



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 7:00 PM ON MONDAY, AUGUST 22, 2016**

1. CALL TO ORDER

2. MINUTES

- 2.1. Minutes of the Committee of the Whole Meeting of Council held on Monday, July 25, 2016 **P. 1-2**
- 2.2. Minutes of the Regular Meeting of Council held on Monday, July 25, 2016 **P. 3-11**

3. DELEGATIONS

- 3.1. Nadine Davenport, Unitea Tea Room
 - Application for Liquor License

4. ACCOUNTS PAYABLE

- 4.1. Accounts Payable Listing for the period ending August 17, 2016 **P. 12-13**

5. CORRESPONDENCE

- 5.1. Union of BC Municipalities
 - Gas Tax Agreement Community Works Fund Payment - \$60,588.29 **P. 14**
 - 5.2. Interior Health
 - Interior Region Healthy Communities Forum in Vernon, BC, October 27, 2016 **P. 15-16**
 - 5.3. Ashcroft Communities in Bloom Committee
 - Request for Financial Assistance to attend National Conference and Symposium in Regina, SK, October 27 – 29, 2016 **P. 17**
 - 5.4. Healthy Communities Capacity Building Fund – Round Three
 - Stream One – Seeding Small, Rural and Remote Communities **P. 18-20**
 - 5.5. Mayor Galina Durant, UBCM Small Talk Representatives
 - Small Talk Forum 2016
 - Topics for Discussion and Sharing of Success Stories **P. 21-22**
 - 5.6. Esther Darlington
 - Designation of Ashcroft Community Hall as a Heritage Site
 - Financial Support for Ashcroft HUB **P. 23-24**
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- 6. UNFINISHED BUSINESS**
- 6.1. Memo from Deputy Corporate Officer
- Cultural Spaces Canada Fund – Resolution of Council P. 25
- 6.2. Memo from Chief Administrative Officer
- Rural Dividend Grant of \$9,975 to review Planning Framework P. 26
- 6.3. Memo from Chief Administrative Officer
- UBCM Community Excellence Awards P. 27
- 7. NEW BUSINESS**
- 7.1. Railway Avenue Closure, September 11, 2016
- Car show and shine P. 28
- 7.2. Municipal Insurance Association of BC Annual General Meeting
- Appointment of Voting Delegates P. 29
- 7.3. Village Road Right of Way and Sidewalk Encroachment P. 30-31
- 7.4. Application for Liquor License
- Unitea Tea Room P. 32-34
- 8. BYLAWS**
- 8.1. Introduction and First Three Readings
- 8.1.1. Bylaw No. 808, cited as "Village of Ashcroft Recreation Fees
Bylaw No. 808, 2016 P. 35-45
- 8.2. Reconsideration and Final Adoption
- 8.2.1. None
- 9. INFORMATION CORRESPONDENCE**
- 9.1. Information Correspondence Listing for August 22, 2016 P. 46
- 10. REPORTS**
- Council Reports**
- 10.1. Finance Committee – Mayor Jeyes & Councillor Roden
- Motion to Receive and File June 2016 Financial
(provided separately) P. 47
- 10.2. Cache Creek Environmental Assessment Committee –Mayor Jeyes

- 10.3. Northern Development Initiative Trust – Councillor Trill**
- Letter advising application for Museum Heating & Cooling System & Upgrades was approved in the amount of \$20,475 P. 48-52
 - Announcement of appointment of Joel McKay as new Chief Executive Officer
- 10.4. Gold Country Communities Society – Councillor Trill & Councillor Lambert**
- 10.5. TNRD – Mayor Jeyes & Councillor Roden**
- 10.6. Tourism – Councillor Roden & Councillor Lambert**
- 10.7. School District No. 74 (Gold Trail) Liaison – Councillor Lambert & Mayor Jeyes**
- 10.8. Economic Development & Chamber of Commerce - Councillor Roden Mayor Jeyes**
- Follow up presentation by Dr. Bruce Archibald, McAbee Fossil Beds
Suggested date the week of November 14, 2016
- 10.9. Historic Hat Creek Ranch – Mayor Jeyes & Councillor Trill**
- 10.10. Heritage – Councillor Roden**
- 10.11. Transit –Councillor Roden**
- 10.12. Wellness & Music Festival – Councillor Trill & Councillor Roden**
- 10.13. Seniors’ Liaison – Councillor Lambert & Councillor Trill**
- 10.14. Communities in Bloom – Councillor Lambert & Councillor Trill**
- 10.15. Health Care – Mayor Jeyes & Councillor Lambert**
- Interior Health
- Reply to our request to provide MyHealthPortal to patients of Ashcroft Hospital & Health Site P. 53
- Interior Health
- Reply to our letter regarding recruitment support P. 54-55
- 10.16. Bifuka Sister City Relationship**
- 10.17. Other**
- (Motion to receive both verbal and written reports)
- 10.18. Administration**
- Chief Administrative Officer**
- 10.18.1. Appointment of Deputy Chief Election Officer P. 56

Chief Financial Officer

10.18.2. 2016 Property Tax Collection

P. 57

11. INCAMERA

11.1. None

12. TERMINATION

THE CORPORATION OF THE VILLAGE OF ASHCROFT

COMMITTEE OF THE WHOLE MINUTES

**FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS
OF THE VILLAGE OFFICE AT 6:00 PM ON MONDAY, JULY 25, 2016**

PRESENT: Mayor John C. (Jack) Jeyes
Councillor Barbara H. Roden
Councillor Wm. Alfred Trill

J. Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer
Ethan Anderson, Deputy Corporate Officer

Press & Public

1. CALL TO ORDER

Mayor Jeyes called the meeting to order at 6:00 pm.

2. PRESENTATIONS

2.1. Ashcroft/Cache Creek Rotary Club and Ashcroft & District Lions Club – Harmony Project Proposal

Pache Denis spoke on behalf of the Ashcroft/Cache Creek Rotary Club and the Ashcroft & District Lions Club. The two clubs have worked together for more than 10 years restoring the Chinese Cemetery and have made it a respectful and honourable tribute to those who gave their lives developing our country.

The clubs have now designed a "Harmony Bell" project that would honour all of the cultures and groups who contributed to the development of Ashcroft. They presented an artist's sketch of the proposal but cautioned that it could change.

The clubs are seeking a letter of support from Ashcroft Council and approval in principal of the project and confirmation that the project will be installed on a site within the Village of Ashcroft. The funding application must be submitted in September so they would appreciate the letter of support by the end of August.

Councillor Lambert arrived at 6:16 pm

2.2. Fees & Charges Bylaw – Proposed Amendments

The Chief Financial Officer provided an overview of the existing bylaw and the process to update the fees. A number of other communities were contacted and the fees for Ashcroft are in the middle of the range. The main points of the bylaw include:

- Tried to be consistent with age groups for all facilities
- Rates include GST which is easier to process and amounts are rounded for ease of seasonal staff

- School use is at the discretion of the Chief Administrative Officer
- Rates are scheduled to take effect in April 2017 which is between arena and pool seasons

Council agreed that the proposal was acceptable and asked that the bylaw be amended to include the comments and brought back to the regular meeting on August 22, 2016 for first three readings.

3. **TERMINATION**

M/S Councillor Trill / Councillor Roden

"That the Committee of the Whole Meeting terminate at 6:52 pm."

Carried.

John C. (Jack) Jeyes, Mayor

Certified to be a true and correct copy
Of the Minutes of the Committee of the
Whole Meeting of Council held Monday,
July 25, 2016.

J. Michelle Allen, Chief Administrative Officer



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR MINUTES

FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS
OF THE VILLAGE OFFICE AT 7:00 PM ON MONDAY, JULY 25, 2016

PRESENT: Mayor John C. (Jack) Jeyes
Councillor Doreen E. Lambert
Councillor Barbara H. Roden
Councillor Wm. Alfred Trill

J. Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer
Ethan Anderson, Deputy Corporate Officer

Press and Public

1. **CALL TO ORDER**

Mayor Jeyes called the meeting to order at 7:00 pm.

2. **MINUTES**

2.1. **Minutes of the Committee of the Whole Meeting of Council held on Monday, June 27, 2016**

Mayor Jeyes declared the minutes of the Committee of the Whole Meeting of Council held on Monday, June 27, 2016 adopted as presented.

2.2. **Minutes of the Regular Meeting of Council held on Monday, June 27, 2016**

Mayor Jeyes declared the minutes of the Regular Meeting of Council held on Monday, June 27, 2016 adopted as presented.

2.3. **Minutes of the Special Meeting of Council held on Wednesday, June 29, 2016**

Mayor Jeyes declared the minutes of the Special Meeting of Council held on Wednesday, June 29, 2016 adopted as presented.

2.4. **Minutes of the Special Meeting of Council held on Thursday, July 7, 2016**

Mayor Jeyes declared the minutes of the Special Meeting of Council held on Thursday, July 7, 2016 adopted as presented.

3. **DELEGATIONS**

3.1. None

4. **ACCOUNTS PAYABLE**

4.1. **Accounts Payable Listing for the period ending July 19, 2016**

M/S Councillor Roden / Councillor Lambert

"That the accounts payable listing for the period ending July 19, 2016 be received and filed."

Carried. (01-07-16)

5. **CORRESPONDENCE**

5.1. **Public Health, Interior Health – Request to use Community Hall, Annual Flu Clinic, November 1, 2016**

M/S Councillor Roden / Councillor Lambert

"That the Village provide the use of the Ashcroft Community Hall to Interior Health for their Annual Flu Clinic on November 1, 2016 and further that a copy of their insurance be provided."

Carried. (02-07-16)

5.2. **Bonaparte Watershed Stewardship Society – River's Day Event, Cache Creek Park, September 24, 2016**

M/S Councillor Roden / Councillor Trill

"That the Village send a letter to the Bonaparte Watershed Stewardship Society thanking them for the invitation and advising that some members of Council expect to attend the event."

Carried. (03-07-16)

5.3. **Cameron & Deborah Tedford – Request Use of Heritage Park for 2016 Terry Fox Run, Sunday, September 18, 2016**

M/S Councillor Roden / Councillor Trill

"That the Village donate the use of the gazebo at Heritage Place Park for the Terry Fox Run on Sunday, September 18, 2016."

