



2020 Annual Report

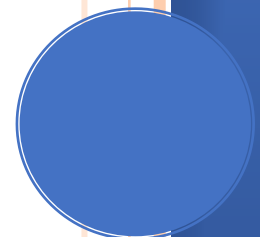


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Message From the Mayor

Welcome to the District of Logan Lake's Annual Report!

The purpose of this report is to provide an easily readable document for residents and visitors to view community financials, service levels and to get a sense of the goals and objectives of the community, as well as progress.

Within the pages of this report we hope you will find the information that is important to you. 2020 was a year none of us could have predicted or fully planned for, but through the course of the year we were able to accomplish a lot despite the challenging times.

Logan Lake turned 50 years old in 2020 and although we weren't able to celebrate the way we intended to, we were gifted a number of beautiful commemorative pieces including a clock by the Logan Lake Community Forest and an incredibly intricately carved walking stick presented to Council from the local Lions Club which can be viewed in Council Chambers.

We still look forward to a fantastic celebration with all of you when the time comes!

Ironstone Ridge has continued to be a great success and we're very pleased with the progress.

Our Campground was another success story in 2020 and we continue to make improvements to enhance the trail systems and recreational opportunities in and around our campground for residents and visitors to enjoy.

In this unprecedented year, we had 3 major Infrastructure projects that were approved for additional funding in 2020 including a well improvement project and the replacement of the Rec. Centre roof and the Ice Plant in the Rec. Centre, but from a community perspective we mostly look forward to the arrival of our new solid waste removal truck in 2021!!

Thank you for taking the time to review our District of Logan Lake Annual Report and as we prepare to move forward through this pandemic we wish to acknowledge the many groups, organizations, and individuals within the community who have helped to lift up others during these tough times to reduce the impacts of COVID 19 for those around them.

Kind regards and keep well;

Mayor Robin Smith



Message From the CAO

I did not have the privilege of working at the District of Logan Lake in 2020 and of interacting directly with citizens, Council and staff. I am acutely aware of the limits of my knowledge of what occurred in 2020, and my message reflects only what I know for certain.

2020 was a year like none of us have experienced before. While the citizens of the community had to drastically adapt their lifestyles to limit the risk of COVID-19 transmission, the District staff and Council had to adapt work processes with the same objective and to provide a safe workplace.

The District is involved in many essential services – water, sewer, garbage collection, snow removal and so on. Maintaining delivery of these services while keeping staff safe was an operational challenge. But the District delivers more than essential services, and during a pandemic, the value of services to support the community became more evident.

Council and staff worked hard to ease the burden on citizens by placing 0% increases on taxes, water and garbage collection. They were also able to support citizens by planning and delivering a new event (Light Up By The Lake) and coordinating modified versions of Citizen of the Year, Canada Day and Remembrance Day events. The District was able to support Minor Hockey and some other children's sports.

Staff, while dealing with COVID-19 challenges in their personal lives, also adapted their professional lives to deliver the services described and more. They went above and beyond to show their professionalism, commitment and caring in supporting the community.

I am honoured to lead such great employees as we prepare to move past this pandemic. I look forward to continuing to support the community and to achieving the 2021 goals with this talented group of people.



Purpose

In accordance with Section 98(1) of the Community Charter,

Before June 30 in each year, a council must

- (a) prepare an annual report,
- (b) make the report available for public inspection under section 97, and
- (c) have the report available for public inspection at the meeting required under section 99.



Council

2018-2022 Council Members



Back row, left to right:

Councillor Peter Martell, Councillor Marion Bell, Councillor Garry Youd, Councillor Allan Smith

Front row, left to right:

Councillor Claire Newman, Mayor Robin Smith, Councillor Amber Chong

Committees

In 2020, the District of Logan Lake made use of the following Standing Committees of Council and appointed liaisons to other organizations as noted below.

2020 STANDING COMMITTEES

Public Works, Parks, and Recreation Committee

Councillor Martell, Chair
Councillor Bell
Councillor A. Smith
(Staff Support: Chief Administrative Officer,
Director of Public Works and Recreation, Administrative Assistant)

Economic Development, Trails, and Tourism Committee

Councillor Newman, Chair
Councillor Chong
Councillor Youd
(Staff Support: Chief Administrative Officer, Community
Development Officer, Administrative Assistant)

Community Services Committee

Councillor Chong, Chair
Councillor Bell
Councillor A. Smith
(Staff Support: Chief Administrative Officer,
Administrative Assistant)

Executive, Policy, and Relationship Building Committee

Mayor R. Smith, Chair
Councillor Martell
Councillor Smith
(Staff Support: Chief Administrative Officer,
Director of Corporate Affairs, Administrative Assistant)

2020 COUNCIL LIAISON APPOINTMENTS

Gold Country Communities Society

Councillor Bell
Councillor Youd (Alternate)

Logan Lake Community Forest Corporation

Councillor Newman
Councillor Bell
Councillor Youd

Northern Development Initiative Trust

Councillor Youd
Councillor Bell (Alternate)

Thompson Nicola Regional District (TNRD)

Mayor R. Smith, Director
Councillor A. Smith (Alternate Director)

Wellness Action Group

Mayor R. Smith
Councillor Bell

District of Logan Lake Social Club Executive

Councillor Newman, Council Member
Sherry Verheyen, CUPE Employee
Colin Forsyth, Management Employee

In addition, the District struck two Select Committees for specific functions.

2020 SELECT COMMITTEES

Lake Enhancement Working Group

Councillor Chong, Chair
Councillor Bell (Alternate)
Marge Sidney, BC Lake Stewardship Society
Representative (& Alternate) Ministry of FLNRORD
Representative (& Alternate) BC Institute of Technology
Heather Larratt, Larratt Aquatic Consulting
Ray Town, Highland Valley Outdoor Association
(Staff Support: Chief Administrative Officer, Director of
Public Works & Recreation, Administrative Assistant)

50th Anniversary Committee

Mayor R. Smith, Chair
Councillor A. Smith
Doug Wilson
Elaine Pennoyer
Evelyn Forbes
Sherri Perrault
Jacqui Schneider
(Staff Support: Chief Administrative Officer, Community
Development Officer, Administrative Assistant)

Vision, Mission and Values

The Logan Lake 2018-2022 Council has defined and committed to the vision, mission and values statements. These statements are meant to guide them in the consideration of issues and decision-making on behalf of the community.

Vision

A smart growth community with a high quality of life and a commitment to its financial, environmental, and social health.

Mission

Providing progressive leadership to the citizens of Logan Lake.

Values

- Accountable & Transparent
- Fair & Compassionate
- Respectful & Truthful
- Progressive & Thoughtful



2019-2022 Strategic Plan

Council met early in their term to define the goals for their term through a Strategic Plan. These goals together with progress updates are shown here.

