



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, JUNE 13, 2016

1. **CALL TO ORDER**

 2. **MINUTES**
 - 2.1. Minutes of the Committee of the Whole meeting of Council held on Tuesday, May 24, 2016 P. 1-2
 - 2.2. Minutes of the Regular Meeting of Council held on Tuesday, May 24, 2016 P. 3-8

 3. **DELEGATIONS**
 - 3.1. None

 4. **ACCOUNTS PAYABLE**
 - 4.1. Accounts Payable Listing for the period ending June 6, 2016 P. 9-10

 5. **CORRESPONDENCE**
 - 5.1. Ashcroft & District Fall Fair
 - Request for Resolution of Support for Funding from Northern Development Initiative Trust P. 11-13
 - 5.2. Premier Christy Clark
 - Invitation to meet with her or Cabinet Ministers during the 2016 UBCM Convention P. 14
 - 5.3. Hon. Peter Fassbender, Minister of Community Sport and Cultural Development and Minister Responsible for Translink
 - Invitation to meet with him during the 2016 UBCM Convention P. 15
 - 5.4. C3 Alliance Corp. – Resource Breakfast Series
 - 3rd Annual Resource Breakfast Series, September 27 – 30, 2016 P. 16-17
 - 5.5. Mayor Yamaguchi, Town of Bifuka
 - Greetings from Bifuka P. 18
 - 5.6. Donald McInnes, Prostate Cancer Canada
 - Resolutions in support of Prostate Cancer Canada P. 19-21
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6. **UNFINISHED BUSINESS**

6.1. None

7. **NEW BUSINESS**

7.1. Memo from Chief Administrative Officer
- Ashcroft RCMP Detachment Priorities – 2016/17 Fiscal Year P. 22

7.2. Memo from Chief Administrative Officer
- Canada 150 Infrastructure Grant Application – Drylands Arena P. 23

7.3. Memo from Chief Administrative Officer
- Sale of Fire Department Surplus Air Compressor P. 24

7.4. Memo from Chief Administrative Officer
- 2016 UBCM Convention – September 26-30, 2016, Victoria, BC P. 25-26

7.5. Memo from Chief Administrative Officer
- Installation of A.Y. Jackson Mosaic P. 27

8. **BYLAWS**

8.1. **Introduction and First Three Readings**

8.1.1. Bylaw No. 806 – Freedom of Information Bylaw, 2016 P. 28-29

8.1.2. Bylaw No. 807 – Officers and Employees Bylaw, 2016 P. 30

8.2. **Reconsideration and Final Adoption**

8.2.1. None

9. **INFORMATION CORRESPONDENCE**

9.1. Information Correspondence Listing for June 13, 2016 P. 31

10. **REPORTS**

Council Reports

10.1. **Finance Committee – Mayor Jeyes, Councillor Mertens & Councillor Roden**

- Approval of April 30, 2016 Financial Statements

10.2. **Cache Creek Environmental Assessment Committee – Councillor Mertens & Mayor Jeyes**

10.3. **Northern Development Initiative Trust – Councillor Trill & Councillor Mertens**

- 10.4. Gold Country Communities Society – Councillor Trill & Councillor Lambert
- 10.5. TNRD – Mayor Jeyes & Councillor Roden
The Current – Highlights of the Board of Directors' Meeting of May 26, 2016 P. 32
- 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 Mertens & Mayor Jeyes
- 10.9. Historic Hat Creek Ranch – Mayor Jeyes & Councillor Trill
- 10.10. Heritage – Councillor Roden & Councillor Mertens
- 10.11. Transit – Councillor Mertens & 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
Minutes of the Wellness & Health Action Coalition regular meeting
May 16, 2016 P. 33-35
- 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. Update on the Alternative Approval Process
Chief Financial Officer
10.18.2. Memo from Chief Financial Officer
- 2015 Statement of Financial Information (SOFI) Report P. 36-48
- 11. INCAMERA
11.1. Section 90.(1).g of the Community Charter
- 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 TUESDAY, MAY 24, 2016

PRESENT: Acting Mayor Barbara H. Roden
Councillor Doreen E. Lambert
Councillor Alain P. Mertens

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

EXCUSED: Mayor John C. (Jack) Jeyes
Councillor Wm. Alfred Trill

1. **CALL TO ORDER**

Acting Mayor Roden called the meeting to order at 6:13 pm

2. **PRESENTATIONS**

2.1. **Ms. Yoriko Susanj, Executive Director, South Cariboo Elizabeth Fry Society – Update on Community Garden and Public Produce Projects**

Ms. Susanj thanked Council for the opportunity to provide Council with an update on all activities undertaken by the South Cariboo Elizabeth Fry Society including the community garden and public produce projects.

Ms. Susanj provided an outline of all the employees and the programs that they coordinate. She commented that the food bank sees approximately 60 clients each day and 90% of them are over 55. There are few clients under the age of 55 and they use the food bank when circumstances leave them short of funds for food, but not on a regular basis.

Ms. Susanj advised that there are four main projects on their books at the moment, the playground equipment for the Ashcroft Pool Park, the community garden, the public produce and a women's bursary to assist women in acquiring skills.

3. **TERMINATION**

M/S Councillor Mertens / Councillor Lambert

“That the Committee of the Whole meeting terminate at 6:33 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 Tuesday,
May 24, 2016.

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 7:00 PM ON TUESDAY, MAY 24, 2016

PRESENT: Acting Mayor Barbara H. Roden
Councillor Doreen E. Lambert
Councillor Alain P. Mertens
Councillor Wm. Alfred Trill

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

Press

EXCUSED: Mayor John C. (Jack) Jeyes

1. **CALL TO ORDER**

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

2. **MINUTES**

2.1. **Minutes of the Regular Meeting of Council held on Monday, May 9, 2016**

Acting Mayor Roden declared the minutes adopted as presented.

3. **DELEGATIONS**

3.1. None

4. **ACCOUNTS PAYABLE**

4.1. **Accounts Payable Listing for the period ending May 17, 2016**

M/S Councillor Roden / Councillor Trill

"That the accounts payable listing for the period ending May 17, 2016 be received and filed."

Carried. (19-05-16)

5. **CORRESPONDENCE**

5.1. **Winding Rivers Arts & Performance Society – Invitation to Mayor Jeyes to attend Plein Air dinner on Saturday, May 28, 2016**

M/S Councillor Trill / Councillor Lambert

“That Mayor Jeyes attend the Plein Air dinner on Saturday, May 28, 2016.”

Carried. (20-05-16)

5.2. **Social Planning & Research Council (SPARC) of BC – Access Awareness Day – June 4, 2016**

M/S Councillor Trill / Councillor Lambert

“That the Village of Ashcroft declare Access Awareness Day on June 4, 2016 with the theme of Building Accessibility/Creating Community.”

Carried. (21-05-16)

5.3. **City of Cranbrook – Donation to the City of Fort McMurray as disaster relief**

MS Councillor Roden / Councillor Lambert

“That the Village of Ashcroft donate \$500 to the City of Fort McMurray to be used to assist with the repairs necessary following the devastating wild fires that swept through part of their community.”

Carried. (22-05-16)

5.4. **Mayor Ranta, Village of Cache Creek – Request letter of support for Cache Creek Airport improvements**

M/S Councillor Mertens / Councillor Trill

“That the Village of Ashcroft provide a letter of support to the Village of Cache Creek for their grant application to improve the Cache Creek Airport to accommodate larger aircrafts including BC Air Ambulances.”

Carried. (23-05-16)

5.5. **Desert Hills Tri Club – Request for Support of Kids TRY-athlon Race, July 16, 2016**

M/S Councillor Roden / Councillor Lambert

“That the request for support for the Kids TRY-athlon Race on July 16, 2016 be received and filed and further that the Desert Hills Tri Club be advised that the Village donates the use of the pool for an in-kind donation of approximately \$350.”

Carried. (24-05-16)

6. **UNFINISHED BUSINESS**

6.1. **Memo from Chief Administrative Officer – Strategic Priorities Funding Agreement – Asset Management**

M/S Councillor Lambert / Councillor Trill

"That the Mayor or Deputy Mayor and the Corporate Officer be authorized to sign the funding agreement for the Village of Ashcroft Long Term Infrastructure and Asset Management Plan Project."

Carried. (25-05-16)

7. **NEW BUSINESS**

7.1. **Memo from Chief Administrative Officer – Development Permit Area #4 Proposal – BK Rothschild**

M/S Councillor Lambert / Councillor Trill

"That the report from the Chief Administrative Office on Mr. Rothschild's proposal within the Development Permit Area #4 for the development of a gas station be received and filed."

Carried. (26-05-16)

7.2. **Memo from Chief Administrative Officer – Ashcroft Museum – HVAC Upgrades**

M/S Councillor Trill / Councillor Mertens

"That Council for the Village of Ashcroft authorize support for the application for funding through *Northern Development Initiative Trust's Economic Diversification Infrastructure Program* in the amount of \$20,475 for Ashcroft Museum upgrades and further that Council commits to providing the additional funding required to complete the project."