Carried. (04-07-16)

5.4. **BC Hydro – Invitation to meet during 2016 UBCM Convention**

M/S Councillor Roden / Councillor Lambert

"That the invitation from BC Hydro to meet during the 2016 UBCM Convention be received and filed."

Carried. (05-07-16)

5.5. Mayor Marg Lampman, District of Lillooet – VIA Rail Passenger Service

M/S Councillor Roden / Councillor Trill

"That Mayor Lampman be advised that a Village representative is willing to meet with her and other interested parties during the UBCM Convention to discuss the reinstatement of VIA Rail Service to the Lillooet area."

Carried. (06-07-16)

5.6. Ashcroft & District Health Care Auxiliary – Request use of Lady Minto Meeting Room from November 14-25, 2016

M/S Councillor Lambert / Councillor Trill

"That the Village provide the use of the Lady Minto Meeting Room to the Ashcroft & District Health Care Auxiliary for their annual Christmas Sale for the period November 14 – 25, 2016."

Carried. (07-07-16)

5.7. David Durksen – Letter of Support to Interior Health to have Ashcroft as part of the online records program

M/S Councillor Roden / Councillor Lambert

"That the Village of Ashcroft send a letter to Interior Health requesting that the Ashcroft community be included in the next roll out of the MyHealthPortal program."

Carried. (08-07-16)

6. UNFINISHED BUSINESS

6.1. None

7. NEW BUSINESS

7.1. Memo from Chief Administrative Officer – Councillor Trill to attend 2016 UBCM Convention

M/S Councillor Roden / Councillor Lambert

"That Councillor Trill be authorized to attend the 2016 UBCM Convention in Victoria on September 26 – 30, 2016."

Carried. (09-07-16)

7.2. Memo from Chief Administrative Officer – Rental of Storefront for Public Information Sessions

M/S Councillor Roden / Councillor Lambert

"That the Village of Ashcroft not proceed with renting a storefront in relation to the water treatment plant project."

Carried. (10-07-16)

7.3. Memo from Chief Administrative Officer – Moonlight Movie Night in Ashcroft Pool Park, Wednesday, August 24, 2016

M/S Councillor Roden / Councillor Trill

"That the Village allow Moonlight Movie Night to be held in the Ashcroft Pool Park on August 24, 2016 subject to liability insurance and clean up requirements."

Carried. (11-07-16)

7.4. Memo from Chief Administrative Officer – Repairs/Upgrades to Old Fire Hall

M/S Councillor Roden / Councillor Trill

"That Staff be directed to obtain quotes for repairing the damaged and weathered original wood siding and repainting the old fire hall."

Carried. (12-07-16)

7.5. Memo from Chief Administrative Officer – Sale of Surplus Fire Department Compressor and Scott Air Tanks

M/S Councillor Lambert / Councillor Roden

"That the Village of Ashcroft sell the surplus air compressor and SCOTT air packs to the Black Pool Fire Department for \$2,500 plus applicable taxes, and further that the Black Pool department is responsible for the moving and reinstallation of the equipment."

Carried. (13-07-16)

7.6. Memo from Chief Administrative Officer – Encroachment of private buildings onto Village property

M/S Councillor Roden / Councillor Trill

"That the memo from the Chief Administrative Officer outlining the process involved when a private building is encroaching onto village property be received and filed."

Carried. (14-07-16)

7.7. Memo from Chief Administrative Officer – Ashcroft Board of Variance Appointees

M/S Councillor Roden / Councillor Lambert

“That the Village place an advertisement in the Ashcroft Journal and on our website inviting interested parties to apply for an appointment to the Ashcroft Board of Variance by submitting their names and a brief resume to the Village office.”

Carried. (15-07-16)

7.8. Memo from Chief Administrative Officer – Rotary & Lions Clubs Proposal for Harmony Bell Project

M/S Councillor Roden / Councillor Lambert

“That staff investigate possible locations on village property for the location and development of the Harmony Bell Project.”

Carried. (16-07-16)

M/S Councillor Roden / Councillor Trill

“That the Village provide a letter of support in principal to the Ashcroft/Cache Creek Rotary Club and the Ashcroft & District Lions Club for inclusion as part of their funding application for the Harmony Bell Project.”

Carried. (17-07-16)

7.9. Memo from Chief Administrative Officer – Predesign State for Water Treatment Plant Project

M/S Councillor Roden / Councillor Trill

“That Council approve the predesign work program for the water treatment plant project and further that Urban Systems Ltd. be authorized to proceed with the work program as outlined.”

Carried. (18-07-16)

8. BYLAWS

8.1. Introduction and First Three Readings

8.1.1. None

8.2. Reconsideration and Final Adoption

8.2.1. Bylaw No. 806, "Freedom of Information Bylaw No. 806, 2016"

M/S Councillor Roden / Councillor Lambert

"That Bylaw No. 806, cited as "Freedom of Information Bylaw No. 806, 2016" be reconsidered and adopted."

Carried. (19-07-16)

9. INFORMATION CORRESPONDENCE

9.1. Information Correspondence Listing for July 25, 2016

M/S Councillor Roden / Councillor Lambert

"That the information correspondence listing for July 25, 2016 be received and filed."

Carried. (20-07-16)

10. REPORTS

Council Reports

10.1. Finance Committee – Mayor Jeyes & Councillor Roden

Motion to Receive and File May 2016 Financial Statements

M/S Councillor Roden / Mayor Jeyes

"That the Financial Statement for May 2016 be received and filed."

Carried. (21-07-16)

Mayor Jeyes advised that the Finance Committee had met with the Chief Financial Officer and the Village was on budget and in good financial position.

10.2. Cache Creek Environmental Assessment Committee – Mayor Jeyes

No report.

10.3. Northern Development Initiative Trust – Councillor Trill

No report.

10.4. Gold Country Communities Society – Councillor Trill & Councillor Lambert

No report.

10.5. TNRD – Mayor Jeyes & Councillor Roden

Council reviewed The Current – Highlights of the Board of Directors' Meeting held Thursday, July 14, 2016

10.6. Tourism – Councillor Roden & Councillor Lambert

Councillor Roden advised that the Visitors' Centre has had over 300 visitors during July. Comments regarding the relocation of the Centre to Heritage Place Park are positive.

10.7. School District No. 74 (Gold Trail) Liaison – Councillor Lambert & Mayor Jeyes

No report.

10.8. Economic Development & Chamber of Commerce - Mayor Jeyes

Council reviewed the report from Councillor Roden regarding the potential economic development activity – "QuestUpon".

M/S Councillor Roden / Councillor Lambert

"That staff contact QuestUpon for more information regarding the development of an historic walk along Railway Avenue and the adjacent area."

Carried. (22-07-16)

M/S Mayor Jeyes / Councillor Lambert

"That Councillor Roden be appointed to the Economic Development Committee to fill the vacancy created with the resignation of Councillor Mertens."

Carried. (23-07-16)

10.9. Historic Hat Creek Ranch – Mayor Jeyes & Councillor Trill

No report.

10.10. Heritage – Councillor Roden

Council was advised that attendance at the Ashcroft Museum is up considerably from 2015. The visitor's centre and the museum are successfully cross referencing tourists to our community.

10.11. Transit –Councillor Roden

Councillor Roden advised that Cache Creek is not considering rejoining the local para-transit committee at this time.

10.12. Wellness & Music Festival – Councillor Trill & Councillor Roden

Councillor Trill advised that numbers at the festival were lower than in the past however the number of children participating in the TRYathlon was a great success.

10.13. Seniors' Liaison – Councillor Lambert & Councillor Trill

No report.

10.14. Communities in Bloom – Councillor Lambert & Councillor Trill

Councillor Lambert advised that the committee felt that the Village showed well and there were very pleased with the tour that they provided for the judges. The main comments from the judges were centered around Urban Forestry.

10.15. Health Care – Mayor Jeyes & Councillor Lambert

Council reviewed the minutes of the WHAC meeting held on July 18, 2016.

10.16. Bifuka Sister City Relationship

No report.

10.17. Other

Report from Councillor Roden – BDO Educational Session, Friday, July 8, 2016 in Kamloops

Ashcroft Volunteer Fire Department – Monthly Reports for April, May & June 2016

Council reviewed the above reports as presented.

M/S Councillor Roden / Councillor Lambert

"That Council receive the verbal and written reports as presented."

Carried. (24-07-16)

10.18. Administration

Chief Administrative Officer

10.18.1. None

Chief Financial Officer

10.18.2. None

11. INCAMERA

11.1. Community Charter Section 90.1.(a) Personnel Issue

M/S Councillor Trill / Councillor Roden

"That Council move to an In-Camera meeting to discuss an item under Section 90.1.(a) of the Community Charter at 8:27 pm."

Carried. (25-07-16)

12. **TERMINATION**

M/S Councillor Roden / Councillor Lambert

"That the regular meeting of council terminate at 8:41 pm."

Carried. (26-07-16)

John C. (Jack) Jeyes, Mayor

Certified to be a true and correct copy
of the Minutes of the Regular Meeting
of Council held Monday, July 25, 2016.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw

Cheque Register-Summary-Bank



Date : Aug 16, 2016

Time : 8:51 am

Supplier : 150M15 To ZWP15
 Cheque Dt. : 20-Jul-2016 To 17-Aug-2016
 Bank : 1 - INTERIOR SAVINGS CU ACCT #014-260-4

