



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, MARCH 13, 2017

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1. **CALL TO ORDER**
  
  2. **MINUTES**
    - 2.1. Minutes of the Committee of the Whole Meeting of Council held on Monday, February 27, 2017 P. 1-2
    - 2.2. Minutes of the Regular Meeting of Council held on Monday, February 27, 2017 P. 3-10
  
  3. **DELEGATIONS**
    - 3.1. Philip Snyman, Manager for Mental Health & Substance Abuse for IH Rural Thompson and Rae Samson, Administrator for Mental Health & Substance Use Services for IH West
      - Opioid Overdose Crisis
  
  4. **ACCOUNTS PAYABLE**
    - 4.1. Accounts Payable Listing for the period ending March 7, 2017 P. 11-12
  
  5. **CORRESPONDENCE**
    - 5.1. Ashcroft & District Lions Club
      - Seventh Annual Skip's Memorial Charity Run P. 13-15
    - 5.2. Interior Health News Release
      - Carfentanil Presence Confirmed in Interior Health Region P. 16
    - 5.3. BC Rural Dividend
      - Notification of Results P. 17
    - 5.4. Ashcroft & District Fall Fair
      - Letters of Support for Grant Applications P. 18
  
  6. **UNFINISHED BUSINESS**
    - 6.1. None
  
  7. **NEW BUSINESS**
    - 7.1. Water Treatment Plant Project
      - Work Program for Pilot Water Test Program P. 19-24
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- 7.2. Golder Associates  
 - Proposal to conduct a geotechnical investigation at two proposed cemetery sites within the Village of Ashcroft P. 25-38
- 7.3. Emergency Training Session  
 - Office Closure, April 12 8:00 am – 1:00 pm P. 39
8. **BYLAWS**
- 8.1. **Introduction and First Three Readings**
- 8.1.1. Bylaw No. 810 – Village of Ashcroft Repeal Bylaw, 2017 P. 40-41
- 8.2. **Reconsideration and Final Adoption**
- 8.2.1. None
9. **INFORMATION CORRESPONDENCE**
- 9.1. Information Correspondence Listing for March 13, 2017 P. 42
10. **REPORTS**
- Council Reports**
- 10.1. **Finance Committee – Mayor Jeyes, Councillor Roden & Councillor Kormendy**
- 10.2. **Cache Creek Environmental Assessment Committee – Mayor Jeyes & Councillor Kormendy**
- 10.3. **Northern Development Initiative Trust – Councillor Trill & Councillor Kormendy**
- Drylands Arena Energy Efficiency Upgrade approved P. 43  
 - 2017 Love Ashcroft Annual Marketing funding approved P. 44
- 10.4. **Gold Country Communities Society – Councillor Trill & Councillor Roden**
- Minutes from regular meeting held on Tuesday, February 21, 2017 in the Ashcroft Council Chambers P. 45-48
- 10.5. **TNRD – Mayor Jeyes & Councillor Lambert**
- 2017 Free Disposal Day and Hazardous Household Waste Round Up Event Schedule P. 49
- 10.6. **Tourism – Councillor Roden & Councillor Lambert**
- 10.7. **School District No. 74 (Gold Trail) Liaison – Councillor Lambert & Mayor Jeyes**
- 10.8. **Economic Development & Chamber of Commerce - Councillor Roden & Mayor Jeyes**



- 10.9. Historic Hat Creek– Mayor Jeyes & Councillor Trill
- 10.10. Heritage – Councillor Roden & Councillor Kormendy
- 10.11. Transit – Councillor Kormendy & Councillor Roden
- 10.12. Wellness & Music (Kids) Festival – Councillor Trill & Councillor Roden
- 10.13. Seniors’ Liaison – Councillor Lambert & Councillor Roden
- 10.14. Communities in Bloom – Councillor Trill & Councillor Roden
- 10.15. Health Care – Mayor Jeyes & Councillor Lambert

Wellness & Health Action Coalition Minutes of Regular Meeting held  
February 20, 2017

