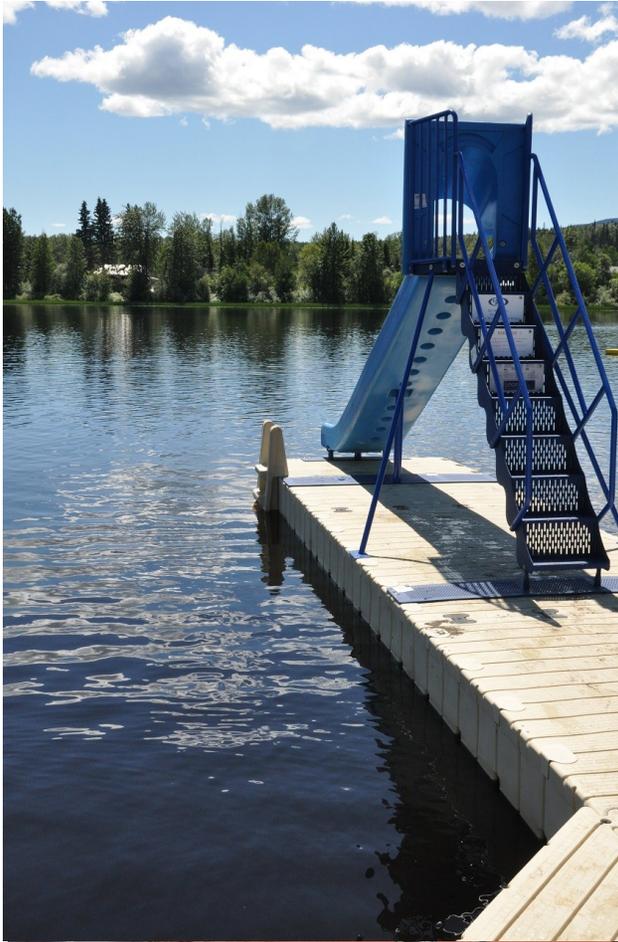
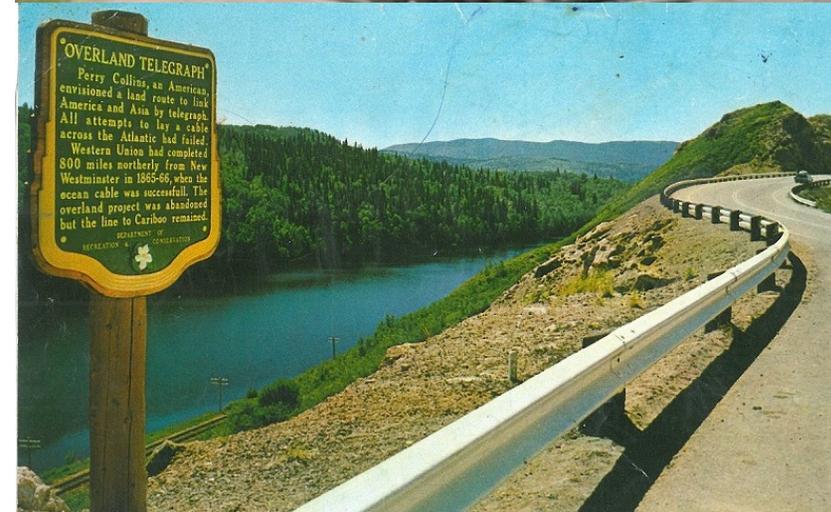




VILLAGE OF  
**BURNS LAKE**  
*It's Only Natural!*

2013 Annual  
Report





**BURNS LAKE**  
**90 YEARS**  
1923 - 2013

002

Kick up  
Your Heels  
and Come  
Celebrate!

Dinner & Dancing:  
October 19, 2013

Tweedsmuir Rod & Gun Club  
6pm: Cocktails, 7pm: Dinner  
Semi-Formal Attire or Dress in 1920's Costume!

GRAPHIC DESIGN: JACQUELINE YOUNG, RAVEN CREATIVE





**From left to right: Councillor Hart, Councillor Varga, Mayor Strimbold, Councillor Beach, Councillor Illes.**



**Canada Day 2013 Anniversary Float**

**From Left to Right: Former Mayor Bernice Magee, Councillor John Illes, former Councillor Lyle Graham, former Mayor Paul Jean, Mayor Luke Strimbold**

Our 90th year in the Village of Burns Lake was an exceptional one. Our beautiful town had an amazing year of recovery and growth and we are excited to reflect on it through this report.

After the tragic events of January 2012, the community was on its heels. Much of that year was clouded with grief and doubt. However, with the help of many provincial ministries, businesses, and above all, the strength of our incredible residents, we found hope again, and we saw our community recover dramatically.

The past year was a year of celebration in many ways, which was why it was so fitting that it was our 90th anniversary of incorporation. The 90th Anniversary Dine and Dance in October was an incredible evening of revelry with our community, and throughout the year we found time to reflect on our history, and those who have been a part of our Village for so many years. We thank all of those who helped make our 90th year an amazing year for Burns Lake.

Last year also saw a great deal of change and development for the town. The Downtown Revitalization Project saw beautiful improvements made to our downtown core. The new streets and sidewalks have improved the look and feel of our downtown core dramatically, and the new greenery, along with the magnificent First Nations Clan Carvings, have helped celebrate our surroundings like never before. We also started work on our brand new Multi-Use Facility, which we were able to build with grant funding received from the Ministry of Community, Sport and Cultural Development. This new facility is set to be completed this spring and will feature a new climbing wall, a raquetball/squash court, a fitness centre, and two multi-purpose rooms for fitness classes and events. We are very excited to see that completed and enjoy more recreation opportunities in our town! There are also several other very important projects happening locally. Our brand new Lakes District Hospital is an exciting enhancement to our community, and is set to open next year. Also, the Babine Sawmill has been rebuilt, and is set to start full operation soon. These projects, along with all of the other industry and development in our area have made this an exciting time for Burns Lake, and 2013 saw many of these projects take shape.

