

THE CORPORATION OF THE
VILLAGE OF ASHCROFT
2021
ANNUAL MUNICIPAL
REPORT



Photo Credit: Stephanie Murphy

The 2021 Village of Ashcroft Annual Report
was adopted by Council on July 4, 2022
CARRIED - Unanimously
Motion # S-2022-06

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2021 ANNUAL REPORT



Located on the banks of the Thompson River, just 5 minutes off Hwy. 1, where the Gold Rush Trail and the Railway meet. Residents enjoy the charm, history, outdoors, parks, a variety of visual and performing arts, art walk, shops and fresh locally sourced produce.

Truly a community kissed by the sun!



MESSAGE FROM THE MAYOR



I am pleased to share with you the Village of Ashcroft's 2021 Annual Report. Council and I are once again proud of the achievements the Village has accomplished, thanks to the hard work and dedication of many people.

The Village of Ashcroft saw another challenging year in 2021. There were ongoing restrictions related to the COVID-19 pandemic, yet once again we were able to open all our facilities, including the pool, the arena, and the museum, thanks to the hard work and dedication of staff and the continued cooperation of residents.

The heat dome in late June/early July 2021 saw Ashcroft reach its highest ever recorded temperature: 48.1 C on June 29. Staff were able to set up a cooling centre at the community hall and communicate with residents using a variety of platforms to alert them to signs and symptoms of heat stroke/exhaustion and let them know about the cooling centre.

On June 30 our hearts went out to our friends, neighbours, and colleagues in Lytton, when a fire destroyed 90 per cent of the town. In the aftermath of this tragic event, and the flooding in November 2021 that affected residents along Highway 8 near Spences Bridge, Ashcroft residents came together to provide food, clothing, accommodation, and support for those who were displaced.

On July 12 a wildfire started east of Ashcroft. Before it was classed as 'being held' on Aug. 26, the Tremont Creek wildfire grew to 63,253 hectares. On July 14 an evacuation alert was issued for the entire Village of Ashcroft, and alerts and orders were issued by other local governments in the area.

Members of Ashcroft Fire Rescue played a crucial role in providing structural protection in TNRD Area 'I' and supporting BC Wildfire Service. Village staff did an exemplary job in keeping residents informed about the fire's status via the Voyent Alert emergency notification system – which saw a huge increase in subscribers – as well as social media and printed notices. Meetings with other stakeholders were held to develop plans and ways to implement them should they be needed, and a system to evacuate those with mobility and transport issues was developed in partnership with the Ashcroft HUB.

Amid these challenges there were successes. Two crucial projects were completed at the water treatment plant, funded in large part from savings in the cost of the plant's construction. A 100 per cent grant of \$1.3 million allowed the village to largely complete work on a replacement of Lift Station #1, which had

been identified as a priority. Work began on replacing the hot tub at the pool; a large amount of paving work was done on Ashcroft streets; \$688,000 in funding was received for renovations and upgrades at the Ashcroft fire hall; and a new inter-community bylaw officer started work, dividing time between Ashcroft, Cache Creek, and Clinton.

The working group model that council adopted in 2020 continued to be an effective way to deal with various matters. Plans for a community garden were finalized; a trails master plan was developed; a North Ashcroft drainage study got underway; a certified professional arborist completed a tree inventory for all village properties; the constitution and bylaws of the Ashcroft Fire Rescue were overhauled; and our Economic Development and Tourism Coordinator was instrumental in producing an excellent 'Experience Ashcroft' pocket guide to market the village.

Despite a tumultuous 2021, the community continues to grow and thrive. I am proud of the hard work of Village staff and employees in what was another truly extraordinary year. They all rose to a series of challenges that could not have been imagined, and took them in their stride.

The resilience and spirit of this community never ceases to amaze me. When times are at their worst, we are all at our best. I truly believe that Ashcroft is one of the best places in all of B.C. to live, work, and play, and that only happens because of the hard work and dedication of many people. To the residents, volunteers, village staff, and business community of Ashcroft, I say 'Thank you.'

.....
Mayor Barbara Roden



2018-2022 MAYOR AND COUNCIL

Councillor Nadine Davenport, Councillor Deb Tuohey, Councillor Marilyn Anderson, Councillor Jonah Anstett
Mayor Barbara Roden

ASHCROFT COUNCIL

The Village of Ashcroft is governed by an elected Council comprised of the Mayor and four Councillors. The Mayor and Councillors elected October 20, 2018 will serve the Village of Ashcroft through till October 2022. Members of Council are elected at large meaning they each represent the community as a whole, rather than only one specific geographic portion of the community.

Regular Council meetings are scheduled for the second and fourth Monday each month beginning at 6:00 pm in Council Chambers and are livestreamed through the HUB Online Network. Meetings are open to the public; however, due to COVID-19 restrictions some meetings were only accessible by the public through the HUB Online livestreaming service. In addition to Council meetings, the Village of Ashcroft may schedule less formal Committee of the Whole meetings whereby Council may consider items but not decide on business matters. These meetings are at Council's discretion and are generally scheduled prior to a Regular Council meeting. The Committee of the Whole meeting is limited to providing direction to staff and preliminary consideration of matters (prior to Council consideration and adoption).

MISSION STATEMENT:

The Village of Ashcroft is a welcoming, safe and attractive community characterized by an exceptional climate and a strong sense of history and opportunity.

As stewards of the community, Village Council is committed to providing accountable leadership by addressing our fiscal reality through strategic planning and building effective relationships.

VISION:

“The Village of Ashcroft is a welcoming, safe and attractive community where citizens have a strong sense of wellbeing, embrace their history, and believe in their future.”

GUIDING PRINCIPLES:

“As Stewards of the Public Trust, we serve All Citizens in a fair and transparent manner through:

- Accountable Leadership
- Financial Sustainability
- Social Responsibility
- Balanced Decision Making.”

“We will act with Integrity, Fairness and Compassion.”

COUNCIL APPOINTMENTS

Mayor Roden

- Finance Committee
- Gold Country Communities Society
- Historic Hat Creek Ranch
- Cache Creek Environmental Assessment
- Thompson Nicola Regional District
- Municipal Insurance Association
- Heritage Committee

Alternate:

- Communities in Bloom Committee
- Health Care

Working Groups:

- Development/Tourism
- Storm Drainage & Run Off Study
- Trails Master Plan
- Ashcroft Fire Rescue Sustainability

Councillor Tuohey

- Heritage Committee
- Health Care
- Communities in Bloom
- HUB Society

Alternate:

- Seniors Liaison
- Municipal Insurance Association

Working Groups:

- Trails Master Plan
- Heritage Park/Community Garden

Councillor Anderson

- Finance Committee
- Alternate:**
- HUB Society
- Working Groups:**
- Economic Development/Tourism
- Bylaw Enforcement Officer
- Water to AIB
- Heritage Park/Community Garden

Councillor Anstett

- Ashcroft-Cache Creek-Clinton Transit System
- Seniors Liaison
- Alternate:**
- Northern Development Initiative Trust
- Working Groups:**
- Emergency Plan Update
- Storm Drainage & Run Off
- North Ashcroft Reservoir

Councillor Davenport

- Finance Committee
- Northern Development Initiative Trust
- Alternate:**
- Heritage Committee
- Gold Country Communities Society
- Ashcroft-Cache Creek-Clinton Transit System
- Working Groups:**
- Bylaw Enforcement Officer
- Emergency Plan Update
- North Ashcroft Reservoir
- Water to AIB

Board of Variance

Mandate: To consider minor variances in siting dimensions or size requirements (side yard, back, front height and area coverage) where compliance with the Village of Ashcroft Zoning Bylaw would cause hardship.

Safety Committee

Mandate: To review and discuss safety concerns, promote safe work practices and ensure all public owned properties and buildings are safe for staff and public.

Labour / Management Committee

Mandate: to provide a forum in which Union and Management concerns or problems may be addressed and discussed informally outside of the legislated negotiations, or grievance procedures.

APPOINTED OFFICIALS

Village Officers

Chief Administrative Officer.....Daniela Dyck
Chief Financial Officer.....Yoginder Bhalla
Director of Public WorksBrian Bennewith

Ashcroft Fire Rescue

Fire Chief (Jan. 1 – Jul. 26)..... Tyler Bell
Acting Fire Chief (Jul. 26 – Oct. 11).....Josh White
Fire Chief (Oct. 12 – Dec. 31).....Josh White
Deputy Fire Chief (Jan 1 – Oct. 24)..... Vacant
1st Deputy Fire Chief (Oct. 25 – Dec. 31).....Greg Hiltz
2nd Deputy Fire Chief (Oct. 25 – Dec. 31).....Jonah Anstett

Municipal Auditors Grant Thornton LLP
Municipal Bankers..... Interior Savings
Municipal Engineers..... Urban Systems
Municipal Solicitors..... Fulton & Company

VILLAGE OF ASHCROFT ORGANIZATIONAL CHART 2021

Staffing

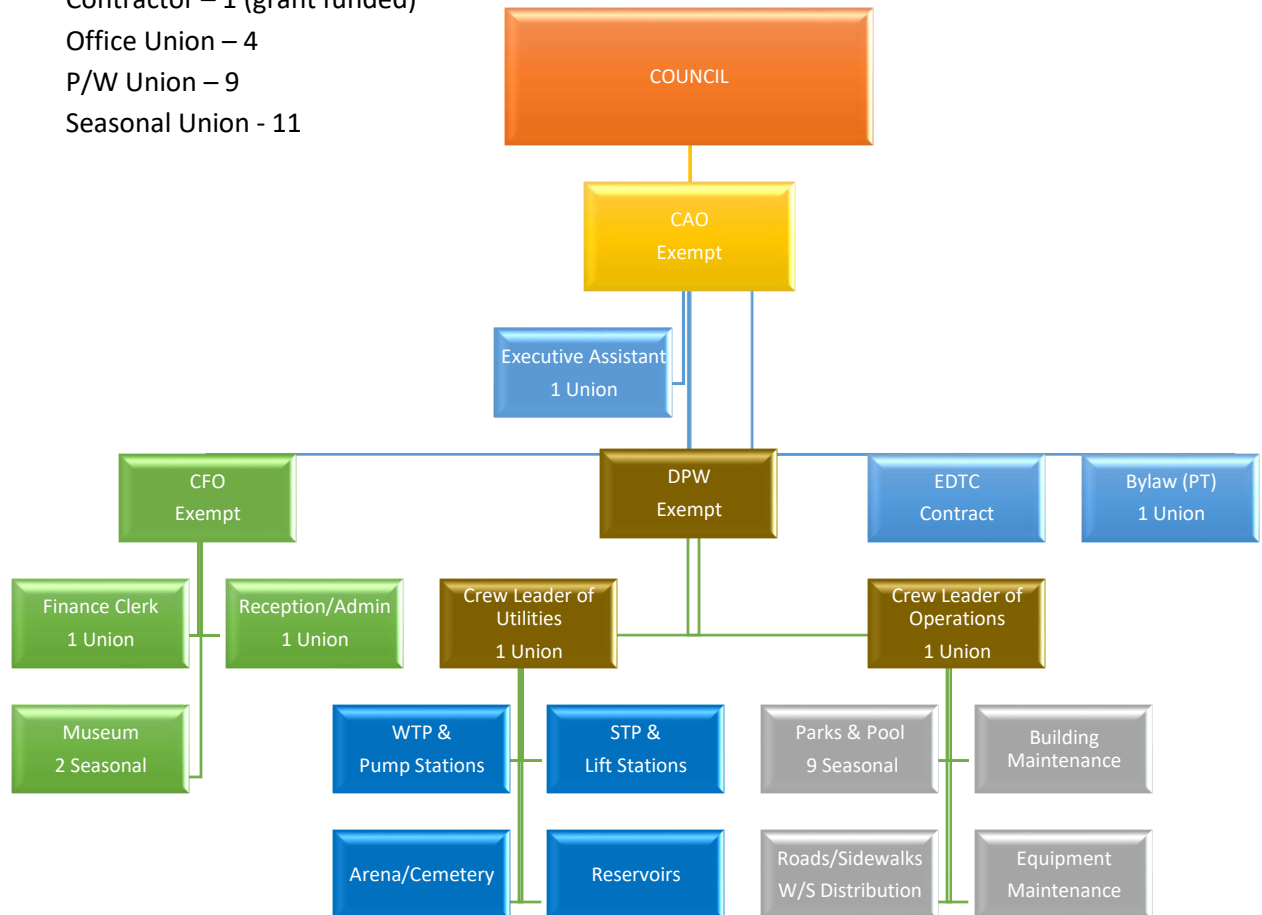
Exempt – 3

Contractor – 1 (grant funded)

Office Union – 4

P/W Union – 9

Seasonal Union - 11



Summary of Public Works positions:

2 – Crew Leaders (responsible for operations and utilities)

1 – Water Treatment Plant Operator Level 2

1 – Sewer Treatment Plant Operator Level 2

4 – Equip. Operator #1 (includes: Chief Engineer (ice plant), Arena, Parks/Cemetery, Garbage Collection, Roads, Maintenance, etc.)

1 – Equip. Operator #2 (Equipment operator and other related duties)

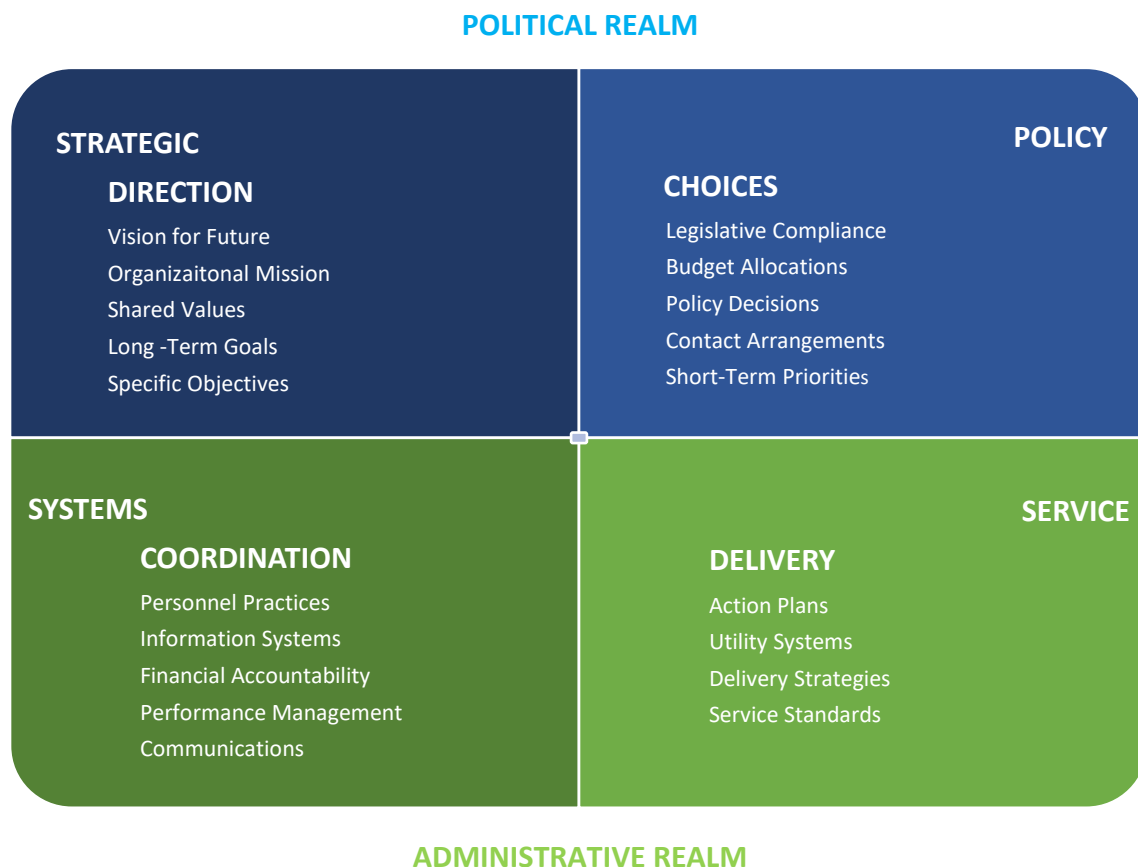
ROLES AND RESPONSIBILITIES

Local Government Functions

The Local Government Function Framework depicts the political realm as revolving around the Village's strategic directions and policy choices. It portrays service delivery and system coordination as the primary function in the administration realm.

The Elected Official Role

The Council, in the political realm, is responsible for interpreting the public interest into strategic direction and policy. Council represents, advocates, strategizes, monitors and leads the community.



The Administrative Role

The administrative realm is shielded from political interference to ensure efficient services. The CAO oversees the affairs and operations of the Village and acts as a liaison between Village staff and the Mayor and Council. The CAO provides advice and recommendations on Council related policies and emerging

issues. The CAO is responsible to Council for the efficient management of the municipal workforce, and for seeing that Council's directions and policies are implemented.

The CAO directs and coordinates the general management of business affairs of the corporation, in accordance with the bylaws, policies and plans approved by Council to ensure the delivery of high-quality services and facilities that preserve or enhance the social, economic, and physical well-being of the community. The CAO is responsible for ensuring that innovative programs and services are developed and implemented to meet the everchanging needs of the community, while ensuring fiscal responsibility.

ADMINISTRATION SERVICES

Project work dominated much of the organizational activity again for 2021 driven by the Strategic Plan. The following seven strategic priorities established by Council will guide administration to the end of the elected term:

- Ashcroft Fire Rescue Sustainability
- Emergency Plan Update
- Heritage Park Assessment and Community Garden
- North Ashcroft Reservoir
- Storm Drainage and Run Off Study
- Trails Master Plan
- Water to Ashcroft Indian Band;

and additional Working Groups

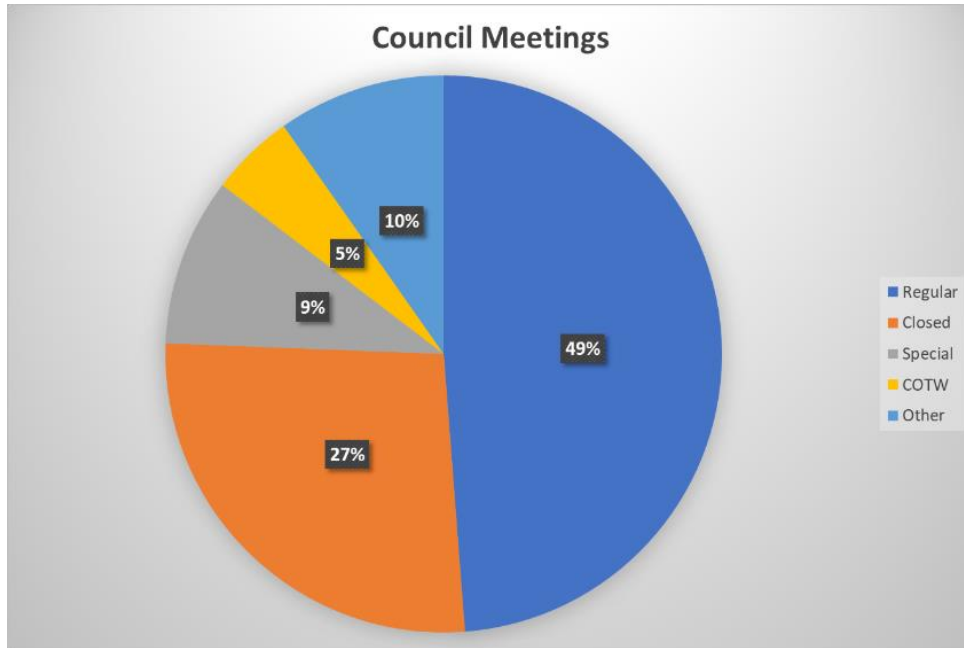
- Economic Development and Tourism
- Para-Transit
- Intercommunity Bylaw Enforcement

The above noted Working Groups were established as steering committees to guide staff towards project completion. The working group model has proven to be very successful, enabling Council and staff to collaborate and work on projects as a team. It is administration's responsibility to ensure the tasks are completed and the projects continue to move forward. Working Groups meet regularly and meeting notes are included on Council agendas to provide transparency for Council and the community.

