



**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 8, 2020**

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

CALL TO ORDER

1. ADOPTION OF THE AGENDA

Motion to add or delete Agenda items

Motion to adopt the Agenda as presented or as amended

M/S

"THAT the Agenda for the Regular Meeting of Council held on Monday, June 8, 2020 be adopted as presented."

2. MINUTES

| | | |
|-----|---|--------|
| 3.1 | Minutes of the Regular Meeting of Council held Monday, May 25, 2020 <i>"That the Minutes of the Regular Meeting of Council held Monday, May 25, 2020 be adopted as presented."</i> | P. 1-5 |
|-----|---|--------|

3. DELEGATIONS

| | | |
|-----|-----|--|
| 4.1 | N/A | |
|-----|-----|--|

4. PUBLIC INPUT

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

5. BYLAWS

| | | |
|-----|-----|--|
| 5.1 | N/A | |
|-----|-----|--|

6. STAFF REPORTS

| REQUEST FOR DECISION | | |
|-----------------------------|---|----------|
| 6.1 | Statement Of Financial Information (SOFI) <i>"That Council approve the Statement of Financial Information (SOFI)."</i> | P. 6-20 |
| 6.2 | Social Media Policy <i>"That Council adopt the Village of Ashcroft Social Media Policy No. A-03-2020."</i> | P. 21-24 |
| FOR INFORMATION | | |
| 6.3 | Re-Opening Village Facilities | P. 25-26 |



7. CORRESPONDENCE

| FOR ACTION | | |
|------------------------|---|----------|
| 7.1 | 2020 Transit Superstar Recognition Program <i>Motion Required</i> | P. 27-30 |
| FOR INFORMATION | | |
| 7.2 | SD 74 – The Board Bulletin | P. 31 |
| 7.3 | TNRD – Disposal Fees Back in Place for Household Garbage | P. 32-33 |
| 7.4 | National AccessAbility Week | P. 34 |
| 7.5 | Office of the Seniors Advocate – Isobel Mackenzie, BC Seniors Advocate Statement on Seniors' Week | P. 35 |
| 7.6 | Small Business BC – June Webinar Highlights | P. 36 |

8. UNFINISHED BUSINESS

| | | |
|-----|--------------|----------|
| 8.1 | Motions List | P. 37-40 |
|-----|--------------|----------|

9. NEW BUSINESS

| | | |
|-----|--|--|
| 9.1 | | |
|-----|--|--|

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

| | | |
|------|--|--|
| 10.1 | | |
|------|--|--|

11. COUNCIL REPORTS

| | | |
|------|----------------------|----------|
| 11.1 | Mayor Roden – Report | P. 41-43 |
| 11.2 | Councillor Anderson | |
| 11.3 | Councillor Anstett | |
| 11.4 | Councillor Davenport | |
| 11.5 | Councillor Tuohey | |

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

| | | |
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| 12.1 | | |
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13. RESOLUTIONS RELEASED FROM CLOSED MEETING

| | | |
|------|--|--|
| 13.1 | | |
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14. ADJOURNMENT



THE CORPORATION OF THE VILLAGE OF ASHCROFT

MINUTES

**FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE
AT 7:00 PM ON MONDAY, MAY 25, 2020**

PRESENT: Mayor Barbara Roden
 Councillor Marilyn Anderson
 Councillor Jonah Anstett - via video
 Councillor Nadine Davenport
 Councillor Debra Tuohey

Daniela Dyck, Interim Chief Administrative Officer
 Yoginder Bhalla, Chief Financial Officer
 Brian Bennewith, Foreman

Media

EXCUSED: Public – Meeting closed to the public due to COVID-19, email comments and questions accepted.

Prior to the meeting, Mayor Roden advised that the HUB Online Network will record and broadcast or live stream today's Council meeting.

CALL TO ORDER

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

1. **ADOPTION OF THE AGENDA**

Motion to add or delete Agenda items

Motion to adopt the Agenda as presented or as amended

M/S Roden / Davenport

“THAT the agenda for the Regular Meeting of Council held on Monday, May 25, 2020 be adopted as presented.”

CARRIED – Unanimous – R-2020-133

2. **MINUTES**

| | | |
|-----|---|------------------------------------|
| 3.1 | Minutes of the Regular Meeting of Council held Monday, May 11, 2020 M/S Roden / Anderson <i>“That the Minutes of the Regular Meeting of Council held Monday, May 11, 2020 be adopted as presented.”</i> | CARRIED Unanimous R-2020-134 |
| | | |

3. **DELEGATIONS**

| | | |
|-----|---|--|
| 4.1 | Ashcroft & District Health Care Auxiliary – Kitty Murray Ms. Murray provided a brief overview of reopening the thrift shop. Plexi glass has been ordered as well as other sanitary safety items such as hand sanitizers, masks, gloves etc.. | |
|-----|---|--|

| | | |
|--|---|---|
| | <p>Volunteers are concerned about bringing donations into the store, they would like Council to consider allowing a C-can as close to the store as possible where donated items could be stored to decontaminate. The Thrift Shop is considering only opening on Wednesdays in collaborating with Second Time Around to be open Fridays to mee the community need.</p> <p>The Auxiliary would like Council to consider approving temporary placement of a 20-foot container,</p> <p>PW Forman suggested the C-can be placed near the #4 lift station. Ventilation is a safety factor, away from the building is better.</p> <p>Mayor Roden thanked Ms. Murray for the Auxiliary’s hard work and giving back to the community especially during these challenging times. The Auxiliaries hard work is appreciated. Ms. Murray will advise Council when they firm up the opening date.</p> <p>Mayor Roden advised that as the C-can is dependant on the thrift store reopening and this is a time sensitive matter, she suggested that Council consider the request to be added to the agenda under new business.</p> <p>M/S Roden / Tuohey</p> <p><i>“That the Health Care Auxiliary request to allow a temporary C-can be added to the agenda under New Business.”</i></p> | <p>CARRIED Unanimous R-2020-135</p> |
|--|---|---|

4. **PUBLIC INPUT**

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

Non-Resident:

Questions were received via email:

- Question relating to CN right of way and train speed in the Village;
- Clarification requested regarding the Communications Survey results and the continued use of the Village website;
- Comment regarding CN Bonaparte Bridge erosion and potential disaster, clarification requested in regard to the emergency response procedures for the Rattles Snake Road subdivision;
- Clarification regarding the status of the proposed mosaic mural to be placed at the Museum.

Media

- Suggestion from the gallery to consider 2 10-foot c-cans ie: week 1, week 2 may lend to simplified decontamination.