Our council welcomed two new members in 2013. Chris Beach and Wes Hart, both long time local residents with a passion for the community, have made exceptional contributions to Council already. We had many tough problems to tackle, and a lot of work to do, but Council and Staff alike banded together to make 2013 an exceptional year for our community, and we are proud of what we have accomplished.

As you read about our 2013 year I encourage you to reflect on what a wonderful place our community is, and how blessed we are to be here. We look to 2014 with much hope and excitement, and invite you to come to our Council meetings and get involved in Burns Lake's future. Enjoy!

*Mayor Luke Strimbold*





VILLAGE OF  
**BURNS LAKE**  
*It's Only Natural!*

# Message from the CAO



From left to right: Economic Development Officer Krystin St. Jean, Director of Finance Bernice Crossman, Former Economic Development Officer Emile Scheffel, Admin Assistant Laurie Reimer, CAO Sheryl Worthing, Director of Public Works Rick Martin, Accounting Clerk TJ Anderson, Deputy Director of Corporate Services Cameron Hart, Former Recreation Coordinator Logan Wilson, Development Services Coordinator J. Ragsdale

Burns Lake, you've done it again. 2013 was another amazing year for our community, and I can't say enough about the strength and cooperation of our residents. Together, we have come through 2013 with so much accomplished, and so much to hope for. On top of that, the year was made all the more special by our 90th Anniversary celebrations, which were an excellent way to reflect on what makes our town great.

The annual report you are about to read details the objectives that we had for 2013 and how we met them, as well as our next steps into the future. It is a comprehensive look at the past year's accomplishments and projects. I would like to acknowledge the incredible effort and time that the staff and crew have contributed this year. I am proud of what the Village has achieved this year for our great community.

Additionally, I would like to take this time to invite the community to seek out ways to get involved through local government, associations, and committees. Our town depends on the help of its residents, and our goal is to meet the wishes of the community. This can only be accomplished through the participation of committed Village residents. Please come out to our regular council meetings, and follow our Village Newsletters, as well as our Village Facebook page and @BurnslakeBC on Twitter. As always, if you have any questions, please contact the office at the information provided below.

I want to thank all of the residents again for making Burns Lake an incredible place to live and work. The cooperation of all aspects of our community make our town what it is, and I look forward to another great year for our residents.

Sincerely,  
*Sheryl Worthing*

CAO Village of Burns Lake



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[www.burnslake.ca](http://www.burnslake.ca)

Phone: 250-692-7587  
PO Box 570  
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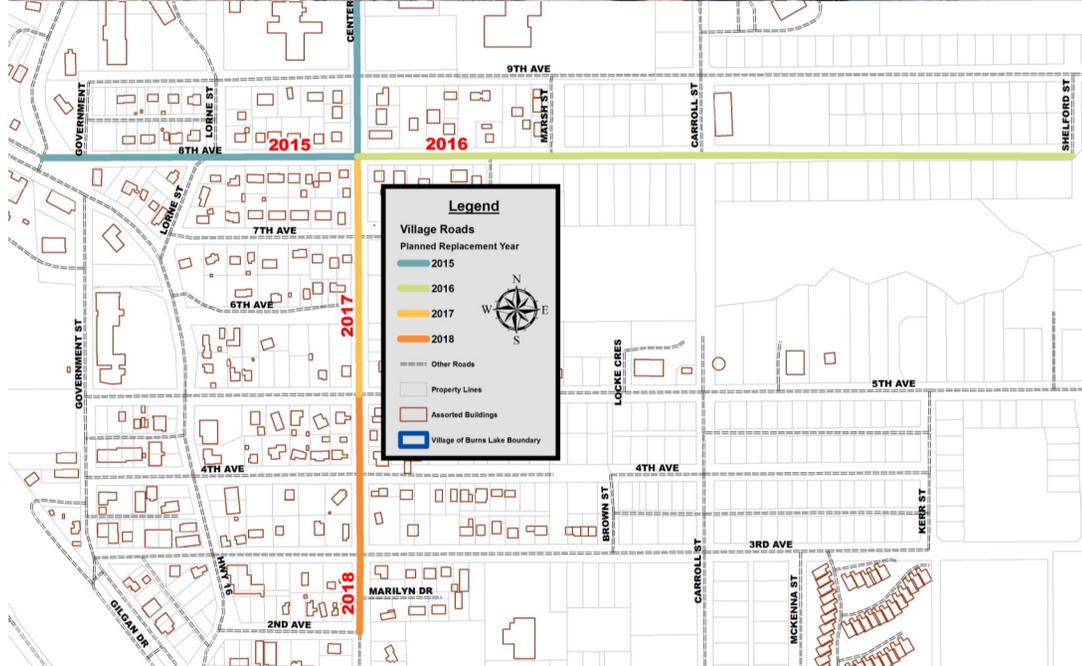
## OBJECTIVE 1:

The Village of Burns Lake has a comprehensive and attainable plan for long-term municipal asset management.

The Village of Burns Lake, like every community, has many assets in our infrastructure that need updating and replacing. In 2013 Council focussed on ways to replace those assets in a well-prioritized, responsible way that addresses the most urgent areas for repair, and the most critical assets to our community.

The Asset Management Plan was completed in 2013. With this system in place, staff are able to effectively prioritize and budget for the replacement of everything from roads, sewers, and water lines, to playgrounds and streetlights. This project represents hundreds of hours of compiling, inputting and analyzing data. This gives Council the necessary knowledge to decide what areas in our community need our focus and attention. With this information, Council and Staff have been able to identify the most urgent needs for the community and have already begun implementing some of the strategies to ensure the best quality of continued infrastructure service in the coming years.

Having an Asset Management Plan in place puts The Village in an excellent position to apply for the upcoming Building Canada Funds for our infrastructure replacement. Thanks to the dedication of Council and Staff, the Village of Burns Lake can put funds to use right away if the Federal Government selects our community for one of the grants. We are hopeful that funding can be sourced for these replacements to help alleviate the cost to the municipality while still allowing the Village to address these concerns. There is a financial plan currently in development to find the best way to address infrastructure issues if no grant funding is received.





