

ANNUAL REPORT 2023

DISTRICT OF TAYLOR

INCLUDES FINANCIAL STATEMENTS FOR THE
YEAR ENDED DECEMBER 31, 2023

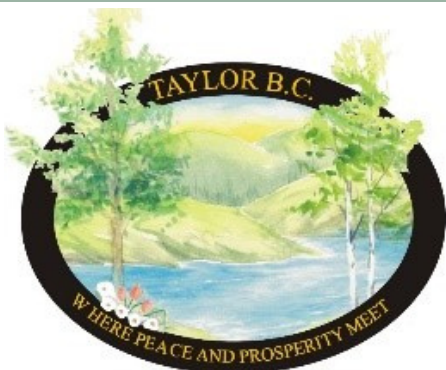


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MAYOR'S MESSAGE

Dear Residents of Taylor,

As we reflect on the past year, I am honored to present to you our annual report highlighting the progress and achievements of our beloved community. Through collaboration, dedication, and resilience, we have continued to thrive despite the challenges that have come our way.

Throughout the year, we have made significant strides in various areas, including asset management, phase one of the Participaction Trail, upgrades to the Lone Wolf Golf Course, the completion of two new parks and the Ionic Water Solutions Pilot Project.

As we look ahead to the future, I am filled with optimism and excitement for what lies ahead. Together, we have overcome countless challenges, and I have no doubt that we will continue to build upon our successes and achieve even greater heights.

I want to express my heartfelt gratitude to each and every member of our community and staff for the continued support, dedication, and perseverance. It is your commitment to our shared vision that truly makes our community a special place to call home.

Thank you for your continued trust and confidence in our Council and our local government. Together, we will continue to work tirelessly to make our community an even better place to safely live, work, and thrive.

Sincerely,

Mayor Brent Taillefer





MAYOR BRENT TAILLIFER

Brent Taillefer is a lifelong Peace area resident. In 1977, his family established a small farm in Baldonnel. In 2003 Brent and his wife Sheena decided to take up residence in Taylor and establish a life, family, and home together. Growing in the community with the additions to their family of three children, Maizy, Hank, and Hazel.

Brent joined the Taylor Volunteer Fire Department in 2005, where he took advantage of the many training programs offered through the fire department and was promoted to Lieutenant in 2013.

Brent has volunteered his services at numerous community events over the past several years. He has also been involved in the planning and organization of the Taylor Gold Panning Championships.

Brent's meticulous attention to detail earned him the prestigious role of managing the gold shack, including seeding the gold pans for all levels from Juvenile Beginners to Class "A" Professionals.

Brent has served on Taylor Council since 2011 and looks forward to raising his family in Taylor and can't imagine living anywhere else.

A handwritten signature in black ink, appearing to read 'Brent', written in a cursive style.

BRENT TAILLEFER
MAYOR



COUNCILLOR BETTY PONTO

In the 30+ years Betty has lived in Taylor, there have been many changes to both the look and feel of the community.

Even with having moved here during the ‘bust’, it didn’t take her long to discover the gem that is Taylor, and she knew she had found home. Larry and Betty were married right here in Taylor and their daughter, Jodie, was born and raised here.

Betty has worked as a Temp at the Taylor Post Office for over 20 years and as a Temp at the BCGEU office in Fort St. John for over 10 years.

Over the years, she has been a volunteer or Board member for various non-profit organizations in Taylor, from parent and school, to community concern, to youth sports. She enjoys the camaraderie, teamwork and challenges of community organizations and events. She volunteers regularly for a variety of community events, and since 2005 has thoroughly enjoyed her years on Council. She compares it to the challenge of building a puzzle, where there are many pieces to try to fit together to complete a picture.

In her spare time, she enjoys local live music, reading, scrapbooking and time with friends. She loves the practice and art of Tai Chi, having taken instruction on a number of forms from Beginner to Advanced levels for 10+ years. She is thankful to have had the opportunity to be a part of many things that are enhancing our community, knowing Taylor is the place to be!

Betty Ponto
BETTY PONTO
COUNCILLOR



COUNCILLOR MICHELLE TURNBULL

My name is Michelle Turnbull and I was first elected to the District of Taylor Council in October of 2018 and am now serving my second term until 2026.

I moved to Taylor in May of 2008 from Fort St John, with my husband Darcy. We have one son, Trip.

Since living in Taylor, I have come to love our community on a whole other level! I have become involved in so many more community programs than I ever have, in comparison to other communities that I have lived in. This is solely because of this amazing community and the incredible residents. This community is welcoming, collaborative and caring. Darcy, Trip and I enjoy golfing, curling and a weekend on the river. We camp, partake in the occasional game of pickleball and take advantage of the many other activities that really make our community great. Trip has played hockey with Taylor Minor Hockey and continues to enjoy the game, now playing for FSJMH.

I wanted to give back to my community, that was the driving force behind my first run for council. Since being on Council, I have had the opportunity to meet and work with many amazing people and groups. I have had the privilege to be on many boards and committees. The amount of knowledge I have gained is irreplaceable. My hope is to continue to learn and grow. My goal is to push Taylor forward to be even better than ever - the residents are truly at the core of our awesome community. I am very excited to be part of "Team Taylor" and look forward to moving ahead with growing our community, building a better place here for us all. The people of Taylor is what makes it home.

A handwritten signature in black ink that reads "Michelle Turnbull". The signature is written in a cursive, flowing style.

MICHELLE TURNBULL

COUNCILLOR



COUNCILLOR DESIRAE GRAZIANO

Desirae Graziano was born in Dawson Creek in 1985 and grew up in Williams Lake, BC. For most of her life she longed to return to Northern BC, despite not having much recollection North of Prince George.

After school, at the age of 18, she made the move to Fort Nelson. Without knowing a single person, and with only her backpack and a fresh OFA 3 certification, she made her way north. Fort Nelson was where Desirae would encounter career opportunities and experiences that helped her discover who she was and what she wanted to be doing. In 2005 Desirae met the man who would turn out to be her spouse, Rick.

In 2007, Desirae and her husband made the decision to leave Fort Nelson and move 4 hours South, to Fort St John. After a brief stay there, they purchased their first home in Taylor. Shortly after moving into their new home, they welcomed their first son. They worked, camped, enjoyed where they were at in life, truly making Taylor their home. In the summer of 2012, they welcomed their second son. Both children attended Taylor Elementary School from kindergarten through to grade six. Their sons were highly involved with school sports, hockey, golf and outdoor activities. In March of 2014, Desirae and Rick built a new home in Deer Run Estates Subdivision to where they continue to live now.

Desirae aims to remain involved within the community, volunteering for a few different groups, including minor hockey. She and her family enjoy Taylor for the small town feel and camaraderie of the people in the community. Desirae feels Taylor gives her children access to wide open space that allow them to enjoy being kids, all while being close to the amenities needed in everyday life. She believes the only way to make anything better is to jump in, be involved, work hard and to put a person's heart and soul into whatever it is that they are doing. Desirae has chosen to be a part of the community that helped raise her boys and establish her family's roots. Their family strongly believes that neighbor's matter and that giving back is important. Desirae was humbled to be elected as a member of District of Taylor's Council and is proud to hold the position. She looks forward to serving her community while being honest, maintaining integrity and utilizing her strong work ethic.

DESIRAE GRAZIANO

COUNCILLOR



COUNCILLOR MURRAY GIESBRECHT

Murray Giesbrecht has lived in Taylor for most of his life. He and his two sisters moved to Taylor from Swift Current, Saskatchewan with their parents in 1965 when he was 8 months old. Murray's grandmother ran a successful truck stop family restaurant and boarding house in Taylor called Irene's Café for many, many years.

Murray attended school at Taylor Elementary School and graduated from North Peace Secondary School in Fort St John. His very first job was with the District of Taylor as a kid's camp instructor assistant at the age of 14. He worked several different jobs over the years, gaining a variety of skills and experience. He obtained his 4th class power engineers' certificate in 1992 through the Northern Lights College in Fort St. John. After a short stint working on a service rig in Alberta, he found himself working back in Taylor, building the new arena. Upon the completion of the arena, Murray once again worked for the District of Taylor as the District of Taylor Facility Maintenance Technician for a few years. In 1995, Murray was hired a gas plant operator at McMahon Gas Plant in Taylor where he still works almost 3 decades later. Murray and his family were always heavily involved with the community over the years. His father, Peter Giesbrecht, worked for the District as the Recreation Director and his mother, Irene Giesbrecht, catered banquets, ran concessions at the Community Hall, and Curling Rink, and she also operated a mobile concession catering business for local events.

