



**THE CORPORATION OF THE VILLAGE OF ASHCROFT**

**COMMITTEE OF THE WHOLE**

**AGENDA**

**FOR THE MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 5:00 PM ON MONDAY, JUNE 10, 2024**

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

**1. CALL TO ORDER**

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

**2. ADDITIONS TO OR DELETIONS FROM THE AGENDA**

**3. MINUTES**

All COTW Minutes are adopted at a Regular Meeting of Council.

**4. DELEGATIONS**

4.1	N/A	
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**5. DISCUSSION ITEMS**

5.1	<p><b>CAO Report – Council Appointments</b>  <u>Purpose:</u>            The revised Council Committee and Board Appointment Policy introduces significant changes, most notably the inclusion of working groups and the consolidation of all committee, board, and working group appointments into Schedule "A," which is now attached to the policy. The purpose of this COTW meeting to t provide Council with an opportunity to review, discuss and appoint council representation to the Committees, Boars and Working Groups as per Policy -01-2024 Schedule "A".</p>	P. 1-7
5.2	<p><b>CAO Report – Meetings at UBCM</b>  <u>Purpose:</u>            This report is to provide Council with an opportunity to brainstorm and discuss issues facing Ashcroft and which Ministers or MACC staff Council would like to request meetings with at UBCM to advocate the issues on Ashcroft's behalf.</p>	P. 8-10

**6. TERMINATION**

## STAFF REPORT TO COMMITTEE OF THE WHOLE

**MEETING DATE:** June 10, 2024  
**FROM:** Daniela Dyck, Chief Administrative Officer  
**SUBJECT:** **Council Appointments to Committees, Boards and Working Groups**

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### **Recommendation:**

*THAT, Council rise and report the appointments to Council Committees, Boards and Working Groups to the Regular Meeting of Council for Monday, June 10, 2024 as noted below:*

1.

### **Prepared by:**



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Daniela Dyck,  
Chief Administrative Officer

### **Purpose**

The revised Council Committee and Board Appointment Policy introduces significant changes, most notably the inclusion of working groups and the consolidation of all committee, board, and working group appointments into Schedule "A," which is now attached to the policy. The purpose of this COTW meeting is to provide Council with an opportunity to review, discuss and appoint council representation to the Committees, Boards and Working Groups as per Policy -01-2024 Schedule "A".

### **Strategic Plan Overview**

In the recently adopted Strategic Plan, Council identified seven priority goals designed to guide the actions of both staff and council, with the aim of enhancing the quality of life for everyone in Ashcroft. These priority goals encompass various projects that fall within their respective scopes.

### **Policy Revisions**

Historically, Council has established working groups for specific projects on an as-needed basis. The revised policy now formalizes these working groups, creating a dedicated group for each priority goal identified in the Strategic Plan.

### **Working Group Functionality**

If any projects within a priority goal require working group oversight, the designated working group will convene meetings and oversee the project until its completion. This streamlined approach is intended to enhance resource allocation efficiency, potentially reducing the number of additional meetings that staff and Council members are required to attend. Administration believes this change will improve productivity and ensure more focused and effective project management.

### **Action Required**

Council is asked to:

1. Review the current committee, board, and working group appointments as outlined in the attached Schedule “A.”
2. Appoint Council members to the newly established working groups in accordance with the revised policy.
3. Ensure that each priority goal identified in the Strategic Plan is supported by a dedicated working group to guide relevant projects.

### **Conclusion**

The introduction of working groups and the consolidation of appointments into Schedule “A” are significant steps towards more efficient and effective project management. Council's timely review and appointment of members to these groups will support the successful implementation of the Strategic Plan and the achievement of our priority goals.

Council's action on this matter will help ensure that our projects are well-managed and our goals are met, ultimately benefiting the entire Ashcroft community.

