



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR AGENDA

FOR THE MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 6:00 PM ON MONDAY, AUGUST 28, 2023

Please be advised that the HUB Online Network will record and broadcast or live stream today's Council meeting.

CALL TO ORDER

"Mayor and Council wish to acknowledge that the meeting today is held within the traditional territory of the Nlaka'pamux people."

1. ADOPTION OF THE AGENDA

Motion to adopt the Agenda as presented or as amended

M/S

THAT, the Agenda for the Regular Meeting of Council held on Monday, August 28, 2023 be adopted as presented.

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Monday, July 24, 2023 <i>THAT, the Minutes of the Regular Meeting of Council held Monday, July 24, 2023, be adopted as presented.</i>	P. 1-6

3. DELEGATIONS

3.1		
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4. PUBLIC INPUT

All questions and comments will be addressed through the Chair and answered likewise. Please state your name and address prior to asking a question or commenting, no more than 2 minutes per question.

5. BYLAWS/POLICIES

5.1	Bylaw No. 845, Village of Ashcroft Notice of Enforcement, 2023 M/S <i>THAT, Bylaw No. 845, cited as Village of Ashcroft Notice of Enforcement Bylaw, 2023 be introduced and read a first time.</i> M/S <i>THAT, Bylaw No. 845, cited as Village of Ashcroft Notice of Enforcement Bylaw, 2023 be read a second time.</i> M/S <i>THAT, Bylaw No. 845, cited as Village of Ashcroft Notice of Enforcement Bylaw, 2023 be read a third time.</i>	P. 7-21
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6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	CAO Report – Transport Trucks / Farmers Market On Railway Avenue – Update M/S <i>THAT, Council approves the Farmers Market request to amend the Railway Avenue Road Closure from 7:30 am – 1:00 pm to 7:00 am – 1:00 pm.</i>	P. 22-23
6.2	CAO Report – CMHC Housing Accelerator Fund Application M/S <i>THAT, Council approves the Village of Ashcroft grant application submission to CMHC under their Housing Accelerator Fund for small and northern communities to construct 30 affordable rental units in North Ashcroft in collaboration with a developer.</i>	P. 24-25
FOR INFORMATION		
6.3	CAO Report – 2022 Annual Report	P. 26-108
6.4	CAO Report – Fire Department to Support Wildfire Efforts	P. 109
6.5	CFO Report – Verbal Presentation – Financial Statements	

7. CORRESPONDENCE

FOR ACTION		
7.1	BC Rural Health Network – Community Outreach Initiative – Request to Discuss Community Health Concerns M/S	P. 110-111
7.2	HUB – Donation Request M/S	P. 112
FOR INFORMATION		
7.3	Provincial Water Stewardship – Thompson River Watershed – Drought Conditions and Water Reduction Notice	P. 113-114
7.4	Civic Info August Newsletter	P. 115-118
7.5	Groundbreaking Recommendations BC's 2024 Budget Consultation Embodies BC Rural Health Network's Vision for Rural Health	P. 119-122
7.6	Highland Calley Copper – Update – Global Industry Standard on Tailings Management (GISTM)	P. 123-124
7.7	Peace River Regional District – Request for Support - UBCM Resolution for Wildfire Equipment	P. 125-126
7.8	Service BC to Expand BC Registry Filing Services – August 1, 2023	P. 127-128
7.9	BC Forest Practices Board – Invitation to Visit Booth at UBCM and Landscape Fire Management Report	P. 129-148

8. UNFINISHED BUSINESS

8.1	Task Manager – Motion Tracker	P. 149-150
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9. NEW BUSINESS

9.1		
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10. REPORTS/RECOMMENDATIONS FROM COMMITTEES, COTW, and COMMISSIONS

10.1	Accessibility Advisory Committee (ACC) Minutes from the August 9, 2023 Meeting	P. 151-153
10.2	Joint Para-Transit Committee Minutes from August 16, 2023	P. 154-163

11. COUNCIL REPORTS

11.1	Mayor Roden	
11.2	Councillor Anstett	
11.3	Councillor Clement	
11.4	Councillor Davenport	
11.5	Councillor Lambert – Report	P. 164

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

Motion to move to a closed meeting to discuss an item under the Community Charter Section 90.1

12.1		
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13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1		
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14. ADJOURNMENT



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR MINUTES

FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE
AT 6:00 PM ON MONDAY, JULY 24, 2023

PRESENT: Mayor, Barbara Roden
Councillor, Jonah Anstett
Councillor, Jessica Clement
Councillor, Nadine Davenport
Councillor, Doreen Lambert

Cao, Daniela Dyck
CFO, Yogi Bhalla
BEO, Reggie Amyotte

Media – 1
Public – 3

EXCUSED: DPW, Brian Bennewith

CALL TO ORDER

Mayor Roden called the Regular Meeting of Council for Monday July 24, 2023, to order at 6:00 pm.

“Mayor and Council wish to acknowledge that the meeting today is held within the traditional territory of the Nlaka’pamux people.”

1. ADOPTION OF THE AGENDA

Motion to adopt the Agenda as presented or as amended

M/S Clement / Anstett

THAT, the Agenda for the Regular Meeting of Council held on Monday, July 24, 2023 be adopted as amended to include Small Talk Forum topic request from UBCM to be discussed under 9.1 New Business.

CARRIED. Unanimously. R-2023-104

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Monday, June 26, 2023 M/S Anstett / Lambert <i>THAT, the Minutes of the Regular Meeting of Council held Monday, June 26, 2023 be adopted as presented.</i>	CARRIED. Unanimously. R-2023-105

3. DELEGATIONS

3.1	Chris Rottluff, Operations Manager and Elcy Lepage, Division Manager, Dawson Road Maintenance – Summer Program Update <ul style="list-style-type: none">Mayor Roden Welcomed the delegation and invited them to the floor.	
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	<ul style="list-style-type: none"> Chris Rottluff introduced himself as the new Manager of Operation replacing David Rhodes Chris wanted to introduce himself to Council and provide a brief operational update for the area Dawson is full swing into grading program Moving to dust control after grading is completed Mowing complete but will likely need another cut Cache Creek was the main focus in the region since the flooding but is winding down with the recent paving where sections of highway were lost <p>Questions and comments</p> <ul style="list-style-type: none"> Who maintains the road to the Eco Depot? Unknown, MOTI will get back to Council with the answer Issue with concrete near gate on Eco Depot Rd. large rut between concrete and gravel road that could damage tires and rims When is the second cut for mowing scheduled? – mid August Comment – fire danger like to see the grass cut Chris is the Village's contact if anyone has any issues or concerns Chris advised he will be back prior to winter season New manager hired for Clinton Ashcroft, Chris will bring her to the next meeting and make the introduction to Council 	
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4. PUBLIC INPUT

All questions and comments will be addressed through the Chair and answered likewise. Please state your name and address prior to asking a question or commenting, no more than 2 minutes per question.

No questions received from the floor or through social media

5. BYLAWS/POLICIES

5.1		
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6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	<p>CAO Report – Ashcroft & District Curling Club Agreement to Occupy Renewal M/S Anstett / Clement</p> <p><i>THAT, Council endorses the renewal of the Agreement to Occupy between the Village of Ashcroft and the Ashcroft & District Curling Club for a two-year term ending August 1, 2025.</i></p> <p>Clarity requested regarding who is responsible for repair costs, it was noted that as the Village owns the building the club does minor repairs and renovations and applies for grant funding with the Village covering the remainder of capital costs and major repairs.</p>	<p>CARRIED. Unanimously. R-2023-106</p>

FOR INFORMATION		
6.3	<p>BEO Report - Bylaw Enforcement Officer Introduction and Update (Verbal and Written Report)</p> <p>Council questions regarding the BEO report:</p> <ul style="list-style-type: none"> Question in regard to dogs being off leash in a park. The BEO commented that unless the dog owner is a resident there is little that can be done other than the BEO coming to the park to speak to the dog owner if he is working in Ashcroft that day. If it's a local resident, he can write a letter and if the issue persists a ticket can be issued. Unightly premises enforcement question related to timeline. The BEO clarified that timelines are difficult as residents must be given adequate time to do the work and the Village requires consistent communication and documentation of the issue prior to taking action. <p>BEO Amyotte provided a brief bio to Council noting the following:</p> <ul style="list-style-type: none"> Goal is to achieve compliance in the least invasive and cost-effective way possible. Prefers to use an approachable stance engaging with residents and working with them to achieve compliance. The BEO noted some bylaws need updating to be more current and enforceable. Suggested synchronization of bylaws between the three communities when possible to streamline his approach. Education is the preferred method of gaining compliance BEO can be reached at anytime by phone or email and will respond to concerns in a timely manner. BEO Amyotte thanked Council for the opportunity stating he is on a steep learning curve but with the support of the staff at all three offices he feels confident he will be an effective BEO and team member as he continues to build his skill set. 	
6.4	<p>CAO Report – ALC Exclusion Update</p> <p>CAO Dyck noted next steps for the property owner is to subdivide and then move forward with the sale of the property after the 60-day review period is complete.</p>	
6.5	CAO Report – Fire Hazard Awareness	
	Received for information.	

7. CORRESPONDENCE

FOR ACTION		
7.1	<p>2023 Light Up Blue this September for Prostate Cancer Awareness M/S Roden / Lambert</p> <p><i>THAT, Council is in support of the 2023 Light Up Blue for Prostate Cancer Awareness this September and directs staff to light up Heritage Park and the Fire Hall 1 with blue lights.</i></p>	<p>CARRIED. Unanimously. R-2023-107</p>

7.2	<p>Ashcroft Farmers and Artisans Co-op Farmers' Market - Request for Road Closure for Ashcroft Farmers and Artisans Co-op Farmers' on Railway Avenue between 6th St. and 8th St. on Sundays from 7:30 am to 1:00 pm Market Sundays until October 22, 2023</p> <p>M/S Anstett / Lambert</p> <p><i>THAT, Council approves the Ashcroft Farmers and Artisans Co-op Farmers' Market request for the road closure of Railway Avenue between 6th St. and 8th St. on Sundays from 7:30 am to 1:00 pm Market Sundays until October 22, 2023, and that letters be forwarded to Arrow and Trimac advising the road closure.</i></p>	CARRIED. Unanimously. R-2023-108
7.3	<p>Martina Dopf, Group Publisher, Black Press Media, BC Central Interior – Request for support to stop advertising on the Meta Platforms Facebook and Instagram</p> <p>Mayor Roden recused herself due to a conflict as she is a Black Press employee at 6:32pm. Deputy Mayor Jonah Anstett assumed the chair to conduct the business.</p> <p>M/S Clement / Davenport</p> <p><i>THAT, Council sends a response letter to Martina Dopf at the Black Press indicating the Village of Ashcroft supports the request noting the Village does not advertise on social media and will continue to advertise in the local Ashcroft Journal newspaper.</i></p> <p>Mayor Roden returned to the chair at 6:36 pm.</p>	CARRIED. Unanimously. R-2023-109
7.4	<p>CN Rail – Rail Safety Week 2023 Resolution Request</p> <p>M/S Clement / Anstett</p> <p><i>THAT, Council resolves to support National Rail Safety Week to be held from September 18 to 24, 2023, and that the proclamation be included in the September newsletter.</i></p> <p>Comment – CN and CP Rail should be more of a presence in the community and provide rail safety education to residents in the community.</p> <p>Mayor Roden noted being a director for Operation Life Saver</p>	CARRIED. Unanimously. R-2023-110
7.5	<p>Mark Kiddell, Director, EarthRock Ventures Inc. – Executive Summary – Request for Letter of Support</p> <p>M/S Roden / Anstett</p> <p><i>THAT, Council writes a letter in support indicating the EarthRock Venture Inc. proposal is a “unique business” in the Village of Ashcroft.</i></p> <p>Cnlr. Lambert opposed</p>	CARRIED. R-2023-111
FOR INFORMATION		
7.6	Gabrielle Lachapelle – DSCS 2023 Bursary Recipient – Thank you	
7.7	Jacob Aie – DSCS 2023 Bursary Recipient – Thank you	
7.8	City of Prince George Resolution submitted to the 2023 UBCM Convention – Reimbursing Local Governments for Medical Services provided by Local Government Fire and Rescue Service	
7.9	Mayor Locke, City of Surrey – Surrey RCMP and Surrey Municipal Police Force	
7.10	School District No. 74 – Work to Address Racism	
7.11	School District No. 74 – A message from the Board of Education	
7.12	Minister of Housing Ravi Kahlon – Response to TVMS Seniors Housing Project	

7.13	TNRD Meeting Highlights – July 13, 2023	
7.14	TNRD – TNRD FireSmart, Public Libraries Team Up for Regional Roadshow – Ashcroft Library August 1, 2023: 10am to 3pm <i>Council noted the following: Drop in is anytime between 10:00 am and 3:00 pm The 24 hours additional self serve hours are now available at the library.</i>	
7.15	School District No. 74 – Accessibility Committee – Expression of Interest	
	Items 7.6 – 7.15 received for information.	

8. UNFINISHED BUSINESS

8.1	Task Manager – Motion Tracker Received for information.	
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9. NEW BUSINESS

9.1	Small Talk Forum – Request for idea and discussion contributions M/S Roden / Clement <i>THAT, the Council submit two ideas for discussion at UBCM's Small Talk Forum:</i> <ol style="list-style-type: none"> 1. Shared Services success story of the Inter Community Bylaw Enforcement Officer; and 2. Provincial downloading and expectations of tasks without subsequent funding to implement the required strategies. 	CARRIED. Unanimously. R-2023-112
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10. REPORTS/RECOMMENDATIONS FROM COMMITTEES, COTW, and COMMISSIONS

10.1		
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11. COUNCIL REPORTS

11.1	Mayor Roden – Report	
11.2	Councillor Anstett	
11.3	Councillor Clement – Report	
11.4	Councillor Davenport	
11.5	Councillor Lambert	

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

Motion to move to a closed meeting to discuss an item under the Community Charter Section 90.1

12.1		
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13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1		
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14. ADJOURNMENT

Mayor Roden adjourned the Regular Meeting of Council for Monday July 24, 2023 at 7:03 pm.

Certified to be a true and copy of the Minutes
for the Regular Meeting of Council held
Monday July 24, 2023.

Daniela Dyck,
Chief Administrative Officer

Barbara Roden,
Mayor

**THE VILLAGE OF ASHCROFT
BYLAW NOTICE ENFORCEMENT BYLAW NO. 845, 2023**

A bylaw to establish a Bylaw Notice Enforcement and Dispute Adjudication System

The Council of the Village of Ashcroft in open meeting assembled enact as follows:

1. CITATION

This Bylaw shall be cited for all purposes "Village of Ashcroft Notice of Enforcement Bylaw No. 845, 2023".

2. REPEAL

The "Village of Ashcroft Ticket Information Utilization Bylaw No. 762, 2009" and amendments thereto are hereby repealed.

3. INTERPRETATION

In this Bylaw:

"Act" means the Local Government Bylaw Notice Enforcement Act, SBC 2003, c 60 and amendments thereto;

"Council" means the elected Council of the Village of Ashcroft

"Village" means the Village of Ashcroft;

"Screening Officer" means the individual appointed to the position by the Chief Administrative Officer.

4. APPLICATION

4.1. This bylaw applies only to the bylaw contraventions included in the Schedule of this bylaw.

4.2. Nothing in this bylaw precludes or relieves a person from complying with the provisions of the Motor Vehicle Act or any other applicable local, provincial or federal enactment or regulation.

5. BYLAW CONTRAVENTIONS

The bylaw contraventions designated in Schedule's "A" through "H" as attached to and forming part of this bylaw, may be dealt with by a Notice of Bylaw Violation and/or another enforcement measure as provided for by existing federal, provincial or municipal legislation.

6. PENALTIES

6.1. The penalty for the contravention as identified in the attached Schedules is the amount set out in column 2 of that row.

6.2. A person may avoid paying the full penalty amount set out in Column 2 of the schedule by paying the Early Payment Amount set out in Column 3 within 5 days of receiving the Bylaw Notice.

- 6.3. If, after 30 days of receiving a Bylaw Notice, a person has not:
- (a) paid the penalty
 - (b) requested Adjudication in accordance with section 7.1.b
 - (c) paid the Early Payment Amount in accordance with section 6.2,

The person must pay the Late Payment Amount as set out in Column 4 of said Schedule.

- 6.4. In relation to 6.2 and 6.3 above, if the last calendar day falls on a day the Village of Ashcroft office is closed, the last day will be the next calendar day the Village of Ashcroft office is open.
- 6.5. If a person is re-issued a Bylaw Notice under Section 25 of the Act, the time limit for responding to the Bylaw Notice commences from the time a copy of the Bylaw Notice is delivered to that person.

7. PERIOD FOR PAYING OR DISPUTING A NOTICE

- 7.1. A person who receives a Bylaw Notice must within 30 calendar days of receiving the Bylaw Notice:
- (a) Pay the penalty to the Municipality in accordance with the Bylaw Notice; or
 - (b) request dispute adjudication in respect of the allegation on the Bylaw Notice:
 - (i) by completing the Adjudication Notice Form on the reverse of the Bylaw Notice, in accordance with the instructions on the Form; and
 - (ii) delivering the Adjudication Notice Form either by mail or in person during regular office hours, to the Municipality

8. PAYMENT PERIOD FOLLOWING ADJUDICATOR'S ORDER

If as a result of adjudication, the Adjudicator orders the Penalty to be immediately due and payable to the Municipality, the person must pay the amount within 30 days of the date of the order, or failing to do so, must pay the Late Payment Penalty set out in Column 4 of the attached Schedule.

9. DISPUTE ADJUDICATION AND REGISTRY

- 9.1. A system for Bylaw Notice Dispute Adjudication is established in accordance with the Act to resolve disputes in relation to bylaw notices.
- 9.2. Every person who is unsuccessful in a dispute adjudication in relation to a Bylaw Notice or compliance agreement must pay, in addition to the applicable penalty for the contravention, a fee of twenty-five (\$25.00) dollars to the Municipality.

10. SCREENING OFFICERS

- 10.1. Pursuant to the Act, the position of Screening Officer is hereby established.

The following are designated titles of person appointed as Screening Officers:

- (a) Chief Administrative Officer
- (b) any senior staff as designated by the Chief Administrative Officer

10.2. The powers duties and function of a Screening Officer are as set out in the Act, and include the following powers:

- (a) to review a Bylaw Notice for which a dispute Adjudication is scheduled;
- (b) where requested by a person who is alleged to have contravened a bylaw, to:
 - i. Communicate information respecting the nature of the contravention;
 - ii. Identify the provisions of the bylaw contravened;
 - iii. Outline the facts forming the basis of the allegation;
 - iv. Confirm the penalty for the contravention;
 - v. Provide for the opportunity, if any, to enter into a compliance agreement;
 - vi. Refer the matter to Adjudication as necessary; and
 - vii. Confirm the fees payable in relation to the Bylaw Notice enforcement process;
- (c) to communicate with any or all of the following persons for the purposes of performing their functions under this Bylaw or the Act;
 - I. The person against whom the contravention is alleged, or their representative;
 - II. The Officer issuing the Bylaw Notice;
 - III. A complainant or their representative;
 - IV. The staff of the Municipality; and
 - V. An adjudicator, roster organization or agency of the government;
- (d) where permitted and in accordance with the Act, to prepare and enter into compliance agreements under section 11, including to establish terms and conditions for compliance that the Screening Officer may consider necessary or advisable, including for any compliance agreement discount not to exceed a reduction of the penalty indicated in Column 2 by 50%, time periods for payment and compliance with the bylaw that is subject of the Bylaw Notice;
- (e) to provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in column A5 of Schedules "A" through "H" as attached to this bylaw.
- (f) to cancel a Bylaw Notice in accordance with the Act or Village policies and procedures;

11. COMPLIANCE AGREEMENTS

- 11.1. The Screening Officer may enter into a compliance agreement in respect of any bylaw contravention indicated in Schedules "A" through "H".
- 11.2. The maximum duration of any Compliance Agreement is one year.

12. BYLAW ENFORCEMENT OFFICERS

Any person holding any of the following positions are designated as Bylaw Enforcement Officers for the purposes of this bylaw and the Act:

- (a) Members of the Royal Canadian Mounted Police
- (b) Building officials
- (c) Bylaw Enforcement Officers

- (d) Local assistants to the Fire Commissioner under *Section 6* of the *Fire Services Act*
- (e) Animal Control Officers

13. FORM OF NOTICE

The Village may from time to time provide the form or forms of the bylaw notice, provided the bylaw notice complies with Section 4 of the Act.

14. OTHER METHODS OF ENFORCEMENT

Nothing in this Bylaw prevents the Municipality from enforcing a bylaw identified herein by any other proceeding.

15. SCHEDULES

The following schedules are attached to, and forms part of this bylaw: Schedule

A – Designated Bylaw Contraventions and Penalties.

16. SEVERABILITY

If any portion of this bylaw is found ultra vires by a court of competent jurisdiction, that portion shall be deemed to be severed from the bylaw to the extent that the remainder of the bylaw shall continue in full force and effect.

READ A FIRST TIME THIS	DAY OF	, 2023
READ A SECOND TIME THIS	DAY OF	, 2023
PUBLIC HEARING HELD THIS	DAY OF	, 2023
READ A THIRD TIME THIS	DAY OF	, 2023
RECONSIDERED AND ADOPTED THIS	DAY OF	, 2023

Barbara Roden, Mayor

Daniela Dyck, Chief Administrative Officer

Certified to be a true and correct copy of
Village of Ashcroft Notice of
Enforcement Bylaw No. 845, 2023,
as adopted by Council.

Daniela Dyck, Chief Administrative Officer

Schedule A - Violations and Penalties - Bylaw No. 423, 1983 (Noise Control)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Late payment penalty	Second Offense	Third (and additional) Offenses
Obstructing the Bylaw Enforcement Officer	11	\$200	\$140	\$260	\$500	\$1000
Permit property to be used so noise emanates.	B(2)	\$130	\$91	\$169	\$300	\$500
Operate apparatus for the production of sound on private or public premises.	B(3)	\$130	\$91	\$169	\$300	\$500
Keeping an animal which cries unduly.	B(4)	\$130	\$91	\$169	\$300	\$500
Construction before 0700 hours or after 2200 hours.	C(1)	\$130	\$91	\$169	\$300	\$500
Operating an outdoor PA system without a permit.	D(1)	\$130	\$91	\$169	\$300	\$500
Operating a snow vehicle, motorboat, or motorcycle in an area not set aside by council.	D(2)	\$130	\$91	\$169	\$300	\$500

Schedule C- Violations and Penalties - Bylaw No. 753 (Traffic Regulation Bylaw)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Late payment penalty	Second Offense	Third (and additional) Offenses
Refusal to comply with lawful direction by Traffic Officer.	Division II (1)	\$130	\$91	\$169	\$300	\$500
Obstruction on Street or sidewalk.	Division II (6)	\$130	\$91	\$169	\$300	\$500
<u>Snow Removal</u> - Permit accumulation of snow or ice after 10:00 am.	Division II (8)	\$130	\$91	\$169	\$300	\$500
Placing device which attempts to direct the movement of traffic or parking of vehicles.	Division III (1)(e)	\$130	\$91	\$169	\$300	\$500
Interfere with traffic sign or traffic control signal.	Division III (1)(f)	\$130	\$91	\$169	\$300	\$500
<u>Pedestrian Control</u> - Congregating in a manner obstructing free passage of	Division IV (6)	\$130	\$91	\$169	\$300	\$500

pedestrians or vehicles.						
<u>Hospital or Quiet Zone</u> - Sounding the horn in a hospital or quiet zone.	Division V (8)	\$130	\$91	\$169	\$300	\$500
<u>Unattended Motor Vehicle</u> – Failure to stop engine, lock engine and remove key.	Division V (21)	\$130	\$90	\$169	\$300	\$500
Parking where prohibited.	Division VI	\$130	\$90	\$169	\$300	\$500

Schedule B - Violations and Penalties - Bylaw No. 505 (Unsightly Premises)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Late payment penalty	Second Offense	Third (and additional) Offenses
Allowing a property to remain unsightly.	5.	\$130	\$91	\$169	\$300	\$500
Failure to remove graffiti from walls, fences on or facing public places.	6.	\$130	\$91	\$169	\$300	\$500
Failure to remove brush and/or noxious weeds from property.	7.	\$130	\$91	\$169	\$300	\$500
Failure to prevent infestation of caterpillars and other noxious and destructive insects	8.	\$130	\$91	\$169	\$300	\$500
Failure to remove accumulation of water, rubbish, noxious, offensive or unwholesome matter or materials.	9.	\$130	\$91	\$169	\$300	\$500

Schedule D - Violations and Penalties - Bylaw No. 765, 2009 (Fireworks)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Late payment penalty	Second offence	Third offence
Selling, Giving or trading Firecrackers or Fireworks.	3.1	\$130	\$91	\$169	\$300	\$500
Possession of Firecrackers and/or Fireworks.	3.2	\$130	\$91	\$169	\$300	\$500
Fire or Discharge of Firecrackers and Fireworks without a permit.	3.3	\$130	\$91	\$169	\$300	\$500
Causing an incident due to the misuse of Firecrackers and Fireworks.	4.3	\$130	\$91	\$169	\$300	\$500

Fireworks Bylaw No. 765, 2009

Schedule E - Violations and Penalties - Bylaw No. 799, 2015 (Water Conservation)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Late payment penalty	Second Offense	Third (and additional) Offenses
Damage of device resulting in waste of water	3(b)	\$150	\$105	\$195	\$300	\$500
Filling vehicle mounted tanks or equipment to carry or supply water with Village water distribution system.	3(c)	\$150	\$105	\$195	\$300	\$300
Waste of water by unnecessary use	3(e)	\$150	\$105	\$195	\$300	\$500
Interfering the Bylaw Enforcement Officer (BEO) of his/her duty	4(b)	\$200	\$140	\$260	\$500	\$1000
Using water outside of permitted times and/or days. (All stages included)	6(a)	\$150	\$105	\$195	\$300	\$500
Non-compliance with issued permit requirements	10	\$150	\$105	\$195	\$300	\$500
Unauthorized use of fire hydrant	11	\$300	\$210	\$390	\$500	\$1000

Water Conservation Bylaw 799, 2015

Schedule F - Violations and Penalties - Bylaw No. 832, 2019 (Dog Control and Pound Operation)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Early payment penalty	Second Offence	Third Offence
Obstruct Animal Control Officer	4.3	\$200	\$140	\$260	\$500	\$1000
At Large	5.1	\$130	\$90	\$169	\$300	\$500
Fail to remove excrement	5.3	\$130	\$90	\$169	\$300	\$500
Permit a dog to continuously cry or bark	5.5	\$130	\$90	\$169	\$300	\$500
Permit a dog in the Chinese or municipal cemeteries or Village Parks.	5.7	\$130	\$90	\$169	\$300	\$500
Fail to confine or control a female dog in heat	5.8	\$130	\$90	\$169	\$300	\$500
More than 2 dogs over 3 months old	5.9	\$130	\$90	\$169	\$300	\$500
Possess an unlicensed dog	6.1	\$130	\$90	\$169	\$300	\$500
Fail to secure a diseased or dangerous dog	7.2	\$130	\$90	\$169	\$300	\$500
Fail to muzzle a dangerous dog	7.3	\$130	\$90	\$169	\$300	\$500

Schedule G- Violations and Penalties - Bylaw No. 840, 2020 (Signage)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Late payment penalty	Second Offence	Third Offence
Failure to acquire permit	4.7	\$130	\$91	\$169	\$300	\$500
Public building - Displaying non-exempt content.	4.7.2	\$130	\$91	\$169	\$300	\$500
Warning sign – Exceeds amount & size limit.	4.7.3	\$130	\$91	\$169	\$300	\$500
Flag - Exceeds 2.0 m ²	4.7.5	\$130	\$91	\$169	\$300	\$500
Sandwich board - Exceeds size limit	4.7.7	\$130	\$91	\$169	\$300	\$500
Work of art - Contains commercial or political message.	4.7.10	\$130	\$91	\$169	\$300	\$500
Home occupation identification sign - Exceeds amount & size limit.	4.7.13	\$130	\$91	\$169	\$300	\$500
Identification signs - Exceeds size limit or no type of use permit	4.7.14	\$130	\$91	\$169	\$300	\$500
Community Message Signs –	4.8.1	\$130	\$91	\$169	\$300	\$500

failure to comply with duration& removal						
Real Estate Signs – Exceeds size limit.	4.8.2	\$130	\$91	\$169	\$300	\$500
Real Estate Open House Signs – Exceeds size limit.	4.8.2	\$130	\$91	\$169	\$300	\$500
Real Estate Directional Signs – Exceeds size limit.	4.8.2	\$130	\$91	\$169	\$300	\$500
Political Signs – Failure to comply	4.8.3	\$130	\$91	\$169	\$300	\$500
Developmental activities sign – Failure to comply	4.8.4	\$130	\$91	\$169	\$300	\$500
Prohibited sign	4.11	\$130	\$91	\$169	\$300	\$500
Obstruction by sign	4.12	\$130	\$91	\$169	\$300	\$500
Posting where prohibited	4.13	\$130	\$91	\$169	\$300	\$500
Sign displayed on premise other than sign refers	4.14	\$130	\$91	\$169	\$300	\$500
Obstructing / interfering with traffic or street	4.15	\$130	\$91	\$169	\$300	\$500
Signs in public spaces – failure to remove with 7 days.	4.17	\$130	\$91	\$169	\$300	\$500
Electrical Sign – Failure to have approved and labelled.	4.20	\$130	\$91	\$169	\$300	\$500

Schedule H - Violations and Penalties - Bylaw No. 849, 2022 (Outdoor Burning)

	1	2	3	4	5	6
Description	Section	Penalty	Early payment penalty	Late payment penalty	Second Offense	Third Offense
Burning combustible material	4(a)	\$130	\$91	\$169	\$300	\$500
Interface burning without approval or as per sub-sections	5(a) I, ii	\$130	\$91	\$169	\$300	\$500
Unauthorized Use of portable burning devices as per sub-sections	5(e)I, ii, iii	\$130	\$91	\$169	\$300	\$500
Unauthorized use of Outdoor Campfire – as per sub-sections	5(f) I, ii, iii	\$130	\$91	\$169	\$300	\$500
Campfire Ban – Outdoor campfire during a campfire ban.	5(f)iii	\$130	\$91	\$169	\$300	\$500
Permits – Campfire without a permit.	10	\$130	\$91	\$169	\$300	\$500
Failure to comply with the terms and conditions of Schedules “B,” “C,” “D”	11	\$130	\$91	\$169	\$300	\$500

Pylon Sign – Failure to have manufacturer’s name and weight on sign.	4.21	\$130	\$91	\$169	\$300	\$500
Maintenance – Failure to maintain safe condition.	4.22	\$130	\$91	\$169	\$300	\$500
Maintenance – Failure to be of high- quality appearance.	4.24	\$130	\$91	\$169	\$300	\$500
Maintenance – Failure to maintain sign area.	4.25	\$130	\$91	\$169	\$300	\$500
Sign No Longer Serves Purpose – Failure to remove within 14 days.	4.31	\$130	\$91	\$169	\$300	\$500
Illumination of Sign – Compromising traffic safety and/or nuisance.	4.34	\$130	\$91	\$169	\$300	\$500
Prevent BEO from carrying out duties.	4.40	\$200	\$140	\$260	\$500	\$1000
Failure to follow Sign Specifications	5.0	\$130	\$91	\$169	\$300	\$500
Failure to follow Sign Specifications by Zones	6.0	\$130	\$91	\$169	\$300	\$500

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: August 28, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Transport Trucks / Farmers Market on Railway Avenue – Update

Purpose

Provide Council with an update in regard to ongoing transport truck traffic on Railways Ave.