Murray raised his two children, Jaydan and Shayla, in Taylor. He has always been heavily involved with the Taylor Curling Club and enjoys several outdoor activities including dirt biking and river boating. He has seen a lot of changes in Taylor over the years but the one thing that hasn't changed is the small town feeling that keeps him attending, participating, and supporting community clubs and events. Murray's father sat on Taylor's town council for one term and would be proud to see his son follow in his footsteps. He is always helping people in the community, from ploughing snow to fixing furnaces. He's just a phone call away.

A handwritten signature in black ink, appearing to read 'M Giesbrecht'. The signature is written in a cursive style and is positioned above a horizontal line.

MURRAY GIESBRECHT
COUNCILLOR



MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER MOIRA GREEN

It is my pleasure to present the District of Taylor's 2023 Annual Report.

The pages of this report reflect the commitment and leadership of a dedicated and committed Mayor and Council, and the innovation, loyalty, and perseverance of our staff; whose work is shown in the pages of this report.

The changes that we made to our organizational structure and our operating procedures were tested and proven in 2023. I am happy to report that our shared resource strategy is paying off. Our teams are able to share resources, equipment and personnel when and where its needed.

2023 was year one for your new council, and one of their most important job duties is to set the strategy for the community for their term. In March of 2023 Council spend two days hammering out a set of strategic objectives that define the work of Team Taylor. Council's role is to decide "what" and then the team at the district figure out the "how."

Our focus for 2022 to 2026 is Fiscal Responsibility, Economic Development, Asset Maintenance and Enhancement, Community Engagement, and Advocacy. These are big goals, and your council has been very careful and cognizant of the things that are and remain most important to you; the culture and character of your community, and the small-town values that define how you live and work together.

In 2023 we were successful in securing 5.8 million dollars in grant funding to support planning, emergency response and infrastructure projects. We completed the first phase of the rebuild and expansion of the Participaction trail at Lone Wolf Golf Club, installed a replacement playground at Minnaker Park, added a new playground in von Hollen Park, and we expanded and improved the outdoor seating area at Lone Wolf Golf Club.

And, with the partnership of the YMCA, our summer pool was a great success. Thank you to everyone involved in building the facility and making it work. Pool operations are continuing into 2024 with additional services and hours of operation.

In order to secure the operation for the future, we have continued to work on updating all of our internal policies and our bylaws. In 2023 we built the Taylor Talks page on our website so that community member can engage with us on important topics and find information on engagements. We reached out to the community about the Official Community Plan, Accessibility, Housing, Transportation, Crime Prevention, Responsible Pet Ownership, Hens and Bees, Special Events, and Unsightly Premises. And we licensed cats.

Here are some other highlights:

- Partnership with local communities on Accessibility
- New playgrounds in von Hollen and Minnaker Parks
- Continued improvements to Golf Course Club house.
- Phase one of the Participaction Trail project
- Gold Panning was hosted in Peace Island Park
- Land acknowledgment Committee up and running.
- The 2023 Financial Audit is complete and shows a healthy and sustainable community.

Fiscal Responsibility	Ensuring that the community can create long-term stability in the delivery of services, and stable taxation rates that supports all the work of the District is the desired position.
Economic Development	Taylor is open to opportunities. The growth of the tax base for the community through economic development creates opportunities for the community and region, through reduced unemployment, increased economic stability, and an increase on the standard of living for all citizens. Taylor is a place where neighbors care about each other, children are safe to play outside, and personal investments made in the community are secure for the future.
Asset Maintenance and Enhancement	Municipalities are responsible for essential services including clean water, sewer systems, parks and recreation, and fire protection, and require assets and infrastructure to deliver and manage these services. Infrastructure is vital and costly, and the sustainability of municipal infrastructure requires good planning to facilitate long-term strategies, which will maintain and grow the level of provided services.
Community Engagement	Creating and nurturing a community with a strong social fabric, where neighbors connect and build collective ownership of the community, achieved through communications, stakeholder involvement, and embracing good citizenship.
Advocacy	Taylor is a small community that has a respected voice regionally and beyond. Leveraging this respect to ensure the needs of the community and region are being met demonstrates a commitment to residents and stakeholders. Advocacy effects to push forward the challenges faced by the community and region have the goal of improving economic opportunities and quality of life for all.

In 2023 our focus was to build sustainability into all of our financial, engineering and operational plans to ensure that we can meet council’s strategic objectives now and long into the future.

Thank you, Team Taylor; Well done!

Respectfully Submitted

Moira Green
Chief Administrative Officer

Strategic Priority **Fiscal Responsibility** **2023 - progress**

Description Strategy	Through long term stability and excellent planning	
	Asset Management Financial Policy Framework Long term Capital Planning Grant optimization Community Engagement Review of the Official Community Plan	Phase 3 Preplanning Identification, Prioritization, Accruals Preplanning and shovel ready projects Continuous skill development in engagement strategies Draft complete

Strategic Priority **Economic Development** **2023 Progress**

Description Strategy	Through diversification and sustainable development principles.	
	The Official Community Plan renewal Housing needs assessment Economic Development capacity building Bylaw and Policy review	Vision and strategy for form and character, residential, commercial and industrial growth Continue to encourage build out of Jarvis subdivision Investment in training and education for District Staff Responsible Pet Ownership, Hens and Bees etc

Strategic Priority **Asset Maintenance and Enhancement** **2023 Progress**

Description Strategy	Through purposeful planning and management	
	Life Cycle management of assets Preventive maintenance operational budgeting Best Practices	Integrated departments and consolidated fleet management, planned accruals for replacement. Predictive and preventative maintenance UBCM, CAMA, LGMA, Continuing Education and Professional Credentials

Strategic Priority **Community Engagement** **2023 Progress**

Description Strategy	By Stimulating and fostering a welcoming community with a strong social fabric.	
	Community Connections and Small Town Culture Great Public Spaces Access to information Strong social fabric Diversity, equality and inclusion Reconciliation and relationships Community Consultations	Balance great community events with service provision to non residents Activate spaces for community use. Age and accessibility appropriate activates. Affordability Website updates, document library, engagement page Lone Wolf advisory committee, grant writing programs, community engagement. Regional accessibility committee, land acknowledgment committee Building an accurate and meaningful land acknowledgement. Participating in Community to Community events to forge strong relationships. Multiple community engagement activities

Strategic Priority **Advocacy** **2023 Progress**

Description Strategy	By being a champion of the needs of Taylor and the region.	
	Regional and Provincial voice Peer and Partner relationships	NCLGA, UBCM, FCM, LGMA, Chambers of Commerce PRRD, MOTI, BC Hydro, Industry Partners

MESSAGE FROM THE FINANCIAL SERVICES MANAGER

In addition to providing a progress report respecting the achievement of municipal goals and objectives over the last year, the District of Taylor's Annual Report is required to provide detailed information regarding the municipality's financial position for the year ended December 31, 2023.

To do so, the District of Taylor's management maintains a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis to support the preparation of the municipality's consolidated financial statements. The municipality's financial statements are then reviewed by an independent auditor who is delegated with the authority to evaluate and report on the accuracy of the statements.

The 2023 Audited Financial Statements, along with the Auditor's report, are available as a separate document attached to the Annual Report. These financial statements contain the following information:

- Consolidated Statement of Financial Position
- Consolidated Statement of Financial Activities
- Consolidated Statement of Change in Net Financial Assets
- Consolidated Statement of Cash flows
- Explanatory notes to the Financial Statements

The Consolidated Statement of Financial Position for the District of Taylor provides a transparent break down of revenues and expenses incurred in 2023. As well as a comparison of actual values to the budgeted amounts.

I encourage you to read the Financial Statements in further detail, including the accompanying notes as they form a critical part of the financial information. The statements also provide information regarding the District's financial commitments and contingencies, and accounting policies.

MESSAGE FROM THE FINANCIAL SERVICES MANAGER

Financial Management

The Financial Statements for the year ended December 31, 2023 were prepared in accordance with generally accepted accounting principles and the Financial Information Act (BC), and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules while implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Local and Regional Governments

The District of Taylor is a member of the Peace River Regional District (PRRD) and PRRD Hospital District. The District is responsible for its proportionate share (based on assessed property values) of all operating and capital costs of specific shared regional services (i.e., 911 services, Hospital Services, etc.). Funds to support the District's share of these services are raised through property taxation by means of the annual tax requisitions.

The District of Taylor provides regional services including Peace Island Park, a campground facility that is located outside the municipal boundaries but within Electoral Area D of the PRRD; and, the Taylor Public Library which operates within the District of Taylor and the PRRD as a member of the Northeast Library Federation. A member of Council is appointed by Mayor and Council to sit on the Taylor Library Board.