### **Strategic/Municipal Objectives**

#### **Legislative Authority**

#### **Financial Implications**

#### **Attachment Listing**

1. Current Council Appointment List
2. Schedule “A” from the revised policy



## **COUNCIL APPOINTMENTS 2023 - 2026**

### **Deputy Mayor Appointments:**

Councillor Anstett - November 1, 2022 to October 31, 2023

Councillor Clement Nov. 1, 2023 – Oct.31, 2024,

Councillor Davenport Nov. 1, 2024 - Oct. 31, 2025

Councillor Lambert Nov 1, 2025 – Oct.15, 2026

### **Active Standing Committees:**

**Finance Committee** – B. Roden / J. Clement / D. Lambert

**Policy Review Committee** – B. Roden / J. Clement / Alternate: J. Anstett

### **Active Select Committees:**

**Japanese Mural Repair** – 1 Member – 1 Alternate

### **Active External Boards:**

**Thompson Nicola Regional District** – B. Roden / Alternate: Deputy Mayor

**Northern Development Initiative Trust** – J. Clement / Alternate: N. Davenport

**Gold Country Communities Society** – B. Roden / Alternate: J. Clement

**Historic Hat Creek Ranch** – B. Roden / Alternate: N. Davenport

**Cache Creek Environmental Assessment** – J. Anstett / Alternate: D. Lambert

**Health Care (HAWC)** – J. Clement / Alternate: N. Davenport

**School District #74** – J. Clement / Alternate: B. Roden

**Ashcroft Cache Creek Seniors Association** – D. Lambert / Alternate: J. Anstett

**Municipal Insurance Association** – B. Roden / Alternate: Deputy Mayor

**Ashcroft HUB Society** – N. Davenport / Alternate: D. Lambert

### **Active Internal Boards:**

**Ashcroft Fire Rescue** – D. Lambert / Alternate: N. Davenport

**Emergency Support Services** – J. Anstett / N. Davenport

**Para Transit Committee** – N. Davenport / Alternate: B. Roden

**Inter-Community Bylaw Enforcement** – B. Roden / N. Davenport

### **Active Working Groups:**

**Water to Ashcroft Indian Band** – D. Lambert / N. Davenport

**North Ashcroft Reservoir** – J. Anstett / N. Davenport

**Economic Development & Tourism** – J. Clement / N. Davenport

**Parks, Trails & Recreation** – J. Anstett / J. Clement / Alternate: A. Davenport

**Street Safety** – B. Roden / D. Lambert / Alternate: J. Anstett



## **COUNCIL APPOINTMENTS 2023 - 2026**

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### **Active Standing Committees:**

**Finance Committee** – B. Roden / J. Clement / D. Lambert

**Policy Review Committee** – B. Roden / J. Clement / Alternate: J. Anstett

### **Select Committees:**

**Japanese Mural Repair** – 1 Member – 1 Alternate

### **External Boards:**

**Thompson Nicola Regional District** – B. Roden / Alternate: Deputy Mayor

**Northern Development Initiative Trust** – J. Clement / Alternate: N. Davenport

**Gold Country Communities Society** – B. Roden / Alternate: J. Clement

**Historic Hat Creek Ranch** – B. Roden / Alternate: N. Davenport

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**Municipal Insurance Association** – B. Roden / Alternate: Deputy Mayor

**Ashcroft HUB Society** – N. Davenport / Alternate: D. Lambert

### **Internal Boards:**

**Ashcroft Fire Rescue** – D. Lambert / Alternate: N. Davenport

**Emergency Support Services** – J. Anstett / N. Davenport

**Para Transit Committee** – N. Davenport / Alternate: B. Roden

**Inter-Community Bylaw Enforcement** – B. Roden / N. Davenport

**Economic Development & Tourism** – J. Clement / N. Davenport

### **Working Groups:**

**Governance, Public & Inter-Governmental Engagement** –

**Enhancing Parks, Recreation, Arts & Culture Amenities** –

**Safety & Protection** –

**Managing Infrastructure and Assets** –

**Community Planning and the Natural Built Environment** –

**Upholding Fiscal Responsibilities & Promoting Transparency** –

**Excellence in Service Delivery** –



## COUNCIL POLICY

<b>TITLE:</b> Council Committee/Board Appointment Policy		<b>POLICY #:</b> C-01-2024
<b>Authority:</b> Policy Review Committee	<b>Effective Date:</b>	
	<b>Review Date:</b>	
<b>Issued By:</b>	<b>Approved By:</b>	
<b>Issued Date:</b>	<b>Approved Date:</b>	
	<b>Resolution #:</b>	

**PURPOSE:** To establish procedures for Standing Committee Appointments and Select Committees of Council as defined in the Community Charter as well as Council Appointments to Internal Boards, External Boards and Working Groups

**POLICY:**

**Preamble**

The Village of Ashcroft Council will have Standing Committees and Select Committees as defined in Section 141 and 142 of the Community Charter. In addition, there are Council appointments to Internal Boards, External Boards and Working Groups.