1. Pursue Organizational Effectiveness			
Actions	Target	Comments	Date Completed
Review and Update Strategic Plan	Bi Annual		2Q/20
Enhance relationships with SSN, Lower Nicola Band	Bi Annual Meetings	C2C Forum Planned for Fall 2021	Ongoing
Establish relationship with Cooks Ferry Band	2019		Ongoing
Council Leadership Training Plan	1Q/20	Teambuilding exercise LGMA Elected/Staff resource Kit Governance Workshop	
Review Community Engagement Options <ul style="list-style-type: none"> Form working group 	1Q/2019	Working group has met. Staff preparing report	Delayed
Update Fire Bylaws and Policies	4Q/2020	Awaiting province to adopt New Fire Safety Act (res 197-19)	4Q/20
Review Fire Services Mutual Agreement with Adjacent Areas	4Q/19	Dec 11/11 COTW	Ongoing
Electronic Council Minutes and Reports	4Q/2019		Underway
Finalize 2020 CUPE Agreement	2020		2020
Records Digitization	2022		Underway
Policy Review	4Q/20		Ongoing

2. Optimize Financial Management

Actions	Target	Comments	Date Completed
Review Parks Master Plan, Recreation Centre, and Campground Improvement Plan	1Q/19		1Q/19
Council Review Costing Impacts of Capital Asset Replacement Plan 5-10 Year (AMP)	1Q/19		1Q/19
Review Development Cost Charge Bylaw	4Q/19	Project initiation 3Q/20 Consultant collecting background info	Underway
Finalize Benefit Agreement with HVC to include Long Term Sustainability Plan	2Q/20		Underway
Review Cemetery Expansion and Upgrade Plan <ul style="list-style-type: none"> Implement Phased Plan Pending Financial Opportunities 	4Q/19 TBD		
Review On-Line Bookings and Payments	2Q/20		4Q/19
Expand On-Line Bookings	4Q/20		Under review
Review Water Delivery strategy (loss/usage/monitoring)	2021	Does metering large consumers fit this action item?	

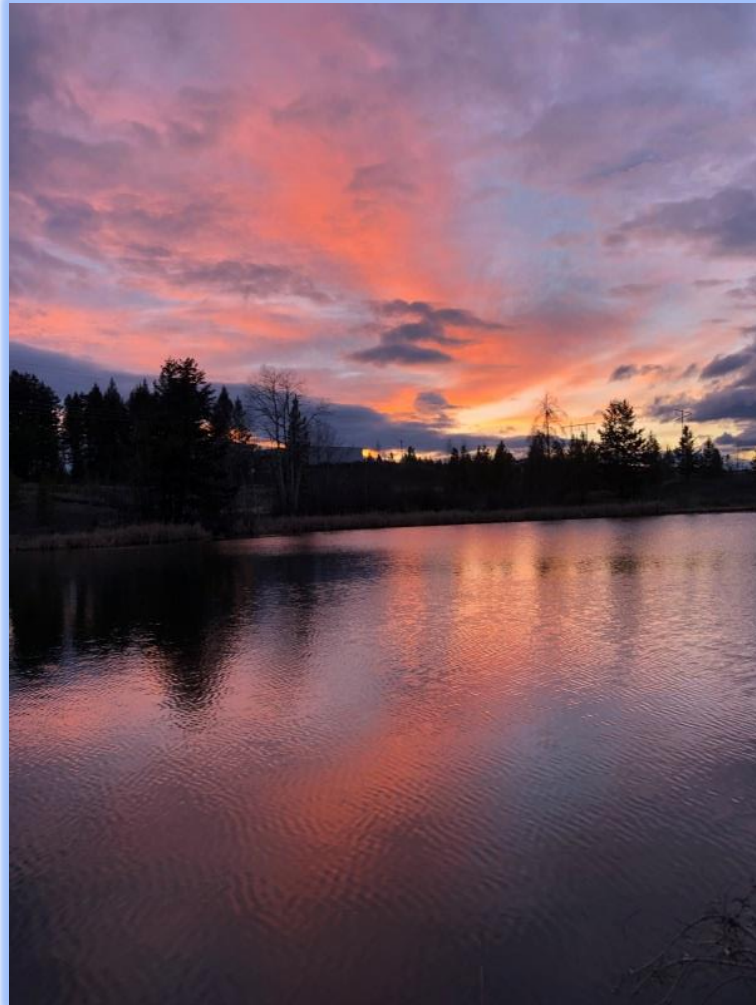
3. Promote Innovative Economic Development

Actions	Target	Comments	Date Completed
Review Economic Development Strategy	1Q/19	Reviewed with Council March 13/19 COTW	1Q/19
Initiate Crown Land Acquisition for Development <ul style="list-style-type: none"> • Lakeview • Lea Rig 	2Q/19	Options prepared & high level engineering complete	
Develop Light Industrial Taxation Strategy	2Q/19		2Q/19
Review Land Development Strategy for affordable housing, including; subsidized housing, multifamily and small lot development.	4Q/19		
Review Hockey Academy Proposal	4Q/19	Council endorsed 4Q/19 On hold	Complete
Consider RFP for Review Community-wide TV and Internet upgrade <ul style="list-style-type: none"> • Broad Band • WiFi 	1Q/20	Connectivity Plan underway. ROI circulated to determine cost for better connectivity	3Q/20
Undertake visioning exercise to provide strategic direction on Tourism	2Q/20		Delayed
Pipsuel Boundary Expansion Strategy	On-going		
Refine “Discover Our Nature” Brand	2022	See External Trails Action item	
Implement Way-Finding/Trail Signage	On-Going		Delayed
Enhance DT/Community Beautification	On-going	Clock Installed	