Audit

The financial statements were audited by KPMG LLP, Chartered Accountants who have expressed an unqualified, or clean, audit opinion; their responsibility was to express an opinion based on the results of their audit. The audit was planned and performed to obtain reasonable assurance as to whether the financial statements were free of material error or misstatement.

Future Outlook

With the COVID-19 pandemic behind us, the District of Taylor has seen an increase in activities District wide and is happy to have the community coming together once again. We have seen a positive uptake in usage of our District facilities which has resulted in increased operation revenues.

We will continue to focus on the enhancement of our financial strategies to support sustainable service provisions. We strive to continue to deliver the small town feel and to deliver exceptional service to all.

Sincerely,

Courtney Clothier
Financial Services Manager



MEET THE MANAGEMENT TEAM



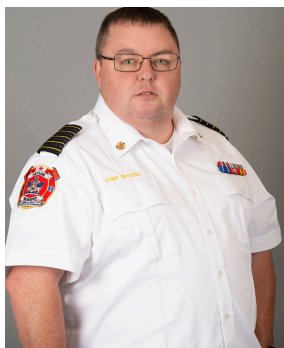
Moira Green

Chief Administrative
Officer



Tyla Pennell

Director of
Corporate Services



Steve Byford

Director of Protective
Services and Fire Chief



Ryan Nelson

Director of Operations
and Approving Officer



Ryan Galay

Director of
Community Services



Lisa Ford

Deputy Corporate
Officer



**Courtney
Clothier**

Financial Services
Manager



**Mike
Farquharson**

Parks and Facilities
Manager



Mike Brown

Public Works Lead
Hand



COMMUNITY PROFILE

The District of Taylor is a district municipality in northeastern British Columbia, Canada, located at mile 36 of the Alaska Highway. Taylor, a member municipality of the Peace River Regional District, covers an area of about 17 km² with 1,317 residents as of 2021

The town sits on a terrace 60m above the north bank of the Peace River. The first settler on the flat was a trapper named Herbert Taylor in 1911. The town incorporated in 1958 with industrial business beginning to locate there. Since then, Taylor has remained a small town, even though it has developed a large industrial base. It has become home to the annual World's Invitational Class 'A' Gold Panning Championships and was featured on the CBC Television program Village on a Diet.

FAST FACTS

LOCATION

188 KM WEST OF GRANDE PRAIRIE
419 KM NORTHEAST OF PRINCE GEORGE
644 KM NORTHWEST OF EDMONTON
1201 KM NORTHEAST OF VANCOUVER
2537 KM SOUTHEAST OF ANCHORAGE

ELEVATION

500 METERS/1600 FT ABOVE SEA LEVEL

ECONOMY

OIL AND GAS, FORESTRY, AGRICULTURE AND
TOURISM

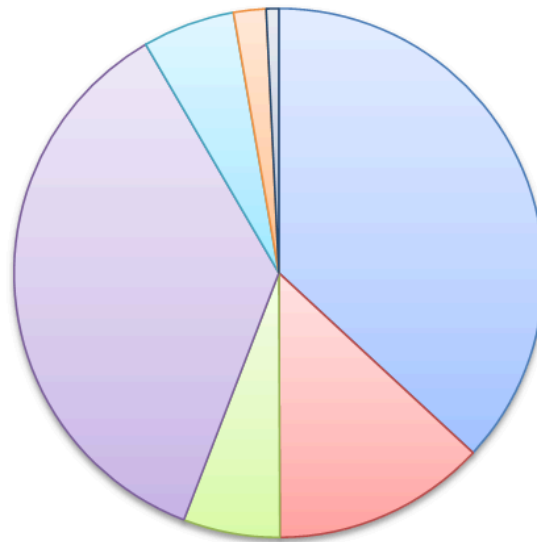


Photo credit: Taylor Elementary School

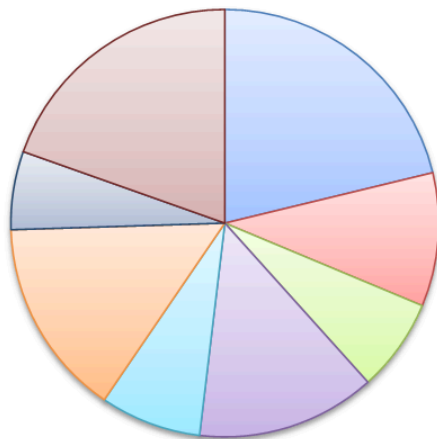
REVENUE AND OPERATING EXPENSE HIGHLIGHTS

2023 Revenue Highlights

- Net Taxation \$4,304,747
- Golf Course \$1,521,523
- Sale of Service: Other \$688,586
- Government Grants \$4,172,442
- Utility User Fees \$657,982
- Interest and Penalties \$230,698
- Licenses and Permits \$89,853



2023 Operating Expense Highlights

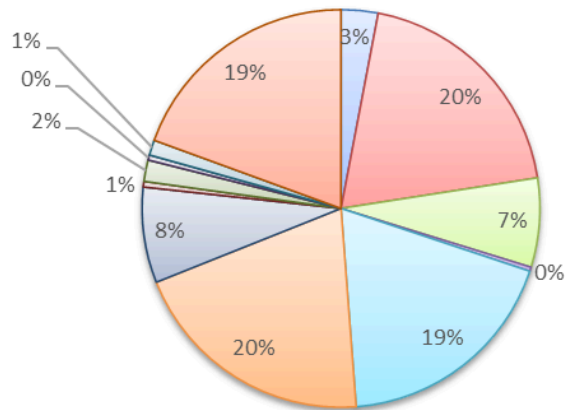


- General Government \$2,153,602
- Operations and Public Works \$1,026,537
- Protective Services \$715,414
- Lone Wolf Golf Course \$1,375,085
- Other Community Services \$775,787
- Parks and Recreation \$1,522,155
- Water and Sanitary Sewer \$601,348
- Amortization \$1,987,575

CAPITAL EXPENDITURES

- Administration and IT \$85,896.92
- Land Purchase \$559,678.00
- Golf Course Improvements and Equipment \$207,211.20
- Recreation Facilities Improvements \$9,911.00
- Participation Trail Improvements \$534,764.00
- Parks and Playground Improvements \$577,437.90
- Protective Services Equipment \$222,773.80
- Streetlight Improvements \$13,065.00
- Public Works Shop and Salt/Sand \$49,850.65
- Cemetary Improvements \$11,916.00
- Lift Station Improvements and Sludge Thickening \$35,376.98
- Asset Retirement Obligation \$556,525.00