## Downtown Revitalization Phase 1

In 2013, in conjunction with many funding partners including the Ministry of Transportation and Infrastructure, Nechako-Kitimaat Development Fund, Northern Development Initiative Trust, Tree Canada, and many more. The Village of Burns Lake was able to complete phase 1 of our Downtown Revitalization Project. Beautiful new curb bulbs and median areas were installed and fully landscaped. The changes are an attractive addition to our downtown and are designed to promote safe driving and easier pedestrian traffic. The Public Works crew showed off their landscaping skills with pristine brickwork and sod, and dozens of new trees and shrubs were planted to make a gorgeous, green environment. The Village has received an outpouring of compliments from residents and visitors alike who felt compelled to stop and walk our downtown core.

The project encompasses Highway 16 from 5th Avenue all the way to Centre St. and involved a complete resurfacing of the highway. The curbs and sidewalks were bulbed and widened in places to help with traffic flow, and to aid in sightlines at intersections. The upgrades include new and improved crosswalks and bench areas. There was also an emergency priority light placed at the intersection of Third Avenue and Hwy 16 to ensure that the Fire Truck is given quick access to the community.

Best of all, the First Nations Clan Carvings are now installed. These four beautiful works of art are located in the centre of town along Highway 16 and represent four of the First Nations Clans in the Burns Lake area. These carvings were created by The Burns Lake Band and add fantastic points of interest to the tour of the downtown.

We are very excited about this, and the future improvements in the Downtown Revitalization Project. Next time you're downtown, be sure to stop and see the sites!





## BUSINESS FAÇADE IMPROVEMENT PROGRAM

The Village of Burns Lake, in partnership with Northern Development Initiative Trust, was proud to offer the Business Façade Improvement Program in 2013. The program matched funds for façade improvement projects for local businesses in the downtown core, up to a \$5,000 contribution from NDI. This program helped downtown businesses improve the appearance of the storefront, which will not only boost business, but also create a more attractive, vibrant downtown for all residents and visitors to enjoy.

The program so far has supported Lakes District Printing and Stationary and the Burns Lake Cancer Society in beautifying their store fronts. Both projects were very successful and resulted in gorgeous storefronts. We thank those businesses for their excellent work!

The Village is proud to announce that the grants were offered again in 2014 and that the program has already filled up. By the end of that year, there will have been 6 businesses that have taken advantage of this program. Council and staff are hopeful that this will spark a new trend of revitalization in our downtown and that the improvements will bring greater prosperity to our businesses. Let's get building!

UP TO **\$5,000** TO RENOVATE YOUR STOREFRONT

*Village of Burns Lake*  
**Facade Improvement Program**

*Matching funds available for retail and commercial facade improvements in Downtown Revitalization Areas*

[ecdev.burnslake.ca/facade-improvement-program](http://ecdev.burnslake.ca/facade-improvement-program)

## Collaboration for Better Public Facilities

This year the Village of Burns Lake partnered with School District 91 to renew the running track/soccer field located on Government St. The new field has been resurfaced and reseeded with beautiful new grass, and the running track has been levelled and a new layer of gravel has been added to improve the appearance of the track. The inviting new space, in conjunction with the addition of the bleachers provided by the Burns Lake Soccer Club, and the public washrooms at the field have created an excellent space for the community, and have made hosting tournaments in our town much more practical.



In the coming year the Village will look to partner with the Burns Lake Rotary Club to resurface the Burns Lake Tennis Courts. These courts are another great addition to recreation in Burns Lake and a new surface will enhance the experience for all visitors to the courts.

The Village has also held several meetings to encourage the beautification of the local CN properties. This will be continued in the year to come.

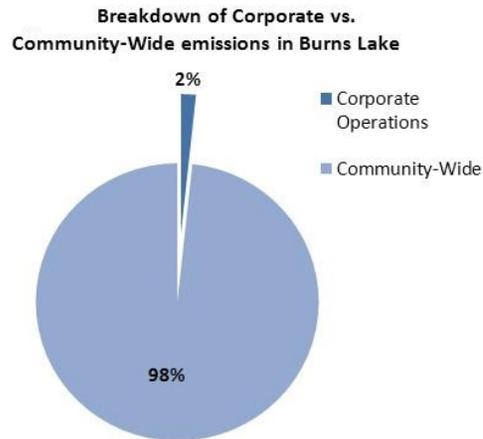


## Objective 2:

The Village of Burns Lake will plan for the future by integrating community planning and sustainability efforts while promoting economic development in the Lakes District.

### Carbon Neutral Action Plan

In 2013 The Village began to implement aspects of the Carbon Neutral Action Plan which was completed in 2012/2013. The Village of Burns Lake recognizes the need to take action on climate change and provide an appropriate strategy for emissions reduction within the local context. In 2009 the Village became a signatory to the B.C. Climate Action Charter (CAC) and committed to being carbon neutral in operations by 2012. The Carbon Neutral Action Plan project addresses the gap between goals and practices by providing a comprehensive corporate emissions inventory, assessment of current climate action initiatives, and recommendations for additional steps to be taken in order to progress towards CAC goals. The findings of this project can be easily adapted to a carbon neutral action plan for the Village of Burns Lake. Recognizing that leadership must begin from a sound understanding of existing operations, this report focused on the Village of Burns Lakes' corporate emissions only; understanding that the findings will have an impact on community-wide emissions in the future. The Village has adopted the Provincial target of reducing community GHG emissions to 33% below 2007 levels by 2020. This target applies to the community emissions profile of Burns Lake.



Source: Draft 2010 CEEI Report, 2012



Source: Adapted from B.C. Climate Action Toolkit: Carbon Neutral Local Government, 2012.