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
33976	20-Jul-2016	BCHF15	BC HISTORICAL FEDERATION C/O MAGAZINE	Issued	92	C	20.00
33977	20-Jul-2016	BCOC15	BC ONE CALL LIMITED	Issued	92	C	47.25
33978	20-Jul-2016	BCIN15	BRENNTAG CANADA INC.	Issued	92	C	425.19
33979	20-Jul-2016	CESE15	CARO ANALYTICAL SERVICES	Issued	92	C	647.33
33980	20-Jul-2016	CICA15	CHECK IN CANADA	Issued	92	C	126.00
33981	20-Jul-2016	CFUE15	COLUMBIA FUELS	Issued	92	C	2,790.84
33982	20-Jul-2016	CUMC15	CU CREDIT	Issued	92	C	345.51
33983	20-Jul-2016	FLAU15	FABRICLEAN LAUNDRY & UNIFORM RENTAL	Issued	92	C	44.35
33984	20-Jul-2016	FSCI15	FOUR STAR COMMUNICATIONS INC	Issued	92	C	133.72
33985	20-Jul-2016	FSIN15	FUNK SIGNS INC	Issued	92	C	596.41
33986	20-Jul-2016	HVLD15	HVL DISTRIBUTION	Issued	92	C	351.56
33987	20-Jul-2016	INT15	INTERIOR PLUMBING & HEATING LTD	Issued	92	C	5,346.36
33988	20-Jul-2016	IVLT15	INTERIOR VAULT LTD.	Issued	92	C	126.00
33989	20-Jul-2016	IRLT15	IRL INTERNATIONAL TRUCK CENTRES LTD	Issued	92	C	509.35
33990	20-Jul-2016	JOUR15	JOURNAL (THE)	Issued	92	C	338.61
33991	20-Jul-2016	KCCE15	KAMLOOPS COMPUTER CENTRE	Issued	92	C	44.63
33992	20-Jul-2016	KMBS15	KONICA MINOLTA BUSINESS SOLUTIONS (CA	Issued	92	C	1,102.85
33993	20-Jul-2016	MTSI15	MTS MAINTENANCE TRAINING SYSTEMS INC	Issued	92	C	409.50
33994	20-Jul-2016	TMOB15	TELUS MOBILITY (BC)	Issued	92	C	121.75
33995	20-Jul-2016	VILN15	VILLENEUVE, NANCY	Issued	92	C	56.45
33996	20-Jul-2016	WCBO15	WORKSAFE BC ASSESSMENT RECEIVABLES	Issued	92	C	4,888.07
33997	21-Jul-2016	ALIQ15	AIR LIQUIDE CANADA INC	Issued	93	C	1,302.80
33998	21-Jul-2016	AIBC15	ASHCROFT IRLY BUILDING CENTRE & FEED	Issued	93	C	2,907.54
33999	21-Jul-2016	LPLT15	LORDCO PARTS LTD	Issued	93	C	36.29
34000	26-Jul-2016	RGEN15	RECEIVER GENERAL FOR CANADA	Issued	96	C	15,428.37
34001	29-Jul-2016	ACEC15	A.C.E. COURIER SERVICES	Issued	97	C	102.25
34002	29-Jul-2016	ALSE15	ALS ENVIRONMENTAL	Issued	97	C	135.71
34003	29-Jul-2016	CUPE15	C.U.P.E. LOCAL 900	Issued	97	C	888.76
34004	29-Jul-2016	CFUE15	COLUMBIA FUELS	Issued	97	C	1,372.68
34005	29-Jul-2016	FOBC15	FORTIS BC -NATURAL GAS	Issued	97	C	128.47
34006	29-Jul-2016	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	97	C	232.22
34007	29-Jul-2016	MSPL15	MEDICAL SERVICES PLAN OF B C	Issued	97	C	1,669.00
34008	29-Jul-2016	PBCR15	PACIFIC BLUE CROSS	Issued	97	C	5,118.70
34009	29-Jul-2016	PAUK15	PAULOS, KATHY	Issued	97	C	54.00
34010	29-Jul-2016	PFCL15	PURITY FEED CO LTD	Issued	97	C	519.46
34011	29-Jul-2016	RODB15	RODEN, BARBARA	Issued	97	C	104.76
34012	29-Jul-2016	TCBC15	TELUS COMMUNICATIONS (BC) INC.	Issued	97	C	2,176.48
34013	29-Jul-2016	AHUB15	THE ASHCROFT HUB SOCIETY	Issued	97	C	10,000.00
34014	29-Jul-2016	USLT15	URBAN SYSTEMS LTD	Issued	97	C	5,751.90
34015	29-Jul-2016	VHCS15	VAN HOUTTE COFFEE SERVICES INC.	Issued	97	C	189.50
34016	05-Aug-2016	ACEC15	A.C.E. COURIER SERVICES	Issued	99	C	229.83
34017	05-Aug-2016	AEMM15	AIE EDWIN or MARLOW MEGAN	Issued	99	C	625.00
34018	05-Aug-2016	AIEH15	AIE, HEATHER R AND AIE, STEVEN	Issued	99	C	600.00
34019	05-Aug-2016	AIBC15	ASHCROFT IRLY BUILDING CENTRE & FEED	Issued	99	C	1,202.08
34020	05-Aug-2016	AESL15	ASSOCIATED ELECTRICAL SERVICES LTD	Issued	99	C	444.46
34021	05-Aug-2016	CPCO15	CANADA POST CORPORATION	Issued	99	C	197.51
34022	05-Aug-2016	CPRC15	CANADIAN PACIFIC RAILWAY COMPANY	Issued	99	C	310.50
34023	05-Aug-2016	CTII15	CLEARTECH INDUSTRIES INC.	Issued	99	C	3,630.15
34024	05-Aug-2016	CRCL16	COAST RANGE CONCRETE LTD	Issued	99	C	221.76
34025	05-Aug-2016	FOBC15	FORTIS BC -NATURAL GAS	Issued	99	C	2,707.39
34026	05-Aug-2016	FSCI15	FOUR STAR COMMUNICATIONS INC	Issued	99	C	182.44
34027	05-Aug-2016	GRAM15	GRAMMER, MIKE	Issued	99	C	750.00
34028	05-Aug-2016	GRAM15	GRAMMER, MIKE	Issued	99	C	750.00
34029	05-Aug-2016	GICO15	GUILLEVIN INTERNATIONAL CO	Issued	99	C	634.23

Cheque Register-Summary-Bank



Date : Aug 16, 2016

Time : 8:51 am

Supplier : 150M15 To ZWP15
 Cheque Dt. : 20-Jul-2016 To 17-Aug-2016
 Bank : 1 - INTERIOR SAVINGS CU ACCT #014-260-4

Seq : Cheque No. Status : All
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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 INTERIOR SAVINGS CU ACCT #014-260-4							
34030	05-Aug-2016	HSIN15	HABITAT SYSTEMS INCORPORATED	Issued	99	C	3,682.56
34031	05-Aug-2016	HPSG15	HI-PRO SPORTING GOODS LTD.	Issued	99	C	570.08
34032	05-Aug-2016	HFEA15	HUB FIRE ENGINES & EQUIPMENT LTD.	Issued	99	C	560.00
34033	05-Aug-2016	IVLT15	INTERIOR VAULT LTD.	Issued	99	C	63.00
34034	05-Aug-2016	JEYJ16	JEYES, JOHN C	Issued	99	C	80.00
34035	05-Aug-2016	JOUR15	JOURNAL (THE)	Issued	99	C	935.54
34036	05-Aug-2016	KCCCE15	KAMLOOPS COMPUTER CENTRE	Issued	99	C	44.63
34037	05-Aug-2016	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	99	C	11.09
34038	05-Aug-2016	NSAS15	NGN SALES & SERVICE	Issued	99	C	511.01
34039	05-Aug-2016	OPCO15	ORKIN CANADA CORPORATION	Issued	99	C	196.88
34040	05-Aug-2016	TWDE15	T.W. DYNAMIC ENTERPRISES	Issued	99	C	3,361.19
34041	05-Aug-2016	VCCR15	VILLAGE OF CACHE CREEK	Issued	99	C	8.40
34042	05-Aug-2016	WHIJ16	WHITE JOSH OR GOODVIN TOVA	Issued	99	C	450.00
34043	05-Aug-2016	WURT15	WURTH CANADA LTD	Issued	99	C	164.22
34044	08-Aug-2016	BHAY15	BHALLA, YOGINDER	Issued	100	C	128.45
34045	09-Aug-2016	RGEN15	RECEIVER GENERAL FOR CANADA	Issued	102	C	15,227.59
34046	11-Aug-2016	ACEC15	A.C.E. COURIER SERVICES	Issued	104	C	48.59
34047	11-Aug-2016	AIEE15	AIE, EDWIN	Issued	104	C	125.87
34048	11-Aug-2016	ALIQ15	AIR LIQUIDE CANADA INC	Issued	104	C	63.74
34049	11-Aug-2016	AVFA15	ASHCROFT VOLUNTEER FIREFIGHTER'S ASS	Issued	104	C	342.00
34050	11-Aug-2016	AESL15	ASSOCIATED ELECTRICAL SERVICES LTD	Issued	104	C	2,920.78
34051	11-Aug-2016	BCHA15	B C HYDRO & POWER AUTHORITY	Issued	104	C	16,550.72
34052	11-Aug-2016	BCTR15	BC TRANSIT	Issued	104	C	9,036.00
34053	11-Aug-2016	CUPE15	C.U.P.E. LOCAL 900	Issued	104	C	875.71
34054	11-Aug-2016	CRCS15	CANADIAN RED CROSS SOCIETY	Issued	104	C	62.58
34055	11-Aug-2016	CESE15	CARO ANALYTICAL SERVICES	Issued	104	C	861.42
34056	11-Aug-2016	CBCO15	CIVICINFO BC	Issued	104	C	446.25
34057	11-Aug-2016	FSIN15	FUNK SIGNS INC	Issued	104	C	1,338.40
34058	11-Aug-2016	GCOU15	GOLD COUNTRY COMMUNITIES SOCIETY	Issued	104	C	55.00
34059	11-Aug-2016	ICIE15	ICI ELECTRICAL ENGINEERING	Issued	104	C	787.50
34060	11-Aug-2016	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	104	C	26.30
34061	11-Aug-2016	SMAR15	SAFETY MART FOODS	Issued	104	C	418.58
34062	11-Aug-2016	VILN15	VILLENEUVE, NANCY	Issued	104	C	30.53
00161-0001	22-Jul-2016	MFST15	PROPERTY TAXATION BRANCH	Issued	90	T	58,124.60
00162-0001	25-Jul-2016	MFST15	PROPERTY TAXATION BRANCH	Issued	94	T	80,000.00
00163-0001	29-Jul-2016	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	98	E	6,773.92
00164-0001	10-Aug-2016	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	103	E	6,681.80

Total Computer Paid :	139,060.58	Total EFT PAP :	13,455.72	Total Paid :	290,640.90
Total Manually Paid :	0.00	Total EFT File :	138,124.60		

91 Total No. Of Cheque(s) ...

400



July 28, 2016

Mayor Jack Jeyes
Village of Ashcroft
Box 129
Ashcroft, BC V0K 1A0

Dear Mayor Jack Jeyes:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2016/2017. An electronic transfer of \$60,588.29 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Renewed Gas Tax Agreement can be found on our website at www.ubcm.ca.