Recommendation

THAT, Council approves the Farmers Market request to amend the Railway Avenue Road closure from 7:30 am - 1:00 pm to 7:00 am - 1:00 pm.

Discussion

At the July 24th Regular meeting of Council, Council approved the road closure of Railway Ave. for the Farmers Market each Sunday. Additional discussion included the ongoing transport truck traffic on Railway Ave and the reduction the speed limit in the downtown core for all commercial and transport vehicles.

Letters were sent to Arrow Transport and Trimac advising of the road closures on Sundays during the Farmers Market and of the upcoming speed limit reduction to 30 km/h for transport traffic on Railway Ave. The transport companies were asked to advise their drivers of these changes.

In addition to the letters DPW, Brian Bennewith and I met with the management team from Arrow Trucking to discuss long term solutions for the ongoing use of Railway Ave but also the additional safety risk of dust and rocks on the road near the Arrow yard.

The meeting was very effective items discussed included:

- Arrow's ability to monitor truck speed using GPS and other software, which is installed on all of Arrow's vehicles,. Arrow advised they would be activating the software to monitor trucks in Ashcroft.
- Building truck driver awareness, and reduce speed on Railway Ave.
- Mitigating dust by using frequent dust control at the Arrow yard and ensuring Arrow staff sweep the road near the driveway area of the Arrow yard to ensure rocks are not a road hazard.
- Using Hwy 97C as the main route rather than Railway Ave. This is a safety factor as there is a sight line issue for the trucks to pull on to Hwy 97C. Hwy 97C is the better access point for the Arrow trucks that are accessing the yard.

Since Council's approval of the road closure, at a subsequent Farmers Market, there was an altercation between a truck driver and the Farmers Market coordinator resulting in the DPW, Brian Bennewith meeting a second time with the Arrow management team to voice our concerns, he was assured the driver

would be reprimanded and advised that in future to note the unit number of the truck to ensure the appropriate Arrow employee is held accountable.

Of note, the Farmers Market has requested the road closure timeline be amended to begin the closure at 6:00 am to provide amole time for vendors with trailers to set up. The initial request was to close the road from 7:30 am to 1:00 pm, staff's recommendation is to amend the closure to begin at 7:00 am as this would allow the trucks enough time from the beginning of the shift to get on the road prior to the road closure.

Prepared by:



Daniela Dyck,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: August 28, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: **CMHC Housing Accelerator Fund Application**

Purpose

To request Council support for a grant application to CMHC under the Housing Accelerator Funding (HAF) Stream.

Recommendation

THAT, Council approves the Village of Ashcroft grant application submission to CMHC under their Housing Accelerator Fund for small and northern communities to construct 30 affordable rental units in North Ashcroft in collaboration with a developer.

Alternate

Discussion

The primary objectives of the program are to create housing supply at an accelerated pace and enhance certainty in the approvals and building process, while also supporting the following priorities:

- Supporting the development of complete communities that are walkable, consisting of appropriate residential density and a diverse mix of land uses, providing access to a wide variety of amenities and services through public and active transportation.
- Supporting the development of affordable, inclusive, equitable and diverse communities that encourage clear pathways to achieving greater socio-economic inclusion largely achieved through the equitable provision of housing across the entire housing spectrum.
- Supporting the development of low-carbon and climate-resilient communities.

As a result of investments towards these objectives and priorities, the HAF is expected to result in permits being issued for 100,000 more housing units than would have occurred without the HAF.

Eligible applicants include local government which are permitted to collaborate with private developers to submit an application providing targets identified to meet targets for the HAF and is reflective of the communities current Housing Needs Assessment.

The developer is proposing constructing of approximately 120 single detached units in North Ashcroft 30 of which will be classed as affordable rental units. The grant application is for the development of the 30 rental units. The development is not subject to the funding to move forward; however, if not approved

the 30 rental units will likely be sold as free hold or not constructed. To be completely transparent, the developer has not purchased the property at his time, he is waiting for the sewer calculations which Urban Systems is modelling the week of August 28th to September 1st to determine costs prior to engaging in property acquisition.

Strategic/Municipal Objectives

Increase Housing Stock as per the Housing Needs Assessment

Legislative Authority

Financial Implications

Attachment Listing

Respectfully Submitted by:



Daniela Dyck,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: August 28, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Annual Report 2022

Purpose

To introduce the Draft Annual Report for 2022

Recommendation

For Information

Discussion

Each year, all municipalities in British Columbia must compile, make available for public inspection, an annual report that includes:

- The municipality's audited annual financial statements for the previous year
- A list of the permissive tax exemptions provided by the municipal council, and for each exemption, the amount of property tax that would have been imposed during the previous year if the exemption had not been granted
- A report on the municipality's services and operations for the previous year
- A progress report on the performance of the municipality with respect to established objectives and measures
- A statement of objectives and measures that will be used as the basis for determining the municipality's performance during the current year and following year
- The details of any declarations of disqualification made against individual council members during the previous year

Council may include any other information that it deems appropriate for the annual report. In the attached draft annual report for 2022, all requirements are included as well as other project and operational information. It is impossible to comment on each project or activity undertaken by Council and staff throughout the year; however, many are highlighted in the report.

Once completed, the annual report must be made available for public inspection. After making the report public, council must wait a minimum of 14 days before holding an annual meeting on the report. This provides citizens with time to review the annual report, ask questions and prepare submissions. Council must give notice of the date, time and place of the annual meeting.

The Draft Annual Report was posted to the Village website on Monday August 22, 2023, to meet the minimum 14 day requirement, the Annual meeting to discuss the report will be during a COTW which is Scheduled for September 11, 2023. It should be noted that the Annual Report should be made public by June 30 each year, regrettably staff did not achieve the established timeline for completion.

Prepared by:



Daniela Dyck,
Chief Administrative Officer

THE CORPORATION OF THE
VILLAGE OF ASHCROFT
2022
ANNUAL MUNICIPAL
REPORT



Photo Credit: Stephanie Murphy

The 2022 Village of Ashcroft Annual Report
was adopted by Council on
CARRIED -
Motion #

Village of Ashcroft Municipal Office



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Ashcroft, BC V0K 1A0
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2022 ANNUAL REPORT

Ashcroft

Wellness Awaits You



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

Truly a community kissed by the sun!



MESSAGE FROM THE MAYOR

I am pleased to share with you the Village of Ashcroft's 2022 Annual Report. Once again, all of us on council are proud of what the Village accomplished in the last year, thanks to the hard work and dedication of many people.

The reduced risks of COVID-19 meant that the restrictions which had been in place for 2020 and 2021 were able to be curtailed or eliminated. The fire season was also very quiet, unlike in 2021, although our fire department remained vigilant. After much consultation with, and input from, the fire department, a contractor was approved to undertake major renovations to the fire hall, and exterior work began, with the project scheduled to be complete in 2023.

The Village completed its update of the Emergency Response Plan and recruited volunteers to assist with Emergency Support Services. The Fire Department Regulation bylaw also received a thorough overhaul – again, with input from the department – and the tax increase was held at 2.5 per cent.

Another much-anticipated project – installation of a new hot tub at the Ashcroft pool – also got underway in 2022, with the project expected to be finished in time for the 2023 season. The draft Trails Master Plan was presented, with ongoing discussions with the Ashcroft Indian Band about a trail linking Ashcroft and the reserve. The Village also continued talks with AIB about supplying them with water.

The community garden was completed and had a full growing season, with all of the beds spoken for and filled with produce. In anticipation of development and growth in North Ashcroft, a storm drainage study for that neighbourhood was completed, and we continued to work with the Agricultural Land Commission on an exclusion application for the land where the North Ashcroft reservoir is located, in preparation for beginning work on twinning that facility to meet future demand.

Dead and dangerous trees were removed from the Mesa park, and the Village began moving forward with ideas about improving the park. A redesign plan for the northernmost part of the Heritage park on Railway Avenue was completed, and that park was once again lit up for Christmas; thank you to the grad class of Desert Sands School for their assistance with this.

Several road repair projects were undertaken, the Plaid Friday event – which encourages people to shop local – was a resounding success, and the Village purchased a new sweeper. A "Let's Celebrate Ashcroft" barbecue in July was very well attended, and the Village's "Experience Ashcroft" pocket guide proved to be an award-winner. The Village once again allowed backyard campfires, which was welcomed by many residents.

October 2022 saw municipal elections throughout the province, and two council members – Marilyn Anderson and Deb Tuohey – decided not to run again. I would like to thank them both for their valuable service to the Village over the four years of their term. Being on council requires a good deal of time and effort, and often entails making difficult decisions. These two councillors showed their passion for the community, and never shied away from the sometimes hard choices they were required to make. They – along with councillors Jonah Anstett and Nadine Davenport – were also excellent ambassadors for the Village at local government events such as the Union of BC Municipalities convention and AGM.

Two new members of council were elected in October: first-time councillor Jessica Clement and returning councillor Doreen Lambert, who served from 2013 to 2018 but did not run in the 2018 election. To both of them we say welcome!

After two very difficult pandemic years, it was gratifying to see Ashcroft continue to grow and thrive as life returned to something like normal. As always, I am proud of the hard work of Village staff and employees, from the Village Office to Public Works, and from the museum to the pool to the Legacy park campground, which had a record year in 2022. Their dedication to the community is immense, and is a large part of what makes Ashcroft one of the best places in all of B.C. to live, work, and play.



.....
Mayor, Barbara Roden



2018-2022 MAYOR AND COUNCIL

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

ASHCROFT COUNCIL

The Village of Ashcroft is governed by an elected Council comprised of the Mayor and four Councillors. The Mayor and Councillors elected October 20, 2018 served the Village of Ashcroft through till October 2022. Members of Council are elected at large meaning they each represent the community, rather than only one specific geographic portion of the community. A new Council was elected by the community on October 15, 2022, affirming their Oath of Office on November 1, 2022. The newly elected Council members are Mayor Barbara Roden (acclaimed) and Councillors: Jonah Anstett, Jessica Clement, Nadine Davenport, and Doreen Lambert whose term of office will conclude in October 2026.

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

MISSION STATEMENT:

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

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

VISION:

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

GUIDING PRINCIPLES:

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

Accountable Leadership
Financial Sustainability
Social Responsibility
Balanced Decision Making."

"We will act with Integrity, Fairness and Compassion."

COUNCIL APPOINTMENTS Ending October 16, 2022

Mayor Roden

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

Alternate:

Communities in Bloom Committee
Health Care

Working Groups:

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

Councillor Tuohey

Heritage Committee
Health Care
Communities in Bloom
HUB Society

Alternate:

Seniors Liaison
Municipal Insurance Association

Working Groups:

Trails Master Plan
Heritage Park/Community Garden

Councillor Anderson

Finance Committee

Alternate:

HUB Society

Working Groups:

Economic Development/Tourism
Bylaw Enforcement Officer
Water to AIB
Heritage Park/Community Garden

Councillor Anstett

Ashcroft-Cache Creek-Clinton Transit System
Seniors Liaison

Alternate:

Northern Development Initiative Trust

Working Groups:

Emergency Plan Update
Storm Drainage & Run Off
North Ashcroft Reservoir

Councillor Davenport

Finance Committee
Northern Development Initiative Trust

Alternate:

Heritage Committee
Gold Country Communities Society
Ashcroft-Cache Creek-Clinton Transit System

Working Groups:

Bylaw Enforcement Officer
Emergency Plan Update
North Ashcroft Reservoir
Water to AIB

Board of Variance

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

Safety Committee

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

Labour / Management Committee

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

APPOINTED OFFICIALS

Village Officers

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

Ashcroft Fire Rescue

Fire Chief Josh White
1st Deputy Fire ChiefGreg Hiltz
2nd Deputy Fire ChiefJonah Anstett

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

VILLAGE OF ASHCROFT ORGANIZATIONAL CHART 2022

Staffing

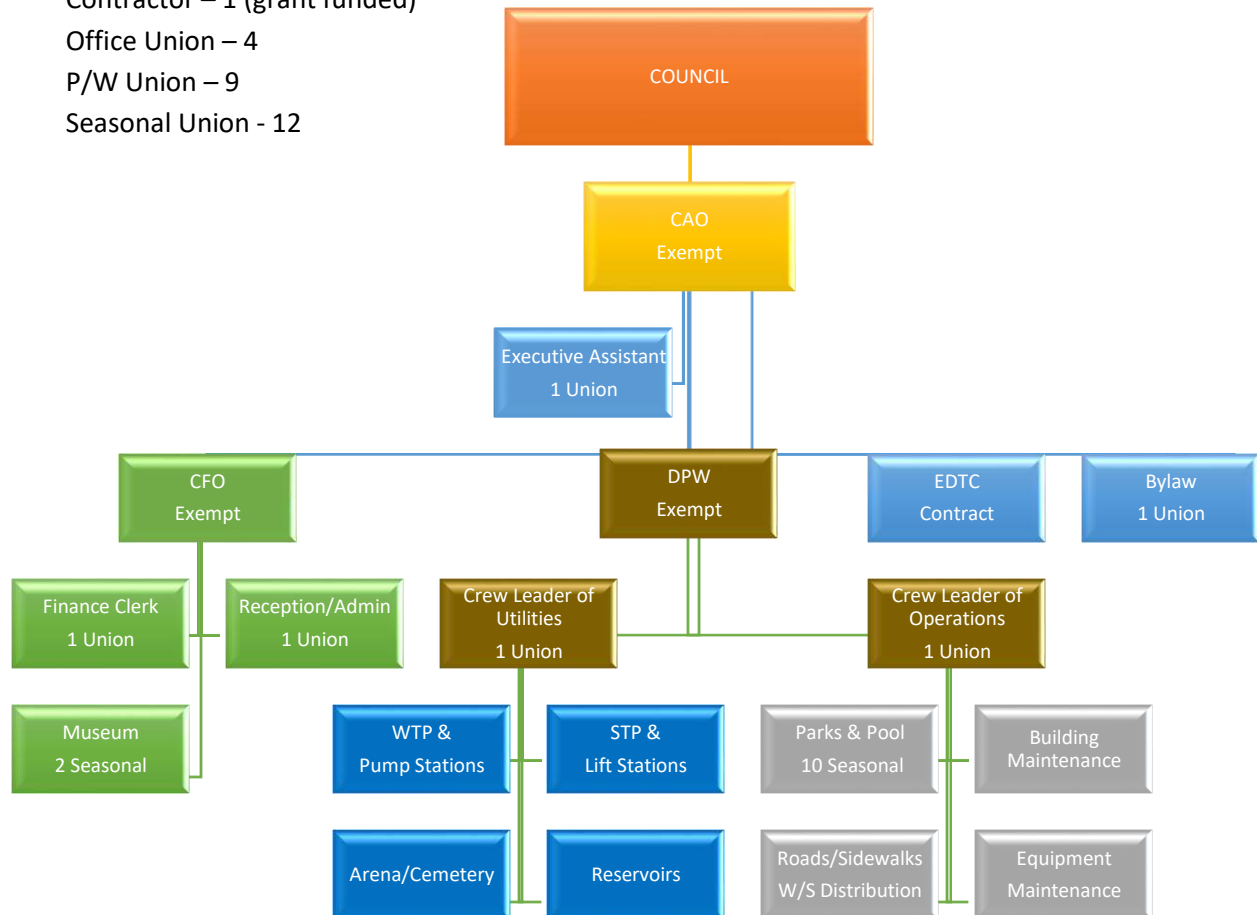
Exempt – 3

Contractor – 1 (grant funded)

Office Union – 4

P/W Union – 9

Seasonal Union - 12



Summary of Public Works positions:

2 – Crew Leaders (responsible for operations and utilities)

1 – Water Treatment Plant Operator Level 2

1 – Sewer Treatment Plant Operator Level 2

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

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

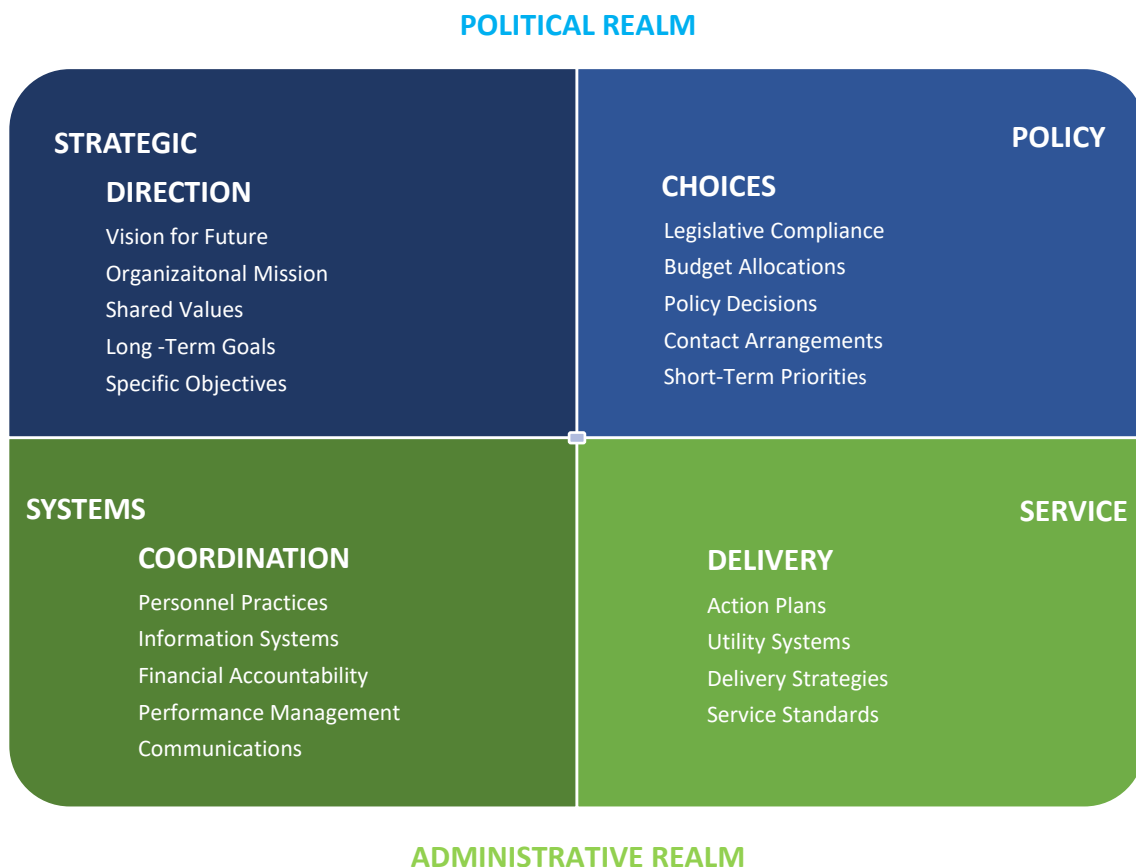
ROLES AND RESPONSIBILITIES

Local Government Functions

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

The Elected Official Role

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



The Administrative Role

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

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

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

ADMINISTRATION SERVICES

Election preparations and project work dominated much of the organizational activity for 2022 driven by the Strategic Plan. The following seven strategic priorities established by Council guided administration to the end of the elected term:

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

and additional Working Groups

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

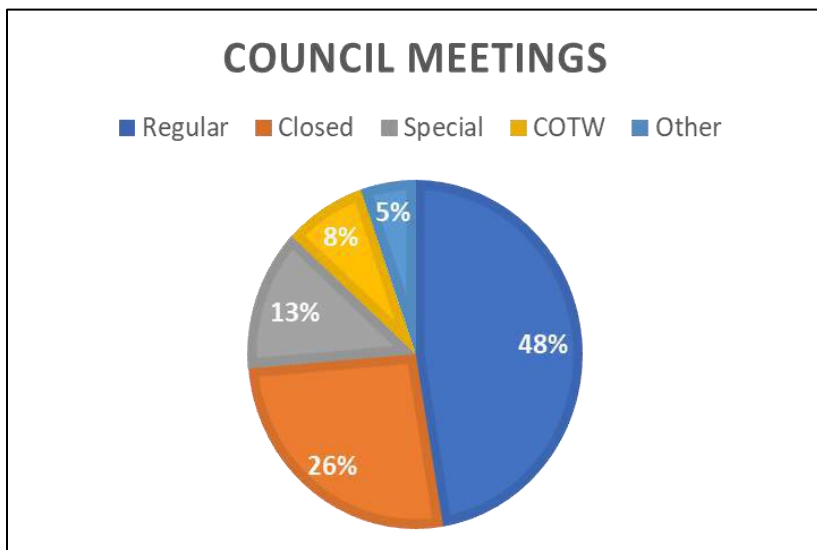
The above noted Working Groups were established as steering committees to guide staff towards project completion. The working group model has proven to be very successful, enabling Council and staff to collaborate and work on projects as a team. It is administration's responsibility to ensure the tasks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

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

Improving communication from the office to the community was an ongoing focus for 2022. In addition to the monthly newsletters, staff continues to utilize Voyent Alert notifications and information bulletin for times of emergency, increased use of social media platforms and the LED digital sign to communicate with the community. Virtually, all Council meetings are streamed by the HUB Online Network for community participation and of course, the public is welcome to attend the meetings in Council Chambers.

Looking forward to 2023, Council and administration will continue to engage with the community and when possible, develop other forms of communication.

2022 Public Notices	
Newsletters	10
Other Notices / advertisements	30
Social Media Notices	149
Website Notices	194
Total	383



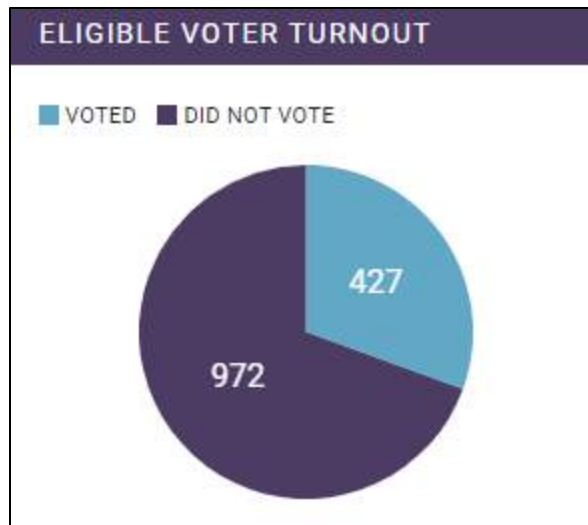
The charts above break down the types of Council meetings organized by the Village and public notices distributed in 2022. To facilitate governance of the Village, Council hosted 28 meetings open to the public for engagement and 10 closed meetings as permitted by the Community Charter Section 90(1)

ELECTION

Civic elections were held across the province on October 15, 2022. In addition to election day, the Village of Ashcroft hosted advance voting on October 5, 2022 as required under the Local Government Act and Election Act. The residents of Ashcroft acclaimed Mayor Roden as Mayor for her second term and elected Councillors, Jonah Anstett, incumbent, elected for his second term, Nadine Davenport, incumbent, elected for her second term, Doreen Lambert, elected to serve a third term on council but not consecutive terms, and Jessica Clement, elected for her first term to office.

Council reviewed Ashcroft Election Bylaw and amended it to allow Mail Ballot Voting, this was the first-time residents had the option of requesting mail ballots to cast their votes. A minimum number of mail ballots were requested, but as voting by mail becomes more mainstream, we expect to see the demand for mail ballots increase with this option which will increase voter turnout. Of the estimated 1399 eligible voters residing in Ashcroft only 427 cast their ballots in October which is 30.5%.

The newly elected Council affirmed their Oath of Office on November 1, 2022 at a public meeting held in Council Chambers.



In 2022 the estimated eligible voter turnout for the Ashcroft (Village) was 30.5%, which was 1.3% higher than the average BC municipal turnout of 29.2%.



Mayor Roden (above) and (left to right) Councillors Lambert, Anstett, Davenport and Clement affirming the Oath of Office.



Women make up 80% of this Council. The BC average for municipal councils is 38.5%.

Mayor Roden and Councillors Anstett and Davenport at UBCM in Whistler 2022.

COLLABORATIONS

Bylaw Enforcement:

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

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

2022 marked the first full year of Bylaw services in Ashcroft. The Bylaw Enforcement Officer's duties include Bylaw review, notifying residents of non-compliance and encouraging voluntary compliance through education, engaging with residents to license their dogs, water on appropriate days, clean up undisightly premisses, follow up on business license renewals, investigate bylaw infractions and resolve resident complaints.

Para-Transit System:

The Transit systems contiues to be be well utilized by residents in all three participating communities. Ridership is steadily increasing to pre-pandemic levels and an additional Bus Stop is in service at the Ashcroft HUB.

The transit systems continues to operate three days per week as detailed below:

On-request to Kamloops							
To Kamloops				To Ashcroft			
First three Mondays of the Month*							
(C)	(A)	(B)		(B)	(A)	(C)	
Lv. Public Facilities: Clinton	Lv. Ashcroft: Across from Safety Mart	Lv. Cache Creek Visitor Info Centre	Ar. Kamloops	Lv. Kamloops	Lv. Cache Creek Visitor Info Centre	Ar. Ashcroft: Across from Safety Mart	Ar. Public Facilities: Clinton
8:30	9:20	9:45	11:00	3:00	4:10	4:25	5:10
Booking on-request trip: Call 1-855-359-3935 one business day in advance to book a seat and for a full list of areas served. When booking, provide start and end locations, date and time of travel, and similar return trip details. Note: In Kamloops, the bus stops at Aberdeen Mall, Sahali Mall and the Lansdowne Save-On-Foods. * In months with five Mondays, service will run on the first four Mondays of the month.							

1 Ashcroft-Cache Creek-Clinton (Fixed-route)					
To Clinton			To Ashcroft		
Wednesday and Friday					
(A)	(B)	(C)	(C)	(B)	(A)
Lv. Ashcroft: Across from Safety Mart	Lv. Cache Creek Visitor Info Centre	Ar. Public Facilities: Clinton	Lv. Public Facilities: Clinton	Lv. Cache Creek Visitor Info Centre	Ar. Ashcroft: Across from Safety Mart
9:00	9:20	9:50	10:30	11:15	11:30
3:15	3:40	4:10	4:15	4:45	5:00

On-request to 100 Mile House							
To 100 Mile House				To Ashcroft			
Last Monday of Each Month							
(A)	(B)	(C)	(I)	(I)	(C)	(B)	(A)
Lv. Ashcroft: Across from Safety Mart	Lv. Cache Creek Visitor Info Centre	Ar. Public Facilities: Clinton	Ar. Save-On Foods Mall: 100 Mile House	Lv. Save-On Foods Mall: 100 Mile House	Lv. Public Facilities: Clinton	Lv. Cache Creek Visitor Info Centre	Ar. Ashcroft: Across from Safety Mart
9:00	9:15	9:45	10:45	3:15	4:15	4:45	5:00

FINANCIAL SERVICES

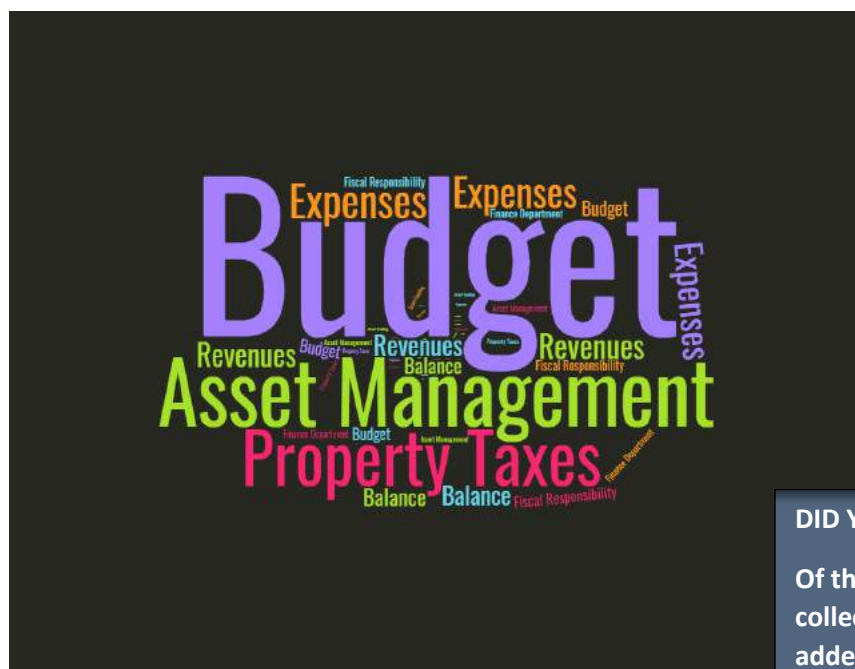
The finance department is comprised of 3 full-time staff - the Chief Financial Officer, an Accounts Payable/Payroll position and a Receptionist (Accounts Receivable/Cashier).

Despite increasing reporting and compliance responsibilities we have been able to keep the staffing levels consistent by increased learning and skill development. 2022 was a successful year where we were able to reorient after Covid and continued with our projects and manage day to day operations successfully while staying within our planned budgets.

A detailed planning and budgetary process was conducted with Council, yielding excellent priorities while continuing to improve the Village's fiscal position. Quarterly financial updates were presented to Council as well as the public through in-person and electronic meetings. We continued to utilize our business intelligence tool to manage areas of exception and helped keep the Village finances on track.

The finance department also continued to work on the Asset Management and Geographic Information Systems in order to manage our assets and meet grant funding requirements.

Conservative and prudent management allowed council to keep tax increase at 2.5% despite increasing inflationary pressures.



DID YOU KNOW:

Of the 2022 property taxes collected, only just over 50% is added to the Village budget. The remainder is forwarded to other levels of government, such as the Regional District and the Province. Grant funding allows the Village to initiate projects such as the Water Treatment Plant.

A great deal of Finance Department resources are required for grant management, in addition to the major ongoing grant management of current projects.

