3,326,172	3,642,329	3,118,712
	<u>(6,269,711)</u>	<u>(2,947,653)</u>	<u>(4,852,158)</u>
Use (acquisition) of prepaid expenses	-	(16,589)	8,602
Use (acquisition) of supply inventory	-	(71,762)	(89,347)
	<u>-</u>	<u>(88,351)</u>	<u>(80,745)</u>
Net change in net assets	(6,526,140)	(1,014,597)	1,569,002
Net assets, beginning of year	18,489,227	18,489,227	16,920,225
Net assets, end of year	11,963,087	17,474,630	18,489,227

TOWN OF SMITHERS
CONSOLIDATED STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31

	2022	2021
	\$	\$
OPERATING TRANSACTIONS		
Excess of revenue over expenses	2,021,407	6,501,905
Items not involving cash:		
Actuarial adjustment	(103,421)	(93,316)
Amortization	3,642,329	3,118,712
Gain on disposal of tangible capital assets	-	(4,334)
Loss on disposal of tangible capital assets	807	-
Contributed capital assets	(813,266)	(854,052)
Changes in non-cash assets and liabilities:		
Receivables	684,022	(1,227,346)
Prepays	(16,589)	8,602
Supply inventory	(71,762)	(89,347)
Accounts payable and accrued liabilities	(1,342,071)	576,081
Deferred revenues	211,341	1,368,891
	<u>4,212,797</u>	<u>9,305,796</u>
CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(5,780,523)	(7,139,984)
Proceeds on disposal of tangible capital assets	<u>3,000</u>	<u>27,500</u>
	<u>(5,777,523)</u>	<u>(7,112,484)</u>
FINANCING TRANSACTIONS		
Repayment of debt	<u>(274,742)</u>	<u>(319,750)</u>
NET CHANGE IN CASH AND INVESTMENTS	(1,839,468)	1,873,562
CASH AND INVESTMENTS, BEGINNING OF YEAR	<u>26,454,166</u>	<u>24,580,604</u>
CASH AND INVESTMENTS, END OF YEAR	<u>24,614,698</u>	<u>26,454,166</u>

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES**Management's Responsibility for the Consolidated Financial Statements**

The consolidated financial statements are the representation of management. The financial statements have been prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Town of Smithers are as follows:

(a) Reporting Entity

The Town of Smithers is a municipality that was incorporated in 1921 under the laws of the Province of British Columbia and operates under the provisions of the *Community Charter* and the *Local Government Act*.

The consolidated financial statements reflect the assets, liabilities, revenues and expenses, changes in fund balances, and change in financial position of the reporting entity. This entity is comprised of the municipal operations that are owned or controlled by the Town, which includes the Smithers Public Library. Interfund transactions have been eliminated on consolidation. The financial statements exclude trust assets that are administered by the Town for the benefit of external parties.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties that are restricted by agreement and/or legislation are accounted for as deferred revenue until used for the purpose specified.

(c) Revenue Recognition

The Town of Smithers follows the restricted contribution method for recording revenues. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Taxation revenue is recognized at the time of issuing the annual property tax notices for the year. Sale of services and user fee revenues are recognized when the Town renders the service or product.

(d) Government Transfers

Government transfers are recognized as revenues, or expenses, in the period the events giving rise to the transfer occurs.

(e) Financial Assets and Liabilities

The Town of Smithers is not subject to significant risk from market, foreign currency, or price changes. The financial risks to which the Town is exposed includes the following:

(i) Interest Rate Risk:

The Town is exposed to interest rate risk to the extent that the cash and investments it maintains at financial institutions is subject to a floating rate of interest. Fixed interest instruments subject the Town to a fair value risk, while floating rate instruments subject it to a cash flow risk.

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)**(ii) Credit Risk:**

Credit risk is the risk that one party to a financial instrument will fail to discharge their obligation and cause the other party to incur a financial loss. Financial instruments that potentially subject the Town to a concentration of credit risk consist primarily of cash, term deposits, pooled investment fund units, and accounts receivable. The Town limits its exposure to credit loss by placing its cash and deposits with Canadian financial institutions or in investment funds for local governments offered by the Municipal Finance Authority of BC. Credit risk to cash and deposits is concentrated as the Town's positions are held primarily by two regulated financial institutions. Management believes the risk from concentration loss is low. The Town limits credit risk associated with accounts receivable, by limiting credit to non-government parties where the account receivable is not ultimately secured through a connected property tax account, and by following timely collection procedures. Consequently, management believes the remaining credit risk on accounts receivable is not significant.

