



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 4:30 PM ON MONDAY, DECEMBER 11, 2017**

1. **CALL TO ORDER**

 2. **MINUTES**
 - 2.1. Minutes of the Committee of the Whole Meeting of Council held on Monday, November 27, 2017 **P. 1-2**
 - 2.2. Minutes of the Regular Meeting of Council held on Monday, November 27, 2017 **P. 3-7**

 3. **DELEGATIONS**
 - 3.1. Ms. Debra Arnott, Community Futures Sun Country
 - Update on WildfiRe Recovery Support Programs **P. 8**
 - 3.2. Mr. Lewis Kinvig, President, TCMHA
 - Update on Canucks Learn to Play Weekend

 4. **CORRESPONDENCE**
 - 4.1. BC/Yukon Command, Royal Canadian Legion
 - Military Service Recognition Book **P. 9-10**
 - 4.2. District of Sicamous
 - Prevention of Quagga and Zebra Mussels **P. 11-16**

 5. **UNFINISHED BUSINESS**
 - 5.1. Village of Ashcroft Finance Committee
 - Proposed Terms of Reference for Council's approval

 6. **NEW BUSINESS**
 - 6.1. South Cariboo Minor Soccer Association
 - Parking during Soccer Tournament **P. 17**
 - 6.2. 2018 Road Trip Adventure – Rogers Radio
 - Summer Promotional Opportunity **P. 18-24**
 - 6.3. Thompson Rivers University Student Union Presentation
 - Request for Letter of Support for Review of Funding Formula **P. 25-26**
-

- 6.4. Village of Ashcroft Fees and Charges Bylaw
- Recommendation for bylaw update P. 27
- 6.5. Historic Plaque Program
- Application for Historic Plaque at 504 Bancroft Street P. 28-31

7. **BYLAWS**

7.1. **Introduction and First Three Readings**

7.1.1. None

7.2. **Reconsideration and Final Adoption**

7.2.1. None

8. **INFORMATION CORRESPONDENCE**

- 8.1. Information Correspondence Listing for December 11, 2017 P. 32

9. **REPORTS**

Council Reports

- 9.1. **Finance Committee – Mayor Jeyes, Councillor Roden & Councillor Kormendy**
- 9.2. **Cache Creek Environmental Assessment Committee – Mayor Jeyes & Councillor Kormendy**
- 9.3. **Northern Development Initiative Trust – Councillor Trill & Councillor Kormendy**
- 9.4. **Gold Country Communities Society – Councillor Trill & Councillor Roden**
- 9.5. **TNRD – Mayor Jeyes & Councillor Lambert**
- 9.6. **Tourism – Councillor Roden & Councillor Lambert**
- 9.7. **School District No. 74 (Gold Trail) Liaison – Councillor Lambert & Mayor Jeyes**
News – Update from School District No. 74 (Gold Trail) P. 33
- 9.8. **Economic Development & Chamber of Commerce - Councillor Roden & Mayor Jeyes**
- 9.9. **Historic Hat Creek– Mayor Jeyes & Councillor Trill**
- 9.10. **Heritage – Councillor Roden & Councillor Kormendy**
- 9.11. **Transit – Councillor Kormendy & Councillor Roden**
- 9.12. **Wellness & Music (Kids) Festival – Councillor Trill & Councillor Roden**

- 9.13. Seniors' Liaison – Councillor Lambert & Councillor Roden
- 9.14. Communities in Bloom – Councillor Trill & Councillor Roden
- 9.15. Health Care – Mayor Jeyes & Councillor Lambert
- 9.16. Bifuka Sister City Relationship – Councillor Kormendy & Councillor Lambert
- 9.17. Other

(Motion to receive both verbal and written reports)

9.18. Administration

Chief Administrative Officer

9.18.1. Verbal update on status of Village of Ashcroft Website

Chief Financial Officer

9.18.2. Discontinuation of Monthly Financial Statements

- Approval to Use Business Intelligence (On-Line) Reports

P. 34

10. INCAMERA

10.1. Section 90.1.(k) – A matter involving negotiations and related discussions for a proposed municipal service

11. 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, NOVEMBER 27, 2017

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

J. Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer
Wayne Robinson, Deputy Corporate Officer

Press and Public

1. **CALL TO ORDER**

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

2. **PRESENTATIONS**

2.1. **Mr. Leif Douglass & Cole Hickson, Thompson Rivers University Students Union – Presentation on TRU’s funding formula**

Mr. Douglass and Mr. Hickson provided Council with an overview of the services that the Thompson Rivers University Students’ Union provide. They provided comparisons of TRU with other similar universities within the province and pointed out that TRU students often pay considerably more for some courses than for the same course at a different school. They will be approaching the Provincial Government requesting a reassessment of the current block funding formula and requested a letter of support from Council to include in this package. Council thanked them for their presentation and advised that they would discuss the request at the next council meeting on December 11, 2017.

2.2. **Mr. Dylan Houlihan & Mr. Dan Penner, Urban Systems Ltd. – Overview of “OCP In A Week”**

Mr. Houlihan provided Council with an overview of the OCP in a Week schedule. He advised that they had spent the day meeting with students, teachers and support staff at the local school and were very impressed with the level of engagement shown by the students. They are well set up in a room at the Ashcroft HUB and feel that the facility will meet their needs very well. Council was advised that at the public meeting on Thursday, a summary of all of the comments received to date will be presented. This will form the basic document that the Planning Committee will review over the course of the next few months. Council thanked them for the presentation and look forward to seeing the results later in the week.