2023 Capital Expenditures

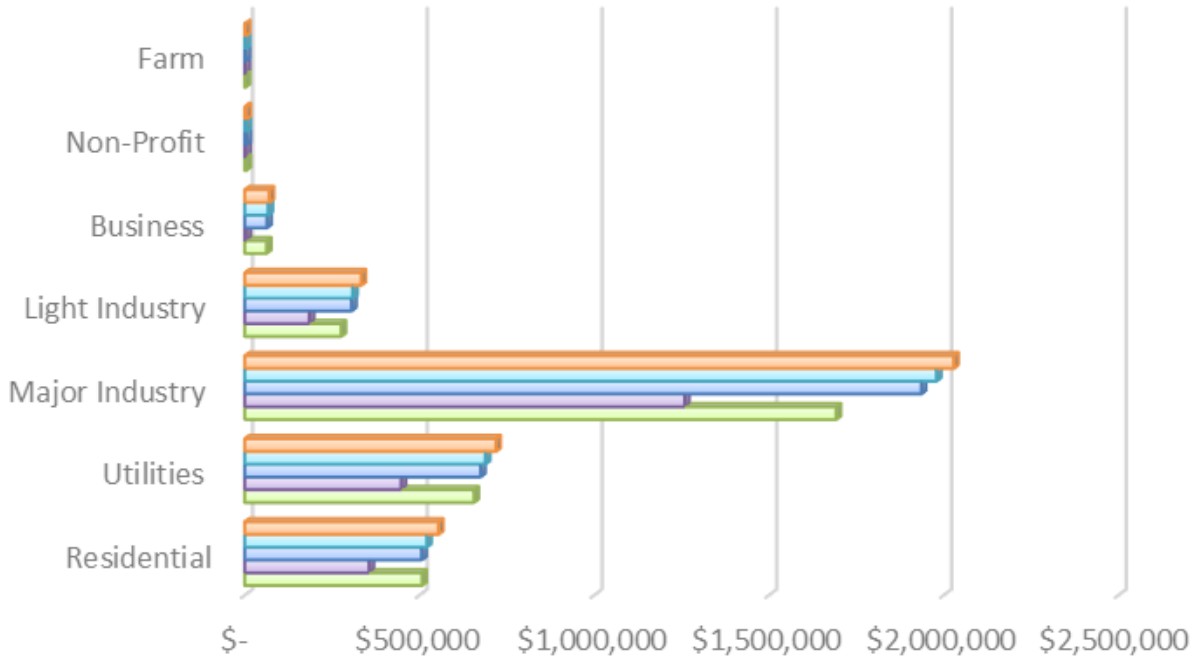


Total Capital Expenditures = \$2.86 Million



PERFORMANCE MEASURES

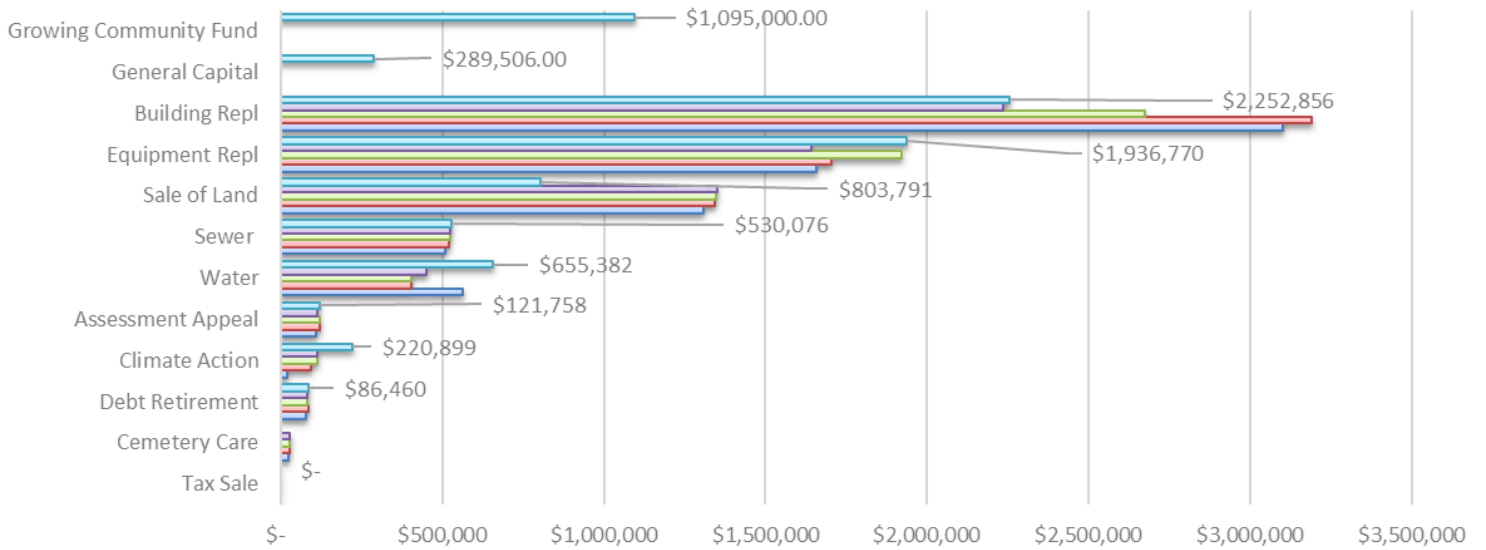
2019 through 2023 taxes by class



	Residential	Utilities	Major Industry	Light Industry	Business	Non-Profit	Farm
2023	\$554,390	\$718,925	\$2,028,71	\$333,130	\$69,887	\$3,897	\$1,144
2022	\$520,864	\$688,653	\$1,979,36	\$308,873	\$66,867	\$3,778	\$1,144
2021	\$506,226	\$675,018	\$1,936,20	\$305,738	\$63,242	\$3,698	\$1,144
2020	\$355,826	\$447,513	\$1,258,94	\$184,877	\$3,208	\$2,434	\$753
2019	\$507,082	\$655,948	\$1,692,22	\$275,936	\$62,476	\$4,059	\$1,133

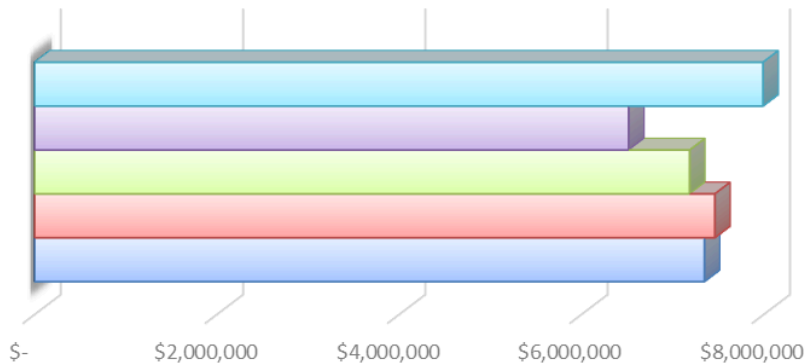
PERFORMANCE MEASURES

Reserve Fund Growth 2019 - 2023



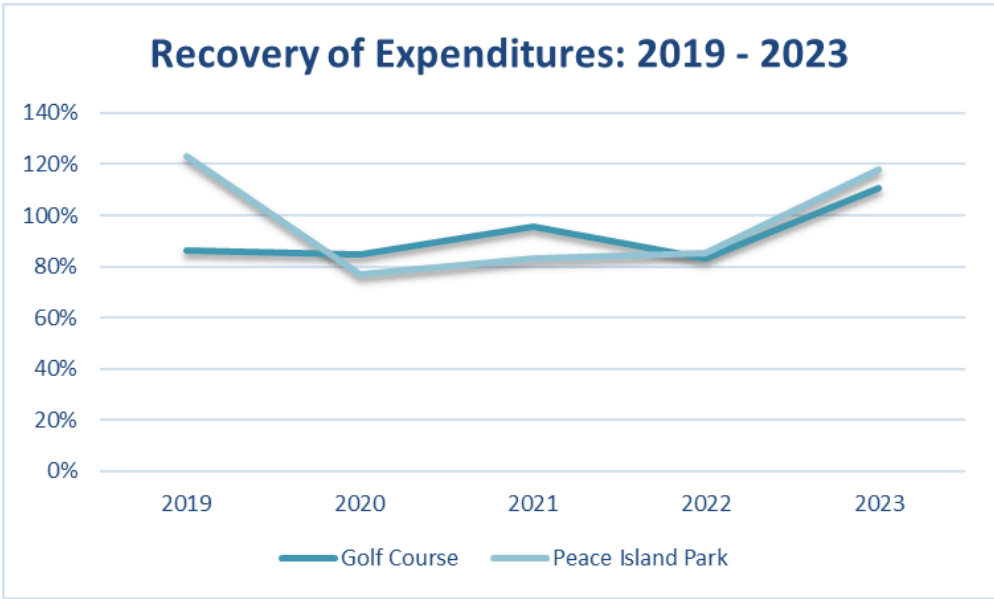
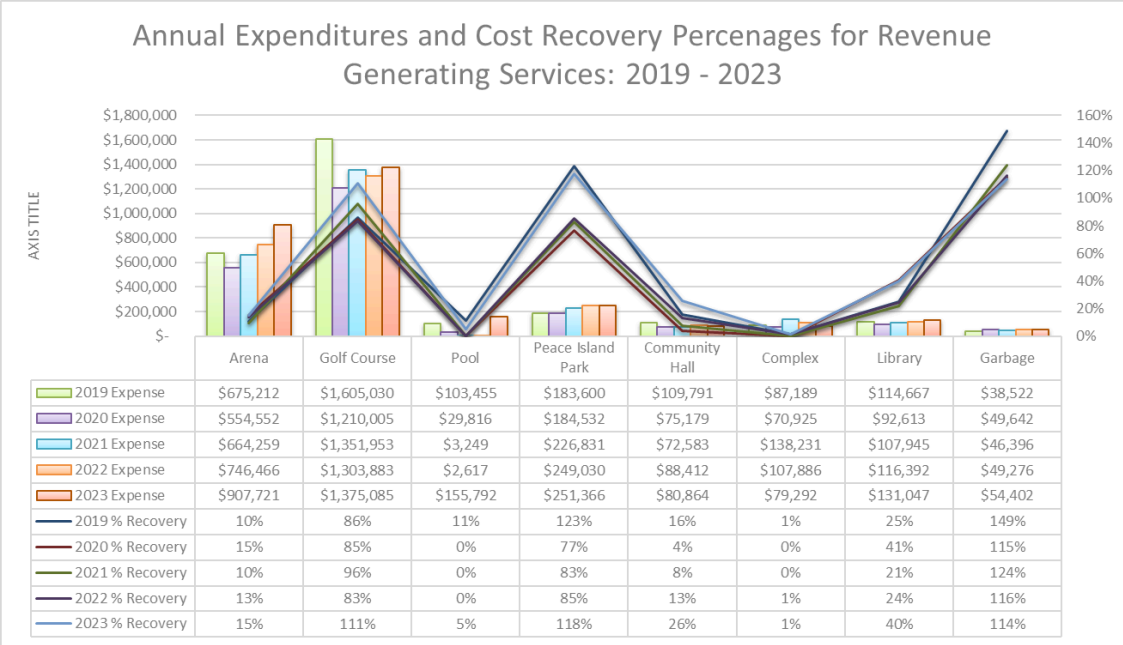
	Tax Sale	Cemetery Care	Debt Retirement	Climate Action	Assessment Appeal	Water	Sewer	Sale of Land	Equipment Repl	Building Repl	General Capital	Growing Community Fund
2023	\$-		\$86,460	\$220,899	\$121,758	\$655,382	\$530,076	\$803,791	\$1,936,770	\$2,252,856	\$289,506	\$1,095,000
2022	\$-	\$27,902	\$82,078	\$113,802	\$115,587	\$451,680	\$525,768	\$1,352,380	\$1,642,310	\$2,234,540		
2021	\$-	\$27,052	\$84,576	\$113,372	\$119,933	\$405,590	\$523,782	\$1,347,270	\$1,921,750	\$2,671,810		
2020	\$-	\$26,615	\$85,278	\$95,134	\$120,922	\$404,607	\$522,512	\$1,344,010	\$1,703,670	\$3,188,040		
2019	\$-	\$24,939	\$77,641	\$21,580	\$110,132	\$564,637	\$508,414	\$1,307,740	\$1,657,710	\$3,102,020		