(iii) Liquidity Risk:

Liquidity risk is the risk the Town will not be able to meet its financial obligations as they fall due. The Town's approach to managing liquidity is to evaluate current and expected liquidity requirements under both normal and stressed conditions to ensure that it maintains sufficient reserves of cash or will have access to an available credit facility to meet its liquidity requirements in the short and long term.

(f) Financial Instruments**(i) Measurement of Financial Instruments:**

The Town of Smithers initially measures its financial assets and financial liabilities at fair value. The Town subsequently measures all of its financial assets and financial liabilities at amortized cost, except for investments in an active market, which are measured at fair value. Changes in fair value are recognized in revenue or expenses.

(ii) Impairment:

Financial assets measured at amortized cost are tested for impairment in value when there are indicators of impairment. The amount of a write-down is recognized as an expense. A previously recognized impairment may be reversed and the amount of a reversal is recognized in revenue.

(iii) Fair Value:

The Town estimates the fair value of its financial instruments that are not part of an active market based on current interest rates and/or the market pricing of comparable financial instruments.

(g) Cash and Investments

Cash and investments is comprised of cash, term deposits held with Canadian financial institutions, and investment fund units held with the Municipal Financial Authority of BC. Deposits are recorded at cost. MFA investment fund units are carried at market value.

(h) Inventory

Inventory is comprised of supplies inventory. Inventory is valued at the lower of cost or net realizable value and is recorded at weighted average. No items were written down to net realizable value.

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

(i) Tangible Capital Assets

Tangible capital assets are comprised of capital assets and capital projects work-in-progress. Tangible capital assets are recorded at cost, net of capital asset disposals, write-downs and accumulated amortization. Donated tangible capital assets are recorded at fair market value at the time of donation. Tangible capital assets are classified according to their functional use. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing the year the asset is put into service. Estimated useful lives are as follows:

<u>Major Asset Category:</u>	<u>Useful Life Range:</u>
Land	Unlimited
Utility Systems (Water, Sanitary & Storm Sewers)	20 to 100 years
Engineered Structures (Roads, Sidewalks)	10 to 75 years
Buildings, Facilities, Parks	15 to 50 years
Machinery, Equipment, Vehicles	5 to 20 years
Office Equipment	5 to 10 years

An impairment loss is recognized when the carrying amount of a tangible capital asset is not fully recoverable. The loss is measured as the excess carrying amount over its fair value. The fair value is market value or the sum of the undiscounted cash flows expected to result from its use or eventual disposition. Tangible capital assets are tested for impairment when events or changes in circumstances indicate their recorded value may not be recoverable.

(j) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported revenue and expenditures for the reporting period. Significant areas requiring the use of estimates include employee benefit plans (E.g.: accrued pension obligations), provision for contingencies (E.g.: environmental, legal, regulatory compliance matters), and tangible capital asset valuations and asset life expectancies. Actual results will differ from management's estimates as additional information becomes available. Adjustments, if any, will be reflected in the financial statements in the period a change in estimate is made.

(k) Budget Presentation

Budget figures are from the Town of Smithers Bylaw No. 1926 - Five-Year Financial Plan (2022-2026) adopted by Council on April 26, 2022. The Smithers Public Library's 2022 budget, as approved by the Library's Board of Directors and by Town Council, is included in the Town's budget figures.

(l) Comparative Figures

Certain prior year comparative figures have been reclassified to conform to the current year's presentation.

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

2. CASH AND INVESTMENTS	2022	2021
Cash and Investments - Unrestricted	11,393,643	10,823,747
Cash and Investments - Restricted	12,999,087	15,417,593
Smithers Public Library - Cash	102,535	94,771
Smithers Public Library - Investments	<u>119,433</u>	<u>118,055</u>
	<u>24,614,698</u>	<u>26,454,166</u>

Cash and Investments include \$13,385,290 (2021: \$15,526,987) invested in Municipal Finance Authority of BC pooled funds - Money Market Fund.

Cash and Investments include \$10,193,018 (2021: \$10,042,192) placed in Term Deposits with the Bulkley Valley Credit Union and Haventree Bank.

3. ACCOUNTS RECEIVABLE	2022	2021
Due from Federal Government	143,698	766,147
Due from Provincial Government	31,875	245,338
Due From Other Gov. Bodies/ Orgs.	292,160	292,213
Taxes Receivable	509,085	342,309
Utility Billings Receivable	31,512	40,202
Trade and Accrued Receivables	317,131	328,624
Smithers Public Library - Accounts Receivable	<u>8,866</u>	<u>3,516</u>
	<u>1,334,327</u>	<u>2,018,349</u>

4. PREPAID EXPENSES AND SUPPLY INVENTORY	2022	2021
Prepaid Expenses	161,383	144,068
Inventory of Supplies	402,020	330,258
Smithers Public Library - Prepaid Expenses	<u>1,522</u>	<u>2,248</u>
	<u>564,925</u>	<u>476,574</u>