5. **BYLAWS**

| | | |
|-----|-----|--|
| 5.1 | N/A | |
|-----|-----|--|

6. **STAFF REPORTS**

| REQUEST FOR DECISION | | |
|-----------------------------|---|---|
| 6.1 | <p>Communications Survey Report M/S Tuohey / Anderson <i>“That Council direct staff to move forward with the implementation of the three preferred communication methods.”</i></p> | <p>CARRIED Unanimous R-2020-136</p> |

| FOR INFORMATION | | |
|-----------------|--|--|
| | <p>CFO Bhalla – gave a brief summary for the first quarter financials continuing to meet financial reporting requirements. BI presentation – Council is able to access this site individually. Current financials were presented up to April for both Revenues and Expense Explanation provided regarding “red” for Garbage Collection, this was a data entry error and was adjusted today, next report will reflect the edits.</p> | |

7. **CORRESPONDENCE**

| FOR ACTION | | |
|-----------------|---|---|
| 7.1 | <p>Unitea Café & Lounge – Request to allow Liquor Sales and Service on Patios <i>Councillor Davenport recused herself as in a conflict of interest as this request pertains to her business.</i> M/S Tuohey/Anderson <i>“That Council approve the Unitea request allowing patio service in support of small business sustainability.”</i></p> | <p>CARRIED Unanimous R-2020-137</p> |
| 7.2 | <p>CFSUN – Request for Letter of Support M/S Roden / Tuohey <i>“That Council rescind Motion # R-2020-128 directing staff to apply for NDIT’s Business Liaison funding, and further that Council provide a letter of support to Community Futures Sun Country in their application to NDIT for the Business Liaison funding to support the business community.”</i></p> | <p>CARRIED Unanimous R-2020-138</p> |
| FOR INFORMATION | | |
| 7.3 | BC Transit – Resuming Front Door Service and Fares | |
| 7.4 | CN – Bonaparte River, Ashcroft – CN Bridge | |
| 7.5 | Local Government Awareness Week | |
| 7.6 | BC Child and Youth in Care Week | |
| 7.7 | <p>CN – Railway Association of Canada (RAC) appoints CN’s Fiona Murray M/S Roden / Anderson <i>“That Council accept the information items as presented”.</i></p> | <p>CARRIED Unanimous R-2020-139</p> |

8. **UNFINISHED BUSINESS**

| | | |
|-----|---|---|
| 8.1 | <p>Motions List M/S Davenport / Anderson <i>“That the Motions List be received and filed.”</i></p> | <p>CARRIED Unanimous R-2020-140</p> |
|-----|---|---|

9. **NEW BUSINESS**

| | | |
|-----|---|---|
| 9.1 | <p>Health Care Auxiliary Request to place C can near Thrift Shop M/S Roden / Anderson <i>“That Council approve the Health Care Auxiliary to place a C-can to use for temporary storage of donated items near the Thrift Shop, and further that Council waive the permit and license fees.”</i></p> | <p>CARRIED Unanimous R-2020-141</p> |
|-----|---|---|

| | | |
|--|--|--|
| | <p>The Auxiliary is to work with public works department for a mutually agreed upon location for the C-can that does not impede flow of traffic.</p> <p>Comments made to encourage community members to not dump items that the thrift stores don't normally accept. This is becoming extremely onerous and expensive for both thrift stores that are raising funds for the community.</p> | |
|--|--|--|

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

| | | |
|------|-----|--|
| 10.1 | N/A | |
|------|-----|--|

11. COUNCIL REPORTS

| | | |
|------|--|--|
| 11.1 | <p>Mayor Roden – Report</p> <p>TNRD post COVID-19 framework</p> <p>TNRD library renos to move forward, will seek public input from regular and non users of the facility.</p> | |
| 11.2 | <p>Councillor Anderson – Art Show is in discussion to explore options such as virtual art show</p> | |
| 11.3 | <p>Councillor Anstett</p> | |
| 11.4 | <p>Councillor Davenport – Noted that Fall Fair has been cancelled. Desert Days will be hosting a virtual festival with local presenters during the second weekend of August</p> | |
| 11.5 | <p>Councillor Tuohey – CiB Judges will not be visiting the communities due to COVID-19, CiB is revisiting how to celebrate best business, street gardens and meet safety standards. Possible virtual garden tour</p> | |

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

Motion to move to Closed Meeting:

| | | |
|------|--|---|
| 12.1 | <p>M/S Roden / Anderson</p> <p><i>“That Council move to a closed meeting to discuss an item under the Community Charter Section 90.1 (c) labour and other employee relations.</i></p> | <p>CARRIED Unanimous R-2020-142</p> |
|------|--|---|

13. RESOLUTIONS RELEASED FROM CLOSED MEETING

| | | |
|------|---|---|
| 13.1 | <p>M/S Roden / Anderson</p> <p><i>Motion to release CAO and DPW appointments to the public meeting.</i></p> <ol style="list-style-type: none"> 1. <i>“That Council approve the proposed contract for the position of Director of Public Works and that the Interim CAO be approved to offer Brian Bennewith the Position and sign the contract effective June 7, 2020.”</i> 2. <i>“That Council appoint the Interim Chief Administrative Officer as the Chief Administrative Officer for the Village of Ashcroft and that a contract be signed as mutually agreed upon.”</i> | <p>CARRIED Unanimous R-2020-143</p> |
|------|---|---|



14. ADJOURNMENT

M/S Roden / Davenport

"That the Regular Meeting of Council for May 25, 2020 be adjourned at 8:46 pm."

CARRIED – Unanimous R-2020-144

Certified to be a true copy of the
Regular Meeting of Council Minutes
held Monday May 25, 2020.

Daniela Dyck,
Interim Chief Administrative Officer

Barbara Roden, MAYOR

STAFF REPORT TO COUNCIL – OPEN MEETING

MEETING DATE: June 8, 2020
FROM: Yogi, Bhalla, Chief Financial Officer
SUBJECT: Statement of Financial Information (SOFI)

Purpose

Approve the Statement of Financial Information (SOFI) as required by the ministry

Recommendation

THAT Council approve the Statement of Financial Information (SOFI)

Alternatives

N/A

Discussion

The SOFI report is attached for review and approval as required by the act.

Strategic/Municipal Objectives

Financial stewardship

Legislative Authority

Financial Information Act

Financial Implications

NA

Attachment Listing

1. SOFI report
-

Prepared by:



Yogi Bhalla,
Chief Financial Officer

Approved for submission to Council:



Daniela Dyck,
Interim Chief Administrative Officer

June 8, 2020

FILE #2170

Local Government Infrastructure and Finance
Ministry of Community Services
PO Box 9838 Stn Prov Govt
Victoria, BC V8W 9T1

Dear Sir or Madam:

Re: Financial Information Act – 2019 Year End Reports

Enclosed you will find our 2019 Financial Information Report. The report consists of the following:

1. Statement of Guarantee & Indemnity Agreements
2. Statement of Remuneration & Expenses
3. Schedule of Payments for Goods & Services
4. Approval of Financial Information
5. Statement of Severance Agreements
6. Completed Checklist
7. Audited Financial Statements

This report was presented to Council at their regular meeting on Monday, June 8th, 2020 and was approved as presented. Should you require additional information, please contact me at 250-453-9161.