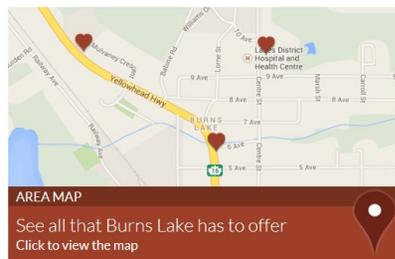
A corporate emissions inventory was completed and analyzed to determine what areas the Village should focus on as the highest emitters. A scan of other similar-sized B.C. local governments with comparable weather conditions was completed to determine actions currently underway and to assess their efficacy in the Burns Lake context. Semi-structured interviews with Village Council and staff, and staff of the Regional District of Bulkley-Nechako (RDBN) were conducted to identify potential GHG reduction actions. The interviews were further used to determine the level of awareness amongst Village staff of the requirements of carbon neutrality and how they align with broader regional and provincial goals.

With this plan in place, it is hoped that the Village will be able to meet carbon reduction targets, thereby taking a leadership role in the reduction of carbon emissions. The goal of this plan will also be to encourage other local governments and businesses to reduce their carbon footprint and reduce our community's impact on the environment.



## Economic Development

In 2013, The Village of Burns Lake in partnership with the Regional District of Bulkley Nechako, created a joint economic development initiative. The chief accomplishment of this initiative has been to hire a very skilled Economic Development Officer. This position is designed to help Burns Lake and the surrounding area in promoting business expansion and retention, implementing tourism strategies, attracting skilled workers to the region, and finding ways to help diversify the local economy. Our EDO has a very lengthy work plan and provides our area with an exceptional opportunity to use our local resources to the fullest. With this function in place the Village will also look to implement the recommendations of the Lakes District Tourism Plan. We are excited to see what our EDO brings to the community in the years to come!



## Love Burns Lake

### Business Promotion Program

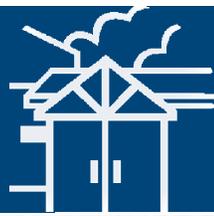


One of the first initiatives Burns Lake has recently partnered with the Northern Development Initiative Trust to deliver a pilot buy-local campaign that will help strengthen local and independent businesses by creating a successful marketing platform and connecting businesses to the communities in new and engaging ways. Originally started in Quesnel, the project known as “Love Burns Lake” offers participating businesses an opportunity to have a professional and customized profile developed and featured on a new website. Over 30 businesses have signed

onto the pilot project and the Village will be looking for new intake from other independent business owners starting this winter. For more information, please visit [www.loveburnslake.ca](http://www.loveburnslake.ca)

### Revitalization Tax Exemption

With the help of the Village EDO, Village Council has approved strong new incentives for investment in industrial properties in Burns Lake. An industrial property owner who invests at least \$50,000 in new improvements may be eligible for five years of generous property tax breaks. With tax incentives such as this in place, the Village will encourage industry in our area to choose Burns Lake, which will help boost our local economy and secure our future. This effort will also help to diversify the local industrial economy and create more jobs for local residents. For more information on this project contact the Village Office at 250-692-7587 or email [kstjean@burnslake.ca](mailto:kstjean@burnslake.ca) or [village@burnslake.ca](mailto:village@burnslake.ca).



## Lakes District Tourism Plan

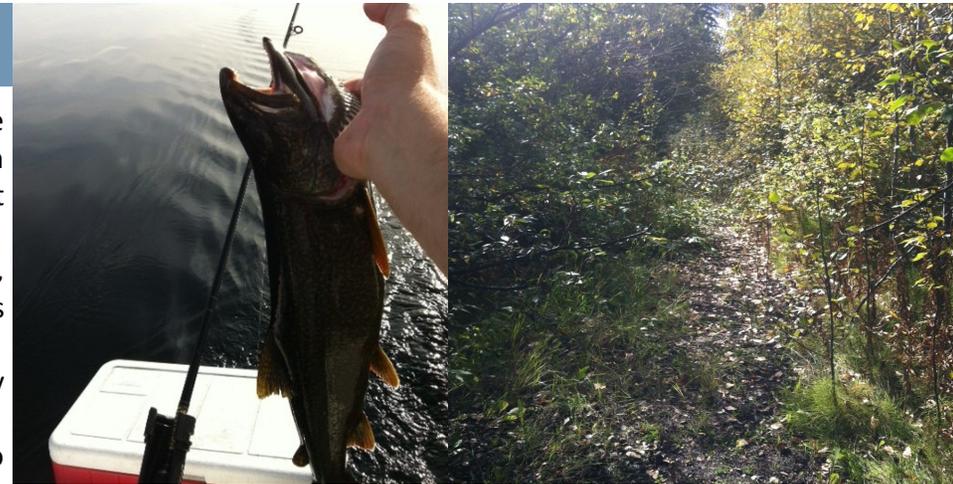
In 2013, with the help of the new Economic Development officer, the Village began work on implementing the Lakes District Tourism Plan. This process began with confirmation of the Community's Tourism Vision – Burns Lake and Lakes District (2008):

“Our vision is to be part of a vibrant community that includes a desirable, healthy and affordable lifestyle. A family-oriented destination – A Place Where Visitors Want to Come Back!

Through the spirit of inclusiveness, cooperation and collaboration all community members including local government contribute to this vision.”

In pursuit of this vision, the overall goal of Burns Lake and Lakes District is to increase tourism to the area to diversify the local economy and achieve greater economic prosperity in a sustainable manner. Burns Lake and Lakes District have established the following tourism objectives:

- To grow the tourism industry strategically as a way of diversifying the local economy and expanding the tax base, increasing the jobs and income available to residents while recognizing community values;
- To enhance destination development and appeal for visitors through the strategic use of regional, provincial, national and private infrastructure investments;
- As an integral element of industry growth, to foster business development that complements and strengthens products and attractions of most appeal to visitor markets;
- To encourage tourism operators to consistently and strategically market the area to target markets by cooperating with the lead tourism organization and to leverage resources wherever possible; and
- To sustain a tourism management function to ensure leadership, organizational capacity, funding and communications that support tourism stakeholders and the community in achieving the vision for tourism.



## OCP Update

This year the Village sought to begin work on renewing the Village of Burns Lake Official Community Plan. An Official Community Plan (OCP) is a document that sets out the general guidelines for the orderly growth and development of the Village of Burns Lake. The plan objectives and policies provide a basis for rational decision making on matters related to present and anticipated future requirements and needs of the citizens of Burns Lake.