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

5. MUNICIPAL FINANCE AUTHORITY DEPOSITS AND RESTRICTED REVENUE

	2022	2021
Cash Deposits	72,324	80,398
Demand Notes (not part of financial statements)	151,423	169,244

The Town of Smithers issues its debt instruments through the Municipal Finance Authority of BC. As a condition of these borrowings, a portion of long term debenture proceeds is withheld by the MFA as a debt reserve fund and demand notes are required from the Town. These deposits and notes are held by the MFA to act as security against the possibility of a debt repayment default. When the debt is repaid without default, the deposits are refunded to the Town with interest and the demand notes are cancelled. The MFA Deposits and Restricted Revenue are included as an offsetting financial asset and liability in the financial statements. The demand notes are not included in the financial statements.

6. INVESTMENT IN WETZIN'KWA MANAGEMENT SERVICES LTD.

Pursuant to Section 185 of the *Community Charter*, the Town of Smithers and the Village of Telkwa were given approval by the BC Inspector of Municipalities in 2007 to form two corporations: Wetzin'kwa Management Services Ltd. and Wetzin'kwa Community Forest Corporation. The sole shareholders of Wetzin'kwa Management Services Ltd. are the Town of Smithers and the Village of Telkwa, at 100 shares valued at \$1. Wetzin'kwa Management Services Ltd. is the sole shareholder of the Wetzin'kwa Community Forest Corporation.

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2022	2021
Payroll Payable and Accrued Payroll Benefits	601,936	553,798
Trade Payables and Accrued Liabilities	1,676,098	1,889,719
Holdbacks and Refundable Contracts Securities Payable	458,031	1,446,846
Due to Provincial Government	10,659	196,897
Smithers Public Library - Accounts Payables	31,895	33,430
	<u>2,778,619</u>	<u>4,120,690</u>

8. DEFERRED REVENUES

	2022	2021
Deferred Tax Revenue	577,127	485,625
Operating Revenue Received in Advance	76,957	83,952
Operating Project Grants Received in Advance	96,076	37,605
Capital Project Grants Received in Advance	1,571,601	1,500,114
Smithers Public Library - Deferred Revenue	1,325	4,449
	<u>2,323,086</u>	<u>2,111,745</u>

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

9. DEBT

	Town Bylaw	Maturity Date	Interest Rate	2022	2021
<u>Debenture Debt - Tax Supported</u>					
General Capital					
Highway 16 (1st instalment)	1402	June 2022	1.75%	-	38,211
Highway 16 (2nd instalment)	1407	June 2023	2.25%	38,211	74,602
Highway 16 (3rd instalment)	1328	April 2024	2.85%	74,602	109,260
4200 Block 2nd Avenue	1657	April 2033	3.15%	95,170	101,955
New Arena	1508	April 2034	3.30%	448,871	477,595
<u>Debenture Debt - Fee Supported</u>					
Utility Capital					
South Trunk Storm Sewer	1601	April 2026	4.20%	260,587	320,321
Airport Capital					
Terminal Modernization	1808	Oct 2037	3.15%	2,407,250	2,532,910
<u>Other Debt - Fee Supported</u>					
Airport Capital					
Airside Sweeper	1833	Dec 2023	variable	48,000	96,000
				<u>3,372,691</u>	<u>3,750,854</u>

Principal and interest payments due on debt over the next five years are as follows:

	Principal	Actuarial	Interest
2023	259,621	91,165	152,434
2024	196,500	77,419	139,486
2025	181,378	62,105	132,361
2026	181,378	70,140	126,481
2027	138,433	50,444	120,601
	<u>957,310</u>	<u>351,273</u>	<u>671,363</u>

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

10. TOWN POSITION

Town Position consists of reserves for future expenditures, equity in tangible capital assets, and unrestricted surpluses as follows:

	2022	2021
Operating Reserve Accounts		
Municipal Elections Account	2,783	16,000
New Councils Account	10,000	-
Labour Agreements Account	6,000	-
Official Community Plan Account	7,000	-
Skatepark Donations Account	10,000	39,000
Legal Expenses Reserve	14,549	14,549
Economic Development Reserve	29,973	29,973
Contaminated Sites Reserve	175,000	175,000
Fire and Emergency Services Reserve	76,816	86,440
Snow Removal Reserve	15,000	15,000
Solid Waste and Recycling Reserve	146,929	80,929
Capital Reserve Funds		
Canada Community-Building Fund (Community Works) Reserve	640,234	772,402
Facility Maintenance Capital Reserve	84,531	201,318
Library Art Gallery Donations Reserve	419,010	409,041
Debenture Surplus Fund	71,824	62,089
Wetzi'n'kwa Community Forest Fund	212,553	218,528
Cemetery Capital Development Fund	23,003	37,617
Statutory Reserve Funds		
BC Northern Capital and Planning Grant Reserve (Schedule 6)	8,270,622	9,831,530
Capital Works / Land Sales Reserve	636,731	624,674
GHG Emissions Reserve	107,967	105,923
Off-Site Works and Services Reserve	40,541	39,773
Parking In-Lieu Reserve	31,042	30,455
Park Land Reserve	89,967	52,884
Forestry Reserve Fund	148,996	146,175
Ambleside Reserve Fund	215,419	211,340
Local Area Service Fund	131	131
Roads Infrastructure Reserve	592,644	502,048
Facility Replacement Reserve	84,371	57,773
Recreational Facilities Reserve	21,315	20,911
Equipment Replacement Reserve (Muni. Ops., Utility, Waste)	787,653	462,627
Fire and Rescue Equipment Replacement Reserve	351,888	150,225
Utility - Infrastructure Reserve	1,259,254	1,167,098
Airport - Machinery and Equipment Reserve	104,571	67,591
Airport - Infrastructure Reserve	255,954	459,084
	<u>14,924,291</u>	<u>16,088,128</u>
Equity in Tangible Capital Assets (Schedule 2)		
Tangible Capital Assets	146,694,834	140,139,199
Amortization	(76,842,743)	(73,234,761)
Debt	<u>(3,372,691)</u>	<u>(3,750,854)</u>
	<u>66,479,400</u>	<u>63,153,584</u>
Restricted Surplus Accounts		
BC COVID Safe Restart Grant (Schedule 7)	171,997	316,867
Unrestricted Surplus Accounts		
General Municipal	2,436,246	2,299,546
RCMP Municipal Budget	210,635	316,236
Utility	2,488,680	2,064,319
Smithers Regional Airport	1,003,641	1,468,914
Smithers Public Library - Surplus	<u>176,756</u>	<u>163,645</u>
	<u>6,487,955</u>	<u>6,628,527</u>
	<u>87,891,646</u>	<u>85,870,239</u>

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

11. SEGMENTED INFORMATION

The Town of Smithers is a diversified municipal government institution that provides a wide range of services for its residents/ visitors, businesses, and regional communities. Functional segments of the Town's operations have been identified. A description of the segments and the service areas they cover are as follows:

Council and Corporate Services

This segment includes the revenue and expenses for Council, Town Hall Function, Local Government and Corporate Administration, Human Resources, Finance, Information Technology, and Municipal Buildings property management services.

Planning and Development Services

This segment includes the revenue and expenses for Engineering, Planning, Building Permitting/ Inspection, and Business Licencing services.

Economic Development and Tourism

This segment includes the revenue and expenses for Economic Development and Tourism. Service delivery partners include Tourism Smithers and the Smithers and District Chamber of Commerce.

Smithers Regional Airport

This segment includes the revenue and expenses for municipal operations at the Smithers Regional Airport.

Recreation and Cultural Services

This segment includes the revenue and expenses for operating the Town's Arenas, Parks and Playgrounds, and Recreational and Cultural Programs and Facilities.

Smithers Public Library

This segment includes the revenue and expenses for the Smithers Public Library.

Protective Services

This segment includes the revenue and expenses for the Smithers RCMP Detachment's municipal officers and staff, the Smithers Fire and Rescue Department, Bylaw Enforcement, and Animal Control services. Municipal taxation collected for RCMP services is allocated to Protective Services.

Transportation and Mobility

This segment includes the revenue and expenses for Municipal Operations (Public Works admin.), Equipment/ Fleet, Buildings/ Facilities, Roads/ Streets/ Hwy. 16 Blvd. (snow removal/ sanding, water drainage, sweeping/ dust control, line marking, sidewalks, street lighting, landscaping/ placemaking). Taxation collected for Roads Infrastructure (Capital) is allocated to the Roads/ Sidewalks program capital budget. Smithers and District Transit Service delivery partners include BC Transit and the Smithers Community Services Association.

Utility Services

This segment includes the revenue and expenses for Water, Sanitary Sewer, Storm Sewer/ Drainage services.

Solid Waste and Recycling Services

This segment includes the revenue and expenses for Solid Waste (Garbage) and Recycling collection and transfer to solid waste station and recycling depot facilities.

Public Health Services

This segment includes the revenue and expenses for Smithers Cemetery services.