Grants & Applications		
Source	Project	Grant Status
UBCM	Gas Tax for capital projects	Approved
	Sewage Treatment Plant Study	Approved
	North Ashcroft Drainage Study	Declined
Provincial & Federal Govt.		
	Ashcroft Fire Hall Retrofit	Approved
	Local Government Carbon Action Plan	Approved
	Hot Tub	Approved
	Lift Station #1 Replacement	Approved
	Community Garden	Approved
	Legacy Park enhancements	Approved
	Wayfinding signage and marketing	Declined
NDIT	Economic Development & Tourism Strategy	Approved
	Love Ashcroft	Approved
	Façade Improvements	Approved
	Grant Writer	Approved

2022 PERMISSIVE TAX EXEMPTIONS

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

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

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

2022 Permissive Tax Exemptions:

Roll Number	Registered Owner	Legal Description	Assessment Class	2022 Assessed Value	2022 Municipal Rate	2022 Municipal Tax Exemption
00070.001	Ashcroft & District Curling Club	Lot 8, Plan 21058, DL 423	6	265,800	15.5963	\$4,145.50
00077.010	Fraser Basin Property Society (St. Alban's Anglican Church)	Lot 1, Block 10, Plan 189, DL 423	8	155,500	7.9689	\$1,239.16
00095.000	Roman Catholic Bishop of Kamloops	Lot 7, Block 11, Plan 189, DL 423	8	158,500	7.9689	\$1,263.07
00116.010	Trustees of Zion United Church	Lot 1, Block 14, Plan 189, DL 423	8	169,500	7.9689	\$1,350.73
00173.000	Royal Canadian Legion #77 (Cenotaph Site)	Lot 6, Block 19, Plan 189, DL 423	6	47,600	15.5963	\$742.38
00327.000	Interior Health Authority (Ashcroft & District Hospital)	Lot 56 Plan 12400, DL 378 and Lot 1 KAP81072, DL 378 and pt of Lot 56 (B15126), DL378	6	2,539,000	15.5963	\$39,599.01
00327.025	Interior Health Authority (Ashcroft & District Hospital)	Lot 56 (B15126), DL378	6	567,000	15.5963	\$8,843.10
00327.030	Interior Health Authority (Ashcroft & District Hospital)	Lot 1 KAP81072, DL 378	1	546,000	3.3391	\$1,823.13
00381.361	Trust of the Congregation of Sage Hills Evangelical Free Church	Lot A, Plan KAP51944, DL 423	8	370,300	7.9689	\$2,950.88
				4,819,200		\$61,956.97

HUMAN RESOURCES SERVICES

The Village of Ashcroft administration and operations team for 2022 consisted of 3 managers, 3 FT inside staff, 1 PT Bylaw Officer (shared service with Cache Creek and Clinton) 1 inside grant funded staff, 9 outside staff (public works), and 11 seasonal pool, parks and museum staff. With a small complement of staff, we strive to maintain a municipality of 1,670 residents as of the 2021 Statistics Canada Census. The public works staff operates the water and sewer treatment plants, all Village properties including parks and recreational facilities, cemetery and buildings, 23,486 metres of roadway, 17,424 metres of sewer lines (wastewater), 26,103 metres of potable water lines and 2,485 metres of storm water lines.

The revised Public Works leadership structure of two crew leaders – one responsible for operations the other utilities under the direction of the Director of Public Works – proved to be extremely successful. Dividing the responsibilities between two leadership positions, enables the village to utilize the expertise

and specific skill sets of the senior employees and provides excellent opportunity for training of newer staff, knowledge sharing and succession planning.

Administrative staff research and compile reports and agendas, carry out Council instructions, plan, budget, correspond with the community and other levels of government, project manage and oversee the day-to-day operations of the Village. In 2022 administrative staff prepared agendas for 28 public meetings and 10 closed meetings of Council, prepared agendas reports and minutes for all working group meetings, revised and developed policies and bylaws, applied for grant funding, and updated safety plans for all facilities as needed.

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

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

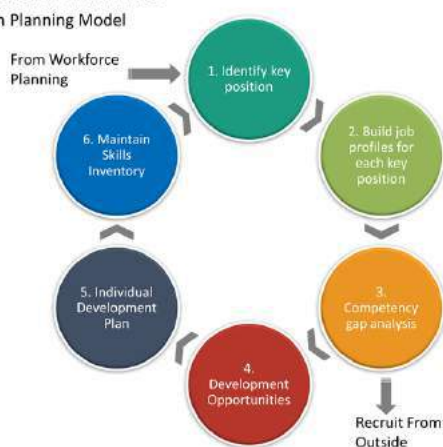
DID YOU KNOW:

In 2022 the Village employed 28 people in 3 exempt, 12 full time union, 1 part time union, 11 seasonal union and 1 grant funded contract position (Ec. Dev. Tourism)

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

SUCCESSION PLANNING

Succession Planning Model



Seasonal Fun:

Some staff members embraced the Santa Parade working countless hours on their off time to create the “Home for Christmas” float. It was a fun project remaking the previous years float and using that marvelous locomotive again. Great Job Everyone!!



PLANNING AND DEVELOPMENT SERVICES

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

Community Building – improve the quality of life in Ashcroft;

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

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

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

Reconciliation – support ongoing efforts of reconciliation with Indigenous communities;

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

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

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

2022 Land Administration Permits and Applications	
Development Permit	0
Development Variance Permit	0
Temporary Use Permit	0
Official Community Plan Amendment	0
Zoning Amendment	1
Subdivision	0

2022 Building Permits			
Accessory Building	2	\$	42,000
Residential	1	\$	5,000
Alteration	1	\$	4,000
Institutional	1	\$	36,000
Demolition	0	\$	0.00
Total	5	\$	87,000

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

Two additional projects in this department are land tenure acquisition projects. Both the Mesa Vista Water Reservoir and the North Ashcroft Reservoir are situated on land to which the Village does not have tenure. The process of acquiring tenure to the Mesa Vista land continues to require sign off by Provincial authorities, this project has been waiting for approval for several years and administration has been advised that it will take a few more months. The process of acquiring tenure to the North Ashcroft Reservoir, on the other hand, is nearing completion and requires exclusion approval from the Agricultural Land Commission. Agreement on the parcel size and cost was reached in a meeting with the landowner, survey of the parcel is complete, application to exclude the surveyed portion of the property to the Agricultural Land Reserve is in progress.

Twinning of the North Ashcroft Reservoir, which will be a requirement if significant development occurs in Ashcroft, is also a priority, but cannot move forward until land tenure is secured.

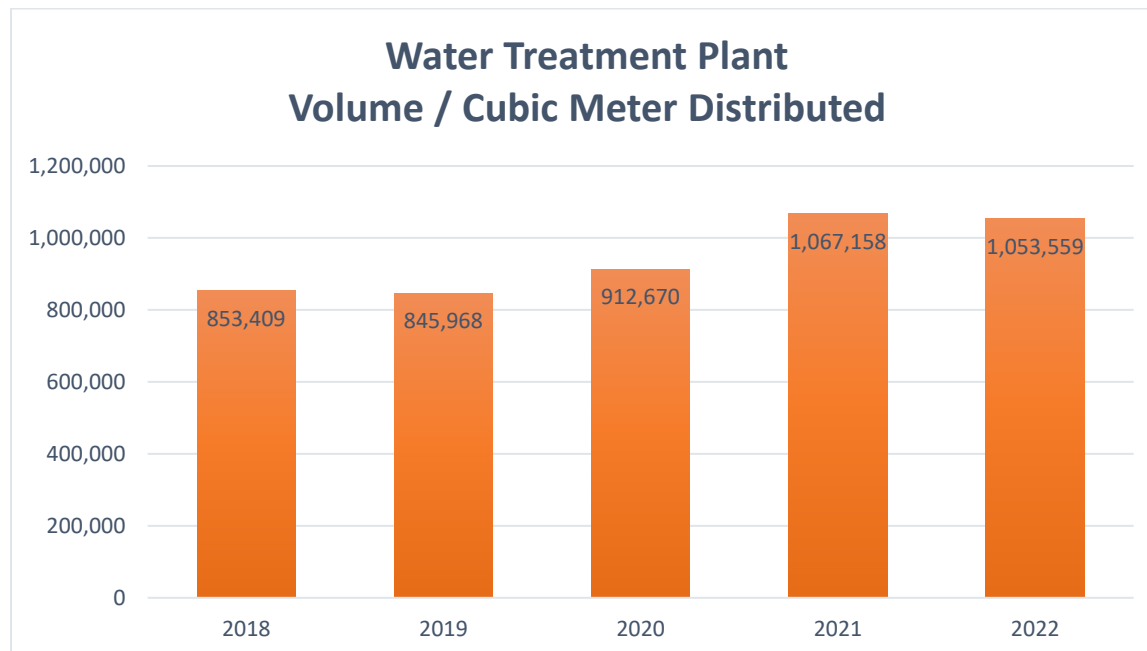
Approving Officer functions are managed in-house as duties assigned to the Chief Administrative Officer. The Approving Officer reviews proposals for subdivision and sets out requirements for subdivision approval. The Approving Officer acts in the public interest and has broad discretion for that purpose. Building Permit approval and inspections is a service contracted to the TNRD Planning Department. The building Inspector is scheduled to be in Ashcroft Tuesday mornings to meet with clients, review plans, provide direction in regard to the building code and inspect construction sites. If advanced planning guidance is required, the TNRD Planning Department assists the Village with items such as Zoning and OCP Bylaw amendments.



OPERATIONAL SERVICES

Water:

The Water Treatment Plant itself is working well; however, the submersible intake pumps have been causing issues this year. The downstream pump in the river failed and did not produce the required 100 lps (litres per second) during late fall and throughout the winter. A portable submersible pump was rented to place in the river until the new submersible pump and motors arrived for the installation. The submersible pump provided adequate water supply to the WTP with minimal service interruption.



Wastewater

We started the year with work still in progress with the installation of a New #1 lift Station, due to the continuation of delays in the supply chain and availability of sub-contractors, the project is moving along slower than anticipated and commissioning of the lift station moving into 2023.

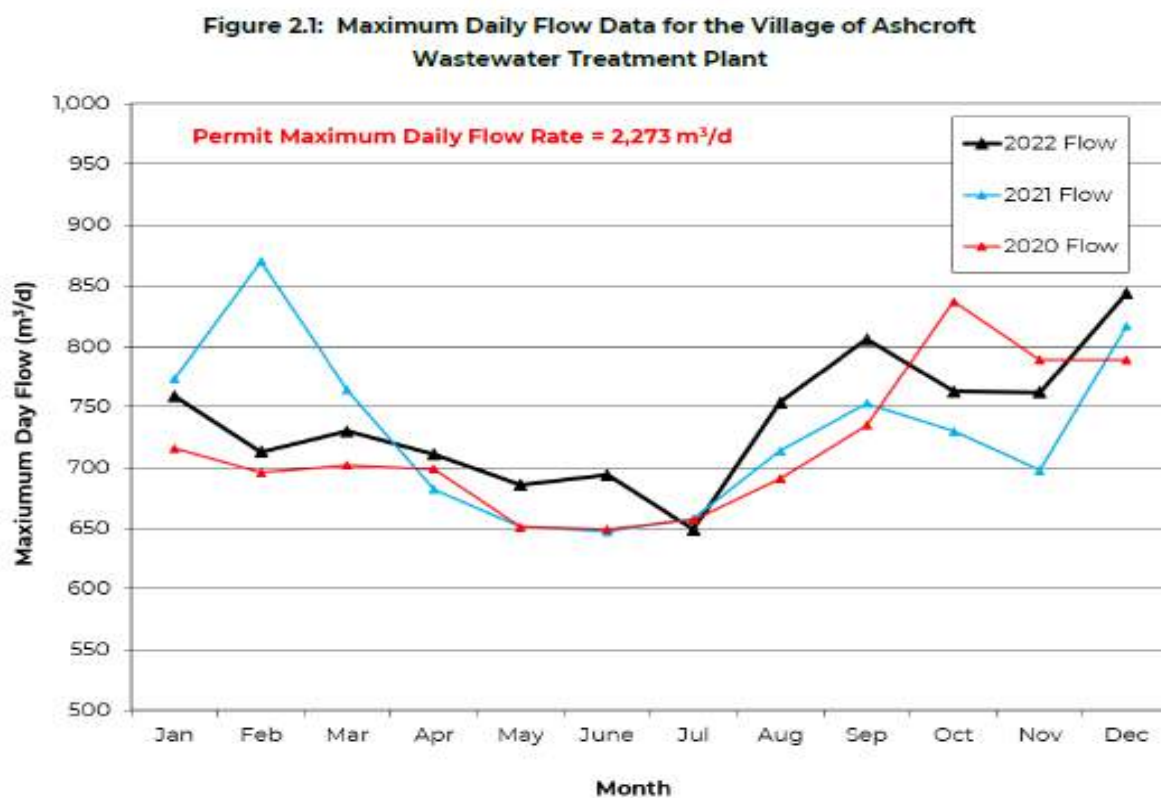
Below: Lift station installation



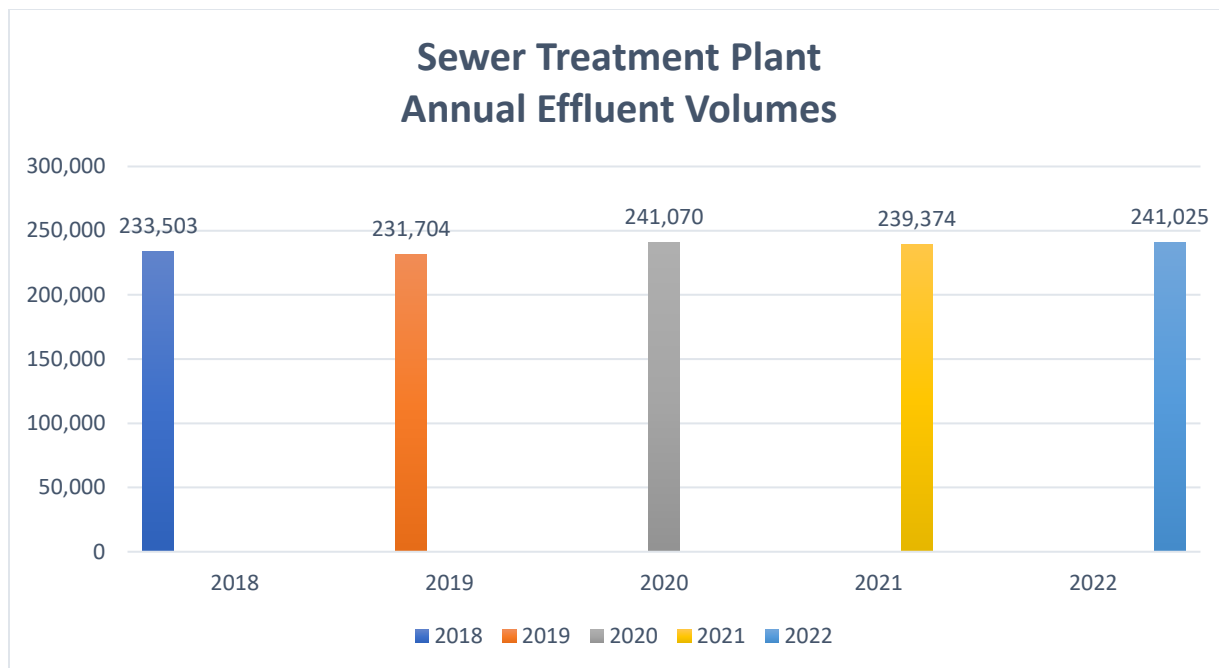
A Wastewater Plant assessment was completed to establish the condition of the plant and set priorities; however, the report will not be received at the Village until early 2023.

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

The 2022 average monthly flow data for the Village of Ashcroft are summarised in Figure 2.1, along with the data from 2020 and 2021 for comparison. The flows for 2022 show a similar pattern compared with 2020 and 2021, with the flows decreasing into the summer months. However, the data for 2022 indicate that higher sustained flows were observed from April to June, compared with the previous two years, before decreasing sharply in July.



In 2022, the minimum monthly average flow was 574 m³/d (July), and the maximum monthly average flow was 741 m³/d (December). The maximum monthly average flow for 2022 was lower than the maximum monthly average flow for both 2020 (768 m³/d) and 2021 (746 m³/d). The average monthly flow for 2022 was 660 m³/d, which was slightly higher than 2020 (659 m³/d) and 2021 (656 m³/d). These data indicate little change in the flow for the three-year period. In 2022, the total effluent volume discharged was 241,025 m³, which was slightly lower than the volume released in 2020 (241,070 m³), but higher than that released in 2021 (239,374 m³).



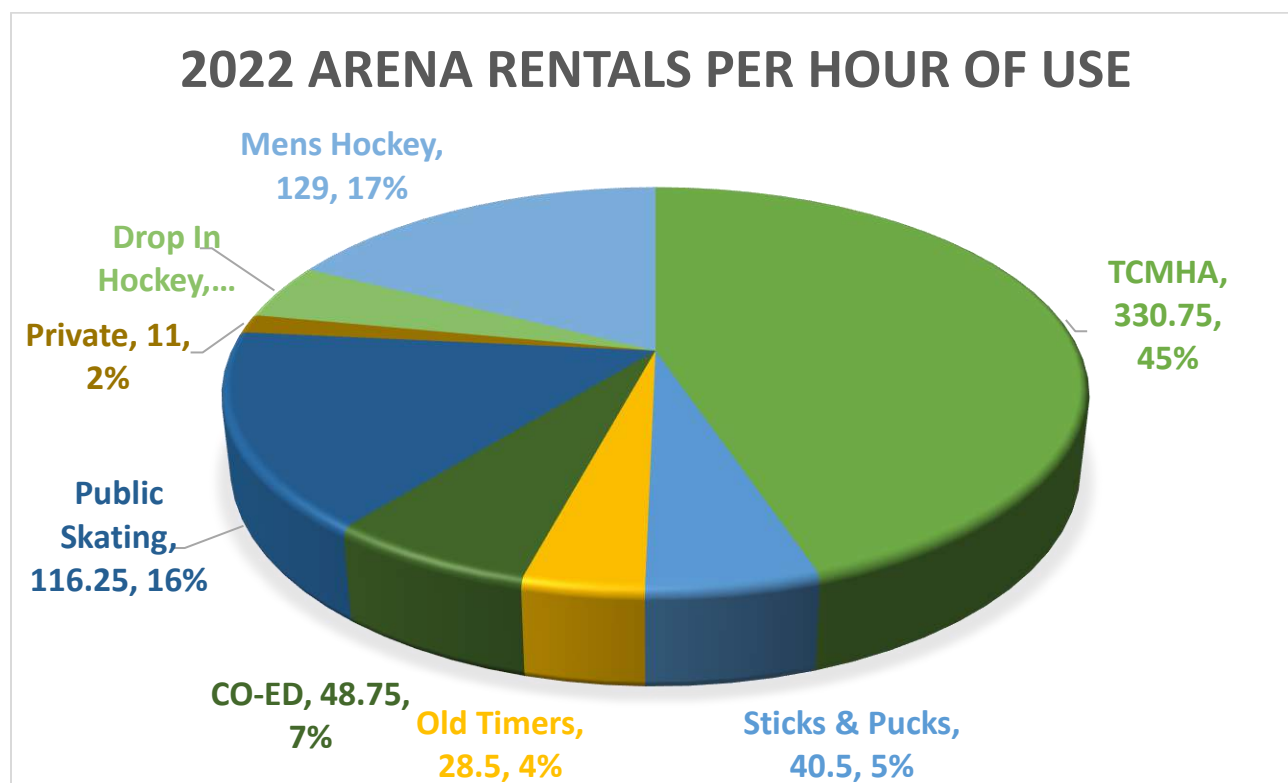
Lift Station #1 Installation



Drylands Arena

The Drylands Arena is staffed by the Public Works Department and requires a certified Chief Engineer to oversee the ice plant and two additional employees to operate the facility. Arena continued to return to normal operations in 2022 after the COVID restrictions. The graph below breaks down facility use by user group with a total of 563 hours scheduled during the 2021 season.

It was nice to see the Arena back up and running at full capacity with covid regulations being eased. Adult and youth leagues were back in full swing for the 2022/2023 season. The Ice Plant required a compressor replacement prior to the season and the dressing rooms received a much needed make over. New staff were assigned to operate the arena this year and ongoing training commenced throughout the season.



Road Repairs:

Emil Anderson Construction paving in the area on Highway 1 provided an opportunity for some much needed road repair in Ashcroft. When contractors are in the area it is much more cost effective for the Village to do some road repairs. Some sections of roads repaired were Government & Ranch Road area, Railway Avenue, Brink Street and Riverview Crescent.

PARKS AND RECREATIONAL SERVICES

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

Heritage Park

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

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

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

Mesa Vista Park

After completing a tree assessment, several dangerous trees were identified, creating a risk potential to be great. These trees were removed. Restructuring in the form of landscaping and making this park more user friendly will be looked at in 2023.

Community Garden

Public Works crews built 24 raised beds, installed underground drip irrigation, storage shed and gazebo. All beds were utilized but one in the 2022 season.



ASHCROFT POOL:

General Overview

Despite a small delay in opening the pool due to a leak in the pool, it was nice to get back to normal! This year was a success! Lessons fully booked up with returning swimmers as well as new swimmers. The swim

lesson's waitlist was long but adding in sessions meant that the majority of people seeking lessons were able to take them. Aqua Fit remains a popular class and public swims are always well attended.

Theme nights were very popular and well attended and the kids had a great time. We had Water Balloon Battle, Slip and Slide, Mission Impossible, Aqua-Melon, Rainbow, Random Night and Soak a Guard/Food drive.

Hot Tub Replacement

The concrete shell and deck are in place. Mechanical and tiling work to commence in April 2023 with an anticipated opening in May 2023. A new sun-shade will be installed on the pool deck for the 2023 season.



DID YOU KNOW:

**The Ashcroft
Museum had 957
visitors during the
summer of 2022.**

CURLING RINK:

The Curling Club had another successful season and is also building its membership after the COVID-19 interruption; however, membership was down by four curlers from last year to 35 participating curlers. To gain momentum and build curling awareness the club hosted "Learn to Curl" events and engaged with students at Desert Sands Community School and Cache Creek Elementary School.

The Curling Club is a member of Curl BC and applies each year to host events in the community such as Provincial Play Downs, in addition the club submits grant applications to complete minor and major repairs or renovations to the Facility.

ASHCROFT MUSEUM:

The Ashcroft Museum hosted an eventful season under the direction of our new Curator Peter Konikow and summer student Giri Fournier.

The new Museum staff embraced their positions and delved into Ashcroft's history to gain a deeper knowledge of days gone by to share with guests that would visit the Museum over the course of the season. Among the daily visitors the Museum staff hosted two seniors groups, one from Lillooet the other from Kamloops, and two school groups. Visitors from around the world including Israel, Argentina and Italy.

The chart below clearly indicates the steady increase in the number of visitors at the Museum for the 2022 season as tourism resumes after the COVID-19 pandemic.

Year	April	May	June	July	August	September	October	TOTAL
2011	41	145	144	381	381	240	102	1434
2012	72	136	228	309	417	172	70	1403
2013	51	118	292	356	427	193	117	1554
2014	87	122	335	356	369	171	90	1530
2015	79	119	143	293	330	208	109	1281
2016	91	123	149	381	388	176	109	1417
2017	54	149	183	205	279	184	103	1157
2018	122	190	330	331	403	136	57	1569
2019	48	285	302	428	452	124	136	1775
2020	0	0	73	127	165	125	47	537
2021	34	46	83	87	118	77	105	550
2022	-	85	203	198	276	195	-	957

LEGACY RV PARK:

Legacy Park continues to grow in popularity and is not just attracting visitors from the local area and province but also from all over the world. Reservations throughout the off season continue to increase and the park is full most nights. The guests are enjoying the updated services and the tent sites are gaining popularity.

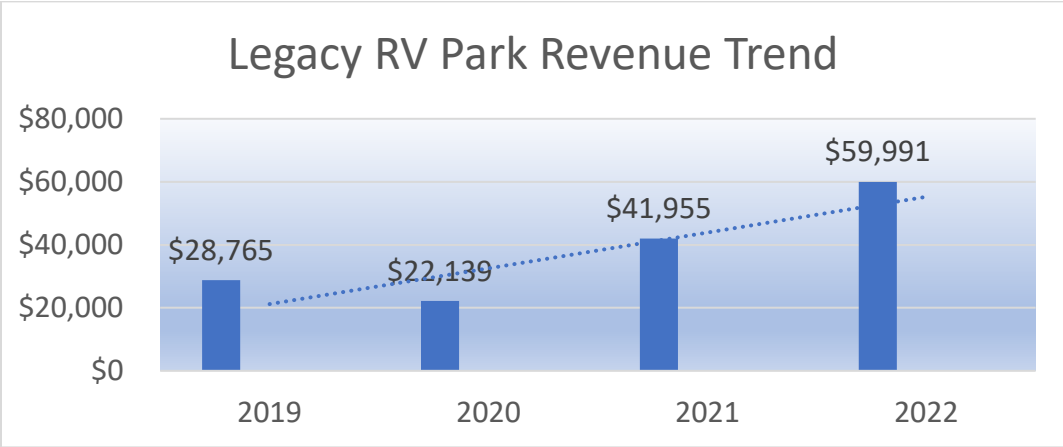
Throughout the season, regular maintenance and repair was undertaken by the Camp Host as is required in the contract. Public Works assists when items need repairs outside of the contract.

Meet Legacy Park's camp host Barry Tripp. Barry is the RV parks greatest asset; he is truly an ambassador for tourism and has a laid back welcoming approach with the visitors. The park is building a returning clientele and revenues are showing an increasing trend. 2022 is the most successful year on record. Park revenues from May 1 – September 30, 2022 totalled \$59,991; this is an increase of \$18,036 over 2021 revenues for the park. Below – Barry Tripp, Camp Host and images of Legacy Park





For comparison purposes, 2021 was Legacy Park’s best year on record with revenues totalling \$46,542.00. It appears that our return on investment for Legacy Park and ongoing promotion and advertisement is proving to be profitable.



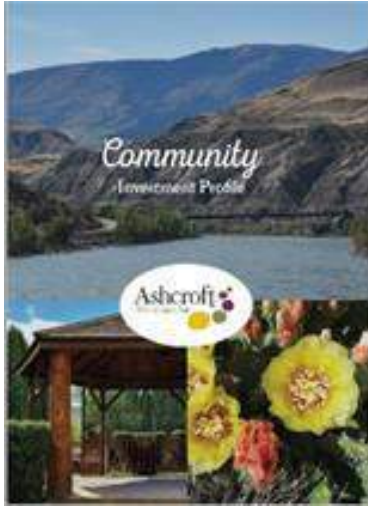
ECONOMIC DEVELOPMENT

The EDTC Working Group was re-established in January of 2022 to outline the priorities of Economic Development path for the community.

We supported local businesses in Ashcroft through free advertising in our Experience Ashcroft Pocket guide, radio ads promoting the community, videos on Global1, Support Local Shop Local campaigns on social media, LED sign and newsletters. As well as regular in-person visits and many phone conversations getting updates on how they were fairing and offering support whenever possible.

2022 HIGHLIGHTS

Community Investment Profile



The new Community Investment Profile highlights the community and provides an evaluation and demographic breakdown with relevant and up-to-date information that is readily available and accessible to all potential investors. The new Community Investment Profile adds a valuable component to the business package and the website.

Radio Ads

Radio ads were run once again this year inviting visitors to come and discover the many amenities Ashcroft had to offer. These ads ran on three Stingray stations over the course of three months starting in July and ending in September.



TV Ads

Two 30 second videos and two 15 second videos were aired across three channels, Global, CTV and CFJC over a three-month period. The videos generated a lot of attention as noted by businesses, local museum, and Visitor Centre.



Outdoor Recreation



Business Opportunities

Paper and Other Media

We participated in two marketing initiatives in 2022: Backroad Map books, Landmark Media's Kelowna and Area Visitor Map and Beads Trail Experience Marketing.



Videos

Multiple videos were finally completed in 2022, creation of the videos had been delayed 2021 due to heavy smoke from the massive wildfires burning throughout the area. Two of videos were broadcast on Global1, the remaining videos will be aired in 2023.



Compilation-Four Seasons



Fall in Ashcroft



Industry in Ashcroft

Wayfinding Signage

The community previously had two billboards located on Hwy #1. The northbound one, located one km south of Ashcroft Manor, was in disrepair and needed replacement. The southbound one was non-existent. Through NDIT grant funding we were able to create new billboards with a fresh vibrant design.



Experience Ashcroft Pocket Guide



Three thousand guides were distributed throughout the region in 2022, the remaining 3000 guides will be distributed in spring of 2023. A digital version has been placed on the Village of Ashcroft website to reach provincial and international travelers.

Award: The Experience Ashcroft guide won the **BCEDA Economic Development Marketing Innovation Award 2021-2022**. The BCEDA Marketing Innovation (community less than 20,000 population) Award recognizes achievements in marketing initiatives that support economic development.

2022 BC Economic Summit

Attended the virtual 2022 BC Economic Summit Reconciliation & Resiliency: A Future for BC. The event highlighted success stories, lessons learned and cutting-edge ideas from a host of keynote speakers from local, regional, Indigenous, national and international experts in the field of Economic Development.

Love Ashcroft Program



Continuing to update the participating business profiles with their most current information through continuous contact with the NDIT Love Northern BC. In 2022, we added two new businesses to the website: The Bloomin' Paint Brush and The Ashcroft Print Shop. We promoted the Love Ashcroft Program by engaging the community to participate in two promotional events this year, Summer Love Contest and Plaid Friday. The Summer Love Contest ran for one week in August. Participants could shop at any participating Love Ashcroft Business during that week to enter a draw for Love Ashcroft Swag. The campaign showed a total of **\$7,540.08** was spent in the seven participating Love Business.

The Plaid Friday Event was one day event to promote shopping local during the holidays. Shoppers could spend \$50 or more to qualify for one of five Love Ashcroft Swag items. This years Plaid Friday campaign showed a total of **\$9,439.29** was spent in the community. Both campaigns were highlighted through social media blasts, website, digital sign, and newspaper articles.



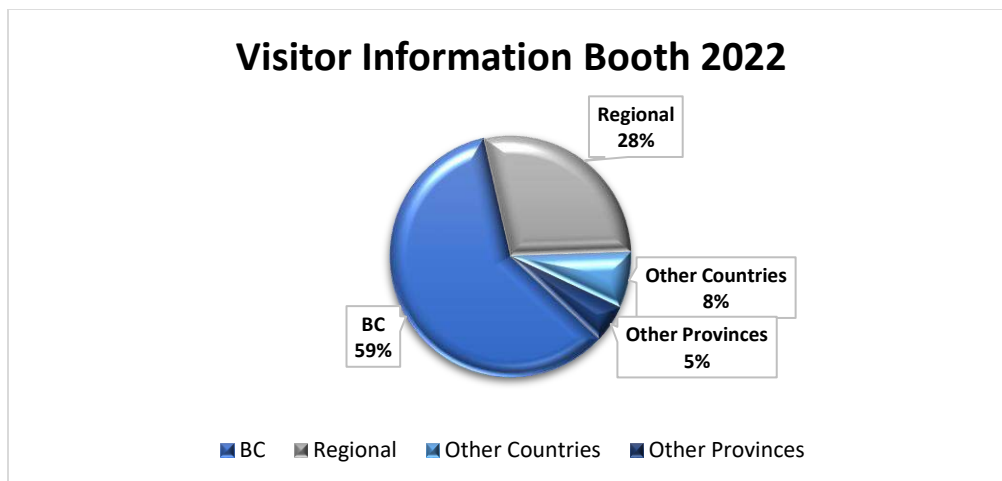
Façade Improvement Program



The NDIT Façade Improvement Program was utilized by one business this year. New vinyl siding, paint, awning cover, and window trim were added to the façade for the Ashcroft Bakery. The Village provides a 50% reimbursement grant up to a maximum of \$5,000 per building/project to improve business front upgrades in the downtown core. This program is invaluable to the community as it assisted our business to improve their façades thus making the downtown more appealing and inviting to visit, shop, walk and play. The Village will re-apply to the Façade Improvement Program in 2024 as there was not enough interest for 2023

Visitor Information Booth

We were able to open the VIB in 2022, after a two-year hiatus, with the help of six dedicated volunteers. The booth was open from June 17th to October 8th with part-time hours 6-7 days a week, dependent on volunteer availability. The Booth noted over 450 visitors from various countries and provinces, and the majority from within the region.