P. 50-51

- 10.16. Bifuka Sister City Relationship – Councillor Kormendy & Councillor Lambert

- 10.17. Other

(Motion to receive both verbal and written reports)

- 10.18. Administration

Chief Administrative Officer

- 10.18.1. None

Chief Financial Officer

- 10.18.2. None

- 11. INCAMERA

- 11.1. None

- 12. TERMINATION





THE CORPORATION OF THE VILLAGE OF ASHCROFT

COMMITTEE OF THE WHOLE MINUTES

FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS  
OF THE VILLAGE OFFICE AT 6:00 PM ON MONDAY, FEBRUARY 27, 2017

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**PRESENT:** Mayor John C. (Jack) Jeyes  
Councillor Helen A. Kormendy  
Councillor Barbara H. Roden  
Councillor W. Alfred Trill

J. Michelle Allen, Chief Administrative Officer  
Yoginder Bhalla, Chief Financial Officer

Press and Public

**EXCUSED:** Councillor Doreen L. Lambert  
Wayne Robinson, Deputy Corporate Officer

1. **CALL TO ORDER**

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

2. **PRESENTATIONS**

2.1. **Sgt. Kat Thain, Ashcroft RCMP Detachment – Update on Detachment**

Sgt. Thain reviewed the community statistics report for the period September – December 2017. She answered a number of questions clarifying the type of calls that had been reported especially abandoned 911 calls. Sgt. Thain also commented on the opioid crisis that is impacting the Province and where naloxone kits can be sourced. Generally the number of calls for the last period have been lower than previous periods.

2.2. **Mr. Mike LoVecchio, Director Government Affairs, CP – Operations Overview and Update on January 12 Derailment**

Mr. LoVecchio provided Council with an overview of CP operations and their five priorities that form the foundation of their company. Restoration of the January 12 derailment area is ongoing and Mr. LoVecchio showed comparison photos of the derailment to the site on February 17. The photos indicate that the restoration efforts have been significant and the site is nearly back to where it was prior to the derailment.

2.3. **John Pierro – Bonaparte Pow Wow, August 18-20, 2017**

Mr. Pierro appeared before Council advising that he is endeavouring to hold a Pow Wow at the Drylands Arena on August 18-20, 2017. He had a number of comments regarding the facility and requested a letter from Council outlining the costs to hold the Pow Wow and any other conditions of rental that would be applicable. The event would be drug and alcohol free and would honour veterans, elders, first responders and would have dozens of traditional dancers.

3. **TERMINATION**

**M/S Councillor Roden / Councillor Kormendy**

"That the Committee of the Whole meeting of Council terminate at 7:02 pm.

**Carried.**

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**John C. (Jack) Jeyes, Mayor**

Certified to be a true and correct copy  
Of the minutes of the Committee of the  
Whole meeting of Council held Monday,  
February 27, 2017

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**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 MONDAY, FEBRUARY 27, 2017

---

**PRESENT:** Mayor John C. (Jack) Jeyes  
Councillor Helen A. Kormendy  
Councillor Barbara H. Roden  
Councillor W. Alfred Trill

J. Michelle Allen, Chief Administrative Officer  
Yoginder Bhalla, Chief Financial Officer

Press

**EXCUSED:** Councillor Doreen L. Lambert  
Wayne Robinson, Deputy Corporate Officer

1. **CALL TO ORDER**

Mayor Jeyes called the meeting to order at 7:06 pm.

2. **MINUTES**

2.1. **Minutes of the Committee of the Whole Meeting of Council held on Monday, January 23, 2017**

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Mayor Jeyes declared the minutes adopted as presented.

2.2. **Minutes of the Regular Meeting of Council held on Monday, January 23, 2017**

Mayor Jeyes declared the minutes adopted as presented.

3. **DELEGATIONS**

3.1. None

4. **ACCOUNTS PAYABLE**

4.1. **Accounts Payable Listing for the period ending February 8, 2017**

M/S Councillor Roden / Councillor Trill

"That the accounts payable listing for the period ending February 8, 2017 be received and filed."