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Sincerely,

Chair Al Richmond
UBCM President

AUG -3 2016

The Corporation
Village of Ashcroft

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Save the Date: Interior Region Healthy Communities Forum

Healthy Communities Partnerships: Moving Upstream for Greater Impact

Date: **October 27, 2016 (full day session - mark your calendars!)**

Location: **Vernon, BC**

Event Details

This is a free event hosted by Interior Health and facilitated by BC Healthy Communities Society on behalf of the PlanH program.

Interior Health and BC Healthy Communities are pleased to invite you to be part of this exciting forum to take stock of our collective journey towards healthy communities in the region, and to identify key steps for moving forward.

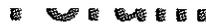
This forum will highlight the successes to date of partnerships and collaborations for healthier communities throughout the Interior region, providing inspirational stories and practical tools for addressing key health and well-being challenges together.

Building on the morning's learnings across communities, we invite you to join us for a focused afternoon session on "Climate Change and Human Health: Local Implications and Actions", exploring the links



Interior Region Healthy Communities Forum

to many important community issues such as healthy built environments, active transportation, food security and more.



in partnership with 

Join us to:

HEAR the stories behind the successes and learnings from multi-sector partnerships and collaborations across the region.

LEARN from various agencies more about the focus theme of "Climate Change and Human Health: Local Implications and Actions", and the links to important healthy communities issues such as healthy built environments, active transportation and food security.

EXPLORE what's possible when local governments, health authorities and community organizations partner for greater impact.

CONNECT with others to get innovative ideas and useful resources for your community.

IDENTIFY critical next steps for collaborative partnerships towards healthier communities in the region, including how to move further upstream and innovate for even greater impact.

WHO SHOULD PARTICIPATE?



This forum is open to local government and First Nations staff and elected officials, and Interior Health staff.

PRE-REGISTRATION REQUIRED AND SPACE IS LIMITED!

You are being invited to this forum based on your role and involvement as an important partner in collaborative healthy communities work in the Interior region. Note that in order to ensure diverse participation, there are a limited number of forum spots available for different sub-regions and sectors.

Limited travel subsidies are available upon request.

For more information, please contact Celeste Zimmer at celeste@bchealthycommunities.ca

TAKE ACTION 

01 August 2016

Mayor and Council
Village of Ashcroft

Dear Mayor and Council,

Re: Communities in Bloom National Conference and Symposium

The CiB National Conference and symposium will be held in Regina, Saskatchewan from October 27 to 29, 2016. Our committee is very proud of all that has been accomplished this year and would very much like to send at least two representatives to represent Ashcroft. The cost to attend the full event is \$395.00 per person; in addition, there would be accommodation and travel expenses. As we have a limited budget, any assistance the Village could extend us would be greatly appreciated.

Sincerely,

Andrea Walker
Chair



Ashcroft Communities in Bloom
PO Box 970
Ashcroft BC V0K 1A0



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Healthy Communities Capacity Building Fund – Round Three

Round Three of the Healthy Communities Capacity Building fund provides support for local governments in BC who are leading the way in creating the conditions that enable healthy people and healthy places – in partnership with regional health authorities and other key community stakeholders.

Round Three of the Fund provides two streams of support:

Stream One – Seeding Healthy Small, Rural and Remote Communities

This stream is for small, rural, and remote communities. It includes grants of up to \$5,000, along with online resources, webinars, and other capacity building support.

Stream Two – Growing Impact: BC’s Next Level of Healthy Communities Leadership

This stream is for communities of any size, and provides an integrated suite of support including learning events, coaching, a community of practice, and grants of up to \$15,000.

A full list of all the projects funded can be found here. Click the titles below for more information on streams of support.



Stream One: Seeding Healthy Small, Rural and Remote Communities

Resources and support for collaborative, upstream learning and action. [Click here to learn more.](#)

Opportunity

The **Seeding Stream** is for small, rural, and remote communities.¹ It includes grants of up to \$5,000, along with other capacity building support.

Supported communities:

- receive a grant of up to \$5,000 to support activities including: developing healthy community partnerships across sectors, learning more about conditions that improve health and well-being, identifying and planning for local health and well-being priorities, and moving upstream for greater impact;
- receive access to an online portal of healthy community resources for small, rural, and remote communities, and to limited coaching and facilitation support; and
- participate in up to three webinars designed to increase the capacity of participants to better understand and have an impact on the upstream determinants of health and well-being in a small, rural, and/or remote reality.

Eligible Applicants:

- are a local government (municipality, regional district, First Nations or Métis Chartered Community) in a small, rural, or remote community
- have a partnership in place with a local health authority (or are working towards one)
- are interested in pursuing one or more of the following activities: developing healthy community partnerships across sectors, learning more

about conditions that improve health and well-being, identifying and planning for local health and well-being priorities;

- are focused, or want to focus, on thinking and acting upstream in one or more of the following areas: healthy eating and food security, tobacco reduction, physical activity, healthy early childhood development, positive mental health and well-being, culture of moderation for alcohol use, injury prevention, and healthy built environment; and
- have the capacity and commitment to participate in a provincial network of small, rural and remote healthy communities, including participating in up to three webinars.



Stream Two: Growing Impact: BC's Next of Healthy Communities Leadership

*An integrated suite of support including events, coaching, community of practice and grants. **Click here to learn more.***

Priorities & Focus Areas

In both streams, partnership development and collaboration between local governments, health authorities, and other community stakeholders is a priority, as is working upstreamⁱⁱ for greater impact in one or more of the following focus areas:

- healthy eating and food security
- tobacco reduction
- physical activity
- healthy early childhood development
- positive mental health and well-being
- culture of moderation for alcohol use
- injury prevention
- planning for a healthy built environment



MEMO

August 9, 2016

TO: Mayor & Council
FROM: Mayor Galina Durant, District of Stewart
Small Community Representative
RE: **Small Talk Forum 2016**

As your Small Community Representative I wish to advise you of the upcoming UBCM Convention, specifically the Small Talk Forum on the morning of Tuesday, September 27 at the Victoria Conference Centre (Carson Hall B & C).

The Small Talk Forum for communities with a population under 5,000, now in its 27th year, continues to be one of the most popular sessions at the Convention. Your direct involvement has made the Forum a repeat success, and in 2016 we encourage you to complete and return the attached Small Talk Forum response form, sharing any issues facing your community. Then, come to the Forum prepared with background information related to these issues, or solutions to similar issues facing other communities.

If you have a best practice or success story to share, please add it to the attached Small Talk Forum response form as well. This is an opportunity for small communities to share tips and information and help one another with day-to-day challenges. For instance, has your community completed (or is undertaking) a project or initiative that you think would be informative for other small communities? Here's your chance to tell your story!

Again, please complete and return the attached Small Talk Forum response form via email to bsihota@ubcm.ca. *We will distribute the list of issues at the Forum and will endeavour to address some of these issues ahead of time.* We will also have a facilitator and resource persons on hand to help.

We hope that you will be able to take part and encourage you to submit your issues and success stories.

I look forward to welcoming you to the 2016 Small Talk Forum in Victoria!

Please distribute this memo to Mayor & Council

Small Talk Forum

Tuesday, September 27, 2016 (9:00 am - Noon)

We would like to talk about:

Topic#1 (explain):

Topic#2 (explain):

Best Practice/Success Story (if applicable):

UBCM staff will distribute the list of issues at the Forum and may endeavour to address some of these issues ahead of time in order to streamline discussion at the Forum.

Please have someone from your community attend to provide background on each issue.

Name:

Position:

Local Government:

Tel:

Email:

Please complete and return this form by email to bsihota@ubcm.ca by Friday, August 26, 2016.

August 16, 2016 Box 233 Ashcroft, B.C. V0K 1A0

Village municipal council Ashcroft.

Re: HUB as a community center. Bancroft Street
Community Hall designated as a Heritage site.

After touring HUB, our former elementary school, I was tremendously impressed by the group of five women who have taken upon themselves, the responsibility of maintaining and operating the building as HUB. Every part of that building is being used for one activity or another. From chair yoga to mosaic tiling, from zumba dancing to science projects for kids. Areas with donated sofas and chairs for seminars and other meetings.

As everyone knows, the cost of maintaining a former school building is formidable. The cost of hydro alone is mind boggling. The school district is maintaining the grounds free of charge, which is a blessing.

The future of HUB though, seems uncertain.

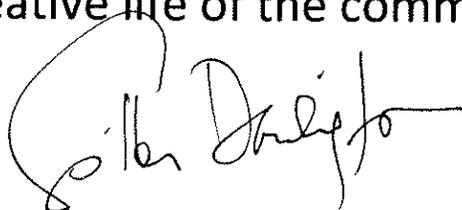
Its continued operation will require the concerted efforts of not only volunteers, but the financial support of the municipality, corporate and personal contributions such as legacies, etc. Much in the way that public broadcasting systems are maintained.

Our community hall should be designated a heritage site. It's history goes back almost as far as Ashcroft. I interviewed a former Ashcroft pioneer resident, Henry Leong, in the 1980's. He told me he had attended school there before the first world war. The building has had several uses since then. As a municipal office, as a library, and more recently, a church. (Seventh Day). Plays have also been performed in the hall. But the staging of the plays posed formidable challenges.

This is not the case with HUB, which has a stage better equipped for productions such as the ones Ashcroft has been blessed to enjoy over the past few years.

I would ask that Council consider these options and possibilities with a view to the future development of the social and creative life of the community.

Esther Darlington

A handwritten signature in black ink, appearing to read "Esther Darlington", written over the printed name.

MEMO TO: Michelle Allen, CAO

MEMO FROM: Ethan Anderson, DCO

DATE: August 16th, 2016

SUBJECT: Cultural Spaces Canada Fund – Resolution of Council

The Village of Ashcroft Council has a list of priorities that includes two projects associated with the Museum, the replacement of the HVAC system (\$37,950) and the replacement of concrete stairs (\$3,337.46).

These two projects combined have an estimated cost of \$41,287. The Village submitted a grant application to Northern Development's Economic Diversification Infrastructure program for \$20,475 in which it was successful.

Staff recommends submitting another application to Cultural Spaces Canada Fund for a value of \$20,633 (50%). An application to CSCF requires a resolution of Council supporting the initiative.

Recommendation

To provide a resolution of support for an application to Cultural Spaces Canada Fund that will apply for \$20,633 towards the Ashcroft Museum HVAC and stair replacement projects.