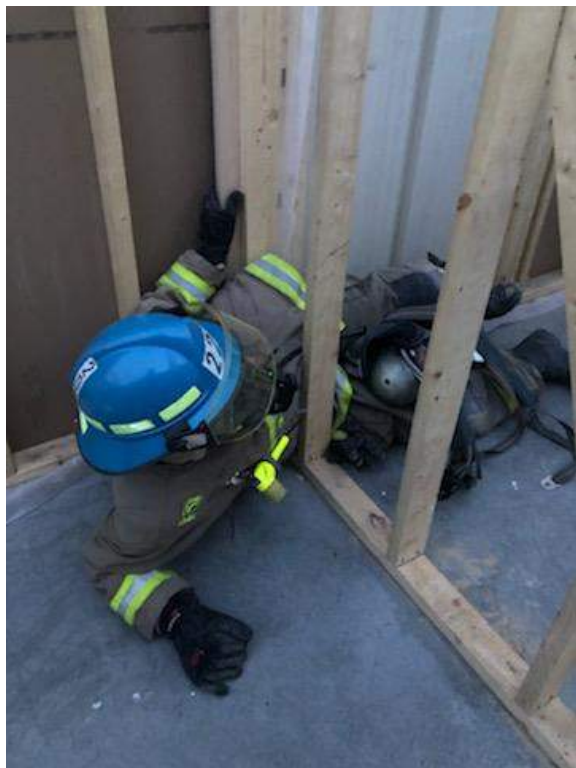
PROTECTIVE SERVICES

CALLS FOR SERVICE 2022

In 2022 we had 61 calls for service, that's down from 2021 where we had 74 total calls. 2022 will stand out as a year where we weren't so much challenged by fire calls, but we were challenged more on the medical front. With a shortage in ambulance crews and an opioid crisis that still plagues our province, this was a year that pushed the department out of its comfort zone. Most firefighters have their basic first aid through their employers and when the call comes in, we feel obligated to assist. We are not a first responder department, but we still feel we should go. Between medical events in town and highway rescue, a total of 5 fatal calls were attended by AFR.

TRAINING! WHERE ARE WE?

AFR is proud to say currently 6 of our firefighters have completed their exterior fire operations course, so many more are just an exam or two away from having theirs completed. It should be noted though, that even after the completion of the course, training never stops.



Above Training exercise

The Deputy Chief and training officer Greg Hiltz, along with Scott Venables, have been making the training sessions exciting. Scott comes to us from Provincial Fire and Safety, he is a very experienced firefighter with Kamloops Fire Rescue and practices with us routinely. He has also offered to assist should anything happen locally fire wise, he is just a phone call away and will come out if he's not on shift with Kamloops Fire Rescue.



Chief White and Captains for the day



AFR responding to a fire

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

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



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

STRATEGIC PRIORITIES 2021

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

Council established the working group model to implement strategic priorities and move them forward. The Strategic Plan priorities for 2022 are noted below:

2021-2022 STRATEGIC PRIORITIES

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

The scope of this project included:

- complete review of the current Emergency Response and Evacuation Plan
- discuss findings with Emergency Coordinator from TNRD
- establish guidelines for new plan

- draft new plan
- engage with community to gain feedback,
- adopt plan.
- Promote FireSmart program – IN COLLABORATION WITH ASHCROFT FIRE RESCUE - ONGOING

PROJECTED COMPLETED IN 2022

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

Priority #2 is a carry over from the 2019-2020 Strategic Plan and has evolved to include storm run off calculations as required by the Subdivision Development and Servicing Bylaw (SDSB). There are two potential developments in North Ashcroft that have sparked further drainage and run off discussions. Research is underway to ensure accurate consideration of storm water flow is addressed to protect the natural environment and private property. Urban Systems is under contract to complete the study which is to be completed by spring 2022.

The scope of this project included:

- determine approximate cost and workplan for study

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

PROJECT COMPLETE

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

Supplying potable water to the Ashcroft Indian Band has been a discussion between the two communities for years. The construction of the new Water Treatment Plant and subsequent phases of further development due to ongoing demand have provided an opportunity for the two communities to collaborate for the supply of water from the Village to AIB. The water treatment plant has the capacity to supply water to AIB with some minor upgrades. This project would be the first project completed since both communities signed the current Protocol Agreement.

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

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

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

PRIORITY IS ONGOING

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

To meet the growing demand of water supply in North Ashcroft and in consideration of possible new subdivision developments including the provision of water to the Ashcroft Indian Band, the Village has researched the prospect of twinning the existing reservoir. During a property survey, it was determined that only the original above ground reservoir is on Village land. To rectify this issue, the property owner has been contacted, land purchase discussions are underway and the property has been surveyed.

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

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

- Request property owner permission to survey land - COMPLETE

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

Phase 2 – to be determined by working group

WAITING FOR ALC APPROVAL

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

Quality of life and providing recreational opportunities are priorities for the Village. There are many existing natural trails that residents and visitors use in the area. A Trails Master Plan will provide the means to develop trail infrastructure that is planned and connects the three distinct areas of Ashcroft with trail heads. The Ashcroft Indian Band has expressed an interest in collaborating on this priority to include

linking our two communities with a walking path and link existing AIB trails into the trail network. An independent trail planner/builder will be engaged to develop the plan.

The scope of this project includes:

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

Draft Plan has been presented to the community for input and requires one last meeting between Council and the contractor to finalize and adopt the plan. Additional information required in regard to liability risk of the existing trails on crown land included in the plan.

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

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

The scope of this project includes:

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

PRIORITY COMPLETE

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

The Ashcroft Volunteer Ashcroft Fire Rescue is undergoing leadership changes and retirement of long-time members leaving the department vulnerable during the transition period. New leadership approached the Village to request support as the department continues to provide fire protection and

highway rescue services to the community and surrounding area. The current Constitution and Bylaw are outdated and not reflecting the current needs or actions of the department. Updating the establishing documents, developing operational procedures, guidelines and reporting templates are daunting tasks that the Ashcroft Fire Rescue members do not have the capacity to fulfill.

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

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

The scope of this project includes:

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

PRIORITY COMPLETE



Some members of the Heritage Park and Community Garden Working Group

PROJECT LIST BY STATUS OF PRIORITY

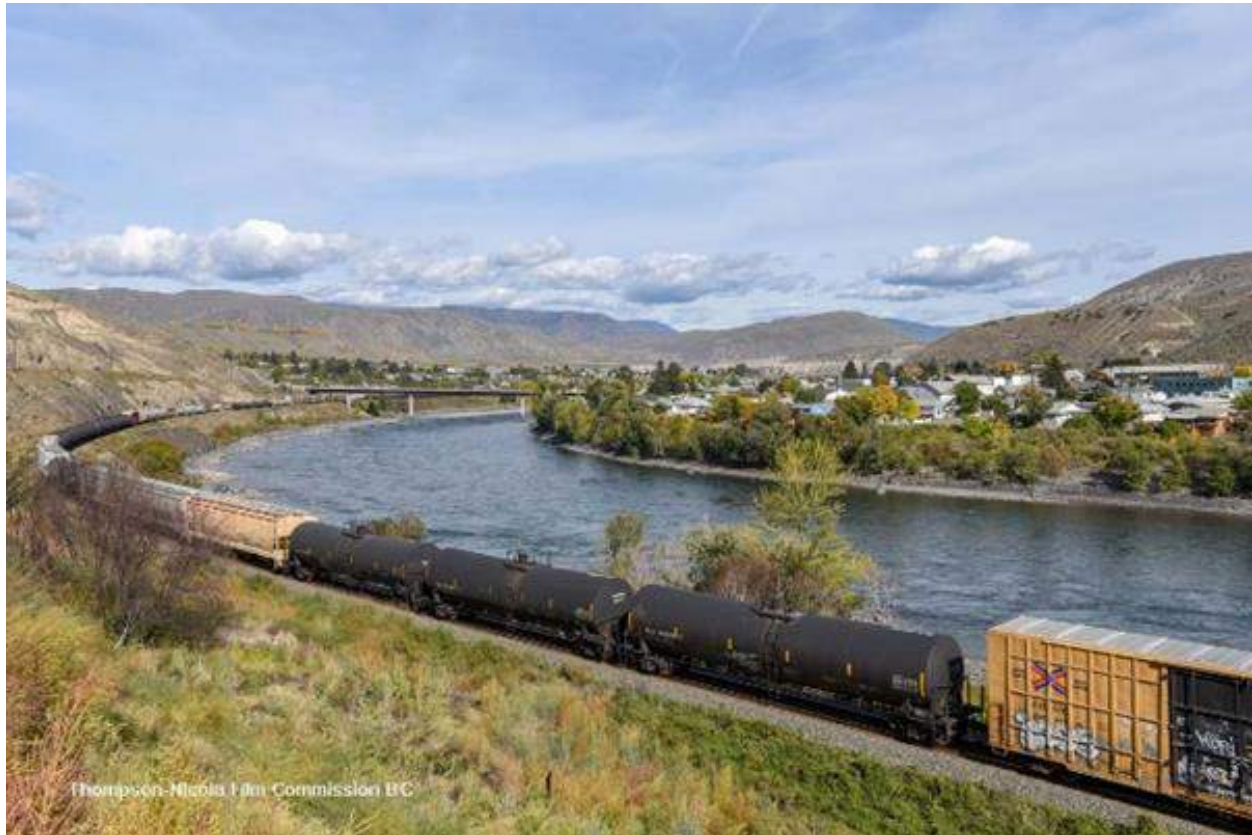
Area	Description	Priority	Cost	Est. Grant	Staffing	Status
Admin	Public Art Review & Policy	Critical	Staff time		Intern/CAO	Complete
Admin	Emergency Plan Update	Critical	Staff time		CFO/CAO	Complete
Admin	Good Neighbour Bylaw	Critical	Staff time		CAO/BEO	TBD
Admin	Voyent Alert System	Critical	1,200		All Admin Staff	Complete
Collaboration	Asset management collaborative	Critical	50,000	50,000	CFO/Cache Creek	Complete
Collaboration	AIB Water Project & Trails	Critical	30,000		CAO/CFO/DPW	In Progress
Collaboration	Intercommunity Bylaw Enforcement Officer	Critical	21,333		CAO	Established
Economic Development	Capacity Building & Ec Dev Officer	Critical	50,000	50,000	CAO/EDTC	Established
Economic Development	Business Façade	Critical	20,000	20,000	CAO/EDTC	Annual Ongoing
Economic Development	Update MOTI and Hwy. Signage	Critical	20,000.00	20,000	EDTC/CAO/CFO	In Progress
Economic Development	Love Ashcroft	Critical	1,200	1,200	CAO/EDTC	Annual Ongoing
Economic Development	Grant Writer	Critical	10,500	8,000	CFO	Annual Ongoing
Environment	EV Charging Lvl2 & Fast Charger	Critical	75,000	40,000	CFO/CAO	Complete
Equipment	Sweeper -	Critical	350,000		CFO/DPW	Complete
Equipment	Front end bucket for John Deer Tractor	Critical	6,000		CFO/DPW	Complete
Fire	Fire Training/equipme nt	Critical	52,000	52,000	FD/CAO/CFO	Complete
HARS	Heat Alert	Critical	25,000	25,000	CAO/EA	Compete
Parks & Playgrounds	Legacy Park Upgrades to Sewer & Elec	Critical	100,000		CFO/DPW	Complete

Parks & Playgrounds	Update old fire hall	Critical	5,000		DPW/PW	
Parks & Playgrounds	Hot Tub	Critical	172,000	126,000	CFO/DPW/PW	In Progress
Parks & Playgrounds	Trails Master Plan	Critical	30,000		CFO	Requires Adodption
Parks & Playgrounds	Community Garden - Fencing, soil, planters & boxes, water line	Critical	60,000	60,000	CFO/DPW/PW	In Progress
Sewage	STP Grating on Walkway	Critical	6,400		DPW/PW	Complete
Sewage	Lift station	Critical	1,380,000	1,380,000	CFO/DPW/CAO	Complete
Subdivision	Concluding	Critical	5,000		CAO	Complete
Subdivision	Storm Sewer - Storm Run Off	Critical	80,000		CAO/CFO	Complete
Transport	Rainbow Crosswalk	Critical	7,500		DPW/PW	Complete
Transport	Sidewalk access	Critical	10,000		DPW/PW	
Water	Reservoir Desert Hills property	Critical	3,821,000	2,801,939	CFO/CAO	In Progress
Water	Reservoir Ladder replacement & repairs	Critical	8,000		DPW/PW	In Progress
Water	WTP Intake project	Critical	833,000	533,333	CFO/DPW	Complete
Water	WTP Separator Project	Critical	175,000		CFO/DPW	Complete
Water	Reservoir - Survey, Land Purchase & ALC	Critical	100,000		CAO/CFO/DPW	In Progress
Buildings	Fire Hall Roof leak between truck bay and hall	High	25,000		DPW/PW	Complete
Buildings	Community Hall Signage -Mosaic	High	5,000		CAO	
Collaboration	Service Agreements/Shared Services	High			CAO/CFO/DPW	Ongoing
Parks & Playgrounds	Tree Inventory-- CIB Urban	High	-		CAO/CFO/DPW	Complete

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

SCHEDULE A - AUDITED FINANCIAL STATEMENTS

The following document is the Audited 2022 Financial Statement for the Village of Ashcroft



THE CORPORATION OF THE VILLAGE OF ASHCROFT

FINANCIAL STATEMENTS

December 31, 2022

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

INDEPENDENT AUDITOR'S REPORT

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

CONSOLIDATED STATEMENT OF ACCUMULATED SURPLUS

CONSOLIDATED STATEMENT OF OPERATIONS

CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS

CONSOLIDATED STATEMENT OF CASH FLOWS

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS

APPENDIX 1

STATEMENT OF FINANCIAL ACTIVITIES - SEGMENTED

APPENDIX 2

SUPPLEMENTARY INFORMATION:

FUND STATEMENTS:

GENERAL REVENUE FUND

SCHEDULES 1 - 3

WATER REVENUE FUND

SCHEDULES 4 - 5

SEWER REVENUE FUND

SCHEDULES 6 - 7

STATUTORY RESERVE FUNDS

SCHEDULE 8

COVID-19 SAFE RESTART GRANTS FOR LOCAL GOVERNMENTS:

STATEMENT OF GRANT EXPENDITURES

SCHEDULE 9

MANAGEMENT'S RESPONSIBILITY FOR REPORTING

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

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

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

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

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

On behalf of The Corporation of the Village of Ashcroft


Yoginder Bhalla, CFO

03/27/2023
Date

INDEPENDENT AUDITOR'S REPORT

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

Opinion

We have audited the accompanying consolidated financial statements of THE CORPORATION OF THE VILLAGE OF ASHCROFT (the Village), which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statement of accumulated surplus, consolidated statement of operations, consolidated statement of change in net financial assets and consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of THE CORPORATION OF THE VILLAGE OF ASHCROFT as at December 31, 2022, and the results of its consolidated operations, consolidated changes in its net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Other Matter

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Grant Thornton LLP

Chartered Professional Accountants

Kamloops, Canada
March 27, 2023

**THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
December 31, 2022**

FINANCIAL ASSETS	2022	2021
Cash and cash equivalents (Note 4)	\$ 1,383,062	\$ 1,076,605
Restricted cash and cash equivalents (Note 4)	3,391,818	3,024,821
Accounts receivable (Note 5)	447,120	657,809
Taxes and utilities receivable	257,833	193,407
	<u>5,479,833</u>	<u>4,952,642</u>
LIABILITIES		
Accounts payable and accrued liabilities	615,074	541,374
Deferred revenue (Note 6)	7,167	240,747
	<u>622,241</u>	<u>782,121</u>
NET FINANCIAL ASSETS	<u>4,857,592</u>	<u>4,170,521</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 7)	17,649,825	17,102,225
Prepaid expenses	48,792	33,958
	<u>17,698,617</u>	<u>17,136,183</u>
ACCUMULATED SURPLUS (Note 8)	<u>\$ 22,556,209</u>	<u>\$ 21,306,704</u>
COMMITMENTS AND CONTINGENCIES (Note 9)		

APPROVED ON BEHALF OF MAYOR AND COUNCIL:


Yoginder Bhalla, CFO

See accompanying notes to financial statements.

**THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF ACCUMULATED SURPLUS
Year ended December 31, 2022**

	2022	2021
ACCUMULATED SURPLUS, beginning of year	\$ 21,306,704	\$ 19,863,904
ANNUAL SURPLUS	<u>1,249,505</u>	<u>1,442,800</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 22,556,209</u>	<u>\$ 21,306,704</u>

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF OPERATIONS
Year ended December 31, 2022

	Budget (Note 14)	2022	2021
REVENUES:			
Municipal taxation (Note 11)	\$ 1,551,784	\$ 1,708,939	\$ 1,521,930
Sales of services	1,252,080	1,283,021	1,357,164
Government transfers (Note 12)	2,117,000	1,890,446	2,058,671
Licenses, permits, penalties and fines	118,150	267,377	230,743
	<u>5,039,014</u>	<u>5,149,783</u>	<u>5,168,508</u>
EXPENSES:			
General government services	534,487	605,006	650,445
Protective services	161,382	195,138	218,257
Transportation services	669,134	695,143	643,895
Environmental and public health services	310,535	284,344	278,372
Recreational and cultural services	704,537	863,101	759,152
Water and sewer services	<u>1,243,431</u>	<u>1,257,546</u>	<u>1,175,587</u>
	<u>3,623,506</u>	<u>3,900,278</u>	<u>3,725,708</u>
ANNUAL SURPLUS	\$ 1,415,508	\$ 1,249,505	\$ 1,442,800

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
Year ended December 31, 2022

	Budget	2022	2021
ANNUAL SURPLUS	\$ 1,415,508	\$ 1,249,505	\$ 1,442,800
Acquisition of tangible capital assets	(2,812,000)	(1,161,195)	(2,444,573)
Amortization of tangible capital assets	564,000	613,595	577,111
Change in prepaid expenses	-	(14,834)	(9,417)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(832,492)	687,071	(434,079)
NET FINANCIAL ASSETS, beginning of year	4,170,521	4,170,521	4,604,600
NET FINANCIAL ASSETS, end of year	\$ 3,338,029	\$ 4,857,592	\$ 4,170,521

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF CASH FLOWS
Year ended December 31, 2022

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES:		
Annual surplus	\$ 1,249,505	\$ 1,442,800
Non-cash changes to operations:		
Amortization	613,595	577,111
(Increase) decrease in:		
Accounts receivable	210,689	(184,209)
Taxes and utilities receivable	(64,426)	(30,777)
Prepaid expenses	(14,834)	(9,417)
Increase (decrease) in:		
Accounts payable	73,700	114,807
Tax sale proceeds payable	-	(283,958)
Deferred revenue	(233,580)	216,946
Cash flows from operations	<u>1,834,649</u>	<u>1,843,303</u>
CASH FLOWS FROM CAPITAL ACTIVITIES:		
Acquisition of tangible capital assets	<u>(1,161,195)</u>	<u>(2,444,573)</u>
Cash flows used in capital	<u>(1,161,195)</u>	<u>(2,444,573)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Statutory reserve fund	(230,601)	152,921
Reserve for future expenditures	(136,396)	273,262
Cash flows from (used in) investing	<u>(366,997)</u>	<u>426,183</u>
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	306,457	(175,087)
CASH AND CASH EQUIVALENTS, beginning of year	<u>1,076,605</u>	<u>1,251,692</u>
CASH AND CASH EQUIVALENTS, end of year	\$ 1,383,062	\$ 1,076,605

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 1. ENTITY:

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

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES:

Basis of Presentation:

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

Basis of Accounting:

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

a) **General Revenue Fund:**

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

b) **Water Revenue Fund:**

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

c) **Sewer Revenue Fund:**

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

d) **Reserve Funds:**

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

Principles of Consolidation:

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

Cash and Cash Equivalents:

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

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES (continued):

Non-financial Assets:

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

a) **Tangible Capital Assets:**

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

Major Asset Category

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

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

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

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

c) **Leases:**

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

Revenue Recognition:

Taxation for municipal purposes is recorded as revenue in the period the taxes are levied. Interest is recorded on the accrual basis and is recognized when earned. Grants, contributions and other amounts received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work or for the purchase of tangible capital assets is recorded as revenue in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired. All other sources of revenue are recorded as services are provided.

Government Transfers:

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

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES (continued):

Municipal Pension Plan:

The Village's pension plan follows the guidelines of the Municipal Pension Plan which is administered by the Province of British Columbia for all British Columbia municipalities. The Village and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers is responsible for administering the plan, including investment assets and administration of benefits. The plan is a multi-employer defined benefit plan. See Note 9 for further details.

Expense Recognition:

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

Use of Estimates:

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

Contaminated Sites:

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

Accrual Method:

The accrual method is used in accounting for all funds.

Segment disclosure

The accounting policies of the segments are the same as those described in the summary of significant accounting policies. The revenues and expenses that are directly attributable to a particular segment are allocated to that segment. Amounts that are directly attributable to a number of segments have been allocated on a reasonable basis.

The segments are as follows:

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

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

Protective Services – Fire Protection:

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

Transportation Services – Public Transit and Street Maintenance:

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

Environmental and Public Health Services – Waste Management:

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

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES (continued):

Recreational and Cultural Services - Parks, Recreation and Culture:

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

Water Services - Water Department:

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

Sewer Services - Sewer Department:

The Sewer Department operates network sewer mains and pump stations.

Reserve Funds - Statutory Reserve Funds:

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

NOTE 3. FUTURE ACCOUNTING CHANGES

PS 3280 Asset retirement obligations

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

PS 3400 Revenues

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

PS 3160 Public private partnerships

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

PS 3450 Financial instruments

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

PS 1201 Financial Statement Presentation

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

PS 2601 Financial Currency Translation

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

PS 3041 Portfolio investments

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

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 4. CASH AND CASH EQUIVALENTS AND RESTRICTED CASH AND CASH EQUIVALENTS:

	2022	2021
Statutory Reserve Fund	\$ 2,331,387	\$ 2,100,786
Reserve for future expenditures	<u>1,060,431</u>	<u>924,035</u>
Restricted cash and cash equivalents	3,391,818	3,024,821
Unrestricted cash and cash equivalents	<u>1,383,062</u>	<u>1,076,605</u>
	<u>\$ 4,774,880</u>	<u>\$ 4,101,426</u>
Consists of:		
Cash	\$ 3,174,150	\$ 2,531,095
Investments in pooled money market funds (Market Value: \$1,600,730)	<u>1,600,730</u>	<u>1,570,331</u>
	<u>\$ 4,774,880</u>	<u>\$ 4,101,426</u>

NOTE 5. ACCOUNTS RECEIVABLE:

	2022	2021
Province of BC - Sewer Treatment Plant grant	\$ 80,738	\$ 273,590
Province of BC - Hot Tub Replacement grant	112,386	15,365
Other	<u>253,996</u>	<u>368,854</u>
	<u>\$ 447,120</u>	<u>\$ 657,809</u>

NOTE 6. DEFERRED REVENUE:

	2022	2021
Federal Gas Tax Agreement - Community Works Fund:		
Opening balance of unspent funds	\$ 11,352	\$ 11,301
Add: Amount received during the year	126,451	247,186
Interest earned	245	51
Less: Revenue recognized during the year	<u>(138,048)</u>	<u>(247,186)</u>
Closing balance of unspent funds	<u>-</u>	<u>11,352</u>
Other Funding:		
Interior Health - Heat Alert & Response Planning Project:		
Opening balance unspent funds	12,500	12,500
Less: Revenue recognized during the year	<u>(12,500)</u>	<u>-</u>
Closing balance of unspent funds	<u>-</u>	<u>12,500</u>
Sewer Revenue - Rural and Northern Communities Program:		
Opening balance of unspent funds	216,895	-
Add: Amount received during the year	-	417,379
Less: Revenue recognized during the year	<u>(209,728)</u>	<u>(200,484)</u>
Closing balance of unspent funds	<u>7,167</u>	<u>216,895</u>
Total	<u>\$ 7,167</u>	<u>\$ 240,747</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 6. DEFERRED REVENUE (continued):

a) Community Works Fund:

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

b) Other Funding:

Other funding has been deferred until related expenses are incurred.

c) Rural and Northern Communities Program:

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

NOTE 7. TANGIBLE CAPITAL ASSETS:

Tangible capital assets consist of the following:

	2022	2021
Land	\$ 600,280	\$ 600,280
Pool, arena and other facilities	1,392,138	1,096,522
Buildings	662,492	695,438
Machinery and equipment	1,181,315	1,250,238
Roads	440,184	487,804
Storm sewer	356,981	362,226
Plants and facilities	12,119,146	11,690,538
Underground networks	897,289	919,179
	<u>\$ 17,649,825</u>	<u>\$ 17,102,225</u>

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

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 8. ACCUMULATED SURPLUS:

2022

2021

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

Surplus from operations	<u>\$ 1,514,566</u>	<u>\$ 1,179,658</u>
Invested in tangible capital assets	<u>17,649,825</u>	<u>17,102,225</u>
Statutory reserve funds:		
Capital works reserve	<u>2,164,371</u>	<u>1,936,297</u>
Machinery and equipment replacement reserve	<u>167,016</u>	<u>164,489</u>
	<u>2,331,387</u>	<u>2,100,786</u>
Reserves for future expenditure:		
General	<u>363,309</u>	<u>363,309</u>
Fire department	<u>387</u>	<u>385</u>
Roads	<u>58,866</u>	<u>57,622</u>
Transit	<u>95,357</u>	<u>94,256</u>
Water	<u>66,504</u>	<u>66,504</u>
Sewer	<u>476,008</u>	<u>341,959</u>
	<u>1,060,431</u>	<u>924,035</u>
	<u>\$ 22,556,209</u>	<u>\$ 21,306,704</u>

NOTE 9. COMMITMENTS AND CONTINGENCIES:

a) Operation and Maintenance Agreement:

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

Future minimum monthly payments as at December 31, 2022, are as follows:

2023	\$	44,331
2024		4,237
2025		4,237
2026		4,237
	<u>\$</u>	<u>57,042</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 9. COMMITMENTS AND CONTINGENCIES (continued):

- b) The employer and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2022, the plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The Village paid \$100,674 (2021 - \$100,982) for employer contributions to the plan in 2022.

The next valuation will be as at December 31, 2024, with results available in 2025.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

- c) The Village was approved for a Rural and Northern Communities Program grant in the prior year for the replacement of a sewer lift station. The total project is expected to cost \$1.38 million over five years, with the grant from the Province covering 2/5 of the amount and a grant from Canada covering 3/5 of the amount for a total of \$1.38 million. Total costs on this project to the year-end date are \$1,109,471. Total amounts received as revenue from the grant to the year-end date are \$1,105,556.
- d) The Village was approved for an Investing in Canada Infrastructure Program grant in the current year for the retrofit of the Ashcroft Fire Department Hall. The total project is expected to cost \$688,609 over three years, with the grant covering 100% of the amount. Total costs on this project to the year-end date are \$46,698. Total amounts received as revenue from the grant to the year end date are \$39,313.
- e) The Village was approved for an Investing in Canada Infrastructure Program grant in the current year for the Ashcroft Hot Tub Replacement project. The total project is expected to cost \$174,200 over five years, with the grant covering 73.33% of the amount. Total costs on this project to the year-end date are \$197,816. Total amounts received as revenue from the grant to the year-end date are \$127,752. Additional project costs are to be covered by Village sources.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 10. PERPETUAL CARE TRUST FUND:

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

	2022	2021
BALANCE, beginning of year	\$ 66,157	\$ 64,054
Add:		
Proceeds from sale of plots and monuments	2,518	1,821
Interest earned	1,427	282
	<u>70,102</u>	<u>66,157</u>
BALANCE, end of year	<u>\$ 70,102</u>	<u>\$ 66,157</u>
The perpetual care trust fund is represented by:		
Cash and short-term investments	\$ 70,384	\$ 66,439
Due to (from) General Revenue Fund	(282)	(282)
	<u>\$ 70,102</u>	<u>\$ 66,157</u>

NOTE 11. TAXATION REVENUE:

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

	2022	2021
Tax collected:		
General purposes	\$ 1,708,939	\$ 1,521,930
Collections for other governments	1,228,330	1,099,856
	<u>2,937,269</u>	<u>2,621,786</u>
Less transfers to other governments:		
Province of BC - school taxes	762,741	686,154
Thompson-Nicola Regional District	243,476	211,814
Thompson Regional Hospital District	117,492	105,131
Municipal Finance Authority	69	51
BC Assessment Authority	14,777	12,901
Policing	89,775	83,805
	<u>1,228,330</u>	<u>1,099,856</u>
	<u>\$ 1,708,939</u>	<u>\$ 1,521,930</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 12. GOVERNMENT TRANSFERS:

Government transfers are a major source of transfers to the Village. Government transfers received are for completed projects that meet the required criteria as set out by the Government body providing the funding. Government transfers do not include grants in lieu of taxes received from the Federal and Provincial governments. In 2022 the Village received and recorded as revenue the following transfers:

	2022	2021
Operating transfers:		
Federal	\$ 248,228	\$ 299,754
Provincial	718,324	688,574
Other governments	395,013	315,353
	<u>1,361,565</u>	<u>1,303,681</u>
Capital transfers:		
Provincial	528,880	754,990
	<u>\$ 1,890,445</u>	<u>\$ 2,058,671</u>

NOTE 13. CASH FLOW INFORMATION:

During the year, the Village received \$104,314 (2021 - \$31,240) in interest income.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2022

NOTE 14. BUDGET:

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

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

	Financial Plan Bylaw	Adjustments for capital transactions and transfers	Budget
REVENUES:			
Municipal taxation	\$ 1,551,784	\$ -	\$ 1,551,784
Sales of services	1,252,080	-	1,252,080
Government grants	2,117,000	-	2,117,000
Borrowings, licenses, permits, penalties and fines	118,150	-	118,150
Transfer from Surplus	694,684	(694,684)	-
	<u>5,733,698</u>	<u>(694,684)</u>	<u>5,039,014</u>
EXPENSES:			
General government services	534,487	-	534,487
Protective services	161,382	-	161,382
Transportation services	669,134	-	669,134
Environmental and public health services	310,535	-	310,535
Recreational and cultural services	704,537	-	704,537
Water and sewer services	1,243,431	-	1,243,431
Acquisition of tangible capital assets	1,779,200	(1,779,200)	-
Transfer to reserves	330,992	(330,992)	-
	<u>5,733,698</u>	<u>(2,110,192)</u>	<u>3,623,506</u>
ANNUAL SURPLUS	<u>\$ -</u>	<u>\$ 1,415,508</u>	<u>\$ 1,415,508</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS
Year ended December 31, 2022

	General				Water			Sewer			Totals	
	Land	Pool, Arena and Other	Buildings	Machinery & Equipment	Roads	Storm Sewer	Plants & Facilities	Underground Networks	Plants & Facilities	Underground Networks	2022	2021
Cost												
Balance, beginning of year	\$ 600,280	\$ 2,421,682	\$ 2,125,482	\$ 2,623,787	\$ 7,355,470	\$ 530,323	\$ 11,270,781	\$ 1,321,839	\$ 3,221,339	\$ 771,987	\$ 32,643,980	\$ 30,147,407
Add: Additions during the year	-	347,058	-	59,336	-	-	170,923	-	563,048	-	1,161,195	2,444,573
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Less: Disposals during the year	-	-	-	-	-	-	-	-	-	-	-	(48,000)
Balance, end of year	600,280	2,768,770	2,125,482	2,683,123	7,355,470	530,323	11,441,704	1,321,839	3,805,187	771,987	33,795,175	32,543,980
Accumulated amortization												
Balance, beginning of year	-	1,325,160	1,430,044	1,673,549	6,868,668	158,097	1,918,500	730,963	963,082	443,694	15,441,755	14,912,644
Add: Amortization	-	51,472	32,946	128,259	47,620	5,245	267,142	14,170	69,021	7,720	813,595	577,111
Less: Disposals during the year	-	-	-	-	-	-	-	-	-	-	-	(48,000)
Balance, end of year	-	1,376,632	1,462,990	1,801,808	6,916,288	173,342	2,075,642	745,133	1,052,103	451,414	16,055,350	15,441,755
Net Book Value of Tangible Capital Assets	\$ 600,280	\$ 1,392,138	\$ 662,492	\$ 1,181,315	\$ 440,184	\$ 356,981	\$ 9,366,062	\$ 576,706	\$ 2,753,084	\$ 320,583	\$ 17,649,825	\$ 17,102,225

Included in Pool, Arena and Other (General) is \$244,514 (2021 - \$87,623) of tangible capital assets under construction. These assets have not been amortized.
Included in Plants & Facilities (Water) is \$Nil (2021 - \$323,979) of tangible capital assets under construction. These assets have not been amortized.
Included in Plants & Facilities (Sewer) is \$1,109,471 (2021 - \$587,662) of tangible capital assets under construction. These assets have not been amortized.