Yours truly,



Yoginder (Yogi) Bhalla, CPA CGA
Chief Financial Officer

enc.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Guarantee & Indemnity Agreements
for the Year Ended December 31, 2019**

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


Yoginder Bhalla CPA, CGA
Chief Financial Officer

June 8, 2020
Date

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Schedule Showing the Remuneration & Expenses
Paid to or on behalf of Each Employee
for Year Ending December 31, 2019**

1. Elected Officials

| Name | Position | Remuneration | Expenses |
|--|------------|-----------------|------------------|
| Roden, Barb | Councillor | 14,814.96 | 6,639.43 |
| Anderson, Marilyn | Councillor | 8,015.04 | 4,812.23 |
| Anstett, Jonah | Councillor | 8,015.04 | 1,520.48 |
| Davenport, Nadine | Councillor | 8,015.04 | 3,481.65 |
| Tuohey, Deb | Councillor | 8,015.04 | 4,371.10 |
| Total paid to Elected Officials | | \$46,875 | 20,824.89 |

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

| Name | Remuneration | Expenses |
|---|--------------------|------------------|
| Employees with Remuneration & Expenses exceeding \$75,000. | | |
| Allen, Michelle | \$97,345 | 6,368.66 |
| Bhalla, Yoginder | 86,026 | 6,382.83 |
| Bennewith, Brian | 88,120 | 1,228.95 |
| Oliver, Ronald | 76,888 | 492.24 |
| Aie, Edward | 82,082 | 1,208.12 |
| Consolidated total of other employees with remuneration and expenses of \$75,000 or less | 710,752 | 26,606.84 |
| Total Paid to Other Employees | \$1,141,213 | 42,287.64 |

3. Reconciliation

| | | |
|---|--------------------|------|
| Total Paid to Elected Officials | \$46,875 | |
| Total Paid to Other Employees | \$1,141,213 | |
| Subtotal | \$1,188,088 | |
| 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 8, 2020

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act
for the Year Ended December 31, 2019

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

| Supplier Name | Aggregate amount paid to supplier |
|---|-----------------------------------|
| MRCL15 MAPLE REINDERS CONSTRUCTORS LTD. | 4,678,442.50 |
| TGLT15 TRITECH GROUP LTD. | 785,400.23 |
| USLT15 URBAN SYSTEMS LTD | 565,905.46 |
| BCHA15 B C HYDRO & POWER AUTHORITY | 243,535.47 |
| VFI15 VALLEY FIRST INSURANCE SERVICES | 138,128.00 |
| BCTR15 BC TRANSIT | 136,484.24 |
| AESL15 ASSOCIATED ELECTRICAL SERVICES LTD | 95,532.42 |
| MMWL15 MEARL'S MACHINE WORKS LTD. | 40,849.91 |
| FOBC15 FORTIS BC -NATURAL GAS | 40,758.02 |
| KEMS15 KAMLOOPS ELECTRIC MOTOR | 40,664.96 |
| TCBC15 TELUS COMMUNICATIONS INC. | 35,013.18 |
| PRBC15 PARKLAND REFINING (B.C.) LTD | 34,885.42 |
| BCHY16 BC HYDRO | 33,019.12 |
| NSAS15 NGN SALES & SERVICE | 31,884.60 |
| KCCE15 KAMLOOPS COMPUTER CENTRE | 31,830.09 |
| AIBC15 ASHCROFT BUILDING CENTRE & FEED | 29,405.21 |
| GICO15 GUILLEVIN INTERNATIONAL CO | 26,484.91 |
| SESI15 SYLVIS ENVIRONMENTAL SERVICES INC. | 26,266.80 |
| VCMG15 VADIM COMPUTER MGMT GROUP BANK OF AMERI | 25,730.20 |
| Total Aggregate amount paid to suppliers | \$ 7,040,220.74 |
| 2. Consolidated total paid to suppliers who received aggregate payment of \$25,000 or less | |
| | \$ 730,111.58 |

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

4. Reconciliation

| | | |
|---|------------------------|-------|
| Total of aggregate payments exceeding \$25,000 paid to suppliers | \$ 7,040,220.74 | |
| Consolidated total of payments of \$25,000 or less paid to suppliers | \$ 730,111.58 | |
| Consolidated total of all grants and contributions exceeding \$25,000 | \$ - | |
| | <u>\$ 7,770,332.32</u> | |
| Total per Statement of Revenue and Expenditure | \$ 8,049,706.00 | |
| Less: remuneration/transfers included in above | \$ - | |
| Less: amortization included in above | \$ (287,435.00) | |
| Less: decrease in prepaids | \$ 95,556.00 | |
| Add: Increase in tangible assets | Incl. in supplier pmts | |
| | <u>\$ 7,857,827.00</u> | |
| Variance | \$ 87,494.68 | 1.11% |

Reconciling items

See note

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


Yoginder Bhalla CPA, CGA
Chief Financial Officer

June 8, 2020
Date

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Financial Approval
for the Year Ended December 31, 2019**

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.

Barbara Roden
Mayor



Yoginder (Yogi) Bhalla, CPA CGA
Chief Financial Officer

June 8, 2020

Date

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Severance Agreements
for the Year Ended December 31, 2019**

There were no severance agreements made between the Corporation of the Village of Ashcroft and its non-unionized employees during the 2019 fiscal year.


Yoginder Bhalla, CPA, CGA
Chief Financial Officer

June 8, 2020
Date

Financial Information Act
Financial Information Regulation (FIR), Schedule 1

Statement of Financial Information (SOFI)
Index to FIR Schedule 1 and the Checklist

Page 1: Corporation Information

Ministry Information

General: Section One

- 1(1)(a) Statement of assets and liabilities
- 1(1)(b) Operational statement
- 1(1)(c) Schedule of debts
- 1(1)(d) Schedule of guarantee and indemnity agreements
- 1(1)(e) Schedule of employee remuneration and expenses
- 1(1)(f) Schedule of suppliers of goods and services
- 1(2) [Explanatory information for reference]
- 1(3) Statements prepared on a consolidated basis or for each fund
- 1(4) & (5) Notes to the statements and schedules in section 1(1)

Page 2: Statement of Assets & Liabilities: Section Two

- 2 Balance sheet
- Changes in equity and surplus or deficit

Operational Statement: Section Three

- 3(1) Statement of Income / Statement of Revenue and Expenditures
- Statement of Changes in Financial Position
- 3(2) & (3) Omission of Statement of Changes in Financial Position, with explanation
- 3(4) Requirement for community colleges, school districts and municipalities