Carried. (01-02-17)

5. **CORRESPONDENCE**

5.1. **Mayor Yamaguchi, Bifuka, Japan – Congratulations to Councillor Kormendy and no visit planned**

**M/S Councillor Trill / Councillor Kormendy**

“That the letter of congratulations from Mayor Yamaguchi be received and filed.”

**Carried. (02-02-17)**

5.2. **Hon. Terry Lake, Minister of Health – Follow up to UBCM meeting regarding upgrades to local government drinking water facilities**

**M/S Councillor Roden / Councillor Trill**

“That the Village request a copy of the completed guidance document that the Ministry of Health is currently developing regarding drinking water standards and upgrades within the province of British Columbia.”

**Carried. (03-02-17)**

5.3. **Robert A. Johnson, Executive Vice President Operations, CP – Thank you for Village’s cooperation during January 2017 derailment**

**M/S Councillor Roden / Councillor Trill**

“That the correspondence from the Executive Vice President Operations of CP be received and filed.”

**Carried. (04-02-17)**

5.4. **National Health & Fitness Day – Saturday, June 3, 2017**

**M/S Councillor Roden / Mayor Jeyes**

“That the Village of Ashcroft include the information regarding the National Health & Fitness Day in the April & May newsletters and include some of the suggested activities if space permits.”

**Carried. (05-02-17)**

5.5. **Canadian Postmasters & Assistants Association – Resurrection of Postal Banking**

**M/S Councillor Roden / Councillor Kormendy**

“That the correspondence from the Canadian Postmasters & Assistance Association regarding postal banking opportunities be received and filed.”

**Carried. (06-02-17)**

**5.6. Hon. Norm Letnick, Minister of Agriculture, Responsible for Francophone Affairs Program - BC Government Francophone Affairs Program**

**M/S Councillor Roden / Councillor Kormendy**

"That the correspondence on the BC Government Francophone Affairs Program be received and filed."

**Carried. (07-02-17)**

**5.7. Operation Lifesaver – 15<sup>th</sup> Annual Rail Safety Week, 15<sup>th</sup> Annual Rail Safety Week, April 24-30, 2017**

**M/S Councillor Roden / Mayor Jeyes**

"That the Village of Ashcroft proclaim Public- Rail Safety Week from April 24-30, 2017.

**Carried. (08-02-17)**

**5.8. Ashcroft Volunteer Firefighters' Association – Proposed Slo-Pitch Tournament, April 29 & 30**

**M/S Mayor Jeyes / Councillor Kormendy**

"That the request from the Ashcroft Volunteer Fire Department to hold a Slo-Pitch Tournament on April 29 & 30, 2017 be brought forward to the budget meeting for further discussion."

**Carried. (09-02-17)**

**6. UNFINISHED BUSINESS**

**6.1. Off Leash Dog Park Select Committee – Appointment of Members**

**M/S Councillor Roden / Councillor Kormendy**

"The Council appoint the four (4) members of the public who submitted letters of interest for sitting on the Off Leash Dog Park Select Committee of Council and Councillor Kormendy and Councillor Trill to the committee."

**Carried. (10-02-17)**

**7. NEW BUSINESS**

**7.1. Water Treatment Plant Project – Membrane Filtration Equipment Selection**

**M/S Mayor Jeyes / Councillor Roden**

"That the Village of Ashcroft proceed with DWG Process Supply/Pall Water as the preferred proponent/manufacturer for the membrane filtration equipment at an adjusted proposal cost of \$918,940 as presented in the Urban Systems Ltd. report dated February 20, 2017."

**Carried. (11-02-17)**

**7.2. Ashcroft & District Lions Club – Request for use of Drylands Arena for 2017 Fall Fair**

**M/S Councillor Roden / Councillor Trill**

"That the Village of Ashcroft grant the rental of the Drylands Arena to the Ashcroft & District Lions Club for the Ashcroft & District Fall Fair for the period September 5-11, 2017 subject to the conditions outlined in the staff report dated February 21, 2017."