Carried. (27-05-16)

7.3. **Memo from Chief Administrative Officer – BC Rural Dividend Fund – Village of Ashcroft Community Capacity Program**

M/S Councillor Mertens / Councillor Lambert

"That Council authorizes the submission of an application to the BC Rural Dividend Program for the Village of Ashcroft Community Capacity Program and further that Council will support this project through to completion."

Carried. (28-05-16)

7.4. **Memo from Chief Administrative Officer – Ashcroft Indian Band – Request for Letter of Support BC Rural Dividend Program Greenhouse Development**

M/S Councillor Lambert / Councillor Mertens

"That the Village of Ashcroft provide a letter of support to the Ashcroft Indian Band as part of their funding application to the BC Rural Dividend Program for the study and design of greenhouses."

Carried. (29-05-16)

8. BYLAWS

8.1. Introduction and First Three Readings

8.1.1. None

8.2. Reconsideration and Final Adoption

8.2.1. None

9. INFORMATION CORRESPONDENCE

9.1. Information Correspondence Listing for May 24, 2016

M/S Councillor Trill / Councillor Lambert

"That the information correspondence listing for May 24, 2016 be received and filed."

Carried. (30-05-16)

10. REPORTS

Council Reports

10.1. Finance Committee – Mayor Jeyes, Councillor Mertens & Councillor Roden

No report.

10.2. Cache Creek Environmental Assessment Committee – Councillor Mertens & Mayor Jeyes

No report.

10.3. Northern Development Initiative Trust – Councillor Trill & Councillor Mertens

Next meeting June 114, 2016.

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

Councillor Trill reported on the Annual General Meeting held on May 10, 2016 in Lillooet. He advised that the society has undertaken the operation of the Cache Creek Tourist Information Centre. Mayor Jeyes and Councillor Roden attended a tourism session in Merritt and the annual FAM tour will take place on May 31, 2016.

10.5. TNRD – Mayor Jeyes & Councillor Roden

Council reviewed The Current – Highlights of the Board of Directors' Meeting held Thursday, May 12, 2016

10.6. Tourism – Councillor Roden & Councillor Lambert

Councillor Roden advised that the 9 members of the McAbee Working Group had met and established the terms of reference. Next meeting will be May 30 at the fossil bed site.

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

No report.

10.8. Economic Development & Chamber of Commerce - Councillor Mertens & Mayor Jeyes

No report.

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

The ranch is now open for the season.

10.10. Heritage – Councillor Roden & Councillor Mertens

Councillor Roden advised that she and her husband had represented the Village at the annual Clinton May Ball. There were several provincial and federal dignitaries present.

10.11. Transit – Councillor Mertens & Councillor Roden

Councillor Mertens advised that the Village of Cache Creek had requested a great deal of information prior to making their decision on whether or not to rejoin the local transit system. This matter would be discussed at the next transit meeting.

10.12. Make Children First & Kids TRY-athlon (Wellness & Music Festival) – Councillor Trill & Councillor Roden

Councillor Trill advised that plans are moving forward. Elvis will be performing on Saturday afternoon as well as at the Sunday morning gospel service.

10.13. Seniors' Liaison – Councillor Lambert & Councillor Trill

No report.

10.14. Communities in Bloom – Councillor Lambert & Councillor Trill

No report.

10.15. Health Care – Mayor Jeyes & Councillor Lambert

Councillor Roden commented that members of the public had expressed concerns regarding the closure of the ER over the May long weekend.

10.16. Bifuka Sister City Relationship

The CAO advised that she had sent Mr. Nagaki an email and he had replied advising that he would not be coming to Ashcroft in 2016 as his schedule was full.

10.17. Other

Councillor Mertens reported on the recent Walhachin festival and the number of people that had attended. Councillor Roden reported on the Lytton Festival.

M/S Councillor Roden / Councillor Trill

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

Carried. (31-05-16)

10.18. Administration

Chief Administrative Officer

10.18.1. None

Chief Financial Officer

10.18.2. None

11. INCAMERA

11.1. None

12. TERMINATION

M/S Councillor Lambert / Councillor Mertens

That the Regular Meeting of Council terminate at 7:38 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 Tuesday, May 24, 2016.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw

Cheque Register-Summary-Bank



Supplier : 150M15 To ZWP15
 Cheque Dt. 18-May-2016 To 08-Jun-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
33795	19-May-2016	ACEC15	A.C.E. COURIER SERVICES	Issued	60	C	140.53
33796	19-May-2016	ALIQ15	AIR LIQUIDE CANADA INC	Issued	60	C	21.24
33797	19-May-2016	ALSE15	ALS ENVIRONMENTAL	Issued	60	C	135.71
33798	19-May-2016	BCIN15	BRENNTAG CANADA INC.	Issued	60	C	425.19
33799	19-May-2016	BLBC15	BUY LOCAL BC INITIATIVE	Issued	60	C	500.00
33800	19-May-2016	CUPE15	C.U.P.E. LOCAL 900	Issued	60	C	709.51
33801	19-May-2016	CSSY15	CHUBB EDWARDS	Issued	60	C	278.38
33802	19-May-2016	CRCL16	COAST RANGE CONCRETE LTD	Issued	60	C	3,235.70
33803	19-May-2016	CUMC15	CU CREDIT	Issued	60	C	5,736.97
33804	19-May-2016	FLAU15	FABRICLEAN LAUNDRY & UNIFORM RENTAL	Issued	60	C	44.35
33805	19-May-2016	FASL15	FRIENDSHIP AUTO SERVICE LTD	Issued	60	C	56.00
33806	19-May-2016	GICO15	GUILLEVIN INTERNATIONAL CO	Issued	60	C	91.35
33807	19-May-2016	HFEA15	HUB FIRE ENGINES & EQUIPMENT LTD.	Issued	60	C	150,793.44
33808	19-May-2016	KCIN15	KAMLOOPS COMMUNICATIONS INC.	Issued	60	C	90.17
33809	19-May-2016	LPLT15	LORDCO PARTS LTD	Issued	60	C	24.92
33810	19-May-2016	QGLT15	QUALITY GLASS TIRECRAFT	Issued	60	C	1,752.80
33811	19-May-2016	VILN15	VILLENEUVE, NANCY	Issued	60	C	136.50
33812	19-May-2016	ZMI15	ZEE MEDICAL CANADA CORP	Issued	60	C	444.60
33813	26-May-2016	ACEC15	A.C.E. COURIER SERVICES	Issued	62	C	21.72
33814	26-May-2016	APSM15	AARDVARK PAVEMENT MARKING SERVICES	Issued	62	C	8,952.01
33815	26-May-2016	AIBC15	ASHCROFT IRLY BUILDING CENTRE & FEED	Issued	62	C	1,395.46
33816	26-May-2016	CRCS15	CANADIAN RED CROSS SOCIETY	Issued	62	C	158.95
33817	26-May-2016	CCBW15	CARIBOO CLEAR BOTTLED WATER CO.	Issued	62	C	394.00
33818	26-May-2016	CFUE15	COLUMBIA FUELS	Issued	62	C	2,157.91
33819	26-May-2016	FASL15	FRIENDSHIP AUTO SERVICE LTD	Issued	62	C	121.60
33820	26-May-2016	GICO15	GUILLEVIN INTERNATIONAL CO	Issued	62	C	304.76
33821	26-May-2016	LKCO15	LARRY KOSTER CONTRACTING	Issued	62	C	262.50
33822	26-May-2016	MSPL15	MEDICAL SERVICES PLAN OF B C	Issued	62	C	1,669.00
33823	26-May-2016	TMOB15	TELUS MOBILITY (BC)	Issued	62	C	122.87
33824	26-May-2016	USLT15	URBAN SYSTEMS LTD	Issued	62	C	7,293.83
33825	26-May-2016	WGCI15	WESTKEY GRAPHICS LTD.	Issued	62	C	310.63
33826	01-Jun-2016	RGEN15	RECEIVER GENERAL FOR CANADA	Issued	64	C	13,707.68
33827	02-Jun-2016	ACEC15	A.C.E. COURIER SERVICES	Issued	66	C	54.71
33828	02-Jun-2016	AESL15	ASSOCIATED ELECTRICAL SERVICES LTD	Issued	66	C	924.11
33829	02-Jun-2016	FOBC15	FORTIS BC -NATURAL GAS	Issued	66	C	125.11
33830	02-Jun-2016	HPSG15	HI-PRO SPORTING GOODS LTD.	Issued	66	C	1,299.91
33831	02-Jun-2016	KTJT15	KAL TIRE O/A JUNCTION TIRE	Issued	66	C	431.09
33832	02-Jun-2016	KCIN15	KAMLOOPS COMMUNICATIONS INC.	Issued	66	C	1,797.60
33833	02-Jun-2016	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	66	C	7.63
33834	02-Jun-2016	LPLT15	LORDCO PARTS LTD	Issued	66	C	22.81
33835	02-Jun-2016	MTSI15	MTS MAINTENANCE TRAINING SYSTEMS INC	Issued	66	C	409.50
33836	02-Jun-2016	PBCR15	PACIFIC BLUE CROSS	Issued	66	C	5,118.70
33837	02-Jun-2016	QGLT15	QUALITY GLASS TIRECRAFT	Issued	66	C	59.36
33838	02-Jun-2016	RMWB15	REGIONAL MUNICIPALITY OF WOOD BUFFALK	Issued	66	C	500.00
33839	02-Jun-2016	TCBC15	TELUS COMMUNICATIONS (BC) INC.	Issued	66	C	2,181.97
33840	02-Jun-2016	VHCS15	VAN HOUTTE COFFEE SERVICES INC.	Issued	66	C	73.00
33841	02-Jun-2016	VILN15	VILLENEUVE, NANCY	Issued	66	C	63.70
33842	02-Jun-2016	WGCI15	WESTKEY GRAPHICS LTD.	Issued	66	C	695.93
33843	02-Jun-2016	YINC15	YOURLINK INCORPORATED	Issued	66	C	24.59
33844	06-Jun-2016	ACEC15	A.C.E. COURIER SERVICES	Issued	67	C	73.69
33845	06-Jun-2016	AEMM15	AIE EDWIN or MARLOW MEGAN	Issued	67	C	625.00
33846	06-Jun-2016	AIEH15	AIE, HEATHER R AND AIE, STEVEN	Issued	67	C	600.00
33847	06-Jun-2016	ALIQ15	AIR LIQUIDE CANADA INC	Issued	67	C	105.37
33848	06-Jun-2016	ALSE15	ALS ENVIRONMENTAL	Issued	67	C	147.63