Statement of Debts: Section Four

- 4(1)(a) & 4(2) List and detail the schedule of long-term debts
- 4(1)(b) Identify debts covered by sinking funds / reserves
- 4(3) & (4) Omission of schedule, with explanation

Page 3: Schedule of Guarantee and Indemnity Agreements: Section Five

- 5(1) List agreements under the Guarantees and Indemnities Regulation
- 5(2) State the entities and amounts involved
- 5(3) & (4) Omission of schedule, with explanation

Page 3 & 4: Schedule of Remuneration and Expenses: Section Six

- 6(1) [Definitions for reference]
- 6(2)(a) List remuneration / expenses for each elected official, member of board, Cabinet appointees
- 6(2)(b) List each employee with remuneration exceeding \$75,000, plus expenses
- 6(2)(c) Consolidated total for all employees with remuneration of \$75,000 or less
- 6(2)(d) Reconcile difference in total remuneration above with operational statement
- 6(3) Exclude personal information other than as required

Page 3 & 4: Schedule of Remuneration and Expenses: Section Six (continued)

- 6(4) & (5) [Explanatory information for reference]
- 6(6) Report employer portion of EI and CPP as a supplier payment
- 6(7)(a) & (b) Statement of severance agreements
- 6(8) Explain an omission of statement of severance agreements
- 6(9) [Statement of severance agreements to minister – not required unless requested]

Page 4: Schedule of Suppliers of Goods or Services: Section Seven

- 7(1)(a) List suppliers receiving payments exceeding \$25,000
- 7(1)(b) Consolidated total of all payments of \$25,000 or less
- 7(1)(c) Reconcile difference in total above with operational statement
- 7(2)(a) [Explanatory information for reference]
- 7(2)(b) Statement of payments of grants or contributions
- 7(2)(c) [Explanatory information for reference]

Page 5: Inactive Corporations: Section Eight

- 8(1) Ministry to report for inactive corporations
- 8(2)(a) Contents of report – statements and schedules under section 1(1) to extent possible
- 8(2)(b) Contents of report – operational status of corporation

Approval of Financial Information: Section Nine

- 9(1) Approval of SOFI for corporations (other than municipalities)
- 9(2) Approval of SOFI for municipalities
- 9(3) Management report
- 9(4) Management report must explain roles and responsibilities
- 9(5) Signature approval is for all contents of the SOFI

Access to the Financial Information: Section Ten

- 10(1) to (3) [Explanatory information for reference]

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 8, 2020

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: 2019 Phone Number: (250) 453-9161
 Date Submitted: June 8, 2020 E-mail: yoginder@ashcroftbc.ca

For the Ministry:

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

| | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

 Date Reviewed: _____ Deficiencies Addressed:

| | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

 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) | <p>Prepared in accordance with GAAP or stated accounting principles / policies and consists of:</p> <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 | | | |

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: June 8, 2020
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Social Media Policy

Purpose

To present Council with the draft Social Media Policy No. A-03-2020 for consideration.

Recommendation

“That Council adopt the Village of Ashcroft Social Media Policy No. A-03-2020.”

Alternatives

“That Council direct staff to edit the draft Social Media Policy and bring the Policy back for consideration at a future date.”

Discussion

To determine the most effective, economical and efficient form of public communications, a community survey was conducted January 27 – February 14th, 2020. The Village of Ashcroft wants to determine consistent, reliable and effective public communications methods for both regular and emergency communications. These methods must:

1. be effective (ie - reach a large number of people)
2. be economical
3. be efficient (ie – simple and quick)

The public was asked to rate their top three (3) methods of communication from the Village they believe would be most effective and reach the most people for both regular and emergency communications.

Social Media was rated as one of the top three preferred means of communication, to that end, a Social Media policy was required to provide guidelines for staff and elected officials engagement with the public using social media.

Under the direction of the CAO, Ashcroft’s newest employee NDIT Intern Amy O’Rourke was tasked with drafting the policy that is before Council for consideration.

Strategic/Municipal Objectives

To provide effective and accurate communication with the public in a effective, efficient and economical manner.

Legislative Authority

Official Community Plan

Financial Implications

To be determined

Attachment Listing

Social Media Policy A-03-2020

Prepared by:



Daniela Dyck
Chief Administrative Officer



ADMINISTRATION POLICY

| | | |
|--|------------------------|----------------------------|
| TITLE: Social Media Policy | | POLICY #: A-03-2020 |
| Authority: Chief Administrative Officer | Effective Date: | |
| | Review Date: | |
| Issued By: | Approved By: | |
| Issued Date: | Approved Date: | |
| | Resolution #: | |

PURPOSE:

The citizens of the Village of Ashcroft (the “Village”) have identified social media as a preferred means of communication during regular and emergency situations. Therefore, the purpose of this policy is to provide practical guidelines to govern the Village’s presence on social media as a form of communication between municipal employees acting on behalf of the Village and the public.

DEFINITIONS:

“Social Media”, as discussed herein, refers to social networking platforms including Instagram, Facebook, Twitter, and YouTube. Opening a Village account on a new social media platform is subject to approval by the Chief Administrative Officer.

POLICY:

This policy applies to Village employees, volunteers, elected or appointed officials posting content on Village social media accounts on behalf of the municipality.

1. The Village will use social media as a tool to provide reliable information, promote key community services, and communicate with the public in a positive and productive manner.
2. All social media content will align with the Vision and Guiding Principles outlined in the Official Community Plan (“OCP”).
3. Accounts will be managed primarily by one Village employee at a time to maintain tone, clarity, and consistency. Account details will be secured by the Chief Administrative Officer with management delegated at her discretion.
4. A disclaimer will be issued on relevant channels that attending municipal events permits the Village to take and post photographs in which members of the public may appear.

5. Appropriate Use:

- a. Delegated staff must communicate professionally, politely, using plain language, and in a family-friendly manner. Village social media is considered an extension of professional workplace conduct.
- b. Due diligence will be taken to enact the Village's commitment to reliable, up-to-date, and transparent communication. In the event that a mistake is made an update will be promptly issued.
- c. Staff members may engage with Village content using their personal accounts.
- d. Village accounts will not be used to:
 - i. Advertise or solicit commerce from commercial, non-charitable entities;
 - ii. Promote political candidates or organizations;
 - iii. Disseminate confidential information;
 - iv. Engage with content that is irrelevant to the topic at hand;
 - v. Consciously promote or provide false information.
- e. Permission from content creators will be obtained prior to sharing their work. Unoriginal content outside of the public domain will not be posted without credit.
- f. All content will abide by the Freedom of Information and Protection of Privacy Act and applicable laws/bylaws.