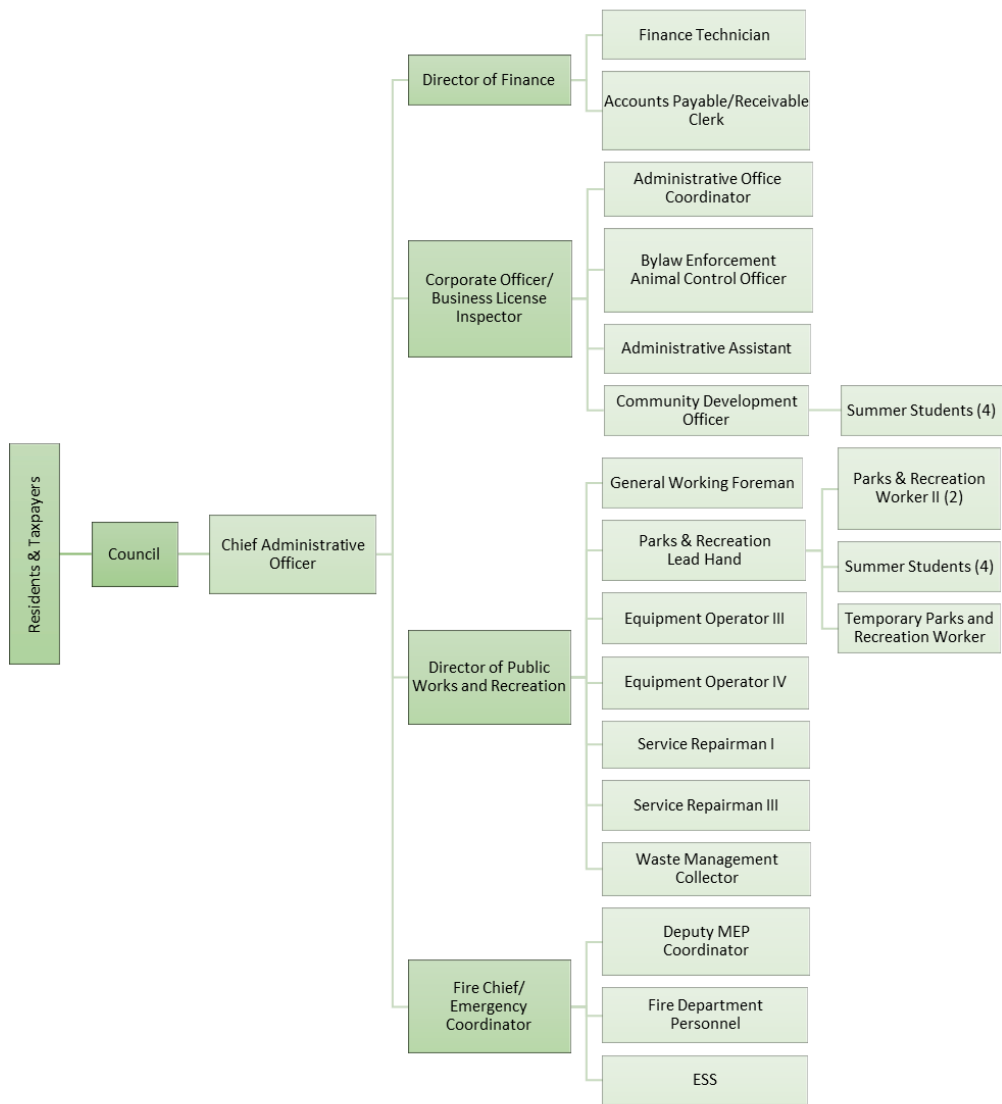
4. Enhance Quality of Life

Actions	Target	Comments	Date Completed
Advocate for Stable Medical and Mental Health Services	On-going	Ministry Rep delegation to Council Aug 18/20	Ongoing
Review/Implement Energy & Emissions Plan	2Q/19	Working with local grinding company to grind (rather than burn) wood debris generated by Ironstone Purchased a hybrid vehicle for Public Works	Ongoing
Coordinate External Trails Plan	2021	Working with Forsite on developing report/TOR for External Trails Plan, which could be major initiative to refine Discover our Nature brand	Underway
Facility Needs	3Q/20		
<ul style="list-style-type: none"> Develop Archive Policy 			
<ul style="list-style-type: none"> Explore storage options for community groups 	1Q/20		Complete
<ul style="list-style-type: none"> Review empty WHY Space Potential 	2Q/19		Complete
<ul style="list-style-type: none"> Upgrade Shovel <ul style="list-style-type: none"> Exterior Appearance Interior Use 	4Q/20	Pending Teck funding application	
Retrofit Municipal Hall <ul style="list-style-type: none"> finishing touches 	2Q/19 1Q/20	Completed: Change table Flag pole Hot water tanks New sign ordered Door screen underway	Complete Complete
Develop Community Event Plan	1Q/20	Bring to COTW 3Q/20 to discuss events generally	Underway
Review Street Golf Cart Licensing	1Q/20	Awaiting MOTI evaluation	
2020 Milestone Birthday <ul style="list-style-type: none"> Review Legacy Project Option 	2020	Clock installed Mimi trail 85% complete 2021 events -Fishing by 50,	Underway
Review Feasibility of Pool & Community Hall	4Q/21		
Review Transit Opportunities	2021		
Develop Volunteer Data Base	2021	Underway through 50 th planning process	
Lobby Change for Taxi Laws	On-going		
Support Community WHY Programs	On-going		
Advocate School District for Improved Services	On-going		

Support additional youth opportunities	On-going		
300 Opal Sr's Housing	2Q/20	Application made to CMHC for prelim. Development funds.	
Partner with Enbridge to redevelop recreation opportunities	4Q/21		



Organizational Structure



In addition to the structure above, the District has also created a municipal corporation, the Logan Lake Community Forest Corporation (LLCFC). As an independent entity, it operates at arm's length from the Council and is governed by a Board of Directors. The Council is charged with approving policy changes to the LLCFC, and with the annual appointment of Directors to the Board. The LLCFC Board is responsible for oversight of the corporation. Management of the LLCFC is contracted to Forsite Consultants Ltd.



**Logan Lake
Community Forest**
CORPORATION

District Services

The District provides the following services on behalf of residents.

<ul style="list-style-type: none">➤ Building permit review➤ Business Licensing➤ Dog Licensing➤ Bylaws and bylaw services➤ Parks and Trails➤ Recreation Centre➤ Campground Management➤ Cultural Services and Events➤ Economic Development services➤ Emergency Planning and Preparedness➤ Storm Water Management➤ Facilities Management➤ Snow Removal➤ Gravel Pit Operation➤ Water Distribution	<ul style="list-style-type: none">➤ Lake Enhancement Services➤ Recycling➤ Sanitary Sewer Services➤ Street lighting➤ Signage➤ Zoning and Land Use Planning➤ Residential and Commercial Development➤ Visitor Information Centre➤ Fire Protection and Inspections➤ Garbage Collection➤ Elections➤ Finance & Taxation
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THE POPULATION OF LOGAN LAKE WAS 2073 IN 2011, AND 1993 IN 2016.

THE 2021 CENSUS DATA WILL BE AVAILABLE IN EARLY SPRING OF 2022.

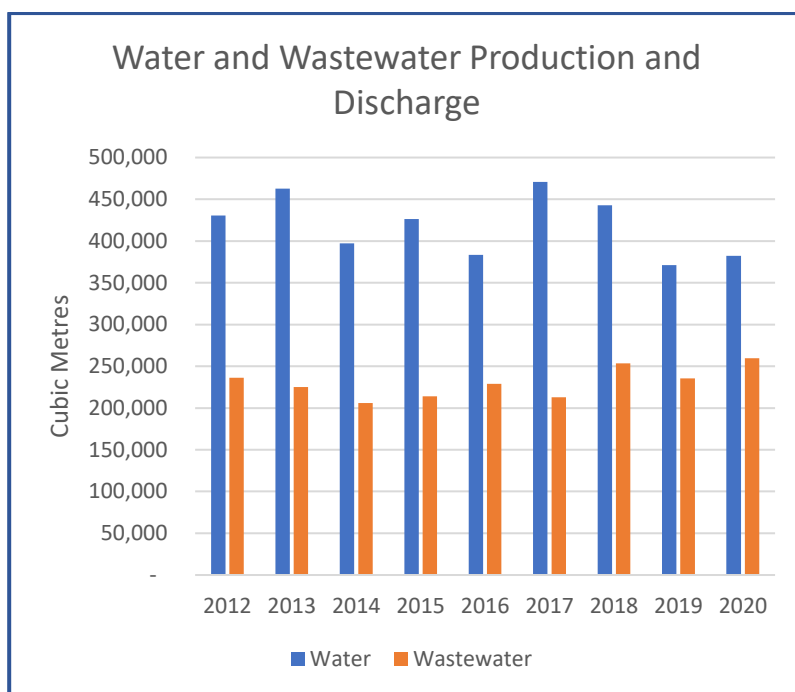
2020 Goals and Highlights

Public Works, Parks and Recreation

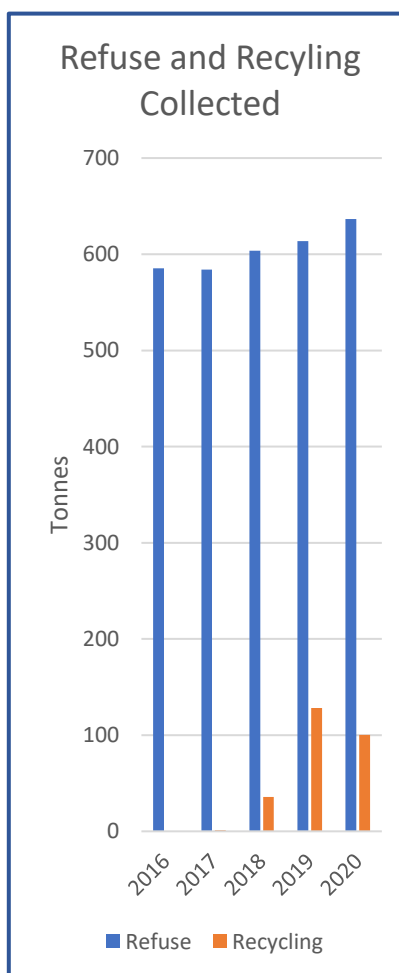
Public Works is involved in the delivery of many critical services and to maintain continuous service through COVID-19, had to adapt their processes to deliver safe, clean drinking water, wastewater services, road maintenance, snow removal, solid waste and recycling services and many essential services.