3. **TERMINATION**

M/S Councillor Trill / Councillor Roden

"That the Committee of the Whole meeting terminate at 7:00 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,
November 27, 2017.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR MINUTES

**FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS
OF THE VILLAGE OFFICE AT 7:10 PM ON MONDAY, NOVEMBER 27, 2017**

- PRESENT:** Mayor John c. (Jack) Jeyes,
Councillor Helen A. Kormendy
Councillor Doreen E. Lambert
Councillor Barbara H. Roden
Councillor Wm. Alfred Trill
- J. Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer
Wayne Robinson, Deputy Corporate Officer
- Press & Public

1. CALL TO ORDER

Mayor Jeyes called the meeting to order at 7:10 pm.

2. MINUTES

2.1. Minutes of the Regular Meeting of Council held on Tuesday, November 14, 2017

Mayor Jeyes declared the minutes adopted as presented.

3. DELEGATIONS

3.1. None

4. CORRESPONDENCE

4.1. Consul General of Japan – Invitation to Mayor Jeyes to attend celebration on December 8, 2017

M/S Councillor Roden / Councillor Lambert

“That Mayor Jeyes be authorized to attend the event to celebrate the 84th birthday of His Majesty The Emperor hosted by the Consul General of Japan on Friday, December 8, 2017.”

Carried. (26-11-17)

4.2. Jessica Clement, Literacy Outreach Coordinator – Donation of Family Free Skate on Saturday, January 27, 2017

M/S Councillor Roden / Councillor Kormendy

“That the Village proclaim the week of January 22, 2018 as Family Literacy Week in Ashcroft and that we provide free public skating on Saturday, January 27 from 2:15 pm – 3:45 pm.”

Carried. (27-11-17)

4.3. Ashcroft & District Chamber of Commerce – Santa Madness Event and Parade, December 8, 2017

M/S Councillor Roden / Councillor Lambert

“That the Village enter the new dump truck in the Santa Madness Parade on Friday, December 8, 2017 and further that Councillor Kormendy will represent the Village by riding in the vehicle.”

Carried. (28-11-17)

M/S Councillor Roden / Councillor Trill

“That the Village request the submission of the proposed parade route along with a detailed time line and copies of the insurance policy for the event, and further that if the route is the same as previous years the Chief Administrative Officer is authorized to approve the request.”

Carried. (29-11-17)

4.4. Ambulance Paramedics of BC – Ambulance Services in Your Community – Advocacy Documents

M/S Councillor Roden / Councillor Trill

“That further to their letter of November 21, 2017 the Village invite a representative from the Ambulance Paramedics of British Columbia to attend a 2018 Committee of the Whole meeting to discuss paramedic services in our community.”

Carried. (30-11-17)

5. UNFINISHED BUSINESS

5.1. Long-term Infrastructure and Asset Management Plan – Work Program and Project Schedule

M/S Councillor Roden / Councillor Kormendy

“That the Mayor and Corporate Officer are authorized to sign the Amendment Agreement to extend the completion date of the Strategic Priorities Fund Agreement to June 30, 2018

and further that the Chief Financial Officer is authorized to sign the Agreement for Consulting Services with Urban Systems Ltd. in relation to this project.

Carried. (31-11-17)

6. NEW BUSINESS

6.1. Ashcroft Minor Soccer – Request to develop ball field into full size soccer field

M/S Councillor Roden / Councillor Kormendy

“That the Village of Ashcroft advise the South Cariboo Minor Soccer Association that while we commend them on their success we cannot grant their request to develop the lower ball field into soccer fields and suggest that they contact Ashcroft Indian Band or the Ashcroft HUB to determine if they can utilize their fields.”

Carried. (32-11-17)

7. BYLAWS

7.1. Introduction and First Three Readings

7.1.1. None

7.2. Reconsideration and Final Adoption

7.2.1. None

8. INFORMATION CORRESPONDENCE

8.1. Information Correspondence Listing for November 27, 2017

M/S Councillor Roden / Councillor Kormendy

“That the information correspondence listing for November 27, 2017 be received and filed.”

Carried. (33-11-17)

9. REPORTS

Council Reports

9.1. Finance Committee – Mayor Jeyes, Councillor Roden & Councillor Kormendy

No report

9.2. Cache Creek Environmental Assessment Committee – Mayor Jeyes & Councillor Kormendy

Next meeting is on December 13, 2017 at the Cache Creek Village Office.

- 9.3. Northern Development Initiative Trust – Councillor Trill & Councillor Kormendy**
No report
- 9.4. Gold Country Communities Society – Councillor Trill & Councillor Roden**
Next meeting is December 6, 2017 at the Cache Creek Community Hall
- 9.5. TNRD – Mayor Jeyes & Councillor Lambert**
Council reviewed the Current – Highlights of the Board of Directors' meeting held November 24, 2017.
- 9.6. Tourism – Councillor Roden & Councillor Lambert**
No report
- 9.7. School District No. 74 (Gold Trail) Liaison – Councillor Lambert & Mayor Jeyes**
Council reviewed the Board Bulletin – Highlights of the Board of Education meeting held November 7, 2017
- 9.8. Economic Development & Chamber of Commerce - Councillor Roden & Mayor Jeyes**
No report
- 9.9. Historic Hat Creek– Mayor Jeyes & Councillor Trill**
No report
- 9.10. Heritage – Councillor Roden & Councillor Kormendy**
No report
- 9.11. Transit – Councillor Kormendy & Councillor Roden**
No report
- 9.12. Wellness & Music (Kids) Festival – Councillor Trill & Councillor Roden**
No report
- 9.13. Seniors' Liaison – Councillor Lambert & Councillor Roden**
The Over 80 luncheon was held last week with over 18 members being honoured, some well into their 90's.
- 9.14. Communities in Bloom – Councillor Trill & Councillor Roden**
No report
- 9.15. Health Care – Mayor Jeyes & Councillor Lambert**
No report

9.16. Bifuka Sister City Relationship – Councillor Kormendy & Councillor Lambert

Councillor Kormendy advised that she had spoken to Yoriko Susanj who raised concerns regarding the Bifuka Sister City relationship.