Cheque Register-Summary-Bank



Date : Jun 08, 2016

Time : 11:39 am

Supplier : 150M15 To ZWP15
 Cheque Dt. 18-May-2016 To 08-Jun-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
Bank : 1 INTERIOR SAVINGS CU ACCT #014-260-4							
33849	06-Jun-2016	AIBC15	ASHCROFT IRLY BUILDING CENTRE & FEED	Issued	67	C	4,976.19
33850	06-Jun-2016	CUPE15	C.U.P.E. LOCAL 900	Issued	67	C	743.77
33851	06-Jun-2016	CPCO15	CANADA POST CORPORATION	Issued	67	C	197.51
33852	06-Jun-2016	CPRC15	CANADIAN PACIFIC RAILWAY COMPANY	Issued	67	C	310.50
33853	06-Jun-2016	FLAU15	FABRICLEAN LAUNDRY & UNIFORM RENTAL	Issued	67	C	44.35
33854	06-Jun-2016	FOBC15	FORTIS BC -NATURAL GAS	Issued	67	C	1,365.07
33855	06-Jun-2016	FSCI15	FOUR STAR COMMUNICATIONS INC	Issued	67	C	133.72
33856	06-Jun-2016	GENT15	GRAINGER ENTERPRISES	Issued	67	C	9,922.50
33857	06-Jun-2016	GRAM15	GRAMMER, MIKE	Issued	67	C	750.00
33858	06-Jun-2016	GRAM15	GRAMMER, MIKE	Issued	67	C	750.00
33859	06-Jun-2016	HFEA15	HUB FIRE ENGINES & EQUIPMENT LTD.	Issued	67	C	560.00
33860	06-Jun-2016	JEYJ16	JEYES, JOHN C	Issued	67	C	80.00
33861	06-Jun-2016	JOUR15	JOURNAL (THE)	Issued	67	C	1,527.21
33862	06-Jun-2016	KCCE15	KAMLOOPS COMPUTER CENTRE	Issued	67	C	44.63
33863	06-Jun-2016	NSAS15	NGN SALES & SERVICE	Issued	67	C	804.22
33864	06-Jun-2016	OALL15	OKANAGAN AUDIO LAB LTD	Issued	67	C	399.00
33865	06-Jun-2016	SDIS15	SCHOOL DISTRICT NO 74 (GOLD TRAIL)	Issued	67	C	500.00
33866	06-Jun-2016	SILG15	SOUTHERN INTERIOR LOCAL GOVERNMENT	Issued	67	C	218.72
33867	06-Jun-2016	WHIJ16	WHITE JOSH OR GOODVIN TOVA	Issued	67	C	450.00
00156-0001	26-May-2016	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	61	E	6,667.29
00157-0001	02-Jun-2016	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	65	E	6,655.05

Total Computer Paid :	240,609.08	Total EFT PAP :	13,322.34	Total Paid :	253,931.42
Total Manually Paid :	0.00	Total EFT File :	0.00		

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

Michelle Allen

From: Ashcroft Fall Fair <ashcroftfallfair@gmail.com>
Sent: Monday, May 30, 2016 10:07 AM
To: Michelle Allen
Subject: NDIT grant for Ashcroft Fall Fair
Attachments: NDITAshcroftFallFair.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Michelle

The Fall Fair is applying for funding from NDIT and we would like a resolution of support from Mayor and Council for the application.

Attached is the information from the grant.

Thanks

--

Jessica
President
Ashcroft & District Fall Fair

NDIT Grant**Grant request: \$2500****Provide a description of the festival or event:**

The Ashcroft Fall Fair is an annual event that attracts people from all over our region. There are opportunities for backyard gardeners and hobbyists to enter home grown and home made items. The stage is filled with multiple entertainment acts including the ever popular Old Time Fiddlers and a clown for the kids (and kids at heart). The ever popular kids corner will be transformed into an "AGtivity" Centre allowing both children and adults the opportunity to create and explore with crafts and activities based on our theme - vegetables. Local vendors line the arena selling their home-made items and food vendors are available for lunch. Throughout the arena there are interactive displays providing fun educational opportunities for all. Agricultural education is so important, now more than ever, and the fair continues to provide a day of socializing, learning and fun. The entire community is being asked to "Come VEG out" at the Ashcroft Fall Fair this year.

Please describe how the festival or event promotes or strengthens the unique character of the community:

There has been an agricultural exhibition in Ashcroft since 1889. The Fair began as the Exhibition of the Inland Agriculture Association. The first one took place in Kamloops in 1888 and then alternated between Ashcroft and Kamloops, with Ashcroft having its first Fair in 1889. Brass bands came from Kamloops and Lillooet to Ashcroft's 1897 Fair. The entries were many that year. The ladies entered plenty of fancy work and even some hand-painted china which had been transported, with great difficulty, from the coast. Other sections included cattle, sheep, horses, pigs, poultry, dairy produce, vegetables, field produce, fruits and floral. In 1917 the Fair became the "Spud City Potlatch", and was held to help raise money for the Red Cross War Effort. There were refreshments, games, something called Houp-La, a Chocolate Wheel, and a Junk Tent. There were races and raffles, and many citizens and businesses made donations. The proceeds totaled a whopping \$2670.31, which was a good deal of money in 1917. Agriculture has been part of Ashcroft's history for a very long time with the current Fall Fair being an integral part of that history.

Outline the economic benefits to the local or regional economy:

The Ashcroft Fall Fair is the only agricultural fair within a 100km radius. Attendees come from all over our region to enjoy a day of fun, entertainment and learning. People come to the fair, and support not just the fair, but also the local vendors that are displaying their wares at the fair. The Fair chooses to purchase as much as we can from local suppliers. The community is engaged with over 75 volunteers, over 15 non-profits and over 25 businesses involved at some level with the event.

Outline how the festival or event will attract tourism to the community:

Admission will be by donation for the first time this year, allowing anyone that wants to attend the chance to do so. Attendance has been slowly decreasing over the years, which has caused the board to take a close look at how things are run and this year, there will be changes made in the hopes of re-gaining our audience. In addition to admission by donation, the advertising in the fair booklet has been eliminated and businesses have been asked to sponsor categories or sections in the hopes of attracting more people to enter items, which will in turn bring them out on fair day to see if they've won anything. There will be youth activities, including a Zucchini Race (youth bring a decorated zucchini to race and are given wheels to attach. A racing ramp was build a few years ago, and zucchini cars are raced 3 at a time down the ramp), and an aMOOzing Race (originally designed for the teens in the community, this event ended up with teams consisting of parents or grandparents and a child. Teams had to decipher clues to the location of challenges and complete each theme based challenge before receiving their next clue, racing to complete everything first to be crowned the champion), and supplies.

Describe how will the funding be used to increase the event hosting capacity:

The Fall Fair is run by volunteers, therefore, other than wages for entertainers, costs incurred are the arena rental, creation of new educational displays, advertising the event and youth activities. Having more money available would allow the fair to increase the entertainment budget and allow a more recognized band to be hired to be the main act. Having a "bigger" name artist at the fair would help with the advertising of the fair, and be a bigger draw for the potential audience.