6. Moderation:

- a. The Village reserves the right to remove content that:
 - i. Contains profanity, explicit or slanderous language, sexual content;
 - ii. Promotes, perpetuates, or fosters discrimination based on age, race, ethnicity, gender, gender identity, sex, sexual orientation, socio-economic status, religion, disability, nationality, appearance;
 - iii. Depicts or promotes unlawful activity;
 - iv. Contains hate speech or endangers the safety of any persons;
 - v. Compromises the security of the public or public services;
 - vi. Blatantly promotes false information.

- b. Channels will be monitored during regular business hours to assess emerging issues and respond to or direct citizen concerns. Availability may be altered by major events and/or emergencies.
- c. Profanity filters will be used when technically available.

REVIEW:

This policy is subject to review as social media best practice evolves.

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: June 8, 2020
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Re-Opening Village Facilities

Purpose

To present Council with an update in regards to reopening Village facilities.

Recommendation

N/A – For Information Only

Alternatives

N/A

Discussion

Due to COVID-19 Village facilities were closed to the public in March. The Province is in Phase 2 of the reopening process, to that end, the Village is in the planning stages of reopening facilities.

The Village office will recommence service to the public beginning Tuesday June 9, 2020. Precautions in effect include plexi-glass barriers at the reception area, limiting the public to one person or family group in the reception area at a time, directional arrows and 2 metre spacing for social distancing will be installed and hand sanitizers are available and required to be used by the public upon entering the office. Cleaning practices have been enhanced and commonly touched surfaces will be disinfected regularly.

The Museum will open to the public June 15, 2020 and will continue to provide online programming. Visitors will be limited to 15, masks and hand sanitizers will be required, bathrooms use is for staff only, cleaning practices are enhanced and commonly touched surfaces will be disinfected regularly.

The Ashcroft Pool is planning to open this summer, date to be determined. Currently staff is researching best practices for maintaining social distancing and ensuring compliance with WorkSafe BC for both the public and staff. The goal is to be operational near the beginning of July.

Parks are to re-open June 10, 2020. Public Works will install hand sanitizers at the Pool park and Mesa Vista Park. Signage will be installed warning the playground is not disinfected, use of hand sanitizers is encouraged, social distancing is to be practiced and use at own risk.

The Hall will remain closed, at this time municipalities are not looking at opening indoor facilities until September. We will revisit this as new information is received or Provincial direction changes. Public in outdoor spaces is being encouraged by the Public Health Officer, indoor is not.

All facilities must have a COVID-19 safety plan, these are under development and will be in place prior to opening.

Strategic/Municipal Objectives

To provide services to the public.

Legislative Authority

Community Charter

Financial Implications

To be determined

Attachment Listing

N/A

Prepared by:



Daniela Dyck
Chief Administrative Officer

Recognition Program

The nomination period for the 2020 Transit Superstars is now open!

It takes the dedicated effort of thousands of people throughout the province to deliver transportation services that our customers can rely on. The Transit Superstar recognition is meant to recognize those that go above and beyond.

Awards can be considered for an individual (operator, mechanic, supervisor, dispatcher, planner, municipal staff, administrator, etc.), a team, or even the entire transit system!

Do you know a **Transit Superstar** that you would like to nominate?

- Someone who has gone above and beyond their expected role to make an outstanding contribution to transit service from April 2019 to April 2020 and demonstrated at least one of our core values of Safety, Innovation, Customer Service, Teamwork, Community, and Trust & Respect; or
- Someone who has dedicated their transit career to a pursuit of excellence resulting in a long lasting positive impact on transit service.

To submit your nomination

- Please submit your nominations, using the form below, by email to cara_weirmier@bctransit.com, or fax 250-995-5643.
- Nomination submissions are due by June 30, 2020.

As the annual workshop has been postponed, we will be finding unique ways to recognize our 2020 recipients throughout the fall.

Thanks for your assistance in identifying those who go above and beyond to make transit in British Columbia so successful!

Best regards,

Tim Croyle
Vice President Operations and Chief Operating Officer



Nomination Form

Nominator Information:

First Name: _____ Last Name: _____

Position: _____

Company: _____

Nominee Information:

Team Nomination? YES NO Team Name: _____

| First Name | Last Name | Position |
|------------|-----------|----------|
|------------|-----------|----------|

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2020 Transit SuperStar

Please describe the reasons for recognizing the nominee(s) and include how they exceeded the expectations of their job or task.





The Board Bulletin

News from School District No. 74

June 2, 2020

B.C.'s Restart Plan

On June 1st, Gold Trail welcomed students back as part of BC's re-start plan. The return to in-class learning is guided by health and safety protocols provided by the Provincial Health Officer and WorkSafeBC .

Highlights from the Board

The Board of Education met via zoom and teleconference on June 2, 2020.

Financial Information

The Board approved the 2020/21 Annual Budget Bylaw in the amount of \$26,839,223.

In response to feedback received, funds have been allocated for the following:

- A contingency amount of \$300,000 to be restricted for any additional costs related to COVID-19
- The universal meals program will continue in 2020/21
- N'we Jinan—Integrated Arts Residency
- Lillooet Tribal Council Adult Education Program
- Sports equipment, outdoor play areas and composting projects
- School and classroom furniture

2020/2021 Board Annual Work Plan

The Board approved its 2020/21 Annual Work Plan. The work plan outlines and prioritizes the work of the Board for the upcoming school year.

2021/2022 Five-Year Capital Plan

The Board approved the 2021/22 Five-Year Capital Plan. Projects include:

- Geothermal Plant—Phase 4 at Lillooet Secondary
- Mechanical upgrade at Kumsheen Secondary
- Building envelope renovation at Cache Creek Elementary
- Roof replacement on the district Maintenance building
- Lighting upgrade at Desert Sands Community School

Policy

The Board adopted revisions to the following policies:

- Policy 2.20 *Disposal of Property*
- Policy 2.21 *Disposal of Real Property*
- Policy 8.20 *Hiring Administrative Personnel*
- Policy 2.150 *Engagement of Contractors*

Policies can be viewed on the district website.