Council directed a letter be sent to Mayor Yamaguchi advising that we value the Sister City relationship, inquiring how they are doing, providing an update on the recent fires and ask if they have any plans to visit Ashcroft during 2018.

9.17. Other

M/S Councillor Roden / Councillor Lambert

“That Council receive the verbal and written reports as presented.”

Carried. (34-11-17)

9.18. Administration

Chief Administrative Officer

9.18.1. None

Chief Financial Officer

9.18.2. None

10. INCAMERA

10.1. M/S Councillor Trill / Councillor Roden

“That the regular meeting move in-camera to discuss an item under Section 90.1.(c) of the *Community Charter* at 8:18 pm.”

Carried. (35-11-17)

11. TERMINATION

M/S Councillor Roden / Councillor Lambert

“That the Regular Meeting of Council terminate at 9:21 pm.

Carried.

John C. (Jack) Jeyes, Mayor

Certified to be a true and correct
Copy of the Minutes of the Regular Meeting
of Council held Monday, November 27, 2017

J. Michelle Allen, Chief Administrative Officer

JMA/kdw

INFORMATION FOR DELEGATIONS

In order to appear before Council as a delegation, please take the time to complete this form. It will help you in providing Council and staff with an overview of your presentation and the key points you wish to bring to their attention. We ask that you keep your presentation to a MAXIMUM of ten (10) minutes so that there will be a reasonable amount of time for Council to address any questions that may arise. Delegations are generally scheduled for Committee of the Whole meetings that are held on the 4th Monday of the month, however exceptions are reviewed on a case by case basis.

1. Name of Organization or Group (if applicable): Community Futures SunCountry
2. Name(s) and title(s) of Person(s) making presentation: General Manager, Debra Arnott
3. The topic of your presentation: Update on WildFire Recovery ^{Support} Programs
4. What are you seeking from Council as a result of your delegation's presentation? (i.e. funding, a letter of support, a change in a bylaw or policy, to provide information only):
to provide information only
5. If you or your group are seeking some form of financial assistance, please explain why you feel that the Village should be funding your request:

6. If seeking financial assistance please attach a budget for your project and expected sources of revenue.
7. If you require a power-point projector or other presentation tool, please advise staff in advance. Paper copies of your presentation should be brought as back up in case of system failure.
8. If you have additional printed materials that you would like Council to read as support for your presentation, please have 7 copies delivered to the office NO LATER THAN the Thursday morning prior to your date of presentation. This will ensure that all Council members receive your materials prior to the meeting and can be better informed as to the background of your presentation.
9. Date requested to make presentation: December 11th 2017
Alternate date (if necessary): _____
10. You should not expect a decision from Council the same night as your presentation unless it is a time sensitive item.

Thank you for taking the time to prepare yourself and Council members for your presentation. This form and attachments can be dropped off at the Village Office or emailed to Council@ashcroftbc.ca



Legion

www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **BC/Yukon Command / The Royal Canadian Legion**, representing **British Columbia** and the **Yukon’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **BC/Yukon Command Legion** is very proud to be printing another **9,000 copies** of our Annual **“Military Service Recognition Book”**, scheduled for release by Remembrance Day 2018, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 150 communities that we serve throughout British Columbia and the Yukon. The Legion is recognized as one of Canada’s largest **“Community Service”** organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review, along with a detailed list of some of the many community activities in our **149 Branches and 80 Ladies Auxiliaries** in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

Thank you for your consideration and/or support.

Sincerely,

Penny Aujla
Events and Marketing Coordinator



Legion

www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Advertising Prices

| <u>Ad Size</u> | <u>Cost</u> | <u>GST</u> | <u>Total</u> |
|-------------------------------------------|--------------|------------|--------------|
| Full Colour Outside Back Cover | \$1,885.71 + | \$94.29 = | \$1,980.00 |
| Inside Front/Back Cover (Full Colour) | \$1,676.19 + | \$83.81 = | \$1,760.00 |
| Full Colour 2-Page Spread | \$3,138.10 + | \$156.90 = | \$3,295.00 |
| Full Page (Full Colour) 7" X 9.735" | \$1,571.43 + | \$78.57 = | \$1,650.00 |
| Full Page 7" X 9.735" | \$1,047.62 + | \$52.38 = | \$1,100.00 |
| ½ Page (Full Colour) 7" X 4.735" | \$909.52 + | \$45.48 = | \$955.00 |
| ½ Page 7" X 4.735" | \$623.81 + | \$31.19 = | \$655.00 |
| ¼ Page (Full Colour) 3.375" X 4.735" | \$566.67 + | \$28.33 = | \$595.00 |
| ¼ Page 3.375" X 4.735" | \$442.86 + | \$22.14 = | \$465.00 |
| 1/10 Page (Business Card-Full Colour) | \$309.52 + | \$15.48 = | \$325.00 |
| 1/10 Page (Business Card) 3.375" X 1.735" | \$261.90 + | \$13.10 = | \$275.00 |

G.S.T. Registration # R10 793 3913

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the BC/Yukon Command.