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

11. SEGMENTED INFORMATION

	Council and Corporate Services	Planning and Development Services	Economic Development and Tourism	Smithers Regional Airport	Recreation and Cultural Services	Smithers Public Library	Protective Services	Transportation and Mobility	Utility Services	Solid Waste and Recycling Services	Public Health Services	2022 Total	2021 Total
												\$	\$
REVENUE													
Property Taxes and Grants in Lieu	5,984,307	-	-	-	-	-	1,929,320	858,079	-	-	-	8,572,606	7,549,104
Municipal and Regional District Tax	-	-	330,931	-	-	-	-	-	-	-	-	330,931	250,551
Interest and Penalties on Taxes	98,103	-	-	-	-	-	-	-	-	-	-	98,103	92,481
Government Transfers and Grants	1,051,168	242,033	50,000	1,944,698	408,435	204,870	521,638	53,472	-	74,829	-	4,150,743	8,488,918
Service Charges and User Fees	214,044	200,296	-	1,388,636	537,616	11,466	33,464	43,670	2,072,937	342,239	43,916	5,088,283	4,861,892
Investment Income	497,535	-	-	-	-	3,929	-	-	-	-	-	501,564	205,979
Developer Contributed Tangible Assets	-	-	-	-	651,776	-	-	-	125,490	35,000	-	813,266	854,052
Non-Cash Contributions and Donations	24,054	-	-	-	210,100	25,002	-	-	-	-	-	256,156	191,610
Gain on Disposal of Tangible Assets	-	-	-	-	-	-	-	-	-	-	-	-	4,334
	7,869,321	442,329	380,931	3,133,334	1,807,927	245,067	2,484,422	881,611	2,108,937	416,888	43,916	19,814,662	22,488,921
EXPENSES													
Salaries, Wages and Benefits	1,374,225	593,183	147,728	783,847	789,094	361,773	762,457	924,469	387,417	202,518	58,102	6,354,833	6,052,041
Training, Travel, Memberships	77,525	14,061	6,204	7,785	5,221	1,951	37,716	-	5,093	-	-	135,586	84,334
Telephone and Internet	18,456	1,870	291	23,078	10,171	2,411	15,280	8,832	9,330	-	-	88,579	82,059
Advertising and Promotion	18,505	782	498	3,861	524	30	2,143	-	-	-	-	27,574	33,485
Materials and Supplies	88,304	12,939	385	229,861	107,808	62,203	97,488	430,505	182,414	19,424	11,993	1,224,324	1,003,638
Miscellaneous Expenses	45,680	-	-	5,290	3,384	1,690	-	-	3,878	2,300	-	62,032	37,116
Community Grants	-	-	-	-	84,312	-	-	-	85,975	-	-	170,287	299,019
Contracted Services	367,070	48,483	432,301	293,380	153,277	47,085	169,725	419,951	183,022	430	703	2,086,397	1,892,706
RCMP Contract	-	-	-	-	-	-	2,023,034	-	-	-	-	2,023,034	1,793,804
Special Projects	162,578	414,181	3,420	157,026	4,028	1,562	158,546	-	-	-	-	889,321	542,827
Utilities - Hydro	14,815	-	-	52,922	92,387	4,312	6,607	163,817	138,396	-	111	473,357	483,338
Utilities - Natural Gas	7,534	-	-	28,900	79,650	2,963	14,774	11,211	-	-	-	145,032	114,306
Utilities - Water, Sewers, Garbage	1,700	-	-	2,258	34,850	1,164	1,557	1,589	714	-	-	43,830	31,531
Insurance	29,125	-	600	64,239	50,195	3,456	30,704	45,842	21,373	-	114	245,448	207,541
Interest on Long-Term Debt	-	-	-	86,735	21,450	-	-	31,509	11,760	-	-	161,474	170,477
Amortization	93,114	9,036	-	1,412,560	506,189	2,119	165,460	889,059	510,149	50,526	4,118	3,842,330	3,118,712
Loss on Disposal of Tangible Assets	-	-	-	517	-	290	-	-	-	-	-	807	-
	2,291,062	1,094,495	591,427	3,132,077	1,922,250	483,109	3,483,491	2,926,404	1,518,211	275,188	79,141	17,793,255	15,988,916
SURPLUS / (DEFICIT)	5,578,259	(652,166)	(210,496)	1,257	(114,623)	(238,042)	(969,069)	(2,044,793)	590,626	141,680	(31,226)	2,021,407	6,501,905

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

12. COMMITMENTS AND CONTINGENCIES

BC Ministry of Public Safety and Solicitor General

Under an agreement with the BC Ministry of Public Safety and Solicitor General, the Town is obligated to pay for municipal policing services comprised of eleven officers, two clerks, one court liaison officer, a proportionate share of RCMP Smithers Detachment property and information technology, and municipal prisoner costs.