June 1, 2016

Dear Mayors and Regional District Chairs:

As we prepare for the 2016 UBCM Convention in Victoria this September, I wanted to let you know that my caucus colleagues and I are once again looking forward to listening to the discussions around the issues and initiatives that affect British Columbia's communities and the people who live there. Our work depends on your input and your insight, and my colleagues and I will be there to listen and to learn.

This year's theme, *Stronger Together*, is an ideal way to recognize the strengths and similarities across the province. British Columbia is leading Canada like never before, and the work you do in your community is an integral part of that.

If you would like to request a meeting with me or a Cabinet Minister on a specific issue during this year's convention, the online registration form at <https://UBCMreg.gov.bc.ca> will go live on June 13th. The invitation code is MeetingRequest2016, please note it is case sensitive.

If you have any questions, please contact my UBCM Meeting Request Coordinator, Tim Wong at UBCM.Meetings@gov.bc.ca or by phone at 604-775-1600.

Sincerely,

A handwritten signature in black ink that reads "Christy Clark". The signature is fluid and cursive, with the first name being more prominent.

Christy Clark
Premier



June 8, 2016

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you regarding scheduling appointments at the upcoming annual UBCM Convention taking place in Victoria, September 26 to 30, 2016.

You will have recently received a letter from the Honourable Christy Clark, Premier, containing information about the online process for requesting a meeting with Premier Clark and other Cabinet Ministers. I am pleased to provide you with information regarding the process for requesting a meeting with me, as well as with provincial government, agency, commission and corporation staff.

If you would like to meet with me at the Convention, please complete the online form available as of **June 13, 2016**, at: [CSCD Minister's Meeting](#) and submit it to the Ministry of Community, Sport and Cultural Development before **August 12, 2016**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting, it would be helpful if once you make your meeting request, you could provide a one to one and one-half page summary of the matter(s) to be discussed (a template will be provided online). By providing this information in advance of the meeting, I will have a better understanding of your delegation's interests and it will allow for discussions that are more productive. In the event I am unable to meet with you, arrangements may be made for a meeting post-Convention.

Ministry staff will email the provincial appointment book. This lists all government, agency, commission and corporation staff available to meet with delegates at the Convention, as well as details on how to request a meeting online.

I look forward to my second Convention as Minister responsible for local government and meeting with many of you and hearing about your priorities in the year ahead.

Sincerely,

Peter Fassbender
Minister

pc: The Honourable Christy Clark, Premier
Mr. Al Richmond, President, Union of British Columbia Municipalities

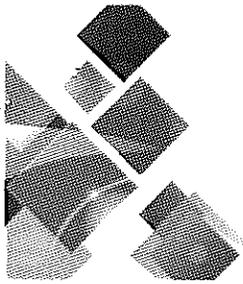
Ministry of Community,
Sport and Cultural Development and
Minister Responsible for TransLink

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

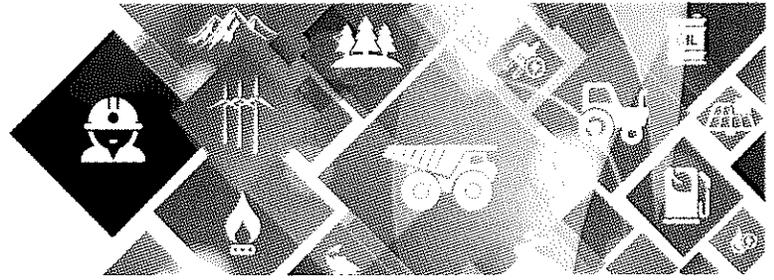
Location:
Room 310
Parliament Buildings
Victoria BC

www.gov.bc.ca/cscd



RESOURCE BREAKFAST SERIES

Energy and Mining · Natural Gas · Forestry · Finance



May 30, 2016

Mayor Jack Jeyes
Village of Ashcroft
601 Bancroft Street
P.O. Box 129
Ashcroft, BC, V0K 1A0

Dear Mayor Jeyes,

Re: 3rd Annual Resource Breakfast Series September 27 to 30, 2016 – Victoria, BC

On behalf of the BC Resource Sector, it is my sincere pleasure to offer two of your elected representatives complimentary passes to the 3rd annual *Resource Breakfast Series*. This exciting yearly event will be held at Victoria's Hotel Grand Pacific, spanning four mornings during the September 2016 Union of BC Municipalities' (UBCM) Annual Convention. The breakfasts will take place from 7:00 to 8:30am and each will focus on a different aspect of BC's resource sectors, including Energy and Mining, Natural Gas, Forestry and Finance. These breakfast events provide an excellent opportunity to network and receive brief updates on resource projects and the economy throughout the province. It is also a fantastic chance to meet representatives from the resource sector and the generous sponsoring companies.

Energy and Mining Sector Breakfast, Tuesday, September 27, 2016

Guest of Honour: **Honourable Bill Bennett**, Minister of Energy Mines and Core Review,
confirmed

Natural Gas Sector Breakfast - Wednesday, September 28, 2016

Guest of Honour: **Honourable Rich Coleman**, Deputy Premier and Minister of Natural Gas
Development and Minister Responsible for Housing, *invited*

Forest Sector Breakfast - Thursday, September 29, 2016

Guest of Honour: **Honourable Steve Thomson**, Minister of Forests, Lands and Natural Resource
Operations, *confirmed*

Finance Sector Breakfast - Friday, September 30, 2016

Guest of Honour: **Honourable Michael de Jong**, Q.C., Minister of Finance and House Leader,
invited

Time: 7:00 am-8:30 am
Invited Guests: 200 Mayors and Councillors (MLAs are also invited)
Style: Plated breakfast
Location: Hotel Grand Pacific – 463 Belleville Street, Victoria, BC
Cost: No charge, hosted breakfast
Dress: Business Casual
Note: Agenda subject to change

408 – 688 West Hastings Street (604) 353-3136
Vancouver, British Columbia info@c3alliancecorp.ca
V6B 1P1, Canada www.c3alliancecorp.ca

Last year's Resource Breakfast Series was a huge success, with a sellout crowd each day and representation from 75 different areas of the province. As was the case last year, there will be broad representation from Mayors, Councillors, MLAs, resource and finance sectors and association sponsors from across the province. These breakfasts present an excellent opportunity to meet and learn first-hand the latest news about BC's important resource and finance sectors.

Seating is limited and will be assigned on a first-come, first-served basis. To support and encourage a broad spectrum of leaders from across the Province, we are limiting local government seats to two per Municipal Council or Regional District at any or all of the breakfasts. Please RSVP to info@c3alliancecorp.ca and specify which event(s) you would like your representatives to attend. There is great demand for these popular events, therefore, we respectfully encourage you to request tickets to only the breakfasts you have an interest in attending and are available. We do not permit transferring of tickets.

We look forward to welcoming you at 3rd Annual Resource Breakfast Series.

Kind regards,



Dan Jepsen
CEO
C3 Alliance Corp. – Resource Breakfast Series Managers

RECEIVED

MAY 3 1 2016

The Corporation
Village of Ashcroft

cc: Hon. Bill Bennett, Minister of Energy and Mines and Minister Responsible for Core Review
Hon. Rich Coleman, Minister of Natural Gas Development, Minister Responsible for Housing,
and Deputy Premier
Hon. Steve Thomson, Minister of Forests, Lands and Natural Resource Operations
Hon. Michael de Jong, Q.C., Minister of Finance and House Leader
Keith Matthew, President National Aboriginal Energy and Power Association

Dear Mr. Jack Jays,

How is everything in Ashcroft?

In Bifuka, snow has melted in and spring has arrived after a winter of a lot of unexpected snow. We are hoping you are enjoying a warm summer season.

I am writing to inform you today, that we have not yet planned a visit to Ashcroft during 2016~2017. If any new plans arrive, we will surely let you know in advance.

On the other hand, if you have plans to visit us in Bifuka, you are always welcome here! We hope to keep good relations with you and the people of Ashcroft in the future.

Sincerely,

山口信夫

RECEIVED

JUN - 6 2016

The Corporation

Dear Mayor Jeyes,

Following the success of a first time presence at UBCM in 2015, Prostate Cancer Canada is planning on making a significant impact at UBCM 2016 in Victoria and we need your help to do so.

In 2015, the District of North Vancouver and the City of Powell River sponsored a UBCM resolution that declared September to be Prostate Cancer Awareness Month. The motion was passed and over 50 municipalities committed to the same, and 109 cities across Canada also declared the month Prostate Cancer Awareness Month.

This year we hope that you would pass two resolutions in advance of UBCM 2016. Firstly, by declaring September to be Prostate Cancer Awareness Month and secondly, to support the request to have all PSA testing fees to be covered by the Provincial Government.