PLEASE MAKE CHEQUE PAYABLE TO:

BC/Yukon Command
The Royal Canadian Legion
(BC/Y RCL)
(Campaign Office)
P O Box 5555
Vancouver, BC V6B 4B5



From: DCO [<mailto:dco@sicamous.ca>]

Sent: November-30-17 1:30 PM

Subject: District of Sicamous - Prevention of Quagga and Zebra Mussels

Dear member cities,

On behalf of the District of Sicamous please find attached a copy of a letter sent to Honourable Heyman, Minister of Environment and Climate Change Strategy regarding the prevention of quagga and zebra mussels.

Mayor and Council are requesting your support in this action. A template letter has been attached for convenience.

Thank you on behalf of Mayor and Council,

Julia



Julia Payne, Deputy Corporate Officer

District of Sicamous | Box 219, 446 Main Street | Sicamous, BC V0E 2V0

t: [250-836-2477](tel:250-836-2477) | f: [250-836-4314](tel:250-836-4314)

Please consider the environment before printing this email and any attachments.

The information contained in this communication is confidential and intended only for the use of those to whom it is addressed. If you have received this this communication in error, please notify me by telephone (collect if necessary) or email and delete this communication, attachment, and any copies. Thank you.

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
VOE 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca



November 29, 2017

Honourable George Heyman
Minister of Environment and Climate Change Strategy
Via E-mail: ENV.Minister@gov.bc.ca
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

Re: Prevention of Quagga and Zebra Mussels

Dear Honourable Heyman,

On behalf of the District of Sicamous we write to express our concern about the threat of Quagga and Zebra mussels. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and Education for the threat of Quagga and Zebra mussels into BC Lakes.

The effects to ALL BC Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell
- Non-reversible once infested with mussels, all BC Lakes will be contaminated and there is currently no solution to destroy them.
- Cost to British Columbia will be Billions, to government, taxpayers and businesses if mussels manage to get into our eco-system
- Eco-system compromised, water intakes plugged, fish destroyed, beaches destroyed
- No long-term research provided on drinking water quality
- Negative tourism impact

Solutions:

- Guard the borders - cost British Columbia Millions to guard the borders 24/7 365 days per year to prevent infestation or Boat border crossing hours, that work.
- Train border patrols - this is a serious issue, they must collect the correct information from boaters (of all kinds such as zodiacs, blow up paddle boards)

- More conservation officers, with more authority
- This is no longer a campaign, it should now be a department of the government with funding to continue prevention
- This is no longer a provincial problem, it is a federal problem, lakes that are contaminated in Canada should not be allowed to let boats leave without inspection to prevent contaminating other lakes.
- Transport Canada should now prevent float planes from hopping provinces and states
- Education – Major Media campaign announcing BC's commitment to keep our waters pristine. TV, Billboards, News paper, social media
- All Municipalities and Regional Districts should run a banner on their website home pages – "British Columbia is Committed to keeping their lakes Quagga and Zebra Mussel free. Please respect our Lakes and boarder crossing patrols. STOP at the boat inspection stations". This should have a link to a website explaining the seriousness of this issue, and explain fines for breaking the law by transporting invasive species.
- All British Columbia tourism sites should also announce and run the banner on their sites. Tourism will stay healthy if BC lakes stays healthy.
- Boaters registration, should include education
- Immediate allocations of funds dedicated to research, to enable BC biologists to work on a solution with Manitoba & US studies research groups. Let's work on removing them, together.
- Collaborate with infested US bordering Lakes on research and prevention of cross contamination.
- Collaborate with Alberta and Saskatchewan to stay mussel free

Funding:

BC government will find the funds (billions) if we lose the battle against mussels, as we'll need to manage the problem. This is how can we help fund the prevention now (millions):

- Out of province user pay at all BC boat ramps
- Lake passes for BC boaters
- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,



Terry Rysz, Mayor
DISTRICT OF SICAMOUS

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via emails)

DATE, YEAR

Honourable George Heyman
Minister of Environment and Climate Change Strategy
Via E-mail: ENV.Minister@gov.bc.ca
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

Re: Prevention of Quagga and Zebra Mussels

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- Out of province user pay at all BC boat ramps
- Lake passes for BC boaters
- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via emails)

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: December 5, 2017

SUBJECT: PARKING DURING SOCCER TOURNAMENTS

Background

As Council was advised during a recent presentation from the South Cariboo Minor Soccer Association, their numbers have increased and their annual tournaments have been very successful. One of the challenges that their success has created is parking of all of the vehicles during these events.

Discussion

During soccer tournaments, parents park along Government Street and Elm Street in order to be close to the park. The pool area has limited parking available and if the pool is open during a tournament this makes parking more challenging. In addition, Desert Hills Ranch is open during the soccer season so there is increased traffic along Elm Street. All of these factors create issues for parking.

Concerns have been raised in the past with the number of vehicles that are parked along the street and the hazards that this creates. Administration contacted the owners of the vacant property across from the park and they have advised that they are prepared to permit the soccer team to use the land for parking during tournament weekends. The owners would require liability insurance as well as a commitment from the soccer association that the property would be cleaned up after each event, and remedy any damages that may be caused.

Administration recommends that the soccer association be advised that they must contact the subject property owners and make arrangements to have off street parking during tournament weekends. We recognize that this may require having someone there to direct traffic however the safety of the participants, as well as the vehicles travelling in the area, must be considered.

Recommendation

Administration recommends that Staff be directed to forward the contact information for the vacant lot to the South Cariboo Minor Soccer Association and advise them that as a condition of the park rental for tournaments they will be required to arrange for off street parking to relieve the traffic congestion and reduce the potential for an accident.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: December 4, 2017

SUBJECT: 2018 ROAD TRIP ADVENTURE – ROGERS RADIO

Background

In 2017 the Village participated in the caption "Road Trip". We had a radio host in Ashcroft on June 7 and they provided live updates on air as well as posted on their various social media sites. The reports from the radio hosts were very positive and they showcased our community very well.