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATEMENT OF FINANCIAL ACTIVITIES - SEGMENTED
Year ended December 31, 2022

	Government Services	Protective Services	Transportation Services	Environmental & Public Health Services	Recreational & Cultural Services	Water Services	Sewer Services	Reserve Funds	Total 2022	Total 2021
REVENUES:										
Municipal taxation	\$ 1,543,323	\$ -	\$ -	\$ -	\$ -	\$ 83,459	\$ 82,157	\$ -	\$ 1,708,939	\$ 1,521,930
Sales of services	12,506	1,159	-	125,743	142,138	546,570	454,905	-	1,283,021	1,357,164
Government transfers	826,395	33,493	2,110	361,520	-	138,047	528,880	-	1,890,445	2,058,671
Borrowings, licenses, permits, penalties and fines	24,434	-	-	-	-	-	2,190	-	26,624	19,866
Interest income	79,773	-	-	-	-	11,416	762	12,363	104,314	31,726
Donations and miscellaneous	111,792	2,315	-	-	18,840	3,493	-	-	136,440	179,151
	<u>2,598,223</u>	<u>36,967</u>	<u>2,110</u>	<u>487,263</u>	<u>160,978</u>	<u>782,985</u>	<u>1,086,894</u>	<u>12,363</u>	<u>5,149,783</u>	<u>5,168,508</u>
EXPENSES:										
Consulting and professional (recovery)	43,905	(19,357)	-	55,562	-	-	12,893	-	93,003	70,959
Grants	5,988	-	-	-	-	-	-	-	5,986	4,400
Insurance	21,817	2,610	323	-	20,644	31,317	10,461	-	87,172	85,701
Interest	-	-	-	-	-	-	-	-	-	-
Office and administration	159,540	-	(67)	4,423	456	4,338	3,000	-	171,690	255,806
Amortization	265,542	-	-	-	-	271,312	76,741	-	613,595	577,109
Repairs and maintenance	18,833	-	126,134	111,889	127,632	168,382	80,237	-	633,107	503,543
Salaries and benefits	650,493	43,473	387,660	80,441	437,477	78,857	96,063	-	1,764,479	1,632,517
Supplies and materials	-	127,987	98,278	(458)	7,937	3,752	667	-	238,163	289,680
Utilities and telephone	15,680	12,160	45,438	-	99,733	96,845	33,577	-	303,433	305,991
Overhead allocations	(576,780)	26,260	37,356	52,488	169,572	132,948	156,156	-	-	-
	<u>605,006</u>	<u>195,136</u>	<u>695,143</u>	<u>284,344</u>	<u>863,451</u>	<u>787,751</u>	<u>469,795</u>	<u>-</u>	<u>3,900,628</u>	<u>3,725,708</u>
EXCESS (DEFICIENCY)										
REVENUES OVER EXPENSES	1,993,217	(158,171)	(693,033)	202,919	(702,473)	(4,766)	599,099	12,363	1,249,155	1,442,800
INTERFUND TRANSFERS										
	(1,568,996)	158,171	693,033	(202,919)	702,473	-	-	218,236	-	-
ANNUAL SURPLUS	\$ 424,221	\$ -	\$ -	\$ -	\$ -	\$ (4,766)	\$ 599,099	\$ 230,601	\$ 1,249,155	\$ 1,442,800

See accompanying notes to financial statements.

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

	Government Services	Protective Services	Transportation Services	Environmental & Public Health Services	Recreational & Cultural Services	Water Services	Sewer Services	Reserve Funds	Total 2021
REVENUES:									
Municipal taxation	\$ 1,356,314	\$ -	\$ -	\$ -	\$ -	\$ 83,459	\$ 82,157	\$ -	\$ 1,521,930
Sales of services	21,810	113,199	-	128,526	103,388	536,376	450,855	-	1,357,164
Government grants	739,823	28,000	1,319	287,353	-	496,630	505,546	-	2,058,671
Borrowings, licenses, permits, penalties and fines	19,866	-	-	-	-	-	-	-	19,866
Interest income	17,762	-	-	-	-	6,643	425	6,891	31,726
Donations and miscellaneous	152,658	843	-	-	14,057	3,483	8,110	-	179,161
	<u>2,308,233</u>	<u>142,042</u>	<u>1,319</u>	<u>415,879</u>	<u>117,455</u>	<u>1,129,596</u>	<u>1,047,083</u>	<u>8,891</u>	<u>5,168,508</u>
EXPENSES:									
Consulting and professional (recovery)	18,113	(15,428)	-	59,124	-	-	9,150	-	70,959
Grants	4,400	-	-	-	-	-	-	-	4,400
Insurance	25,998	2,768	362	-	19,049	26,150	9,374	-	85,701
Interest	-	-	-	-	-	-	-	-	-
Office and administration	245,828	320	34	4,709	618	4,299	-	-	255,808
Amortization	252,634	-	-	-	-	251,902	72,573	-	677,109
Repairs and maintenance	34,551	-	82,889	97,540	61,461	153,642	73,460	-	503,543
Salaries and benefits	606,253	28,306	343,640	63,731	428,320	86,740	75,527	-	1,632,517
Supplies and materials	-	164,583	118,408	2,712	3,316	651	-	-	289,680
Utilities and telephone	18,121	10,628	70,554	-	83,032	92,006	31,660	-	305,991
Overhead allocations	(555,612)	27,228	28,006	50,556	163,356	131,256	155,208	-	-
	<u>650,286</u>	<u>218,415</u>	<u>643,895</u>	<u>278,372</u>	<u>759,152</u>	<u>748,646</u>	<u>426,942</u>	<u>-</u>	<u>3,725,708</u>
EXCESS (DEFICIENCY)									
REVENUES OVER EXPENSES	1,657,947	(76,373)	(642,576)	137,507	(641,697)	380,950	620,151	6,891	1,442,800
INTERFUND TRANSFERS									
	(1,063,327)	76,373	642,576	(137,507)	641,697	-	-	(159,812)	-
ANNUAL SURPLUS	\$ 594,620	\$ -	\$ -	\$ -	\$ -	\$ 380,950	\$ 620,151	\$ (152,921)	\$ 1,442,800

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2022
(Unaudited)

FINANCIAL ASSETS	2022	2021
Cash	<u>\$ 3,174,150</u>	<u>\$ 2,531,095</u>
Investments in pooled money market funds	<u>327,413</u>	<u>321,195</u>
Receivables:		
Taxes and utilities	257,833	193,407
General	<u>366,382</u>	<u>384,219</u>
	<u>624,215</u>	<u>577,626</u>
	<u>4,125,778</u>	<u>3,429,916</u>
LIABILITIES		
Accounts payable and accrued liabilities	368,550	284,579
Accrued wages and employee benefits	246,919	257,191
Deferred revenue	-	23,852
Due to (from) Own Funds:		
Water Revenue Fund	340,656	273,295
Sewer Revenue Fund	431,850	340,289
Machinery and Equipment Replacement Reserve Fund	33,968	33,968
Perpetual Care Trust Fund	(282)	(282)
Capital Works Reserve Fund	<u>1,646,440</u>	<u>1,428,202</u>
	<u>3,068,101</u>	<u>2,641,094</u>
NET FINANCIAL ASSETS	<u>1,057,677</u>	<u>788,822</u>
NON-FINANCIAL ASSETS		
Tangible capital assets	4,633,390	4,492,508
Prepaid expenses	<u>48,792</u>	<u>33,958</u>
	<u>4,682,182</u>	<u>4,526,466</u>
ACCUMULATED SURPLUS	<u>\$ 5,739,859</u>	<u>\$ 5,315,288</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2022
(Unaudited)

	Budget	2022	2021
REVENUES:			
Municipal taxation	\$ 1,385,784	\$ 1,543,323	\$ 1,356,314
Sales of services	263,080	281,546	366,933
Government transfers:			
Unconditional transfers from Provincial Government	460,000	565,704	433,000
Unconditional transfers from Local Government	295,000	361,520	287,353
Conditional transfers from regional and other governments	992,000	296,295	336,142
Borrowings, licenses, permits, penalties and fines:			
Professional and business licenses	10,000	10,140	9,810
Other	700	2,315	843
Animal violation	150	-	-
Interest received	30,000	79,773	17,762
Penalties and interest on taxes	12,500	24,434	19,866
Rentals	12,000	15,861	13,089
Donations and other	33,000	104,630	42,670
Tax sale fees	500	-	101,147
	<u>3,494,714</u>	<u>3,285,541</u>	<u>2,984,929</u>
EXPENSES (Schedule 3)	<u>2,380,075</u>	<u>2,642,732</u>	<u>2,550,121</u>
EXCESS OF REVENUES OVER EXPENSES	1,114,639	642,809	434,808
TRANSFER TO STATUTORY RESERVE FUNDS	<u>(196,943)</u>	<u>(218,238)</u>	<u>159,812</u>
ANNUAL SURPLUS	917,696	424,571	594,620
ACCUMULATED SURPLUS, beginning of year	<u>5,315,288</u>	<u>5,315,288</u>	<u>4,720,668</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 6,232,984</u>	<u>\$ 5,739,859</u>	<u>\$ 5,315,288</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF EXPENSES
Year ended December 31, 2022
(Unaudited)

	Budget	2022	2021
General Government Services:			
Legislative Expense:			
Council indemnities and expenses	\$ 50,000	\$ 47,835	\$ 47,835
General Administration Expenses:			
Office	52,000	53,438	51,863
Building operation and maintenance	32,500	31,330	29,226
Legal and professional	42,000	43,905	18,113
Salaries and employee benefits	589,250	650,483	606,253
Other General Government Expenses:			
Amortization	240,000	265,542	252,634
Asset management program	2,500	3,508	37,203
Travel	5,000	4,365	111
Insurance	26,000	21,817	25,998
Election and referendum	12,500	8,286	-
Grants to organizations	10,908	5,986	4,400
Sundry	47,600	45,243	39,096
Tax sale	1,000	50	93,325
Less amounts transferred to other services	(576,771)	(576,780)	(555,612)
	<u>534,487</u>	<u>605,006</u>	<u>650,445</u>
Protective Services:			
Administration	30,454	26,838	26,427
Volunteer stipends and benefits	37,600	39,181	36,016
Building operation and maintenance	10,700	12,161	10,628
Equipment	45,700	41,906	52,565
Emergency measures	1,200	26,016	70,618
Building inspection	4,414	4,414	4,414
Animal pest control	1,500	364	1,509
Bylaw officer (recovery)	10,000	17,280	(7,506)
Sundry	19,814	26,978	23,586
	<u>161,382</u>	<u>195,138</u>	<u>218,257</u>
Transportation Services:			
Administration	328,234	365,535	310,344
Equipment operation and maintenance	49,000	90,165	110,075
Building operation and maintenance	57,000	59,390	63,876
Road and street maintenance	165,000	103,959	102,875
Street lighting	56,000	49,969	47,767
Traffic services	11,900	26,125	8,958
Sundry	2,000	-	-
	<u>669,134</u>	<u>695,143</u>	<u>643,895</u>
Environmental and Public Health Services:			
Garbage and waste collection	144,262	152,805	144,729
Cemetery	21,027	20,847	18,680
Planning and zoning	1,000	-	-
Community development	93,200	82,034	86,928
Natural resource development	8,796	8,083	7,773
Tourism and promotion	3,000	-	-
Sundry	39,250	20,575	20,262
	<u>310,535</u>	<u>284,344</u>	<u>278,372</u>
Recreational and Cultural Services:			
Administration	269,321	303,355	272,591
Community hall	17,400	13,618	10,533
Lady Minto building	21,410	19,026	18,200
Swimming pool	112,070	158,227	163,669
Arena	121,600	186,701	132,462
Parks and playgrounds	96,500	129,123	94,909
Historic sites	5,613	2,245	8,578
Museum	55,623	40,979	49,329
Curling club	5,000	10,177	8,881
Community garden (recovery)	-	(350)	-
	<u>704,537</u>	<u>863,101</u>	<u>759,152</u>
TOTAL EXPENSES	\$ 2,380,075	\$ 2,642,732	\$ 2,550,121

THE CORPORATION OF THE VILLAGE OF ASHCROFT
WATER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2022
(Unaudited)

FINANCIAL ASSETS	2022	2021
Investments in pooled money market funds	\$ 582,232	\$ 571,176
Due from Own Funds:		
General Revenue Fund	<u>340,656</u>	<u>273,295</u>
	922,888	844,471
LIABILITIES		
Accounts Payable	<u>-</u>	<u>-</u>
NET FINANCIAL ASSETS	922,888	844,471
Tangible capital assets	<u>9,942,770</u>	<u>10,043,158</u>
ACCUMULATED SURPLUS	\$ 10,865,658	\$ 10,887,629

THE CORPORATION OF THE VILLAGE OF ASHCROFT
WATER REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2022
(Unaudited)

	Budget	2022	2021
REVENUES:			
Municipal taxation - water levy	\$ 83,500	\$ 83,459	\$ 83,459
Sale of services	539,000	546,570	539,376
Government transfers	120,000	138,047	496,630
Other revenues	16,300	14,909	10,130
	<u>758,800</u>	<u>782,985</u>	<u>1,129,595</u>
EXPENSES:			
Maintenance and administration	517,980	533,644	496,743
Amortization	251,000	271,312	251,902
	<u>768,980</u>	<u>804,956</u>	<u>748,645</u>
ANNUAL SURPLUS (DEFICIT)	(10,180)	(21,971)	380,950
ACCUMULATED SURPLUS, beginning of year	<u>10,887,629</u>	<u>10,887,629</u>	<u>10,506,679</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 10,877,449</u>	<u>\$ 10,865,658</u>	<u>\$ 10,887,629</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
SEWER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2022
(Unaudited)

FINANCIAL ASSETS	2022	2021
Investments in pooled money market funds	\$ 40,106	\$ 39,345
Account receivable	80,738	273,590
Due from Own Funds: General Revenue Fund	431,850	340,289
	552,694	653,224
LIABILITIES		
Deferred revenue	7,167	216,895
NET FINANCIAL ASSETS	545,527	436,329
Tangible capital assets	3,073,667	2,566,561
ACCUMULATED SURPLUS	\$ 3,619,194	\$ 3,002,890

THE CORPORATION OF THE VILLAGE OF ASHCROFT
SEWER REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
 Year ended December 31, 2022
(Unaudited)

	Budget	2022	2021
REVENUES:			
Municipal taxation - sewer levy	\$ 82,500	\$ 82,157	\$ 82,157
Sale of services	450,000	454,905	450,855
Government transfers	250,000	528,880	505,546
Other revenues	3,000	2,952	8,535
	<u>785,500</u>	<u>1,068,894</u>	<u>1,047,093</u>
EXPENSES:			
Maintenance and administration	401,451	375,849	354,369
Amortization	73,000	76,741	72,573
	<u>474,451</u>	<u>452,590</u>	<u>426,942</u>
ANNUAL SURPLUS	311,049	616,304	620,151
ACCUMULATED SURPLUS, beginning of year	<u>3,002,890</u>	<u>3,002,890</u>	<u>2,382,739</u>
ACCUMULATED SURPLUS, end of year	<u>\$ 3,313,939</u>	<u>\$ 3,619,194</u>	<u>\$ 3,002,890</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATUTORY RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
December 31, 2022
(Unaudited)

FINANCIAL ASSETS

	Machinery and Equipment Replacement Reserve	Capital Works Reserve	Total 2022	Total 2021
Investments in pooled money market funds	\$ 133,048	\$ 517,931	\$ 650,979	\$ 638,616
Due from General Revenue Fund	33,968	1,646,440	1,680,408	1,462,170
	<u>\$ 167,016</u>	<u>\$ 2,164,371</u>	<u>\$ 2,331,387</u>	<u>\$ 2,100,786</u>

RESERVES

BALANCE, beginning of year	\$ 164,489	\$ 1,936,297	\$ 2,100,786	\$ 2,253,707
REVENUE: Interest earned	2,527	9,836	12,363	6,891
TRANSFERS (TO) FROM GENERAL REVENUE FUND	-	218,238	218,238	(159,812)
BALANCE, end of year	<u>\$ 167,016</u>	<u>\$ 2,164,371</u>	<u>\$ 2,331,387</u>	<u>\$ 2,100,786</u>

THE CORPORATION OF THE VILLAGE OF ASHCROFT
COVID-19 SAFE RESTART GRANTS FOR LOCAL GOVERNMENTS
STATEMENT OF GRANT EXPENDITURES
Year ended December 31, 2022
(Unaudited)

	2022	2021
REVENUES:		
Initial funds received	\$ -	\$ -
EXPENSES:		
Additional cleaning supplies	12,000	14,618
Additional pool staff	10,000	-
Budgetary revenue shortfall - Arena Revenue	-	15,000
Budgetary revenue shortfall - Facility Rentals	-	10,000
Budgetary revenue shortfall - Legacy Park Campground	-	5,000
Budgetary revenue shortfall - Pool Revenue	10,000	10,000
Budgetary revenue shortfall - Utilities Revenue	-	6,860
Bylaw role	21,000	21,206
Computer & technology	15,000	13,840
Enhanced cleaning contracts	-	5,000
Emergency measures - preventative & operational	1,200	1,200
Increased postage for notices	-	5,000
Other costs	15,000	45,000
Protective service - Fire Hall Renovation Project	25,000	-
	<u>109,200</u>	<u>152,724</u>
DEFICIT OF REVENUES OVER EXPENSES	<u>(109,200)</u>	<u>(152,724)</u>
FUNDS REMAINING, beginning of year	<u>375,682</u>	<u>528,406</u>
FUNDS REMAINING, end of year	<u>\$ 266,482</u>	<u>\$ 375,682</u>

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: August 28, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Fire Department to Support Wildfire Efforts

Purpose

For Information

Discussion

Fire Department members rose to the call from the Village of Chase to support their community in the efforts to protect against wildfire. It is an honour to report that these fine firefighters were able to put their lives on hold and respond to the call for help. The crew will be in Chase until Friday evening August 25th then return to Ashcroft. If needed another crew will be deployed on Monday to assist the Village of Chase.

Below: Steve Aie, Nancy Duchaine, Tyler Fitzpatrick, and Hayden Aie.



Prepared by:

A handwritten signature in black ink, appearing to read 'Daniela Dyck'.

Daniela Dyck,
Chief Administrative Officer

From: [Phoebe Lazier](#)
Subject: BC Rural Health Network Community Outreach Initiative
Date: August 1, 2023 9:16:01 AM

Dear BCRHN Member,

My name is Phoebe Lazier, and I am a community outreach contractor with the BC Rural Health Network (BCRHN). We are launching a four-month Community Outreach Initiative in collaboration with the BC Association of Community Health Centres (BCACHC) and the Innovation Solutions Unit (ISU) at UBC.

The project aims to address the healthcare challenges faced by rural communities in British Columbia by creating better models of care that are driven by the community. This will be done through the promotion and establishment of Community Health Centres (CHCs). BCACHC seeks to identify and understand the unique health needs of rural communities, facilitate community-led needs assessments and planning, and provide the necessary support for the creation of CHC proposals. The initiative also aims to raise awareness about the CHC model as an effective method for providing care and integrating community resources. This initiative is a step towards improving rural healthcare and strengthening the overall health and well-being of the rural residents of British Columbia.

I am working to uncover and better understand the challenges faced by your community and begin the process of transforming the model of care in rural BC. We know that Community Health Centres (that are true to the model provided by BCACHC) are more inclusive and reflective of the communities they serve, and we need to establish more of them. At the same time, we need to learn about CHCs in operation and the challenges they face and the benefits they provide.

This is where I need your help. I am interested in learning more about your community profile, your current healthcare systems, healthcare gaps, healthcare needs and healthcare wants. I want to learn more about your community and the catchment of surrounding communities and who is on the ground leading healthcare at a local level. The data drawn from this project will be used to inform the BCACHC model and used to inform our advocacy on health for rural communities.

We are also engaged with Hope Air and I want to make sure you know about their valuable travel assistance programs for rural communities and ask some questions in regard to transportation challenges where you live. In addition, with the heat waves, droughts, fires and flood potentials, we would like to learn about your emergency response and preparedness planning for your most vulnerable and senior populations.

I would love to have a conversation with you about your community. Please let me know if

you would be interested and willing to speak with me. I truly believe that this project will have a lasting impact on healthcare in rural BC and this is an excellent opportunity to be part of the change.

Thank you for your time and consideration. I look forward to hearing from you.

Best,
Phoebe

--

Phoebe Lazier || Community Outreach || **BC Rural Health Network** ||

|| Cell: (250) 505-3049 || <https://bcruralhealth.org/> || phoebe.lazier@bcruralhealth.org ||

The BCRHN is the healthcare voice of the rural residents of British Columbia and seeks better health outcomes for all people, through solutions-based approaches with governments, and information provision to residents.

The BCRHN is grateful to live, work, and be in relation with people from across many traditional and unceded territories, covering all regions of British Columbia. We are honoured to live on this land and are committed to reconciliation, decolonization, and building relationships in our communities

Please consider the environment before printing this e-mail.

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From: [Ashcroft HUB Office](#)
Date: July 31, 2023 10:52:21 AM

The Ashcroft HUB is a dynamic and community-driven non-profit registered charity, serving not only Ashcroft but also the surrounding communities with dedication and passion. Our overarching vision revolves around contributing to the vitality of the community by promoting wellness, recreation, and the arts. The Ashcroft HUB is the community center, providing a diverse array of programs and services to meet the unique needs and aspirations of our community members. From educational workshops to recreational activities, from wellness programs to art and cultural events, the Ashcroft HUB provides a sense of purpose and belonging to the whole community. It is a space where people of all ages and backgrounds come together, forging bonds, sharing experiences, and creating cherished memories. With each passing day, the community center reaffirms its vital role as the beating heart of our community, a place of warmth, inclusivity, and a catalyst for positive change.

Throughout the month, our programs and services are accessed over 3,000 times, serving as a vibrant hub for day camps, seniors' connect initiatives, educational workshops, recreational and fitness programs, and a plethora of engaging community events. Known for its inclusive and welcoming atmosphere, the Ashcroft HUB truly lives up to its reputation – "If it's happening... it's happening at the HUB!"

Throughout the year, the Ashcroft HUB hosts a number of fundraising events, including Ladies Night and a Christmas Market. Starting this year, we will be bringing back the popular Turkey Bingo that had been hosted by the Kinsman for many years.

In light of this, we humbly seek your support. As we prepare for upcoming fundraising events, we kindly request items that can be used for door prizes or raffle baskets. Your generosity and contribution to our cause will not only help us reach our fundraising goal but will also make a significant impact on the lives of those we serve. Together, we can create a stronger, more connected, and thriving community. Thank you for considering this request, and we sincerely hope you will join us in our mission to uplift and support Ashcroft and its surrounding communities.

Sincerely,
Leisa Smith

Executive Assistant

Ashcroft HUB Society
711 Hill St., PO Box 599
Ashcroft, BC V0K 1A0
Phone: 250-453-9177



August 3, 2023



Dear Thompson River watershed residents:

Re: Drought conditions and water reduction notice

You are receiving this letter because you hold one of the largest water licences within the Thompson River watershed. The Provincial Water Stewardship group is contacting you to communicate current conditions within the basins.

The Southern Interior region of British Columbia has been experiencing above average temperatures and below average precipitation this year. Peak spring freshets occurred very early throughout the Thompson, and the snowpack has mostly melted. Flow in the Thompson River has been at record lows for the time of year since early June, and current flows are at levels typically seen in mid-late September.

The Ministry of Forests recently raised the drought level for Thompson watershed to a Drought Level 4. **We are requesting that all water users increase their water conservation measures and, as one of the largest water users in the watershed, we are requesting that you reduce your consumption by 30 to 50%.**

Level	Impacts	General Response Measures
0	There is sufficient water to meet socio-economic and ecosystem needs	Preparedness
1	Adverse impacts to socio-economic and ecosystem values are rare .	Conservation
2	Adverse impacts to socio-economic and ecosystem values are likely .	Conservation Local water restrictions where appropriate
3	Adverse impacts to socio-economic and ecosystem values are possible .	Conservation Local water restrictions likely
4	Adverse impacts to socio-economic and ecosystem values are likely .	Conservation and local water restrictions Regulatory action possible
5	Adverse impacts to socio-economic and ecosystem values are almost certain .	Conservation and local water restrictions Regulatory action likely Possible emergency response

We are sharing this information with you in the spirit of cooperation and stewardship. If you have been making use of your large water licence(s), and are able to reduce your consumption, then your actions have the potential to make a bigger impact than most. The Thompson River provides important habitat for many culturally and ecologically significant fish and other wildlife species.

If you would like more information on changing drought conditions, please access the British Columbia Drought Information Portal that is managed by the Ministry of Forests at <http://bit.ly/BCDroughtPortal>.

The Ministry of Agriculture and Food has published online resources on drought preparedness and response strategies that agricultural producers could implement. They are available at <https://bit.ly/BCDrought-Agriculture>.

We appreciate your support, and we understand the impacts that drought can have on everyone. Through water conservation measures and working together we can work to protect aquatic life and support water users in the Thompson River watershed.

If you have any questions, please contact Carla Hartling at Carla.Hartling@gov.bc.ca or at (250) 312-6713.

Select Newsletter...

Can't read this e-mail? [click here](#) to view it online.

News and Announcements

August 4, 2023

Local Government News

Northern Development Approves \$947,581 in Funding for Several Projects Throughout Northern B.C.

Funding approved for several projects in Dawson Creek, Prince George, Kitimat and the Ti'esqox (Toosey) Band.

Posted: August 4, 2023

High-Speed Broadband Access Expanded to 6 Kootenay Communities

With the completion of new last-mile network infrastructure by local service provider Kaslo infoNet Society (KiN), people in Lower Kaslo Southeast, Argenta, Johnsons Landing, Shuttly Bench, Zwicky Road and Allen Subdivision now have access to high-speed broadband internet speeds of more than 50 megabits per second (Mbps) for downloads, and 10 Mbps for uploads.

Posted: August 3, 2023

Province Invests in Building Healthier Communities

Funded by the Ministry of Health and administered by BC Healthy Communities, the PlanH program supports local and Indigenous governments to create healthier communities through resources, practices and learning opportunities that focus on people, society and the environment.

Posted: August 3, 2023

New Agricultural Plan Approved in Delta

The new Agricultural Plan was developed through consultations with the former Agricultural Advisory Committee, the current Agricultural and Hunting Regulation Advisory Committee, stakeholders, and the broader community.

Posted: August 2, 2023

Free Secure Bike and E-Bike Parking Service Offered as Three-Month Pilot Project in Penticton

The City of Penticton has partnered with E-Kruise on a three-month pilot project to provide free access to secure bike and e-bike parking stations at two locations.

Posted: August 2, 2023

Successful Book Recycling Pilot Project Extended by the Regional District of Central Okanagan

The RDCO launched the trial pilot program after finding residents were tossing books into their

curbside recycling carts, something Recycle BC does not allow and counts toward the regions overall contamination rates - contamination which has in the past led to significant surcharges.

Posted: August 1, 2023

RDN Receives \$150,000 for Climate Risk Assessment for Coastal Flood Hazard Areas

The study will identify and measure the risks to the four RDN member municipalities (City of Nanaimo, District of Lantzville, City of Parksville and Town of Qualicum Beach) and the five electoral areas with coastal areas (A, B, E, G and H).

Posted: August 1, 2023

Town of Gibsons and SCRD Announce Aquifer 560 Watershed Agreement

The agreement improves on the 2013 Bulk Water Agreement and commits both local governments to jointly expand the monitoring program across the ecological area of the watershed. This area covers from "Source to Sea"; the aquifer recharge area extending up the mountain, Chaster, Charman, Gibson and Soames creeks, and the Gibsons harbour in Átl'ka7sem/Howe Sound.

Posted: July 28, 2023

Recent Headlines

Submit News

Announcements



BC Forest Practices Board

Forest and Fire Management Report and Technical Bulletin Now Available

BC's [Forest Practices Board](#) has published *Forest and Fire Management in BC: Toward Landscape Resilience*, a report about the changes required to forest and landscape management to reduce the risk of catastrophic wildfire in BC. The Board is calling for the provincial government to develop a province-wide vision and action plan that will align all levels of government to restore landscape resilience and reduce the risk of catastrophic wildfire. The Board has also published a [technical bulletin](#) to help land managers put landscape fire management principles into practice.

To read the report and technical bulletin, visit: <https://www.bcfpb.ca/release-publications/releases/forest-and-fire-management-in-bc-toward-landscape-resilience/>

PUBLIC WORKS ASSOCIATION OF BRITISH COLUMBIA



CALL FOR SUBMISSIONS - 2023 PWABC PUBLIC WORKS INDUSTRY AWARDS

The PWABC is pleased to announce the call for submissions for the 2023 PWABC Public Works Industry Awards. As a registered non-profit society affiliated with the CPWA and APWA, we are committed to providing our members with opportunities for support, education, and professional development.

This is a great opportunity to recognize the outstanding contributions of hardworking individuals in the public works industry. We welcome nominations from all communities, large or small, and we encourage you to be creative in your submissions, including pictures, videos, and social media posts.

The award categories are as follows:

- Women's Public Works Ambassador Award
- Outstanding Public Works Employee Award
- PWABC Manager of the Year Award
- PWABC Professional - Dedicated Service Award
- Emerging Leader of the Year Award
- Project of the Year Award
- Public Works Week - Celebration Award

For more information on the award categories, please visit our website at www.pwabc.ca/awards.

The deadline for submitting your application is August 11th, 2023. We will announce the winners at the PWABC/BCMSA Joint Conference on September 26th and 27th, 2023, in Penticton.

Please contact us at membership@pwabc.ca if you require additional information or support. We encourage all municipalities to nominate individuals from the supporting vendor and consulting industries who demonstrate excellence and passion for serving our communities. Let's celebrate the exceptional work happening in public works across the province!



LGMA Scholarship Applications Open!

Applications for scholarship programs administered by the Local Government Management Association are now open. Review the 2023 [Scholarship Brochure](#) for information and scholarship criteria. Please note, some of the criteria has changed. Visit [LGMA | Scholarships](#) to access all application forms and submit your applications for the Ken Dobell, Distinguished Members, and Grant Anderson scholarships by October 6, and the BC First Nations Scholarship

by October 13.

ASSET MANAGEMENT BC



CALL FOR NOMINATIONS - ASSET MANAGEMENT RECOGNITION AWARDS

The 2023 Asset Management BC 'OurAssetsMatter' Recognition Award program is now accepting nominations. The 'OurAssetsMatter' Award recognizes the actions of individuals and organizations that demonstrate leadership, passion, and excellence in meeting the vision and mission of Asset Management BC. The award is designed to profile asset management champions who have given back to the community, advanced the industry and/or provided leadership in asset management.