Restricted Reserve Fund Growth 2019 - 2023

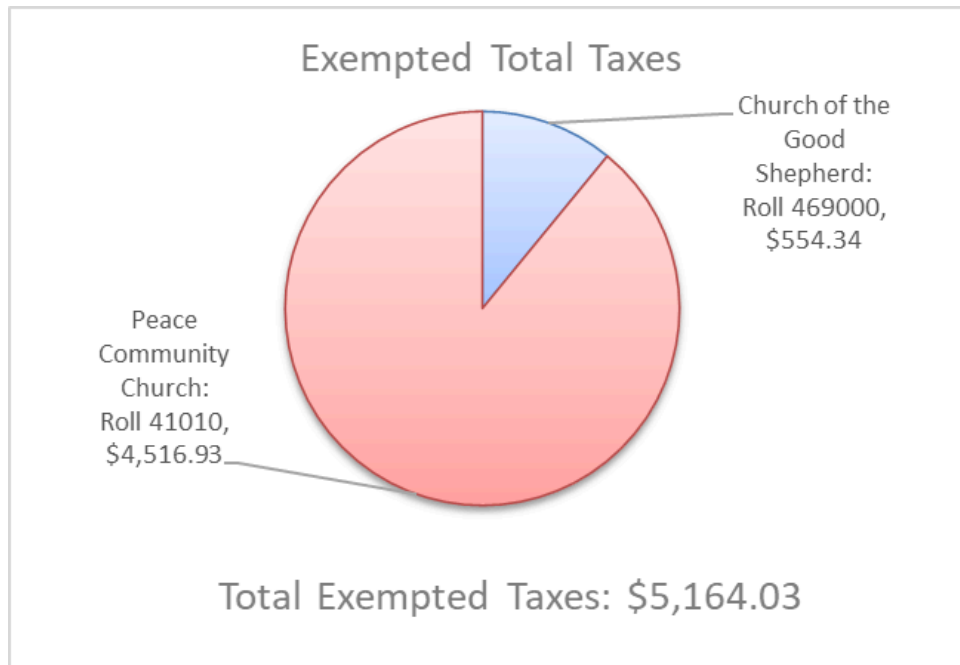
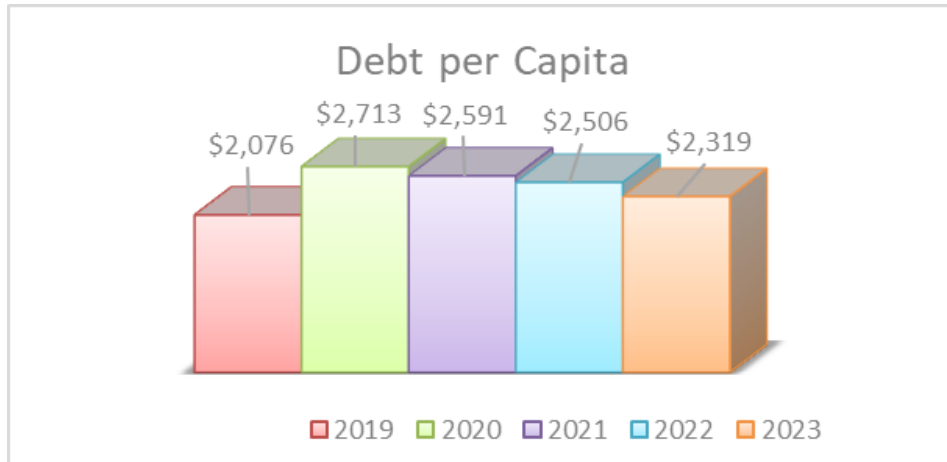


Restricted Reserve Fund Totals	
2023	\$7,992,498
2022	\$6,518,153
2021	\$7,188,106
2020	\$7,464,190
2019	\$7,349,889

PERFORMANCE MEASURES



PERFORMANCE MEASURES



PROCLAMATIONS

NOW, THEREFORE, I, Brent Taillefer, Mayor of District of Taylor of the Province of British Columbia, Canada, do hereby proclaim the month of May 2023 to be MS Awareness Month for the Multiple Sclerosis Society of Canada this 3rd day of April 2023.


Brent Taillefer
Mayor



NOW, THEREFORE, I, Brent Taillefer, Mayor of District of Taylor of the Province of British Columbia, Canada, do hereby proclaim September 18 to 24, 2023 to be Rail Safety Week this 14th day of August 2023.


Brent Taillefer
Mayor

NOW, THEREFORE, I, Brent Taillefer, Mayor of the District of Taylor of the Province of British Columbia, Canada, do hereby proclaim the month of November 2023 to be "Be an Angel" Month for the Fort St. John Hospital Foundation this 10th day of October 2023.


Brent Taillefer
Mayor



FINANCIAL SERVICES HIGHLIGHTS

The main function of the Financial Services Department is to oversee the District's day to day financial activities while ensuring the funds of the municipality are secure and accurate financial records are maintained. Annually, the District undertakes an independent third-party audit to obtain audited financial statements which confirms the status of the municipality's financial affairs. Some statistics from the District's overall financials include:

- Approximately 2.3 Million was spent towards capital expenditures, with the purchase of the Canada Post property being the largest expense.
- Approximately \$4.2 Million was received in Provincial and Federal government transfers.
- The net affect to reserves was an increase of approximately \$1.5 million primarily due to the proceeds of the the Growing Community Funds being allocated to reserves.

The Financial Services Department supported a number of initiatives during the year including:

- Meeting all statutory obligations for financial reporting.
- Progress towards a new Asset Retirement Obligation plan.
- Review and updating of outdated finance policies.
- Progress towards the completion of the District's Asset Management Program.
- Updating budgeting and payroll software.
- Implementing an updated investment strategy.

Financial Services supports the provision of municipal operations by providing customer service through front counter and telephone operations. The department supports the general public, external stakeholders and all departments of the municipality through three main functional areas as outlined below.

Accounts Receivable

This functional area manages the revenue generation for the District, including all invoicing, bank deposits, as well as taxation and utility management. Some highlights in this area for 2023 include:

- Tracking and recording approximately 1600 revenue deposits.
- Administered property taxes for over 900 properties across all property classes, including the reconciliation of 407 Home Owner Grants.
- Held tax sake for one property with delinquent taxes, which was redeemed in full within 30days.
- Administered municipal utilities for approximately 587 residential accounts, 62 commercial accounts and over 300 prepaid accounts, this includes the generation of invoices and payments.
- Managed all accounts receivable and cash deposits for municipal departments including the District Ice Centre, Community Services Hub, Municipal Hall, Visitor Centre, Peace Island Park, Library, Pool and the Lone Wolf Golf Club.