In addition to the strategic priorities, other projects included in the budget or projects approved for grant funding are also initiated and completed in a timely manner. Bylaw and policy review is ongoing, bylaws requiring amendments, rewrite or repeal are prioritized and presented to Council for consideration. Policies are developed, updated or repealed as needed.

Improving communication from the office to the community has been an ongoing focus for 2021 and in particular communication during times of crisis. Staff has developed templates for Voyent Alert notifications, information bulletin templates for times of emergency and we continue to mail out monthly newsletters. Virtually, all Council meetings are streamed by the HUB Online Network for community participation and of course, the public is welcome to attend the meetings in Council Chambers.

As we look forward to 2022, Council and administration will continue to engage with the community and when possible, develop other forms of communication.



The chart above breaks down the types of Council meetings organized by the Village in 2021.

2021 Public Notices	
Newsletters	10
Other Notices / advertisements	37
Social Media Notices	273
Website Notices	53
Total	373

To facilitate governance of the Village, Council hosted 30 meetings open to the public for engagement and 11 closed meetings as permitted by the Community Charter Section 90(1).

Below – Public Meeting – Burning Bylaw



There are many community groups throughout Ashcroft, below is an image of Marijke Stott – Yoga Club presenting Council with a \$10,000 cheque to assist with Community Hall flooring and paint upgrades.

Mayor Roden on behalf of Council and the Community expressed sincere appreciation for the donation, thanking Marijke for the Yoga Club’s generosity, noting this isn’t the first time the club has made a donation to the hall.

Council Meeting Listing for 2021

Regular	20
COTW	2
Special	4
Community Forum - virtual	1
Town Hall - virtual	1
Planning Session	1
Public Hearing	1
Closed	11
Total	41



COVID-19

Ashcroft’s approach to COVID-19 simply put is “from risk to resilience”.

The impacts of COVID-19 continued to challenge day to day operations at the Village as Public Health Orders have restricted public engagement with residents at various times throughout the year as pandemic numbers surged. During these times the live streaming service established by the HUB Online Network enabled ongoing resident participation at Council meetings.

As a level of government, the Village is required to follow and adhere to all Public Health Orders and Legislation implemented in the fight to curb the spread of the virus. Staff continued to follow the developed COVID-19 Safety Plans implemented for all facilities and adapted them as required. Operationally staff adapted to meet safety protocols as directed by WorkSafeBC and the Public Health Officer. This included no more than two employees in a vehicle (masks required), social distance, if unable to social distance masks were required. Additional cleaning was implemented for all municipal facilities in 2020 which was continued in 2021. Some facilities remained closed waiting for Public Health restrictions to be lifted while others were opened with restricted public access such as the pool, arena and curling rink. Most activities at these facilities were able to move forward with limited restrictions enabling some sense of recreational normalcy for residents of all ages. The Village office remained open throughout 2021; however, at times Council meetings were restricted to virtual participation only.

Staff strived to ensure service delivery in all aspects of administration and operation and look forward to brighter days.

The HUB Online Network's Jessica Clement getting ready to livestream a Council Meeting.



WILDFIRE

Spring and summer of 2021 were extremely dry and hot. For Ashcroft “fire season” began on May 18th with grinding work by a CP Rail contractor sparking a grass fire that moved up the bank towards the Mesa subdivision. As a result of this event, staff was able to develop procedures and responsibilities for emergency events which were extremely useful throughout the season.

After the May fire it seemed that the Ashcroft Fire Rescue was being dispatched to grass fires on a daily basis which escalated during the heat dome in late June and into early July. Never could anyone have imagined the devastation the heat dome would bring, the destruction of Lytton and fires throughout BC’s interior. The Tremont Creek Fire caused Ashcroft to be on evacuation alert for many days. During this time staff developed excellent communication strategies to share daily bulletins with the community keeping residents informed with current accurate status reports. Community stakeholders met to strategize and prepare for potential evacuation, developing plans to move vulnerable citizens, provide transportation and plan for ongoing public service. Senior staff participated in daily BC Wildfire Situation Reports and additional emergency meetings with EMBC and the TNRD’s Emergency Operations Centre disseminating information back to the residents of Ashcroft.

To protect the community from wildfire, the Public Works crew in collaboration with the Ashcroft Fire Rescue re-established the fire guard above the Mesa subdivision. Desert Hills Ranch provided irrigation and staff to set up the irrigation above the Mesa subdivision creating a humidity guard to protect Ashcroft if the fire shifted direction.

Ashcroft was spared the destructive path of the Tremont Creek fire, but many communities were threatened by it. Structures, forests, agricultural land, homes, livestock and much more were lost to fire and when we thought things were beginning to settle down an atmospheric river caused rivers and creeks

to burst their banks and flood so many communities resulting in landslides and debris flows taking out bridges and highway infrastructure, the devastation again was unimaginable, but through it all the residents of Ashcroft showed kindness, generosity and compassion.

Lessons learned throughout the “fire season” were instrumental in establishing effective emergency communications. Voyent Alert, the community LED sign, daily bulletins shared on social media, Village website and posted to bulletin boards will be included in the Emergency Plan, and the re-establishment of Emergency Support Services (ESS) in Ashcroft will be a priority for 2022.



COLLABORATIONS

Bylaw Enforcement:

The Villages of Ashcroft, Cache Creek and Clinton successfully established Bylaw Enforcement as a Shared Service in 2021. This collaboration is the result of a working group established in 2020 that undertook to develop bylaws and policy to establish the service.

Councils of the respective communities approved the shared service allocating two days of bylaw enforcement in Ashcroft, one day in Cache Creek and one day in Clinton per week.

To provide the service a fleet vehicle was purchased in addition to laptop, uniform and other related items. Sam Sidal was hired as the Bylaw Enforcement Officer and a Memorandum of Understanding was established with CUPE 900 adding the position to the Collective Agreement.

Asset Management:

Asset Management assistance to Cache Creek. This project is funded by the Federation of Canadian Municipalities (FCM). Both Ashcroft and Cache Creek received funding to carry out the project which includes Ashcroft’s CFO guiding Cache Creek’s CFO through establishing a similar Asset Management program currently used by the Village of Ashcroft.

FINANCIAL SERVICES

The finance department is comprised of 3 full-time staff - the Chief Financial Officer, an Accounts Payable/Payroll person and an Accounts Receivable/Cashier.

Despite increasing reporting and compliance responsibilities we have been able to keep the staffing levels consistent. 2021 was a particularly challenging year with Covid pulling staff away from work. We managed to fulfill our responsibilities including keeping up with funding capital projects and completing the Sand Separator Install and Chamber install for the Water Treatment Plant.

A detailed planning and budgetary process was again conducted with Council, yielding excellent priorities while continuing to improve the Village's fiscal position. Quarterly financial updates were presented to Council as well as the public through electronic meetings when in-person attendance was restricted. Our business intelligence tool was utilized extensively to manage areas of exception or concern keeping the Village finances on track.

The finance department also continued to develop the Asset Management and Geographic Information Systems which were instrumental in qualifying for grants.

In recognition of the challenges brought on by COVID-19, the Council voted to keep the taxes the same and the tax increase was kept at zero for 2021. Hard work and conservative management allowed the village to balance the books without the taxation increase while dealing with increases in cost of utilities and capital.

In addition, the Village paid off all debt on the books which is proving to be a prudent choice given increases in interest rates that have subsequently taken place.



DID YOU KNOW:

Of the 2021 property taxes collected, only 54.2 % are added to the Village budget. The remainder is forwarded to other levels of government, such as the Regional District and the Province. Grant funding allows the Village to initiate projects such as the Water Treatment Plant.

A great deal of Finance Department resources are required for grant management, in addition to the major ongoing grant reporting for the Water Treatment Plant and grant management of current projects. The table below indicates grant applications submitted in 2021.

Grants & Applications		
Source	Project	Grant Status
UBCM	Gas Tax for capital projects	Approved
	North Ashcroft Drainage Study	Considering
FCM	Asset Management Collaborative	Approved
Provincial & Federal Govt.	Water Treatment Plant Intake & Separators	Approved
	Ashcroft Fire Rescue Training & Equipment	Approved
	Carbon Taxes	Approved
	Hot Tub	Approved
	Lift Station #1 Replacement	Approved
	Level 3 EV Station	Declined
	Level 2 EV Stations	Approved
	Legacy Park enhancements	Considering
	Wayfinding signage and marketing	Considering
NDIT	Economic Development & Tourism Strategy	Approved
	Love Ashcroft	Approved
	Façade Improvements	Approved
	Grant Writer	Approved

2021 PERMISSIVE TAX EXEMPTIONS

Under Section 227 of the *Community Charter* the Village of Ashcroft Council bylaw provides exemption of the total assessed value of the land and improvements of designated properties.

Permissive tax exemption is available for qualifying, Ashcroft-based, registered non-profit organizations using property for municipal, recreational, religious, cultural or charitable purposes. All applicants are required to complete the appropriate permissive tax exemption application which can be accessed by contacting Ashcroft's finance department. All applications will be administered on a five-year cycle; however, applications may be submitted to the Chief Financial Officer for Bylaw approval prior to October 31 the preceding year.

Council approved the Permissive Tax Exemption Bylaw No. 831 (2020-2024) on Monday June 24, 2019 for the following properties:

2021 Permissive Tax Exemptions:

Roll Number	Registered Owner	Legal Description	Assessment Class	2021 Assessed Value	2021 Municipal Rate	2021 Municipal Tax Exemption
00070.001	Ashcroft & District Curling Club	Lot 8, Plan 21058, DL 423	6	252,900	17.3825	\$4,396.03
00077.010	Fraser Basin Property Society (St. Alban's Anglican Church)	Lot 1, Block 10, Plan 189, DL 423	8	150,300	9.7245	\$1,461.60
00095.000	Roman Catholic Bishop of Kamloops	Lot 7, Block 11, Plan 189, DL 423	8	153,300	9.7245	\$1,490.77
00116.010	Trustees of Zion United Church	Lot 1, Block 14, Plan 189, DL 423	8	164,300	9.7245	\$1,597.74
00173.000	Royal Canadian Legion #77 (Cenotaph Site)	Lot 6, Block 19, Plan 189, DL 423	6	42,400	17.3825	\$737.02
00327.000	Interior Health Authority (Ashcroft & District Hospital)	Lot 56 Plan 12400, DL 378 and Lot 1 KAP81072, DL 378 and pt of Lot 56 (B15126), DL378	6	2,588,000	17.3825	\$44,985.82
00327.025	Interior Health Authority (Ashcroft & District Hospital)	Lot 56 (B15126), DL378	6	515,100	17.3825	\$8,953.71
00327.030	Interior Health Authority (Ashcroft & District Hospital)	Lot 1 KAP81072, DL 378	1	511,000	4.2523	\$2,172.92
00381.361	Trust of the Congregation of Sage Hills Evangelical Free Church	Lot A, Plan KAP51944, DL 423	8	348,800	9.7245	\$3,391.91
				4,726,100		\$69,187.51

HUMAN RESOURCES SERVICES

The Village of Ashcroft administration and operations team for 2021 consisted of 3 managers, 3 FT inside staff, 1 PT Bylaw Officer (shared service with Cache Creek and Clinton) 1 inside grant funded staff, 9 outside staff (public works), and 11 seasonal pool, parks and museum staff. With a small complement of staff, we strive to maintain a municipality of 1,670 residents as of the 2021 Statistics Canada Census. The public works staff operates the water and sewer treatment plants, all Village properties including parks and recreational facilities, cemetery and buildings, 23,486 metres of roadway, 17,424 metres of sewer lines (wastewater), 26,103 metres of potable water lines and 2,485 metres of storm water lines.

The revised Public Works leadership structure of two crew leaders – one responsible for operations the other utilities under the direction of the Director of Public Works – proved to be extremely successful. Dividing the responsibilities between two leadership positions, enables the village to utilize the expertise and specific skill sets of the senior employees and provides excellent opportunity for training of newer staff, knowledge sharing and succession planning.

Administrative staff research and compile reports and agendas, carry out Council instructions, plan, budget, correspond with the community and other levels of government, project manage and oversee the day-to-day operations of the Village. In 2021 administrative staff prepared agendas for 30 public meetings and 11 closed meetings of Council, prepared agendas reports and minutes for all working group meetings, revised and developed policies and bylaws, applied for grant funding, updated COVID-19 protocols and safety plans for all facilities as needed, and updated COVID-19 staff safety policies.

2021 Employee Movement	
Left	1
Joined	4
Moved internally	4

In addition, staff established an Emergency Operation Centre during the Tremont Creek Wildfire and met with stakeholders to ensure plans and strategies were in place in the event that an evacuation was necessary. Staff liaised with BC Wildfire and EMBC, participated in daily briefings, monitored and prepared daily bulletins keeping the community informed of fire behaviour, growth and community risk.

DID YOU KNOW:

In 2021 the Village employed 28 people in 3 exempt, 12 full time union, 1 part time union, 11 seasonal union and 1 grant funded contract position (Ec. Dev. Tourism)

The staffing increase in part is due to succession planning and a full contingent of summer students in all available positions.



Human resources are our greatest asset. Staff longevity, the provision of a safe vibrant work environment where employees feel valued, challenged to exceed and are given opportunities to learn, grow and share their knowledge is key to a thriving work force. Many of our staff members have made working for the Village a lifelong career and are nearing retirement. As such, succession planning and knowledge sharing has been driving the public works and administration departments. Often, we don't think about staff as assets, but without knowledgeable staff and a succession plan we could find ourselves in a flux if not for asset management.



Celebrating 2020 Retirement and Long Service Awards recipients at Legacy Park (unable to celebrate in 2020 due to COVID restrictions)



Joe Paulos – retirement



Oscar Battel – Celebrating 25 Years



Some of the office and public works crew celebrating service awards as COVID restrictions were lifted. Team building and working together was difficult for much of 2020 and the beginning of 2021. As warmer weather arrived and restrictions were eased staff were finally able to celebrate the accomplishments and have some fun with each other while sharing a meal.

2021 marked a very special occasion, Director of Public Works Brian Bennewith celebrated his 35th anniversary of employment with the Village of Ashcroft March 5, 2021. Congratulations Brian!



Seasonal Fun:

Some staff members embraced the Santa Parade working countless hours on their off time to create the Village Polar Express float. The hard work of these volunteers earned them 1st place by the Parade Committee. Great Job Everyone!!



PLANNING AND DEVELOPMENT SERVICES

GUIDING PRINCIPLES from the Official Community plan (*condensed*)

Community Building – improve the quality of life in Ashcroft;

Common Sense – increase awareness of municipal financial literacy and development processes with a common-sense approach to development;

Innovation – encourage new technologies, processes and concepts that lead to the strengthening of our community;

Partnerships – leverage partnerships with non-profits, local, provincial and federal governments, businesses and Indigenous communities to achieve key community aspirations;

Reconciliation – support ongoing efforts of reconciliation with Indigenous communities;

Economic Development – aim to improve the economy of Ashcroft in a sustainable manner that results in jobs and expands the community tax base;

Role of the Municipality – not necessarily responsible for leading the implementation of the Official Community Plan but can be a sponsor, supporter, facilitator, and/or funder depending on the initiative;

Maintain the Character of the Community – combine history and the natural environment to create a unique community that encourages new development to fit within the existing character of Ashcroft.

2021 Land Administration Permits and Applications	
Development Permit	0
Development Variance Permit	1
Temporary Use Permit	0
Official Community Plan Amendment	1
Zoning Amendment	1
Subdivision	1

2021 Building Permits		
Accessory Building	6	\$ 100,000
Residential	1	\$ 33,500
Alteration	1	\$ 5,000
Institutional	2	\$ 95,000
Demolition	1	\$ 0.00
Total	11	\$ 233,500

The Zoning and OCP Bylaws adopted in 2018 provide clarity on property inquiries and application of zoning regulations. The new Subdivision and Development Servicing Bylaw adopted in December 2021 provides direction for new developments regarding infrastructure requirements, and is the first phase of a longer-term storm drainage plan to be completed in 2022.

Subdivision approval of the 6.74 hectare property in North Ashcroft was delayed in 2021 due to a BC Archeological site; however, all requirements have been met and the property owners are waiting for the Land Title Office to finalize the process. The developers of the second property slated for development in North Ashcroft are waiting for Storm Drainage and Run Off study to be completed prior to moving forward.

Two additional projects in this department are land tenure acquisition projects. Both the Mesa Vista Water Reservoir and the North Ashcroft Reservoir are situated on land to which the Village does not have tenure. The process of acquiring tenure to the Mesa Vista land is in final review and sign off by Provincial authorities, this project has been waiting for approval for well over one year and administration has been

The Village received approval from the province to carry over and allocate the remaining grant funding towards the sand separator and intake chamber projects. The sand separators will filter the majority of the silt from the water prior to filtration and the Pump Chamber will provide public works year-round access to the water intake pumps. The village's engineers Urban Systems designed the additional features Drake Excavating was contracted to complete the installation of the sand separators and Dent Construction installed the pump chamber. Both projects were completed in 2021.