Official community planning is about determining the long-term vision of the Village regarding issues prevalent in the development of the local community. It's a long-term process that requires leadership, shared commitment, hard work and sustained effort.

Burns Lake's OCP will be developed and implemented by the community, using a transparent process to ensure accountability. The plan will:

- Provide guidance: It will articulate a vision and priorities that outline what Burns Lake would like to look like over the next 5 – 10 years. It will also align our community objectives so we can support sustainable development with the purpose of creating a successful community.
- Ensure continuous engagement and progress: The ongoing planning process will ensure continuous participation and improvement, building on existing communications practices.



## SUSTAINABILITY

In 2013, the Village of Burns Lake began to implement the Our Burns Lake Sustainability Plan. This plan focuses on the social, environmental and economic pillars of sustainability and will help our community remain vibrant for decades to come. It is a way of ensuring that our Village can be proudly passed on to the next generation.

Our Burns Lake Sustainability Plan - Building Our Future Together represents an overarching sustainability plan that will guide all other lower level policies and regulations. Lower level policies such as the Official Community Plan will align to the Our Burns Lake Sustainability Plan.

The Priorities for Success that outline the 2040 long-term goals for a sustainable Burns Lake were developed through: 2 surveys; community outreach boards located at community events over the summer of 2012; and the vetting and scrutiny of the OBLT and Village staff throughout the 10 month planning process.

The plan includes indicators to allow the Village to annually measure and report the community's progress towards the community based sustainability Priorities for Success, or long-term goals.

Our Burns Lake is not only a long-range sustainability plan; it is a plan that includes a list of 29 short-term sustainability Action Items for the Village and local partners to implement between 2014 and 2016.

With this plan in place the Village will have an excellent way to ensure that our decisions are environmentally, socially, and economically appropriate for our community.

Sustainability Objective:	Approaches:
 <p><b>To reduce and eventually eliminate Burns Lake's contribution to conditions that undermine people's ability to meet their basic needs</b> (e.g. unsafe working conditions, not enough income/profit to live on, restricting freedom of expression, hoarding resources).</p>	<p>Work toward efficient socio-cultural structures, (governance, social, culture, infrastructure, built form, etc.); systems and activities and efficient economic structures that allow all people to meet their needs.</p>
 <p><b>To reduce and eventually eliminate Burns Lake's contribution to the ongoing physical degradation of nature</b> (e.g. over-harvesting of forestry, or over-paving of green fields and natural areas).</p>	<p>To use resources from well-managed eco-systems, pursuing the most productive and efficient use of those resources and land, and exercising caution in all kinds of modifications of nature, such as over-harvesting and the introduction of invasive species.</p>
 <p><b>To reduce and eventually eliminate Burns Lake's contribution to the progressive build-up in of synthetic materials produced by society</b> (e.g., dioxins, PCBs, DDT, BPA).</p>	<p>Substitute persistent unnatural materials by using what is naturally abundant or materials that break down quickly.</p> <p>Use all <u>unnatural</u> products or bi-products efficiently through reducing demand for it, reusing it or recycling it.</p>
 <p><b>To reduce and eventually eliminate Burns Lake's contribution to the progressive build-up in of materials that are extracted from the Earth's crust</b> (e.g. fossil fuels-carbon, heavy metals).</p>	<p>Substitute extracted 'nature altering' or scarce materials by using what is abundant and natural to nature and us.</p> <p>Use all <u>extracted</u> materials efficiently through reducing demand for it, reusing it or recycling it.</p>



## OUR BURNS LAKE SUSTAINABILITY PLAN: **Building our future together.**

### Sustainability Objectives (2060)

The Natural Step: International, science-based approach to sustainability

### Community Priorities for Success (2040)

High level focus, reflects core values (x5)

### Strategy Areas

#### Desired Outcome State-

#### Recommended Actions (2014 - 15/2016)

**E.g. Community & Individual Health**  
"Burns Lake's strong sense of community, aided by health promotion programs and support groups, help people break the cycle of dependency."

**E.g. Community & Individual Health**  
"Plan and build a crisis addiction centre with sufficient counselors in Burns Lake." (2016)  
Partners: Northern Health, VBL, BLB, LBN, RDBN, CSFS, RCMP, Elizabeth Fry Society

#### 4 Principles

1. Reduce dependence on fossil fuels & heavy metals
2. Reduce dependence on synthetic chemicals
3. Reduce our destruction of nature
4. Ensure we are not stopping people globally from meeting their needs

Our priorities provide high-level focus on what must be achieved to create a successful future for our community. They were developed with public input.  
E.g. "Embrace a healthy and active community culture."

9 high-level community systems.  
E.g. "Community & Individual Health"

Desired Outcome Statements outline what we want to see in the future for each strategy area. They informed the development of 29 recommended actions. Over 100 actions were suggested through the public surveys. Those were vetted through an action planning day open to the public to arrive at the final list.

### An Integrated Community Sustainability Plan (ICSP)...

is a long-term plan, developed in consultation with community members, to help our community to develop sustainability objectives, and to ensure the actions we take move us towards meeting our environmental, cultural, social and economic goals.

### PRINCIPLES

#### IMPLEMENTATION

Keeping plans off the shelf and putting them into action

#### LONG-TERM THINKING

Emphasis on becoming resilient in the face of changing circumstances

#### BROAD IN SCOPE

Consideration of economic, environmental, social and cultural sustainability

#### INTEGRATION

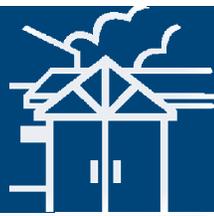
Reflects a coordinated approach through linkages between different types of plans or planning activities

#### PUBLIC ENGAGEMENT & EDUCATION

The process engages community members and other partners and provides avenues for public input

#### MONITORING & EVALUATION

Setting targets and tracking results to realize achievements and focus efforts on areas that need improvement



## Objective 3

The Village of Burns Lake will promote development of social and health wellness resources through community health groups and other partnerships.