[Policy Manual](#)

Upcoming Board Meeting

September 8, 2020 @ the School District Office
time 2:00 pm

School District No. 74 Board of Education

| | | |
|---------------------|----------------|--------------------|
| Rural Area B | Valerie ADRIAN | vadrian@sd74.bc.ca |
| Rural Area E | Donna ALJAM | daljam@sd74.bc.ca |
| Rural Area A | Larry CASPER | lcasper@sd74.bc.ca |
| Rural Area D | Carmen RANTA | cranta@sd74.bc.ca |
| Rural Area C | Nancy REMPEL | nrempel@sd74.bc.ca |
| Dist. of Lillooet | Orra STORKAN | ostorkan@sd74.b.ca |
| Village of Ashcroft | Vicky TRILL | vtrill@sd74.bc.ca |

School District No. 74 (Gold Trail) PO Box 250



[Click here to view this newsletter in your browser](#)



THOMPSON-NICOLA
REGIONAL DISTRICT
The Region of BC's Best

PRESS RELEASE

300-465 VICTORIA STREET | KAMLOOPS, BC | V2C 2A9 | 250-377-8673 | 1-877-377-8673

DISPOSAL FEES BACK IN PLACE FOR HOUSEHOLD GARBAGE

Kamloops, BC - May 28, 2020 - Effective immediately, disposal fees will be reinstated for all garbage dropped off at TNRD-operated waste facilities.

The fees for bagged household garbage were temporarily ceased as a safety measure to protect workers and the public during the COVID-19 pandemic. The TNRD's operations contractor has implemented new safe work procedures at all sites, allowing normal fee collection to resume. Over \$30,000 in disposal fees have been waived since mid-March.

All TNRD-operated waste facilities are working under normal hours of operations, and all disposal restrictions related to the pandemic have been lifted.

Residents are reminded to plan trips to their local Eco-Depot or transfer station in the same manner as an outing to a grocery or hardware store:

- Expect to wait in line, as the number of customers on site is restricted for safe-distancing measures.
- Practice physical distancing at a times.
- Be patient and kind to the workers. They are providing an important essential service and deserve to be treated with courtesy and respect.

For more information, please contact 250-377-2596 or email recycleright@tnrd.ca.

Media contact:

Jamie Vieira, Manager of Environmental Services
Thompson-Nicola Regional District
Tel.: 250-377-7197
Email: jvieira@tnrd.ca

Click [here](#) to view this press release on our website.



[Click here to view this newsletter in your browser](#)



THOMPSON-NICOLA
REGIONAL DISTRICT
The Region of BC's Best

PRESS RELEASE

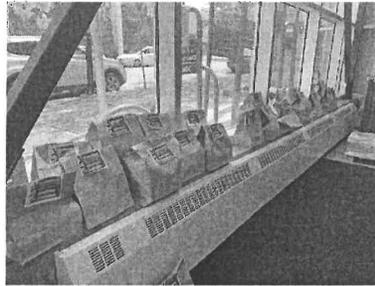
300-465 VICTORIA STREET | KAMLOOPS, BC | V2C 2A9 | 250-377-8673 | 1-877-377-8673

THOMPSON-NICOLA REGIONAL LIBRARY IS NOW OFFERING 'TAKEOUT'

Kamloops, BC - May 25, 2020 - Order up, folks! All libraries in the TNRD are now offering takeout service. Library Takeout will keep you reading, watching, listening, and smiling during this time while our physical spaces remain closed.

Ordering Library Takeout is easy!

1. Place holds on any item you would like through the library [website](#)
2. Wait for a notification that your item(s) are ready
3. Schedule an appointment time with your library to pick up your takeout order
4. Enjoy!



After placing a takeout request, library staff will package the books or materials in single-use paper bags to be collected at your scheduled appointment time. When patrons arrive at the library, staff will place the takeout bag with ordered books and other materials (such as DVDs or audio books) outside the doors of the building in order to facilitate a contactless transaction. Returned library items are quarantined for a minimum of 72 hours.

"Library Takeout is an important first step in returning to full library service," says Judy Moore, TNRL's Chief Librarian. "While we've made great strides in delivering digital resources including e-books, audio books and film, we know that many patrons much prefer physical items. The Library Takeout program mirrors how our restaurants have transitioned to pick up during this health crisis. Just as food is essential to life, so is knowledge and connection - brain food so-to-speak!"

These past two weeks have been both exciting and emotional for library staff and patrons as phone calls were made to arrange pick up of items on hold. Residents of the regional district love their libraries, and staff have missed seeing them these last couple of months.

For more details see on Library Takeout, visit tnrl.ca/librarytakeout. For library locations and contact information, visit tnrl.ca.

Media contact:

Judy Moore, Chief Librarian
Thompson-Nicola Regional Library
jmoore@tnrd.ca
mobile: 778-679-5025

Click [here](#) to view this press release on our website.





National AccessAbility Week



May 31 to June 6, 2020

**Together, let's take action
to build an inclusive and
accessible Canada.**

**Share photos and videos of
how you are celebrating
National #AccessAbility Week
by using our hashtags.**

#AccessAbility | #AccessibleCanada

Canada.ca/accessability-week





FOR IMMEDIATE RELEASE

June 1, 2020

Isobel Mackenzie, B.C.'s Seniors Advocate Statement on Seniors' Week

Victoria, B.C.—“Each year, the first week of June in British Columbia is declared Seniors’ Week. This is traditionally a time when we celebrate the contributions of those one million British Columbians who are over the age of 65. The week is generally filled with events that gather seniors together, with government officials cutting cakes and presenting recognition awards. My office is usually engaged in activities throughout the province and I generally issue a statement that speaks to the diversity of seniors and to the extraordinary contribution they make to our community through prolific volunteering and heroic caregiving.”

“The impact of COVID-19 has muted to some extent our sense of “celebration” as we launch Seniors’ Week in B.C. However, I think there is a reason to celebrate as enthusiastically as in past years. Although these are uncertain times, I find hope in how the public has shown that, when the chips are down, when seniors are in need, we mobilize as a community, a province and a country, and we say loud and clear to seniors, “You matter to us and we are here for you.”

“We saw this early in the pandemic with the spontaneous outpouring of a “good neighbour” response to ensuring that our elderly family, friends and neighbours had the groceries and medications they needed. When the province asked people to call 2-1-1 and volunteer to help seniors in their community, the phone lines momentarily crashed from the overwhelming response. Eight weeks later, we find ourselves with 10,000 volunteers throughout the province who have provided over 50,000 virtual visits and phone calls, almost 11,000 grocery deliveries and over 14,000 meal deliveries to seniors who are isolated at home.

“In addition, everywhere we turn, companies and community fundraisers are stepping up to provide tablets to care homes, allowing seniors to experience “virtual” visits and this commitment is ongoing.”

“Across the country, ordinary Canadians are stepping up and declaring that we need to take better care of frail seniors. Governments at the local, provincial, and federal levels have made loud and clear commitments to support seniors to be safe and well cared for.”

“Conversations that were previously restricted to the world of academics, health care professionals and advocates are now happening around dinner tables from Corner Brook to Nanaimo. This level of engagement and commitment is what we need and as we launch Seniors’ Week during a pandemic. Let us also celebrate this fact: we have shown that, as British Columbians, we clearly cherish and value the older adults in our lives, and we are committed to providing them with the best possible care and support.”