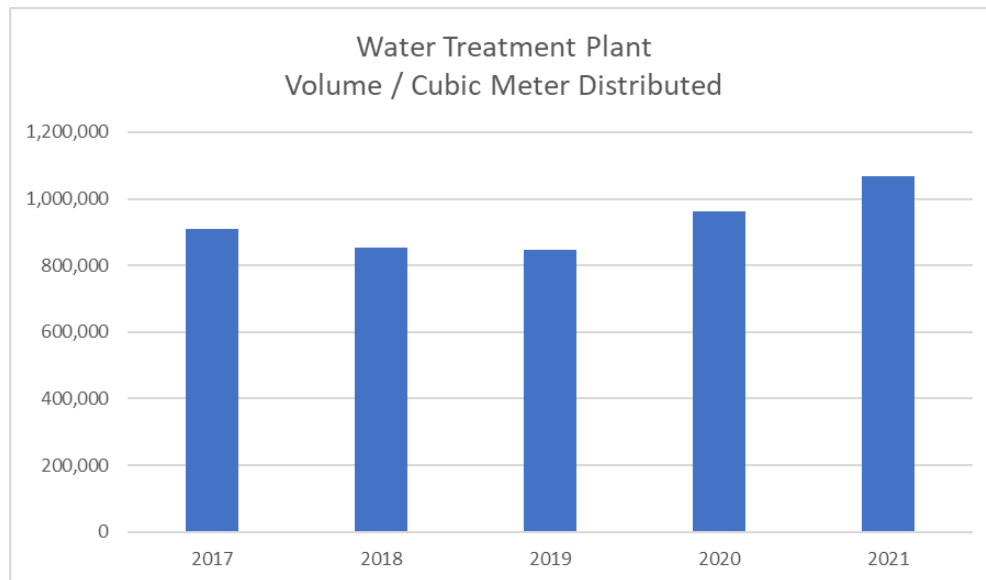


Left – Community Garden under construction.

Below: Water Treatment Plant. Right: Sand separators



The table below indicates the volume of water pumped into the water treatment plant annually. 2021 shows a marked increase in volume distributed throughout Ashcroft, this is no doubt as a result of the extreme heat experienced across BC during the summer.



Other projects for 2021 included approximately \$100,000 of paving, purchase of a new sweeper and updates to Legacy Park, installing sewer drops and increasing 15 amp to 30 amp power source to each site. In addition, four new tenting sites and all new picnic tables were installed. Beside the Blue Dump Truck at Heritage Park construction of the community garden began with the installation of water lines, leveling the garden area with gravel and raised garden bed construction. The Community Garden is slated for completion prior to the 2022 planting season.

Sidewalks



Water main repairs



Below: L – inside the Pump Chamber; R – concrete lid placed on the Pump Chamber



Lift Station installation (below)

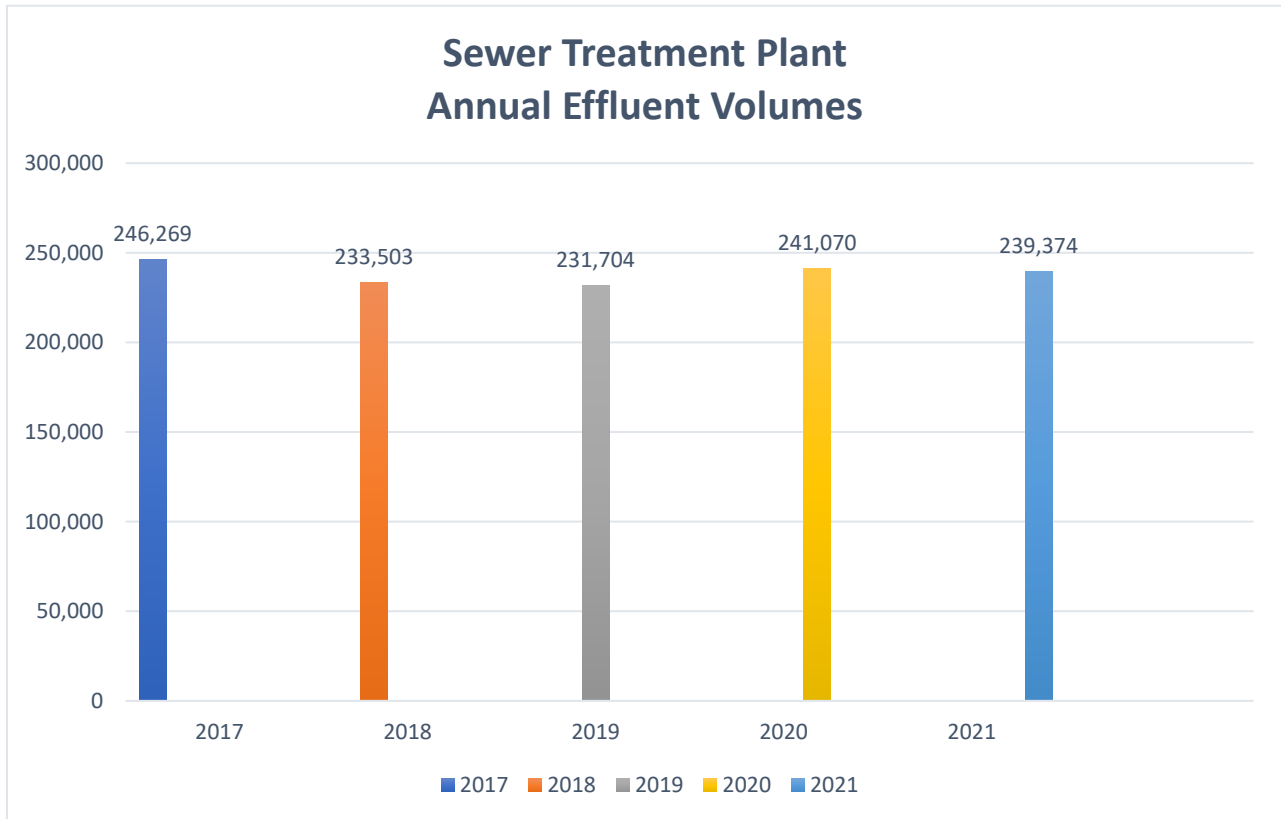


Josh White trying out the new sweeper



The Village of Ashcroft wastewater treatment plant consists of an activated sludge facility, with ultraviolet (UV) disinfection prior to effluent release to the Lower Thompson River. The wastewater treatment plant (aeration tanks and clarifiers) consists of two separate trains which are operated in series. Since August 2014, only one train has been in operation, due to the incoming flows and efficiencies that were achieved as a result of aeration upgrades.

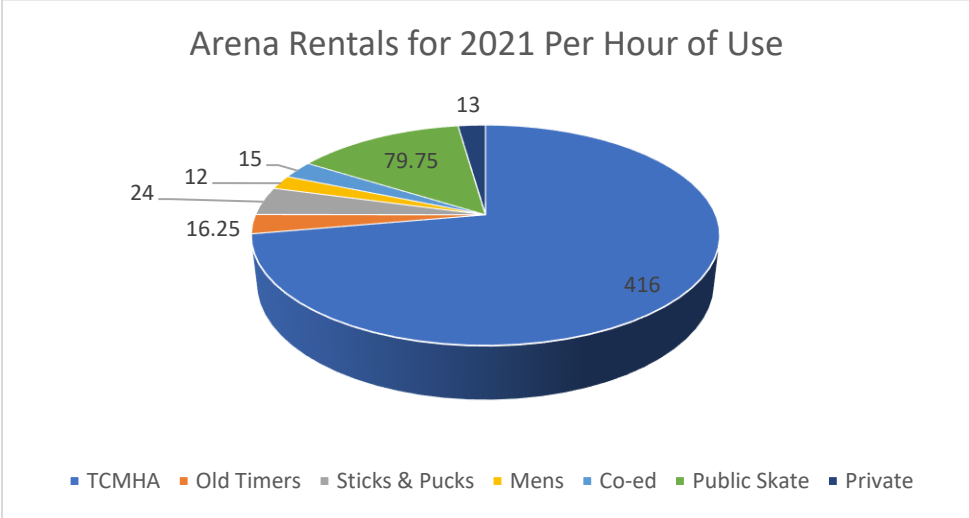
In 2021, the minimum monthly average flow was 589 m³/d, recorded for the month of June, and the maximum monthly average flow was 746 m³/d recorded for the month of February. The maximum monthly average flow for 2021 was higher than the maximum monthly average flow for 2019 (688 m³/d), but lower than that for 2020 (768 m³/d). The average monthly flow for 2021 was 656 m³/d, which was higher than the flow for 2019 (635 m³/d), but just slightly lower than the flow for 2020 (659 m³/d).



DID YOU KNOW:

In 2021, 50 bulk tonnes of biosolids were hauled from the Sewer Treatment Plant for land application

The Drylands Arena is staffed by the Public Works Department and requires a certified Chief Engineer to oversee the ice plant and two additional employees to operate the facility. Arena use returned to normal operations in 2021 after very limited use in 2020 due to COVID-19 Public Health Order restrictions. The graph below breaks down facility use by user group with a total of 563 hours scheduled during the 2021 season.



PARKS AND RECREATIONAL SERVICES

Heritage Park remains a favourite with visitors and residents alike. It is an oasis in the downtown core. As you stroll along the pathways, you can imagine Ashcroft’s history and the days long ago. In 2021 the Heritage Park and Community Garden working group focused on two priorities: developing a community garden and developing a redesign of the front portion of Heritage Park including the pond and water wheel areas. Sirocco Designs was contracted to develop options for the park redesign. Once the redesign plans are finalized, staff will seek grant funding to implement the plan.

Funding was secured to construct a community garden which is situated beside the blue dump truck on Railway Ave. adjacent to Heritage Park. The community garden is expected to be completed prior to the 2022 planting season.



The operation and maintenance of the parks and recreational facilities fall under the public works department.

Ashcroft operates and maintains four parks: Mesa Vista Park, Heritage Park, Legacy RV Park and the Ashcroft Pool Park as well as the Pool and Drylands Arena, and maintains the Ashcroft Curling Rink in collaboration with the Curling Club.

VISITOR INFO CENTRE:

Due to COVID-19 the Visitor Info Centre was not open for the 2021 season. The visitor info service was provided at the Ashcroft Museum.

ASHCROFT POOL:

General Overview

This year was a success! Lessons fully booked up with returning swimmers as well as new swimmers. The swim lesson's waitlist was long but adding in sessions meant that the majority of people seeking lessons were able to take them. We reached capacity several times when we had a capacity and continued to have a busy pool throughout the season. We enjoyed having the Ashcroft HUB society include the pool in their daily activities. There was an increase in community engagement between the pool staff and pool patrons. Swim to Survive day was a huge success and pool staff hopes the program will become a yearly event.

COVID-19 NOTE

The staff handled Covid-19 restrictions and procedures well throughout the session. It was an exciting day when the mats and pool toys were available to the public again. Covid-19 precautions for swim lessons were updated as per the Red Cross recommendations which were executed wonderfully by the Water Safety Instructors. At the pool physical distancing, screening, and requirements for parented and un-parented classes continued throughout the season.

Wildfires NOTE

To prepare pool staff to manage the stressors of evacuation alert and potential evacuation orders, fire evacuation simulations were incorporated into lifeguard training. Pool staff saw an increase in out of town patrons as nearby communities were evacuated due to wildfire. Staff was happy to provide a safe place where families could come for swim, have some fun and escape reality even if for just a few moments.

Suggestions for 2021

Evening Aquafit Classes with River
Gender Neutral Washrooms
Advertising to promote the pool



CURLING RINK:

After curling rink closures due to required upgrades followed by closures due to COVID-19 the Curling Club was able to open its doors in 2021 offering full league play. Many curlers returned to enjoy the facility and reconnect with fellow enthusiasts and new members joined the club. Operationally the upgrades met expectations and the Curling Club operated hassle free for the season.

ASHCROFT MUSEUM:

The Ashcroft Museum hosted another eventful season under the direction of Curator Kathy Paulos and summer student Liam. COVID-19 continued to disrupt normal operations; however, museum staff rose to the occasion and achieved many of the goals established at the beginning of the season. Some of these goals included redesigning Indigenous displays, developing a Repatriation Policy, ongoing work of mapping and digitizing artifacts and newsletters to name a few.

We were saddened to hear that the Lytton fire destroyed both the Lytton Museum and Chinese Museum and reflected on this loss often throughout the season, changing our practices to ensure Ashcroft's history is preserved digitally.

In addition to our monthly newsletters, six new videos were developed and posted to YouTube and articles and events were published on social media sites. A number of photos were submitted to the University of British Columbia Okanagan (UBCO) archives. UBCO is a host for museums throughout BC, a place where people can do research, and request a photo; if an Ashcroft Museum photo is selected, they will be instructed to contact the Village of Ashcroft or the Museum for a reproduction.

Although 2021 was a year of obstacles and catastrophic loss, staff at the Museum strived to provide a sense of history to those who passed through the doors both physically and digitally. As we continue to evolve our digital presence, we are able to share Ashcroft's history with anyone who reaches out. We enjoy sharing our passion for Ashcroft's history and look forward to the 2022 season with hopes of better days to come.



DID YOU KNOW:

The Ashcroft Museum had 550 visitors during the summer of 2021. This is a slight increase over 2020 which is surprising considering the BC wildfires and highway closures throughout the summer.

The chart below clearly indicates the reduced number of visitors at the Museum for the 2021 season due to COVID-19 in 2020/2021, limited capacity permitted inside the museum at any given time and the 2021 Wildfires and subsequent highway closures. Items highlighted in yellow are record high days.

Year	April	May	June	July	August	September	October	TOTAL
2011	41	145	144	381	381	240	102	1434
2012	72	136	228	309	417	172	70	1403
2013	51	118	292	356	427	193	117	1554
2014	87	122	335	356	369	171	90	1530
2015	79	119	143	293	330	208	109	1281
2016	91	123	149	381	388	176	109	1417
2017	54	149	183	205	279	184	103	1157
2018	122	190	330	331	403	136	57	1569
2019	48	285	302	428	452	124	136	1775
2020	0	0	73	127	165	125	47	537
2021	34	46	83	87	118	77	105	550

LEGACY RV PARK:

Legacy Park was a labour of love for staff at the Village in 2021. Successful grant applications enabled the Village to upgrade the park incorporating 30-amp electrical service and sewer drops to each R.V. site. In addition, 4 new tenting sites were developed and WIFI was upgraded. BC Hydro disconnected the old 15-amp electrical service and tied in the new 30-amp service on May 12th. Other upgrades included new picnic tables which are made of recycled plastics, are maintenance free and easier to move.

All upgrades were completed by public works staff with the exception of the electrical upgrades which was contracted to AES Electrical. The crew did an outstanding job completing the project enabling the park to open as scheduled on May 1st. New signage was installed to promote and direct R.V. traffic to the

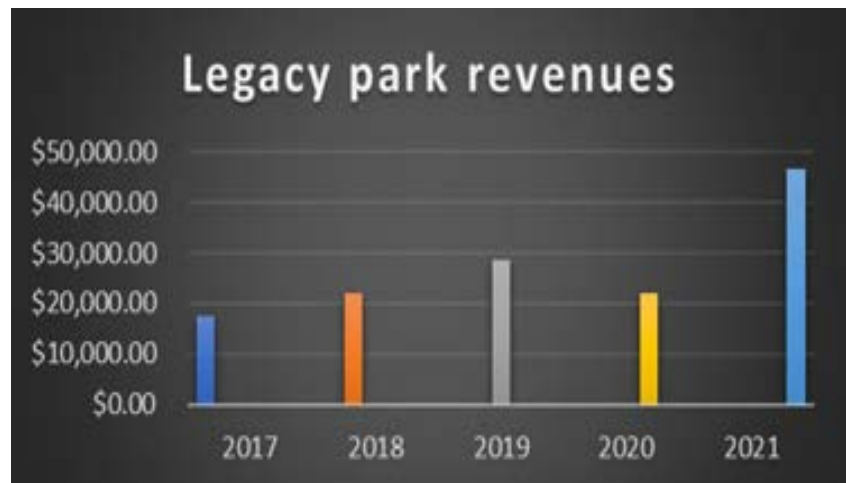
park and all advertising reflected the upgrades. Additionally, new rates were implemented to align the park with others in the region.

Due to COVID-19 continuing to be a concern, the park operated under pandemic restriction for part of the season following the guidelines as per the Public Health Orders. Despite the COVID-19 restriction and record cancellations in the early season, 2021 was the busiest and most profitable camping season on record for Legacy Park. Visitors for the season were mostly from British Columbia, although we had visitors from across the country as far as Ontario and US residents from as far away as Texas. For 2021 our European influence was almost non-existent but we did host a couple from Holland.

Park revenues from May 1 – September 30, 2021 totalled \$41,955; this is an increase of \$21,719 over 2020 revenues for the park.

Throughout the season, regular maintenance and repair was undertaken by the Camp Host as is required in the contract. Public Works assists when items need repairs outside of the contract.

Meet Legacy Park's camp host Barry Trip



Legacy Park new tenting site



New sewer lines at Legacy Park



ECONOMIC DEVELOPMENT

Economic Development and Tourism is an ongoing Council strategic priority for 2021. Council's vision was made possible through funding from Northern Development Initiative Trust (NDIT) under the Economic Development Capacity Funding stream. NDIT strives to keep this funding consistent so that ongoing Economic Development and Tourism services can be provided in the region. Margaret Moreira's contract was renewed for 2021 and she continues to be Ashcroft's Economic Development and Tourism Coordinator (EDTC).

To provide support and guidance for the EDTC in developing economic development and tourism strategies and actions, Council opted to move from the 2020 Select Committee format to a Working Group model keeping it consistent with other Council strategic priorities for 2021. The working group includes two members of Council, two staff members and members from the business community when needed. The working group meets on a monthly basis to plan and implement priorities set out in the Economic Development and Tourism Strategy Matrix.

COVID-19 continued to impact tourism and community economics significantly with limited visitors travelling throughout BC. In addition to dealing with a global pandemic the business and tourism industry in Ashcroft was hugely impacted by the BC Wildfires, in particular the Tremont Creek Wildfire and subsequent highway closures due to fires and later atmospheric river debris flows which impeded travel from the lower mainland to the interior. The EDTC worked with the business community promoting a very successful Shop Local program which was embraced by the residents of Ashcroft and showed their overwhelming support.

To implement programs over the course of 2021 various grants applications were submitted to funding organizations. These grants included Business Façade Improvement, NDI Marketing Initiative Grant, Economic Development Capacity Building, Love Northern BC and local corporate grants.

2021 HIGHLIGHTS

Promotional Videos

Creation of videos was delayed until 2022 due to heavy smoke from the massive wildfires. Preplanning of content and researching/booking videographers was ongoing throughout the fall of 2021 so videos could be completed in early 2022. Once completed, the videos will be broadcast on Global1.

Radio Advertising

Four radio ads were developed inviting visitors to come and discover the many amenities Ashcroft has to offer. These ads ran on three Stingray stations over the course of three months starting in July and ending in September.



Experience Ashcroft Pocket Guide



The Experience Ashcroft Pocket Guide was completed in April and approximately 5000 copies were distributed to the businesses in Ashcroft, strategic businesses in neighbouring communities and all Visitor Information Centres throughout the Interior Health region. The guide was so successful, that in early September plans were set in place to reprint 6,000 more guides to see us through the 2022 season. A digital version was placed on the Village of Ashcroft website to reach provincial and international travelers.