### Partnering for Healthier Communities

Working with the LD Health Network, Council sought to help promote health and wellness programs in the Burns Lake area. This resulted in the Partnering for Healthier Communities Initiative which has promoted several health and wellness programs in Burns Lake, including, most recently, a health fair held at the Lake View Mall. Staff and Council were able to lend their services to the fair and help create a successful event. Through events and promotions such as these, it is hoped that the residents of Burns Lake will get active and involved in our community, and make a safer, healthier community for years to come. Council is excited to see these projects evolve in the coming year.



### Lakes District Hospital Advocacy

Council sought to help promote and create requirements for the new Lakes District Hospital and Health Centre. By working closely with representatives from Northern Health and the Province, Council and staff sought to ensure that the facility provided the best possible service for the Village, while remaining sustainable into the future. The facility is scheduled for completion in 2015, and will feature improved facilities in almost all areas. It is believed that this new facility will also attract more healthcare professionals to our town. Construction began in 2013 and is well ahead of schedule. Current projections estimate that the facility will open as much as six months early. The local economy has also enjoyed the benefits of dozens of new jobs in the hospital construction as well as use of local businesses and services from out of town contractors.

In addition to this initiative, Council and Staff have been working closely with Northern Health to help implement a healing garden. Using funds from the McEwen estate the groups are looking to create an inviting outdoor space for patients and families to enjoy the fresh air. This will be a great way to improve the visitor experience to the hospital and help patients get back on their feet.





## Objective 4

The Village of Burns Lake has a vibrant, accessible, and sustainable recreation program for residents of the Lakes District to participate in and contribute to.



## Community Partnership

The Rec-Connect group met quarterly in 2013 and the group looked to pool resources to improve recreation throughout the Lakes District. With the collaboration of our recreation groups, Council and Staff hope to empower the community to unlock the full potential of our rich recreational opportunities. The group was also offered free advertising through the Village communication channels in exchange for their participation in the group. With the help of this group in the years to come, the Village hopes to enrich our community and attract new residents by creating even more thriving recreation communities.



## Regional District Partnership

This year the Village looked to partner with the Regional District of Bulkley Nechako to improve recreation services within our community. There are a number of amazing recreational opportunities in our area, and huge support from dedicated volunteers that helps keep our community active. In the interest of supporting this, the Village partnered with the Rec-Connect committee, the Regional District of Bulkley Nechako and other local sports groups to form a trails committee. This committee is focussed on the ongoing maintenance of the network of amazing trails at the Boer Mountain Bike Park, the Omineca Ski Club, and in our provincially preserved lands. With this committee in place the Village looks to discuss options for the preservation of these exceptional attractions.

### Recreation and Event Guide

Unfortunately the Village was unable to develop the annual recreation and event guide. This was largely due to the construction of the Multi-Use facility and the associated programming. This item may be added to the work-plan for Recreation in 2015





## The Burns Lake Multi-Use Facility

Last year the Village began work on the Burns Lake Multi-Use Facility. Thanks to grant funding received from the Ministry of Community, Sport, and Cultural Development, as well as NDIT, NKDF, and a variety of other funders, the Village has been able to plan and develop this beautiful 3 million dollar building. The building will be a beautiful addition to our recreation community and feature many new activities. Included in the facility are a fitness facility, a convertible squash/racquetball court, a rock climbing wall, and two multi-purpose rooms for meetings, events or birthday parties. The facility is set to be completed in 2014 and Staff and Council have worked very hard in coming up with additional programming for the facility. The Village is very excited for the community to get active in all new activities in 2014.





## Objective 5

The Village of Burns Lake strives to communicate with residents of the Lakes District in an open and transparent manner while building relationships and encouraging public input and engagement.

## Communications Strategy

### Mayor's Roundtable Breakfast

The Mayor's Roundtable Breakfasts were a huge hit amongst business owners in 2013. This no-host breakfast, designed to create face time with the local business community was the forum of some excellent discussions and suggestions from our local entrepreneurs. Many businesses attended this breakfast, and the feedback collected from those present helped guide council in better serving the business community.

Not only that, but with the inclusion of the economic development officer in the conversations, the businesses were able to network and find ways to help promote business in Burns Lake. The Mayor would like to thank the business community for their input and discussion at the breakfast. The Village looks forward to more collaboration and cooperation in the coming year at the Mayor's Roundtable Breakfasts.

### Review of Corporate Procedures

In the past year, Council sought to ensure that the residents of Burns Lake are getting the best level of service from their local government. To best achieve that, Council pursued an independent organizational review from an outside consultant. The design of the review is to explore Village of Burns Lake procedures, services, and structure and find ways to become more efficient, to provide the best level of service, and to plan for the future more effectively. With these objectives in mind, Council has scheduled the review to be completed in 2014 and hopes that an outside eye will illuminate ways in which The Village can continue to strive for a sustainable, thriving future for the community as a whole.

The Village of Burns Lake Council has made it a goal to become more open and transparent in government activities. Additionally, good public relations begin with good communication. To accomplish both of these goals, and with the additional objective to create an informed and involved public within Burns Lake, The Village of Burns Lake created a Communications policy which lays out specific ways in which information will be proactively relayed to, and received from local residents on all of the issues being dealt with by The Village of Burns Lake.

The effect of this policy is to create a regular schedule for all of the various media used by the Village to communicate. Having a regular stream of updates in various formats, the public can feel that they can rely on the Village to relay important information, and will be able to get it in many different ways.

In all communication efforts the Village of Burns Lake will strive to be:

- Professional: All updates released by the Village are to be professional and well vetted before release.
- Punctual: All information released is to be up to date and relevant. As soon as a relevant item is ready for release, every effort is to be made to release it as quickly as possible.
- Neutral: any information that is given about upcoming council decisions or deliberations is not to indicate any favour towards one choice or another. Staff recommendations are not to be discussed unless referenced in an agenda that has already been distributed.
- Transparent: All information distributed is to be in line with council's objectives for transparency and openness.
- Eco-Friendly: As often as possible, paper communications are to be printed on recycled paper. All paper communications will contain information on our electronic media such as the website and Facebook.