We want to thank Dawson Creek, North Vancouver and Powell River for being such great leaders who have agreed to sponsor the two resolutions at UBCM 2016.

Like breast cancer, prostate cancer is a family disease and we need your help to have it treated equally. To benefit from detecting prostate cancer early, there must be awareness about the disease and men should get a PSA test that will flag if there is any need to follow up. We appreciate your support.

If you are able to voice your support for the motions and the importance of this when you meet with any cabinet members during UBCM you will be reinforcing this important message.

Why should you do this? The following is a quote from Mayor Bumstead of Dawson Creek.

"I am living proof that the early diagnosis of prostate cancer through the PSA test is essential. I was diagnosed with prostate cancer 1 year ago and today after successful surgery 6 months ago my PSA level is currently 0.0. The PSA test as a part of my regular Medical exam saved my life."

*-Mayor Bumstead
City of Dawson Creek*

So we thank you for your support in advance of UBCM 2016. We hope that you can pass the two resolutions in advance of UBCM 2016 and join the hundreds of other communities across Canada that are helping us in our mission.

We have attached a backgrounder on Prostate Cancer Canada and some facts about prostate cancer for you. For further information please go to our website at www.prostatecancer.ca or reach out to Sarah Rushton our Vice President, Western Region at 604-753-8008 or sarah.rushton@prostatecancer.ca

Yours truly,

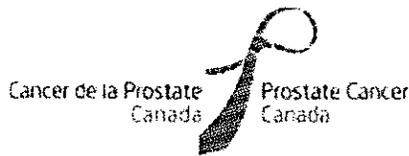
Donald McInnes

Donald McInnes

Past Chair | Prostate Cancer Canada

www.prostatecancer.ca





Prostate Cancer Canada Backgrounder

Prostate Cancer Canada is the leading national foundation dedicated to the elimination of the most common cancer in men through research, advocacy, education, support and awareness. For 22 years we have invested the generous donations of Canadians towards funding research that will uncover better diagnostic and treatment options, and towards providing comprehensive education and support services for those living with and affected by prostate cancer.

Prostate Cancer facts

- 1 in 8 Canadian men will be diagnosed with prostate cancer in their lifetime; which made for 24,000 expected new cases in 2015.
- Early detection saves lives. When detected early, the survival rate for prostate cancer is over 90%.
- Prostate Cancer Canada strongly advocates for “smart screening” for prostate cancer following a shared decision making process between a man and his doctor. This involves men getting a Prostate Specific Antigen (PSA) test in their 40s to establish a baseline level which is then incorporated into the man’s risk profile with family history and ethnicity to determine when the next PSA test needs to occur.
- British Columbia and Ontario are the only provinces that do not cover PSA testing for men with no symptoms under provincial healthcare.
- Through the PSA test, otherwise undetectable cases of prostate cancer can be discovered which can lead to early intervention.
- Over the last 20 years, mortality from prostate cancer has dropped by 40% due to early diagnosis and treatment. Empirically this is over 2,000 Canadian men who are not dying each year due to prostate cancer being diagnosed when it is largely treatable.

UBCM RESOLUTION

Eliminate Fees for PSA Testing in the Province of British Columbia - Declare September Prostate Cancer Awareness Month

WHEREAS 1 in 8 men in British Columbia will be diagnosed with prostate cancer in their lifetime representing the number one cancer risk to men;

AND WHEREAS the economic, family and social costs to our province would be significantly diminished through increased awareness and early detection:

THEREFORE BE IT RESOLVED that UBCM request the provincial government make PSA testing free for all men in the province to ensure all men have the opportunity to have their prostate cancer diagnosed as early as possible so that survival will be improved.

THEREFORE BE IT FURTHER RESOLVED that UBCM and its constituent members declare September to be Prostate Cancer Awareness Month.

MEMO TO: Mayor Jeyes and Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: June 3, 2016

SUBJECT: RCMP PRIORITIES – 2016/17 FISCAL YEAR

Background

Each year the officer in charge of the local detachment appears before Council to review the operations from the past year and the priorities that they have established for the coming year. This is an opportunity for Council to express their concerns and opinions regarding safety matters within our community.

Discussion

Sgt. Grondin was scheduled to appear before Council on March 29, 2016 however he did not attend the meeting and therefore Council was not provided with the detachment update. Sgt. Grondin had been transferred and was officially finished with the Ashcroft Detachment prior to this date so it is unknown why he did not appear. Cpl. Michaud is filling in as the detachment commander and stopped by my office on May 31st. The detachment was required to submit their annual report by June 1st and he provided me with the information. Council will recall that the priorities established for the past year were:

- Youth Safety
- Crime Against Persons
- Drug & Alcohol Addictions
- Traffic Safety including impaired driving
- Vulnerable People including mental health issues

Cpl. Michaud advises that progress was made in some of these areas while others require more effort. The priorities identified for 2016/17 are:

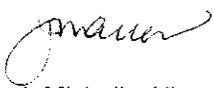
- Traffic Safety
- Domestic Violence
- Mental Health
- Substance Abuse

Cpl. Michaud advised that the new detachment commander has been chosen and will relocate to Ashcroft as soon as they sell their home. They may have different priorities that they would like to approach and so this plan could change. Cpl. Michaud indicated that the new commander would likely request a meeting with Council soon after their arrival to introduce themselves and discuss this report.

Recommendation

This information is provided for your information. Cpl. Michaud apologized for Council not having the opportunity to discuss this report prior to the deadline however he is available to meet with Council at any time if there are concerns.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: June 6, 2016

SUBJECT: CANADA 150 INFRASTRUCTURE GRANT APPLICATION – DRYLANDS ARENA

Background

Administration has prepared a grant application or the Canada 150 Infrastructure Program for upgrades to the Drylands Arena. We were not successful during the first intake however we are resubmitting the application for the second intake.

Discussion

The Village will be submitting an application to the Canada 150 Infrastructure Program for upgrades to the Drylands Arena. The arena has just celebrated 40 years of operation and requires some substantial upgrades. The upgrades include new heaters, VFD condenser upgrades, LED lighting and door replacement. The cost of the upgrades is budgeted at \$65,512 and if successful the Canada 150 grant would cover 50% leaving a balance of \$32,756. If the first grant is successful the Village would apply to NDIIT for a \$30,000 grant under their Community Halls and Recreation Program which would leave a balance of \$2,756 to be funded by the Village.

The Ashcroft Indian Band has provided a letter of support for this application and we have requested a similar letter from Bonaparte Indian Band.

Recommendation

Administration is seeking a motion of Council authorizing staff to apply for funding through the Canada 150 Infrastructure Program for upgrades to the Drylands Arena and further that Council commits to the future funding required to operate, maintain and plan for long term replacement of the improvements through reserve funds and user fees.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council
MEMO FROM: Michelle Allen, Chief Administrative Officer
DATE: June 6, 2016
SUBJECT: **SALE OF FIRE DEPARTMENT COMPRESSOR**

Background

The Village of Ashcroft Volunteer Fire Department has upgraded their air packs and the compressor that fills them so that they are consistent with the equipment on the new fire truck.

Discussion

The Fire Chief was advised that the City of Richmond had upgraded to yet another system and our safety supplier Guillevin International Co. were able to sell Richmond's surplus equipment. The Fire Chief received authorization to purchase 8 air packs but when they arrived there were 12 packs and several additional masks and accessories. This saved our department several hundreds of dollars.

The new compressor is installed and Guillevin will be out on June 21st to train the fire department members on how to use it and safely fill the new bottles. Our existing compressor is old but is still functioning and would be of use to a smaller department. The Fire Chief advises that the Blue River Fire Department is very small and they have limited funds. Their compressor is old and they would be able to make use of our surplus compressor. We have been fortunate in obtaining the new air packs and the chief would like to pay it forward and offer our surplus compressor to the Blue River Fire Department for a nominal fee. Blue River would incur some costs in transporting the compressor and having it installed at their site.

Recommendation

Administration recommends that the Ashcroft Fire Chief contact the Blue River Fire Chief and discuss the sale of our surplus compressor for a nominal fee.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: June 6, 2016

SUBJECT: 2016 UBCM CONVENTION – SEPTEMBER 26 – 30, VICTORIA, BC

Background

The 2016 UBCM Convention will be held at the Victoria Convention Centre on September 26 – 30. Registration packages have not been distributed but generally there are pre-conference sessions on Monday, Small Talk on Tuesday and the convention proper begins on Wednesday.

Discussion

There are a number of items that Council will have to consider over the next few months in relation to the 2016 UBCM Convention. They have been outlined below for Council's consideration:

Attendance

Rooms in Victoria are in high demand and the Village was unable to secure 6 rooms for the convention. We have reservations for 4 rooms at the Best Western Plus Inner Harbour for arrival on Sunday, September 25 and departure on Friday, September 30. The rates are lower than many other venues and a breakfast is provided making it more cost efficient for the Village. Mayor Jeyes has indicated that he may not be able to attend for medical reasons however Council will have to decide who will attend the convention this year. If all members of Council wish to attend Administration can ask to be put onto waiting lists at other hotels.