Love Ashcroft Program



We continued to update the participating business profiles with their most current information through continuous contact with the NDIT Love Northern BC Coordinator. We continued to engage with the business community, either in person or by phone, throughout the year to encourage participation in the program. In 2021, we added two new businesses to the website: The Ashcroft HUB and Ashcroft Sam's Diner

We promoted the Love Ashcroft Program by engaging the community to participate in the Plaid Friday event. This year's campaign showed a whopping \$8,227.97 was spent in our local businesses in one day. We promoted the SUPPORT LOCAL SHOP LOCAL campaign through a Support Your Local Restaurants contest and all were highlighted through social media blasts, website and newspaper articles. This project has been ongoing and will continue as such through the NDIT Love Northern BC program grant funding.



Paper and Other Promotions:

Ashcroft participated in two marketing initiatives in 2021: Landmark Media's Kelowna and Area Visitor Map and Beads Trail Experience Marketing.



Façade Improvement Program:

The NDIT Façade Improvement Program was utilized by three businesses this year. New signage and lighting were added to the façade for The Bloomin' Paintbrush and UniTea Café and Lounge. New lighting, signage and a fresh coat of paint was added to the façade of Anchi Holdings Building (Rolgear). The Village provides the NDIT 50% reimbursement grant up to a maximum of \$5,000 per building/project to improve business front upgrades in the downtown core.



2021 BC Economic Summit:

The EDTC attended the virtual 2021 BC Economic Summit: Economic Revival-Charting a Path Forward for BC Communities and thoroughly enjoyed Celebrating Women in Economic Development, Economic Recovery, Marketing Your Community Virtually and many more of the long list of educational presenters including Ashcroft's CAO Daniela Dyck who was invited to participate on a "Celebrating Women in Economic Development" panel discussion.

Economic Development and Tourism plans for 2022 include:

- Continuing to support businesses through Recovery and to Resiliency
- Continuing to interact with local business to help build a relationship between municipality and businesses
- Continue to develop the Economic Development webpage to facilitate ease of functionality.
- Complete and promote promotional videos
- Complete highway/wayfinding project
- Complete Community Investment Profile and Business Package
- Reach out to neighbouring communities and Ashcroft Indian Band for opportunities to collaborate to achieve common goals.
- Seek funding opportunities for ongoing and future projects.

COMMERCIAL FILMING

Ashcroft continues to be a sought-after location for commercial filming and 2021 was no exception. Death Pursuit Productions had been scouting locations with Victoria Weller's team from the Thompson Nicola Film Commission and were thrilled to find that Ashcroft had much of what they were looking for. The producers contacted the Village office and negotiated a 5-day filming shoot which included a car chase that was filmed with drones, a police scene at the Fields parking lot with fake (air soft) guns and an evening foot chase through the neighbourhood at Brink Lane. The movie is a small production with limited crew and budget. All COVID-19 requirements including additional crew testing were met prior to arrival in Ashcroft. As always, the residents and businesses of Ashcroft welcomed the film crew and the shoot was successful.

The movie is scheduled for completion and release in 2022 and is about a thief on the run with an unexpected passenger with high-speed chases in vehicles and on foot as well as some replica gun action (air soft).



PROTECTIVE SERVICES

Under the leadership of Fire Chief Tyler Bell (Jan 1 – Jul 26) and Fire Chief Josh White (Jul 26 – Dec 31) the Ashcroft Volunteer Ashcroft Fire Rescue team consists of 24 members. The fire station is located at 210 Railway Ave in the heart of downtown Ashcroft and serves 1670 residents. The service area for the fire protection is 210 square kilometers and highway rescue is in excess of that.

2021 Ashcroft Fire Rescue Call Outs	
Structure Fire Alarms	15
Grass / Wildland Fires	29
Vehicle Fires	2
Fire / CO Alarms	7
Lines Down	2
Highway Rescue	12
Other	8
TOTAL	75

Within Ashcroft Fire Rescue's structural fire protection boundary lies the Ashcroft Indian Reserve, a roughly 100 square kilometer area of the TNRD, and the Village of Ashcroft itself. With such a large area to oversee and three distinct levels of government to navigate affairs with, we recognize our mission is not without challenge. Our goal, and the duty we have undertaken, is to provide well-trained firefighters to protect this area for years to come. 2021 was an extremely challenging year. The above average temperatures in spring led to the heat dome and later hot summer that required the department to attend more than an average number of grass and wildland fires. In addition to providing fire protection to the community the department supported BC Wildfire Service (BCWS) in their efforts to fight the Tremont Creek wildfire. The Ashcroft Fire Rescue responded on 17 concurrent days supporting BCWS near Barnes Lake. Near the beginning of the Tremont Creek wildfire, Ashcroft Fire Rescue members partnered with public works to create a fire guard above the mesa subdivision. (images next page)



Rescue responding at HWY 97C past Barnes Lake turnoff towards Logan Lake. Smoke from Tremont Cr. Fire in the background, waiting for Tender Truck to arrive.



This year, Ashcroft Fire Rescue continued to focus efforts on utilizing the \$52,000 grant funding approved in 2020 to complete Firefighter Certification training as per the Fire Commissioners Office Playbook requirement. Ashcroft Fire Rescue members committed countless hours both at regular practice nights and weekends to achieve Playbook certification.

Another service the Ashcroft Fire Rescue provides is Highway Rescue. Not all members of the Ashcroft Fire Rescue participate in providing this service; highway rescue is completely voluntary. To develop skills, those members providing the service use the jaws of life and other extraction equipment when vehicles are provided for extraction practice.



Due to Covid, 2021 community engagement was at an all time low. Along with a heavy fire season, our Firefighters were tested both physically and mentally. At the end of the year, it's fair to say that the group has come out strong and looks forward to the challenges of 2022. With Covid restrictions on the decline as of typing this report, our hopes to re-engage with the community are looking very positive.

In addition to the yearly call outs, the Ashcroft Fire Rescue meets Tuesdays at 7:00 pm for weekly fire practices. If becoming a volunteer fire fighter is something that interests you, please contact the Ashcroft Fire Rescue at: firedept@ashcroftbc.ca



Above: First Responders Mosaic on display at Fire Hall #2

OTHER COMMUNITY SERVICES

INTER COMMUNITY BYLAW OFFICER:

On August 16, 2021 the new Inter-Community Bylaw Enforcement Officer (BEO) Samuel Sidal started as part of a shared service between the communities of Ashcroft, Cache Creek and Clinton. BEO Sidal provides bylaw services to the Village of Ashcroft two days per week.

As a dedicated bylaw service was new to these communities most of 2021 was spent laying the foundation for this service. Suppliers for an appropriate uniform and equipment were researched and ordered. In addition, policy, procedure, forms, record keeping and relationships with third party organizations were established. Bylaw records were consolidated and preliminary work for our Bylaw Notice Adjudication bylaw was started.

It was important that this new service be well received, and have a positive impact and a presence that was felt in the community. For this reason, BEO Sidal also spent the latter part of 2021 getting familiar with the community, local businesses and residents. A significant amount of time was spent meeting and

educating members of the community so they were aware and fully understood some of our existing bylaws.

If you have any question or concerns, please contact our Inter-Community Bylaw Enforcement Officer at: bylaw@ashcroftbc.ca



TRANSIT SYSTEM:

The Ashcroft, Clinton and Cache Creek Transit System saw a steady increase in riders as COVID-19 restrictions were eased, however ridership was significantly impacted during the spring and summer of 2021.

A new clearer form for reporting transit ridership implemented in 2020 continues in 2021. The reporting is streamlined and has eased the complexity of reporting on a three-partner transit system, helping the communities understand their specific ridership numbers.



Transit Driver appreciation day was celebrated with the three communities gifting Lawrence (below) with a gift bag of community swag and gift certificates. The Yellowhead Community Services drivers provide excellent service to the residents of Ashcroft, Cache Creek and Clinton and are very deserving of appreciation.

Regrettably Lawrence retired from YCS near the end of 2021. We wish him the very best and thank him for his exemplary service.

The bus service operates three days per week travelling between the communities Wednesdays and Fridays, Mondays the bus is scheduled to travel to either 100 Mile House or Kamloops.

The service is provided through BC Transit, Yellowhead Community Services and the Villages of Ashcroft, Cache Creek and Clinton.

STRATEGIC PRIORITIES 2021

A well-drafted strategic plan is the guiding document for any organization but especially for Council. This process allows Council to build a budget around the objectives. It ensures that Council, CAO and staff are all working towards the common goals and are not easily distracted by additional items. The CAO will use the Strategic Plan to ensure that they are meeting the organization’s goals and objectives

In 2021 Council established the working group model to implement strategic priorities and move them forward. The Strategic Plan is attached as Schedule “A” to this report and provides the scope of each project, initiatives implemented and current status.

2021-2022 STRATEGIC PRIORITIES

PRIORITY #1	UPDATE EMERGENCY RESPONSE AND EVACUATION PLAN		
OBJECTIVE:	Review the existing Emergency Response Plan (ERP) and develop a more defined/detailed document		
ESTABLISH WORKING GROUP – Members of Council, Staff and Stakeholders as needed			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	May 2021	Working Group
STEP #2	EXISTING DOCUMENT REVIEW	July 2021	Working Group/TNRD
STEP #3:	STAKEHOLDER/COMMUNITY ENGAGEMENT	March 2022	Working Group/Council
STEP #4:	DEVELOP PLAN	June 2022	Working Group
STEP #5:	REPORTING OUT/ PUBLIC EDUCATON	June 2022	Staff
STEP #6:	DETERMINE MEASURABLES	June 2022	Working Group
STEP #7:	REVIEW ANNUALLY		Staff/Council
The Working Group established timelines for completion when the scope of the project was solidified; however, this is a living document which may be amended from time to time.			

Priority #1 is a carry over from the 2019-2020 Strategic Plan. Review of the current Emergency Response Plan (ERP) is underway but not completed. Emergency Response falls under the umbrella of the TNRD. The working group met with Emergency Management from TNRD to review the current plan. TNRD advised to wait for EMBC to complete updating provincial policy prior to updating Ashcroft’s plans. In

addition, senior staff and working group members participated in an Evacuation Planning Exercise on June 23, 2021 to determine preparedness.

The scope of this project will include:

- complete review of the current Emergency Response and Evacuation Plan - COMPLETE
- discuss findings with Emergency Coordinator from TNRD - COMPLETE
- establish guidelines for new plan – IN-PROGRESS (waiting for new provincial policy)
- draft new plan – IN-PROGRESS
- engage with community to gain feedback,
- adopt plan.
- Promote FireSmart program – IN COLLABORATION WITH ASHCROFT FIRE RESCUE

<i>PRIORITY #2</i>	<i>STORM DRAINAGE / RUN OFF</i>		
OBJECTIVE:	Review existing drainage concerns in North Ashcroft and develop a Storm Drainage and Run Off plan. Ongoing changes to weather patterns and recent severe storm events along with proposed development in North Ashcroft have made this a priority.		
ESTABLISH WORKING GROUP – Members of Council, Staff and Stakeholders			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	May 2021	Working Group
STEP #2:	DETERMINE AND SECURE FUNDING	September 2021	Staff
STEP #3:	SELECT ENGINEER TO COMPLETE STUDY	September 2021	Working Group
STEP #4:	DEVELOP PLAN TO MITIGATE EXISTING DRAINAGE ISSUES	March 2022	Engineer/Staff
STEP #5:	PUBLIC EDUCATION	Ongoing	Working Group
STEP #6:	SOURCE FUNDING TO INSTALL STORM DRAINAGE INFRASTRUCUTRE	December 2023	Engineer/Staff
The Working Group established timelines for completion when the scope of the project was solidified; however, this is a living document which may be amended from time to time.			

Priority #2 is a carry over from the 2019-2020 Strategic Plan and has evolved to include storm run off calculations as required by the Subdivision Development and Servicing Bylaw (SDSB). An updated draft SDSB is complete and has undergone Legal review and was adopted by Council on December 14, 2020. There are two potential developments in North Ashcroft that have sparked further drainage and run off

discussions. Research is underway to ensure accurate consideration of storm water flow is addressed to protect the natural environment and private property. Urban Systems is under contract to complete the study which is to be completed by spring 2022.

The scope of this project includes:

- determine approximate cost and workplan for study - COMPLETE
- apply for grant funding/budget line item if grant funding not approved – GRANT FUNDING NOT APPROVED
- contract engineers to undertake plan development - COMPLETE
- review plan and suggest edits – IN-PROGRESS
- finalize plan and request council approval
- Request Meeting with Minister at UBCM to lobby for drainage funding.

PRIORITY #3	POTABLE WATER TO ASHCROFT INDIAN BAND		
OBJECTIVE:	Collaborate with the Ashcroft Indian Band(AIB) to determine capacity and feasibility for providing water to AIB.		
ESTABLISH WORKING GROUP – Members of Council, Staff and AIB Council and Staff			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	June 2021	Working Group
STEP #2:	DETERMINE AND SECURE FUNDING	TBD	AIB
STEP #3:	WORK WITH VOA AND AIB ENGINEERS	In-progress	Working Group
STEP #4:	MITIGATE EXISTING ISSUES (North Ashcroft Reservoir)	In-progress	VOA Staff
STEP #5:	IMPLEMENT CONSTRUCTION PHASE	TBD	Working Group
STEP #6:	CONNECT HOMES ON RESERVE TO SYSTEM	TBD	AIB
The Working Group established timelines for completion when the scope of the project was solidified; however, this is a living document which may be amended from time to time.			

Supplying potable water to the Ashcroft Indian Band has been a discussion between the two communities for years. The construction of the new Water Treatment Plant and subsequent phases of further development due to ongoing demand have provided an opportunity for the two communities to collaborate for the supply of water from the Village to AIB. The water treatment plant has the capacity to

supply water to AIB with some minor upgrades. This project would be the first project completed since both communities signed the current Protocol Agreement.

AIB is waiting to secure funding prior to moving forward. Working Group is established and will begin work when AIB is ready to move forward.

The heat dome in 2021 demonstrated an increased demand for water in Ashcroft. As a result the Village is populating the existing water filtration trains with membranes. If AIB moves forward with this initiative, a third water filtration train will be required.

Negotiations are ongoing between the Village and AIB to determine the scope, cost and conditions of the Water Supply Agreement. Water is to be sold to AIB at cost (no profit margin). Cost to the residents of Ashcroft must remain nil.

PRIORITY #4	NORTH ASHCROFT RESERVOIR		
OBJECTIVE:	Work with existing property owner to purchase property for the twinning of the North Ashcroft Reservoir.		
ESTABLISH WORKING GROUP – Members of Council, Staff			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	March 2021	Working Group
STEP #2:	DETERMINE BUDGET FOR LAND	July 2021	Working Group
STEP #3:	APPLY FOR ALC EXCLUSION	December 2021	Staff
STEP #4:	PURCHASE LAND	April 2022	Staff
STEP #5:	ENGAGE ENGINEERS	TBD	Working Group
STEP #6:	DEVELOP PLANS	TBD	Working Group
STEP #7:	CONSTRUCTION PHASE	TBD	Staff
The Working Group established timelines for completion when the scope of the project was solidified; however, this is a living document which may be amended from time to time.			

To meet the growing demand of water supply in North Ashcroft and in consideration of possible new subdivision developments including the provision of water to the Ashcroft Indian Band, the Village has researched the prospect of twinning the existing reservoir. During a property survey, it was determined

that only the original above ground reservoir is on Village land. To rectify this issue, the property owner has been contacted, land purchase discussions are underway and the property has been surveyed.

A second reservoir is required to meet the future demand for water in North Ashcroft and AIB.

The scope of this project has been broken into two phases. Phase 1:

- Request property owner permission to survey land - COMPLETE
- Present survey to property owner and agree to proposed land for subdivision - COMPLETE
- Negotiate purchase price – COMPLETE
- Apply for ALC exclusion – IN-PROGRESS
- Subdivide property
- Purchase property

Phase 2 – to be determined by working group

<i>PRIORITY #5</i>	<i>TRAILS MASTER PLAN</i>		
<i>OBJECTIVE:</i>	Develop a Trails Master Plan and collaborate with AIB to expand and connect our trail networks.		
ESTABLISH WORKING GROUP – Members of Council, Staff and AIB Council and Staff			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	March 2021	Staff/Council
STEP #2	SOURCE FUNDING	March 2021	Working Group
STEP #3	ENGAGE TRAIL PLANNER/BUILDER CONSULTANT	March 2021	Working Group
STEP #4:	STAKEHOLDER/COMMUNITY ENGAGEMENT	September 2021	Consultant/Working Group
STEP #5:	DEVELOP PLAN	December 2021	Consultant
STEP #6:	PRESENT DRAFT PLAN TO COMMUNITY FOR INPUT	Spring 2022	Consultant/Working Group
STEP #7:	FINALIZE PLAN	September 2022	Consultant/Council
STEP #8:	SOURCE FUNDING FOR TRAIL CONSTRUCTION	Ongoing	Staff
STEP #9:	REVIEW ANNUALLY	Ongoing	Staff/Council
The Working Group established timelines for completion when the scope of the project was solidified; however, this is a living document which may be amended from time to time.			

Quality of life and providing recreational opportunities are priorities for the Village. There are many existing natural trails that residents and visitors use in the area. A Trails Master Plan will provide the means to develop trail infrastructure that is planned and connects the three distinct areas of Ashcroft with trail heads. The Ashcroft Indian Band has expressed an interest in collaborating on this priority to include linking our two communities with a walking path and link existing AIB trails into the trail network. An independent trail planner/builder will be engaged to develop the plan.

The scope of this project includes:

- Contract a consultant specializing in Trail planning and development – First Journey Trails
- Project is a budget item, grant sourcing is not required for planning
- Provide existing trail information to consultant - COMPLETE
- Consultant to engage with community members individually or in groups - COMPLETE
- Conduct Trail survey – COMPLETE
- Develop draft plan – in-progress
- Host community engagement and feedback session – to be held at draft plan presentation
- Review plan
- Finalize and approve plan

PRIORITY #6	COMMUNITY GARDEN - HERITAGE PARK AND TREE ASSESSMENT		
OBJECTIVE:	Develop a community garden near Heritage Park, assess Heritage Park and Trees		
ESTABLISH WORKING GROUP – Members of Council, Staff, Stakeholders as needed			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	April 2021	Staff/Council
STEP #2	SOURCE FUNDING	May 2021	Working Group
STEP #3	COLLABORATE / PARTNER WITH COMMUNITY GROUPS	April 2021	Working Group
STEP #4:	DEVELOP GARDEN LAYOUT/PLAN	May 2021	Working Group
STEP #5:	CONSTRUCT GARDEN - Begin	September 2021	Working Group
STEP #6:	DEVELOP GARDEN USER AGREEMENT/RULES	November 2021	Working Group
STEP #7:	COMPLETE GARDEN CONSTRUCTION	June 2022	Staff
The Working Group established timelines for completion when the scope of the project was solidified; however, this is a living document which may be amended from time to time.			