Respectfully submitted,

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

Ethan Anderson, Deputy Corporate Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: August 16, 2016

SUBJECT: RURAL DIVIDEND GRANT – REVIEW OF PLANNING FRAMEWORK

Background

In May 2016 Council approved an application to the Rural Dividend Program in the amount of \$9,975 for a project that would review the community planning framework including the Official Community Plan (OCP), Zoning Bylaw and Subdivision Bylaw.

Discussion

The Village was successful and have been awarded the full \$9,975 grant. The proposal is a three phase approach as outlined below:

1. Phase I – Undertake a review of the existing documents
2. Phase II – Community input
3. Phase III – Preparation of Terms of Reference for a further application to the Rural Dividend Program to develop new planning documents.

The announcement of the grants was considerably later than expected and this will make the project completion by October 1st challenging. The application deadline for the second intake of applications is October 31st and we want to ensure that we have a detailed application ready for submission.

Administration has discussed the three phases with Urban Systems who have advised that the project can be completed on time. Phase I is underway and Administration will be forwarding items and recommendations for amendments to USL in the near future.

To accommodate Phase II we have suggested that a survey be developed that can be mailed to all residents as well as placed on our website. The survey will ask questions relating to the future of Ashcroft and what new subdivisions should look like. For example, are residents in favour of mixed neighbourhoods where traditional single family homes are beside small multi-family complexes and also include smaller lots with modular homes? Are residents in favour of carriage or lane houses? There are a number of options available today that were not even considered in 2005 when our last OCP and Zoning Bylaws were developed.

Phase III will be summarizing the survey results and recommended changes to the bylaws. Much of this stage will be the foundation of the application for a larger grant to assist with actual bylaw development.

Recommendation

Administration has no recommendation at this time, the report is provided for Council's information.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: August 16, 2016

SUBJECT: UBCM COMMUNITY EXCELLENCE AWARDS BREAKFAST

Background

As Council is aware, Council submitted an Award of Excellence application for the colouring book project. All communities who submit applications are invited to an invitation only breakfast during UBCM at which time the awards are presented.

Discussion

The awards ceremony will be held on Thursday, September 29, 2016 at 7:00 am in the Crystal Ballroom of the Fairmont Empress Hotel. Each local government may send a total of 3 people to the breakfast and the names must be submitted by Friday, September 9, 2016.

Council has also requested two breakfast tickets to the Resource Breakfast Series and the names of the attendees must be forwarded by September 9th as well. The schedule of presenters for these sessions is:

Tuesday, September 27	Energy & Mining Sector Breakfast, Hon. Bill Bennett
Wednesday, September 28	Natural Gas Sector Breakfast, Hon. Rich Coleman
Thursday, September 29	Forest Sector Breakfast, Hon. Steve Thomson
Friday, September 30	Finance Sector Breakfast, Hon. Michael de Jong

Recommendation

Administration is requesting the names of attendees for the UBCM Community Excellence Awards Breakfast and the Resource Breakfast Series Breakfasts so that they may be forwarded to the respective organizations prior to September 9, 2016.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: August 16, 2016

SUBJECT: STREET CLOSURE FOR CAR SHOW AND SHINE

Background

For the past several years a local car club has held a show and shine at Heritage Place Park.

Discussion

The car club is once again asking for permission to close a short section of Railway Avenue on Sunday, September 11, 2016 between the hours of 10:00 am and 3:00 pm. There have never been any comments or complaints regarding this event and as this is the weekend of the Fall Fair participants have the opportunity to enjoy both events. As the cars are parked on the street, participants and spectators are walking out in the roadway so the closure is mainly for safety issues. The barricades could be removed quickly in the event that emergency vehicles required access to the area. The club provides liability insurance and ensures that the park is clean and tidy at the end of the day

The section of Railway Avenue would be from the BX Building (access down 6th Street would still be available) to 7th Street. Access to the Ashcroft Apartment Motel would be maintained.

Recommendation

Administration recommends that that Railway Avenue be closed to traffic between 6th and 7th Streets on Sunday, September 11, 2016 between the hours of 10:00 am and 3:00 pm.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: August 15, 2016

SUBJECT: ANNUAL GENERAL MEETING – MUNICIPAL INSURANCE ASSOCIATION OF BC

Background

The Village of Ashcroft is a member of the Municipal Insurance Association of BC and consequently is entitled to vote at the Annual General Meeting which is held during the annual UBCM Convention.

Discussion

The Village of Ashcroft is entitled to appoint one Voting Delegate as well as two alternates in the event that the appointed delegate is unable to attend the annual general meeting. The current Voting Delegate is Councillor Alf Trill and the Alternate Delegate is Councillor Alain Mertens. The Village has chosen not to appoint a second alternate for a number of years. As Mr. Mertens is no longer a Councillor an alternate should be appointed.

Changes to the appointed delegates must be done by a resolution of Council and must be forwarded to the MIABC by September 19, 2016.

The Annual General Meeting will be held on Tuesday, September 27th at 4:00 pm. Councillor Lambert and Councillor Roden are registered to attend the convention and either or both may be appointed as the Village's voting delegate and alternate(s).

Recommendation

Administration recommends that Council review the current voting delegate appointment for the 2016 Annual General Meeting of the Municipal Insurance Association of BC.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: August 17, 2016

SUBJECT: VILLAGE ROAD ROW AND SIDEWALK ON PRIVATE PROPERTY

Background

The Village has received an application for a minor subdivision that involves the transfer of approximately 80 m² from one lot to the adjacent lot to accommodate an existing access driveway. When the survey was completed it showed that a small portion of Ash Street and the sidewalk along Ash Street were on private property.

Discussion

The Approving Officer/CAO has discussed this with our lawyer who advises that this matter can easily be resolved by having a line drawn along the side of the sidewalk and designating that portion of the lot as road right of way. A copy of the survey is attached for your reference. The surveyor has agreed that there will not be any increase in cost to have this line added. When the survey plan is filed in the Land Title and Survey Authority Office the Village would then have ownership of the portion of the road and sidewalk that are currently on private property. The value of the land that would be turned over to the village is negligible in two ways, firstly because of the small area involved vs. the size of the entire lot and secondly because turning that portion of the property over to the Village does not decrease the value of his lot because it is currently being used as a sidewalk and road.

The Approving Officer/CAO has approached the property owner and requested that they allow this matter to be settled by agreeing to have the survey plan modified. The owner has replied that they would allow this provided the Village continue the retaining wall that currently exists along Government Street across the lower edge of his lot. Administration has denied this request for the following reasons:

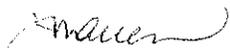
1. The concrete block retaining wall on Government Street was done approximately 20 years ago and replaced a railway tie wall that was failing. The lots above this retaining wall are of a much higher elevation and a retaining wall is required to ensure the safety of traffic and pedestrians on Government Street.
2. The topography of the lot in question is a gentle slope and while the owner does experience some sloughing of dirt from his property onto the sidewalk a retaining wall is not required for safety reasons.
3. The Village does not wish to establish a precedent by building retaining walls on private property when the value of the wall greatly exceeds the value of the land in question.

The Approving Officer understands that the property owner has incurred expenses to have the property surveyed however to resolve the issue will not incur any additional expense. The property owner will eliminate the issue of liability by having the road right of way and sidewalk removed from his property.

Recommendation

Administration does not recommend that the Village agree to construct a concrete block retaining wall along the lower portion of Lot 4, Plan 7445, KDYD in exchange for releasing the Ash Street road right of way and sidewalk that currently encroaches on Lot 4.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer/Approving Officer

MEMO TO: Mayor Jeyes and Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: August 16, 2016

SUBJECT: APPLICATION FOR LIQUOR LICENSE – UNITEA TEA ROOM

Background

Nadine Davenport, operator of the Unitea Tea Room, is applying to the Liquor Control and Licensing Branch (LCLB) for a liquor license that would allow patron participation entertainment. As part of the application process, the local government must provide a resolution advising that the application has been brought before them.

Discussion

The LCLB food primary license application has an option that allows a patron participation entertainment endorsement or liquor service past midnight. Ms. Davenport has advised that she does not intend to have any events that go past 11:00 pm however she does wish to have patron participation entertainment. In the past Unitea Tea Room has hosted live music concerts and has obtained special occasion permits for each event however Ms. Davenport wishes to expand her opportunities and be able to host live music concerts, karaoke and dancing. The Village has never received any complaints regarding these past events.

The LCLB application indicates that liquor may be served between 10:00 am and 11:00 pm Tuesday through Saturday however most days the tea room will close by 8:00 pm. The application requires a resolution from the local government that must:

- Comment on the following regulatory criteria:
 - The potential for noise if the application is approved;
 - The impact on the community if the application is approved; and
 - Whether to amendment may result in the establishment being operated in a manner that is contrary to the primary purpose (food-primary)
- Indicate whether or not views of residents were gathered, and if not, provide reasons why they were not gathered;
- If the view of residents were gathered explain:
 - The views of the residents;
 - The method used to gather the views of the residents; and
 - Comments and recommendations with respect to the views of residents.
- Provide recommendation as to whether the amendment should be approved.

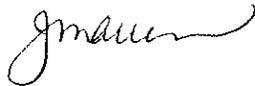
Administration recommends that Council seek the view of residents by placing an ad in the August 25th issue of The Journal advising that this application has been placed before them and inviting written comments by noon on Tuesday, September 6th. This will allow the matter to be brought back to Council at the September 12th regular meeting. A copy of the draft advertisement is attached for Council's review.

Administration advises that there are minimal residential units in the immediate area and events will be held indoors. The facility is limited by size to the number of patrons that can be inside which will control the size of the event. Administration does not consider that allowing patron participation entertainment on a regular schedule will impact the community or be detrimental to the neighbourhood.

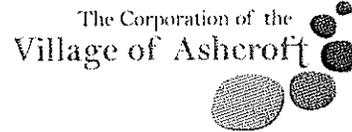
Recommendation

Administration recommends that the Village place the attached advertisement in the August 25th issue of The Journal to invite residents to submit their comments in relation to this application and further that the matter be brought back to the September 12, 2016 regular council meeting for further consideration.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "J. Allen".