Small Talk Topics

The Small Talk session is held on Tuesday and generally takes place in the morning followed by a luncheon. During the next month or so Council will be asked to provide topics that they would like to see discussed during this forum. Council can also suggest a success story that they would like to share with other communities. In the past we have shared our transit system and our monthly newsletters as success stories.

Meetings with Ministers

The meeting request process is now open and Council can submit applications to meet with the Premier or various cabinet ministers or with senior staff. Council has not asked to have any topics brought forward for discussion at UBCM. If Council wishes to meet with Premier Clark or Cabinet Ministers please bring the topics forward and the submissions can be forwarded.

Meetings with BCAA

Council replied to BCAA that they would like the opportunity to meet with them during UBCM. They sent back a number of available time and Administration requested a meeting time of around 4:00 pm on Tuesday, September 27 as this time should not conflict with the Small Talk Forum or other Minister Meetings.

Recommendation

Administration recommends that Council bring forward any topics they wish to discuss with Premier Clark or Cabinet Ministers, topics or success stories they wish to submit to the Small Talk Forum and advise if they wish to attend the conference in Victoria.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

MEMO TO: Mayor Jeyes & Council
MEMO FROM: Michelle Allen, Chief Administrative Officer
DATE: June 8, 2016
SUBJECT: INSTALLATION OF A.Y. JACKSON MOSAIC

Background

Marina Papais has advised that the A.Y. Jackson mosaic is very nearly complete and will be ready for installation soon.

Discussion

Ms. Papais advises that the mosaic is now complete and ready for installation. She has suggested that the unveiling could be held as part of the Make Children First/TRY-athlon/Elvis Concert weekend on July 16 & 17.

Council has agreed to publicly display this piece of art and now a location will have to be determined. The Village owns a number of lots in the downtown area and they are listed below:

Historic Fire hall

This location is adjacent to Highway 97C and the mosaic is likely too large to be installed here and not interfere with provincial highway legislation.

Current Fire hall

There is a large space on the side of the current fire hall however the suggestion has been to have a mosaic developed that relates to the fire department.

Heritage Place Park

This area is large and is popular with the public. The Communities in Bloom are installing a 3-sided mosaic in one of the day lily beds at their 10th Anniversary project however there are many other areas within the park where it could be displayed.

Village Office and Drylands Arena

The location is out of the downtown area and not recommended for one of the first mosaics.

Private Buildings

Council could always choose to install it on a private building however a legal document would have to be drawn up outlining the terms of installation, ownership, damage, repairs, etc.

Recommendation

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

Respectfully submitted,



Michelle Allen,
Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 806

A Bylaw to Provide for the Administration of the Freedom of Information and Protection of Privacy Act

WHEREAS, the Freedom of Information and Protection of Privacy Act, RSBC 1996, c. 165 as amended, requires that a municipality designate the Head and set any fees for services.

NOW, THEREFORE, the Council of the Village of Ashcroft in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as the "Freedom of Information Bylaw No. 806, 2016".

Definitions and Interpretation

2. In this bylaw:

"Act" means the Freedom of Information and Protection of Privacy Act, R.S.B.C. 1996, c. 165 and all regulations thereunder, as amended;

"Coordinator" means the person or persons designated in section 3(b) of this Bylaw as the Information and Privacy Coordinator;

"Council" means the Council of the Corporation of the Village of Ashcroft;

"Head" means the person or persons designated under section 3(a) of this Bylaw as the Head;

"Municipality" means the Corporation of the Village of Ashcroft; and

"Request" means a request made under the Act.

All other definitions contained in Part I of the Act shall apply to this Bylaw, except where the context requires otherwise.

3. For the purposes of administering the Act:
 - a. The Chief Administrative Officer is designated at the Head;
 - b. The Chief Administrative Officer is designated as the Information and Privacy Coordinator; and
 - c. The head and the Coordinator shall act in their respective capacities for all Council, Committees, Commissions, panels and agencies, or corporations created or owned by the Municipality, or
 - d. Under the Municipality's direction or control.
4. The Head may delegate any of the Head's duties under the Act to the Coordinator.

5. The Head may require an applicant making a Request to pay to the Municipality for services provided those fees are prescribed in the Act.

6. Village of Ashcroft "Freedom of Information Bylaw No. 593, 1994" is hereby repealed.

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.806 as adopted by Council.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 807

Being a bylaw to establish the Officer Positions of the Village of Ashcroft and to establish the powers, duties and responsibilities of such Officers

WHEREAS the Community Charter S.B.C. Chapter 26 requires Council, by bylaw, to establish officer positions and to establish the powers, duties and responsibilities of officers and employees;

NOW THEREFORE, the Council of the Village of Ashcroft in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as "The Village of Ashcroft Officers and Employees Bylaw No. 807, 2016.
2. The following positions are hereby established as Officer Positions of the municipality:
 - a. Chief Administrative Officer
 - b. Financial Officer
 - c. Corporate Officer
3.
 - a. The powers, duties and responsibilities of the Chief Administrative Officer are set in Sections 147 of the Community Charter.
 - b. The powers, duties and responsibilities of the Financial Officer are set in Section 149 of the Community Charter.
 - c. The powers, duties and responsibilities of the Corporate Officer are sent in Section 148 of the Community Charter.
4. Officer positions above will be considered employees of the Village of Ashcroft for the purposes of the Financial Disclosure Act.
5. Bylaw cited, "The Village of Ashcroft Officers and Employees Bylaw No. 699, 2001" is hereby repealed in its entirety.

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

Certified to be a true and correct copy of Bylaw No. 807 as adopted by Council.

J. Michelle Allen, Chief Administration Officer

J. Michelle Allen, Chief Administration Officer

EA/kw

**INFORMATION CORRESPONDENCE
FOR THE JUNE 13, 2016 COUNCIL MEETING**

Community Futures Sun Country

- AGM June 23, 2016

Campbell Hill Airport Commission

- Thank you for contribution to Mother's Day Fly-In

CN

- CN Encourages Canadian municipalities to submit input for Key Route Corridor Risk Assessments

BC Interior Community Foundation

- AGM June 15, 2016 – Kamloops

City of North Vancouver

- Cigarette Butt Deposit Return Program

Highland Valley Copper Newsletter Publication

- Spring/Summer 2016

/kw



Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of May 26, 2016

Search and Rescue Grants Approved

The following Search and Rescue Operating Grants were approved:

- \$10,000 each for Kamloops, Logan Lake, Nicola Valley, Barriere, and Wells Gray Search and Rescue teams
- \$3,325 for the South Cariboo Search and Rescue team

The following equipment and training grants were also approved:

- Kamloops SAR: \$11,070
- Logan Lake SAR: \$1,420.78
- Barriere SAR: \$8,897.70
- Wells Gray SAR: \$14,021.53

Federal Gas Tax Funding Provided

- The Board approved \$8,000, allocated to Electoral Area "N" (Beautiful Nicola Valley – South), from Federal Gas Tax Revenues - Community Works Fund component to be forwarded to the Regional District of Okanagan-Similkameen. It will fund the expansion of the Kettle Valley Trail Network from the Thompson-Nicola Regional District and Regional District of Okanagan-Similkameen boundary to Brookmere.
- An expenditure of \$125,000 from Federal Gas Tax Revenues - Community Works Fund component was approved to be forwarded to the City of Merritt to fund the installation of a UV system and replace

the roof at the Nicola Valley Aquatic Centre in Merritt. Area "M" (Beautiful Nicola Valley – North) will provide \$86,250 and Area "N" (Beautiful Nicola Valley – South) will provide \$38,750.

Feasibility Study for Civic Building Solar Panels Gets Go-Ahead

A feasibility study, valued at \$6,468, will be conducted to identify the viability and design of retrofitting the TNRD Civic Building located at 465 Victoria St. with a solar photovoltaic panel system.

BC Rural Dividend Fund Application Authorized for Geopark Project

Authorization was provided to submit a BC Rural Dividend Fund Project Development Application for funding to develop an implementation plan for the Wells Gray – North Thompson and Robson Valley Global Geopark Project.

First Nations Application Supported

A letter of support will be provided for Lytton First Nation's application to the Northern Development Initiative Trust. The application is for a grant of \$5,000 for the Stein Valley Nlaka'pamux Park Tourism Information Centre from the Community Investment Analysis Fund, and a grant of \$30,000 for a batting cage at the Battlefield Baseball Park from the Community Hall and Recreation Facilities program.