## Lake Babine Nation Service Agreement

In April of 2013, the Village of Burns Lake and the Lake Babine Nation Band reached a Comprehensive Full Service Agreement. The document details a five year contract for the provision of water, sewer, garbage removal, fire protection, and general municipal services that will be provided by the Village of Burns Lake to the Lake Babine Nation. The mutually-beneficial, fully comprehensive service plan will ensure a high level of service to the Woyenne residents for years to come, and will set the way for future agreements between the two groups.

This agreement represents a landmark of cooperation between the Village of Burns Lake and The Lake Babine Nation. While there has been agreements made in the past, this new contract represents a more complete and equitable arrangement. The two bodies are excited that the deal has finally become a reality.



### Objective 6

The Village of Burns Lake will explore the possibility of expanding the municipal boundaries to provide services to the greater Lakes District population while communicating the possibility of expansion with the public.

Though Boundary Expansion remains an important consideration for council, it was not found to be viable for 2013. Staff and Council will continue to seek potential expansion opportunities in the future.

### Objective 7

The Village of Burns Lake will continue to support and foster Recovery Strategy efforts through participation in working groups and supporting economic development initiatives.

In the past year the Village has continued to work with our recovery strategy groups to ensure that our community is placed in the best position for the future. Community recovery was a paramount objective for the year, and Staff and Council's energies were focussed on helping to bring Burns Lake out of a place of uncertainty, and finding economic and social initiatives that would bring our town to a place of hope.





A group of 9 students from Lakes District Secondary School (LDSS) participated in Project Local Government on April 16 and 17, 2013. This program was developed by the Village of Burns Lake and the LDSS Career and Trades Department and provides students with a two day introduction to the inner workings of Local Government.

On the first day of the project, students shadowed the Public Works crew and learned how the Village water and sewer systems work and how the roads and streets are maintained. Students learned about the challenges facing the Public Works department and our community's infrastructure. A detailed tour of the inner workings of the arena provided students with a better understanding of ice maintenance and the intricacies of maintaining a smooth ice surface.

Observing a real Council Meeting in action provided guidelines for the students to follow as they became Council and staff for day two of the project. Students held an election among themselves to select a mayor and council. They then held their own council meeting and addressed issues facing the municipality. This hands-on experience in local government decision making was very beneficial in understanding how their involvement can directly impact their community.

One student summed it up by stating that the program was "Very fun and eye-opening, I wish I could do it again!" Thank you LDSS students for another successful Project Local Government!

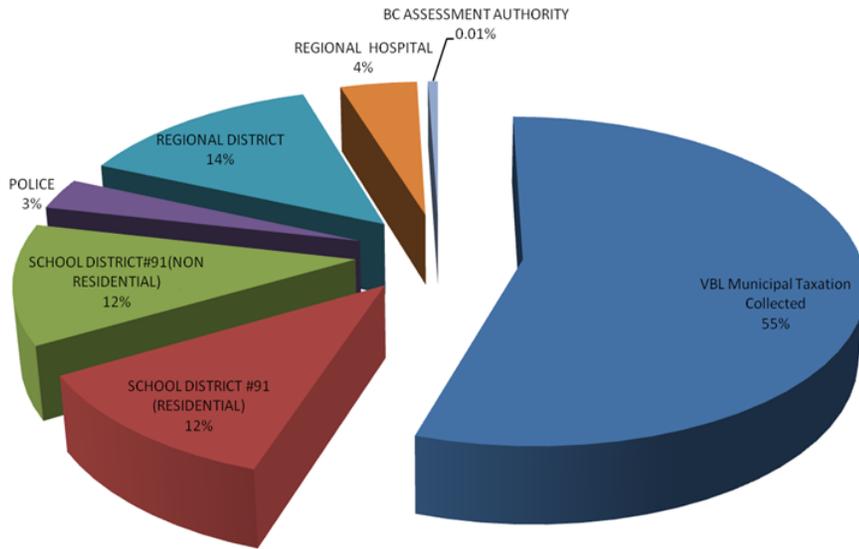




The main sources of revenue for the municipality are taxes and government grants. The Village strives to be as efficient as possible to ensure that the tax funding is spent wisely. Did you know that only 55% of your tax bill goes to the municipality? The rest is passed on to the other governments to pay for other services such as school districts and policing. The graph below is a breakdown of how your tax dollars are allocated. The remainder of the municipal taxes collected are invested in services and infrastructure to maintain a high quality of life for the residents of Burns Lake to enjoy.

The Village of Burns Lake receives requests from non-profit organizations that own land within the municipal boundaries and qualify for tax exemption under the requirements of provincial legislation each year. Permissive Tax Exemptions totalled \$108,106 for the 2013 tax year.

Roll #	Facility	Approx. Value of General Portion Of Taxes Exempt
1099.000	The Pines 800 Center Street	\$47,000
3054.000	Kinette Park 126 Fourth Ave.	\$214
3055.000	United Church 136 Fourth Ave.	\$1,300
2534.000	Pentecostal Church 766 Mulvaney Cres.	\$800
2533.000 & 2533.500	Pentecostal Church 760 Mulvaney Cres.	\$350
2515.000	Pentecostal Church 724 Babine Road	\$2,600
2511.000	The Hospital 741 Center Street	\$40,000
1574.000	Catholic Church 224 & 248 Third Ave.	\$2,500
1640.000	Vineyard Christian Fellowship 457 Hwy. 16	\$500
2939.000	Vineyard Christian Fellowship 465 Hwy 16.	\$160
2940.000	The Thrift Store 36 Fourth Ave.	\$600
2941.000	Lakes District Film Society 441 Highway 16	\$1,750
2937.000	Canadian National Railway Co. T5JOK2 Leased Gilgan Drive Roadway Access	\$379
2800.005	Canadian National Railway Co. T5JOK2 Leased Dick Schritt Park	\$330
2800.010	Canadian National Railway Co. #RP1708 Leased Ditch Encroachment	\$23
3319.000	School District No. 91 – Library 585 Government St.	\$7,500
2542.000	Village of Burns Lake – Childcare 788 Center St.	\$2,100



Above: a breakdown of how tax dollars are divided.