Winners of the first annual awards in 2022 were:

- Wally Wells: Sustainable Service Delivery Champion – Individual
- Municipal Natural Asset Initiative: Sustainable Service Delivery Champion – Organization

The nomination deadline is September 1, 2023. Award winners will be notified prior to the annual [AMBC Conference](#) (November 8-9, 2023 in Richmond, BC) and will receive a free registration. The organizational winner will receive one free registration for a representative.

Visit [Asset Management BC](#) or contact [Gabi Vindisch](#) for additional information.



**Community Social Planning
Council of Greater Victoria**

Local Government Levers for Housing Affordability Toolkit Now Available

The Community Social Planning has published the Local Government Levers for Housing Affordability Toolkit. The toolkit highlights key tools and examples of policies and practices which are intended to make a difference in housing affordability, while addressing common challenges and proposing practical solutions. It is a resource that provides a comprehensive overview of various tools and their municipal context, enabling local governments to make informed decisions.

To check out the Toolkit visit: <https://communitycouncil.ca/wp-content/uploads/2023/06/CSPC->

From: [Paul](#)
To: [Daniela Dyck](#)
Subject: Groundbreaking Recommendations: BC's 2024 Budget Consultation Embodies BC Rural Health Network's Vision for Rural Health Care
Date: August 4, 2023 5:59:48 AM

[View this email in your browser](#)



Ground-breaking Recommendations For Rural Health and Wellness!

Budget 2024



Budget 2024 Consultation Reinforces BC Rural Health Network's Advocacy for Equitable, Community-Centered Health Care

BC Rural Health Network - August 4, 2023

At the BC Rural Health Network (BCRHN), we are both excited and encouraged to see our core vision for community-centric, equitable health care echoed in the BC Government's report on the 2024 Budget Consultation.

The Standing Committee on Finance's recommendations, particularly those focused on rural and remote communities, mirror our organization's key messages. Executive Director of the BCRHN, Paul Adams, shared his optimism, stating, "The Committee's recognition of the unique challenges in rural health care and their proposed solutions pave a promising path towards a more inclusive health care system in BC."

One section of the report stands out: a stark illumination of the financial burdens experienced by rural residents when accessing health care services. In 2021, Dr. Jude Kornelsen conducted a study with the UBC Centre for Rural Health Research. The report says rural residents pay an average of \$2,044 for travel-related health care expenses.

Dr. Kornelsen commends the recognition of the experiences of rural residents in the report, saying, "It's gratifying to see the pressing findings from our 2021 study being acknowledged. This recognition amplifies the urgent call for tailored health care solutions for rural and remote communities."

Peggy Skelton, President of BCRHN, lauds the report's alignment with our organization's goals. "These recommendations underscore the need for community-driven health care planning, which is integral to our advocacy. It's particularly heartening to see our call for community-operated health centres being reinforced in the report."

Indeed, the Committee's key recommendations for rural and remote communities include:

1. Funding for community-operated health centres
2. Expanded funding for, and access to, medical travel for rural and remote residents
3. Implementing recruitment and retention incentives for healthcare workers
4. Investment in digital health solutions

5. Funding to expand services for patient navigators
6. A shift towards community-driven planning
- 7.

These recommendations underscore a crucial recognition of the distinct needs of BC's rural communities and embody a commitment to ensure equitable access to health care services across the province.

At the BCRHN, we are eager to collaborate with the BC Government to implement these recommendations effectively. As Skelton articulates, "Together, we can usher in a new era of rural health care in BC, where every community, irrespective of its geographical location, has access to the services they need."

This report represents a significant milestone in our mission. We look forward to the journey ahead and to forging a health care system that caters to all BC residents. We look forward to working to bringing these recommendations to life and continuing to advocate for the diverse needs of our rural communities.

Read the full report from the Standing Committee on Finance and Government Services by visiting their site [here](#).

Have you completed our survey on "Bridging the Gap" we need your voice! Please [click here](#) or on the poster below to participate and please share with your own networks! We are making a difference!





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From: [Jacqui Schneider](#)
To: [Mayor, Village of Ashcroft](#)
Cc: [Daniela Dyck](#); [Carly Bielecki](#); [Allison James](#); [Anna Brace](#)
Subject: RE: Global Industry Standard on Tailings Management (GISTM) - Update
Date: August 4, 2023 8:14:10 AM

Good morning, Her Worship Barbara Roden, Mayor of Village of Ashcroft

Mayor Roden and Members of Council,

As we had mentioned in June, during our presentation when we were appeared as a delegation, about a new standard is called the Global Industry Standard on Tailings Management (GISTM).

The GISTM was jointly launched in August 2020 by the International Council on Mining and Metals (ICMM), the United Nations Environment Programme and the Principles for Responsible Investment.

Teck Highland Valley Copper is committed to responsibly managing tailings facilities and implementing the Global Industry Standard on Tailings Management at our operation.

The Standard sets a high benchmark for the safe management of tailings facilities and supports the ultimate goal of zero harm to people and the environment.

At HVC we have comprehensive systems and procedures in place for the safe operation and monitoring of tailings facilities that follow best global practices, and that include the latest surveillance technology and robust in-person inspections by our team and independent third-party experts. Implementation of the GISTM is a natural extension of our existing tailings stewardship program.

Teck will publish a Facility Disclosure Summary for HVC's active and inactive tailings facilities on or before August 5. You can find all of reports relating to our operation about the Highland, Trojan, and Bethlehem tailings storage facilities here www.teck.com/sustainability/sustainability-topics/tailings-management/

The disclosure summaries describe each facility, provide a summary of impact assessments and outline HVC's Tailings Facility Emergency Preparedness and Response Plan (EPRP).

HVC has achieved full conformance for the Highland TSF, including LL Dam and HH Dam, and a site overall conformance of 99% across all tailings facilities. Outstanding items are primarily related to data disclosure and incorporating information from longer-term engineering studies into site tailings management practices.

We will be engaging directly with communities to enhance transparency and accountability for safe and responsible tailings management, including our employees, while providing increased confidence that our facilities are being managed in a safe and responsible manner.

If you receive any questions from community members about Highland Valley Copper operations,

they can be directed to our feedback mechanisms:

- Email: Hvc.feedback@teck.com
- Phone: 1-855-523-3429

Barbara, if you or council have any questions feel free to contact me directly.

Regards,
Jacqui Schneider

Jacqui Schneider

Sr Community Affairs Officer
Teck Highland Valley Copper Partnership
Direct Phone: +1.250.523.3737
Phone: 250.523.2443
Fax: 250-523-3242
eMail: Jacqui.Schneider@teck.com
www.teck.com



PEACE RIVER REGIONAL DISTRICT

July 31, 2023

UBCM Member local Governments

VIA Email

Re: BC Wildfire Service Fire Fighting Equipment

Dear Mayor and Council / Board of Directors

At its June 29, 2023, Regular Meeting, the Peace River Regional District Chair and Directors endorsed the following resolution and resolved that it be forwarded to the UBCM members for consideration of support:

WHEREAS, the province of British Columbia is prone to wildfires, which pose significant threats to public safety, communities, property, and the environment, and where climate change has contributed to an increase in the frequency, intensity, and severity of wildfires, thereby placing an unprecedented strain on available firefighting equipment;

AND WHEREAS, the Provincial Government has the responsibility to ensure that the BC Wildfire Service has adequate resources, including equipment, to effectively respond to and manage wildfires to safeguard lives, protect infrastructure, and preserve the natural environment, and where the effectiveness and efficiency of the BC Wildfire Service's operations in the containment of wildfires heavily depend on the availability of adequate equipment and resources:

THEREFORE BE IT RESOLVED that the Provincial Government take immediate action to ensure that BC Wildfire is provided with all available firefighting equipment, including Coulson Aviation's Next Gen fire suppression equipment, and any other available Canadian company with aviation firefighting equipment, to combat wildfires during increased demand during peak wildfire seasons;

AND BE IT FURTHER RESOLVED that the Provincial Government explore partnerships with federal agencies, neighboring provinces, and available contractors to enhance equipment sharing and mutual aid agreements, ensuring a more robust response to wildfires and promoting regional collaboration in firefighting efforts.

Yours truly,

Leonard Hiebert

Leonard Hiebert
Chair

Background information on this resolution is enclosed for reference.

diverse. vast. abundant.



PEACE RIVER REGIONAL DISTRICT

BACKGROUND INFORMATION:

Wildfires pose a significant threat to public safety, communities, infrastructure, and wildlife. In British Columbia, wildfires have increased in frequency and severity in recent years. The efficient and effective management of wildfires requires access to a well-equipped and adequately resourced firefighting force, allowing BC Wildfire to respond rapidly to suppress and contain wildfires and sustain firefighting efforts during prolonged operations, minimizing their destructive impact. Inadequate access to firefighting equipment can lead to delayed response times, compromising firefighting efforts, and increased risk to human life and property. Therefore, the Province must ensure that BC Wildfire can access all available firefighting equipment.

REPLY TO: Peace River Regional District at prrd.dc@prrd.bc.ca

From: [Reg Partnerships CITZ:EX](#)
Cc: [Williamson, Daniele CITZ:EX](#)
Subject: Service BC to Expand BC Registry Filing Services - August 1, 2023
Date: July 31, 2023 4:33:38 PM

BC - ServiceBC Registries and Online Services



Effective end of day July 31, 2023, BC Registries long-standing Preferred Service Provider (PSP) agreement between BC Registries and Dye & Durham will end and BC Registry clients will now be referred to Service BC, or advised they can use the service provider of their choice.

Service BC sees this as an opportunity to provide more support for Registry services and the added filing support is in line with Service BC's goal to expand services, benefiting citizens and businesses. There will be no added service fee in addition to statutory filing fees. Using a phased approach, Service BC - Service Delivery Operations (SBC-SDO) plans to offer support across all service channels (in-person/telephone).

Service BC has set up a team of Registries specialists that will provide callback service and in-person services for clients that need support for the following filings:

- Corporations: incorporation applications, name changes, and voluntary dissolutions
- Societies: annual reports, change of directors and change in existing director's address or legal name, change of offices, and delay of dissolution
- Personal Property Registry: total discharge
- Manufactured Home Registry & Limited Liability Partnerships: collect forms and fees only

These filings are in addition to the existing SBC services which are listed by office location on this [ServiceBC webpage](#).

As of August 1, if your team receives inquiries from clients that need additional BC Registries filings support, you may direct them to:

- Service BC by phone: **1-877-370-1033**. Clients will receive a callback appointment with a SBC Registries specialist to meet with them.
- Visit a [Service BC office](#)
- Find further details on this [SBC Filings webpage](#)
- *Please let clients know that Service BC does not provide legal or financial advice.*

BC Online helpdesk will continue to be the first line of support for all partner registries integrated with the new BC Registry application or BC OnLine (Site Registry, Wills Registry, BC Assessment reports, Rural Property Tax and Courts Services Online).

Logins & Payments:

- There will be no changes to login or payments at this time.

- There will be no additional service fees for this added filing support. Statutory and BC Registry filing fees still apply.

Action Request to our Partners:

- Please ensure any references to Dye & Durham as support for BC Registries are removed from any of your webpages, user guides or internal staff procedures on Aug 1, 2023
- Please advise if there are any impacts to your integrated registry applications as soon as possible.

On behalf of BC Registries, we'd like to express our gratitude to Dye & Durham for their dedicated customer support over the past two decades. Please Note: While clients are no longer referred directly to Dye & Durham as BC Registries' Preferred Service Provider, they will continue offering filing services as an independent service provider with additional fees.

Please let us know if you have any questions or would like further information.

háy'sx^w qə! (Thank you)

Dwayne Gordon (he/him)

Director, Digital Delivery
[BC Registries and Online Services](#)
Service BC | Citizens' Services

"Access to Services Made Easy"

Daniela Dyck

Subject:

FW: Attn: Mayor & Council, Chief Administrative Officer

From: FPBoard, Public Access <FPBoard@bcfpb.ca>

Sent: Wednesday, August 9, 2023 11:06 AM

Subject: Attn: Mayor & Council, Chief Administrative Officer

Dear Mayor & Council, and Chief Administrative Officer,

I would like to draw your attention to a special report recently released by the Forest Practices Board, [Forest and Fire Management in BC: Toward Landscape Resilience](#). The report highlights an urgent need to change how BC's forests and landscapes are managed to reduce the risk of catastrophic wildfire. Over 39 million hectares of public land in BC are at high or extreme threat of wildfire, and the negative effects on health, the environment and the economy affect all British Columbians. The Board is calling for urgent action by the provincial government to create a province-wide vision and action plan to improve landscape resilience and reduce the risk of catastrophic wildfire.

This report aims to raise public and policymaker awareness about the broad negative consequences of catastrophic wildfire, the impacts of climate change, and the inability of current forest and fire management policies to solve this problem. The Board recognizes that the level of action required to address catastrophic wildfire will require coordination and cooperation across all levels of government. We encourage you to read the report, consider how a change in how landscapes are managed could benefit your community, and consider your role in effecting this change.

The Forest Practices Board will be a participant in the 2023 UBCM Convention and tradeshow. Please visit our booth to learn more about the Board's work, including the recommendations in the report.

The Forest Practices Board is BC's independent watchdog for sound forest and range practices, reporting its findings and recommendations directly to the public and government. The board audits forest and range practices on public lands and the appropriateness of government enforcement. It can also make recommendations for improvement to practices and legislation. To find out more, please visit our website at <https://www.bcfpb.ca/>

Sincerely,

Keith Atkinson
Chair, BC Forest Practices Board

Please forward to other persons as appropriate. Many thanks!

PRACTICING LANDSCAPE FIRE MANAGEMENT



TECHNICAL BULLETIN



CONTENTS

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INTRODUCTION



Wildfire can be ruinous, affecting individuals and society, from our personal health and well-being to the health of the economy and the ecosystems we depend on. Wildfire can also be renewing. Over millennia, many ecosystems adapted to fire. For some areas of BC, regular cycles of burns and re-burns created conditions that limited fire severity. However, the current status of our forests, and longer, more intense fire seasons due to climate change have contributed to conditions that lead to catastrophic consequences from wildfires.

To mitigate these risks, land managers have been working to reduce the negative impacts of wildfires on communities, particularly in the wildland urban interface (WUI). However, these efforts have largely overlooked the broader landscape.

Shifting forest and fire management policies, objectives, and practices is crucial for coexisting with fire on the landscape and restoring landscape resilience. Integrating Landscape Fire Management (LFM) into the land management framework in BC serves as the initial step.

LFM is an integrated system that facilitates both restoration and risk reduction. It involves a high level of coordination amongst land managers, where protected area management, utility corridor design and maintenance, roads, design, reforestation and stand tending are thoughtfully aligned. It calls for shared or complementary wildland fire objectives between adjacent land use zones, jurisdictions and resource users.

The BC Forest Practices Board's recent Special Report: *Forest and Fire Management in BC: Toward Landscape Resilience*, highlights the need for government to lead the integration of LFM into cycles of planning and provide a framework to guide land use and risk-reduction initiatives across all sectors.

WHO IS THIS BULLETIN FOR?

This bulletin is for land managers, including those in provincial, Indigenous and local governments, as well as those in industry. This includes forest professionals involved in forest landscape planning and protected area management. It also includes land managers in fire management, water management, mining, transportation, oil and gas, and energy and regulated companies in those sectors whose activities have a direct bearing on the health of BC's ecosystems.

Through its work on the special report, various principles emerged that are useful for putting LFM into practice. Each of these principles is described in this bulletin. The field of LFM is evolving, with an assortment of approaches to achieve it: some known, some novel, or yet developed. These principles are meant to be a reference point in an ongoing discussion. Practical examples of how the principles can be incorporated into planning and practice are provided for land managers and natural resource practitioners.

The purposeful integration of forest and fire management at this scale is a new yet necessary paradigm for land managers. We'll briefly discuss what LFM is, who does it, why it matters, and then present some principles useful for practicing LFM. The Board hopes that this bulletin can help to better integrate forest and fire management in BC.

What is LFM?

Landscape fire management is an ecosystem-based practice of managing fuels within forest and non-forest landscapes to achieve specific objectives such as restoring a mosaic of forests resilient through fire, reducing catastrophic wildfire, or improving wildlife habitat. Achieving landscape resilience will require cohesive effort across different scales of management, including the forest stand, watershed, and landscape scales. In part, this is achieved by coordinated activities to modify fire behaviour on a large scale, serving to contain or reduce wildfire spread in high-impact areas. Those actions are directed by a goal of increasing ecosystem health by bringing landscapes into balance with natural disturbance regimes while considering the effects of a changing climate.

Through engaging with over two dozen experts in fire and forest management during the development of our Special Report, *Forest and Fire Management in BC: Toward Landscape Resilience*, some useful principles for putting LFM into practice emerged:

1. Landscape Identification: adopt broad-scale boundaries that account for natural and human-made barriers to fire that extend well beyond the wildland urban interface;
2. Environmental Condition Awareness: understand fire regimes and what affects them within the landscape, including anticipated fire behaviour;
3. Consequence Assessment: identify the real and potential effects of fire on known values;
4. Complementary Objective Setting: set wildland fire objectives that are complementary across land use zones;
5. Deliberate Intervention: where appropriate, intervene with carefully coordinated management, and;
6. Adaptive Management: learn from experience, experts, elders and knowledge keepers.

In some ways, these principles were practiced for millennia by Indigenous stewards in many parts of BC.^[1] Today, these principles are sometimes applied around the edges of communities, but at a landscape scale, they're only practiced in a limited number of places in BC or Canada.

Why do we need to practice LFM?

BC's forest management practices, driven by goals of safety, economic growth, and environmental conservation, have inadvertently contributed to heightened wildfire risk. In parts of

BC, fire exclusion has reduced wildfire frequency, allowing for forest in-growth and encroachment on grasslands. Forestry has favoured well-stocked, even-aged conifer plantations and suppression of deciduous species. This, along with extensive salvage harvesting and post-harvest fuel management, has influenced the age, pattern and distribution of forest fuels.

In much of BC, wildland fire^[1] plays an important role in ecosystem functions, including maintaining ecological resilience. Many landscapes are in “fire deficit”, meaning the return intervals of fire have been postponed and the cycle of periodic disturbance interrupted, particularly in frequent, low and mixed-severity fire regimes. These fire deficits, coupled with climate change, affect the scale of wildfires and can alter fire regimes, frequently resulting in catastrophic wildfires which are outside the adaptive capacity of forest ecosystems.

Catastrophic wildfire happens when moderate to high-severity fires result in high impacts on human health and environmental, economic, and social values. By the end of the century, the likelihood of catastrophic wildfires will increase globally by a factor of 1.31 to 1.57.^[ii] The combination of increased weather conditions conducive to wildland fire, including extended fire seasons and extreme weather events, along with approximately 39 million hectares currently classified as high to extreme wildfire threat, elevates the risks for catastrophic wildfires in BC.

Resources for fire suppression and prevention are limited, so actions must be both well informed and wisely invested to protect societal values while recognizing the important role of fire in ecosystem function and ecological processes.

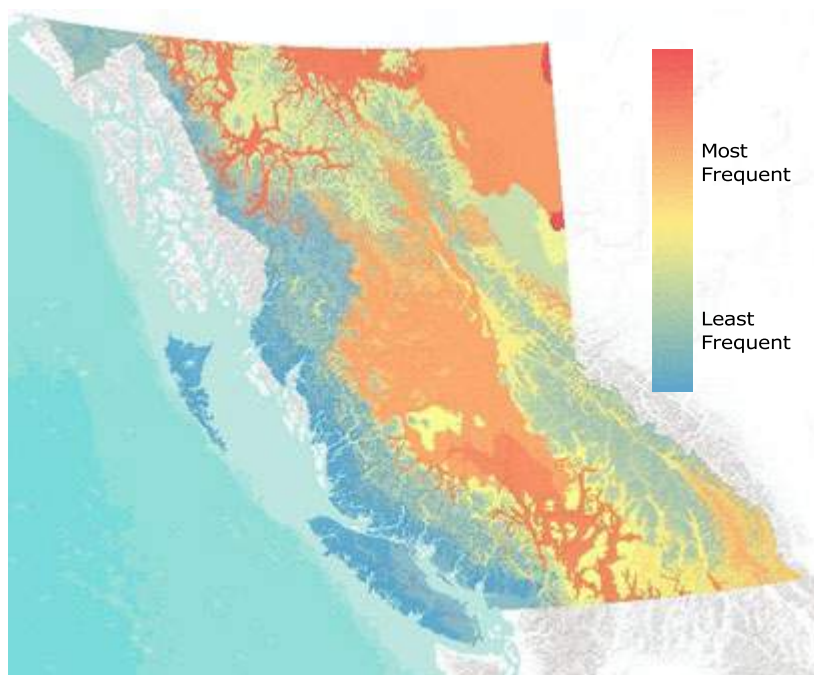


Figure 1. Fire frequency across fire regime types, developed by the Canadian Forest Service (Erni et al, 2020) and building off NDT/BEC linework, is a classification system to help regionally distinguish fire regimes.

[1] A wildland fire is any fire that is burning in and consume natural fuels: forest, brush, tundra, grass, etc. Includes wildfires and prescribed fires. Sourced from Canadian Interagency Forest Fire Centre (CIFFC). *Canadian Wildland Fire Glossary*. March 16, 2022. Retrieved from https://ciffc.ca/sites/default/files/2022-03/CWFM_glossary_EN.pdf

Who must make LFM happen?

LFM is an integrated and interdisciplinary approach. It is led by governments and is informed by fire specialists and resource users. It is implemented both through Indigenous fire stewardship and at an industrial scale, integrated into the planning and business cycles of the forest industry, transportation, energy sector and protected area management.

Recent amendments^[2] to the *Forest and Range Practices Act* (FRPA) require the provincial chief forester to consider the objective of preventing, mitigating and adapting to the impacts caused by significant disturbances to forests, including wildfire, when preparing a forest landscape plan (FLP). FLPs represent one policy framework to set fire objectives, but it isn't the only way. Government and all land managers need to carefully consider existing policy tools and initiatives for establishing fire objectives.

As described in the Board's Special Report, *Towards Resilience: Landscape Fire Management*, LFM requires vision and leadership. A government-led initiative would help ensure adequate support from tenure and taxation policies, as well as integrated landscape-level objectives.

What does LFM look like?

To help illustrate LFM, imagine a landscape as a box: the edges are human-made or natural areas of low fuel that can help to contain or slow wildfires, and the insides are forests and the many values they provide. LFM initially focuses on modifying fire behaviour at the edges of the box by treating a small portion of the landscape to affect the size, location and impact of fire on communities, critical infrastructure, habitats and watersheds. By treating a small portion of the landscape, LFM facilitates wildfire containment, putting the right-size box around a wildfire by using a network of both human-made and natural fuel breaks like water, rock, ice and snow to limit the potential of wildfire spread and growth. By limiting potential fire behaviour, LFM can provide wildfire response decision-makers with a broader range of options to minimize adverse effects and maximize the beneficial effects of fire on the landscape.

Treating the "edges" is not a cure-all. A longer-term goal of LFM is to treat the inside of the box. That includes an accepted, if not intentional, distribution of fire over time and space to achieve a mosaic of ecosystems that are resilient through fire. The

SOME FIRE-DEPENDENT ECOLOGICAL PROCESSES

"Fire regulates the accumulation of above-ground dry biomass and can be a major determinant of nutrient cycling and energy flow.

Fire may stimulate sprouting, flowering and fruiting of shrubs and herbs and can trigger the release of seeds of serotinous tree species.

Fire releases mineral elements from living and dead organic substances, with some elements being volatilized.

Fire reduces plant cover shading and therefore increases the input of solar insolation which affects soil temperature and local microclimate.

Fire is an important regulator of insect populations and can terminate large outbreaks through the destruction of the host trees.

Post-fire levels of forage and browse plants may be higher than pre-fire levels and can represent an important food source for certain wildlife species."

Excerpt from Parminter, J. 1983. Fire History and Fire Ecology in the Prince Rupert Forest Region. Land Management Report 16, Ministry of Forests.

patchiness of fire distribution results in the diverse successional conditions of the forest. Moreover, the combination of these successional stages and fuel conditions determines the diverse patterns of future fire behavior and severity. In essence, patterns shape processes, and processes shape patterns.

Mimicking the patterns of vegetation that develop in response to fire regimes can be one approach to achieving this goal. Fire regimes are driven by differences in climate, physiography (slope, aspect, elevation), and vegetation (fuel types) leading to variations in the frequency, size and severity of fire. Low, mixed, and high-severity fire regimes can produce stabilizing feedbacks that help moderate future burn severity.^[iii] Activities such as prescribed burning and silviculture that mimic natural patterns of disturbance can lead to vegetation structure, composition and distribution that help to maintain resilient ecosystems. Some land managers we interviewed, including those in the US Pacific Northwest and with Parks Canada, aim to have at least 30-40 percent of a landscape under some form of fuel management to achieve resiliency.

NATURAL DISTURBANCE TYPE (NDT) MANAGEMENT AND FIRE

The NDT system was introduced in the 1990s and provides a framework for a natural-disturbance-based management paradigm for BC.^[iv] It was introduced as an amalgamation of many disturbance agents without differentiating the effects, interactions or synergisms between those agents.^[v] This has led to a simplified understanding of disturbance frequency and severity of fire as either stand-maintaining (NDT4) or stand-replacing disturbances (NDT3, NDT2, NDT1). However, fire ecologists distinguish fire effects across a spectrum of frequencies (frequent, infrequent, rare) and severity (low, mixed or high severity), differentiating fire regimes.^[vi] Fire regimes and fire history are an important reference point in LFM and can provide stand and landscape-level ecological indices for planning and practice.

[2] As of July 2023, the amendments are not yet in force.

PRINCIPLES FOR PRACTICING LANDSCAPE FIRE MANAGEMENT

The Board engaged over two-dozen experts in forest and fire ecology, including Indigenous stewards, scientists in government and academia, industry practitioners, and sector leaders. Common themes emerged as principles of LFM. These principles can be integrated into practice for land managers across all land uses, whether actively changing vegetation or planning for the exclusion or inclusion of fire to mitigate risks and/or promote resilient landscapes. They can be used for conservation initiatives or forest operational planning, whether from a forest landscape planning table or a future iteration of a similar process. They cohesively link a strategic plan to activities on the ground in an iterative and incremental way.

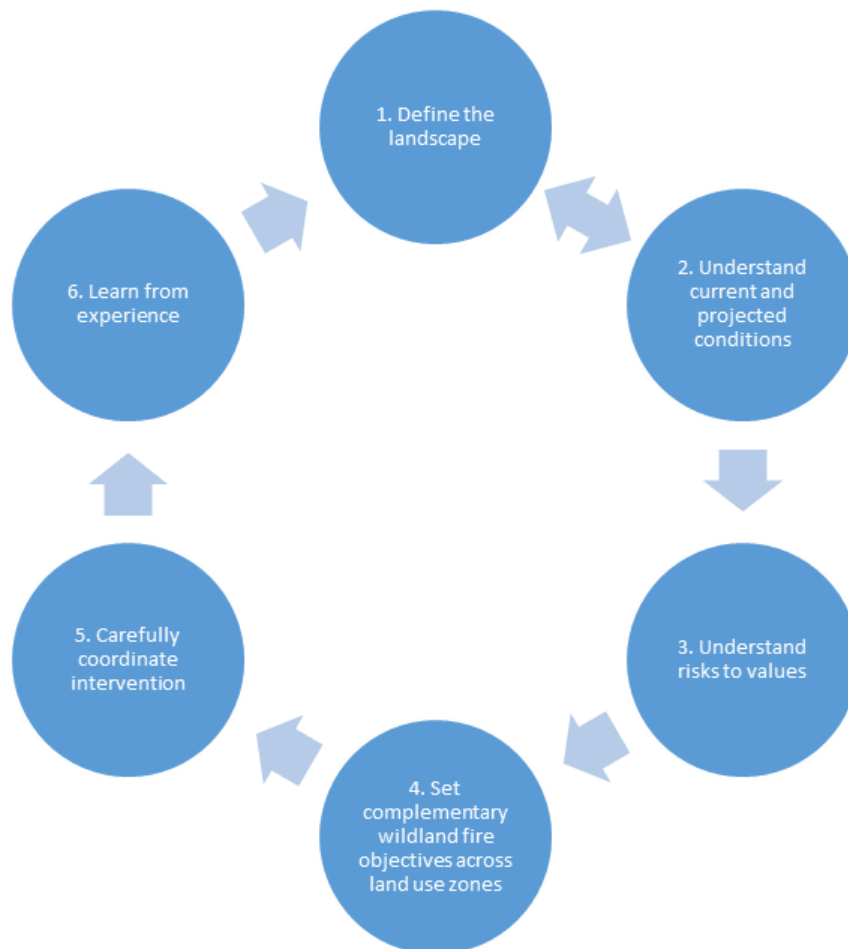


Figure 2. Six principles for practicing landscape fire management.

Principle 1: Define the Landscape

Administrative boundaries rarely align with natural patterns of fire and fuel on the landscape. Since fire doesn't adhere to administrative boundaries, it's important to consider where and how fire can spread and grow within a planning unit.

Planning in the United States has been based on the concept of a "fireshed" as a geographic "box" to manage wildfire risk, within which fire can be managed to mimic natural disturbance, minimize adverse effects, and enhance beneficial fire effects.^[3] Boundaries of firesheds should be relevant to fire containment or fire control features, such as waterbodies, roads/hydro lines, or transitional fuel features (e.g., ridgetops).

The size of firesheds reflect landscape conditions, and can be up to tens of thousands of hectares. The size and shape of the planning unit likely corresponds to those useful for forest landscape planning, such as subdivisions within existing landscape units used throughout the province.

Defining the planning unit (e.g., landscape or fireshed or a 'potential operational delineation' or PODs as they are called in the US^[4]) should be done with a knowledge of the location of values at risk and landscape conditions, including potential fire behaviour. These boundaries of firesheds might change as more is learned about the current and projected environmental conditions.

Principle 2: Understand Current and Projected Conditions

To help mitigate the risk of catastrophic wildfire and realize the benefits of wildland fire, it is crucial to know where fires are likely to start and how they are likely to spread. LFM involves risk management. In natural resource research, risk is a measure of the probability that something will happen and the seriousness of the consequences (e.g., likelihood x impact).^[vii] The landscape condition describes the hazard, based on fuel types, past fire patterns, likelihoods of ignition sources, and predicted fire behaviour. It also describes the current fire regime, its departure from historical fire regimes, and a projection of future fire regimes. A description of the landscape condition also includes information on recent disturbance by insects or wildfire and patterns of land use, including harvest history and access.

The BC Wildfire Service (BCWS) publishes both the Head Fire Intensity^[5] (HFI) and the Provincial Strategic Threat Analysis^[6] (PSTA) threat rating which provide a good baseline to measure the current landscape condition. The HFI is periodically updated with forest cover and predicts a fireline intensity based on the type of fuel present, the slope and aspect of the land, and expected weather conditions. The PSTA uses HFI and other information to assess the threat of wildfire to certain known values. These publicly accessible maps and spatial data serve as the foundation for wildland fire planning in BC.

Assessing landscape fire metrics and fire risk modeling can pose difficulties in regions with low burning probability, like the boreal forest. While probabilistic modeling may not be the most effective approach for capturing the risk of rare events,^[viii] researchers are exploring promising alternatives, such as fire exposure metrics.^[ix]



Figure 3. Mixed severity fire effects and a secondary fuel break in the Cariboo.