Board of Directors

Chair: John Ranta
Village of Cache Creek

Directors

Carol Schaffer
Electoral Area "A"
(Wells Gray Country)

Willow Macdonald
Electoral Area "B"
(Thompson Headwaters)

Sally Watson
Electoral Area "E"
(Bonaparte Plateau)

Steven Rice
Electoral Area "I"
(Blue Sky Country)

Ronaye Elliott
Electoral Area "J"
(Copper Desert Country)

Ken Gillis
Electoral Area "L"
(Grasslands)

Randy Murray
Electoral Area "M"
(Beautiful Nicola Valley – North)

Herb Graham
Electoral Area "N"
(Beautiful Nicola Valley – South)

Bill Kershaw
Electoral Area "O"
(Lower North Thompson)

Mel Rothenburger
Electoral Area "P"
(Rivers and the Peaks)

Jack Jeyes
Village of Ashcroft

Virginia Smith
District of Barriere

Rick Berrigan
Village of Chase

John Harwood
District of Clearwater

Jim Rivett
Village of Clinton

Ken Christian
City of Kamloops

Tina Lange
City of Kamloops

Peter Milobar
City of Kamloops

Arjun Singh
City of Kamloops

Marg Spina
City of Kamloops

Pat Wallace
City of Kamloops

Robin Smith
District of Logan Lake

Jessoa Lightfoot
Village of Lytton

Neil Menard
City of Merritt

Al Raine
Sun Peaks Mountain Resort

WELLNESS & HEALTH ACTION COALITION
MINUTES OF REGULAR MEETING
May 16, 2016

Present: David Durksen (Vice Chair); Phyllis Rainey; Reta Roberson; Alice Durksen; Fran White; Jane Flaherty; Marilyn Bueckert; Irene Dumont (Peoples Drug Mart); Sheila Corneillie; Pam Webster

1. **Meeting called to order** at 2 pm; Phyllis taking minutes as Ron is away; David chairing the meeting as Shirley away
2. **Approval of Agenda:** Motion to accept the agenda made by Fran White; Second: Reta Robertson ; Carried
3. **Minutes of Regular meeting of April 18, 2016:** Motion to accept the minutes with amendments made by Fran White; Second Jane Flaherty; Carried.

Amendments are:

Mental Health: Visiting psychiatrist is coming for six half days between now and the end of the year.

The Support Group "Starting Over" is not in need of a location. It meets in the conference room the first Thursday of every month from 1:30 pm – 3 p.m. A possibility of having a drop in center for people with mental health issues is being explored. If it is able to come into being, it will need a location.

4. **Membership & Financial Reports:**
 - Fran started her membership renewal for Clinton; she also has one new member
 - Membership renewal is June to June for all current members. **Please renew your membership;** the form will be updated and put on the website

- 6 **Update on Action Plan:**
 - a. **Physician Update:**
 - Dr. Govindasamy is away with family concerns
 - Dr. Zack is in need of help with moving and needing furniture
 - Dr. Obu will need to find a place in Ashcroft to rent; she currently lives at Tobiano
 - Physicians get \$20,000 in relocation allowance when they sign on

b. Project Management:

- No report from Chellie as she had another meeting scheduled at the same time
- Sheila is at this meeting as a member of the public; she was able to clarify that her report is owned by the Rural Division so they would determine if they will share her report with WHAC; her report on the Residential Care Initiative has been sent to the Ministry

c. Rural Health Service Delivery Research Project:

- The research project has been approved; they start with a research study of the groups involved and will visit each community

7 **Website Update:** No report as Jim is away

8 Reports:

a. Mental Health: Marilyn reported

- 100 Mile is receiving a full time club house or drop-in centre

b. Clinton Health Site: Fran Reported

- June 4 = Annual Clinton Auxiliary Yard Sale
- June 7 = IHA coming to visit the Health Centre and Village Office
- Clinton is delighted with the new nurse; IHA is providing a new fridge for storing vaccine; she is also requesting approval to do minor suturing
- Assisted Living Society is trying to obtain the empty elementary school for supportive housing (20 units) to rent or for purchase; they have a consultant dealing with BC Housing
- Fran requests a letter of support from WHAC to support the project and that letter is needed ASAP; David said he would follow through with this

Alice Durksen made a motion to send a letter to the Assisted Living Society in support of the housing project; Seconded by Marilyn Bueckert; Carried.

c. "Building Intersections" Conference held April 25-26, 2016

- Ron attended; he is away so no report

d. Planning Session held May 2, 2016

- The planning notes were not sent out to all members; David will follow through and send them out

9 **Roundtable:**

- concern was expressed at the need for a full complement of nursing staff at the hospital in order to ensure any current ER services can be maintained and increased as the physicians are able to do this; currently there are 1.8 RN positions empty and no casual staff to call in; without professional staff ie. RNs; laboratory; x-ray staff, care for the community is compromised
- A Medical Professional Recruitment and Retention Strategies Committee will be formed as part of WHAC; Phyllis, Pam and Sheila have agreed to work in this committee. They will review the staffing concerns and determine how these shortages affects those medical professionals from providing the care/diagnoses required to competently care for the public.

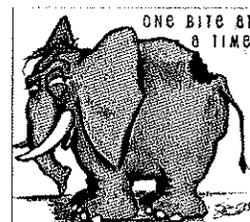
10 **Next Meeting:** Monday, June 20, 2016; 2 pm to 4 pm;

St. Alban's Church Hall, 501 Brink Street

The location is changed for this meeting only

11 **Adjournment:** 4 pm

Phyllis Rainey
Recorder



<http://whac-chb.ca/>

MEMO TO: Mayor Jeyes and Council

MEMO FROM: Yoginder (Yogi) Bhalla, Chief Financial Officer

DATE: June 6th, 2016

SUBJECT: 2015 STATEMENT OF FINANCIAL INFORMATION REPORT

BACKGROUND:

The Village is required to file a statement of Financial Information report on an annual basis with the Ministry.

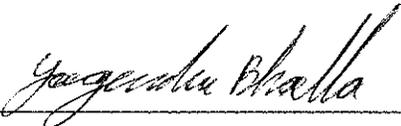
DISCUSSION:

Attached are the schedules that, when attached to our audited financial statements, form the complete report. Section 9 of the regulation requires that the report must be approved by the Council and the Chief Financial Officer. Once approved, this package must be made available to members of the public for viewing and/or purchase.

RECOMMENDATION:

That Council approve the report as presented and the report then be forwarded to the Ministry as required under the regulations.

Respectfully submitted,



Yoginder (Yogi) Bhalla,
Chief Financial Officer

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Financial Information Approval
for the Year Ended December 31, 2015**

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in the Statement of Financial Information, produced under the Financial Information Act.

John C. (Jack) Jeyes
Mayor



Yoginder (Yogi) Bhalla, CPA CGA
Chief Financial Officer

July 14, 2016

Date

**Schedule Showing the Remuneration & Expenses
Paid to or on behalf of Each Employee
for Year Ending December 31, 2015**

1. Elected Officials

Name	Position	Remuneration	Expenses
Jeyes, Jack	Mayor	\$13,542.00	7,155.21
Lambert, Doreen	Councillor	7,326.00	1,557.93
Mertens, Al	Councillor	7,326.00	4,267.13
Roden, Barb	Councillor	7,326.00	3,930.30
Trill, Alf	Councillor	7,936.50	3,044.15
Total paid to Elected Officials		\$43,457	19,954.72

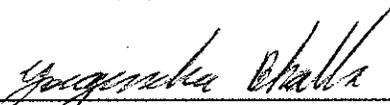
2. Other Employees (excluding those listed in Part 1 above)

Name	Remuneration	Expenses
Employees with Remuneration & Expenses exceeding \$75,000.		
Allen, Michelle	\$108,254	5,621.66
Bennewith, Brian	84,618	1,608.65
Aie, Edwin	76,448	1,053.51
Consolidated total of other employees with remuneration and expenses of \$75,000 or less	770,582	20,350.08
Total Paid to Other Employees	\$1,039,902	28,633.90

3. Reconciliation

Total Paid to Elected Officials	\$43,457	
Total Paid to Other Employees	\$1,039,902	
Subtotal	\$1,083,359	
Reconciling Items	See Note	T4'S
Total per Statement of Revenue and Expenditure	See Note	
Variance	See Note	

Note: The Village of Ashcroft does not report remunerations on the Financial Statements as a separate line item, rather expenditures are recorded by object. As part of the auditing process our Auditors do perform a reconciliation involving T4 statements, payroll records, etc.