The ongoing development of green space as well as the maintenance and enhancement of existing green spaces in Ashcroft is a priority for Council. Heritage Park was constructed to celebrate Ashcroft’s historical roots in recognition of Ashcroft’s 50th anniversary of incorporation. To celebrate Ashcroft’s 70th anniversary in 2022 this priority will comprehensively assess all structures and trees at Heritage Park and develop plans to construct a community garden between the park and the big blue dump truck. The scope of the garden project increased in 2021 to include a redesign of the Pond, water wheel and surrounding area.

The scope of this project includes:

- Invite CIB participation - COMPLETE
- Determine final location and size of garden - COMPLETE
- Develop concept design - COMPLETE
- Source and apply for grant funding - COMPLETE
- Develop Garden rules, policy etc. - COMPLETE
- Construct garden – IN-PROGRESS
- Develop concept drawing for pond and water wheel area redesign – IN-PROGRESS
- Source funding for redesign project – IN-PROGRESS

<i>PRIORITY #7</i>	<i>ASHCROFT VOLUNTEER ASHCROFT FIRE RESCUE SUSTAINABILITY</i>		
OBJECTIVE:	Support AVFD Sustainability		
ESTABLISH WORKING GROUP – Members of Council, Staff, Ashcroft Fire Rescue members			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	May 2021	Working Group
STEP #2	UPDATE CONSTITUTION AND BYLAW	July 2021	Working Group
STEP #3	DEVELOP OPERATIONAL PROCEDURES & GUIDELINES	December 2022	Working Group
STEP #4:	DEVELOP REPORTING TEMPLATES	June 2021	Working Group
STEP #5:	SOURCE GRANT FUNDING	September 2021	Working Group
The Working Group established timelines for completion when the scope of the project was solidified; however, this is a living document which may be amended from time to time.			

The Ashcroft Volunteer Ashcroft Fire Rescue is undergoing leadership changes and retirement of long-time members leaving the department vulnerable during the transition period. New leadership approached the Village to request support as the department continues to provide fire protection and highway rescue services to the community and surrounding area. The current Constitution and Bylaw are

outdated and not reflecting the current needs or actions of the department. Updating the establishing documents, developing operational procedures, guidelines and reporting templates are daunting tasks that the Ashcroft Fire Rescue members do not have the capacity to fulfill.

The working group will provide the venue for discussion and identify ways to support the Ashcroft Fire Rescue to sustainable levels.

Firehall upgrades grant successful \$688,000. Project costs are over budget, staff is working with the contractor for solutions

The scope of this project includes:

- Engage with FD and invite working group participation - COMPLETE
- Review and rewrite FD Constitution - COMPLETE
- Staff to update the FD Establishing Bylaw - COMPLETE
- FD and WG review FD Establishing Bylaw prior to going before Council - COMPLETE
- Source funding for Fire Hall upgrades, training, equipment etc. – FUNDING APPROVED
- Develop Safe Operating Procedures and Guidelines – IN-PROGRESS
- Establish better communications and relationship between the Village and the FD – IN-PROGRESS
- Design plan for firehall upgrades – IN-PROGRESS
- RFP and select contractor to complete the project – IN-PROGRESS



Some members of the Heritage Park and Community Garden Working Group

PROJECT LIST BY STATUS OF PRIORITY

Area	Description	Priority	Cost	Est. Grant	Staffing	Status
Admin	Public Art Review & Policy	Critical	Staff time		Intern/CAO	Complete
Admin	Emergency Plan Update	Critical	Staff time		CFO/CAO	In Progress
Admin	Good Neighbour Bylaw	Critical	Staff time		CAO/BEO	TBD
Admin	Voyent Alert System	Critical	1,200		All Admin Staff	Complete
Collaboration	Asset management collaborative	Critical	50,000	50,000	CFO/Cache Creek	In Progress
Collaboration	AIB Water Project & Trails	Critical	30,000		CAO/CFO/DPW	In Progress
Collaboration	Intercommunity Bylaw Enforcement Officer	Critical	21,333		CAO	Established
Economic Development	Capacity Building & Ec Dev Officer	Critical	50,000	50,000	CAO/EDTC	Established
Economic Development	Business Façade	Critical	20,000	20,000	CAO/EDTC	Annual Ongoing
Economic Development	Update MOTI and Hwy. Signage	Critical	20,000.00	20,000.00	EDTC/CAO/CF O	In Progress
Economic Development	Love Ashcroft	Critical	1,200	1,200	CAO/EDTC	Annual Ongoing
Economic Development	Grant Writer	Critical	10,500	8,000	CFO	Annual Ongoing
Environment	EV Charging Lvl2 & Fast Charger	Critical	75,000	40,000	CFO/CAO	In Progress
Equipment	Sweeper -	Critical	350,000		CFO/DPW	Complete
Equipment	Front end bucket for John Deer Tractor	Critical	6,000		CFO/DPW	Complete
Fire	Fire Training/equipment	Critical	52,000	52,000	FD/CAO/CFO	In Progress
HARS	Heat Alert	Critical	25,000	25,000	CAO/EA	In Progress

Parks & Playgrounds	Legacy Park Upgrades to Sewer & Elec	Critical	100,000		CFO/DPW	Complete
Parks & Playgrounds	Update old fire hall	Critical	5,000		DPW/PW	
Parks & Playgrounds	Hot Tub	Critical	172,000	126,000	CFO/DPW/PW	In Progress
Parks & Playgrounds	Trails Master Plan	Critical	30,000		CFO	In Progress
Parks & Playgrounds	Community Garden - Fencing, soil, planters & boxes, water line	Critical	60,000	60,000	CFO/DPW/PW	In Progress
Sewage	STP Grating on Walkway	Critical	6,400		DPW/PW	Complete
Sewage	Lift station	Critical	1,380,000	1,380,000	CFO/DPW/CAO	In Progress
Subdivision	Concluding	Critical	5,000		CAO	Complete
Subdivision	Storm Sewer - Storm Run Off	Critical	80,000		CAO/CFO	In Progress
Transport	Rainbow Crosswalk	Critical	7,500		DPW/PW	Ongoing
Transport	Sidewalk access	Critical	10,000		DPW/PW	
Water	Reservoir Desert Hills property	Critical	3,821,000	2,801,939	CFO/CAO	In Progress
Water	Reservoir Ladder replacement & repairs	Critical	8,000		DPW/PW	In Progress
Water	WTP Intake project	Critical	833,000	533,333	CFO/DPW	Complete
Water	WTP Separator Project	Critical	175,000		CFO/DPW	Complete
Water	Reservoir - Survey, Land Purchase & ALC	Critical	100,000		CAO/CFO/DPW	In Progress
Buildings	Fire Hall Roof leak between truck bay and hall	High	25,000		DPW/PW	Complete
Buildings	Community Hall Signage -Mosaic	High	5,000		CAO	
Collaboration	Housing Needs Coordinator	High	7,000 VOA Contribution	50,000	CAO/HUB/E-Fry	Funding not secured

Collaboration	Service Agreements/Shared Services	High			CAO/CFO/DPW	Ongoing
Parks & Playgrounds	Tree Inventory--CIB Urban	High	-		CAO/CFO/DPW	Complete
Parks & Playgrounds	Dog Park - Hub Initiative	High	-		CAO	
Parks & Playgrounds	Evaluation of Heritage Park	High	-		DPW/PW	Complete
Transport	Road Infrastructure	High	50,000		CFO/DPW	Ongoing
Water	Rural Pump Station Upgrade Motor	High	6,000		DPW	
Water	Generators for remaining pump station	Medium	120,000		CFO/DPW	Ongoing
Cemetery	Upgrade Irrigation & beautification	Medium	60,000		DPW/PW	
Equipment	Mower	Medium	50,000		CFO/DPW	
Equipment	Loader	Medium	250,000		CFO/DPW	
Parks & Playgrounds	Pool Shade Covers	Medium	35,000		CAO/CFO/DPW	In Progress
Sewage	UV upgrades to self cleaners	Medium	50,000		CFO/DPW	
Storm drainage	Remediate flooding near fire hall	Medium	5,000		DPW/PW	Complete
Buildings	Lady Minto- Fire Alarm -pull station	Low	30,000		DPW/CFO	
Buildings	Pave Apron	Low	7,000		DPW/CFO	Complete
Buildings	Lady Minto - Automatic Door	Low	15,000		DPW/PW	
Buildings	Renovate Firehall	Low	700,000	688,000	CFO/CAO/FC	In Progress
Equipment	Electric Zamboni	Low	150,000		DPW/CFO	
Equipment	Replace Tanker & Rescue	Low	700,000		CFO/FC	
Parks & Playgrounds	Splash Park	Low	85,000		CAO/CFO/DPW	

Parks & Playgrounds	Parks and Rec Coordinator	Low	50,000		CAO/CFO/DP W
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2021 LIST OF ACTIONABLE MOTIONS

The following table is a list and status of all actionable motions moved by Council from January 1, 2021 to December 31, 2021.

Actionable Motion and Task List Tracker - 2021		January - December			
Motion No.	Motion	Staff Responsible	Comments	Time line	Status
	2021 MOTIONS				
R-2021-04	<p>“That the Council Committee appointments be reassigned as follows: Health: Cnclr. Tuohey – Alt. Mayor Roden Ec. Dev. Tourism: Cnclr. Anderson – Alt. Cnclr. Anstett NDIT: Cnclr. Davenport – Alt. Cnclr. Anstett Heritage: Cnclr. Tuohey – Alt. Cnclr. Davenport All other committee appointments remain as previously assigned.</p> <p>“That the Council Committee appointments be reassigned as follows: Health: Cnclr. Tuohey – Alt. Mayor Roden Ec. Dev. Tourism: Cnclr. Anderson – Alt. Cnclr. Anstett NDIT: Cnclr. Davenport – Alt. Cnclr. Anstett Heritage: Cnclr. Tuohey – Alt. Cnclr. Davenport All other committee appointments remain as previously assigned.”</p>	EA/Recept	Update Council committee appointment list - notify NDIT		complete
R-2021-05	“That each Council member choose their top four Working Group options, list them	Council	Bring top 4 choices to the Jan 25, 2021		complete

	descending and bring the list to the next Council meeting for consideration and appointment.”		Council meeting		
R-2021-06	“That Council approves the CAO and CFO to sign the Annual Operating Agreement to continue the inter-community bus service with BC Transit and the communities of Clinton and Cache Creek.”	CAO/CFO	sign agreement		complete
R-2021-08	“That Council approve the AVFD request for a \$500 Grant in Aid.”	CFO	Cheque Requisition		complete
R-2021-09	“That Council request a zoom meeting to discuss the future disposal of the AES property with the Board of Trustees.”	CAO	Meeting requested for February 10, 2021		complete
R-2021-10	“That Council direct staff to send a letter to Premier John Horgan, MLA Tegart and the Ministers of Health and Finance in support of the City of Vernon’s resolution in support of universal no-cost access to all prescription contraception available in BC under the Medical Services plan.”	CAO	Draft Letters		complete
R-2021-11	“That Council move the motion made by the City of Kamloops Council and forward it the Federal Government requesting immediate action be taken to address the Overdose Crisis in Canada.”	CAO	Draft Letter		complete
R-2021-13	“That Council members bring resolution suggestions back to the next meeting keeping in mind a broader based universal issue affecting many municipalities.”	Council	January 25th Agenda. No resolution suggestions received		complete
R-2021-14	“That Council direct staff to request another meeting between Mayor Talarico, Mayor Roden, Sgt Angman and C/Supt. Haugli to discuss	CAO	email sent to Sgt Angman to begin meeting coordination		complete

	policing concerns in the Ashcroft/Cache Creek area.”				
R-2021-18	“That Council approve administration to sign the Annual Operating Agreement and submit it to BC Transit before January 31, 2021.”	CAO/CFO	sign agreement		complete
R-2021-20	“That Council approve the Economic Development and Tourism-Strategic Plan 2020-2021”.	EDTC	Sign and file agreement		complete
R-2021-24	“That Council endorse the application to the Investing in Canada Infrastructure Program (ICIP) under the COVID-19 Resilience Infrastructure Stream (CVRIS) to renovate Fire Hall 2.”	CAO			complete
R-2021-25	“That Council approves the Working Group appointments as follows: 1. Emergency Plan Update Councillor Anstett / Councillor Davenport 2. Storm Drainage and Run Off Study Councillor Anstett / Mayor Roden 3. Water to AIB Councillor Anderson / Councillor Davenport 4. North Ashcroft Reservoir Councillor Anstett / Councillor Davenport 5. Trails Master Plan Mayor Roden / Councillor Tuohey 6. Heritage Park Assessment and Community Garden Councillor Anderson / Councillor Tuohey 7. Ashcroft Fire Rescue Sustainability Mayor Roden / Councillor Davenport”	CAO/EA			complete

R-2021-26	"That Council endorse application to the Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning."	CFO			complete
R-2021-27	"That Council approves the Community Resource Society's request for free Community Hall use in December for the Hamper Drive."	EA			complete
R-2021-29	"That the Village Of Ashcroft host the petition at the village office and allow public to come in and sign if they are so inclined."	ADMIN			complete
R-2021-30	"That Council approves an advertisement in the Military Recognition book for 2021 as a full colour business card ad."	EA			complete
R-2021-31	"Send a letter in support of AIB's application for funding to plan and construct a walking/bike path along Cornwall Rd."	CAO			complete
R-2021-34	"That Council approve the dissolution of the Economic Development and Tourism Select Committee of Council; and that a Working Group be established to act as a steering committee; and further that the Council members appointed to the Select Committee remain as the appointed members of the working group."	EDTC			complete
R-2021-40	"That Council endorses the Village of Ashcroft grant funding application to Northern Development Initiative Trust under the Community Spaces funding stream for the development of a Community Garden in the downtown core; and further that Council support the project throughout its duration."	CAO			completed

R-2021-41	"That Council approves the Easter Egg Scavenger Hunt request and donate a 2021 Family Season Pass to the Ashcroft Pool."	EA	2021 Family Pool Pass to be done up		completed
R-2021-42	"That the Village of Ashcroft provide \$200 from the public relations fund as a donation to the organizers for the Easter Scavenger Hunt."	CAO/CFO			completed
R-2021-43	"That Council approves the Request for Street Art in the Round, an Elizabeth Fry collaboration with Kathleen Kinasewich to allow art work to be displayed on the fence at the back of the E-Fry and Municipal building."	CAO			completed
R-2021-44	"That Council approve staff to send a letter of support as per the template provided, to Telus, in support of their grant application for funding to expand the broadband service in the Village of Ashcroft."	CAO	Letter or Support		completed
R-2021-50	"That Council endorses the Village of Ashcroft to participate in the Red Cross funded TNRD Wildfire Invasive Plant Management Program for the 2021 season."	DPW/CAO	DPW to coordinate with TNRD		completed
R-2021-51	That Council receives the report for information until the Union - CUPE 900 are consulted for input, and further, that Council direct staff to bring back a report at that time."	CAO	Contact Union Chair to discuss, meeting scheduled for...		completed
R-2021-52	"The Council accept the lowest cost tender from Extreme Excavating for \$777,777.00."	CFO	Extreme Excavating notified		completed
R-2021-53	"That Council endorse the grant-in-aid funding request in the amount of \$500."	CFO/EA	Send letter of approval and requisition cheque		completed

R-2021-54	"That Council direct staff to write a letter in reply with an Ashcroft update and include pictures such as Water Treatment Plant."	CAO/EA	Send letter in reply, attach pictures		completed
R-2021-61	"That Council approves reallocation of Short-Term Bond Fund to shorter duration instruments such as Money Market Fund or GIC or Savings Account."	CFO	Reallocate Funds		completed
R-2021-62	"That Council continues to support the DSCS and provide two \$500 Bursaries."	CAO	Send letter of approval and requisition cheque		completed
R-2021-70	"That Council begin the preliminary bylaw review by establishing the process for public engagement, direct staff to develop questionnaire and bring back for revue at the next Council meeting."	CAO			completed
R-2021-71	"That Council approves the lowest cost tender as recommended by the Village's Engineers, Urban Systems from Drake Excavating Ltd. in the amount of \$233,900.00."	CFO/DPW	Notify Urban Systems of Council's approval of tender by Drake Excavating for Sand Separator		completed
R-2021-72	"That Council send letters of support to the Minister of Labour and Minister of Tourism as per samples provided."	EA	Send letters of support for Laid-Off Hotel & Tourism Industry Workers		completed
R-2021-79	"That Council authorize staff to post the Office Summer Student position."	CAO	Post position		completed

R-2021-80	“That Council direct staff to develop a communication strategy for public engagement and not amend Bylaw No. 834, and include a guideline of what and how information can be communicated by Council on social media.”	CAO	Develop a communication strategy for public engagement including guideline for information communicated by Council on social media		Completed
R-2021-81	“That Council direct staff to forward the delegation suggestions to the appropriate Working Groups for consideration.”	EA	Send suggestions to appropriate WG. EA to add items to next WG agendas		Completed
R-2021-83	“That Council move forward with the proposed public engagement methods presented by staff and that staff commence the public engagement process to consider possible amendments to the Burning Bylaw and further that, staff coordinate public meetings as soon as public gatherings are permitted by Public Health Order to engage community and gather input.” as amended -	CAO	Commence the online public engagement process and paper based surveys. Coordinating public meetings as soon as public gatherings are permitted		Completed
R-2021-84	“That Council direct staff to distribute survey to the residents of the Village of Ashcroft mail boxes and include a public comment section.”	CAO			Completed
R-2021-85	“That Council send letters in support of the District of North Vancouver’s Help Cities Lead (HLC) Campaign to the Ministers of Environment, Municipal Affairs, Energy, Housing and Finance.”	CAO/EA			Completed