Transport Canada

With respect to the Town of Smithers ownership and operation of the Smithers Regional Airport, Transport Canada continues to perform or oversee its contractors performance of air navigation and air traffic control, civil aviation security and Canadian inspection services. The Town and the Airport do not pay for Transport Canada connected services. The Town and the Airport pay for security costs on the ground side of Airport operations but not including passenger check-in screening.

Financial Contracts

The Town of Smithers estimated financial commitments under service contracts for the next five years are as follows:

	RCMP	Other
2023	2,255,828	548,488
2024	2,318,940	497,066
2025	2,383,945	344,865
2026	2,450,900	307,809
2027	2,519,863	309,075
	<u>11,929,476</u>	<u>2,007,303</u>

Municipal Pension Plan

The Town of Smithers and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2021, the plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 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 Town of Smithers paid \$371,484 (2021: \$373,603) for employer contributions while employees contributed \$337,036 (2021: \$323,977) to the plan in 2022.

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.

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

12. COMMITMENTS AND CONTINGENCIES (continued)**Contract of Purchase and Sale with Ambleside Projects Ltd.**

In 2013 the Town of Smithers signed a 15-year purchase/ sale agreement with Ambleside Projects Ltd. allowing Ambleside to purchase and develop 18 hectares of Town owned Land adjacent to the Willowvale neighbourhood. As at December 31, 2022, Ambleside has purchased 8.6 hectares.

Legal Actions

The Town of Smithers has been named as a defendant in legal actions. No liability or reserve has been recorded regarding actions or possible claims because the amount of loss, if any, is indeterminable. Settlement, if any, made with respect to actions against the Town would be accounted for as a charge to expenditures when an outcome is known.

Waste Water Effluent

The Town of Smithers received notice from Environment Canada in 2020 that effluent being discharged by the Town (Utility Sanitary Sewer system) into the Bulkley River periodically exceeds Canada's regulation on non-toxic thresholds for Total Suspended Solids and Carbonaceous Biochemical Oxygen Demand.

The Town is acting to bring the system's effluent into compliance with regulatory limits by way of a major upgrade of its Waste Water Treatment Facility at a current cost estimate of \$8 million. An Investing in Canada Infrastructure Program ("ICIP") grant application to fund 70% of the project's cost was resubmitted in 2022. The other 30% of the project's cost to be funded from the Town's Northern Capital and Planning Grant Reserve ("NCPGR"). Commencement of construction is currently scheduled for 2024 but is contingent on a positive ICIP grant decision by BC and Canada.

Although Environment Canada has the authority to issue fines and other orders for non-compliance, management is keeping the agency updated on the Town's plans and efforts and believes this is an unlikely outcome.

Water Manganese Level

The Town of Smithers received notice from the Northern Health Authority ("NHA") in 2022, that Manganese levels in the Town Utility Water System exceeds Canada's regulation for maximum manganese levels in municipal water systems.

NHA has advised the Town it is to mitigate the manganese level in the Town water system. Engineers have advised the Town the preferred option to achieve regulatory compliance will require the construction of a Water Treatment Facility at a current cost estimate of \$12 million. An ICIP type grant application to fund 70% of the project's cost is being projected for submission in 2024. The other 30% of the project's cost to be funded from the Town's NCPGR. Commencement of construction is projected for 2026 but is contingent on grant funding from BC and Canada.

NHA has the authority to issue orders to the Town on the water system, management is keeping the agency updated on the Town's plans and efforts and believes this is an unlikely outcome.

TOWN OF SMITHERS

NOTES

DECEMBER 31, 2022

13. CEMETERY TRUST FUNDS

The Town of Smithers operates and maintains the Smithers Cemetery. As required under Provincial legislation, a portion of plot sales and marker installation fees must be retained for the future maintenance of the cemetery. Further, funds received for cemetery services sold for delivery at a future date must also be retained until the services have been delivered.

The Town has excluded the Cemetery and Columbarium Care Trust Fund, the Cemetery Preneed Trust, and associated cash from the Statement of Financial Position and related interest earnings and transactions from the Statement of Operations.