At the inaugural meeting of Council, Standing Committee appointments will be made. In order to determine appointments to Select Committees, External Boards, Internal Boards, and Working Groups, a comprehensive list of all committees, boards, and working groups will be provided to Council for review. Members will be asked to notify staff of their preferences prior to the Committee of the Whole meeting, which will be scheduled before the first Regular Meeting of Council after an election. Committee appointments will be selected during the Committee of the Whole meeting and forwarded to the Regular Meeting of Council for approval. All committee, board and working group appointments are for a two (2) year term.

**Standing Committees**

***141. Standing Committees of Council***

- 141. (1) The mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees.*
- (2) At least half of the members of a standing committee must be council members.*
- (3) Subject to subsection (2), persons who are not council members may be appointed to a standing committee. (Appendix "A" Oath of Confidentiality)*

- Standing and Select Committees are defined in Council Procedure Bylaw Part 10 and 11. The following establishes the appointment to these committees.
- Each Standing Committee will have two members of Council appointed to them. The first named Committee member will act as the Chairperson of the Committee and the second named is Vice-Chairperson.
- A Councillor may not be the chairperson of more than one standing committee at any given time.
- A Council member shall not be the Chairperson of a Standing Committee for longer than one year at a time.
- As defined in Section 141 of the Community Charter Standing Committees may consist of two additional members of the Public.
- The Committees listed below are to be established as Standing Committees of the Village of Ashcroft Council.

### **Active Standing Committees**

- Finance – 3 members of Council appointed after the municipal election at the Inaugural Meeting.
- Policy Review – 2 Members, 1 Alternate

### **Select Committees**

#### ***142. Select committees of council***

*142. (1) A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council.*

*(2) At least one member of a select committee must be a council member.*

*(3) Subject to subsection (2), persons who are not council members may be appointed to a select committee.*

- Select Committees must be created by resolution of Council.
- At least one member of Council must be on the committee.
- Council membership of the committee will be decided at the time of creation.
- The Council Members appointed to the Select Committee may choose the other members of the Committee.
- Each Select Committee shall have a clearly defined purpose, clearly defined expected outcomes, a clearly defined timeline for reporting back to Council and provision for a budget.
- Each Select Committee is automatically dissolved upon the Committee presenting its findings to Council.

***Active Select Committees are as per Schedule “A” and attached to this policy.***

### **External and Internal Boards**

Appointing Council members to external and internal boards is to ensure effective representation, oversight, and collaboration between the Council and these boards, facilitating communication, promoting transparency, and protecting the interests of the Village in decision-making processes. These appointments aim to strengthen relationships, foster cooperation, and address constituents' needs effectively.

***Active External and Internal Boards are as per Schedule “A” and attached to this policy.***

**Working Groups**

Working Groups are to be established and terminated by decision of the Council as necessary to fulfill the strategic and operational plans approved by Council. Working groups will consist of two (2) Council members and two (2) staff members. From time to time persons who are not council members may be appointed to a working group; however, the appointees must be approved by Council.

***Working Groups are as per Schedule “A” and attached to this policy.***



## STAFF REPORT TO COMMITTEE OF THE WHOLE

**MEETING DATE:** June 10, 2024  
**FROM:** Daniela Dyck, Chief Administrative Officer  
**SUBJECT:** Request **Meetings with Ministers and MACC Staff at UBCM**

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### Recommendation:

*THAT, Council rise and report to the Regular Meeting of Council for Monday, June 10, 2024: directing staff to request meetings with the following Ministers or MACC staff at the 2024 UBCM Conference:*

1. *As per Council's decision*

### Prepared by:



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Daniela Dyck,  
Chief Administrative Officer

### Purpose:

This report is to provide Council with an opportunity to brainstorm and discuss issues facing Ashcroft and which Ministers or MACC staff Council would like to request meetings with at UBCM to advocate the issues on Ashcroft's behalf.

### Discussion:

Each year, the Premier's office, the Minister of Municipal Affairs office, and other ministries, as well as Ministry, Agency, Commissions, and Corporations (MACC) staff, invite councils to submit meeting requests for issues they wish to bring to the attention of ministers or staff members at UBCM.

The council has decided to request a meeting with the Minister of Transportation and MACC staff from BC Transit to discuss equitable cost-sharing increases between BC Transit and local governments, as well as the new regionalization being implemented by BC Transit. This meeting request has been submitted, and we are awaiting confirmation.