Media Contact

Celine Comeau | Communications Officer Cell: 250-886-4307
www.seniorsadvocatebc.ca



Small Business BC ... June Webinar Highlights

Webinars offered by Small Business BC, from the comfort of your home or office!
All webinars are recorded and available after the live event.

June 1st 1:00-2:00pm

Designing a New Content Marketing Plan for 2020

Is your business creating the type of content your customers and clients want to see? Blogs, social media posts, lead magnets, and video are invaluable for your business success. Walk away with an easy-to-follow framework to plan the rest of your 2020 content calendar. **FREE – no code required.**

June 3rd 9am-12pm

Marketing for Small Business

Marketing builds awareness, increases sales and engages your customers. This fast-paced, interactive webinar teaches you the essential marketing concepts. **FREE – no code required.**

June 9th 1pm-4pm

Sales Strategies for Small Business

No matter what your product or service is, if you're in business, you're in sales! Join this webinar and learn sales strategies for small business. **Code required**

June 25 1pm-3pm

How to Drive More Traffic to Your Website

This search engine and analytics webinar will guide you through tools such as Google Search Console, Audience Insights and Demographics Reports from Google Analytics. Discover products that will drive new business. Research your competitors' marketing strategy and attract more customers online to grow your business.

Code required

Check out the Covid-19 Support Service Section: Managing Your Business; Funding & Financial Relief; Employee Management; Support for Individuals; Business Continuity Checklist; Covid-19 Webinars. Even CHAT support!

Many more FREE webinars available this month!

Visit www.smallbusinessbc.ca/education

- ❖ Click on the webinar you want to attend.
- ❖ Register and complete form.

Enter coupon code:

 [Sponsored by: SBBC, in partnership with Northern Development Initiative Trust & Community Futures](#)

| Motion No. | Motion | Staff Responsible | Comments | Time line | Status |
|------------|---|-------------------|--|-----------------|-------------|
| | 2020 MOTIONS | | | | |
| R-2020-06 | "THAT Council send a resolution calling on the Province to put signage on Class A highways indicating areas with little or no cell coverage." | Mayor | Forward resolution to SILGA using the UBCM Resolution format. Bring back for Council approval prior to submission. | 28-Feb-20 | in-progress |
| R-2020-29 | "That a meeting between Council and the Curling Club be scheduled." | CAO | Waiting for Public Health Orders to be relaxed. | | in-progress |
| R-2020-30 | "That Operation Lifesaver Rail Safety Information be received and filed and further that the information be relayed to the community in the Newsletter." | DCO | Include information in next newsletter | May news letter | completed |
| R-2020-86 | "That Council defer the Outdoor Burning Bylaw Report until the COVID-19 pandemic is over and public is able to attend scheduled Council meetings." | CAO | Bring back to Council after COVID-19 orders are lifted to include public input | | in-progress |
| R-2020-87 | "That Council moves option 1 status quo for this year Direction to staff - Look at chipper costs, or bringing chipping company in. consider a regional initiative with the TNRD." | PW Foreman | Research and request estimates | | in-progress |
| R-2020-88 | "That Council approve the development of a Social Media Policy for the Ashcroft Pool." | CAO | included in the Village Social Media Policy | | completed |
| R-2020-95 | "That Council provide a grant in aid in the amount of \$500 to WRAPS" | AP/CAO | Cheque request / letter | | completed |
| R-2020-98 | "That Council adopt the "Village of Ashcroft Council Procedure Bylaw No. 834, 2020". | AA | Sign and File | | completed |
| R-2020-99 | "That Council approve the cancellation of the scheduled Community Forum on April 16, 2020 | AA | Update website and Council meeting listing | | completed |

| | | | | |
|------------|---|--------|--|-----------|
| R-2020-100 | <p>“That Council approve the rescheduling of the May 4, 2020 Town Hall Meeting to a virtual platform unless the COVID-19 restrictions for public gathering has been lifted, provide opportunity to receive questions or comments in advance from the public; and further that the meeting format change be advertised.”</p> | CFO/AA | Ad placed in the Journal and on Website | completed |
| R-2020-101 | <p>“That Council approve the Village of Ashcroft participation in the proposed TNRD inter-community Essential Services Mutual Aid Agreement subject to a provision being made for reimbursement for applicable expenses such as a schedule of applicable expenses for reimbursement.”</p> | CAO | Sign and forward to TNRD, include caveat for reimbursement expenses. | completed |
| R-2020-102 | <p>“That Council receive the WSP Whistle Cessation and Old Cariboo Road Inspection Report for information as presented.” Clarification re: Who is obligated to cover the costs of the crossing upgrade? This report will come back for Council discussion at a later date when the Public is able to attend the meeting.</p> | CAO | Email sent to WSP for clarification | completed |
| R-2020-104 | <p>“That Council rescind the 2020 budget approved at the Special Meeting of Council on February 10, 2020 (S-2020-05) and approve new revised 2020 budget.” CFO Clarified the budget change: removal of 2.5 % tax increase due to COVID-19 challenges to residents, zero anticipated revenues from recreation/parks. The Village will be operating with less staff no DCO position and we are not able to hire all summer staff due to social distancing. Budget is balanced</p> | CFO | | completed |

| | | | | | |
|------------|---|---------|---|--|-------------|
| R-2020-105 | <p>“That Council approve the dual compressor system quote from Norlock Refrigeration in the amount of \$152,900, and that staff move forward with the Ice Plant replacement.”</p> <p>Roof and electrical upgrades will also be required, not included in the quotes above. Estimated cost of roof and electrical upgrades is \$20,000</p> | PWF/CFO | Norlock refrigeration has been contacted. PW is coordinating project. | | in-progress |
| R-2020-110 | <p>“Council provide a letter of support to School District #74 in support of their application for Child Care Licensing.”</p> | CAO | | | in-progress |
| R-2020-113 | <p>“That the Village of Ashcroft Five Year Financial Plan Bylaw No. 835 be given first three readings this 27th day of April, 2020.”</p> | CFO | | | in-progress |
| R-2020-114 | <p>“That the Village of Ashcroft Tax Rates Bylaw No. 836 be given first three readings this 27th day of April, 2020.”</p> | CFO | | | in-progress |
| R-2020-115 | <p>“That Council approve the Village of Ashcroft Housing Needs Assessment and that the document be made available to the public on the Village website.”</p> | CAO | | | in-progress |
| R-2020-116 | <p>1. “That Council establish a Select Committee of Council to support Economic Development and COVID-19 Recovery and further that the Committee be comprised of two (2) members of Council, up to four (4) members from the business community, the Village of Ashcroft Economic Development contracted agent, one (1) representative from CFSUN, and no more than four (4) community not for profit members;” and,</p> <p>2. “That Mayor Roden and Councillor Anderson be appointed to the committee as the Council participants and Councillor Davenport be appointed as the alternate;” and,</p> <p>3. “That the Terms of Reference be adopted as amended.”</p> | CAO | | | in-progress |