Cemetery and Columbarium Care Trust Fund	2022	2021
Balance, beginning of year	109,394	101,903
Contributions and interest	10,788	7,491
Services charged	-	-
	<u>120,182</u>	<u>109,394</u>
Cemetery Preneed Trust	2022	2021
Balance, beginning of year	-	-
Contributions and interest	29,017	-
Services charged	-	-
	<u>29,017</u>	<u>-</u>

TOWN OF SMITHERS

SCHEDULE 1 - TANGIBLE CAPITAL ASSETS

2022

	Land	Utility Systems	Engineered Structures	Buildings	Machinery, Equipment, Vehicles	Office Equipment	Library Equipment	Work in Progress	Total \$
Cost, beginning of year	8,125,237	34,807,447	47,278,827	31,706,261	11,636,122	725,176	144,242	5,715,887	140,139,199
Acquisitions	-	369,155	3,430,740	1,203,569	160,602	-	6,712	589,745	5,780,523
Contributed Assets	-	36,000	777,266	-	-	-	-	-	813,266
Transfer - Work In Progress	-	-	5,650,668	-	-	-	-	(5,650,668)	-
Disposals	-	-	-	-	(35,171)	-	(2,983)	-	(38,154)
Cost, end of year	8,125,237	35,212,602	57,137,501	32,909,830	11,781,553	725,176	147,971	654,964	146,694,834
Accumulated amortization, beginning of year	-	21,939,252	27,622,359	14,697,922	8,163,120	676,529	135,579	-	73,234,761
Amortization	-	557,475	1,571,706	975,780	527,188	8,061	2,119	-	3,642,329
Disposals	-	-	-	-	(31,654)	-	(2,693)	-	(34,347)
Accumulated amortization, end of year	-	22,496,727	29,194,065	15,673,702	8,658,654	684,590	135,005	-	76,842,743
Net carrying amount, end of year	8,125,237	12,715,875	27,943,436	17,236,128	3,122,899	40,586	12,966	654,964	69,852,091

2021

	Land	Utility Systems	Engineered Structures	Buildings	Machinery, Equipment, Vehicles	Office Equipment	Library Equipment	Work in Progress	Total \$
Cost, beginning of year	7,682,683	34,430,774	46,134,301	31,598,910	11,538,786	725,176	143,442	132,750	132,376,822
Acquisitions	372,454	16,775	650,372	114,651	328,995	-	800	5,655,937	7,139,984
Contributed Assets	-	359,898	494,154	-	-	-	-	-	854,052
Transfer - Work In Progress	70,100	-	-	2,700	-	-	-	(72,800)	-
Disposals	-	-	-	-	(231,659)	-	-	-	(231,659)
Cost, end of year	8,125,237	34,807,447	47,278,827	31,706,261	11,636,122	725,176	144,242	5,715,887	140,139,199
Accumulated amortization, beginning of year	-	21,409,628	26,520,805	13,772,420	7,826,130	661,680	133,881	-	70,324,542
Amortization	-	529,626	1,101,554	925,502	545,483	14,849	1,698	-	3,118,712
Disposals	-	-	-	-	(208,493)	-	-	-	(208,493)
Accumulated amortization, end of year	-	21,939,252	27,622,359	14,697,922	8,163,120	676,529	135,579	-	73,234,761
Net carrying amount, end of year	8,125,237	12,868,195	19,656,468	17,008,339	3,473,002	48,647	8,682	5,715,887	66,904,438

TOWN OF SMITHERS
 SCHEDULE 2 - CHANGES IN TOWN POSITION
 YEAR ENDED DECEMBER 31

	Restricted & Unrestricted Surplus \$	Reserves \$	Equity in Capital Assets \$	2022 \$	2021 \$
Balance, beginning of year	6,628,527	16,088,128	63,153,584	85,870,239	79,368,334
Excess of revenue over expenses	(670,264)	-	2,691,671	2,021,407	6,501,905
Amortization	3,642,329	-	(3,642,329)	-	-
Net loss on disposal of tangible capital assets	807	3,000	(3,807)	-	-
Actuarial adjustment	(103,421)	-	103,421	-	-
Unrestricted funds designated for future use	(2,721,557)	2,721,557	-	-	-
Unrestricted funds designated for tangible capital assets	(120,940)	-	120,940	-	-
Restricted funds used for operations	170,217	(170,217)	-	-	-
Restricted funds used for tangible capital assets	-	(3,781,178)	3,781,178	-	-
Long-term debt repayment	(274,742)	-	274,742	-	-
	(77,571)	(1,226,838)	3,325,816	2,021,407	6,501,905
Balance, end of year	6,550,956	14,861,290	66,479,400	87,891,646	85,870,239