[3] These are also sometimes referred to as Potential Wildland Fire Operational Delineators (PODs).

[4] For more information on PODs, see: <https://www.fs.usda.gov/research/rmrs/projects/pods>

[5] <https://catalogue.data.gov.bc.ca/dataset/bc-wildfire-psta-head-fire-intensity>

[6] <https://catalogue.data.gov.bc.ca/dataset/bc-wildfire-psta-fire-threat-rating>

LFM should consider how hazards change over time, projecting environmental conditions across future scenarios. There are major gaps in this field in BC, but this shouldn't stop LFM planning. Fire weather and fuel types are necessary to model future hazards. Fuel types can be modelled over time to reflect forest succession and related changes in fire behaviour. This could be advanced through growth and yield models to change forest cover (the current fuel type base in BC). Climate change modelling has been linked to both temperature and precipitation change, so it is possible to estimate trends in future fire weather. Wildfire is part of a feedback loop that can have beneficial or detrimental effects on ecosystem productivity. A site that sustains forests now may not after a burn or reburn. For this reason, modelling future hazards should be iterative and ongoing, accounting for updates in disturbance, burn severity and forest composition.

Fire behaviour is determined by a number of factors including topography, vegetation patterns, fuel types,^[7] fuel load and arrangement and fire weather (such as dominant windspeed and direction). Some areas are intrinsically at a higher or lower hazard for burning than others due to landscape positioning and fuel types. Modelling current conditions and various fire weather scenarios helps to illustrate how landscape conditions affect fire behaviour.

MODELLING TOOLS USEFUL FOR FOREST AND WILDLAND FIRE MANAGEMENT

BC's fuel-type layer serves as the foundation for various fire behaviour modelling software. Some models currently used in BC include:

- **FuelCalcBC:** a tool to help set pruning targets by inputting field data. This tool allows users to determine the desired lift or height based on the tree's canopy base, the density of the canopy bulk density, and the presence of surface fuel.
- **Crown Fire Initiation and Spread Model (CFIS):** provides outputs for (1) the probability of crown fire initiation or occurrence, (2) the classification of crown fire type (active or passive) and its rate of spread, and (3) the minimum spotting distance needed to enhance the overall rate of spread for a fire.
- **Critical surface intensity calculator:** inputs fuel type, crown base height (CBH) and the foliar moisture content (FMC) according to date, location and elevation to help predict whether a fire will be surface or a crown fire.
- **Spatial Management System (SMS):** approximations of danger ratings and fire behaviour at a province-wide daily and hourly scale.^[xii]
- **Prometheus:** a scenario-based and fine-scale program for operational use and planning.^[xiii]
- **Probabilistic Fire Analysis System (PFAS):** predicts the probability and direction of fire growth using climatology.^[xiv]
- **Burn Probability, Prediction and Planning (Burn P3):** uses simulations of fires based on local fire history.^[xv]
- **Canadian Fire Effects Model (CanFIRE):** uses Fire Weather Index and FBP system rate of spread inputs, along with estimated fuel load values to estimate the critical surface fire intensity (CSI) to initiate crowning.

Canada's Forest Fire Behaviour Prediction System (FBP)^[x] classifies 16 fuel types across BC. Despite some limitations with how the system treats modified fuel-treated stand structure.^[xi] These fuel types are often used as inputs for fire behaviour models, predicting fire behaviour in untreated natural stands. A fuel type layer is derived from the Vegetation Resource Inventory; it is updated annually and is available on [BC Data Catalogue](#). Some of the most common fuel types in BC include:

- **C3 Mature Jack or Lodgepole Pine:** The most common fuel type in BC, characterized as fully stocked (1000-2000 sph) pine stands, matured to the stage of complete crown closure.
- **C7 Ponderosa Pine and Douglas-fir:** Open and uneven-aged stands of ponderosa pine and Douglas-fir. Woody fuel accumulations are light and scattered with shallow to non-existent duff layers.
- **M1 or 2 Boreal Mixedwood:** Stands with mixed coniferous (black spruce, white spruce, subalpine fir) and deciduous (trembling aspen, white birch) species. Seasonality greatly affects fire spread rates, with the summer/leaf-out phase (M2) exhibiting more slowly spread rates than spring phases (M1).
- **D1 or 2 Leafed or Leafless Aspen:** Pure semi-mature trembling aspen stands with seasonal variations of leafless (D1) and leaf-out phases (D2). Well-developed shrub understory typically present with dead and down roundwood fuels as a minor component of the fuel complex.
- **O-1 Grass:** Continuous grass cover, with occasional trees that do not affect fire behaviour.

Principle 3: Understand Risks to Values

To assess the consequences of catastrophic fire, it is key to set priorities for values and understand where those values are in relation to landscape conditions. BC has a lot of experience in planning how to resource fire suppression relative to values at risk from wildfire. Public safety always takes priority, typically followed by critical infrastructure and high environmental values (such as drinking water sources). However, many other values are at stake, including values identified by Indigenous peoples or the many values identified under the *Forest and Range Practices Act* (FRPA), such as biodiversity or timber.

Despite our sophisticated fire suppression regime, in difficult fire seasons, BCWS must balance risk to values against available resources. Using LFM, we can prioritize and reduce risks to other values, such as cultural heritage, watershed health, wildlife habitat, and timber resources.

BCWS has been guided by the Resource Sharing Wildfire Allocation Protocol (RSWAP) to determine protection priorities throughout the province. This protocol defines four priority levels based on high-value resources and assets at risk. In descending order of priority, the four levels are: 1) life and property; 2) critical infrastructure; 3) high environmental and cultural values; and 4) other resources. These priorities set a good standard to apply a risk assessment for LFM.

[7] The FBP system relies on fuel types derived from eastern forests: few of these fuel types describe representative forests in BC. Therefore, the interpretation of fuel types needs an understanding of the physical characteristics of the specific stand type and which fuel type best represents that stand type within the Canadian system.

While RSWAP priorities around communities will always be necessary, land managers will find exceptions to RSWAP. For example, while timber is ranked as one of the lower priorities, an area of merchantable green timber that sustains a mill and community economy may have an equal consequence as critical infrastructure. Similarly, a traditional use area or rare old growth ecosystem may have an irreplaceable value, elevating the need to define wildland fire objectives. Practitioners should look at RSWAP as guidance, but it is not a recipe in assigning priorities to regionally important values that need protection from wildfire.

The PSTA is a threat analysis that uses structure density as a proxy for public safety. While this is an important input, the threat to other societal values also should be assessed. By quantifying the probability and consequence of fire through risk assessment, we can consistently understand and rank the values at risk. There is no single comprehensive wildland fire risk framework in Canada, but there is a long history of wildland fire research that offers essential expertise.^[xvi]

A transparent approach, such as the threat assessments developed by the BCWS,^[xvii] can assess values relative to wildfire hazard—an essential step in creating trans-jurisdictional LFM objectives. When designing objectives, the identification of values by different groups can sometimes lead to implicit expectations for how a value is managed or protected. This can cause polarization when faced with trade-offs. In some cases, these trade-offs may need additional analysis, such as Structured Decision Making,^[xviii] to ensure consistent documentation of the best alternative.

PLANNING INITIATIVES THAT USE RISK ASSESSMENT AND COMPLEMENT LFM

Natural Resource Districts currently collaborate with the BC Wildfire Service to develop **Fire Management Plans**. These plans are updated annually and help allocate resources for wildfire suppression, helping to ensure that responses to wildland fire have considered options that align with objectives, such as protection of critical infrastructure. This internal government planning mostly focuses on suppression efforts as opposed to risk reduction.

Community Wildfire Resiliency Plans (formerly Community Wildfire Protection Plans) identify wildfire hazards and consequences at a community scale. They guide wildfire mitigation funding and are developed by First Nation and municipal governments within the wildland urban interface. These plans are closely associated with the Ministry of Forest's **Community Resilience Investment program**, which includes funding for **FireSmart BC** and **Crown Land Wildfire Risk Reduction**. BC currently has around 670 Community Wildfire Resiliency Plans.

Principle 4: Set Complementary Wildland Fire Objectives Across Land Use Zones

Setting land use objectives across land use zones that complement wildfire management is crucial for shaping the desired outcomes and defining the acceptable role of fire across a landscape. While a forest or grassland area may have multiple overlapping objectives, they can also coincide with or complement wildland fire objectives. Wildland fire objectives will vary depending on the landscape conditions for fire behaviour and the relative location of values. This section provides criteria to consider when developing wildland fire objectives and gives examples of strategies and targets that can be used to attain them.

Wildland Fire Objectives

Wildland fire objectives will differ depending on ecology, land use, what the value is or its relative position, and geography. Some areas, such as those near communities, may emphasize wildfire containment: putting the right-sized boxes around wildfire. Other areas may emphasize fire-resistant or resilient ecosystems: areas that will burn but maintain or recover ecological functions. Despite these variations in objectives, some common criteria can be applied:

- Be informed by the level of risk. Risk assessments that incorporate all values can help determine the likelihood of wildfire and the potential consequences if a wildfire were to occur. Risk categories allow priority setting to strategically treat areas to reduce value losses, facilitate wildfire containment and improve resilience.
- Design objectives to be spatially specific. Desired conditions and fire-behaviour outcomes are assigned to specific areas. Fire-behaviour outcomes consider fire regimes, including the historic frequency and severity of fire, and the current departure from fire return intervals, while also contemplating climate adaptations.
- Have targets that are measurable and achievable. Consider ecology, the cost of implementation, and access to the areas in question.

Across different land use zones in the planning unit, wildland fire objectives and strategies to achieve them should be clear and accessible to help ensure implementation is coordinated.

Strategies

Wildland fire objectives are achieved through a gradient of passive to active strategies. Where there is no imminent threat to values, a wildfire can be passively managed to minimize costs and damages while realizing the ecological benefits of fire. Active strategies involve either converting, reducing or isolating fuels in select areas.

Managing wildfire

Letting areas burn can make landscapes more resilient to wildfire. “Modified response” is commonly used by fire managers when risk is limited, and where ecological objectives can be met through burning. A modified response also considers operational resources, allowing wildfires to burn under controlled conditions, or apply strategies that prioritize firefighter and public safety. This may involve the use of tactics such as fireguards, controlled back-burns, and strategic use of firefighting resources to slow the spread of a fire. This approach recognizes that wildfires are a natural and necessary part of many ecosystems, and that efforts to suppress all fires can have negative ecological consequences in the long run.

Structured and transparent decisions to allow modified response are important. LFM should include a comprehensive plan for managed wildfire for each area of the planning unit. This plan documents appropriate burning windows, outlines resource management objectives, and provides clear guidance on when a managed wildfire requires suppression.

Active strategies

Most active strategies are applied over a limited area, analogous to the edges of the box, to help reduce wildfire risk, and require programmed maintenance in response to vegetative growth. They include:

Convert fuel to less flammable types: Fuel conversion is changing one fuel type to another, for example, converting a mixed conifer deciduous (M1/M2) fuel type to a deciduous fuel type (D1/D2). The goal is to reduce fuel flammability by changing to a species with higher moisture content or lower amounts of volatile oils. Strategies include designing lower-flammable retention, encouraging/planting fire-resilient species, or the targeted removal of fire-intolerant species.

Reduce fuel quantity: This includes reducing surface fuel and ladder fuels (increasing crown base heights) and the overall reduction of crown bulk density.

Isolate fuel: Break fuel continuity through conversion or fuel-reduction techniques. Fuel breaks may be natural or human-made.

Where there is an objective to conserve ecological values, such as biodiversity or wildlife, then a goal should be to sustain the natural processes that created those ecosystems.^[xix] Fuel levels and burning conditions in these conservation areas should resemble historic fire regimes and anticipate future fire regimes, while identifying and managing for climate refugia.^[8] Strategies may include fuel reduction or conversion where landscape fire deficits pose a risk to ecological values.



Figure 4. Prescribed fire in Jasper National Park, July 2022.

Parks Canada recognized that departures from historical fire cycles have led to altered fire regimes, with catastrophic consequences. Using a fire deficit model, managers in places such as Banff National Park, Jasper and Yoho National Park are carefully encouraging fire back to the landscape based on an historic range of variability (HRV). Using historic fire regimes across varying ecoregions as a reference for fire type, size and frequency of return, managers calculate the expected annual area burned and assess annual targets.^[xx] This system, called the Area Burned Condition Class, closely follows the Fire Return Interval Departure (FRID) analysis systems used in the US. There, the time- since-last-fire is used to quantify departures from reference conditions to identify areas where fire regimes are outside of the HRV.^[xxi] Management units are then divided into categories (low/mod/high) to describe departure rates and help prioritize intervention.

[8] Climate refugia are locations on the landscape that are expected to have stable local climates, even as the climate changes in the surrounding area. These refugia can provide habitat and sources of new individuals for species as the surrounding environment changes and experiences disturbances.

Where timber production is the objective, the strategy may be to isolate stands or larger forest areas with fuel breaks, non-fuels, and topography. Younger stands that have closed crowns (30 years to approximately 60 to 80 years) can be a significant fuel source with high horizontal and vertical fuel continuity. For fully stocked and managed stands, pole sapling stages have ladder fuels and stem exclusion stages have significant surface fuel buildup, which can make way for natural in-growth in dry forest ecosystems. Where conversion or fuel reduction strategies (such as commercial thinning) are too expensive, the fuel isolation strategy may be best.

For areas with a low-volume fuel objective, such as tactical fuel breaks, the aim is to slow wildfires and shift their severity (e.g., from a high-intensity crown fire down to surface fire condition that are directly or indirectly actionable).

Examples of Strategies and Targets to Achieve Them

This section describes strategies to help achieve LFM objectives. These strategies may only apply to a small portion of the landscape. Each strategy is carried out deliberately, complementing adjacent objectives, and coordinated between land managers across land use or sectors.

These are not standards, but information-only examples to show the links between fire management and forest practice. Consultation with qualified experts, such as fire management specialists, is necessary to make sure that practices achieve a desired fire-behaviour outcome and are consistent with LFM objectives.

Table 1. Common attributes and target units by which to measure active strategies for converting, reducing, or isolating landscape fuels.

STRATEGY	MEASURABLE ATTRIBUTE	TARGET UNITS
Create fuel breaks	<ul style="list-style-type: none">• Clearing widths• Periodicity of maintenance	<ul style="list-style-type: none">• Metres and length• Years (annual to 10-15-year return)
Establish fire-tolerant stands	<ul style="list-style-type: none">• Tree species and density	<ul style="list-style-type: none">• Stems per ha• Inter-tree spacing (m)• % low-flammability species
Design low-flammable retention	<ul style="list-style-type: none">• Tree species and patch size• Distance edge	<ul style="list-style-type: none">• Hectares, shape index
Manage surface fuel loading	<ul style="list-style-type: none">• Diameter class by species• Periodicity of maintenance	<ul style="list-style-type: none">• Kilograms per square metre (kg/m²) or tonnes per hectare (tonnes/ha)^[9]• CWD pieces/ha• Years
Reduce Crown fuel load	<ul style="list-style-type: none">• Tree species and crown position• Canopy Bulk density	<ul style="list-style-type: none">• Basal area (m²/ha)• Stems per ha• Kg/m³• Inter-crown spacing• Crown closure
Increase crown base height	<ul style="list-style-type: none">• Height to live crown	<ul style="list-style-type: none">• Crown base height (m)
Report on condition class	<ul style="list-style-type: none">• Condition classes of forest	<ul style="list-style-type: none">• % of landscape/fireshed in low-risk condition class

Fuel Breaks

Fuel breaks can isolate fuels, either containing fire within an area, or insulating a value from the threat of wildfire. Fuel breaks are part of LFM strategies but are not considered a stand-alone strategy.^[9] Fuel break designs often link to existing natural barriers, such as lakes and wetlands, rock outcrops or alpine, or human-made barriers, such as agricultural clearings or right-of-ways.^[10] These create a network of low fuel that is anchored, accessible and defensible.

Fuel breaks range in width and level of vegetation removal, from cleared primary breaks, to shaded fuel breaks with wider inter-crown spacing, reduced surface and ladder fuels. Access roads



Figure 5. Fuel break linked to transmission line right-of-way

[9] 0.5 kg/m² is equivalent to 5 tonnes/ha.

[10] Hydro transmission right-of-way can be problematic for fuel breaks. Air and ground operations are affected by the high-voltage lines, and maintenance is at BC Hydro’s discretion. In the Cariboo, hydro transmission lines are sometimes backed up with a 300-metre primary fuel break to create defensible space on the windward side of the right-of-way.



are necessary for the design and maintenance of tactical fuel breaks and should be considered in forest planning. Tactical fuel breaks can be used to impede the spread of fire and support operations such as back burning.

Targets for fuel breaks strategies vary and include narrow, right- of-way size (less than 75 metres) to large clearing widths for primary breaks (e.g., 390 metres).^[xxii] Some licensees, such as the Burns Lake Community Forest^[xxiii] or Alex Fraser Research Forest, are strategically managing shaded fuel breaks along forest service roads.

EXAMPLE

Prescription for a shaded fuel break in the Interior Douglas-fir zone:^[xxiv]

Thinning from below to retain an open stand of the largest Douglas-fir trees, with a basal area target of 16-20 m²/ha or 300 to 500 stems/ha; reducing surface fine fuel (<12.5cm) to 1 kg/m² or less by piling and burning or by removal to roadside; maintaining a low-fuel condition through time.

Establish fire-tolerant stands

Fire management stocking standards set out a desired stand structure to help meet LFM objectives. Stocking decisions determine the future (20-30 year) horizontal and vertical continuity of fuel, fuel type and periodicity of fuel maintenance. BC foresters are beginning to incorporate fire management stocking standards around the WUI. Careful consideration at the stand establishment stage is also required in areas that are at high risk of wildfire, or part of fuel discontinuity corridors. Fire management stocking is a trade-off that carefully balances hazard and consequence, with lower risks in exchange for lower quantities or qualities of timber.

Species selection and stand density greatly influence fire behaviour. Rooting habits dictate moisture content, with deep- rooted species increasing fire resistance. Species with higher foliar moisture content, such as deciduous trees, are generally less flammable. Other stand attributes, such as sparser foliage, thick bark or low resinous compounds will increase fire resistance and resilience.

Stand density also influences fire behaviour. A tree's self-pruning ability will determine crown to base heights, with shade-intolerant species generally more likely to self-prune. Crown closure affects future surface vegetation, tree vigour and mortality rates, ground fuel moisture and wind speeds. These factors, along with patterns of spacing (clumps and gaps or uniform spacing), are variables that significantly affect the rate of fire spread.

Fire management stocking strategies need to consider site objectives, ecology and balance economics. Low-density stocking will eventually lead to closed crowns, or may not lift because of a lack of shade. Depending on the site, low-density stocking may also encourage more flammable understory biomass, such as hemlock ingrowth, increased windthrow or drier surface fuels from lower shade. Weighing the site objectives, ecology and economics may therefore favour other risk-reduction strategies, like pre-commercial thinning, instead of low- density regeneration.

There is no single recipe for fire management stocking, as each site needs to account for the desired configuration of fuel types in the broader landscape, the ecological suitability of species, potential fire behaviour, and fire management objectives. Prescriptions for fire management stocking are often developed by modelling fire behaviour relative to fire management objectives. Consultation with qualified expertise, for example, fire behaviour specialists, is essential in developing strategies. The BC Chief Forester's *Fire Management Stocking Standards Guidance Document* (2016) provides an overview of considerations when developing standards, along with helpful examples.

EXAMPLE

Prescription for fire management, even-aged stocking standards in the ICH:^[xxv]

For zonal site series (ICHdw1, 101), use preferred species Interior Douglas-fir (Fd), Western Larch (Lw), yellow pine (Py) or Western white pine (Pw). Acceptable species include Trembling aspen (At) and paper birch (Ep). Target 400 well-spaced stems per hectare, with a maximum conifer stems per hectare at free growing, not exceeding 800.



Surface fuel loading

The goal of surface fuel loading strategies is to reduce ignition potential and limit fire spread. Fine fuels (less than 7.6 cm),^[xxvi] including slash from post-harvest, dry more quickly, ignite more easily, and burn with greater Head Fire Intensity. To limit fire spread, a strategy is to break up fuel types' horizontal and vertical continuity.

People undertaking any high-risk activities, including forest licensees, have legal obligations to assess, and where necessary, abate fire hazards to a regulatory standard. Abating surface fuels often means re-distributing fuels or removing fuels.

Historically, post-harvest broadcast burning was used to reduce surface fuels, but that program ended by the 1990s. Prescribed fire and cultural burning continues as an important discipline with a growing demand. These days, reducing surface fuel more often involves piling and/or pile and burning, either mechanically or by hand. To help meet best practices for surface fuel removal using pile and burning, the BCWS has published guidance, the *Wildfire Risk Reduction Pile Construction and Burning Guidance* (2023). This guidance covers pile construction, burn planning, smoke management, and ignition techniques.^[11] Surface fuel reduction is guided either by standards published by the BCWS, from a written rationale from a forest professional operating within their scope of practice, or a certified burn boss.

Whether in a cutblock or a forest stand treated to reduce wildfire risk, surface fuel load must be measured or estimated. In BC, it is common to measure by tonnes per hectare (t/ha) or kilogram per square metre (kg/m²). An accurate way of measuring fuels is by using the line intersect method, as described in the FRDA Handbook 01^[xxvii], although other methods, like photoload sampling protocols used in the US,^[xxviii] offer practical and credible alternatives.

Current surface fuel loading targets in the BCWS Hazard Assessment and Abatement Guide^[xxix] vary depending on the distance from values, fuel type, and topography. That standard, developed for assessing hazards from industrial activities such as logging, provides targets using BC's Fire Risk Map^[12], which focuses on relative distance to communities. Meeting those targets can be challenging. Recent research in North-Central BC

suggests that post-harvest low fuel targets, such as under 1-5 t/ha, are difficult to achieve when using mechanical treatments alone.^[xxx] In treated stands, research in the US found the most effective ways to reduce surface fuel was a combined approach using mechanical treatments and prescribed fire.^[xxx] Either way, the closer to the community, the steeper the slope, the warmer the aspect all amount to higher hazards and lower targets for surface fuel.

The *BCWS Fuel Management Prescription Guidance*^[xxxi] is another useful reference for setting surface fuel targets. Developed for stand-level prescriptions for wildfire risk reduction objectives, it promotes developing targets to consider fire behaviour under the 90th percentile fire weather conditions. The guide emphasizes reduction of fine fuels (less or equal to 7 centimetres) to achieve a critical surface fire intensity of less than 2000 kW/m. This leaves room for maintaining some larger diameter dead woody surface fuels (greater than 20-centimetre diameter),^[13] which may provide greater coarse woody debris (CWD) conditions for soil productivity, wildlife needs, and soil protection.^[xxxii]

Setting a surface fuel target therefore depends on the wildland fire objective for a particular area in a landscape or fireshed. If a low fuel hazard is the objective, then aim to maintain a critical surface fire threshold below 2000 Kw/m, such that resources can be effective in suppression actions on the ground. When the HFI is higher than 4000 Kw/m or a fire intensity class 4, it becomes unsafe for firefighters to work on the ground, and the chances of extinguishing the fire are low.^[xxxiii]

LFM extends the same objectives for managing surface fuels beyond the WUI, targeting lower surface fuel in strategically positioned areas across the landscape, whether within a cutblock or a treated stand. For example, creating a fuel discontinuity corridor anchored to non-fuel areas such as a wetland would require targets for lower surface fuel loads.

EXAMPLE

Prescription for surface fuel reduction in the IDF:

Loadings for an area with low risk tolerance might call for a 1 t/ha target for surface fuel loading of fine woody debris ≤ 7.0 cm, and ≤ 4 well-dispersed large CWD (>20 cm diameter and 10 m length) per hectare to minimize the HFI intensity to less than 2000 Kw/m.

[11] https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/wildfire-status/prevention/fire-fuel-management/fuels-management/wrrpileconstructionandburningguidance_final_2023_june_06.pdf

[12] <https://www2.gov.bc.ca/gov/content/safety/wildfire-status/prevention/for-industry-commercial-operators/hazard-assessment-abatement/haz-assess-abate-fire-risk?keyword=hazard&keyword=and&keyword=abatement&keyword=map>

[13] Consistent with the [Chief Forester's Guidance on Coarse Woody Debris Management](#) and the [Chief Forester's Guidance on CWD Management Wildfire Mitigation Treatments](#).

Crown fuel load and base heights

Two well-established strategies for increasing fire resistance include reducing crown fuel loads and increasing crown base heights.^[xxxiv]

When the main canopy provides enough continuous fuel for a fire to spread from crown to crown, thinning the overstory may be necessary to lower the risk of an “active” crown fire. The goal is to lower the “canopy bulk density” (CBD) to a level that minimizes the crown fire risk, while not exposing the stand to increased winds or reducing shade so much that it causes surface fuels to dry out and regeneration to increase. Some research^[xxxv] suggests that the threshold necessary to support active crowning is 0.1 kg/m³; therefore, targets are often much lower,^[xxxvi] such as between 0.04-0.08 kg/m³ or less on steeper slopes. While difficult to measure, crown bulk density (kg/m³) is mostly a function of tree density and diameter. For example, a Douglas-fir stand of 32-centimetre diameter at breast height trees at 400 stems per hectare has a CBD of about 0.1 Kg/m³. The abatement of slash from a thinning treatment is critical to not increase surface fuel loads.

Increasing the height to live crown involves removing ladder fuels. This decreases the chance of fire spreading from the ground to the crowns, preventing a crown fire. Removing ladder fuels can be done through thinning from below by cutting down small and intermediate trees, or by pruning the lower branches on trees that are retained. Crown base heights should be much taller than the estimated height of the flames to prevent torching and to reduce the chances of a crown fire. Prescribing the right base heights should account for fire behaviour factors, such as surface fuel loads, fuel type, stand density and topography. These factors may lead to a wide range of acceptable base heights. For example, a stand at Knife Creek at the UBC Alex Fraser Research Forest was shown to maintain a low fire rank with a minimum crown base height of 2 metres, where surface fuels were less than 4 kg/m² and stand density was under 2000 stems per hectare.^[xxxiv] Other research suggests that, for dry forests, a base height should be 6 metres or more.^[xxxvii]

EXAMPLE

Prescription crown fuel loads:

A mature jack pine stand with little understory near Fort Providence, Northwest Territories^[14] was thinned to 500 stems per hectare and a CBD of 0.07 kg/m³, with thinnings mechanically removed from site.^[xxxviii] Experimental prescribed crown fires in adjacent untreated stands were wind driven (10-15 km/hr) into the thinned site. Upon entering the treated area, the crown fire dropped to the ground and the rate of spread slowed from 20-40m/min to 1 m/min.

Design low flammable retention

High levels of volatile compounds in fuels, such as cedar, yew, and true firs, promote high-intensity fire and rapid spread. Moisture content in fuels also affects fire spread and intensity. Stand structure and fuel properties, including wood density, heat content and thermal conductivity, should be considered when deciding whether to retain or remove trees. Some species, such as Douglas-fir, ponderosa pine, and larch may have adapted to be more resistant to fire. Lodgepole and jack pines, hemlocks and true firs have thin bark and are less fire resistant, so retaining these species may not be the best choice for maintaining forest cover and limiting fire severity.^[xxxix] Retaining the largest diameter species will increase the stand's resistance and help to restore the historic structure, increase shade, and retain moisture in moisture-deficient sites.^[xl]

For more information, see the Forest Science, Planning and Practices Branch's *Silvicultural Regimes for Fuel Management in the Wildland Urban Interface or Adjacent to High Landscape Values – Guidance*.^[15]

Condition classes

Targets can also be set at a landscape scale. Some areas, such as BC's Northeast, have a refined approach for measuring natural disturbance effects, such as wildfire, to help set targets for the distribution of forest ages, patch size, stocking and stand structure.^[xli]

For some planning units, there will be a goal to minimize the area outside the natural fire regimes. Emulating or restoring a fire regime means influencing fuels and using prescribed fire to meet reference indices for fire frequency and severity within a given area. Condition classes measure the degree of departure from a historic fire regime and have been developed and mapped in areas such as southeast BC.^[vii] Research there shows that, in some areas, fire exclusion has meant that up to 10 natural fire cycles have been missed.^[xlii] Increases in condition class create risk to landscape resilience, as fire frequencies are departed from historical frequencies by multiple return intervals. Condition classes can therefore be developed by fire regime and can be used to inform landscape targets.

EXAMPLE

Prescription for condition classes include those set by Parks Canada.

Parks Canada uses Area Burned Condition Classes,^[xliii] setting targets based on a reference fire regime area or fire cycle. For example, the Management Plans for Yoho, Banff and Kootenay parks set a goal of achieving 50 percent of the area within those parks to be within the reference fire cycle.^[xliv]

[14] Find more at Fort Providence Wildfire Experimental site: <https://storymaps.arcgis.com/stories/9ed742e986894f1888cd53fe5507bd49>

[15] Available at https://www.for.gov.bc.ca/ftp/hfp/external/lpublish/LBIS_web/Guidance/FFT%20guidance%20-Silvicultural%20Regimes%20for%20Fuel%20Management%20in%20the%20WildLand%20Urban%20Interface_V2.3.pdf as of July 2023.

Principle 5: Coordinate Intervention

LFM should be integrated with the forest industry, using skills and expertise of fire management specialists and forest professionals to implement it across all zones of land use within the province. Landscape objectives with clear fire behaviour outcomes may therefore require road locations and a cutblock's shape, size, retention and regeneration to consider fire regimes, fuel types, values at risk, post treatment fuel loading, and fire behaviour potential.

Table 2. Examples of integrating LFM strategies into forest planning and practices.

STRATEGY	INTEGRATION INTO PLANNING AND PRACTICES
Create primary / secondary / shaded fuel breaks	<ul style="list-style-type: none"> Road planning, building, and maintenance
Manage surface fuel loading	<ul style="list-style-type: none"> Prescribed or cultural burn Post-harvest pile Post-harvest mastication / chipping Post-harvest pile and burn Stand treatment hand cleaning
Reduce crown fuel load	<ul style="list-style-type: none"> Target harvesting Modified stocking Spacing / thinning (commercial or pre-commercial)
Increase crown base height	<ul style="list-style-type: none"> Targeted harvesting Pruning

While necessary, fuel treatments offer transient benefits. Forests are constantly changing, and without intervention, vegetation growth eventually leads to an increase in fuel levels. The frequency of fuel reduction practices increases with ecosystem productivity.^[xiv] Therefore, maintaining a low fuel level requires ongoing management efforts: programmatic practice instead of individual projects.