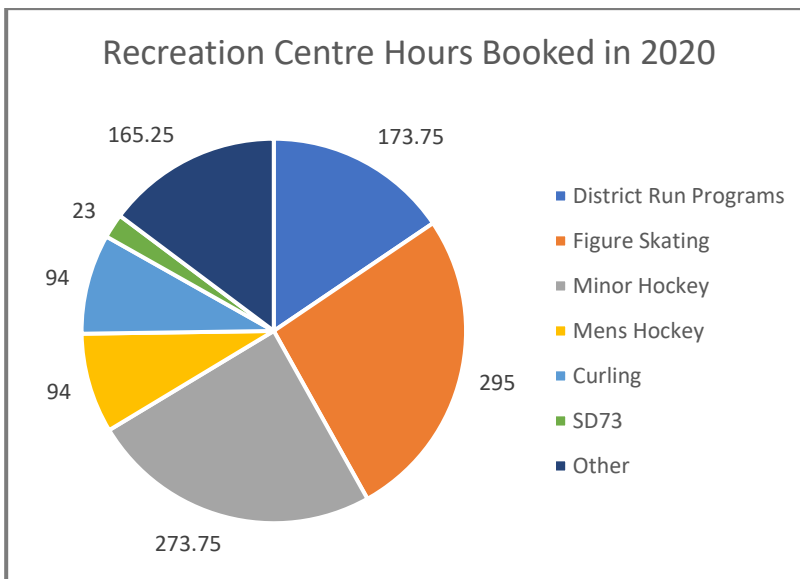
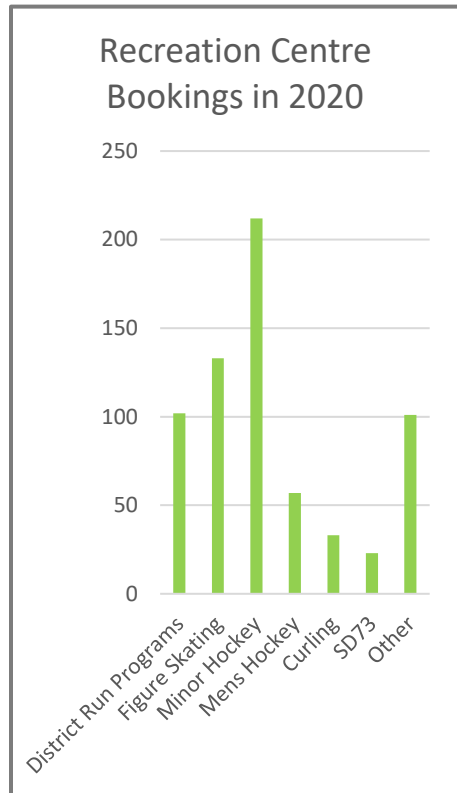
Some additional projects and highlights included:

- \$20,000 was approved for the development of the PW Works Yard and Facilities concept improvement plan.
- A grant application to replace the ice plant for the arena was submitted.
- The District purchased a new solid waste and recycling truck, plus kept the old one for backup.
- Replacement of the arena roof was deferred to 2021 due to costs.
- The District welcomed a new Director of Public Works, Parks and Recreation, Wade Archambault.



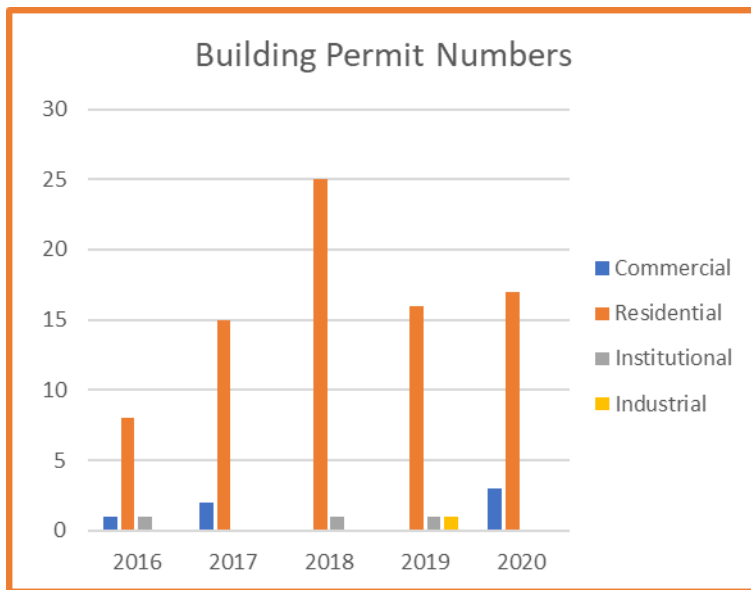
2020 Transfer Station Summary	
Type	Weight (t)
Refuse	636.75
Curbside Recycle	100.225
ICI Cardboard	43.965