R-2021-86	"That Council approves the Village's UBCM Membership for renewal."	CFO	Renew Membership		Completed
R-2021-90	"That Council approves the Public Art Policy as presented, and direct staff to draft two schedules for attachment and be brought back to Council for approval: Schedule A Contract and Schedule B Maintenance Plan."	CAO	Prepare Schedule A Contract and Schedule B Maintenance Plan		Completed
R-2021-92	"That Council approves the Audited Financial Statements as presented by Shawn Birkenhead of Grant Thornton LLP at the Closed Meeting of Council prior to the Regular meeting on April 12, 2021 and that Council release the motion to the Regular meeting of Council for April 12, 2021."	CFO			completed
R-2021-97	That, Bylaw No. 842, cited as "Inter-Community Bylaw Enforcement Bylaw No. 842, 2021 be introduced and read three times.	EA	Update Bylaw		completed
R-2021-98	That, Council approves the Village of Ashcroft to submit a grant application to UBCM under the Local Government Development Approvals Program to established best practices and develop innovative approaches to improve development approvals processes in Ashcroft and further that Urban Systems be approved to prepare the grant application and if approved, complete the project.	CAO	Advise Urban Systems of approval by Council to submit Grant Application		Completed
R-2021-99	That, Council approve staff to move forward with the purchase and installation of one appropriately sized stationary Community Message Sign to be displayed	CAO	CAO proceed with purchase and installation of Community Message Sign	Sign purchased	Completed

	near the Wagon on Highway 97C, and further that up to \$10,000 be allocated in the budget for the project.				
R-2021-100	That, Council approves the purchase of offset credits as required by the Province of British Columbia and the Climate Action Revenue Incentive Program through the offset organization Offsetters.	CFO	CFO purchase offset credits required by the Province and Climate Action Revenue Incentive Program		Completed
R-2021-102	That, the Council of the Village of Ashcroft supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca . Accurate and complete census data support programs and services that benefit our community.	CAO	Staff to include this in the next Newsletter		completed
R-2021-104	That, Council approve the Public Art Policy Schedule B Maintenance Plan as presented.	CAO	Remove from "draft"		completed
R-2021-116	That, Bylaw No. 842, cited as "Inter-Community Bylaw Enforcement Bylaw No. 842, 2021" be reconsidered and finally adopted.	EA	Prepare Bylaw for Signatures and filing		completed
R-2021-117	That, Council gives first three readings and adopt the "Five Year Financial Plan Commencing 2021 Bylaw No. 843, 2021".	EA	Prepare Bylaw for Signatures and filing		completed
R-2021-118	That, Council gives first three readings and adopt the "Tax Rates Bylaw No. 844, 2021".	EA	Prepare Bylaw for Signatures and filing		completed
R-2021-119	That, Council approves the DVP application as presented. A notice will be placed on title advising future purchasers that this structure was approved.	CAO/CFO	Advise IHA and TVM of approval. Prepare Notice to be placed on title and send to Land Titles for registration		completed

R-2021-120	That, motion number R-2021-50 "That Council endorses the Village of Ashcroft to participate in the Red Cross funded TNRD Wildfire Invasive Plant Management Program for the 2021 season;" be rescinded and the Village of Ashcroft withdraw from the Invasive Species Management program.	CAO/DPW	Advise TNRD of the Village 's Withdrawal from program		completed
R-2021-121	That, the discussion of the Village of Ashcroft joining the TNRD Invasive Plant Management Program be deferred until it can be discussed at the Collective Agreement Bargaining this summer.	CAO	Contacted Jamie Vieira advising of the delayed decision.		completed
R-2021-123	Council hereby proclaims that May 2021 shall be known as "Child Care Month" and May 21, 2021, shall be known as "Child Care Provider Appreciation Day" in Ashcroft.	EA	Prepare Proclamation for Mayor's Signature		completed
R-2021-124	That the Village of Ashcroft participate as a member municipality in the TNRD Wood stove exchange program if this program should come into being.	CAO/Mayor	Advise TNRD of intended participation in the program		completed
R-2021-133	That Village of Ashcroft Official Community Plan Amendment Bylaw No. 837, 2020 be reconsidered and adopted.	EA	Prepare Bylaw for Signatures and filing		completed
R-2021-134	That Village of Ashcroft Zoning Amendment Bylaw No. 838, 2020 be reconsidered and adopted.	EA	Prepare Bylaw for Signatures and filing		completed
R-2021-138	That, Council endorses the staff recommendation to purchase the Sweeper from Vimar Equipment Model 2021 Elgin Crosswind SE for a total cost of \$331,359.00.	DPW	Purchase order issued delivery expected in August		completed

R-2021-140	That, Council provides a letter of support for the 988 Crisis Hotline initiative.	EA	Write Letter of Support		completed
R-2021-148	That, the amended Community Engagement Draft Policy No. C-01-2021 be brought back for review at the next Council meeting.	CAO	Amend		completed
R-2021-149	That, Council reviews the Commercial Filming Draft Policy No. A-02-2021 draft and bring it back for decision at another meeting.	CAO			completed
R-2021-150	That, Council direct Staff to schedule UBCM meetings with: Public Safety – RCMP Staffing at the Detachment Meeting with Health – changes coming to our health center BC Hydro- street lighting costs, EV Stations And the staff recommended Ministers as per the report.	CAO	Schedule meetings		completed
R-2021-153	That, Council donates a family swim pass for the Ashcroft HUB	EA	Email		completed
R-2021-156	That, Council direct staff to contact the FD working group to gather feedback on what if any regulations and or permits they would like to see in place for backyard campfires and bring that information back to COTW	CAO			completed
R-2021-163	That, Council approves the Community Engagement Policy No. C-01-2021 as presented or amended to pg 8 circumstances – public A specific geographic community is affected.	CAO			completed
R-2021-164	That, Council approves the Commercial Filming Policy No. A-02-2021 as presented.	CAO			completed
R-2021-166	That, Council supports national Rail Safety Week to be held	CAO			completed

	from September 20 to 26, 2021.				
R-2021-167	That, the South Cariboo Sportsmen Association Grant in Aid request be approved for \$500.	CAO	Cheque Request processed		completed
R-2021-168	That, the Winding Rivers Art and Performance Society's Grant in Aid request to host live music at the Canada Day event be approved for \$500.	CAO	Cheque Request processed		completed
R-2021-169	That, a letter of support with the following motion be sent to MP Julian. On behalf of 1558 residents (census 2016), the Mayor and Council of the Village of Ashcroft, endorse MP Julian Peter's private member's motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member's bill Bill-C 313 Banning Symbols of Hate Act.	CAO	Letter of Support be written		completed
R-2021-173	That, Council consider sending a formal letter to the Ashcroft Indian Band defining our position and setting August 1st as the response date to determine steps forward. If no response is received, table the project.	CAO	Letter be written		completed
R-2021-177	That, Council sends a letter to HAWC in appreciation of their efforts to ensure the provision of ongoing healthcare to the community, and further that, Council send a letter to the Minister of Health, Adrian Dix in support of the proposed new urgent primary care health model and request his support.	CAO	Letter be written		completed
R-2021-182	That, Council approve the Ashcroft Fire Rescue Service Constitution as presented	CAO/EA	Add "Member in Good Standing"		completed

	include under definition a "member in good standing".		definition to Constitution		
R-2021-195	CAO Report – Water and Sewer Rate Changes - That, items 5.2 and 5.3 be deferred to a future meeting and that legal advice be requested.	CAO	Request for clarification submitted to lawyers, waiting for written response. Tabled		completed
R-2021-196	That, Council approves staff to sign the Legacy Park Maintenance Contract expiring September 30, 2023 with Barry Tripp as the contracted agent.	CAO	Signed		completed
R-2021-199	That, Council approves Ashcroft to move forward with the Salute to Hometown Heroes advertisement in the Ashcroft Journal by purchasing an 8x2 banner full color for the advertisement.	EA	Ad placed		completed
R-2021-206	That staff be directed to schedule Outdoor Burning Bylaw Public meetings for Thursday October 14th one afternoon meeting at 1:00 pm and one evening meeting at 6:00 pm.	EA	Advertising done		completed
R-2021-210	That the Village of Ashcroft Council request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board.	CAO	Request sent to Ministry of Municipal Affairs		completed
R-2021-211	That Council donate one dollar per Ashcroft resident to be given to the Village of Lytton specifically for rebuilding purposes.	CAO/CFO	Letter & Cheque sent		completed

R-2021-212	That Council for the Village of Ashcroft provide a letter in support of the prequel grant application to Gold Country Communities Society.	EA	Letter of Support sent		completed
R-2021-213	That the Village of Ashcroft proclaim October as Foster Family Month.	CAO	Proclamation done		completed
R-2021-214	That Council provide a letter of support to the South Cariboo Elizabeth Fry Society and the Ashcroft HUB in their joint venture application for funding to complete an affordable housing project plan.	EA	Letter of Support sent		completed
R-2021-222	That, the Village support the request for a donation of 10 cases water and 10 cases of juice boxes for the annual Halloween Party coordinated by Bonaparte FN Headstart program.	CAO	Contact Headstart coordinator to coordinate the donation		completed
R-2021-223	That, Council endorses the proposal from Craig Baird of Canadian History Ehx. and purchase one podcast episode for \$250 featuring Ashcroft.	CAO	Arrange purchase of one podcast		completed
R-2021-232	That, Council approves the installation of public art at the Ashcroft Skate Park to be completed in the spring of 2022 as per Public Art Policy A-01-2021.	CAO	A letter be sent advising Council's approval		completed
R-2021-233	That, Council direct staff to amend and consolidate the Outdoor Burning Bylaw No. 811, 2017 to allow regulated campfires within the village boundary, and that, the fees for ceremonial burning be removed, and further that, only the Ashcroft Fire Rescue and the Village is able to apply for a permit to burn fuel loads within the community.	CAO	Amend Bylaw and bring back to Council for first three readings.		completed
R-2021-234	That, Council adopt the 2020 Annual Report as presented.	CAO	Finalize and post to Website		completed

R-2021-237	That Council approve the Ashcroft Fire Rescue free ice time request as presented.	EA	A letter be sent approving the Ashcroft Fire Rescue's Request for free ice time.		completed
R-2021-250	That Council direct staff to forward a copy of Housing Needs Assessment and schedule a meeting with representatives from the Thompson View Manor Society.	EA	Send a copy of the Housing Needs Assessment and Schedule a meeting		completed
R-2021-251	That, a Grant in Aid for \$500 be provided to the Ashcroft & Area Community Resources Society for the Christmas Hamper Drive.	CFO	Send a letter advising approval of \$500 Grant-In-Aid		completed
R-2021-252	That Council direct staff to send a Letter of Support modeled after the letter in the agenda from the Avoid Frailty Regional Centre on Healthy Aging Summary	EA	Send Letter of Support		completed
R-2021-255	That, Council direct staff to arrange a meeting between Council and the SD #74 Board of Education.	CAO	Meeting held via Zoom December 9, 2021		completed
R-2021-258	That, Council direct staff to invite MP Brad Vis to a meeting and include him in the AIB water discussions.	CAO	A meeting with MP Vis is scheduled for December 13, 2021 @ 3:00 pm		completed
R-2021-259	That, Council direct staff to research and prepare a report regarding water to AIB that includes, costs, actuals, risk and options to be brought back to the next Council meeting for consideration.	CAO/CFO	Prepare a report re: Supplying water to AIB for next Council Meeting		completed
R-2021-269	That, Council provides a letter of support to the Healthcare & Wellness Coalition for Ashcroft and area.	CAO	Letter of Support to be sent		completed
R-2021-271	That the Village of Ashcroft purchase a full color business card size ad for \$350.00 in the	EA	Confirm our ad with Provincial		completed

	Royal Canadian Legion 17th Annual Military Service Recognition Book		Command for 2022		
R-2021-272	That, Council provides a letter of support no later than November 25th to Gold Country Communities in their effort to secure Shop Local BC grant funding.	CAO	Letter sent		completed
R-2021-273	That, Council sends a letter congratulating the co-chairs of the Board of Education on their re-election.	CAO	Letter sent		completed
R-2021-274	That, Council sends a letter commending Deb on her accomplishments not just in our region but in BC and congratulate her on her pending retirement.	CAO	Letter sent		completed
R-2021-283	That the Village of Ashcroft Ashcroft Fire Rescue Regulation Bylaw No. 848, 2021 be introduced and given first two readings.	CAO	Update Bylaw		completed
R-2021-284	That Outdoor Burning Bylaw No. 849, 2021 be given third reading. Include email line and phone number for applicants Add example under section 4 combustibles	CAO	Update Bylaw		completed
R-2021-285	That Business Licence Bylaw No. 850, 2021 be given third reading, remove to allow mechanic on private property.	EA	Update Bylaw		completed
R-2021-289	That, Council schedule a meeting with the CiB Committee prior to Agreement renewal.	CAO	Meeting invite sent		completed
R-2021-291	That the Village of Ashcroft provide a letter of support to the Ashcroft HUB Society for grant funding applications. Request for a meeting.	CAO	Letter of Support be sent		completed
R-2021-292	That a meeting be scheduled to explore partnership development between the Village and the HUB.	CAO	Meeting invitation sent		completed

R-2021-293	That, Council supports the Grant in Aid request to enable the HAWC to continue to advocate for acute and primary health care in Ashcroft.	CFO	Cheque issued		completed
R-2021-294	That, a letter of support be forwarded to Gold Country Communities Society in support of the 150 Immemorial Grant Program application.	CAO	Letter of Support Sent		completed
R-2021-295	That, the Village provide pins and other appropriate swag items to Gold Country Communities Society.	EA	Swag put together		completed
R-2021-297	That, Council nominates the Visit Ashcroft pocket guide in the Economic Development category.	EDT	Submit nomination		completed



Ashcroft Sunset, photo credit Yogi Bhalla

SCHEDULE A – AUDITED FINANCIAL STATEMENTS

The following document is the Audited 2021 Financial Statement for the Village of Ashcroft



THE CORPORATION OF THE VILLAGE OF ASHCROFT

FINANCIAL STATEMENTS

December 31, 2021

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MANAGEMENT'S RESPONSIBILITY FOR REPORTING

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

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

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

The Audit Committee reviews the Village's financial statements and recommends their approval to Village Council. The Audit Committee meets periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the financial statements and the external auditors' report. The Mayor and Council take this information into consideration when approving the financial statements for issuance to the residents. The Mayor and Council also consider the engagement of the external auditors.

The financial statements have been audited by Grant Thornton LLP in accordance with Canadian generally accepted auditing standards on behalf of the ratepayers. Grant Thornton LLP has full access to the Council and management.

On behalf of The Corporation of the Village of Ashcroft



Yoginder Bhalla, CFO



Date

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council,
THE CORPORATION OF THE VILLAGE OF ASHCROFT

Opinion

We have audited the accompanying consolidated financial statements of THE CORPORATION OF THE VILLAGE OF ASHCROFT (the Village), which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statement of accumulated surplus, consolidated statement of operations, consolidated statement of change in net financial assets and consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of THE CORPORATION OF THE VILLAGE OF ASHCROFT as at December 31, 2021, and the results of its consolidated operations, consolidated changes in its net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Other Matter

We draw attention to the fact the supplementary information included in Schedules 1 through 9 do not form part of the financial statements. We have not audited or reviewed this supplementary information and, accordingly, we do not express an opinion, a review conclusion or any other form of assurance on this supplementary information.

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated 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 consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Kamloops, Canada
April 25, 2022

Chartered Professional Accountants

**THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
Friday, December 31, 2021**

FINANCIAL ASSETS	2021	2020
Cash (Note 5)	\$ 1,076,605	\$ 1,251,692
Restricted cash (Note 5)	3,024,821	3,451,004
Accounts receivable (Note 6)	657,809	473,600
Taxes and utilities receivable	<u>193,407</u>	<u>162,630</u>
	<u>4,952,642</u>	<u>5,338,926</u>
 LIABILITIES		
Accounts payable and accrued liabilities	541,374	426,567
Tax sale proceeds payable	-	283,958
Deferred revenue (Note 7)	<u>240,747</u>	<u>23,801</u>
	<u>782,121</u>	<u>734,326</u>
NET FINANCIAL ASSETS	<u>4,170,521</u>	<u>4,604,600</u>
 NON-FINANCIAL ASSETS		
Tangible capital assets (Note 8)	17,102,225	15,234,763
Prepaid expenses	<u>33,958</u>	<u>24,541</u>
	<u>17,136,183</u>	<u>15,259,304</u>
ACCUMULATED SURPLUS (Note 9)	<u>\$ 21,306,704</u>	<u>\$ 19,863,904</u>

COMMITMENTS AND CONTINGENCIES (Note 10)

APPROVED ON BEHALF OF MAYOR AND COUNCIL:



 Yeginder Bhalla, CFO

See accompanying notes to financial statements.

**THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF ACCUMULATED SURPLUS
Year ended December 31, 2021**

	2021	2020
ACCUMULATED SURPLUS, beginning of year	\$ 19,863,904	\$ 18,376,714
ANNUAL SURPLUS	<u>1,442,800</u>	<u>1,487,190</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 21,306,704</u>	<u>\$ 19,863,904</u>

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF OPERATIONS
Year ended December 31, 2021

	Budget (Note 16)	2021	2020
REVENUES:			
Municipal taxation (Note 12)	\$ 1,503,601	\$ 1,521,930	\$ 1,472,191
Sales of services	1,164,028	1,357,164	1,168,406
Government transfers (Note 13)	3,296,628	2,058,671	2,092,640
Licenses, permits, penalties and fines	115,650	230,743	123,097
	<u>6,079,907</u>	<u>5,168,508</u>	<u>4,856,334</u>
EXPENSES:			
General government services	508,924	650,445	450,940
Protective services	211,679	218,257	119,714
Transportation services	673,153	643,895	563,896
Environmental and public health services	285,611	278,372	270,886
Recreational and cultural services	841,821	759,152	760,340
Water and sewer services	1,299,877	1,175,587	1,203,368
	<u>3,821,065</u>	<u>3,725,708</u>	<u>3,369,144</u>
ANNUAL SURPLUS	\$ 2,258,842	\$ 1,442,800	\$ 1,487,190

See accompanying notes to financial statements.

**THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
Year ended December 31, 2021**

	Budget	2021	2020
ANNUAL SURPLUS	\$ 2,258,842	\$ 1,442,800	\$ 1,487,190
Acquisition of tangible capital assets	(2,812,000)	(2,444,573)	(1,138,310)
Amortization of tangible capital assets	514,509	577,111	514,509
Change in prepaid expenses	-	(9,417)	88,193
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(38,649)	(434,079)	951,582
NET FINANCIAL ASSETS, beginning of year	4,604,600	4,604,600	3,653,018
NET FINANCIAL ASSETS, end of year	\$ 4,565,951	\$ 4,170,521	\$ 4,604,600

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF CASH FLOWS
Year ended December 31, 2021

	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES:		
Annual surplus	\$ 1,442,800	\$ 1,487,190
Non-cash changes to operations:		
Amortization	577,111	514,509
(Increase) decrease in:		
Accounts receivable	(184,209)	1,015,910
Taxes and utilities receivable	(30,777)	61,349
Prepaid expenses	(9,417)	88,193
Increase (decrease) in:		
Accounts payable	114,807	47,005
Tax sale proceeds payable	(283,958)	283,958
Deferred revenue	216,946	(1,932)
Cash flows from operations	<u>1,843,303</u>	<u>3,496,182</u>
CASH FLOWS FROM CAPITAL ACTIVITIES:		
Acquisition of tangible capital assets	<u>(2,444,573)</u>	<u>(1,138,310)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Repayment of demand loan	<u>-</u>	<u>(1,367,789)</u>
Cash flows from (used in) financing	<u>-</u>	<u>(1,367,789)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Statutory reserve fund	152,921	(196,913)
Reserve for future expenditures	273,262	454,627
Cash flows from investing	<u>426,183</u>	<u>257,714</u>
INCREASE (DECREASE) IN CASH RESOURCES	(175,087)	1,247,797
CASH RESOURCES, beginning of year	<u>1,251,692</u>	<u>3,895</u>
CASH RESOURCES, end of year	<u>\$ 1,076,605</u>	<u>\$ 1,251,692</u>

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 1. ENTITY:

The Corporation of the Village of Ashcroft was incorporated in 1952 under the Municipal Act, a statute of the Province of British Columbia. Its principal activities include the provision of local government services to the residents of the incorporated area. These services include administrative, protective, transportation, environmental, recreational, water, sewer and fiscal services.