Discussion

It is unfortunate that one month after the road trip was in our community the wildfires broke out and tourism opportunities for the remainder of the summer were virtually nil. The cost of the program is covered under the NDIT Economic Development Capacity Program.

In 2017 we partnered with Historic Hat Creek and the hosts spent the night at Hat Creek and then spent the day in Ashcroft. While this saved us some money it greatly reduced the amount of time that we had them in our community. Administration recommends that Council consider funding the entire program if we go ahead in 2018.

The 2018 program is outlined below:

- For 3 weeks the Village would be listed on the webpages of Star FM and Country 107.1
- The Village would receive over 100 30 second promotional announcement split between the 2 stations
- The Village would receive approximately 100 promotional loyalty ID's split between the 2 stations
- A minimum of 4 mentions on air during the day of their visit
- Postings on their social media pages
- Total promotional value \$30,500

The cost of the program is outlined below:

- Up front cost is \$2,530 + taxes
- 3 nights of accommodation – one for the host and one for each station's grand prize give away
- 3 sets of meals – breakfast, lunch and dinner – in the form of gift certificates
- 3 complimentary passes to the Ashcroft Pool
- 3 Swag bags – one for the host and one for each station's grand prize give away. The swag bags include the gift certificates and passes

Administration suggests that local businesses be approached to determine if they wish to participate in this promotion by donating gift certificates for meals, products or accommodations. This is an economical opportunity to reach out to lower mainland residents and encourage them to stop in our community. The cost to the Village can be reimbursed by submitting a claim through the NDIT Economic Development Capacity Program.

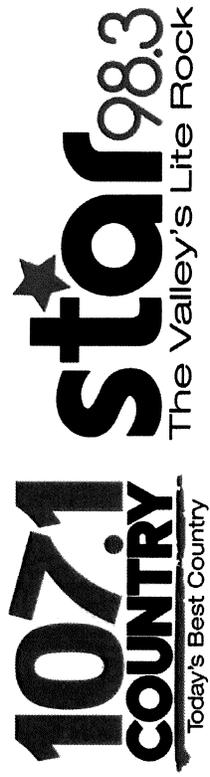
Recommendation

Administration recommends that the Village of Ashcroft participate in the Rogers Radio Road Trip Adventure for 2018 in the amount of \$2,530 plus tax and the cost of additional items to make the package attractive to the grand prize winner.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer



2018 Road Trip Adventure

Location Sponsor

Prepared by: Nick Seguin
October 12, 2017





star^{98.3}
The Valley's Lite Rock

Road Trip Adventure – Location/Prize Sponsor Promotion to run May 21st to June 10th, 2018

107.1
COUNTRY
Today's Best Country

Star 98.3 and Country 107.1 are pleased to present an exciting pre-summer promotion, the **2018 Road Trip Adventure**. A representative from the stations will embark on a road trip throughout Super, Natural, British Columbia and will encourage listeners to visit the fabulous places and do the great activities that will be highlighted on the road trip.

During this road trip, the representative will check in with the station every day to talk about their adventure, posting on social media and giving bonus codes or contest entry opportunities along the way.

At the end of the adventure, one Star 98.3 and one Country 107.1 listener will each win a getaway for them and their family, that matches the Road Trip Adventure.

The 2018 Road Trip will be an exciting one – plans are underway to have a greater digital media focus, including utilizing social media mediums such as Facebook, Facebook Live, Instagram and more, including on-air check ins and an entry form on the station's contest page.

For 3 weeks, You will be promoted through produced promotional mentions, liner mentions, on-air cut in's and through our website and online contesting. Promotion will include two (2) weeks of pre-promo and one week of promo, from May 21st to June 10th, 2018.

Attached is the airtime set aside for this promotional campaign.

NOTE: This promotional proposal is subject to change. The type and the amount of promotional assets we use to execute this promotional proposal is subject to change. While we will endeavor to keep promotional values similar to that which was pitched in this proposal, we cannot guarantee the exact promotional value as pitched. Please speak with your account representative should you have any questions before signing this proposal.





Star 98.3 Promotional Breakdown

On Air Exposure

- 1 contest announcement
- Minimum 84 name mentions in 30 second produced promotional announcements
- Minimum 63 produced promotional loyalty ID's
- Minimum 2 mentions during cut-ins throughout the road trip (day of visit)
- Minimum 1 grand prize contesting occasion

Minimum Value: \$19,444.00

Website Exposure

- 3 weeks exposure on contest page at www.starfm.com
- 3 inclusions in email newsletter mentioning contest/road trip with link to contest page
- Minimum 1 social media posts during Road Trip week with tags/mentions
 - Social Media Posts - Service dependent: Facebook Live, Facebook Video, Instagram, etc

Minimum Value: \$1,300.00

Total Minimum promotional value: \$20,744.00

NOTE: This promotional proposal is subject to change. The type and the amount of promotional assets we use to execute this promotional proposal is subject to change. While we will endeavor to keep promotional values similar to that which was pitched in this proposal, we cannot guarantee the exact promotional value as pitched. Please speak with your account representative should you have any questions before signing this proposal.





star^{98.3}
The Valley's Lite Rock

Road Trip Adventure – Location Sponsor Promotion to run May 21st to June 10th, 2018



Country 107.1 Promotional Breakdown

On Air Exposure

- 1 contest announcement
- Minimum 61 name mentions in 30 second produced promotional announcements
- Minimum 48 produced promotional loyalty ID's
- Minimum 2 mentions during cut-ins throughout the road trip (on day of visit)
- Minimum 1 grand prize contesting occasion