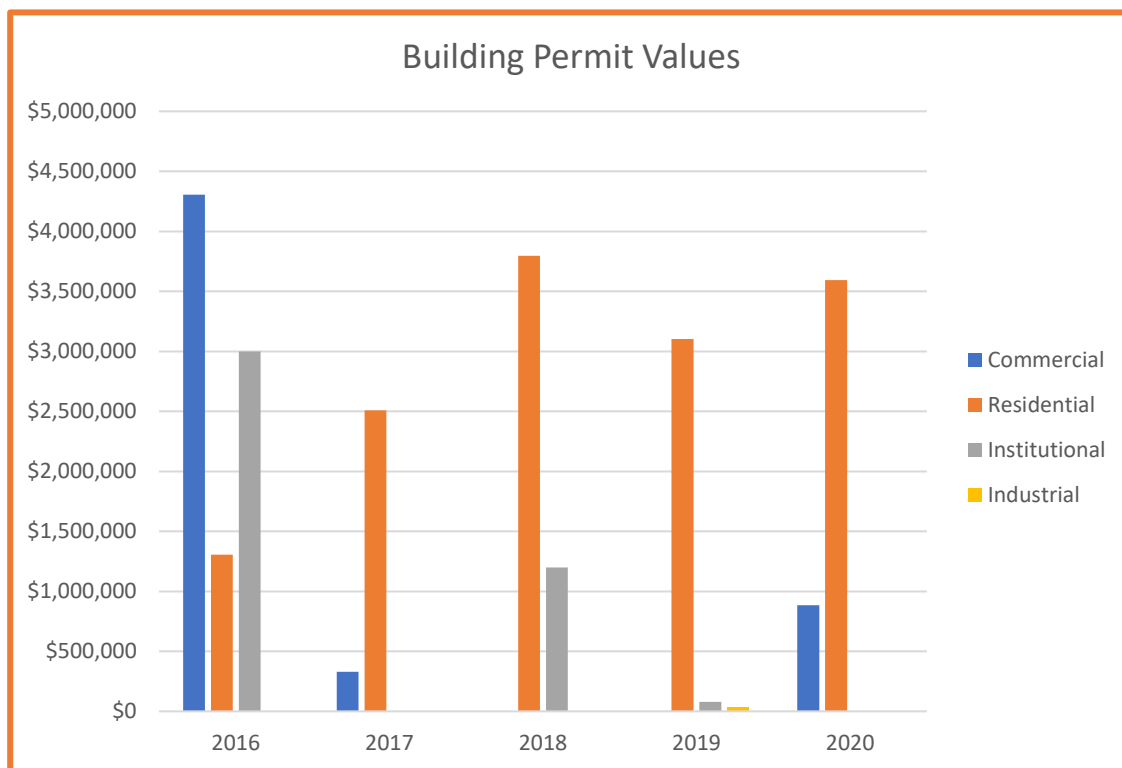


Planning and Development

- The District was able to continue to provide Planning and Development services through the pandemic, although public hearings looked very different than normal.
- Infrastructure for phase 3A of Ironstone was developed in 2020, as well as the Laugh and Learn Daycare proposal was approved for development beneath the Logan Lake Library.
- One OCP Amendment (bylaw 864) was made in July of 2020, to create a new zone to allow the addition of secondary suites.



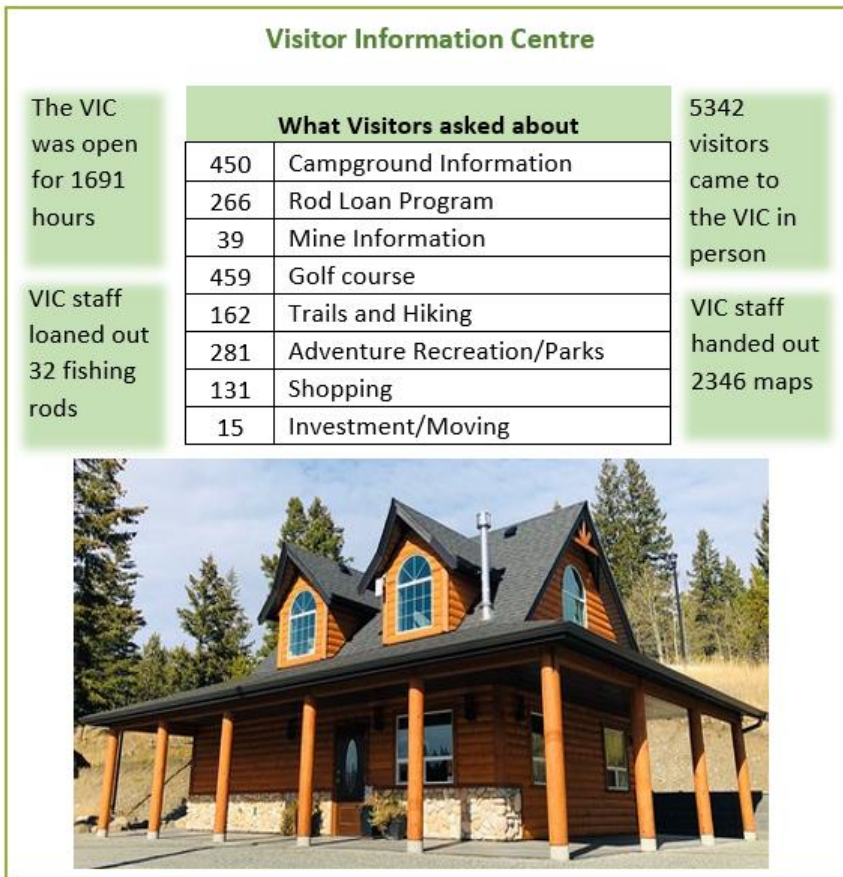
Planning and Development Processes	
Building Information Requests	66
Development Variance Permits	0
Development Permits	2
Temporary Use Permits	1
Rezoning	2



DID YOU KNOW:
 BETWEEN 2016 AND 2020, **\$24, 144,000** HAS
 BEEN INVESTED IN DEVELOPMENT IN LOGAN LAKE

Economic Development

Of all departments, COVID-19 likely impacted this function the most, with events either prohibited or severely restricted. Despite that, a remarkable amount of activity occurred under this umbrella.



Some additional highlights in this function include:

- Community Development Officer Mike Carlsen began his first season with the District.
- The District participated in a partnership with the TNRD to fulfill its obligation to produce a Housing Needs Assessment.
- The WHY and the Lions approached Council to seek support for the creation of a local newspaper. The Council approved support of this venture with \$4,000 of funding.



- “Christmas Light Up By The Lake”, an event to lift spirits and celebrate the season, was created and held at the campground.
- A Connectivity Plan was commissioned and delivered late in 2020, to help the District understand the options available to improve connectivity for the community.
- The Citizen and Youth of the Year and Flag Raising event was scaled back but still conducted.
- The Remembrance Day ceremony looked different than usual, but was able to be safely performed in compliance with COVID-19 restrictions through live-streaming of the event.

50th Anniversary Planning and Celebration



DID YOU KNOW:

OF THE 2157 INFO CENTRE VISITORS WHO IDENTIFIED WHERE THEY WERE FROM, 18% WERE FROM LOGAN LAKE AND 81% WERE FROM ELSEWHERE IN BC



The campground was fully open for 151 days, with 59 of those days sold out. 41 additional days sold over 90%.

There were 6375 total booking in 2020 including 162 tent bookings.

The campground generated \$181,459 in revenue in 2020.