J. Michelle Allen,
Chief Administrative Officer



PUBLIC NOTICE
Application for Liquor Licence

Unitea Tea Room has applied to the Liquor Control and Licensing Branch for a liquor license that will allow them to host patron participation entertainment. These events would include live music concerts, karaoke and dancing and would be held indoors at the Unitea Tea Room. The license would allow the events to take place between 10:00 am and 11:00 pm on Tuesday through Saturday.

Council for the Village of Ashcroft must provide a resolution as part of the application process and invite the public to provide written comments on this proposal. Comments must be received by noon on Tuesday, September 6, 2016 as the item will be on the September 12th Regular Meeting Agenda for consideration.

Comments may be forwarded to: Village of Ashcroft, PO Box 129, Ashcroft, BC V0K 1A0 or via email to michelle@ashcroftbc.ca.

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 808

A bylaw for the charging of rates and prescribing of regulations for recreation facilities and services in the Village of Ashcroft

WHEREAS the Council of the Village of Ashcroft wishes to charge fees in accordance with Section 194;

- (1) **NOW THEREFORE** the Council of the Village of Ashcroft, in open meeting assembled, enacts as follows:
- (2) This Bylaw may be cited as "Village of Ashcroft Recreation Fees Bylaw No. 808, 2016".
- (3) Definitions:
 - a. "Family" includes up to two (2) adults and up to five (5) children of either adult.
 - b. "Adult" is someone who is 19 years or older
 - c. "Disabled Persons" a person who in some aspect of their life may require support due to a physical or cognitive limitation
 - d. "Senior Citizen" is someone aged 60 years or older
 - e. "Youth" is someone aged 6-18 years
 - f. "Child" is someone 5 years or less
 - g. "Infant" is someone 2 years or less
 - h. "Minor" is someone 18 years or younger.
- (4) That the following properties and activities will be as part of this Bylaw:
 - a. Legacy Park Campsite, located at 10 Riverview Crescent
 - b. Village of Ashcroft Museum, located at 404 Brink Street
 - c. Ashcroft Swimming Pool, located at 561 Elm Street
 - d. Ashcroft Pool Park, located at 561 Elm Street
 - e. Heritage Place Park, located at Railway Avenue
 - f. Drylands Arena, located at 612 7th Street
 - g. Ashcroft Community Hall, located at 409 Bancroft street
 - h. The Lady Minto Building, located at 601 Bancroft Street
- (5) That any charge is subject to discount by the Chief Administration Officer up to \$250 per instance. Any discount over \$250 requires a resolution of Council.
- (6) The Chief Administrative Officer or designate may recover any recreation fees or charges for different business activities affecting property or recreation.
- (7) All fees and charges in Schedules B through F include Sales Tax in the printed charge.
- (8) That the following Bylaws and all their amendments are hereby repealed in their entirety:
 - a. Bylaw No. 503, "The Corporation of the Village of Ashcroft Facilities' Rates and Regulations Bylaw No. 503, 1989."
 - b. Bylaw No. 596, "The Village of Ashcroft Museum Rates Bylaw No. 596, 1995."
- (9) If any section, subsection sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- (10) This bylaw will take affect May 1st, 2017.

READ A FIRST TIME THIS	DAY OF	, 2016
READ A SECOND TIME THIS	DAY OF	, 2016
READ A THIRD TIME THIS	DAY OF	, 2016
RECONSIDERED AND ADOPTED THIS	DAY OF	, 2016

John C. (Jack) Jeyes, Mayor

J. Michelle Allen, Chief Administrative Officer

Certified to be a true and correct copy of
Bylaw No. 808 as adopted by Council.

J. Michelle Allen, Chief Administrative Officer

EA/kw

Schedule A

Regulations

(1) All Municipal Recreation Properties

- a. An "Agreement for Rental of Municipal Facilities" form must be signed by the user before the use of the facility. Failure to complete this form will result in the use of the facility being denied.
- b. Any event taking place on Village of Ashcroft property must be covered by liability insurance.
- c. Cost for single or flat rate rentals must be paid in advance, at the issuance of the contract.
- d. A damage deposit may be required for rental of a facility, at the discretion of Village administration.
- e. Additional charges, at cost, will be made for non-standard services. This includes overtime as well as call-outs of staff.
- f. Mischief and/or vandalism will be charged at cost.
- g. Users are responsible for the conduct and action of their participants and spectators.
- h. The Village reserves the right to restrict, suspend or refuse rental of facilities to those that have used inappropriate behaviour.
- i. There will be no sub-leasing permitted.
- j. The Village reserves the right to require additional regulations for any of its facilities.
- k. Village recreational buildings will be closed for all statutory and government holidays, unless otherwise negotiated with the Village.
- l. There shall be no unauthorized alteration or maintenance procedure at any property or facility.
- m. Clean up procedures will be specified by the Village when Agreement of rental is signed.
- n. All rates include applicable taxes.

(2) Legacy Park Campsite

- a. Legacy Park Campsite is available for special events when advance notice is provided.
- b. Legacy Park Campsite is under control of a contractor who will determine appropriate rates for services. This is subject to Village approval. Rates must be set at the beginning of the camping year.

(3) Village of Ashcroft Museum

- a. The Village of Ashcroft Museum is by donation on admission.
- b. The research related services are payable in advance.
- c. The services available from the Ashcroft Museum are;
 - i. For all research application for specific information, business or family histories, etc.
 - ii. Photocopying of historical documents (where the curator deems reasonable)
 - iii. Reproduction of maps or photographs (where curator deems it reasonable)
- d. Services are only available based on the time constraints of the curator.
- e. Fees can be waived upon discussion with Village administration.

(4) Ashcroft Swimming Pool

- a. The Ashcroft Swimming Pool staff have the right to ask any person acting in a way that might bring harm to themselves or others to leave immediately, without refund.
- b. The Ashcroft Swimming Pool is available as a facility rental at times specified by, or negotiated with, the Village.
- c. Refunds are not available on "Season Passes" or "Punch Cards."
- d. Disabled persons who require a care-worker can have one care-worker enter the pool with them free of charge.

(5) Ashcroft Pool Park and Playing Fields

- a. Refunds will not be permitted due to unfavourable weather.
- b. Ashcroft Pool Park Fields can be rented early in the season, though as the field is located outside it can only be brought into playing condition when weather permits. Tournaments and other use should be booked so as to not be interfered with if the winter season is longer than expected as there will be no refund for tournaments or annual fees based on unfavourable weather.
- c. Insurance is mandatory for any rental of the field.
- d. Cancellations and refunds will only be available to those that cancel at least five business days before the rental time

(6) Heritage Place Park

- a. Heritage Place Park Gazebo may be reserved at no cost.
- b. The park will only be reserved if insurance for the event is provided.
- c. Heritage Place Park is an open and freely accessible park, therefore all events reserved, must be open to the public.

(7) Drylands Arena

- a. Drylands Arena is available on a first-come, first serve basis.
- b. Cancellations and refunds will only be available to those that cancel at least five business days before the rental time.
- c. Liability Insurance is necessary and is available through the Village. Insurance rates are available at the Village office.

(8) Ashcroft Community Hall

- a. The Ashcroft Community Hall is available for rental on a first come-first serve basis.
- b. Cancellations and refunds will only be available to those that cancel at least five business days before the rental time
- c. The rental of the Ashcroft Community Hall is for the use of the Hall and the washrooms, not for use of the kitchen. The Ashcroft Community Hall kitchen is not to be intended as use as a full serve kitchen and storage of food, drinks or other goods in the Ashcroft Community Hall kitchen are subject to be discarded by Village staff.
- d. The kitchen can be rented out at an additional fee.

(9) Lady Minto Building

- a. The Lady Minto Building rental rate is for its Multi-purpose room only.
- b. The room is only rented out on a first come-first serve basis.

Schedule B

Ashcroft Swimming Pool – Rental Rates

Classification	Time Period	Rate
Infant	N/A	Free
Child	Public Swim	\$2.00
	Season Pass	\$40.00
	Punch Card*	\$20.00
Youth OR Senior Citizen OR Disabled Persons	Public Swim	\$2.50
	Season Pass	\$45.00
	Punch Card*	\$25.00
Adult	Public Swim	\$3.00
	Season Pass	\$60.00
	Punch Card*	\$30.00
Family	Public Swim	\$10.00
	Season Pass	\$140.00
Group Rental Rate (includes 2 Lifeguards)	Per hour	\$125.00

* = 14 Sessions for the price of 10

Schedule C

Drylands Arena – Rental Rates

Classification	Time Period	Rate
Infant	N/A	Free
Child	Public Skate	\$1.50
	Season Pass	\$20.00
Youth OR Senior Citizen OR Disabled Persons	Public Skate	\$2.50
	Season Pass	\$40.00
Adult	Public Skate	\$3.00
	Season Pass	\$60.00
Family	Public Skate	\$10.00
	Season Pass	\$100.00
Drop in Hockey		\$5.25
Mom & Tots Skating		\$2.50
Sticks & Pucks	Per user	\$3.00

Classification	Definition	Rate (per hour)
Minor (Use of Ice)	Rentals where the majority of users are 18 years or younger	\$65.00
Adult (Use of Ice)	Rentals were the majority of users are 19 years or older	\$105.00
Minor (Dry Floor)	Rentals where the majority of users are 18 years or younger	\$32.00
Adult (Dry Floor)	Rentals were the majority of users are 19 years or older	\$42.00

Classification	Definition	Rate
Minor Special Events (Ice Use)	Rentals where the majority of users are 18 years or younger. These events could include tournaments, fundraising, exhibition games, etc.	6 Hours - \$340.00 8 Hours - \$420.00 12 Hours - \$605.00 16 Hours - \$760.00 Weekend* - \$1575.00
Adult Special Events (Ice Use)	Rentals where the majority of users are 19 years or older. These events could include tournaments, fundraising, exhibition games, etc.	6 Hours - \$605.00 8 Hours - \$790.00 12 Hours - \$1155.00 16 Hours - \$1390.00 Weekend* - \$2360.00
Special Events (Dry Floor) - Regular *	This covers a 3 day period - one day to setup, one day for event and one day for takedown. Beyond 3 days, \$50 will be charged per day	\$735.00
Special Events (Dry Floor) - Non- Profit*		\$315.00
Other Charges	Damage Deposit	\$500.00

*Weekend Rate covers the following times:

Friday 6:00 pm to Midnight

Saturday 8:00 am to midnight

Sunday 8:00 am to 8:00 pm

Lounge Rental

Per hour	\$10.00
----------	---------

Non Resident Users

Ice users who do not physically reside within the boundaries of the Village of Ashcroft will be charged \$30.00 per person per season to a maximum of \$100.00 per family to use the Drylands Arena. Family rate applies to a maximum of five persons of an immediate family who all reside at the same physical address. These funds will be collected by their respective organization and remitted to the Village of Ashcroft along with a listing of their registered members. The payment and listing must be received by the Village by November 15th in each year.