Minimum Value: \$8,814.00

Website Exposure

- 3 weeks exposure on contest page at www.country1071.com
- 3 inclusions in Country Club email newsletter mentioning contest/road trip
- Minimum 1 social media posts during Road Trip week with tags/mentions
 - Social Media Posts - Service dependent: Facebook Live, Facebook Video, Instagram, etc

Minimum Value: \$1,000.00

Total Minimum promotional value: \$9,814.00

NOTE: This promotional proposal is subject to change. The type and the amount of promotional assets we use to execute this promotional proposal is subject to change. While we will endeavor to keep promotional values similar to that which was pitched in this proposal, we cannot guarantee the exact promotional value as pitched. Please speak with your account representative should you have any questions before signing this proposal.





Road Trip Adventure – Location Sponsor Promotion to run May 21st to June 10th, 2018

Star 98.3 Minimum Promotional Value: \$20,744.00

Country 107.1 Minimum Promotional Value: \$9,814.00

Total Minimum Promotional Value: \$30,558.00

YOUR INVESTMENT : \$2,530 + Tax

- 1 day Getaway Package for Station representative (+ Guest) to showcase during road trip.
 - Including Accommodation, Meals, Activities
- 2 identical Getaway Packages prizes for winner and family (1 X Star 98.3 Giveaway, and 1 X Country 107.1 Giveaway)

TERMS:

- **Promotional Confirmation Deadline: March 30th, 2018 at 12PM**
- **CLIENT** will provide all logos, links and any other information for promotional use to your account rep
- **CLIENT** recognizes that all promotional elements will be produced in house by STAR 98.3 and Country 107.1
- **CLIENT** hereby agrees to the broadcasting services detailed above or as amended upon through this agreement in writing between **CLIENT** and Rogers Media Inc. Such amendments shall form part of the present contract.
- **This promotion will be open to 1 Presenting Sponsor and 1 Powered by Sponsor and daily location sponsors (dependent on how many days on the road)**

Contact: Nick Seguin 604-613-0079 nick.seguin@rci.rogers.com

Approvals

Client Name: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Star 98.3 and Country 107.1 Account Manager

Rogers Radio Vancouver bills monthly. Payment due in full 30 days from billing date with your good credit approval. Minimum two weeks written cancellation notice prior to start of campaign. Surcharges will be applied appropriate to actual volume used if this agreement is not completed in full. All rates are net and PLUS GST. All rates are guaranteed 3 days for presentation

NOTE: This promotional proposal is subject to change. The type and the amount of promotional assets we use to execute this promotional proposal is subject to change. While we will endeavor to keep promotional values similar to that which was pitched in this proposal, we cannot guarantee the exact promotional value as pitched. Please speak with your account representative should you have any questions before signing this proposal.



MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: December 5, 2017

SUBJECT: THOMPSON RIVERS UNIVERSITY STUDENT UNION PRESENTATION

Background

At the November 27, 2017 Committee of the Whole meeting Council had a presentation from Mr. Leif Douglass and Mr. Cole Hickson from the TRUSU. They provided Council with information on the current enrollment and funding formula for the university as well as other comparison data.

Discussion

Mr. Douglass and Mr. Hickson advised Council that the block funding formula currently in place at TRU does not meet the needs and many students are paying significantly higher fees than they would pay for the same courses at a different school.

The TRUSU is preparing a submission requesting the provincial government to re-evaluate the Thompson Rivers University funding formula and are requesting a letter of support from Mayor and Council to include in the package.

Recommendation

Administration has no recommendation, this is provided for Council's consideration.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer



900 McGill Road
Kamloops BC
V2C 0C8

Thompson Rivers University Students' Union
Local 15 Canadian Federation of Students

t: 250.828.5289
f: 250.852.6350

October 26, 2017

The Village of Ashcroft
P.O. Box 129
Ashcroft B.C.
V0K 1A0

Re: TRU Funding Re-evaluation

Dear honourable members of the Ashcroft Council,

We are writing you to request a letter of support for the 'Fund the Future' initiative that calls on the provincial government to re-evaluate the Thompson Rivers University funding formula.

Since TRU became a university in 2005 it has expanded significantly in the number of students it serves as well in as its importance to the broader region. But the level of government funding that TRU receives per student has eroded at the same time, moving TRU to rank 20th out of 25 post-secondary institutions in BC in per student funding. This means that in the last five years alone TRU has been underfunded by more than \$80 million compared to the average post-secondary education institution in BC.

Despite this level of underfunding TRU is the 4th largest employer in the Kamloops region and contributes an estimated \$355 million to the regional economy and \$655 million to the provincial economy with only \$64 million in government funding. With appropriate government funding that reflects TRU's expanding role in the province this economic impact could be much higher.

As a result, the TRU Students' Union is requesting a letter of support from the Ashcroft Council to support a full re-evaluation of the Thompson Rivers University funding formula.

Sincerely,

Cole Hickson, Vice-President External
Thompson Rivers University Students' Union
900 McGill Rd
Kamloops, BC
V2C 0C8

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: December 5, 2017

SUBJECT: CHANGES TO BYLAW 501 – VILLAGE OF ASHCROFT FEES BYLAW

Background

In 1990 the Village developed the application forms for various planning amendments and the appropriate fees were outlined in Bylaw No. 501, Village of Ashcroft Fees Bylaw 1990". The fees have not been amended since the bylaw was adopted.

Discussion

As Council is aware, we have processed a number of Development Variance Permits as well as amendments to the Zoning Bylaw and Official Community Plan. The applications are lengthy and require a significant amount of staff time to review to ensure that all of the necessary information has been collected.