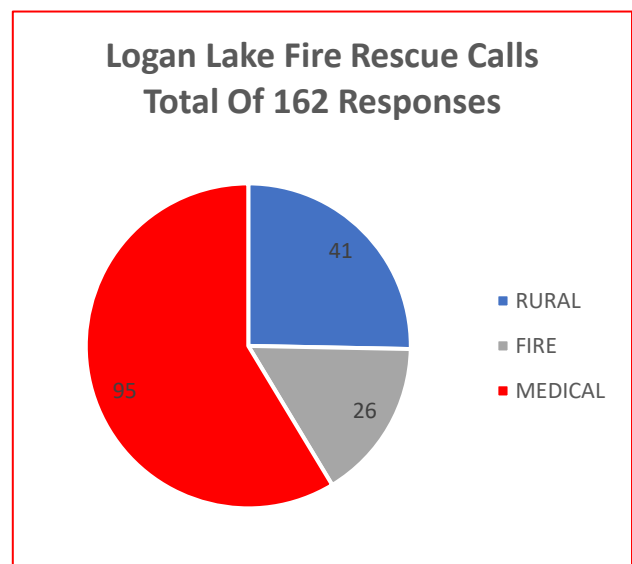
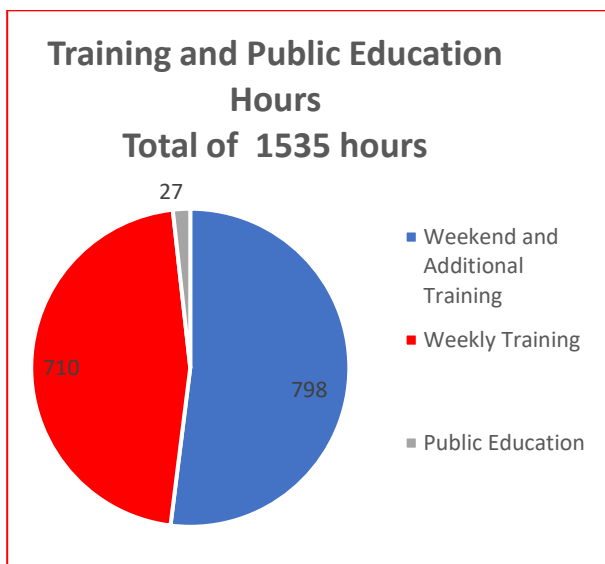
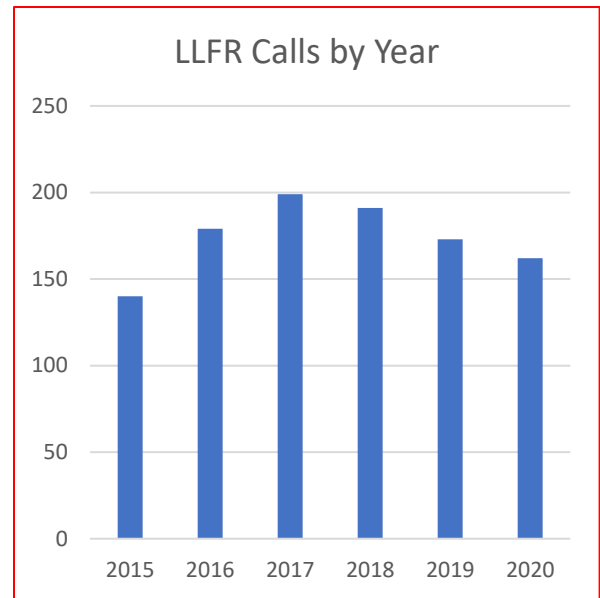
Protective Services

The District replaced the Fire Chief's truck, while keeping the old truck for bylaw services.

Fire Chief Dan Leighton retired, with Doug Wilson appointed as Acting Fire Chief until a permanent replacement could be confirmed.

Training for firefighters and public education in Fire was severely impacted by COVID-19, but despite this, they managed to maintain their skills with training and deliver some public education. Inspections of public buildings was put on hold, with none conducted in 2020.

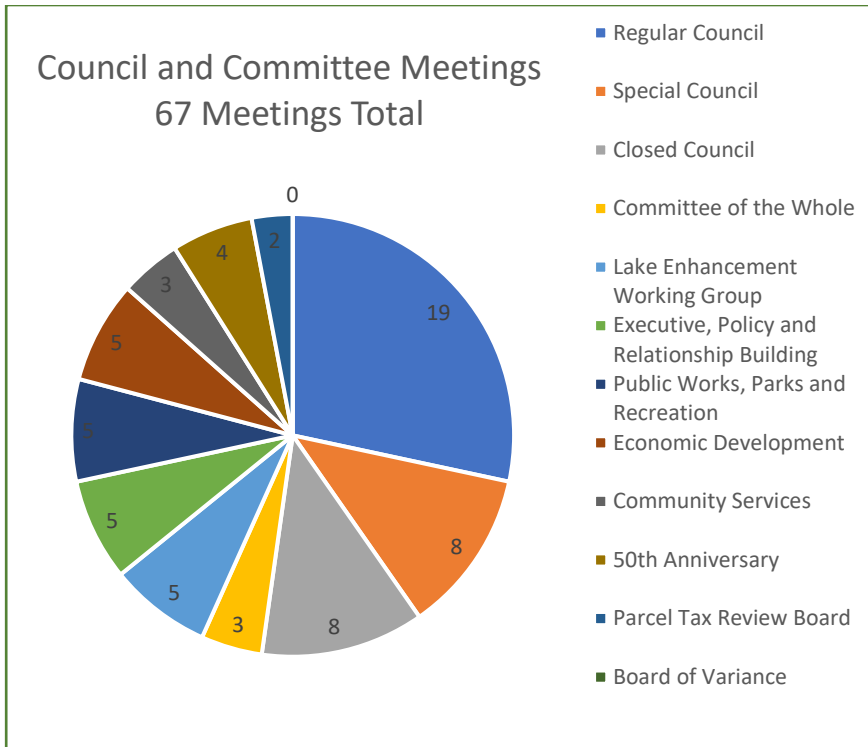
Firesmart activities continued through the summer to help manage fire risk to the community.



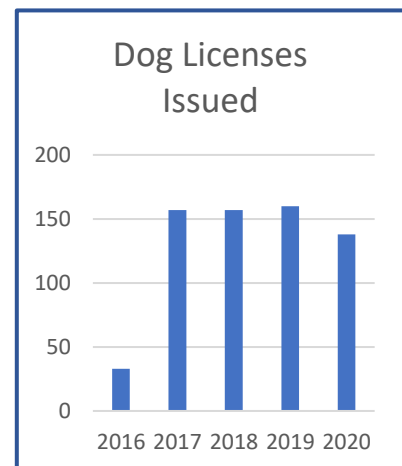
Administration

This department saw turnover in the Chief Administrative Officer (CAO), with a successful recruitment of a new CAO at the end of the year.

Meetings were severely restricted due to COVID-19 and, while most committee meetings were cancelled, meetings that were still held moved to an electronic format. Public Health Orders restricted in-person public attendance at Council and Committee meetings.



Administrative Actions	
News Releases	4
Public Notices	13
Bylaws Adopted	11
Council Resolutions	334