Schedule D

Parks – Rental Rates

Annual Fees

Classification	Rates (per Year)
All Users before 17:00 hours	Free
Minor – 18 years old and younger after 17:00 hours	\$3.25 per player
Adult – 19 years old and older after 17:00 hours	\$6.50 per player

Tournament Fees

Classification	Rates (per Day)
Minor – Up to 16 teams	\$58.00
Minor – Over 16 teams	\$115.00
Adult – Up to 16 teams	\$115.00
Adult – Over 16 teams	\$230.00

Base Use Deposit

Per set = \$200.00 per use

Damage/Clean Up Deposit

Per Tournament = \$300.00

Schedule E

Ashcroft Community Hall – Rental Rates

Type of Use	Time Period	Costs
Not-for-Profit Use	Hourly	\$5.25
	Per Day	\$42.00
Commercial/Private Use – Adult Aged	Hourly	\$11.00
	Per Day	\$85.00

*Use of kitchen in Community Hall is a flat rate of \$20.00 per event

Lady Minto Multi-purpose Room Rental Rates

Type of Use	Time Period	Costs
Not-for-Profit Use – Adult Aged	Hourly	\$5.25
	Per Day	\$42.00
Commercial/Private Use – Adult Aged	Hourly	\$11.00
	Per Day	\$85.00

Schedule F

Ashcroft Museum – Research Rates

Classification	Unit of Charge	Cost
Research	Minimum Charge	\$25.00
	Additional Per Hour	\$10.00
Photocopying	Per Page	\$0.50
Maps and Photographs		Actual Cost including Employee Time
Digital Imaging	Personal	\$15.00
	Commercial	\$30.00

**INFORMATION CORRESPONDENCE
FOR THE AUGUST 22, 2016 COUNCIL MEETING**

Marina Papais & Dan Collet

- Ashcroft Harmony Mosaic Installation

March of Dimes Canada

- Camping and Recreation Programs

Desert Hills Tri Club

- Moonlight Movie Tour in Ashcroft Pool Park August 24, 2016

BC Transit

- Federal Funding of Transit Infrastructure-Phase 1 Project List

Buy Local! Buy Fresh!

- Appreciation for Ashcroft Support of Thompson Shuswap Map

Teck Highland Valley Copper Partnership

- Community Investment Request from South Cariboo Elizabeth Fry Society

Interior Health News Release

- Appointment of John O'Fee to Interior Health's Board of Directors

Interior Health

- Drinking Water Newsletter Summer 2016

Metro Vancouver

- Extended Producer Responsibility for Mattress and Bulky Furniture Manufacturers

Enertelligence Monthly Newsletter-July 2016

Communities in Bloom

- Ashcroft BC " Our Arid Oasis" Community Profile 2016 Edition

City of Victoria-Written Argument

- Trans Mountain Pipeline Application for Expansion Project

Exchange LGMA – Summer 2016

BC Forest Professional-July-August 2016

Southern Interior Development Initiative Trust

- Invitation to 10th Anniversary Celebration September 9, 2016

AE Today-Issue #2-2016

State of the Air-BC Lung Association-2016

Ministry of Environment-Factsheet on Burning Requirements

Municipal World-August 2016

Speaking of Children-BC Children's Hospital Foundation-Summer 2016

CHOA Journal-Summer 2016

/nc

MEMO TO: MAYOR AND COUNCIL

CC: J. MICHELLE ALLEN, CAO

MEMO FROM: YOGI BHALLA, CHIEF FINANCIAL OFFICER

DATE: July 26, 2016

SUBJECT: JUNE 30TH FINANCIAL STATEMENTS

Please find attached Financial Statements (Income Statement and Balance Sheet) for June 2016 for your review.

Respectfully submitted,

A handwritten signature in cursive script, reading "Yogi Bhalla", is written over a horizontal dotted line.

Yogi Bhalla,
Chief Financial Officer

July 25, 2016

Village of Ashcroft
PO Box 129; 601 Bancroft Street
Ashcroft, BC V0K 1A0

Attention: Mayor Jack Jeyes

Dear Mayor Jeyes:

**Subject: Museum Heating and Cooling System Upgrades
Economic Diversification Infrastructure Program
Northern Development Project Number 4438 40**

RECEIVED

AUG - 3 2016

The Corporation
Village of Ashcroft

The Northern Development Initiative Trust Corporation was created by the Province to be a catalyst for central and northern BC, to grow a strong diversified economy by stimulating sustainable economic growth through strategic and leveraged investments.

The Board of the Northern Development Initiative Trust has met and reviewed your application.

I am pleased to advise you that the Economic Diversification Infrastructure application from the Village of Ashcroft for the 'Museum Heating and Cooling System Upgrades' project has been approved for a grant up to \$20,475 from the Cariboo-Chilcotin/Lillooet Regional Development Account on July 20, 2016, subject to confirmation of other funding sources.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development, and the project commenced.

Please advise us when the subjects listed above have been confirmed and our staff will work with you to develop a contract and communication opportunities. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

The Board wishes you every success in your project and look forward to seeing the results have a positive impact on the local economy.

Sincerely,



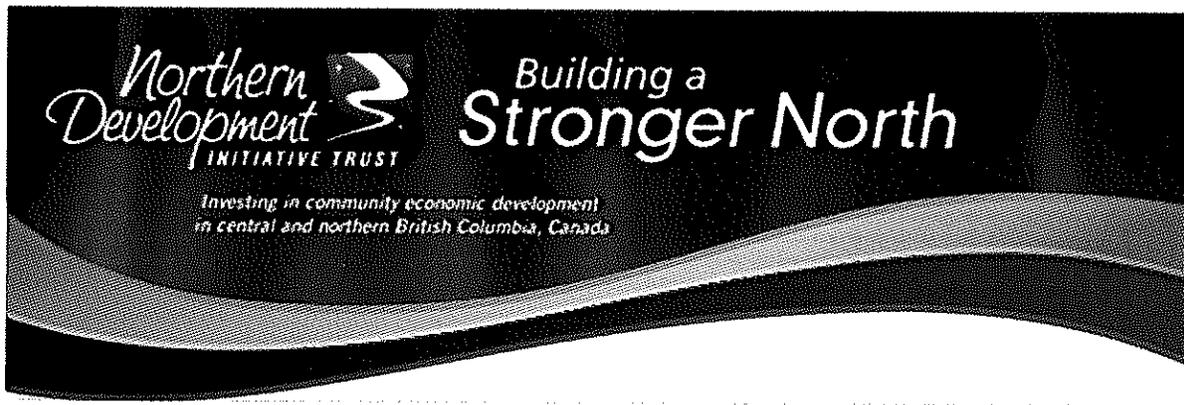
Brenda Gendron
Chief Financial Officer

- c: Michelle Allen, Chief Administrative Officer, Village of Ashcroft
Ethan Anderson, Deputy Corporate Officer, Village of Ashcroft
Alf Trill, Councillor, Village of Ashcroft and Regional Advisor, Cariboo-Chilcotin/Lillooet Regional Advisory Committee

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RELEASE: Northern Development board selects new CEO

August 15, 2016 | [View this email in your browser](#)



News Release

August 15, 2016

Northern Development Initiative Trust

Northern Development board selects new CEO

Earlier this year, Northern Development Initiative Trust announced that our current Chief Executive Officer (CEO) would be retiring this fall and that the Trust would commence the search for her replacement.

The Trust's Board of Directors has selected a new Chief Executive Officer to succeed retiring CEO Janine North and ensure a smooth transition of leadership this fall. Joel McKay, the Trust's Director of Communications, will succeed Ms. North as CEO beginning October 3rd, 2016.

McKay joined the Trust's executive team in 2012, and since then has been responsible for leading the Trust's communications and marketing, economic research and analysis, as well as the Fabulous Festivals and Events funding program. Prior to joining the Trust, McKay was an award-winning business journalist in Vancouver specializing in coverage of the province's natural resources industries, notably forestry, mining, oil and gas and renewable energy.

The decision follows a rigorous three-month selection process that fielded potential succession candidates from across British Columbia.

Ms. North will remain CEO until the transition date, helping to ensure the Trust continues to deliver on its mandate to strengthen and diversify the economy in central and northern B.C. Ms. North's decision to retire comes after more than a decade of service to the Trust, and is driven by her personal desire to spend more time with her family and other board and personal commitments.

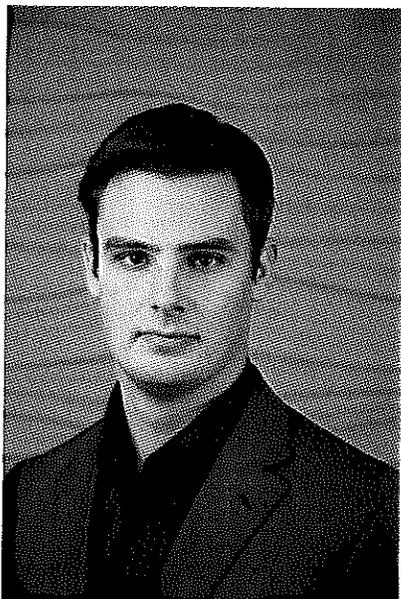
Since 2005, the Trust has used its resources to approve more than \$150 million in funding for more than 2,000 projects throughout central and northern B.C. In that time, the Trust has leveraged \$1.2 billion in new investment to the region and helped diversify the economy. Today, the Trust is sustainably managed with a capital base in excess of \$250 million and two dozen programs and services that foster collaboration, sustainability and diversification in the region's communities.