Staff reviewed the current fees and did a comparison of fees for similar sized communities. Council has previously approved the fees for Subdivision Applications for the first parcel and any subsequent parcels that are created.

Administration recommends that the following fees be approved and a bylaw will be drafted for presentation at the next meeting:

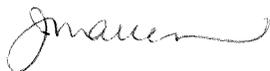
| Type of Permit | New Fee | Current Fee |
|----------------------------------------------|----------------|--------------------|
| Development Variance Permit | \$300 | \$100 |
| Temporary Use Permit | \$250 | \$100 |
| Official Community Plan Amendment | \$800 | \$300 |
| Zoning Bylaw Amendment | \$800 | \$300 |
| Development Permit | \$500 | \$250 |
| Subdivision Application (First Parcel) | \$250 | N/A |
| Subdivision Application (Subsequent Parcels) | \$100 | N/A |

If amendments to the Official Community Plan and Zoning Bylaws are processed in Tandem, the combined fee shall be \$1,000.

Recommendation

Administration recommends that Council approve the fees and charges as outlined above and further that a bylaw to reflect these fees be brought back to the next council meeting.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: December 5, 2017

SUBJECT: APPLICATION FOR AN HISTORIC PLAQUE

Background

Council is aware that the Village had 12 bronze plaques fabricated in 2016 that are virtually identical to the brass plaques commissioned by the Revitalization Commission in the 1980's. Council agreed that residents who felt that their building had historical significance and warranted a plaque could make an application to the Village to have a plaque assigned to their property.

Discussion

Attached to this memo is a Historic Plaque Application form for the house located at 504 Bancroft Street. In accordance with Village policy the applications were forwarded to the museum for review.

Ms. Paulos has reviewed the application and advises that the house has little historical significance to the Village except that it was built by William Higginbottom whose family owned the house until 1975. Mr. Higginbottom, who was a carpenter from England, was responsible for several buildings within Ashcroft including the Anglican and Methodist churches.

The house is nicely kept however staff feel that there are likely nine other buildings within the community that have more significance and recommends that Council carefully consider the allocation of the plaques.

Ms. Paulos advises that the information on the application forms, while very limited, is correct and she had drafted the text to be inserted into the heritage plaques. There are limited photos available of this house and there are two versions of text prepared for Council's consideration. Should Council approve the information as presented staff will have the plaque inserts manufactured and the crew can prepare the necessary equipment to have the plaque installed. While the applicant is requesting that the plaque be placed on the north side of the front door, it will be installed on a post just inside the property line. The location of the plaque will eliminate the need to trespass onto private property to read the information.

Recommendation

Administration is providing this information for Council's review and recommendation.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

601 Bancroft Street, PO Box 129
Ashcroft, BC. V0K 1A0
Telephone: 250-453-9161
Email: admin@ashcroftbc.ca



Historic Plaque Application

Name of Applicants: DAVE + CAROL NORRIS Date: SEPT-14/17

Mailing Address: Box 757 ASHCROFT, B.C. V0K1A0

Phone Number: 250-4539128 Email: _____

Subject Property Information

Legal Description: LOT 11, KAP189, DL423 & Pt AM L 1QA

Civic Address: 504 BANCROFT ST. ASHCROFT. V0K1A0

On the next page , please provide information about the building or property where you would like to have a historic plaque placed. Please provide any of the following information you feel justifies your request, this information will be used to create the information insert of the plaque:

- Date the property was developed
- Who built the structure
- Any significant historical use of the property
- Any significant events associated with the property
- Significant historical design features
- Why the property is significant to the history of Ashcroft
- Notable figures who lived on or used the property

Please provide information about your property or building below. If you require more space, please attach an additional piece of paper to this application.

- Built In 1871 By MR. Higson Bottom, DON'T KNOW FIRST NAME.
- Built on Rock PIER OR PILES
- The house is very nice looking
- I would like the plaque placed on the North side of the front porch.
- The house is one of the houses that got burned down in the Great Fire of 1871.
DON'T

Village of Ashcroft Office Use Only

Reviewed by Staff: _____ Date: _____

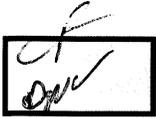
Date Presented to Council for consideration: _____ Approved by Council? Y / N

Resolution Number: _____ Date to be installed: _____

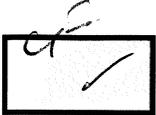
Comments: _____

Applicant's Statement of Acknowledgement

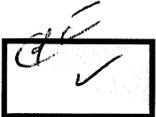
By initialing beside each of the statements below, you are acknowledging that you understand and consent to the following terms and conditions.



The Historic Plaque remains the property of the Village of Ashcroft, including after installation on any part of the property identified within this application.



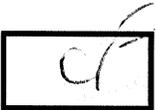
I agree to keep view of the Historic Plaque unobstructed by any fence, vegetation, or other structures.



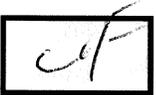
I am responsible for all maintenance of the Historic Plaque once it is placed on the property identified within this application.



I will hold the Village of Ashcroft, its employees, agents, Council or officers harmless for any damages to my property whatsoever due to the installation, existence or removal of the Historic Plaque.



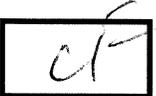
After consultation with the building owner, The Village of Ashcroft reserves the right to remove the Historic Plaque at any time for any reason.



The Historic Plaque does not convey any special privileges, rights, financial incentives or protection of the property whatsoever.