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES:

Basis of Presentation:

The consolidated financial statements are the responsibility of and prepared by management in accordance with Canadian public sector accounting standards (PSAS). The preparation of these consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods. These consolidated financial statements include the operations of the General, Water, Sewer, and Reserve Funds.

Basis of Accounting:

The resources and operations of the Village have been separated for accounting and financial reporting purposes into four funds. Each fund is treated as a separate entity which is identified in its statements of financial position and where applicable, its statements of operations and accumulated surplus. Fund statements are presented as supplementary information to the consolidated financial statements.

a) **General Revenue Fund:**

The purpose of the General Revenue Fund is to reflect the operating activities, administration, protection, transportation, environmental & public health, and recreation and cultural services functions of the Village.

b) **Water Revenue Fund:**

The purpose of the Water Revenue Fund is to reflect the operating activities related to the treatment and distribution of water throughout the Village.

c) **Sewer Revenue Fund:**

The purpose of the Sewer Revenue Fund is to reflect the operating activities related to the treatment of sewage and transportation network of sewer mains and pump stations.

d) **Reserve Funds:**

Under the Community Charter of British Columbia, the Council may, by bylaw, establish reserve funds for specified purposes. Money in a reserve fund, and interest earned thereon, must be expended by bylaw only for the purpose for which the fund was established. If the amount in a reserve fund is greater than required, the Council may, by bylaw, transfer all or part of the amount to another reserve fund.

Principles of Consolidation:

The consolidated financial statements include the accounts of all funds of the Village. Interfund balances and transactions have been eliminated.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES (continued):

Cash and Short-term Investments:

The Village's cash equivalents and pooled bond funds are recorded at cost, which approximates market value. Short-term investments are held with the Municipal Finance Authority and are held in short term bonds and a money market fund.

Non-financial Assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the Change in Net Financial Assets for the year.

a) **Tangible Capital Assets:**

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

Major Asset Category

Buildings	20 to 70 years
Machinery and equipment	5 to 25 years
Pool, arena and other facilities	50 to 100 years
Roads	25 to 75 years
Storm sewer	100 years
Plants and facilities	20 to 70 years
Underground networks	100 years

The Village reviews the useful lives and the carrying values of its tangible capital assets at least annually or more frequently if events or changes in circumstances indicate that the assets might be impaired, by reference to the assets' contribution to the Village's ability to provide services. When assets no longer have any long-term service potential to the Village, the assets are considered to be impaired. An impairment loss is measured at the amount by which the carrying amount of the assets exceeds their fair value, which is estimated as the expected service potential of the assets.

b) **Contributions of Tangible Capital Assets:**

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

c) **Leases:**

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

Revenue Recognition:

Taxation for municipal purposes is recorded as revenue in the period the taxes are levied. Interest is recorded on the accrual basis and is recognized when earned. Grants are recognized as revenue in the period they are receivable, eligibility criteria, if any, has been met and a reasonable estimate of the amount to be received can be made. All other sources of revenue are recorded as services are provided.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES (continued):

Government Transfers:

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Retirement Benefits:

The Village's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred. See Note 10 for further details.

Expense Recognition:

Expenses are recorded on the accrual basis and are recognized as they are incurred as a result of the receipt of goods and services or the creation of a legal obligation to pay.

Deferred Revenue:

Grants, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired.

Use of Estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting periods. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. A significant area requiring management estimates includes the useful life of tangible capital assets. Management reviews these estimates on a periodic basis and, where necessary, makes adjustments prospectively.

Contaminated Sites:

Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standard, the government has responsibility for remediation, future economic benefits will be given up and a reasonable estimate can be made. The Village has not recognized any liabilities for remediation of contaminated sites.

Accrual Method:

The accrual method is used in accounting for all funds.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 3. FUTURE ACCOUNTING CHANGES

PS 3280 Asset retirement obligations

This section revises and replaces the existing Section PS 3270 Solid Waste Landfill Closure and Post-Closure Liability. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

PS 3400 Revenues

This section establishes standards on how to account for and report on revenue. This section applies to fiscal years beginning on or after April 1, 2023, with early adoption permitted.

PS 3160 Public private partnerships

This section establishes standards on how to account for and report on public private partnerships. This section applies to fiscal years beginning on or after April 1, 2023, with early adoption permitted.

PS 3450 Financial instruments

This section establishes standards for recognizing and measuring financial assets, financial liabilities and non-financial derivatives. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted. Adoption of this standard requires corresponding adoption of PS 1201 Financial Statement Presentation, PS 2601 Foreign Currency Translation and PS 3041 Portfolio Investments in the same fiscal period.

PS 1201 Financial Statement Presentation

This section revises the general reporting principles and standards for the disclosure of information in the financial statements. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

PS 2601 Financial Currency Translation

This section revises and replaces the existing Section PS 2600 Foreign Currency Translation. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

PS 3041 Portfolio investments

This section revises and replaces the existing Section PS 3040 Portfolio Investments. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

NOTE 4. FINANCIAL INSTRUMENTS:

Fair Values of Financial Assets and Financial Liabilities:

The carrying values of cash and restricted cash, accounts receivable, and accounts payable and accruals approximate their fair value due to the relatively short periods to maturity of these items. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant currency or credit risks arising from its financial instruments.

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Village manages exposure through its normal operation and financing activities. It is management's opinion that the Village is not exposed to significant interest rate risk by its investments.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 5. CASH AND RESTRICTED CASH:	2021	2020
Statutory Reserve Fund	\$ 2,100,786	\$ 2,253,707
Reserve for future expenditures	924,035	1,197,297
Restricted cash	3,024,821	3,451,004
Unrestricted cash	1,076,605	1,251,692
	\$ 4,101,426	\$ 4,702,696
Consists of:		
Cash	\$ 2,531,095	\$ 3,147,330
Investments in pooled money market funds (Market Value: \$1,570,331)	1,570,331	1,555,366
	\$ 4,101,426	\$ 4,702,696
 NOTE 6. ACCOUNTS RECEIVABLE:	 2021	 2020
Province of BC - Water Treatment Plant grant	\$ -	\$ 247,530
Province of BC - Sewer Treatment Plant grant	273,590	27,934
Other	384,219	198,136
	\$ 657,809	\$ 473,600
 NOTE 7. DEFERRED REVENUE:	 2021	 2020
Federal Gas Tax Agreement - Community Works Fund:		
Opening balance of unspent funds	\$ 11,301	\$ 5,733
Add: Amount received during the year	247,186	120,735
Interest earned	51	5,568
Less: Revenue recognized during the year	(247,186)	(120,735)
Closing balance of unspent funds	11,352	11,301
Other Funding:		
Interior Health - Heat Alert & Response Planning Project	12,500	12,500
Sewer Revenue - Rural and Northern Communities Program:		
Opening balance of unspent funds	-	-
Add: Amount received during the year	417,379	-
Less: Revenue recognized during the year	(200,484)	-
Closing balance of unspent funds	216,895	-
Total	\$ 240,747	\$ 23,801

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 7. DEFERRED REVENUE (continued):

a) Community Works Fund:

Community Works funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the local government and the Union of British Columbia Municipalities. Community Works funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements.

b) Other Funding:

Other funding has been deferred until related expenses are incurred.

c) Rural and Northern Communities Program:

Clean Water and Wastewater funding is provided jointly by the Government of Canada and the Province of British Columbia. The use of the funding is established by a funding agreement between the local government and the Union of British Columbia Municipalities. Clean Water and Wastewater funding may be used towards eligible costs of the lift station replacement project as specified in the funding agreements.

NOTE 8. TANGIBLE CAPITAL ASSETS:

	2021	2020
Tangible capital assets consist of the following:		
Land	\$ 600,280	\$ 600,280
Pool, arena and other facilities	1,096,522	959,901
Buildings	695,438	598,730
Machinery and equipment	1,250,238	986,111
Roads	487,804	447,863
Storm sewer	362,226	367,472
Plants and facilities	11,690,538	10,350,221
Underground networks	919,179	924,185
	<u>\$ 17,102,225</u>	<u>\$ 15,234,763</u>

For additional information, see the Consolidated Schedule of Tangible Capital Assets (Appendix 1)

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 9. ACCUMULATED SURPLUS:

2021

2020

Accumulated surplus consists of individual fund surpluses and reserves as follows:

Surplus from operations	<u>\$ 1,179,658</u>	<u>\$ 1,178,137</u>
Invested in tangible capital assets	<u>17,102,225</u>	<u>15,234,763</u>
Statutory reserve funds:		
Capital works reserve	1,936,297	2,090,626
Machinery and equipment replacement reserve	<u>164,489</u>	<u>163,081</u>
	<u>2,100,786</u>	<u>2,253,707</u>
Reserves for future expenditure:		
General	363,309	360,500
Fire department	385	385
Roads	57,622	3,423
Transit	94,256	89,328
Water	66,504	549,702
Sewer	<u>341,959</u>	<u>193,959</u>
	<u>924,035</u>	<u>1,197,297</u>
	<u>\$ 21,306,704</u>	<u>\$ 19,863,904</u>

NOTE 10. COMMITMENTS AND CONTINGENCIES:

a) **Operation and Maintenance Agreement:**

The Village has an operating lease for a photocopier and maintenance agreements for the water treatment plant and sewer treatment plant.

Future minimum monthly payments as at December 31, 2021, are as follows

2022	\$ 26,042
2023	4,237
2024	4,237
2025	4,237
2026	4,237
	<u>\$ 42,990</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 10. COMMITMENTS AND CONTINGENCIES (continued):

- b) The employer 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 220,000 active members and approximately 112,000 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 valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2.866 million funding surplus for basic pension benefits on a going concern basis.

The Village paid \$100,982 (2020 - \$85,937) for employer contributions to the plan in 2021. Active members include approximately 16 contributors from the Village.

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

Employers participating in the plan record their pension expense as the amount 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.

- c) The Village was approved for a Small Communities Fund grant in 2017 for construction of a water treatment plant. The total project is expected to cost \$9.873 million over four years, with the grant covering 2/3 of this amount for a total of \$5.725 million. Cumulative costs on this project to the year-end date are \$9.154 million. Cumulative grant amounts received from the Small Communities Fund to the year-end date are \$5.725 million. The remaining cost of the project is to be covered by Village sources.
- d) The Village was approved for a Rural and Northern Communities Program grant in the prior year for the replacement of a sewer lift station. The total project is expected to cost \$1.38 million over five years, with the grant from the Province covering 2/5 of the amount and a grant from Canada covering 3/5 of the amount for a total of \$1.38 million. Total costs on this project to the year-end date are \$587,662. Total amounts received as revenue from the grant to the year-end date are \$581,236.
- e) The Village was approved for an Investing in Canada Infrastructure Program grant in the current year for the retrofit of the Ashcroft Fire Department Hall. The total project is expected to cost \$688,609 over three years, with the grant covering 100% of the amount. Total costs on this project to the year-end date are \$8,719. Total amounts received as revenue from the grant to the year end date are \$7,313.
- f) The Village was approved for an Investing in Canada Infrastructure Program grant in the current year for the Ashcroft Hot Tub Replacement project. The total project is expected to cost \$174,200 over five years, with the grant covering 73.33% of the amount. Total costs on this project to the year-end date are \$20,954. Total amounts received as revenue from the grant to the year-end date are \$15,366.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 11. PERPETUAL CARE TRUST FUND:

The Village operates a cemetery in accordance with the Cemetery and Funeral Services Act. The Village is required to maintain a trust fund which is not included in these consolidated financial statements. Details of the trust funds are as follows:

	2021	2020
BALANCE, beginning of year	\$ 64,054	\$ 61,566
Add:		
Proceeds from sale of plots and monuments	1,821	2,024
Interest earned	282	464
	\$ 66,157	\$ 64,054
The perpetual care trust fund is represented by:		
Cash and short-term investments	\$ 66,439	\$ 63,954
Due to (from) General Revenue Fund	(282)	100
	\$ 66,157	\$ 64,054

NOTE 12. TAXATION REVENUE:

The Village is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below:

	2021	2020
Tax collected:		
General purposes	\$ 1,521,930	\$ 1,472,191
Collections for other governments	1,099,856	1,032,465
	2,621,786	2,504,656
Less transfers to other governments:		
Province of BC - school taxes	686,154	627,253
Thompson-Nicola Regional District	211,814	208,538
Thompson Regional Hospital District	105,131	102,358
Municipal Finance Authority	51	48
BC Assessment Authority	12,901	12,389
Policing	83,805	81,879
	1,099,856	1,032,465
	\$ 1,521,930	\$ 1,472,191

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 13. GOVERNMENT TRANSFERS:

Government transfers are a major source of transfers to the Village. Government transfers received are for completed projects that meet the required criteria as set out by the Government body providing the funding. Government transfers do not include grants in lieu of taxes received from the Federal and Provincial governments. In 2021 the Village received and recorded as revenue the following transfers:

	2021	2020
Operating transfers:		
Federal	\$ 299,754	\$ 120,735
Provincial	688,574	1,215,292
Other governments	315,353	257,612
	<u>1,303,681</u>	<u>1,593,639</u>
Capital transfers:		
Provincial	754,990	469,001
Other governments	-	30,000
	<u>754,990</u>	<u>499,001</u>
	<u>\$ 2,058,671</u>	<u>\$ 2,092,640</u>

NOTE 14. SEGMENTED INFORMATION:

The Village of Ashcroft is a diversified municipal government institution that provides a wide range of services to its citizens. Distinguishable functional segments have been separately disclosed. The nature of the segments and the activities they encompass are as follows:

Government Services – Mayor & Council, Finance, and Human Resources:

The Departments within General Government Services are responsible for adopting bylaws; adopting administrative policy; levying taxes; acquiring, disposing and managing Village assets; ensuring effective financial management; monitoring performance and ensuring that high quality service standards are met.

Protective Services – Fire Protection:

Fire Protection includes all of the operating activities for fire prevention and suppression.

Transportation Services - Public Transit and Street Maintenance:

Public Transit and Street Maintenance involve the repair and maintenance of the road network and traffic services.

Environmental and Public Health Services - Waste Management:

Waste Management includes all of the revenue and expenses related to the collection and disposal of solid waste and community development, tourism and promotional activities.

Recreational and Cultural Services - Parks, Recreation and Culture:

The Parks, Recreation and Culture Department is responsible for providing, facilitating the development of, and maintaining high quality parks, recreation facilities, and cultural services.

Water Services - Water Department:

The Water Department includes all the operating activities related to the treatment and distribution of water throughout the Village.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2021

NOTE 14. SEGMENTED INFORMATION (continued):

Sewer Services - Sewer Department:

The Sewer Department operates network sewer mains and pump stations.

Reserve Funds - Statutory Reserve Funds:

The Statutory Reserve Fund is comprised of the machinery and equipment replacement reserve and capital works reserve.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 2. For additional information see the Statement of Financial Activities - Segmented (Appendix 2).

NOTE 15. CASH FLOW INFORMATION:

During the year, the Village received \$31,240 (2020 - \$46,017) in interest income.

NOTE 16. BUDGET:

The Financial Plan Bylaw adopted by Council included capital transactions such as acquisition of tangible capital assets, borrowing proceeds for the purchase of capital assets, and debt principal repayments. In addition, internal transfers between services, transfers to reserves, and transfers from surplus were included.

These capital transactions and transfers have been removed from the Financial Plan and presented as the budget in these Financial Statements as follows:

	Financial Plan Bylaw	Adjustments for capital transactions and transfers	Budget
REVENUES:			
Municipal taxation	\$ 1,503,601	\$ -	\$ 1,503,601
Sales of services	1,164,028	-	1,164,028
Government grants	3,296,628	-	3,296,628
Borrowings, licenses, permits, penalties and fines	115,650	-	115,650
Transfer from Surplus	864,509	(864,509)	-
	6,944,416	(864,509)	6,079,907
EXPENSES:			
General government services	508,924	-	508,924
Protective services	211,679	-	211,679
Transportation services	673,153	-	673,153
Environmental and public health services	285,611	-	285,611
Recreational and cultural services	841,821	-	841,821
Water and sewer services	1,299,877	-	1,299,877
Acquisition of tangible capital assets	2,812,000	(2,812,000)	-
Transfer to reserves	311,351	(311,351)	-
	6,944,416	(3,123,351)	3,821,065
ANNUAL SURPLUS	\$ -	\$ 2,258,842	\$ 2,258,842

**THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS
Year ended December 31, 2021**

	General						Water			Sewer			Totals	
	Land	Pool, Arena and Other	Buildings	Machinery & Equipment	Roads	Storm Sewer	Plants & Facilities	Underground Networks	Plants & Facilities	Underground Networks	2021	2020		
Cost														
Balance, beginning of year	\$ 600,280	\$ 2,242,383	\$ 1,994,565	\$ 2,585,335	\$ 7,268,341	\$ 530,323	\$ 10,171,517	\$ 1,305,053	\$ 2,677,603	\$ 771,997	\$ 30,147,407	\$ 29,008,097		
Add: Additions during the year	-	179,289	130,917	386,452	88,129	-	1,095,264	16,786	543,736	-	2,444,573	1,138,310		
Transfers	-	-	-	-	-	-	-	-	-	-	-	-		
Less: Disposals during the year	-	-	-	(48,000)	-	-	-	-	-	-	(48,000)	-		
Balance, end of year	600,280	2,421,672	2,125,482	2,923,787	7,356,470	530,323	11,270,781	1,321,839	3,221,339	771,997	32,643,980	30,147,407		
Accumulated amortization														
Balance, beginning of year	-	1,282,492	1,395,835	1,599,224	6,920,478	162,851	1,580,703	716,858	918,196	436,007	14,912,644	14,398,135		
Add: Amortization	-	42,668	34,209	122,325	48,188	5,246	237,797	14,105	64,886	7,667	577,111	514,509		
Less: Disposals during the year	-	-	-	(48,000)	-	-	-	-	-	-	(48,000)	-		
Balance, end of year	-	1,325,160	1,430,044	1,673,549	6,968,666	168,097	1,818,500	730,963	983,082	443,674	15,441,755	14,912,644		
Net Book Value of Tangible Capital Assets	\$ 600,280	\$ 1,096,512	\$ 695,438	\$ 1,250,238	\$ 487,804	\$ 362,226	\$ 9,452,281	\$ 590,876	\$ 2,238,257	\$ 328,303	\$ 17,192,225	\$ 15,234,763		

Included in Pool, Arena and Other (General) is \$87,623 (2020 - \$Nil) of tangible capital assets under construction. These assets have not been amortized.
 Included in Plants & Facilities (Water) is \$323,979 (2020 - \$614,531) of tangible capital assets under construction. These assets have not been amortized.
 Included in Plants & Facilities (Sewer) is \$587,662 (2020 - \$75,817) of tangible capital assets under construction. These assets have not been amortized.
 The Village paid interest of \$Nil (2020 - \$17,191) which has been added to the cost of Plant & Facilities (Water).

**THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATEMENT OF FINANCIAL ACTIVITIES - SEGMENTED
Year ended December 31, 2021**

	Government Services	Protective Services	Transportation Services	Environmental & Public Health Services	Recreational & Cultural Services	Water Services	Sewer Services	Reserve Funds	Total 2021	Total 2020
REVENUES:										
Municipal taxation	\$ 1,356,314	\$ -	\$ -	\$ -	\$ -	\$ 83,459	\$ 82,157	\$ -	\$ 1,521,930	\$ 1,472,191
Sales of services	21,810	113,199	-	128,526	103,398	539,376	450,855	-	1,357,164	1,168,406
Government transfers	739,823	28,000	1,319	287,353	-	496,630	505,546	-	2,058,671	2,092,641
Borrowings, licences, permits, penalties and fines	19,866	-	-	-	-	-	-	-	19,866	25,186
Interest income	17,762	-	-	-	-	6,648	425	6,891	31,726	46,779
Donations and miscellaneous	152,658	843	-	-	14,057	3,483	8,110	-	179,161	51,129
	<u>2,308,233</u>	<u>142,042</u>	<u>1,319</u>	<u>415,879</u>	<u>117,455</u>	<u>1,129,596</u>	<u>1,047,093</u>	<u>6,891</u>	<u>5,168,508</u>	<u>4,856,334</u>
EXPENSES:										
Consulting and professional (recovery)	18,113	(15,428)	-	59,124	-	-	9,150	-	70,959	165,901
Grants	4,400	-	-	-	-	-	-	-	4,400	3,539
Insurance	25,988	2,768	362	-	19,049	28,150	9,374	-	85,701	91,336
Interest	-	-	-	-	-	-	-	-	-	6,940
Office and administration	245,828	320	34	4,709	618	4,299	-	-	255,808	194,943
Amortization	252,634	-	-	-	-	251,902	72,573	-	577,109	514,509
Repairs and maintenance	34,551	-	82,869	97,540	61,461	153,642	73,460	-	503,543	522,126
Salaries and benefits	606,253	28,306	343,640	63,731	428,320	86,740	75,527	-	1,632,517	1,424,720
Supplies and materials	-	164,593	118,408	2,712	3,316	651	-	-	289,680	156,860
Utilities and telephone	18,121	10,628	70,554	-	83,032	92,006	31,650	-	305,991	296,270
Overhead allocations	555,612	27,228	28,008	50,556	163,356	131,256	155,208	-	-	-
	<u>650,286</u>	<u>218,415</u>	<u>643,895</u>	<u>278,372</u>	<u>759,152</u>	<u>748,646</u>	<u>426,942</u>	<u>-</u>	<u>3,725,708</u>	<u>3,359,144</u>
EXCESS (DEFICIENCY) REVENUES OVER EXPENSES	1,657,947	(76,373)	(642,576)	137,507	(641,697)	380,950	620,151	6,891	1,442,800	1,487,190
INTERFUND TRANSFERS	(1,063,327)	76,373	642,576	(137,507)	641,697	-	-	(159,812)	-	-
ANNUAL SURPLUS	\$ 594,620	\$ -	\$ -	\$ -	\$ -	\$ 380,950	\$ 620,151	\$ (152,921)	\$ 1,442,800	\$ 1,487,190

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATEMENT OF FINANCIAL ACTIVITIES - SEGMENTED
 Year ended December 31, 2020

	Government Services	Protective Services	Transportation Services	Environmental & Public Health Services	Recreational & Cultural Services	Water Services	Sewer Services	Reserve Funds	Total 2020
REVENUES:									
Municipal taxation	\$ 1,306,299	\$ -	\$ -	\$ -	\$ -	\$ 83,597	\$ 82,295	\$ -	\$ 1,472,191
Sales of services	18,812	13,455	-	127,877	76,768	528,284	403,210	-	1,168,406
Government grants	1,273,974	27,200	1,319	230,412	-	484,046	75,690	-	2,092,641
Borrowings, licences, permits, penalties and fines	25,188	-	-	-	-	-	-	-	25,188
Interest income	19,458	-	-	-	-	12,908	837	13,578	46,779
Donations and miscellaneous	34,031	745	-	-	14,737	1,616	-	-	51,129
	<u>2,677,762</u>	<u>41,400</u>	<u>1,319</u>	<u>358,289</u>	<u>91,505</u>	<u>1,110,449</u>	<u>562,032</u>	<u>13,578</u>	<u>4,856,334</u>
EXPENSES:									
Consulting and professional	78,248	3,531	21,082	39,770	-	5,972	17,298	-	165,901
Grants	3,539	-	-	-	-	-	-	-	3,539
Insurance	16,971	2,731	343	-	27,763	32,690	10,838	-	91,336
Interest	-	6,940	-	-	-	-	-	-	6,940
Office and administration	161,579	472	308	16,413	10	4,203	1,958	-	184,943
Amortization	217,448	-	-	-	-	225,764	71,297	-	514,509
Repairs and maintenance	17,110	1,403	73,764	109,685	135,903	139,148	46,516	-	522,126
Salaries and benefits	521,488	68,207	301,532	50,716	352,653	124,901	72,027	-	1,424,720
Supplies and materials	-	75,884	746	-	1,268	12,755	-	-	158,860
Utilities and telephone	23,097	7,594	58,343	-	69,715	106,197	31,324	-	296,270
Overhead allocations	(588,540)	28,836	32,640	53,556	173,028	137,856	162,624	-	-
	<u>450,940</u>	<u>119,714</u>	<u>563,896</u>	<u>270,886</u>	<u>760,340</u>	<u>789,486</u>	<u>413,882</u>	<u>-</u>	<u>3,369,144</u>
EXCESS (DEFICIENCY)									
REVENUES OVER EXPENSES	2,226,822	(78,314)	(562,577)	87,403	(688,835)	320,963	148,150	13,578	1,487,190
INTERFUND TRANSFERS									
	(2,365,658)	78,314	562,577	(87,403)	688,835	960,000	-	183,335	-
ANNUAL SURPLUS	\$ (138,836)	\$ -	\$ -	\$ -	\$ -	\$ 1,280,963	\$ 148,150	\$ 196,913	\$ 1,487,190

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2021
(Unaudited)

FINANCIAL ASSETS	2021	2020
Cash	<u>\$ 2,531,095</u>	<u>\$ 3,147,330</u>
Investments in pooled money market funds	<u>321,195</u>	<u>319,708</u>
Receivables:		
Taxes and utilities	193,407	162,630
General	<u>384,219</u>	<u>198,136</u>
	<u>577,626</u>	<u>360,766</u>
	<u>3,429,916</u>	<u>3,827,804</u>
 LIABILITIES		
Accounts payable and accrued liabilities	284,579	236,297
Accrued wages and employee benefits	257,191	190,282
Tax sale proceeds payable	-	283,958
Deferred revenue	23,852	23,801
Due to (from) Own Funds:		
Water Revenue Fund	273,295	515,127
Sewer Revenue Fund	340,289	220,487
Machinery and Equipment Replacement Reserve Fund	33,968	33,968
Perpetual Care Trust Fund	(282)	100
Capital Works Reserve Fund	<u>1,428,202</u>	<u>1,588,013</u>
	<u>2,641,094</u>	<u>3,092,033</u>
 NET FINANCIAL ASSETS	<u>788,822</u>	<u>735,771</u>
 NON-FINANCIAL ASSETS		
Tangible capital assets	4,492,508	3,960,356
Prepaid expenses	<u>33,958</u>	<u>24,541</u>
	<u>4,526,466</u>	<u>3,984,897</u>
 ACCUMULATED SURPLUS	<u>\$ 5,315,288</u>	<u>\$ 4,720,668</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2021
(Unaudited)

	Budget	2021	2020
REVENUES:			
Municipal taxation	\$ 1,337,601	\$ 1,356,314	\$ 1,306,299
Sales of services	226,080	366,933	236,912
Government transfers:			
Unconditional transfers from Provincial Government	440,000	433,000	437,703
Unconditional transfers from Local Government	230,000	287,353	230,412
Conditional transfers from regional and other governments	710,628	336,142	864,789
Borrowings, licenses, permits, penalties and fines:			
Professional and business licenses	10,000	9,810	9,130
Other	700	843	745
Animal violation	150	-	-
Interest received	30,000	17,762	19,458
Penalties and interest on taxes	12,500	19,866	25,188
Rentals	12,000	13,089	13,567
Donations and other	30,500	42,670	26,072
Tax sale fees	500	101,147	-
	<u>3,040,659</u>	<u>2,984,929</u>	<u>3,170,275</u>
EXPENSES (Schedule 3)	<u>2,521,188</u>	<u>2,550,121</u>	<u>2,165,776</u>
EXCESS OF REVENUES OVER EXPENSES	519,471	434,808	1,004,499
TRANSFER TO WATER REVENUE FUND	(113,000)	-	(960,000)
TRANSFER TO STATUTORY RESERVE FUNDS	160,082	159,812	(183,335)
ANNUAL SURPLUS (DEFICIT)	566,553	594,620	(138,836)
ACCUMULATED SURPLUS, beginning of year	<u>4,720,668</u>	<u>4,720,668</u>	<u>4,859,504</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 5,287,221</u>	<u>\$ 5,315,288</u>	<u>\$ 4,720,668</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF EXPENSES
Year ended December 31, 2021
(Unaudited)

	Budget	2021	2020
General Government Services:			
Legislative Expense:			
Council indemnities and expenses	\$ 47,000	\$ 47,835	\$ 47,835
General Administration Expenses:			
Office	54,300	51,863	70,277
Building operation and maintenance	31,500	29,226	41,144
Legal and professional	52,000	18,113	78,248
Salaries and employee benefits	534,250	606,253	521,488
Other General Government Expenses:			
Amortization	217,448	252,634	217,448
Asset management program	50,349	37,203	102
Travel	5,000	111	2,573
Insurance	15,000	25,998	16,971
Grants to organizations	10,908	4,400	3,539
Sundry	45,800	39,096	33,150
Tax sale	1,000	93,325	6,705
Less amounts transferred to other services	(555,631)	(555,612)	(588,540)
	<u>508,924</u>	<u>650,446</u>	<u>450,940</u>
Protective Services:			
Administration	29,566	26,427	27,922
Volunteer stipends and benefits	25,100	36,016	16,965
Building operation and maintenance	10,700	10,628	7,594
Equipment	43,200	52,565	32,866
Emergency measures	4,200	70,618	4,079
Building inspection	4,414	4,414	3,311
Animal pest control	1,500	1,509	221
Bylaw officer (recovery)	21,333	(7,506)	-
Sundry	71,666	23,586	26,756
	<u>211,679</u>	<u>218,257</u>	<u>119,714</u>
Transportation Services:			
Administration	318,886	310,344	292,927
Equipment operation and maintenance	42,000	110,075	66,348
Building operation and maintenance	79,500	63,876	61,706
Road and street maintenance	152,367	102,875	72,376
Street lighting	56,000	47,767	46,551
Traffic services	22,400	8,958	23,988
Sundry	2,000	-	-
	<u>673,153</u>	<u>643,895</u>	<u>563,896</u>
Environmental and Public Health Services:			
Garbage and waste collection	134,726	144,729	108,554
Cemetery	20,731	18,680	17,522
Planning and zoning	1,000	-	4,795
Community development	78,700	86,928	103,217
Natural resource development	8,796	7,773	8,204
Tourism and promotion	3,000	-	-
Sundry	38,658	20,262	28,594
	<u>285,611</u>	<u>278,372</u>	<u>270,886</u>
Recreational and Cultural Services:			
Administration	263,105	272,591	291,047
Community hall	17,400	10,533	24,831
Lady Minto building	21,410	18,200	15,456
Swimming pool	99,570	163,669	129,580
Arena	167,100	132,462	151,087
Parks and playgrounds	212,000	94,908	65,998
Historic sites	5,613	8,578	8,533
Museum	55,623	49,329	54,175
Curling club	-	8,881	19,633
	<u>841,821</u>	<u>759,152</u>	<u>760,340</u>
TOTAL EXPENSES	\$ 2,521,188	\$ 2,550,121	\$ 2,165,776

THE CORPORATION OF THE VILLAGE OF ASHCROFT
WATER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2021
(Unaudited)

FINANCIAL ASSETS	2021	2020
Investments in pooled money market funds	\$ 571,176	\$ 565,013
Accounts receivable	-	247,530
Due from Own Funds: General Revenue Fund	<u>273,295</u>	<u>515,127</u>
	844,471	1,327,670
 LIABILITIES		
Demand loan	<u>-</u>	<u>-</u>
NET FINANCIAL ASSETS	844,471	1,327,670
 NON-FINANCIAL ASSETS		
Tangible capital assets	<u>10,043,158</u>	<u>9,179,009</u>
ACCUMULATED SURPLUS	\$ 10,887,629	\$ 10,506,679

THE CORPORATION OF THE VILLAGE OF ASHCROFT
WATER REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2021
(Unaudited)

	Budget	2021	2020
REVENUES:			
Municipal taxation - water levy	\$ 83,500	\$ 83,459	\$ 83,597
Sale of services	528,000	539,376	528,284
Government transfers	536,000	496,630	484,046
Other revenues	16,300	10,130	14,522
	<u>1,163,800</u>	<u>1,129,595</u>	<u>1,110,449</u>
EXPENSES:			
Maintenance and administration	603,800	496,743	563,722
Amortization	225,764	251,902	225,764
	<u>829,564</u>	<u>748,645</u>	<u>789,486</u>
EXCESS OF REVENUES OVER EXPENSES	334,236	380,950	320,963
TRANSFER FROM GENERAL REVENUE FUND	<u>240,000</u>	<u>-</u>	<u>960,000</u>
ANNUAL SURPLUS	574,236	380,950	1,280,963
ACCUMULATED SURPLUS, beginning of year	<u>10,506,679</u>	<u>10,506,679</u>	<u>9,225,716</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 11,080,915</u>	<u>\$ 10,887,629</u>	<u>\$ 10,506,679</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
SEWER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2021
(Unaudited)

FINANCIAL ASSETS	2021	2020
Investments in pooled money market funds	\$ 39,345	\$ 38,920
Account receivable	273,590	27,934
Due from Own Funds:		
General Revenue Fund	<u>340,289</u>	<u>220,487</u>
	653,224	287,341
 LIABILITIES		
Deferred revenue	<u>216,895</u>	<u>-</u>
 NET FINANCIAL ASSETS	436,329	287,341
Tangible capital assets	<u>2,566,561</u>	<u>2,095,398</u>
 ACCUMULATED SURPLUS	\$ 3,002,890	\$ 2,382,739

THE CORPORATION OF THE VILLAGE OF ASHCROFT
SEWER REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2021
(Unaudited)

	Budget	2021	2020
REVENUES:			
Municipal taxation - sewer levy	\$ 82,500	\$ 82,157	\$ 82,295
Sale of services	409,948	450,855	403,210
Government transfers	1,380,000	505,546	75,690
Other revenues	3,000	8,535	837
	<u>1,875,448</u>	<u>1,047,093</u>	<u>562,032</u>
EXPENSES:			
Maintenance and administration	399,016	354,369	342,585
Amortization	71,297	72,573	71,297
	<u>470,313</u>	<u>426,942</u>	<u>413,882</u>
ANNUAL SURPLUS	1,405,135	620,151	148,150
ACCUMULATED SURPLUS, beginning of year	<u>2,382,739</u>	<u>2,382,739</u>	<u>2,234,589</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 3,787,874</u>	<u>\$ 3,002,890</u>	<u>\$ 2,382,739</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATUTORY RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
December 31, 2021
(Unaudited)

FINANCIAL ASSETS	Machinery and Equipment Replacement Reserve	Capital Works Reserve	Total 2021	Total 2020
Investments in pooled money market funds	\$ 130,521	\$ 508,095	\$ 638,616	\$ 631,726
Due from General Revenue Fund	33,968	1,428,202	1,462,170	1,621,981
	<u>\$ 164,489</u>	<u>\$ 1,936,297</u>	<u>\$ 2,100,786</u>	<u>\$ 2,253,707</u>
RESERVES				
BALANCE, beginning of year	\$ 163,081	\$ 2,090,626	\$ 2,253,707	\$ 2,056,794
REVENUE: Interest earned	1,408	5,483	6,891	13,578
TRANSFERS (TO) FROM GENERAL REVENUE FUND	-	(159,812)	(159,812)	183,335
BALANCE, end of year	<u>\$ 164,489</u>	<u>\$ 1,936,297</u>	<u>\$ 2,100,786</u>	<u>\$ 2,253,707</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
COVID-19 SAFE RESTART GRANTS FOR LOCAL GOVERNMENTS
STATEMENT OF GRANT EXPENDITURES
Year ended December 31, 2021
(Unaudited)

	2021	2020
REVENUES:		
Initial funds received	<u>\$ -</u>	<u>\$ 659,000</u>
EXPENSES:		
Additional cleaning supplies	14,618	15,000
Additional vehicle	-	38,220
Budgetary revenue shortfall - Arena Revenue	15,000	10,000
Budgetary revenue shortfall - Facility Rentals	10,000	5,000
Budgetary revenue shortfall - Legacy Park Campground	5,000	8,500
Budgetary revenue shortfall - Pool Revenue	10,000	8,500
Budgetary revenue shortfall - Utilities Revenue	6,860	-
Bylaw role	21,206	
Computer & technology	13,840	28,875
Enhanced business contact	-	9,660
Enhanced cleaning contracts	5,000	5,000
Emergency measures - preventative & operational	1,200	1,839
Increased postage for notices	5,000	-
Other costs	45,000	-
	<u>152,724</u>	<u>130,594</u>
EXCESS (DEFICIT) OF REVENUES OVER EXPENSES	<u>(152,724)</u>	<u>528,406</u>
FUNDS REMAINING, beginning of year	<u>528,406</u>	<u>-</u>
EXCESS OF REVENUES OVER EXPENSES, being funds remaining	<u>\$ 375,682</u>	<u>\$ 528,406</u>