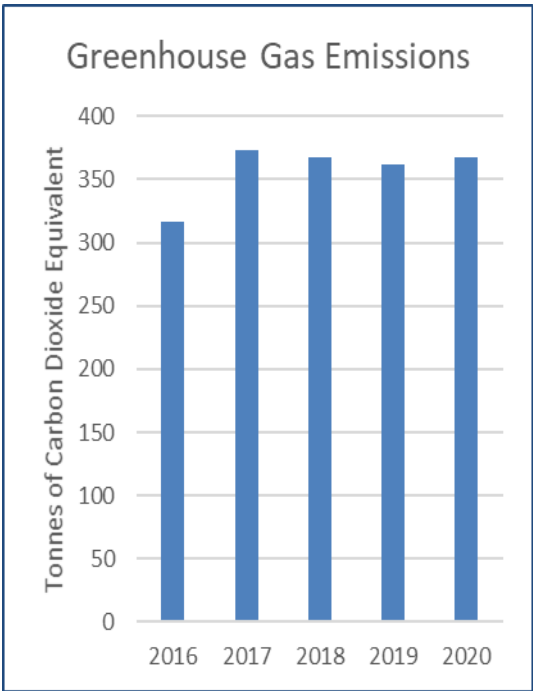
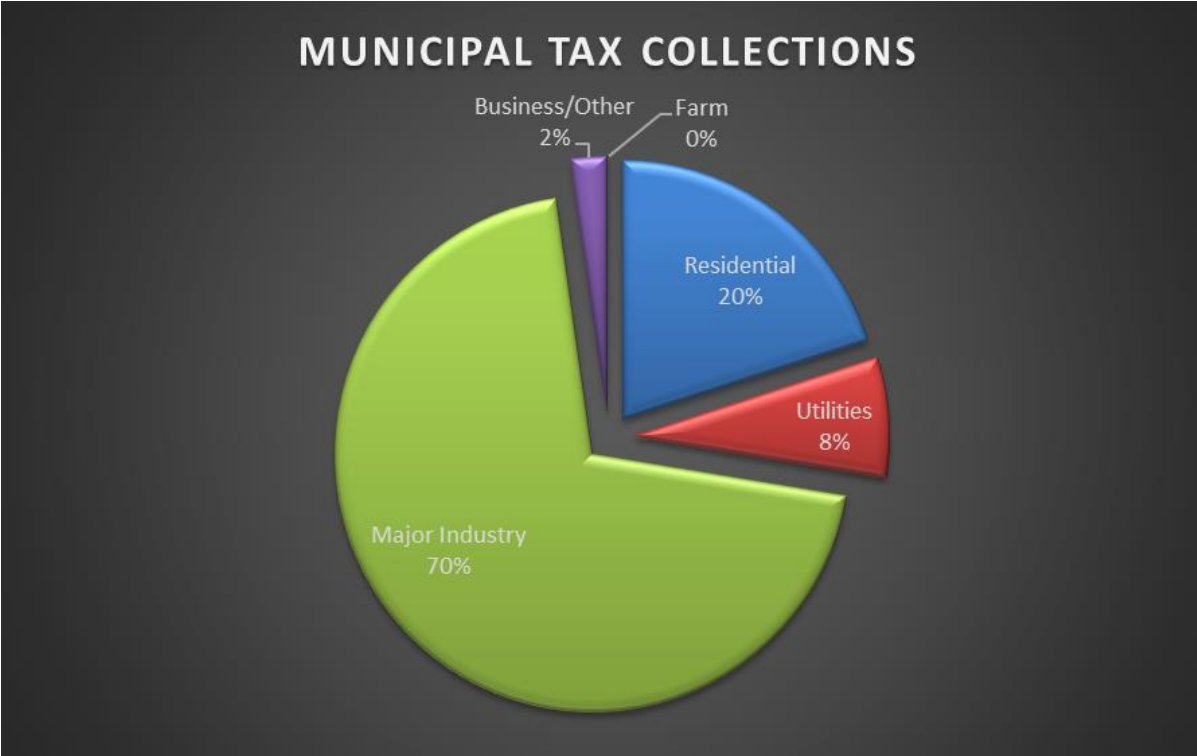
Finance

In light of COVID-19, the finance department was able to bring to Council a budget that reduced the tax burden for citizens and businesses, understanding that many were having a more difficult time as a result of the pandemic. The taxes and utility fees approved for 2020 were as follows:

- Tax increase: 0%
- Water Rate increase: 2.3%
- Sewer Rate increase: 0%
- Garbage/Recycling increase: 0%

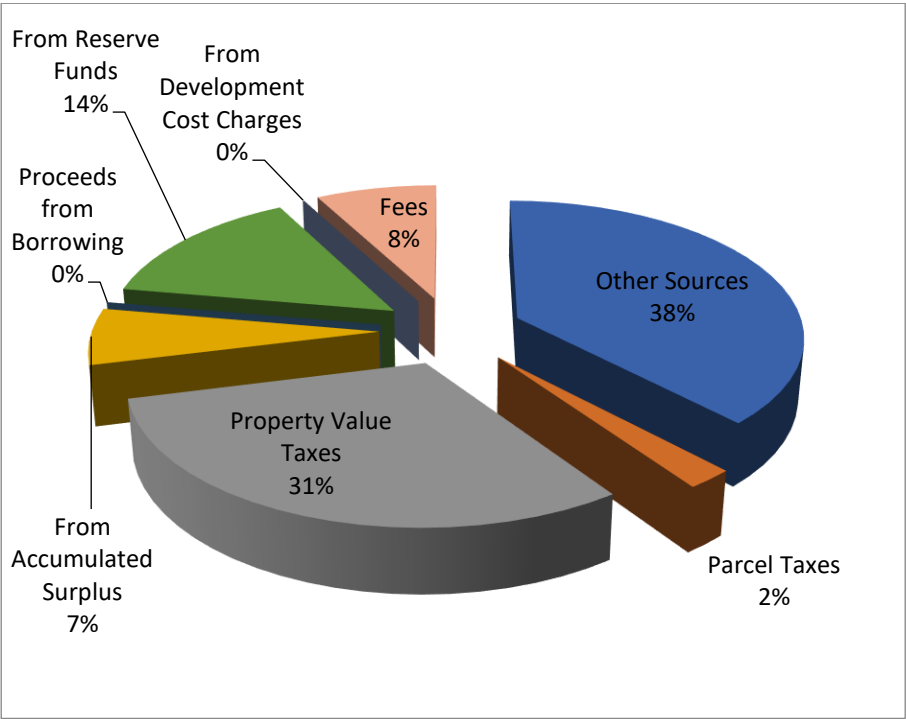
The District also passed an Inter Community Business License Bylaw, and made an application to the FCM for a grant to develop an Asset Management Program.

A significant benefit allowed by Provincial Order during COVID-19 was the ability to defer the Annual Tax Sale. The District chose to take advantage of this to grant property owners in a tax sale situation some relief during the pandemic.



Revenue Summary

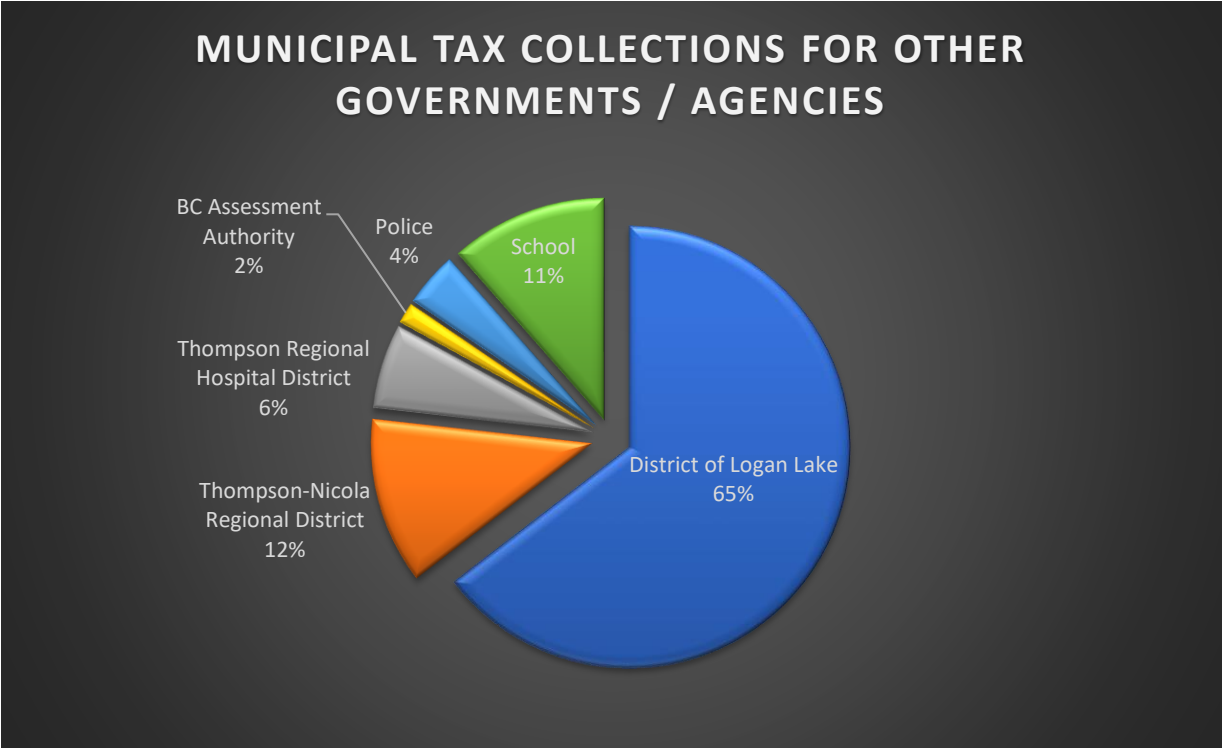
WHERE THE MONEY COMES FROM 2020



Property Value Taxes	\$3,882,000
Parcel Taxes	\$291,900
Fees	\$980,900
Other Sources	\$4,766,400
Proceeds from Borrowing	\$0
Transfer from Reserve Funds	\$1,815,500
Transfer from Development Cost Charges	\$0
Transfer from Accumulated Surplus	\$833,600
Total	\$12,570,300