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| R-2020-117 | "That Council send a congratulatory letter to John Ranta commemorating his years of public service and receiving this award." | CAO | | | completed |
| R-2020-135 | "That the Health Care Auxiliary request to allow a temporary C-can be added to the agenda under New Business." | CAO | | | completed |
| R-2020-136 | "That Council direct staff to move forward with the implementation of the three preferred communication methods." | CAO | Draft Social Media Policy completed, TNRD has been contacted regarding Voyant Alert | | in-progress |
| R-2020-137 | "That Council approve the Unitea request allowing patio service in support of small business sustainability." | CAO | | | completed |
| R-2020-138 | "That Council rescind Motion # R-2020-128 directing staff to apply for NDIT's Business Liaison funding, and further that Council provide a letter of support to Community Futures Sun Country in their application to NDIT for the Business Liaison funding to support the business community." | CAO | | | Completed |
| R-2020-141 | "That Council approve the Health Care Auxiliary to place a C-can to use for temporary storage of donated items near the Thrift Shop, and further that Council waive the permit and license fees." | CAO | | | completed |
| R-2020-143 | 1. "That Council approve the proposed contract for the position of Director of Public Works and that the Interim CAO be approved to offer Brian Bennewith the Position and sign the contract effective June 7, 2020." 2. "That Council appoint the Interim Chief Administrative Officer as the Chief Administrative Officer for the Village of Ashcroft and that a contract be signed as mutually agreed upon." | | | | completed |

COUNCIL COMMITTEE AND LIAISON REPORT

DATE: June 11, 2020
TO: Council
FROM: Mayor Roden

Assigned Committees:

Finance Committee
 Gold Country Communities Society (GCCS)
 Historic Hat Creek Ranch
 Cache Creek Environmental Assessment
 TNRD
 Municipal Insurance Association (MIA)

Alternate:

Heritage
 Communities in Bloom (CiB)

May 25, 2020: CBC Radio Kamloops interview

Bi-weekly interview with CBC and one or two other area mayors regarding local issues. Mayor Merlin Blackwell of Clearwater and I were on to discuss reopening of our communities and businesses, and an area of focus was the need to balance community safety while encouraging people to visit our communities and businesses, given that people are being encouraged to plan 'staycations' and travel in their own region this year.

May 27, 2020: COVID-19 helpline ZOOM meeting

Discussion about the COVID-19 helpline for Ashcroft/Cache Creek residents, involving representatives from the HUB, E. Fry, Equality Project, Community Resource Society, Sage Hills Church, Ashcroft Moving Forward, Better at Home, Soup's On, and VOA. The helpline hours are 8 a.m. to 8 p.m. every day to help connect people with support, services, and more. I am the designated call-taker each week on Friday. Representatives reported on their organizations and generally about those who have called the helpline and the assistance that has been provided. Soup's On is providing lunch vouchers for approximately 20 people each week, Vicky Trill reported on the HUB's reopening plan, and Martina Duncan said that the 12-step programs would be returning to St. Alban's Hall, which has had a deep cleaning, and described the steps being taken (cleaning before and after each group, no food or drink, physical distancing). It was decided to switch the helpline meetings to the second and fourth Wednesdays of the month rather than weekly.

May 28, 2020: Gold Country Communities Society meeting and AGM

The need for communities/groups in the GCCS area to work together to promote/market the region for the purposes of tourism was discussed at some length. The assistance of Cariboo Chilcotin Coast Tourism was acknowledged but there was a good deal of dissatisfaction with

Thompson Okanagan Tourism and their lack of knowledge/promotion of, and interest in, our region for the purposes of tourism. At the AGM, election results were (all by acclamation) Steve Rice, TNRD Area "I" (chair), Terry Raymond, New Pathways to Gold Society (vice-chair), Cache Creek councillor Lisa Dafoe (secretary), Sally Watson, TNRD Area "E" (treasurer), Jack Jeyes and Clinton councillor Sandi Burrage (directors at large). The new board will reach out to local tribal councils regarding a First Nations board member.

May 28, 2020: Radio NL interview

Did an interview with Victor Kaisar of Radio NL in Kamloops, about the appointment of Daniela Dyck as the new Ashcroft CAO, concerns around high river levels in the Thompson and how the new water treatment plant is dealing with turbidity, and the hope of opening the Ashcroft pool soon and what that might look like in terms of safety.

May 28, 2020: Virtual town hall with Brad Vis

Attended a virtual town hall with Mission-Matsqui-Fraser Canyon MP Brad Vis, which was livestreamed by the HUB Online Network. A major topic of conversation was the lack of good or reliable high speed Internet in this part of the riding, with several questions (which were submitted in advance) asking about/touching on this subject. Vis was also asked about his presence in this part of the riding, and he reiterated his campaign promise of visiting the area more regularly, noting that he is waiting for COVID-19 restrictions to lift.

June 2, 2020: Meeting with Brad Vis

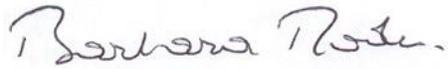
CAO Dyck and I met with MP Brad Vis at the Village Office, to discuss COVID-19 recovery and any infrastructure projects that are, or are nearly, shovel-ready, in order to take advantage of economic stimulus funding for municipalities that might be coming available and which will likely have infrastructure projects as their focus, to help municipalities with economic development capacity.

June 4, 2020: Conference call with Province

The ninth in a series of calls between mayors/board chairs/senior staff and the Minister of Municipal Affairs on a region-by-region basis. Minister Robinson made a few brief comments before introducing Premier Horgan, who talked about the Province's phased reopening plan and noted that we appear to be on track for starting phase 3, which will include opening more BC Parks facilities, the reopening of hotels, movie theatres, spas, and other facilities, and the gradual reopening of the tourism industry. The comments from participants were mostly about the Province's response and were very positive. Mayor Christian of Kamloops raised concerns about the backlog of elective surgeries at Royal Inland Hospital and the backlogs in the court system, which are keeping many criminals on the streets, emboldening certain elements of the criminal fraternity, and leading to increased crimes against businesses in Kamloops and elsewhere. Ashcroft was second to last, as we went in reverse alphabetical order, and I mentioned concerns about temporary foreign workers and the large senior population in our community, which lacks

many of the supports for seniors found in larger centres. I also asked if infrastructure funding announcements could be expedited in order to provide some positive news. Minister Robinson indicated she was aware of the holdup and that it was at the federal end but said she hopes announcements can be made very soon.

Respectfully submitted,



Barbara Roden, Mayor