 Yoginder (Yogi) Bhalla
 Chief Financial Officer

June 14, 2016
 Date

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Schedule Showing Payments Made for the Provision of Goods or Services
for the Year Ended December 31, 2015**

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

Supplier Name	Aggregate amount paid to supplier
Associated Electrical Services Ltd	41,072.23
B C Hydro & Power Authority	197,488.52
BC Transit	107,120.65
Columbia Fuels	31,829.14
Canadian Pacific Railway Co.	77,585.12
Cu Credit	26,462.21
Fortis Bc -Natural Gas	39,359.10
Telus Communications (Bc) Inc.	25,794.53
Urban Systems Ltd	74,944.93
Vimar Equipment Ltd	83,228.32
Valley First Insurance Services	55,597.00
Total aggregate amount paid to suppliers	\$ 760,481.75

2. Consolidated total paid to suppliers who received aggregate payment of \$25,000 or less

	\$ 677,445.98
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3. Total of payments to suppliers for grants and contributions exceeding \$25,000

Consolidated total of grants exceeding \$25,000	Nil
Consolidated total of contributions exceeding \$25,000	Nil
Consolidated total of all grants and contributions exceeding \$25,000	Nil

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers	\$ 760,481.75	
Consolidated total of payments of \$25,000 or less paid to suppliers	\$ 677,445.98	
Consolidated total of all grants and contributions exceeding \$25,000	\$ -	
	<u>\$ 1,437,927.73</u>	
Total per Statement of Revenue and Expenditure	\$ 2,694,008.00	
Less: remuneration/transfers included in above	\$ (1,122,193.76)	
Less: amortization included in above	\$ (309,015.00)	
Add: Increase in Net Tangible Capital Assets	\$ 171,846.00	
Add: debt payments	\$ 18,551.00	
	<u>\$ 1,453,196.24</u>	
Variance	\$ 15,268.51	1.05%

Reconciling items

See note

Note: The Corporation does not report a separate line item in the Financial Statements for Payments of Goods and Services.

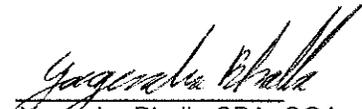

Joginder Bhalla CPA, CGA
Chief Financial Officer

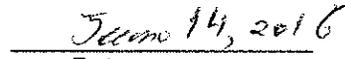
June 14, 2016
Date

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Guarantee & Indemnity Agreements
for the Year Ended December 31, 2015**

This Corporation has not given any guarantees or indemnities under the Guarantees and Indemnities Regulations.

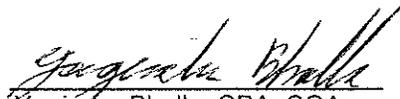

Yoginder Bhalla CPA, CGA
Chief Financial Officer


Date

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Severance Agreements
for the Year Ended December 31, 2015**

There were no severance agreements made between the Corporation of the Village of Ashcroft and its non-unionized employees during the 2015 fiscal year.

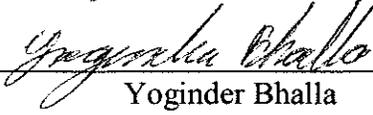

Yoginder Bhalla, CPA, CGA
Chief Financial Officer

June 14, 2016
Date

VILLAGE OF ASHCROFT

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



Name Yoginder Bhalla
Position of Financial Officer
Date: June 14th, 2016

Prepared pursuant to the Financial Information Regulation, Schedule 1, section 9

Financial Information Regulation, Schedule 1
Checklist – Statement of Financial Information (SOFI)

For the Corporation:

Corporate Name: Village of Ashcroft Contact Name: Yoginder (Yogi) Bhalla
 Fiscal Year End: 2015 Phone Number: (250) 453-9161
 Date Submitted: June 14, 2016 E-mail: yoginder@ashcroftbc.ca

For the Ministry:

Ministry Name: _____ Reviewer: _____
 Date Received: _____ Deficiencies:

Yes		No	
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 Date Reviewed: _____ Deficiencies Addressed:

Yes		No	
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 Approved (SFO): _____ Further Action Taken: _____

Distribution: Legislative Library Ministry Retention

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
General					
1 (1) (a)	Statement of assets and liabilities	X			Financial Statements
1 (1) (b)	Operational statement	X			Financial Statements
1 (1) (c)	Schedule of debts	X			Financial Statements
1 (1) (d)	Schedule of guarantee and indemnity agreements	X			Nothing to report
1 (1) (e)	Schedule of employee remuneration and expenses	X			
1 (1) (f)	Schedule of suppliers of goods and services	X			
1 (3)	Statements prepared on a consolidated basis or for each fund, as appropriate	X			
1 (4) 1 (5)	Notes to the financial statements for the statements and schedules listed above	X			

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Statement of Assets & Liabilities					
2	<ul style="list-style-type: none"> A balance sheet prepared in accordance with GAAP or stated accounting principles / policies, and Show changes in equity and surplus or deficit due to operations 	X			
Operational Statement					
3 (1)	Prepared in accordance with GAAP or stated accounting principles / policies and consists of: <ul style="list-style-type: none"> a Statement of Income or Statement of Revenue and Expenditures, and a Statement of Changes in Financial Position 	X			
3 (2) 3 (3)	<ul style="list-style-type: none"> The Statement of Changes in Financial Position may be omitted if it provides no additional information The omission must be explained in the notes 	X			
3 (4)	Community colleges, school districts, and municipalities must prepare a Statement of Changes in Financial Position for the Capital Fund	X			Financial Statements
Schedule of Debts					
4 (1) (a) 4 (2)	List each long-term debt (secured by debentures, mortgages, bonds, etc.), stating the amount outstanding, the interest rate, and the maturity date	X			Financial Statements
4 (1) (b)	Identify debts covered by sinking funds or reserves and amounts in these accounts			X	
4 (3) 4 (4)	<ul style="list-style-type: none"> The schedule may be omitted if addressed under section 2 or 5 and it provides no additional information The omission must be explained in a note to the schedule 			X	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Guarantee and Indemnity Agreements					
5 (1)	List financial agreements that required government approval prior to being given (see Guarantees and Indemnities Regulation in FIA Guidance Package)	X			
5 (2)	State the entities involved, and the specific amount involved if known	X			Nothing to report
5 (3) 5 (4)	<ul style="list-style-type: none"> • The schedule may be omitted if addressed under section 2 or 4 and it provides no additional information • The omission must be explained in a note to the schedule 	X			Nothing to report
Schedule of Remuneration and Expenses (See Guidance Package for suggested format)					
6 (2) (a)	List separately, by name and position, the total remuneration and the total expenses for each elected official, member of the board of directors, and employee appointed by Cabinet	X			
6 (2) (b)	List alphabetically each employee whose total remuneration exceeds \$75,000 and the total expenses for each [excluding the persons listed under 6 (2) (a)]	X			
6 (2) (c)	Include a consolidated total for employees whose remuneration is \$75,000 or less [excluding the persons listed under 6 (2) (a)]	X			
6 (2) (d)	Reconcile or explain any difference between total remuneration in this schedule and related information in the operational statement	X			
6 (3)	Exclude personal information other than name, position, function or remuneration and expenses of employees	X			

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Remuneration and Expenses (See Guidance Package for suggested format)					
6 (6)	Report the employer portion of EI and CPP as a supplier payment to the Receiver General for Canada rather than as employee remuneration	X			
6 (7) (a) 6 (7) (b)	Include a statement of severance agreements providing: <ul style="list-style-type: none"> • the number of severance agreements under which payment commenced in the fiscal year being reported on for non-union employees, and • the range of equivalent months' compensation for them (see Guidance Package for suggested format)	X			None to report
6 (8)	Provide the reason for omitting a statement of severance agreements in a note to the schedule of remuneration and expenses	X			None to report
Schedule of Suppliers of Goods or Services (See Guidance Package for suggested format)					
7 (1) (a)	List in alphabetical order all suppliers of goods and services who received aggregate payments exceeding \$25,000	X			
7 (1) (b)	Include a consolidated total of all payments to suppliers who received \$25,000 or less	X			
7 (1) (c)	Reconcile or explain any difference between the consolidated total and related figures in the operational statement	X			See note on schedule
7 (2) (b)	Include a statement of payments for the purposes of grants or contributions	X			

Inactive Corporations

8 (1)	The ministry reports for the corporation if the corporation is not operating to the extent required to produce a SOFI			X	
8 (2) (a)	The ministry's report contains the statements and schedules required under section 1 (1), to the extent possible			X	
8 (2) (b)	The ministry's report contains a statement of the operational status of the corporation (see Guidance Package regarding what to include)			X	

Approval of Financial Information

9 (1)	Corporations other than municipalities – the SOFI is signed as approved by the board of directors or the governing body (see Guidance Package for example)			X	
9 (2)	Municipalities – the SOFI is approved by its council and by the officer assigned responsibility for financial administration (see Guidance Package for example)	X			
9 (3)	A management report is included, signed by the head and chief financial officer, or by the municipal officer assigned responsibility for financial administration (see examples in annual report at http://www.gov.bc.ca/cas/popt/)	X			
9 (4)	The management report explains the roles and responsibilities of the board of directors or governing body, audit committee, management, and the auditors	X			
9 (5)	Signature approvals required in section 9 are for each of the statements and schedules of financial information, not just the financial statements	X			