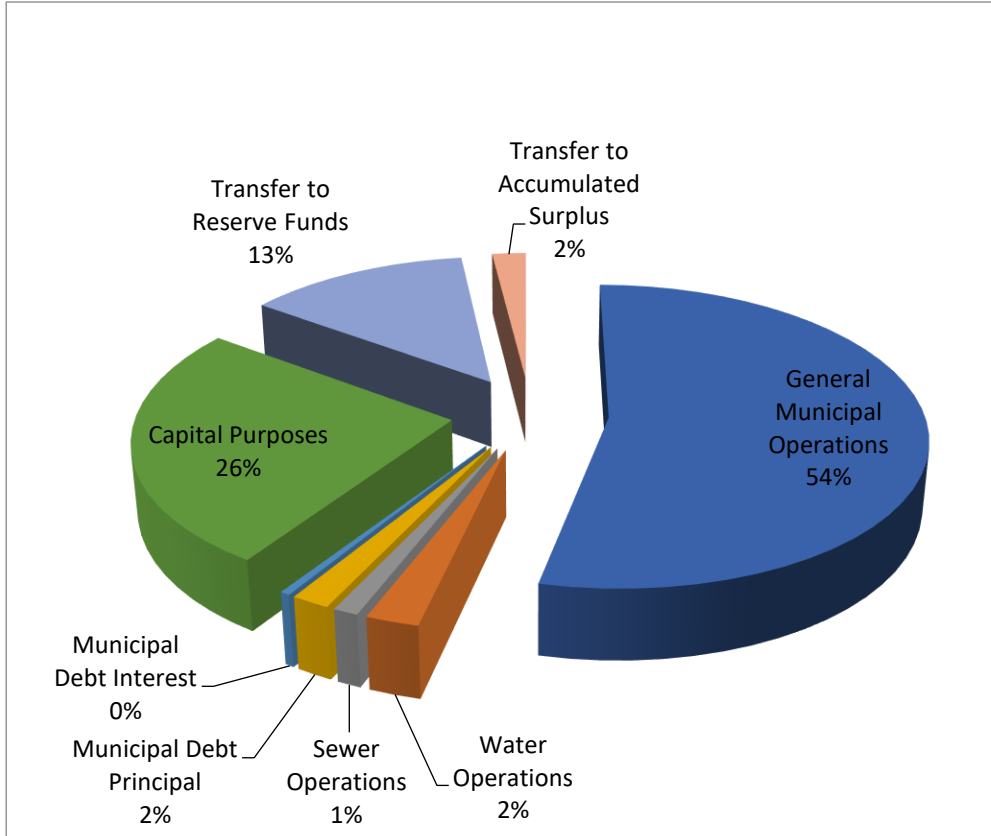


In addition to taxes for the municipality, the District of Logan Lake also collects taxes for a number of other taxing authorities.



Expenses Summary

WHERE THE MONEY GOES 2020



General Municipal Operations	\$6,740,100
Water Operations	\$298,700
Sewer Operations	\$140,800
Municipal Debt Principal	\$216,600
Municipal Debt Interest	\$55,900
Capital Purposes	\$3,230,900
Transfer to Reserve Funds	\$1,639,400
Transfer to Accumulated Surplus	\$247,900
Amortization	\$888,000
Deduct Non-Cash Items	-\$888,000
Total	\$12,570,300

Permissive Tax Exemptions and Development Cost Charges

In accordance with Section 98 (2)(b) of the *Community Charter*, the following properties in the District of Logan Lake were provided permissive property tax exemptions by Council in 2020.

Legal Description	Civic Address	Organization	Value of Permissive Exemption
Land District 25, District Lot 26, Plan 40458	Meadow Creek Road	Meadow Creek Golf Club Society	\$2,758.00
Lot 1, Land District 25, District Lot 780, Plan KAP60331, Plan KAP58996, and Sec. 33 TP17 RG21, Except MHR #1735	6201 Hwy 97C	Logan Lake Ranch & Country Club	\$704.00
Lot 2, Land District 25, District Lot 1666, Plan KAS1787	90 Opal Drive	Logan Lake Seniors Society	\$642.00
Lot 22, Land District 25, District Lot 1666, Plan 21739	311 Opal Drive	Roman Catholic Bishop of Kamloops Logan Lake Christian Fellowship	\$134.00
Lot A, Land District 25, District Lot 2217, Plan KAP47464	237 Jasper Drive	Pentecostal Assemblies of Canada	\$243.00

In accordance with Section 569 of the Local Government Act, the following Development Cost Charge reporting is provided.

	Balance at <u>January 1</u>	DCC's <u>Received</u>	DCC <u>Expenditures</u>	Waivers and <u>Reductions</u>	Interest <u>Earned</u>	Balance at <u>December 31</u>
Water DCC	\$ 228,226.00	\$ 50,414.00	\$ -	\$ -	\$ 2,613.00	\$ 281,253.00
Sewer DCC	\$ 521,625.00	\$ -	\$ -	\$ -	\$ 4,888.00	\$ 526,513.00
Total	\$ 749,851.00	\$ 50,414.00	\$ -	\$ -	\$ 7,501.00	\$ 807,766.00

2021 Goals

Public Works

- Well 5 development
- Expansion of gravel pit
- Replacement of arena roof
- Greenhouse upgrade
- Municipal Hall finishing touches
- New dock at campground
- Proper storage facilities at campground
- Recruitment of Parks and Recreation Worker
- Agreement with the TNRD for the provision of invasive plant management services

Planning and Development

- Phase 3B of Ironstone infrastructure development

Economic Development

- 50th Anniversary Sundial installment
- 50th Anniversary events - Kayak Race, Fishing Derby, Drive-In Movies
- Hiring of Campground Manager
- Hosting of C2C forum with Lower Nicola Indian Band
- Connectivity Comparison Report

Protective Services

- Recruitment of new Fire Chief
- Installation of air conditioning at the Fire Hall
- Canada Day Fireworks show, with upgraded firing system
- Firesmart program
- Evacuation Route Planning
- Partnering with Interior Health to deliver community-wide COVID-19 clinics
- Recruitment of new Bylaw Officer

Administration

- Broadcasting of Council Meetings
- New Chief Administrative Officer
- New website for the District
- Governance Workshop with Council

Finance

- Centralized Home Owner Grant process
- Recruitment of Payroll/Tax Clerk

Audited Financial Statements