FINANCIAL SERVICES HIGHLIGHTS

Accounts Payable

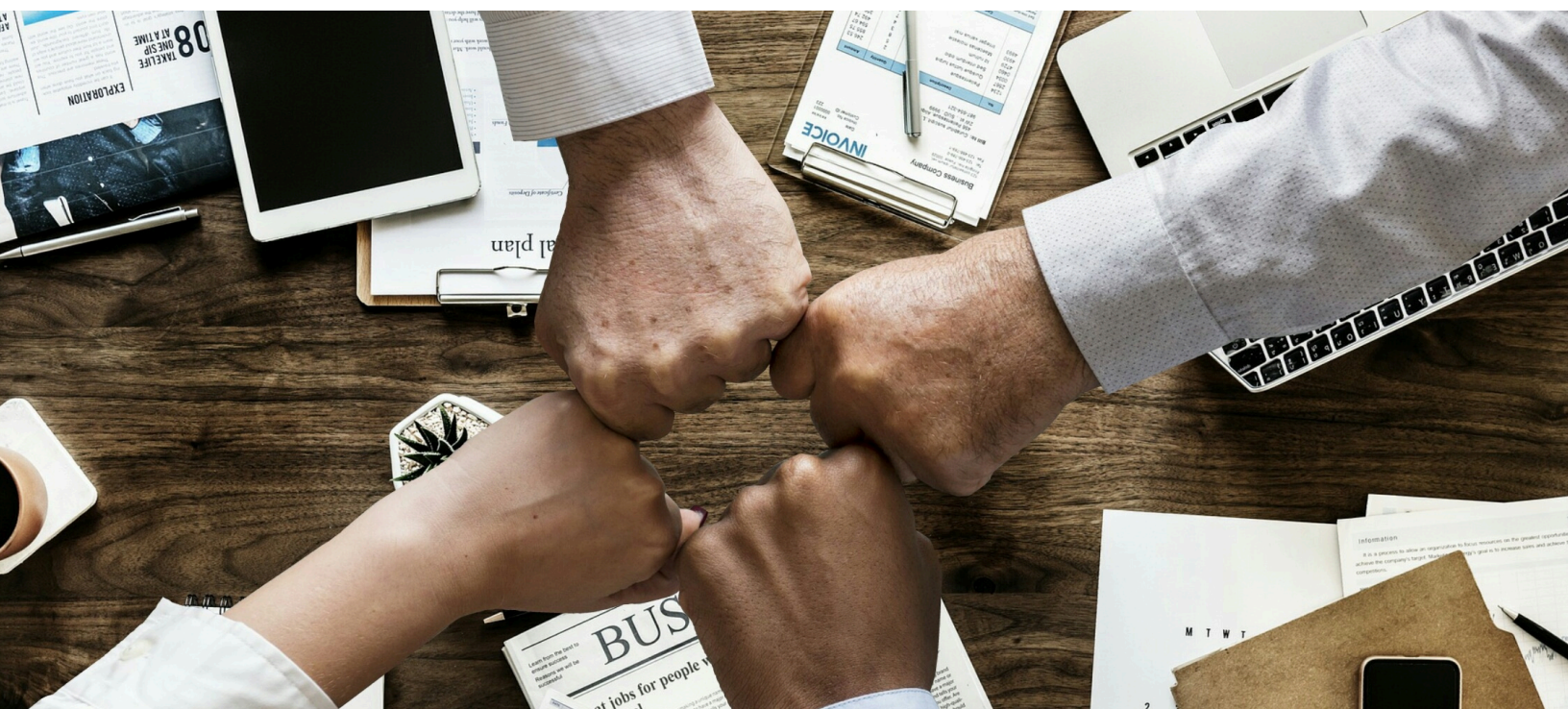
This functional area records and disburses expenditures from outside suppliers and complies important reporting data for the District's assets and statutory reporting. Some 2023 statistics for this area include:

- Issued and reconciled approximately \$12.4 Million in payments, consisting of approximately 2700 EFT's and Cheques and approximately 1400 credit card transactions.
- Compilation of data for the District's Statement of Financial Information report (SOFI), including wage and payroll information, as well as training and intermittent coverage of other finance roles.
- Compilation of energy consumption and use by the District's buildings and equipment to support Climate Action initiatives.
- Recording, tracking, and reconciling all tangible capital assets for the District.

Payroll

This functional area manages all payroll related activities for the District, including employee file management, management of benefits and processing statutory reporting for the Municipal Pension Plan and WorkSafe BC. Some statistics for this area include:

- Processed payroll for approximately 35 permanent employees and 95 seasonal/casual employees, volunteers, and members of Council.
- Reconciliation of T4's and Receiver General payments for all employees and volunteers.
- Bi-weekly timecard review and payroll processing for all employees ranging from 37 to 95 during peak season.
- Administered and reconciled benefits for all eligible staff, consisting of health, dental and pension benefits.



LEGISLATIVE SERVICES HIGHLIGHTS

Human Resources

The Legislative Services Department welcomed a new Corporate Services Assistant in 2023 and continued to manage the administrative recruitment process for the District.

Council Business

- Staff support was provided for 141 meetings which included preparation of agendas and minutes, as well as coordination of 12 delegations to discuss the following topics:
 - STARS Foundation Operational Update
 - 2022 Grant Writer Services Annual Report
 - BC Hydro Shoreline Protection Community Agreement Measures Update
 - MS Awareness Proclamation Request
 - 2022 Financial Statements and Audit Findings
 - Taylor Public Library Supplies, Services, and Programs
 - Peace Island Park Authorization Requests for the Fort St. John Petroleum Association Family Camp Weekend
 - Marketing, Advertising, and Sponsorship Opportunities
 - Official Community Plan Engagement
 - Rail Safety Week
 - “Be an Angel” Proclamation Request
 - Fort St. John RCMP Detachment 2022 Community Update
- In the spirit of support and appreciation, in-kind donations or grant-in-aid funding were provided to the following organizations and events in 2023:

Dawson Creek Rotary Auction	Taylor Curling Club
Vertical Slam Ultimate Challenge Society	Church of the Good Shepherd
BC Peace Country River Rats	Grad Fest Society
Taylor Public Library	Arnie Isberg Memorial 1-Pitch Tournament
North East Native Advancing Society	North Peace Rod and Gun Club
Clayton Askoty Memorial Slo-Pitch Tournament	Spirit of the Peace Powwow Society
Taylor Minor Hockey	

LEGISLATIVE SERVICES HIGHLIGHTS

Council Business Continued

- Council passed resolutions in 2023 proclaiming May as MS Awareness Month, September 18-24 as Rail Safety Week, and November as “Be an Angel” Month
- The District continued moving forward with review of the bylaw and policy suite, resulting in the adoption of the following bylaws and policies*:

Bylaws	Policies
<ul style="list-style-type: none"> • Community Services Summer User Fees and Charges • Water, Sewer, Garbage Fees and Charges • Public Notice • Council Procedure • Traffic and Parking Amendment • Responsible Pet Owner • Road Closure and Removal of Dedication • Backyard Hen and Bee Keeping • Growing Communities Reserve Fund Establishment • General Capital Reserve Fund Establishment • Bylaw Notice Enforcement 	<ul style="list-style-type: none"> • Code of Responsible Conduct for Council Members • Hours of Work and Overtime • Asset Disposal • Elected Officials Serving on Taylor Fire Rescue • Fleet Life Cycle - Optimal Vehicle Replacement • Substitution and Acting Up • Cellular Phone and Other Device Usage • Usage of Municipal Vehicles and Equipment • Council Conference/Meeting Attendance and Reimbursement • Travel Expense • Dirty Work • Dress Code • Commemorative Bench • Benefits • Corporate Apparel • Boulevard Use and Private Development Infringement • Active Living Program • Peace Island Park

*This list does not include financial bylaws that are adopted on an annual basis

LEGISLATIVE SERVICES HIGHLIGHTS

Council Business (Continued)