## Village of Burns Lake Municipal Objectives 2014

*The Village of Burns Lake acknowledges that public engagement and integrated community sustainability are overarching principles that will guide the 2014 Municipal Objectives.*

**The Village of Burns Lake will prioritize infrastructure replacement and repair in a fiscally responsible manner.**

Measurables:

- Complete a detailed, prioritized, long-term asset replacement strategy for replacement/repair of community infrastructure considering potential growth strategies.
- Hold a public engagement forum regarding the long-term asset replacement strategy.
- Create an accompanying long-term financial plan detailing strategies for funding replacement and repair costs.

**The Village of Burns Lake will continue to focus on the community recovery strategy, leveraging local and provincial assets to promote social and economic recovery.**

Measurables:

- Establish a select committee of council with the objective of increased tourism (as measured by the Visitor Information Centre tracking system), holding meetings at least quarterly.
- Prioritize the action items contained in the Burns Lake Tourism Plan and the Economic Development Plan for subsequent implementation.
- Implement the Business Retention and Expansion Program.

**Continue to strengthen and improve communication between The Village of Burns Lake and local First Nations.**

Measurables:

- One representative from the Village of Burns Lake Council will meet with local First Nations at least once per year.
- Facilitate an annual planning session with local First Nations to address areas of mutual interest.
- Facilitate a consultation with local First Nations to provide input on the Official Community Plan review.



## Village of Burns Lake Municipal Objectives 2014

### **The Village of Burns Lake will continue to implement the Downtown Revitalization Plan.**

#### Measurables:

- Modify and complete Phase 2 of the Downtown Revitalization Plan subject to approved budget.
- Complete a return on investment review of the Downtown Revitalization Tax Exemption Bylaw.
- Promote the Northern Development Initiative Trust Business Facade Improvement Program.

### **The Village of Burns Lake will seek ways to support physical and social health and wellness for the community of Burns Lake**

#### Measurables:

- Administer the Partnering for Healthier Communities grant program.
- Meet with Northern Health to discuss health and wellness at least quarterly.
- Provide administrative assistance for the completion of an age-friendly assessment of the Community of Burns Lake.
- Collect data on Village recreation for the purpose of a future service delivery assessment.
- Complete the Multi-Use Facility Expansion and implement associated programming.
- Incorporate intergenerational activities into 2014 recreation program.

### **The Village of Burns Lake will update the Official Community Plan.**

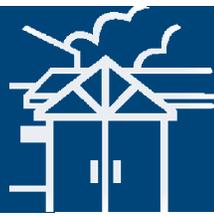
#### Measurables:

- Facilitate a consultation with local First Nations to provide input on the Official Community Plan review.
- Hold a public engagement forum regarding the Official Community Plan.



## Village of Burns Lake Municipal Objectives 2015

- **The Village of Burns Lake will invest in new and existing infrastructure in a fiscally responsible manner and will ensure core needs of Citizens are met.**
  - Continue with replacement of the portion of 8<sup>th</sup> Avenue and Centre St. from the highway to the hospital.
  - Continue with downtown revitalization phase 2b.
  - Create a long-term funding plan to match the long-term asset management plan.
- **The Village of Burns Lake will work with other local agencies to strengthen the local economy, grow our existing businesses and increase our economic diversity.**
  - Continue to implement a business retention and expansion program.
  - Engage with LNG project sponsors and identify regional and local partnership goals to promote the local economy and mitigate impacts from development.
  - Coordinate and collaborate with other local governments, First Nations, and economic development agencies, to clarify goals and roles in the Lakes District.
  - Using the Official Community Plan, identify any proposed improvements to the Zoning Bylaws.
  - Initiate a Village branding exercise to support Recreation, Culture, Tourism and Economic Development.
- **The Village of Burns Lake will provide its citizens with opportunities to reduce their impact on the earth, and demonstrate social & environmental stewardship.**
  - Examine the implementation of recycling programs in other municipalities.
  - Prepare a report that:
    - Identifies the operational and logistical requirements of a recycling program.
    - Includes results from consultations with First Nations, the Regional District, and citizens of the Village of Burns Lake about the introduction of recycling.
    - Estimates the start up costs and the one-time and ongoing financial impacts for a recycling program.
    - Examines alternatives with MMBC with the aim of identifying a feasible model.
    - Where appropriate, identifies options for implementing a recycling program.
  - Continue to identify options to create carbon offsets and reduce our green house emissions.



## Village of Burns Lake Municipal Objectives 2015

- **Continue to strengthen and improve communication between The Village of Burns Lake and local First Nations.**
  - Develop a protocol with the Burns Lake Band.
  - Facilitate an annual planning session with local First Nations to address areas of mutual interest.
  - Continue to expand and improve the protocol with Lake Babine First Nations.
- **Continue to improve collaboration and shared services with the Regional District.**
  - Meet quarterly with Regional District Area B, and Area E. Explore continue to explore expand and optimize shared services with Regional Districts such as:
    - Introduction of recycling
    - Expansion of maintained hiking and biking trails
    - Recreation services available to all residents in the region
- **The Village of Burns Lake will continue to provide and support valued recreation and cultural opportunities for the community.**
  - Measure the use and impact of the Multi use facility.
  - Promote multiculturalism by engaging with our community and identifying a new cultural event that celebrates the unique heritage of members of our community.
  - Identify 2-3 improvements for Spirit Square.
  - Investigate feasibility of offering free Wireless Internet in the downtown core, or in municipal buildings.



VILLAGE OF  
**BURNS LAKE**  
*It's Only Natural!*



# FROM VILLAGE OF BURNS LAKE STAFF AND COUNCIL, THANK YOU!

Please find the Village of Burns Lake 2013 audited financial statements attached.



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[www.burnslake.ca](http://www.burnslake.ca)

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