Quotes:

"On behalf of the Board, I congratulate Joel on being selected to lead this great organization and continue its service to the people, communities and businesses of central and northern BC. Joel's demonstrated commitment to the Trust and his desire to help grow BC's central and northern economies will serve the Trust well. Congratulations Joel and we, the Board, look forward to continuing the wonderful achievements the Trust has been able to accomplish under the exemplary leadership that Janine North so capably provided since the inception of the Trust." – Evan Saugstad, Board Chair

"Joel has a passion for northern communities and building a stronger economy. He has the vision and service ethic that will drive Northern Development to continued success over the next decade. I am thrilled that he will succeed me as CEO in the fall." – Janine North, CEO, Northern Development Initiative Trust

"I feel honoured to have been selected to lead the Trust into its second decade. The north is my home, my family's home, and I believe very passionately that the best economic decisions for the north should be made in the north. I look forward to continuing to serve our board of directors and collaborate with our regional advisors to ensure the Trust is responsibly responsive to the needs of communities throughout central and northern B.C." – Joel McKay, Director, Communications



Joel McKay bio:

Joel McKay joined the Northern Development executive team in June 2012, where he handles the Trust's communications and marketing, economic research and analysis and the Fabulous Festivals and Events grant program. Joel was previously Assignment Editor at Business in Vancouver Newspaper where he was responsible for leading a team of journalists. Prior to that, Joel was the Natural Resources Reporter at Business in Vancouver covering forestry, mining, oil and gas, fisheries and First Nations issues across the province. For the past four years Joel has led a successful communications services program that has provided public relations capacity to small local governments and First Nations throughout rural B.C. Joel is editor of the Small Town P.R. Playbook, a Jack Webster award winning journalist, was named one of Prince George's Top 40 Under 40 business leaders in 2013, an alumni of the 2015 Governor General's Canadian Leadership Conference and a regular columnist for Business in Vancouver focusing on economic and northern issues. Joel holds a Bachelor of Applied Journalism from Kwantlen Polytechnic University.

Contact:

Kim Hayhurst
Manager, Marketing and Digital
Northern Development Initiative Trust
250-561-2525
kim@northerndevelopment.bc.ca

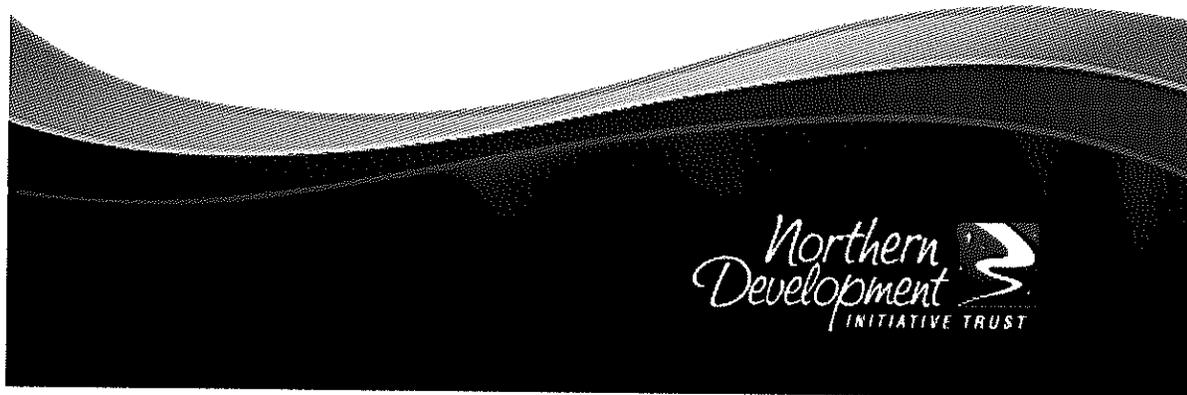


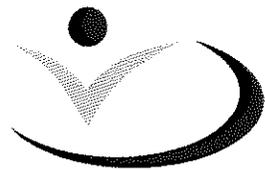


Northern Development Initiative Trust combines funding with smart thinking to help Northern British Columbia thrive. The Trust was created for the north and is led by the north. In only a decade, Northern Development has found more than 2,000 ways to say "yes" to economic diversification in our region, attracting more than \$1.2 billion in new investment to the region. The Trust is an independent regional economic development corporation focused on stimulating economic growth in central and northern British Columbia. To date, the Trust has committed more than \$146 million in funding to projects in communities throughout the region, and has forged more than 3,200 partnerships with over 900 organizations. Approximately 72% of our investments are in small communities with populations of less than 5,000.

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Interior Health

Every person matters

August 10, 2016

The Corporation of the Village of Ashcroft
P.O. Box 129
Ashcroft, BC, V0K 1A0

Dear J. Michelle Allen,

Re: MyHealthPortal

Thank you for your correspondence dated July 29, 2016 requesting the patients of the Ashcroft Hospital and Health Site be considered for the MyHealthPortal Program.

Interior Health's first implementation of MyHealthPortal at Shuswap Lake Hospital provided us with an opportunity to understand patient adoption, impacts and benefits of this type of portal. We will take our learnings from Shuswap Lake Hospital to improve the process when we roll this out in the fall to the second community, which has already been chosen.

We are currently developing an implementation plan that will see MyHealthPortal made available to all patients over the age of sixteen within the Interior Health catchment area by March 2017. While I cannot provide a specific timeline at this point, we anticipate that MyHealthPortal will be offered to the patients of the Ashcroft Hospital and Health Site sometime in the fall of this year.

It is wonderful to see the support from Mayor Jeyes and council to bring MyHealthPortal to the residents of the Village of Ashcroft. We look forward to bringing this to your community in the near future.

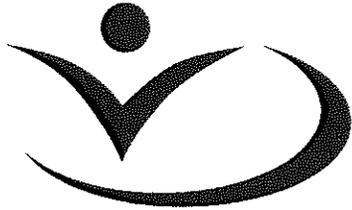
Sincerely,

Maureen Detwiller
Director, Clinical Informatics

On behalf of Norma Malanowich, VP & Chief Information Officer

Bus: (250) 980-5022
Fax: (250) 980-5059
Email: Maureen.detwiller@interiorhealth.ca
Web: www.interiorhealth.ca

INTERIOR HEALTH
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Interior Health

Every person matters

Corporate Administration
 Interior Health Authority
 #220 – 1815 Kirschner Road
 Kelowna, B.C. V1Y 4N7
 Web: www.interiorhealth.ca

Chris Mazurkewich
President & Chief Executive Officer
 Phone: (250) 862-4205
 Facsimile: (250) 862-4201
 e-mail: chris.mazurkewich@interiorhealth.ca

July 28, 2016

Mayor John C. (Jack) Jeyes
 Village of Ashcroft
 P.O. Box 129
 Ashcroft, B.C. V0K 1A0

Dear Mayor Jeyes:

Re: Recruitment Support

Thank you for your recent letter offering support to recruitment efforts occurring in Ashcroft. IH is committed to recruiting qualified staff to the community of Ashcroft and our recruitment team is using a variety of methods to attract candidates to these vacancies.

Direct 'headhunting' for candidates unfortunately does take time, is ongoing, and although we recognize may not be directly visible to the community (as would be an advertisement in a career's section of a paper) can be very effective. Our current marketing strategy includes advertising Ashcroft positions on all major job boards. We regularly monitor the web-based traffic and adjust advertisements accordingly. We are also proactively contacting qualified healthcare professionals directly through LinkedIn and continue to engage with people who may be a fit to the community. There is good response from people interested in viewing the postings, but they are not following through with applying; in some cases we are receiving applications but the applicants are not qualified. For the Emergency Room positions we recently had two great candidates lined up for interview, however they chose to go elsewhere.

Attracting candidates for the Physician vacancies is also challenging and we continue to market the opportunities both within Canada and through our international marketing (e.g., Health Match BC). Additionally, we just put forward Ashcroft as a community for a return of service candidate.

I understand that you have recently formed a working team focused on recruitment and retention in Ashcroft and Berni Easson will invite representatives from our recruitment team to your next meeting on August 25. Partnerships with our communities is very important to us and our recruitment specialists would welcome any additional

information, photographs, video content about what makes Ashcroft a great place to live and work. Social media marketing is the fastest growing recruitment tool and our recruitment team wishes to create a partnership with you to help develop a strong presence in this area.

I appreciate your continued support to health care for residents in Ashcroft, and the surrounding area.

Sincerely,



Chris Mazurkewich
President & Chief Executive Officer

/vm

c: Mal Griffin, VP Human Resources & Organizational Development
Bernie Easson, Health Service Administrator

RECEIVED

AUG - 3 2016

The Corporation
Village of Ashcroft

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: August 16, 2016

SUBJECT: APPOINTMENT OF DEPUTY CHIEF ELECTION OFFICER

Background

Council appointed Ethan Anderson as the Deputy Chief Election Officer for the 2016 By-Election and Assent Voting Opportunity. Mr. Anderson has tendered his resignation and will not be here for the voting opportunities.

Discussion

The Village's Chief Financial Officer, Yoginder Bhalla, has agreed to assume the position of Deputy Chief Election Officer for the 2016 By-Election and Assent Voting Opportunity. His appointment will be effective Wednesday, August 24, 2016.

Recommendation

Administration recommends that Council appoint Yoginder Bhalla as the Deputy Chief Election Officer for the 2016 By-Election and Assent Voting Opportunity and further that the appointment be effective on Wednesday, August 24, 2016.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council
MEMO FROM: Yogi Bhalla, Chief Financial Officer
DATE: August 04, 2016
SUBJECT: 2016 PROPERTY TAX COLLECTION

Background

The Village of Ashcroft issues property tax notices in May of each year. As you are aware, our property tax due date was July 15, 2016, and it was another successful year for tax collections.

Discussion

Outlined below are the statistics relating to this year's tax billing as compared to prior years:

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Total bills issued	2,171,795	2,198,433	2,246,475	2,212,650
Total payments received	1,985,876	2,011,172	2,072,985	2,072,350
Property Taxes Receivable	199,601	187,261	173,490	140,300
Collection Rate	91%	91%	92%	94%

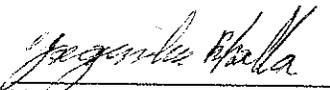
We have sent out letters to the owners having delinquent taxes advising them of the pending tax sale on September 26th, however we expect that the majority of them will be paid. We have also searched land titles and are also going to advise any mortgage holders of the delinquent taxes, thereby giving them a chance to pay the delinquent taxes and avert a tax sale. Currently there are eight properties with delinquent taxes for a total of \$5,274.97.

Overall the tax system is in good shape and in line with our historical collection rates.

Recommendation

This is provided for your information.

Respectfully submitted,



Yogi Bhalla, CGA, CPA
Chief Financial Officer