- Resolutions were passed by Council in 2023 in support of the following programs and initiatives:
 - Assembly of First Nations' opposition to proposed Bill C-21 amendments related to firearm legislation
 - Peace Region Food Action Hub Agricultural Extension Institute's grant funding application to South Peace Mackenzie Trust
 - Northern BC Tourism's grant funding applications to the Marketing Initiatives Fund for the Northern BC Travel Journal Project and the Northern Healthy Communities Program for the Northern BC Tourism Resiliency Program
 - Community Future Peace Liard's grant funding application to Northern Development Initiative Trust to fund a full time and two half time Regional Business Liaison positions to service the communities in the Peace River Regional District and Northern Rockies Municipal District
 - Coalition of Child Care Advocates of BC's resolution to UBCM for the \$10aDay childcare program
 - Northeast BC Connector Project
 - South Peace Health Services Society's request to the Ministry of Health to continue funding Bulterys House operations for visiting residents seeking health care services in Dawson Creek
- Members of Council attended the North Central Local Government Association convention held in Dawson Creek and brought forward a recommended resolution to petition the provincial government for a independent operational performance review of the Health Authorities to assess the distribution and level of health care services provided, the distribution of administrative services within services delivery areas, the effectiveness of support services for health care professionals, the scope and effectiveness of recruitment and retention policies, and the sustainability of health care from the scope of emerging trends on the delivery of health care services.
- Members of Council attended the Union of British Columbia Municipalities Convention held in Vancouver which included Ministry Meetings to discuss the following:
 - Ministry of Transportation and Infrastructure
 - Peace River Bridge Construction
 - Highway 97 Rail and Road Crossings
 - Public Transit and/or Ride Sharing
 - Ministry of Agriculture and Food
 - Agri-food development



LEGISLATIVE SERVICES HIGHLIGHTS

Procurement

In 2023, the District of Taylor posted the following procurement opportunities:

- 8 Requests for Quotations: Reel Grinder, Golf Carts, Wet Well Mixer, Bedknife Grinder, Zero Turn Mower, Ice Machine, Natural Gas Outdoor Grill, and Wide Area Mower
- 4 Requests for Proposals: Lone Wolf Concession, Jarvis Subdivision, Minaker Park, and Von Hollen Park
- 2 Invitations to Tender: Public Works Parking Lot and Lone Wolf Golf Club Trails
- 2 Requests for Expressions of Interest: Grant Writer Services and Office Space Rental

Contracts

In 2023, the District of Taylor entered into the following agreements:

- 7 service agreements
- 1 license agreement
- 10 grant funding agreements
- 1 rental agreement
- 1 memorandum of understanding
- 2 lease agreements
- 1 maintenance agreement



PROTECTIVE SERVICES HIGHLIGHTS



Protective Services – Year End Review for 2023

Protective Services had a successful, rewarding and memory filled year in 2023. Highlights included, advancement in individual training, including succession planning within Taylor Fire Rescue (TFR). Everyone continues to maintain positive relationships through education and preparation within Emergency Management that includes staff and our emergency partners. The District's bylaws are also making headway towards bylaw revisions and creation.

Day-to-day operations are managed by our full time Director of Protective Services / Fire Chief and are supported by both our full time Deputy Fire Chief / Protective Services Specialist and Operations Administrative and Occupational Health and Safety Assistant.

Taylor Fire Rescue

TFR provides fire, medical and rescue services through preparedness, education, and operational requirements for the community. In total, there were 24 highly dedicated fire service personnel supporting operations, who brought exceptional service to residents and our surrounding communities. In 2023, TFR handled 226 calls for service, which was an increase of 79 calls over 2022. This amount of calls in one year is a record for TFR, where these increases were identified over all categories, not just one specific area.

The department continued with a heavy emphasis on individual training in 2023. Two courses that assisted many within the organization were Rapid Intervention Team (RIT) training and a Pumps and Pumping Operations. On the RIT course, members learned advance techniques for firefighter survival and rapid intervention. These skills teach the member enhanced knowledge around diverse search techniques, access and extraction, varied methods of self-rescue, and locating and removing a downed firefighter from varied locations and situations. Pumps and Pumping qualifications offers the understanding of pump/apparatus operations, pump maintenance, field calculations (friction loss), foam considerations, drafting, and relay pumping.



PROTECTIVE SERVICES HIGHLIGHTS

Taylor Fire Rescue (Continued)

In 2023, TFR secured a summer interim firefighter for the third year in a row. This is an experience position offered through the federal governments Canada Summer Jobs program. This opportunity offers a summer student a paid position learning what the fire service has to offer. This has benefited the department by allowing the addition of an extra staff position to assist with maintenance and summer equipment testing. Over the past three years, these students have continued with the department after the employment period, either within our Junior Firefighter program due to age, or have joined our ranks where they now are serving on the front line within our community.

Current challenges faced by TFR are like those faced by many fire departments around British Columbia. Increased rigour from statutory and standard requirements, and increased skills and competencies are now mandatory. These prerequisites add to the difficulty the department has with recruitment within our small community. Although, during the year, TFR was able to increase our membership with five new recruits.

In 2023, the District authorized the capital purchase of new Self Contained Breathing Apparatus (SCBA) and a dedicated washer ensuring that our firefighters are kept safe from carcinogens.

Finally, TFR stepped up our fire safety education and promoted this initiative in many avenues. Its the dedication of its members that continually educated our children, families and industrial partners on safe practices.



PROTECTIVE SERVICES HIGHLIGHTS

Bylaw Enforcement

The District's Bylaw section within Protective Services provided effective bylaw services through education and enforcement within the community. In 2023 the team responded to 68 complaints that were investigated. In addition, the section is constantly providing education to the members of the public on bylaw requirements.

In 2023, the District of Taylor adopted *Bylaw Notice Enforcement Bylaw No. 877, 2023*.

The legislation enables the creation of simple, more cost-effective administrative systems for enforcing minor bylaw contraventions, ranging from parking tickets to dog licensing and minor zoning infractions. The two main features of a bylaw notice system are a simple "front-end" notice process for initiating enforcement, and a locally managed "back-end" venue for a professional and non-judicial adjudicator to hear ticket disputes.

The District issued 317 dog tags in 2023. All dogs are required to be registered within the District of Taylor boundaries.

The Bylaw section continued working with Corporate Services on updating our current District's bylaws. During the 2023 year, the District completed the *Backyard Hens and Bees Bylaw No. 869, 2023* along with *Responsible Pet Ownership Bylaw No. 871, 2023*. A charge that many residents will see within the Responsible Pet Ownership Bylaw will be the requirement to have cats licensed in 2024. Revising our current bylaws while creating and repealing others will insure that they stay relevant. The District ensured that we follow a process including engagements with you, our citizens. This strategy will continue with additional public engagements in 2024.

Emergency Management

Protective Services, through the District's Emergency Program, assists in preparing for, responding to, recovering from, and mitigating emergencies. When preparing for emergencies, education is the key focus that the public will see, specifically during Emergency Preparedness week and throughout the year. Our focus includes all of the residents living within the District and anyone that is visiting our beautiful area. We must also include the family that just happens to be passing through and provide support (where we can) by assisting our neighboring communities. We all must work as a team to accomplish our goal of keeping everyone safe.

During the summer of 2023, our District of Taylor's Emergency Support Services (ESS) team activated to assist with evacuations. This was due to the forest fires that took place affecting the Peace region and the rest of British Columbia. Evacuees were sent all over the province and were supported with housing and food. This is where our ESS team, along with Fort St John (and other volunteer ESS members from around BC), were able to make life easier for all the families involved.

Remember, being prepared is everyone's responsibility. The District educates and prepares so that a response supporting our citizens is possible. Over the past few years, we all have seen how climate change contributes to drier and hotter summers. These conditions have resulted in extended wildfire seasons that has affected us all.

In closing, Protective Services is profoundly grateful for the support it has received from all the different sectors of the community. Moving forward, the department will remain united and will continue to strive for even higher quality and effectiveness in all areas to promote safety and development within the community.

OPERATIONS DEPARTMENTAL HIGHLIGHTS

The Public Works department is responsible for all day to day operations that support the District of Taylor's water system, sewer system, road maintenance and more!

Crew members perform daily water tests to ensure that the water supply remains safe and potable. Tests and inspections are also performed daily at the water treatment plant which requires monthly sampling. The sewer system requires consistent cleaning and maintenance which is monitored by the Public Works crew as well. (Reporting to the Ministry of Environment every three months.)

Seasonal maintenance for roads, sidewalks and drainage is also completed by Public Works. They manage culvert steaming and street sweeping in the spring, minor road maintenance and line repainting in the summer months and fall months, and snow clearing and sanding throughout the winter.

With the considerable amount of daily operational needs handled by the Public Works department, the crew was excited to welcome some new team members. With the addition of these new crew members, Public Works was fully staffed for 2023!



Ionic Water Solutions Pilot Project

The District of Taylor began working with Ionic Water Solutions in 2022 to develop a pilot project designed to address the hardness of Taylor's water. Ionic Water Solutions is an Alberta based company that specializes in sustainable water desalination. While this project's start time was originally deferred, it was able to begin in 2023. This project was successful and we look forward to working with Ionic in the future.