TOWN OF SMITHERS
SCHEDULE 3 - PROPERTY TAXES AND GRANTS IN LIEU
YEAR ENDED DECEMBER 31

	(Unaudited) Budget 2022 \$	2022 \$	2021 \$
Taxes Collected			
Municipal Property Taxes	8,082,640	8,083,489	7,107,090
Grants in Lieu of Taxes	262,000	302,419	261,228
1% Utility Taxes	171,000	177,071	171,159
Local Service Area Taxes	9,627	9,627	9,627
	<u>8,525,267</u>	<u>8,572,606</u>	<u>7,549,104</u>
Taxes Collected for Other Taxing Authorities	<u>5,127,250</u>	<u>5,189,217</u>	<u>5,127,785</u>
	<u>13,652,517</u>	<u>13,761,823</u>	<u>12,676,889</u>
Less:			
Transfers to Other Taxing Authorities			
BC Ministry of Finance - School Taxes	2,566,000	2,577,533	2,566,349
Regional District of Bulkley Nechako	1,817,000	1,829,637	1,816,610
North West Regional Hospital District	687,000	723,517	687,118
BC Assessment Authority	57,000	58,247	57,465
Municipal Finance Authority of BC	250	283	243
	<u>5,127,250</u>	<u>5,189,217</u>	<u>5,127,785</u>
	<u>8,525,267</u>	<u>8,572,606</u>	<u>7,549,104</u>

TOWN OF SMITHERS
SCHEDULE 4 - GOVERNMENT TRANSFERS AND GRANTS
YEAR ENDED DECEMBER 31

	(Unaudited) Budget		
	2022	2022	2021
	\$	\$	\$
Transfers for Operating			
Federal Government	72,270	310,983	580,960
Provincial Government	683,688	856,210	1,512,575
First Nation Government	11,701	9,296	11,360
Regional District	699,776	709,445	565,423
Municipal Government	24,880	32,036	24,381
School District	10,000	10,000	10,000
Other Government Organizations	627,717	546,112	374,825
Wetzin'kwa Community Forest	-	50,000	50,000
	<u>2,130,032</u>	<u>2,524,082</u>	<u>3,129,524</u>
Transfers for Capital			
Federal Government	2,233,000	1,537,048	5,324,507
Provincial Government	528,358	89,613	34,787
	<u>2,761,358</u>	<u>1,626,661</u>	<u>5,359,294</u>
	<u>4,891,390</u>	<u>4,150,743</u>	<u>8,488,818</u>

TOWN OF SMITHERS
SCHEDULE 5 - EXPENSES BY OBJECT
YEAR ENDED DECEMBER 31

	(Unaudited)		
	Budget		
	2022	2022	2021
	\$	\$	\$
Consolidated Expenses by Object			
Salaries, Wages and Benefits	6,558,808	6,354,833	6,052,041
Training, Travel, Memberships	235,400	155,596	94,334
Telephone and Internet	109,840	88,579	92,059
Advertising and Promotion	35,090	27,574	33,465
Materials and Supplies	1,201,998	1,224,324	1,003,638
Miscellaneous Expenses	125,649	62,032	57,118
Community Grants	95,026	170,287	299,019
Contracted Services	2,173,892	2,085,397	1,892,706
RCMP Contract	2,151,674	2,023,034	1,793,804
Special Projects	1,204,868	889,321	542,827
Utilities - Hydro	483,955	473,357	483,338
Utilities - Natural Gas	177,720	145,032	114,306
Utilities - Water, Sewers, Garbage	39,744	43,830	31,531
Insurance	265,440	245,448	207,541
Interest on Long-term Debt	274,430	161,474	170,477
Amortization	3,326,172	3,642,330	3,118,712
Net Loss on Disposal of Assets	-	807	-
	<u>18,459,706</u>	<u>17,793,255</u>	<u>15,986,916</u>

TOWN OF SMITHERS
 SCHEDULE 6 - NORTHERN CAPITAL AND PLANNING GRANT
 RESERVE FUND
 YEAR ENDED DECEMBER 31

	2022	2021
	\$	\$
Opening balance	9,831,530	10,082,800
Capital project funding	(1,717,509)	(265,996)
Investment income	<u>156,601</u>	<u>14,726</u>
Closing balance	<u>8,270,622</u>	<u>9,831,530</u>

TOWN OF SMITHERS
SCHEDULE 7 - BC COVID SAFE RESTART GRANT REPORTING
YEAR ENDED DECEMBER 31

	2022 \$	2021 \$
Opening balance	316,867	544,660
COVID Revenue Losses Coverage:		
- Recreation & Culture Facilities	-	(132,448)
COVID Expenditures Coverage:		
- Staff Time on COVID Tasks	(20,000)	(20,000)
- Council Chambers AV Upgrade	(34,000)	-
- Town Website	(28,385)	-
- Civic Centre Dressing Room Ventilation Upgrade	(43,270)	-
- Building/ Office COVID Retrofits	-	(8,000)
- Computer & Technology Upgrades	(19,215)	(58,845)
COVID Non-Profit Org. Support Grants	-	(8,500)
Closing balance	<u>171,997</u>	<u>316,867</u>



Restored Alpenhorn Man on Main Street



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