Keeping in mind the Mayor's comments to "consider what problem(s) we are trying to solve and request Minister and MACC meetings accordingly," it is important to avoid scheduling meetings just for the sake of it. We should advocate for relevant issues or concerns currently affecting the Village. Additionally, the delegation should be limited to two or three members to keep the conversation focused on the issue at hand. Adding more people to the delegation extends the time spent on introductions and small talk, thereby reducing the time available to advocate for the Village. Some suggestions from staff for Council consideration:

### MINISTERS

#### Minister of Municipal Affairs or Minister of Housing

The provincial government has mandated accelerated housing development across British Columbia to address the ongoing housing crisis. While provincial funding has facilitated bylaw amendments for increased density and updates to Housing Needs Assessments, the challenge of upgrading infrastructure to support this

development presents unique obstacles for small communities. These challenges significantly hinder our ability to comply with the mandate effectively.

Despite our willingness to contribute to solving the housing crisis, we face significant hurdles related to infrastructure capacity, staffing, and funding. Addressing these issues through targeted support, technical assistance, and flexible development approaches is essential for small communities to meet provincial housing mandates effectively and sustainably. Ensuring that small communities receive the necessary resources and support will enable us to upgrade critical infrastructure, expand essential services, and manage increased development without compromising our operational capabilities.

#### **MACC Staff**

##### **RCMP:**

Ashcroft faces significant challenges as a limited duration posting detachment. The 3-5 year tenure for RCMP members negatively impacts both officers and the community, creating difficulties in housing and uprooting families shortly after they settle. This constant turnover disrupts community relations and weakens policing connections, leading to ineffective policing and community struggle.

Revising the RCMP's limited duration posting policy in Ashcroft to allow for longer-term assignments can provide significant benefits to both officers and the community. It promotes stability, enhances policing effectiveness, and improves the quality of life for RCMP members and their families. Adopting a more flexible and community-focused approach will strengthen the RCMP's role as a trusted and integral part of our community. Additionally, removing the limited time duration designation may attract RCMP members looking to establish roots, encouraging them to consider relocating to Ashcroft.

#### **LGCAP Funding Formula Changes**

The current per capita-based funding formula under the LGCAP disproportionately favors urban centers, leaving rural communities under-resourced to meet provincial climate action goals. At present, Ashcroft receives \$53,000 annually, which is appreciated but insufficient for implementing fleet electrification and other GHG reduction initiatives. Small communities only retire equipment when it has reached the end of its useful life; we cannot afford to replace it with electrified versions solely to meet provincial deadlines without incurring debt.

A revised funding model that includes a base level of funding, needs-based adjustments, incentives for collaboration, and capacity-building allocations would better support rural communities in their climate action efforts. This approach would ensure that all areas of British Columbia can contribute to and benefit from the province's climate initiatives, fostering a more equitable and effective response to climate change across the province. Alternatively, if revising the LGCAP funding is not feasible, another funding source dedicated to capital investment in fleet electrification could be established.

#### **OTHER**

Cache Creek Council wondered if Ashcroft would like to collaborate again and request a meeting with the Minister of Health this year as we were not approved for the meeting request last year.

Attached is a list of Ministers and MACC for Councils information

**Ministries of the BC Provincial Government:**

Ministry of Advanced Education and Skills Training  
Ministry of Agriculture, Food and Fisheries  
Ministry of Attorney General  
Ministry of Children and Family Development  
Ministry of Citizens' Services  
Ministry of Education  
Ministry of Energy, Mines and Low Carbon Innovation  
Ministry of Environment and Climate Change Strategy  
Ministry of Finance  
Ministry of Forests  
Ministry of Health  
Ministry of Indigenous Relations and Reconciliation  
Ministry of Jobs, Economic Development and Innovation  
Ministry of Labour  
Ministry of Land, Water and Resource Stewardship  
Ministry of Mental Health and Addictions  
Ministry of Municipal Affairs  
Ministry of Public Safety and Solicitor General  
Ministry of Social Development and Poverty Reduction  
Ministry of Tourism, Arts, Culture and Sport  
Ministry of Transportation and Infrastructure

**MACC:**

Agriculture Land Commission  
BC Emergency Health Services  
BC Energy Regulator  
BC Housing  
BC Hydro  
BC Transit  
ICBC  
Office of the Seniors Advocate  
Land Title and Survey Authority of BC  
Polic Victims Services  
RCMP