Sewer System Cleaning

Municipal sewer systems require consistent maintenance to ensure they continue to run effectively and efficiently. This involves cleaning and tending to sections of the sewer as needed. In 2023, the Public Works crew was able to complete a full clean out of the sewer system. This clean out involves using high pressure water to flush built up debris, grease, oils, and other unwanted materials. Taking on a cleaning like this helps optimize the system's performance and extend the life of the sewer system to prevent service backups and interruptions.

COMMUNITY SERVICES HIGHLIGHTS



Seasonal Pool

The seasonal pool operates from mid May through the end of August. Past pool seasons have seen struggles in finding staff to keep the pool open for the desired hours of operation. In 2023, the District of Taylor partnered with the YMCA to bring full staffing to the pool. This brought full pool hours, 14 birthday parties, 264 swimming lessons, and more to the community for summer of 2023!



Community Events

Community Services hosted a full calendar of events through 2023!

The Community Services team hosted monthly bingos and community fun nights, and put on multiple seasonal events, such as the annual Hill Climb, Santa Skate, and the Healthy Walk to Breakfast, which is hosted alongside Mayor and Council.

Residents and visitors from neighboring communities came out for events in record numbers for 2023. Three of the annual events saw more participation than ever before! The Easter Eggstravaganza and the District of Taylor Remembrance Day Ceremony each listed just over 400 attendees, while the Halloween Spooktacular over 600!

The August long weekend held the 51st Annual World Invitational Gold Panning Championship at Peace Island Park. While the District of Taylor has been heavily involved in hosting and funding this event, the planning and execution of the weekend had been previously contracted out to a third party. 2023 was the first year that the Community Services team took on the entirety of the event, planning and hosting the event solely in-house! With the help of many volunteers and participants, the event commenced with an excellent turn out, leaving the Community Services team looking forward to hosting again in 2024!

Visitor Centre

The Visitor Centre saw another busy summer for 2023! They met over 2,000 travelers, assisted with the World Invitational Gold Panning event, and hosted an exceptional Canada Day celebration.

LONE WOLF GOLF CLUB

2023 Golf Season

The 2023 golf season kicked off in mid April, with the range opening April 14 and the course shortly behind on April 21. This early start and warm fall weather allowed golfers to play over 21,000 rounds throughout the season.

2023 also saw the least inclement weather days within the last 10 years, only closing for a total of one rain day all season!

Participaction Trail

Nearing the end of the 2023 season, crews broke ground on the additions to the Participaction Trail. The 2023 portion of this project was the completion of the walking trail that bridges the two already popular walking paths along each side of the course without descending into the coulee. For the beginning of the 2024 season, there will now be a path that loops the full circumference of the course. Upgrades to the older portions of the paths are expected to begin in spring 2024. The entirety of this project is 70% grant funded.

Clubhouse Improvements

Summer of 2023 was accentuated by a much anticipated patio expansion for the clubhouse. The patio is now large enough to host an entire tournament dinner, with a total of 169 seats. This expansion was complimented with a brand new industrial BBQ!



Lone Wolf Financials

Lone Wolf Golf Club has been a District of Taylor asset since 1995. Despite its popularity, Lone Wolf has been a steady subsidy for the District since its opening. Through rigorous efforts of staff, the subsidy amount has steadily decreased over the last several years. Lone Wolf is exceptionally proud to announce that the 2023 season continued this positive trend, leaving the District of Taylor with a surplus of \$154,876!



PARKS AND FACILITIES

Arena Roof Maintenance

Taking care of community infrastructure saves money on repairs and extends the life of District facilities. The District Ice Centre received a full resealing of its roof before the beginning of the 2023 ice season. This process is particularly useful for buildings with flat roofs, as it helps prevent future leaks by protecting the water tight integrity of the roof.



Park Upgrades

The Parks and Facilities team focused heavily on upgrades and beautification for Taylor parks in 2023.

A major upgrade to Minaker Park was completed in the summer of 2023. Some of the old playground and play surfaces were replaced with new accessible base material and play equipment.

Jarvis subdivision also received a brand new park and accessible playground before the end of the season.

The Parks team updated many parks, playgrounds and green space with new community benches. The team also purchased a zero turn mower, which helped them upkeep all of the parks and boulevards throughout the community.

Even with all of the large projects underway, the Parks crew still made time to build new flower boxes at the Visitor Information Centre, so Taylor visitors can experience the best of the community!



PEACE ISLAND PARK

Park Improvements

Park staff put their skills to great work this season to make notable upgrades to the Old Forts before the World Invitational Gold Panning event. The accessible ramp was fully refurbished to allow safe access to all the Old Fort buildings, the gold panning demonstration table was fully restored and finished with a commemorative plaque, and the park caretaker constructed brand new log benches for spectating the gold panning area!

Park Operations 2023

2023 was Peace Island Park's first ever season with online booking! While there were some hiccups at the beginning of the season as the new software was integrated, the new system proved helpful in coordinating over 3,100 bookings from April through October.

Peace Island Park staff also made commendable efforts in hosting some unexpected additional campers in early May. When forest fires caused several evacuation orders to come into effect in the Peace River Regional District, staff wasted no time in creating space to welcome evacuees from neighboring communities.



TAYLOR PUBLIC LIBRARY

Taylor Public Library has been part of the community since September 8, 2007, offering a variety of programs and services to meet our community's needs. We are the community's friendly gateway to the worlds of learning, imagination, and creative pursuits.

Board & Staff	Hours of Operation 2023	
Library Director - Sherry Murphy Part-time Librarian - Jessica Murphy Chair - Ashlee Kirschner Vice Chair - Jaclyn Jones Director - Desirae Graziano Director - Julie Roach-Burns Director - Amanda White	Sunday/Monday/Stat	Closed
	Tuesday/Wednesday Thursday/Friday	2 p.m. to 6:30 p.m.
	Saturday	11 a.m. to 3:30 p.m.

Available at the Library are:

Books, CDs, DVDs, audiobooks, board and card games - for all ages and interests. There are free online resources, educational courses, eBooks, and eAudiobooks and we have a small assortment of tablets (for patrons to use in the library), Internet computers, an Early Literacy station for the kids, STEAM/STEM kits, Cognitive Care Kits (for those with Dementia), printers, a copier, fax machine and free WiFi.



Cognitive Care Kit



STEAM Kit



Board Games



Seed Catalogue

Our library also has a seed catalogue (operating since 2018). Free to join. The motto is “take some, leave some” for others. We endeavor to provide a variety of free seeds for our community members with the hopes that if you have extra seeds that you would like to share with others, you can leave some with the catalogue. Packaging is provided. For loan are dehydrators, juicers, canners, soil blocking kits, and seed sowing kits that can be borrowed on your Taylor Public Library Card.

Contact Info

Taylor Public Library
Box 730 Taylor, BC VOC 2K0
Phone: 250-789-9878

Email: library@districtoftaylor.com
Website: <http://taylor.bc.libraries.coop/>
Find us on Facebook & Twitter

TAYLOR PUBLIC LIBRARY

How do I get a Library card?

Library cards are free for those who live in or own property in Taylor and have a mailing address in Taylor. You can apply in person, with 2 pieces of identification (identification must provide your name, signature and current address) or you can use the link that is available on the Taylor Public Library online catalogue website. Look for the “Request a Library Card” at the bottom of the splash page. <https://taylor.bc.catalogue.libraries.coop/eg/opac/home> The next time you come into the library, we can verify your personal information.

Children under the age of 16 do not require proof of address but must have permission from parent or legal guardian. Parents/guardians are responsible for activity on a child’s or youth’s card who is under the age of 19 and must consent to allowing use of the library’s Internet.

What can I do with my library card?

Your “home” library card is welcome in most libraries across BC! Local policies will apply. Borrow all forms of eligible items and have access to online reading and listening materials. Check our website <https://taylor.bc.libraries.coop/> for a list of online resources and databases to use at home or on the go.

Interlibrary Loans (ILC/ILL)

If we don’t have it, we can attempt to find it from one of the other libraries from across BC, including some colleges and universities (fees may apply).

Check our website for more information: <http://taylor.bc.libraries.coop/> (Click on the “Your Library” tab.)

Some of our online resources:

Do-it-Yourself

[Auto Repair Source](#) (Truck & Car Repair)

Electronic Books/Magazines

[Library-to-go](#)

Careers/Employment

[BCjobs.ca](#)

[Indeed.ca](#)

[Gale Online Courses](#)

General Resources

[Consumer Reports](#)

Kids/Students

[Canadiana.ca](#)

Newspapers

[BC Historical Newspapers](#)

Law/Legal Matters

[BC Law](#)

[ClickLaw](#)

[BC Codes \(in library use only\)](#)

Internet Safety

[Commonsensemedia](#)

Teen Reads

[Teenreads.org](#)

Historical Research

[Points to the Past](#)