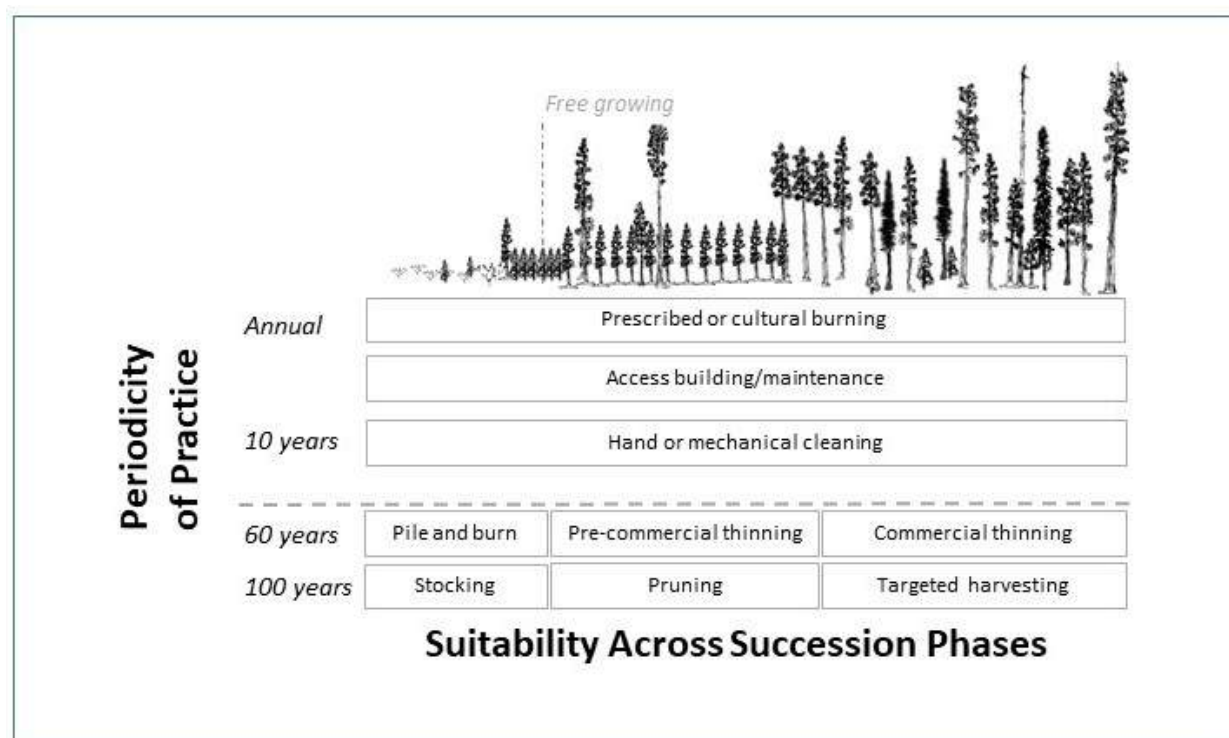


Figure 6. Example of risk reduction strategies to meet landscape fire management objectives. Activities below the dotted line might only occur once per rotation or harvest entry, with exceptions for multiple-pass silviculture.

Principle 6: Learn From Experience (Adaptive Management)

Since LFM is a new concept with limited implementation and scientific literature to support the practice, it is critical that effectiveness monitoring be a part of the program. Documenting where and when treatments are carried out is necessary to inform monitoring. Effectiveness monitoring should be conducted on any landscape-scale treatments that have subsequently had wildfire. The primary focus of the monitoring should be access if the treatment met fire behaviour objectives. There is much to learn to refine the practice of LFM, particularly where we test the concept of shaded fuel breaks as an effective fire mitigation strategy. The effects of silviculture treatments on fire have been studied in controlled research experiments on sites across the US under the Fire and Fire Surrogate study,^[xlvii] and various post-fire reviews of risk reduction treatments.^[xlviii] While there has been limited work to study the efficacy of fuel treatments in Canada, with most focusing on the boreal forest,^[xlviii] the work is beginning in BC.^[xlix] These learnings can calibrate our target fuel management standards with predicted rates of spread and intensity, and to relate these to suppression difficulty and fire severity within a given ecosystem.

LFM is an iterative and ongoing process that is periodically updated to recognize changing infrastructure, forest harvesting, natural disturbance, and vegetation growth that all affect patterns of fuel over time. For example, after a wildfire occurs in an area, there is a period of time where the risk of another wildfire decreases. This is because the previous fire has disrupted the landscape fuels, creating a patchwork effect. As a result, newer fires are less likely to spread beyond the edges of the previously burned areas.^[i] Likewise, wildfire hazard changes as managed forests change from young to mature forests. These random and predictable events across a landscape require a dynamic feedback loop where forest management is responsive to changes in risk levels.



FROM PRINCIPLE TO PRACTICE

Fire and forest management will need to be better integrated over the next decade in order to achieve goals of ecosystem health and landscape resilience. While it is a rapidly evolving scope of practice, the Board believes that LFM is a powerful collaborative system to achieve those goals while promoting both restoration and risk reduction.

A next step is for land managers across industries or jurisdictions to contemplate how their work can be affected by LFM and what role they play towards implementing LFM. The Board has published this bulletin to inform dialogue and be a practical reference to assist land managers and natural resource practitioners in integrating fire and forest management across BC.



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Actionable Motion and Task List Tracker					
July					
Motion No.	Motion	Staff Responsible	Comments	Time line	Status
	2023 MOTIONS				
R-2023-06	THAT, Council direct administration to contact the artists Daniel Collett and Marina Papais and request their participation through the Public Art Policy #A-01-2021 to develop a maintenance plan for art on public property.	CAO	CAO met with Daniel on Feb 23, 2023. Daniel took a copy of the Public Art Policy with him to review and detail. Daniel will schedule a future meeting (spring) to discuss policy participation		Administration is preparing a Maintenance Plan agreement for mosaics on public property.
R-2023-72	THAT, Council direct staff to review current Cannabis legislation and bring a draft bylaw permitting the retail sale of legalized cannabis products in Ashcroft; and further that Zoning Bylaw No. 823, 2018 be amended permitting Retail Cannabis operations.	CAO	Draft a Cannabis Bylaw permitting retail sale of legalized Cannabis products in Ashcroft and Amend Zoning Bylaw permitting	CAO phone meeting with regional Cannabis inspector. Researching similar communities with Cannabis bylaws prior to drafting new	ongoing research and bylaw drafting is in progress
R-2023-106	THAT, Council endorses the renewal of the Agreement to Occupy between the Village of Ashcroft and the Ashcroft & District Curling Club for a two-year term ending August 1, 2025.	CAO	Send prepared Agreement to ADCC for signature and return		completed
R-2023-107	THAT, Council is in support of the 2023 Light Up Blue for Prostate Cancer Awareness this September and directs staff to light up Heritage Park and the Fire Hall 1 with blue lights.	DPW	Have PW Crew install blue lights	PW Notified, lights to be changed out for September on the last working day of August.	in progress
R-2023-108	THAT, Council approves the Ashcroft Farmers and Artisans Co-op Farmers' Market request for the road closure of Railway Avenue between 6th St. and 8th St. on Sundays from 7:30 am to 1:00 pm Market Sundays until October 22, 2023, and that letters be forwarded to Arrow and Trimac advising the road closure.	EA	Draft letters to Ashcroft Farmers Market, Trimac and Arrow Transport		completed
R-2023-109	That, Council sends a response letter to Martina Dopf at the Black Press indicating the Village of Ashcroft supports the request noting the Village does not advertise on social media and will continue to advertise in the local Ashcroft Journal newspaper.	CAO	Draft response letter to send to Black Press		completed
R-2023-110	THAT, Council resolves to support National Rail Safety Week to be held from September 18 to 24, 2023, and that the proclamation be included in the September newsletter.	EA	Prepare Proclamation and include in September Newsletter		completed

R-2023-111	THAT, Council writes a letter in support indicating the EarthRock Venture Inc. proposal is a “unique business” in the Village of Ashcroft.	CAO	Draft Letter of Support and email		completed



ACCESSIBILITY ADVISORY COMMITTEE MINUTES

Wednesday August 9, 2023 – 10:00 am

In Attendance: Cnlr. Jonah Anstett, Gloria Mertens, Julie Ells, Marvene Layte, Loraine Shwaluk, Daniela Dyck

Regrets: N/A

Chair Marvene Layte called the meeting to order at 10:03 am and welcomed the committee members to the meeting.

Motion to approve the Agenda – M/S Gloria Mertens / Jonah Anstett – Carried

Motion to leave the Agenda open so items can be added throughout the meeting if needed – M/S Loraine Shwaluk / Gloria Mertens - Carried

1. Brainstorm Session:

Chair Marvene provided a brief overview of the desired outcomes for today's meeting and proceeded to begin the discussion/brainstorming items.

a. Public Engagement –

How will the AAC engage with the community?

We will:

- i. Develop a graphic poster distribute or post at Post Office, Seniors, HUB, Safety Mart, VOA Bulletin Board, Home Hardware, Revelations, Legion, Thompson View Manor, Medical Centre, AIB, E-Fry, Better at Home, Community Resource Society, Second Time Around, Thrift Shop, Credit Union, Library
- ii. Forward to local churches
- iii. Reach out to Shauna Laskey and Kayla Schalles – To build awareness at the Desert Sand School in hopes of engaging with parents, caregivers or SD#74 staff.
- iv. Post to LED Sign
- v. Include on the poster:
 - Who we are,
 - What our goal / function is,
 - How we are going to achieve our goal,
 - What we need from the community,
 - Ask how residents want us to communicate with them,
 - Include Website info,
 - Include Kris's email and phone number for feedback and questions.
- vi. Consider outreach at Fall Fair – or outside of Post Office

- vii. Place ad in News Paper - Journal
- viii. Host Community Information Session – could be a good venue to do survey.
- ix. Invite E- Fry rep to join committee.
- x. Question: Is there a line item in the budget for the AAC? – No but for now expenses will fall under administration.

b. **Timeline**

March 28, 2023 - Council advertised for volunteers.
 May 12, 2023, deadline to receive applications.
 June 24 - Council appointed members.
 June 25 Confirmed appointments with volunteers to committee.
 July 27 – AAC first Meeting.
 July 27 – August 9 – Review information – research ideas for brainstorm session.
 August 9 – Brainstorm session to determine initial communications and establish timeline.
 August 9 – Begin community engagement by developing poster and other information items.
 August 18 – Draft Timeline and Communication living document to go on website.
 August 28 – Request Council adoption of draft timeline and communication plan.
 August 29 – Timeline and community feedback mechanism goes live on website.
 Sept 10 – Fall Fair engagement with community book table – Loraine, Gloria (maybe).
 Sept 30 – Engage with Seniors at the Fall Tea and Bake Sale.
 Sept 30 – Activate online engagement mechanism.
 October 11 – Planning session for public meeting and survey 10:00.
 October 25 – Public meetings at 2pm and 7pm – Community Hall:
 Mini questions at stations;
 Survey ready for hand out – return date Nov 30th;
 Look for example surveys to share with committee.
 Date to be determined:
 Business Engagement.
 Rick Hanson – Accessibility Certification.
 Rick Hanson – Community Assessment.
 Jan 1 – March 31 – Staff to compile survey results and draft plan.
 Date to be determined – survey/assessment of public buildings and properties.
 To be determined – develop plan with priorities to make public properties accessible.
 Date to be determined – source funding for accessibility upgrades as per priority list.
 March 27 - Meeting for final review of survey results and draft Accessibility Plan prior to Council adoption.

Forward all questions received by the committee members by email to Kris. Kris will compile into document and share back to the AAC.

2. Addition Information Items:

- a. **Newsletter** – Space was limited, unable to include all items requested. Will include AAC info in September's newsletter including committee members names.
- b. **Ashcroft's Accessibility Survey with Sonja Gaudet** - attached.
Committee appreciated the information and comments presented by Sonja and Margaret.

3. Next Steps

- Staff to prepare Minutes to be added to the August 28th Regular Council Meeting Agenda.
- Staff to upload poster, communication information and draft timeline to the Village website.
- Prepare community feedback mechanism on website.
- Book table at Fall Fair and prepare information hand outs.
- Provide information to the Seniors for the Fall Tea and Bake Sale.
- Committee - Research other communities for survey and plan information share back to the AAC via email.

Next meeting: October 11, 2023, at 10:00 am Village office

4. Adjournment

Chair Marvene adjourned the AAC meeting at 12:00 pm.

The foregoing is the writer's interpretation of the discussions held.



Daniela Dyck, CAO – Village of Ashcroft



Joint Para- Transit Committee MINUTES

**August 16, 2023 - 11:00 am
Cache Creek Village Office – ZOOM**

In Attendance:

Anthony Mirando, BC Transit
Daynika White – BC Transit Government Relations
Michelle Wall – Transit Manager for YCS - Zoom
Councillor Sue Peters – Cache Creek
Councillor David Park – Clinton - Zoom
Damian Couture, CAO, Cache Creek - Zoom
Brian Doddridge, CAO – Clinton - Zoom
Daniela Dyck, CAO – Ashcroft

Regrets:

Councillor Nadine Davenport – Ashcroft

1. Welcome

The Transit Committee meeting was called to order at 11:13 am
Special guest Anthony Mirando and Clinton's new CAO Brian Doddridge were welcomed to the committee/meeting. It was noted that Anthony and Daynika were present at Cache Creek and were planning on exploring the area and the transit system during their visit.

2. Review of Notes from May 3, 2023, Meeting

Distributed previously- no edits required.

3. Unfinished Business

a. Transit Promotion Blitz - Discussion

Increase Public Awareness of Services Offered / Youth Programs / Posters

Discussion:

- Set up table at the Farmers markets in each community to build awareness.
- Posters / info graphics at Post offices – BCT and YCS to supply logo's – draft poster require BCT and YCS approval prior to posting.
- Rider Brochure needs updating to include the HUB bus stop and other changes. Daynika will place order.
- Promote YCS "booking line" 1-855-359-3935 for door-to-door service and other information.
- Promote use of door to door service in Cache Creek for those residents living too far from bus stop.
- Consider second bus stop at Sage and Sands Mobile Home Park – Daynika will explore options for additional stop. If it doesn't impact the schedule adding the stop won't be an issue.

- Consider engaging with First Nations communities and Regional District Area's to increase service area, community contributions to the system and ridership.
 - Build awareness of the Health Connections bus as an affordable ride to larger centers for appointments etc.
- b. Bus Stop at HUB – Update
- Not installed – Daniela to follow up with Ashcroft Public Works re: has the sign been received and when will it be installed and report back to committee.
- c. Updated Increase in IHA Funding - Closes the gap with anticipated expenses
- Increased funding alleviates the budget concerns, Yogi will be at the November meeting to provide a financial review / update.

4. **Business**

- a. BC Transit Government Relations Manager – Daynika White
- Next Ride / Smart Ride Update
 - BCT is rolling this initiative out throughout the province to increase ridership.
 - Includes hardware install – planned for coming months.
 - Activate technology customer facing side of the technology is expected to be 'live' by early 2024.
 - Similar to Uber app the bus will be able to be tracked by the riders and determine time for bus arrival at stops.
 - App shows route, where the bus is, is the bus late, alerts, etc.
 - Reassurance the bus is coming but may be arriving a few minutes late.
 - Operator technology on the busses as well, are the busses on time, early late.
 - BC Transit – Electrification Investment
 - Fed and Prov funding announcements 115 EV busses to be introduced to BC entering service in the island later this year.
 - Looking to implementing EV to urban areas not for smaller systems currently.
 - Light duty EV bus not available for purchase at this time.
 - EV's need significant infrastructure investment which should be owned by BCT or LG.
 - Working towards meeting Provincial mandate to reduce carbon footprint.
 - Annual Performance Summary – Daynika will send out current Annual Performance Summary - attached
 - Fiscal report April 1 – Mar 31
 - Compares to a tier average to other comparable systems by number of service hours.
 - Comparisons are not entirely relevant as our system is quite a lot smaller.
 - Ridership is increasing – not at pre pandemic levels yet but trending in the right direction.
 - Transit system is running very efficiently, budget is on track and affordable by comparison.
- b. YCS – Transit Manager – Michelle Wall
- Lillooet Health Connections Bus – update
 - Fleet inspection was May 29 and 30 – noted repairs are completed.
 - Disruption in service due to flooding in Cache Creek earlier this spring.
 - Bus accommodated transportation of evacuees – very appreciated by residents as bus driver waited for evacuees at Reception Centre prior to transporting them to Sun Peaks.
 - Continuing to work on hiring a driver for the Lillooet bus as Kevin looks towards being the relief driver and retirement.
 - Actively recruiting; however, no qualified applications received.
 - Position requires Class 1, 2 or unrestricted Class 4 driver's license.
 - Continue to operate bus out of Lytton which travels to Lillooet and Ashcroft.

- Kevin side story – stopped bus to assist with fire on side of the road used fire extinguisher to help put the fire out.
- Michelle attended the BCT workshop in Victoria in June
- c. Jackson House – Request for Reduced Rates
 - Send reply stating current rate is already subsidized 50% and we are not able to reduce the fees any further.
 - Other discussions included suggesting the society applied for a grant in aid or seeks support from nonprofit groups in the community.

5. **Summary of Ridership/Financial** – for information

- a. Report of Revenue
- b. Ridership to July 31, 2023

6. **New Business**

7. **Date for Next Meeting** – Wednesday, November 15, 2023, at 11:00 am - Village of Ashcroft – Zoom

8. **Termination**

The joint Para-Transit Committee meeting concluded at 12:20 pm.

The foregoing is the writer's interpretation of the discussions held.



Daniela Dyck, CAO – Village of Ashcroft



2022/23 Annual Performance Summary



The Annual Performance Summary is a key communication shared with our local government partners. It provides a statistical snapshot of your transit system – with particular attention to transit system investment, performance and return on investment. BC Transit budget estimates are provided alongside actuals for both the 2022-23 and the 2021-22 fiscal year. This information can support conversations on transit service investments and capital priorities.

BC Transit's primary focus throughout 2022/23 was to build back transit ridership towards pre-pandemic levels and continue to support communities across B.C. as they recovered from COVID-19. In the final quarter of 22/23, our total ridership has recovered to more than 90 per cent compared to 2019/20 levels.

In fall 2020 and March 2022, the Government of Canada and the Province of B.C. announced the provision of a total of \$1.28 billion in Safe Restart funding, of which BC Transit received \$116.4 million. In 2022/23, Safe Restart funding directly compensated local government partners for fare revenue losses, increased expenses resulting from COVID-19, and motor fuel tax revenue losses for the Victoria Regional Transit System.

As B.C. continued to emerge from the pandemic in 2022/23, the return to activities and economic growth also helped support BC Transit's successes in rebuilding ridership. BC Transit continued to advance its Low Carbon Fleet Program and made organizational shifts to prioritize the procurement and delivery of low carbon buses, including battery electric buses.

Labour shortages in service industries across B.C. and Canada remained a critical challenge for BC Transit. The shortages affected the agency's recruitment and retention of transit operators and maintenance staff. Additionally, labour disputes in the Sea to Sky corridor of Whistler, Pemberton, and Squamish, as well as the Fraser Valley, including Abbotsford, Mission, Chilliwack, Agassiz-Harrison, and Hope, also impacted service delivery throughout the year.

BC Transit achieved many of its performance targets, with strong results in safety metrics, employee engagement and transit ridership. Partner satisfaction remained high, and Greenhouse Gas (GHG) emissions were reduced significantly from the prior year. BC Transit continues to focus on financial stewardship and service delivery while providing safe, efficient and reliable transit services to customers.





Annual Performance Summary

Selected Tier
PR3

Ashcroft-Clinton Para Transit



Fiscal Year		FY21/22		FY22/23		YoY Var (Actuals)	YoY Var (Budgets)	Tier Average FY22/23	Tier Average Var
Group		Actuals	Budgets	Actuals	Budgets				
Local Investment									
Fleet Size		2	2	2	2	0.0%	0.0%	4	-42.9%
Service Hours (000)		2.10	2.10	2.09	2.08	-0.2%	-0.8%	4.81	-56.4%
Service Hours per Capita		.43	.41	.41	.41	-5.0%	-0.8%	.50	-18.5%
Total Cost (\$000)		204.37	217.33	239.74	214.73	17.3%	-1.2%	609.27	-60.7%
Performance									
Operating Cost Recovery (%)		6.35	6.17	7.09	5.71	11.7%	-7.5%	9.11	-22.2%
Operating Cost/Passenger Trip (\$)		74.03	87.58	86.38	92.08	16.7%	5.1%	31.54	173.9%
Operating Cost/Service Hour (\$)		83.49	90.27	100.53	103.26	20.4%	14.4%	117.27	-14.3%
Passenger Trips/Service Hour		1.13	1.03	1.16	1.12	3.2%	8.8%	5.08	-77.1%
Return on Investment									
Passenger Trips (000)		2.37	2.16	2.44	2.33	3.0%	8.0%	27.45	-91.1%
Passenger Trips per Capita		.49	.42	.48	.45	-2.0%	8.0%	3.09	-84.6%
Revenue/Trip (\$)		4.70	5.41	6.12	5.26	30.3%	-2.7%	2.36	159.5%
Total Revenue (\$000)		11.12	11.68	14.92	12.27	34.2%	5.0%	53.58	-72.1%

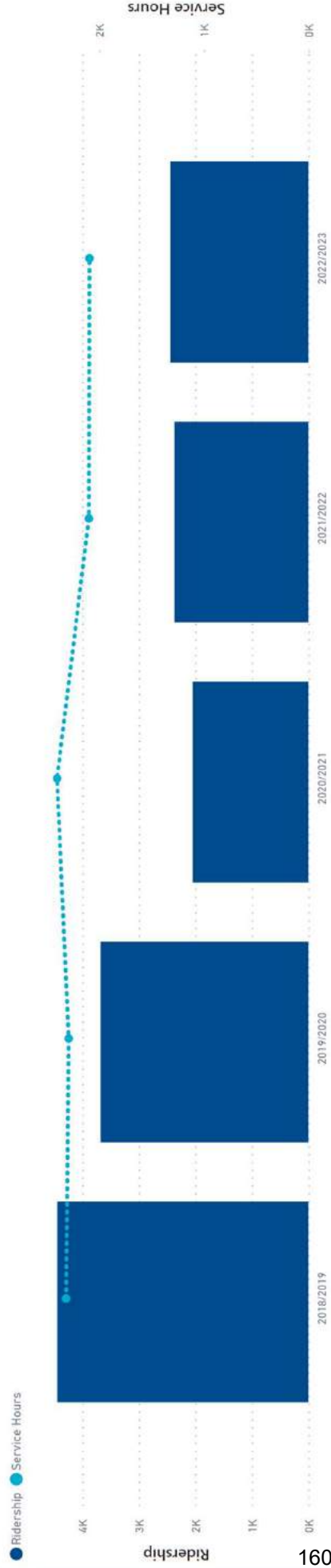


Annual Performance Summary

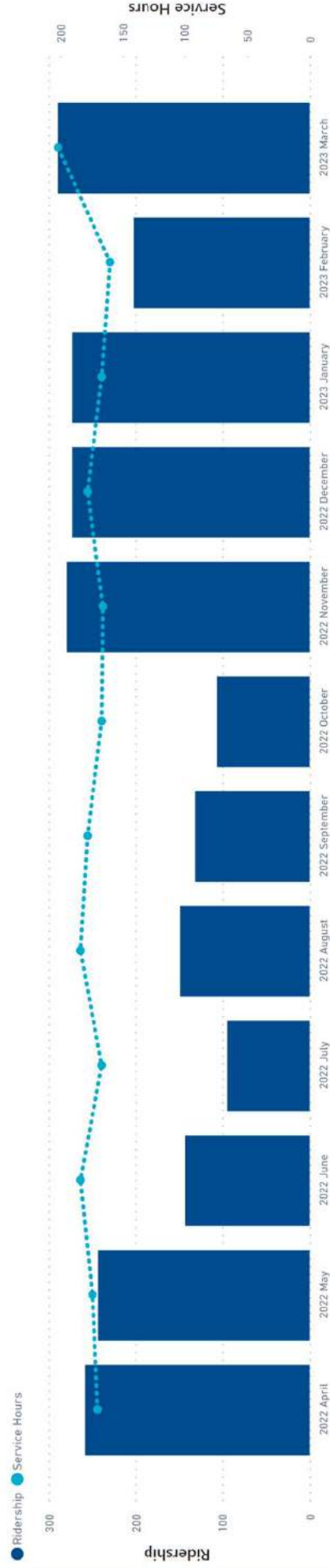
Ashcroft-Clinton Para Transit



RIDERSHIP AND SERVICE HOURS BY FISCAL YEAR



RIDERSHIP AND SERVICE HOURS BY MONTH





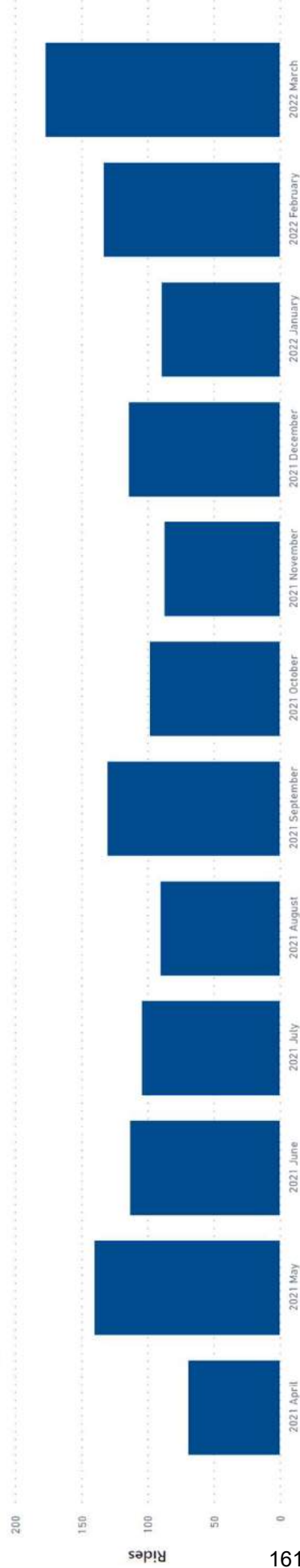
Annual Performance Summary

Ashcroft-Clinton Para Transit



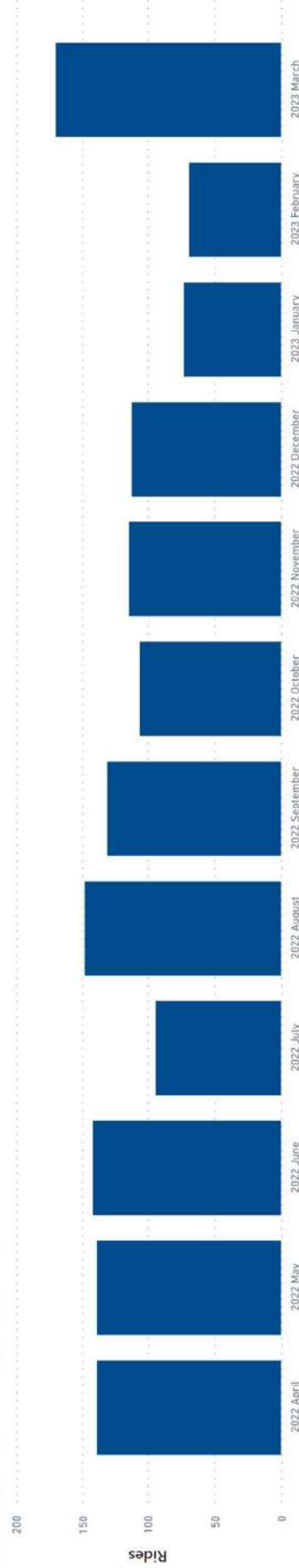
RIDERSHIP AND SERVICE HOURS BY MONTH

Ride Type ● AMBULATORY RIDES ● WHEELCHAIR RIDES



RIDERSHIP AND SERVICE HOURS BY MONTH

Ride Type ● AMBULATORY RIDES ● WHEELCHAIR RIDES



Financial Summary

These terms reflect financial data from our financial reporting systems to show system scale, system performance and return on investment. The terms are generally consistent with the Canadian Urban Transit Association (CUTA) standards for reporting transit system performance.

Local Investment

Fleet Size

The total number of transit buses in the transit system providing service. This includes spare buses to keep service on the road during maintenance, but doesn't include contingency buses that may be temporarily allocated to your system to maintain service.

Service Hours

The total sum of service hours of buses on the road. This includes non-productive time such as schedule recovery/layover but excludes travel to the operations and maintenance facility (pull trips).

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Service Hours Per Capita

The service hours, as defined above, divided by the population of the area being served. For Conventional systems, this is the population that falls within 400 metres (5-minute walk distance) of all fixed routes. For Custom and Paratransit systems, this is the population within the defined service area.

Total Cost (\$)

The total AOA costs identifies the total cost of operations, fuel, maintenance, infrastructure, administration as well as the local government share of vehicle lease fees.

Performance

Operating Cost per Passenger Trip (\$)

The total operating cost, as previously defined but excluding lease fees and infrastructure project development, divided by the total passenger trips. A passenger trip is one trip in a single direction on one or more buses.

Operating Cost per Service Hour (\$)

The total operating cost, as previously defined but excluding lease fees, infrastructure project development and taxi costs where applicable, divided by the total revenue service hours, as previously defined.

Operating Cost Recovery (%)

The total revenue (farebox, tickets & passes, Youth 12 & Under, BC Bus Pass, and advertising where applicable) divided by the total operating cost, but excluding lease fees and infrastructure project development.

Passenger Trips per Service Hour

The total passenger trips, excluding taxi trips, divided by the total revenue service hours. A passenger trip is one trip in a single direction on one or more buses. Revenue service hours include non-productive time such as schedule recovery/layover but excludes deadhead to the operations and maintenance facility.

Return on Investment

Passenger Trips

The total sum of passenger trips including taxi trips where applicable. A passenger trip is one trip in a single direction on one or more buses.

Revenue per Trip

The total revenue (farebox, tickets & passes, Youth 12 & Under, BC Bus Pass and advertising, where applicable) divided by passenger trips, as previously defined.

Total revenue (\$)

Total revenue for a system for the year, which includes fares (cash, ticket, passes, but not including Taxi Saver recoveries) and advertising revenue.

Ridership and Other Metrics

The key performance indicators displayed visually is derived from a variety of sources, which are distinct from our financial reporting processes. In our conventional systems, Automatic Passenger Counter (APC) units provide a summary of ridership volumes, while Automatic Vehicle Locator (AVL) technology provides route-specific insight on our on-time performance metrics.

Ridership and Service Hours

Ridership

The total number of passenger trips in a given fiscal year. One passenger trip is one trip in a single direction on one or more buses.

Service Hours

The number of hours buses are operating in revenue service, but not including trips to and from the operations and maintenance facility.

Conventional APC Charts

APC Boardings by Week of Year

This is the total number of individual times a passenger boards a transit bus. This data is derived from Automatic Passenger Counters (APCs) and employs an algorithm to calculate total projected boardings in a time period.

On Time Performance by Route

This metric is calculated using the timing points of an individual trip.

Very early – portion of trips that are more than 3 minutes early.

Early – Portion of trips that are between 1 minute and 3 minutes early.

On Time – Portion of trips that are between 1 minute early and 3 minutes late

Late – Portion of trips that are between 3 minutes and 5 minutes late.

Very Late – Portion of trips that are more than 6 minutes late.

Paratransit and Custom Ridership Breakdown

Ambulatory

Total number of trips delivered on handyDART or paratransit system to passengers that walk on to the bus.

Taxi Supplement (if applicable)

Total number of trips delivered in a custom or paratransit system dispatched to taxi companies.

Wheelchair

Total number of trips delivered on handyDART or paratransit systems to passengers that use a wheelchair or scooter on the bus.





COUNCIL COMMITTEE AND LIAISON REPORT

DATE: August 28, 2023
TO: Council
FROM: Councillor Lambert

Deputy Mayor – November 1, 2025 – October 31, 2026

Assigned Committees/WG:

Ashcroft Fire Rescue
Communities in Bloom
Finance Committee
Seniors
Water to AIB

Alternate:

Cache Creek Environmental Assessment
HUB Society

August 1: Ashcroft Fire Rescue

The renovations are coming along and will hopefully be completed by October.

Respectfully submitted,

Doreen Lambert,
Councillor