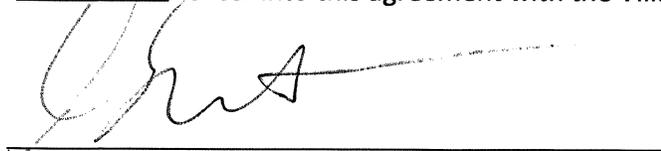
I agree to allow employees of the Village of Ashcroft to enter onto my property for the purpose of installing the Historic Plaque, after a mutually agreeable date and time has been set.



Any change in ownership of the indicated property will render this application form null and void. Future owners will be made aware they are required to complete a new application for the Historic Plaque to remain on the property.



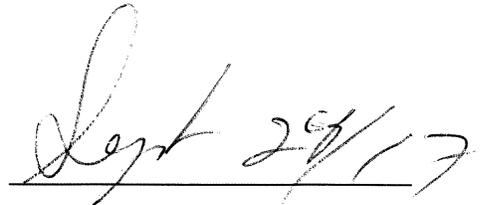
I warrant that I am the owner of the indicated property and that I have the authority to enter into this agreement with the Village of Ashcroft.



Signature



Signature



Date



Date

**INFORMATION CORRESPONDENCE
FOR THE DECEMBER 11, 2017 COUNCIL MEETING**

UBCM

- Gas Tax Agreement Community Fund Payment

TNRD

- Regional Solid Waste Management Plan Review – December 2017
- TNRD Economic Recovery Brief
- PlaceSpeak Offers New Way to Provide Input

Municipal Information Network

- British Columbia releases first decisions on cannabis regulation after public engagement

Jati Sidhu, MP

- Update

The Office of the Ombudsperson

- 2016-2017 Annual Report

/kw



NEWS—Update

from School District No. 74

November 2017

News From the Board of Education

The Board will attend the BC School Trustees Association (BCSTA) Trustee Academy in November.

BCSTA supports and advocates for public education on behalf of Boards of Education in the province. BCSTA's mission is based on the following beliefs:

- A high-quality public education system is the foundation of a democratic society
- Improving student achievement is the key work of locally elected Boards of Education
- The interests of BC students are best met through local decision-making with an engaged community
- Providing a strong, representative voice for Boards of Education throughout the province is important
- Helping to build effective Boards of Education by providing development, communications and support services continues to be a vital role.

Lytton K-12 Consultation Process - Update

The Board is in a consultation process regarding Kindergarten to Grade 12 options for students in Lytton and the surrounding communities. At its Open meeting on November 14, the Board passed the following motions:

1. *That the Lytton community consultation process be extended to May 14, 2018 in order to fully explore the K-12 options at the Lytton Elementary site and at that time should sufficient funds not be found by the community partner groups to support a new K-12 school, the board will proceed with the renovation of Kumsheen Secondary School and closure of Lytton Elementary School effective the renovation of Kumsheen Secondary School.*
2. *That the Board provide \$10,000 to a community partner group in Lytton with representatives including local First Nations bands, parents, Nzen'man' Daycare Society, the Village of Lytton, the school district and other partners for the facilitation and seeking of sufficient funds to support the building of a new K-12 school at the Lytton Elementary School site and that the results*

of the work of this group be presented to the Board prior to May 14, 2018.

3. *That school district staff determine what the parameters are to demonstrate proof of funding is in place prior to May 14, 2018.*

News in Education

Experiential learning is an opportunity for students to learn by experience in a wholehearted purposeful activity proceeding in a social environment as defined by William Heard Kilpatrick. This fall, Kumsheen Secondary students participated in traditional Nlaka'pamux cedar root gathering near Nahatlach Lake. Community Elders provided traditional techniques and protocols in gathering cedar root. Cache Creek Elementary students traveled to Horsting's Farm to learn about seasonal harvesting and local agriculture, while students at David Stoddart learned about plant life that grows locally in Clinton.



Kumsheen Secondary School's English class attended the St. George Residential School site in Lytton. Students spoke with residential school survivors on their experiences and its impact and legacy.

Students at Desert Sands Community and Cache Creek Elementary Schools appreciated the Earth Rangers presentations which were sponsored by Teck Resources. Earth Rangers is a kids' conservation organization, dedicated to educating children and their families about biodiversity, inspiring them to adopt sustainable behaviours and encouraging them to become directly involved in protecting animals and their habitats.

Check it out at <https://www.earthrangers.com/>

MEMO TO: MAYOR AND COUNCIL
CC: J. MICHELLE ALLEN, CAO
MEMO FROM: YOGI BHALLA, CHIEF FINANCIAL OFFICER
DATE: DECEMBER 1, 2017
SUBJECT: BUSINESS INTELLIGENCE REPORTS TO REPLACE MONTHLY PAPER FINANCIAL STATEMENTS

Background

During the interim audit presentation the auditor confirmed that the financial statements could be replaced by online Business Intelligence reports with the following recommendations:

1. A memo to council is presented notifying that the statements will be transitioning to Business Intelligence reports.
2. Mayor and council is notified when the statements are updated on the web site.

Discussion

Council has conveyed that the Business Intelligence reports are visual and easier to understand, quickly directing their attention to variances and exceptions on the financial statements. Additionally, the council requested that project finances also be incorporated into the BI reports which were subsequently enhanced to incorporate project reporting.

Furthermore, the CFO will be keeping a printed copy of the income statement and balance sheet in the office available to any council member who would like to consult further on any issues regarding the monthly finances.

Recommendation

Staff recommends that the council pass a motion to accept monthly financial reporting in the form of web based Business Intelligence reports and that the council be notified via email when the statements are updated.

Respectfully submitted,



Yoginder Bhalla
Chief Financial Officer