**Carried. (12-02-17)**

**7.3. Report on Council Remuneration and Expenses 2016 – Community Charter Section 168**

**M/S Councillor Trill / Councillor Roden**

"That the 2016 Report on Council Remuneration and Expenses as required under section 168 of the Community Charter be approved as presented."

**Carried. (13-02-17)**

**7.4. Climate Action Revenue Incentive Program (CARIP) – Purchase of Offsetting Carbon Credits**

**M/S Councillor Roden / Councillor Kormendy**

"That Staff be directed to purchase offset carbon credits as required by the Province of British Columbia and the Climate Action Revenue Incentive Program through the offset organization Offsetters."

**Carried. (14-02-17)**

**7.5. Ashcroft Terminal Tour – Invitation to regional local government to tour Ashcroft Terminal**

**M/S Councillor Roden / Mayor Jeyes**

"That the Village of Ashcroft, in partnership with Ashcroft Terminal, invite elected officials from the southern area of the province to a tour of the Terminal project during the month of May."

**Carried. (15-02-17)**

**7.6. Village of Ashcroft 65<sup>th</sup> Anniversary of Incorporation – Community Barbecue, Saturday, June 24**

**M/S Councillor Roden / Councillor Kormendy**

"That the Village of Ashcroft reserve the Heritage Place Park gazebo for Saturday, June 24, 2017 for a free community barbecue as a thank you to our residents for the first 65 years of incorporation."

**Carried. (16-02-17)**

**7.7. Mr. Johnny Pierro – Bonaparte Pow Wow, Drylands Arena, August 18-20, 2017**

**M/S Councillor Roden / Mayor Jeyes**

“That Staff send Mr. Pierro a letter including the updated costs for renting the Drylands Arena for the Pow Wow proposed for the dates August 18 – 20, 2017 and further that the rental fees must be paid within 30 days of the invoice date or the arena reservation will be cancelled.”

**Carried. (17-02-17)**

**7.8. CP Rail – Information on Application for Grade Separation**

**M/S Councillor Kormendy / Councillor Trill**

“That the Village send a letter to CP Railway requesting more information about funding programs currently available for grade separations and guidance on moving forward with this request.”

**Defeated.**

**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 February 27, 2017**

**M/S Councillor Roden / Councillor Trill**

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

**Carried. (18-02-17)**

**10. REPORTS**

**Council Reports**

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

Finance committee will be meeting with the auditors on March 13, 2017

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

Staff was directed to inquire into the well drilling that has been on-going on the site of the Cache Creek Landfill and report back to Council.

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

Councillor Trill advised the next meeting is March 14 and there is a strategic planning session scheduled to be held prior to the meeting.

**10.4. Gold Country Communities Society – Councillor Trill & Councillor Roden**

Councillor Trill provided a summary of the meeting held in the Ashcroft Council Chambers. Gold Country has been very active and has a number of YouTube videos that can be shared as promotional materials.

**10.5. TNRD – Mayor Jeyes & Councillor Lambert**

Council reviewed The Current – Highlights of the Board of Directors' Meeting held February 16, 2017.

**10.6. Tourism – Councillor Roden & Councillor Lambert**

Councillor Roden advised Council that the business plan for the McAbee Fossil Beds is progressing on schedule and the committee is looking forward to the next steps in this development.

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

Council reviewed The Board Bulletin – Highlights of the Board of Education meeting held January 3, 2017 and the School District #74 News Update.

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

No report

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

No report

**10.10. Heritage – Councillor Roden & Councillor Kormendy**

The annual Heritage Event was held on February 26 with approximately 50 people in attendance. Two guest speakers provided information on First Nation baskets and ladies fashion in the 1860's.

**10.11. Transit – Councillor Kormendy & Councillor Roden**

Council reviewed the 2016 Year end statistics including number of riders, revenue received and Village's share of operating costs.

**10.12. Wellness & Music (Kids) Festival – Councillor Trill & Councillor Roden**

Councillor Trill advised that the kids triathlon would be held on Saturday, July 15, 2017.

**10.13. Seniors' Liaison – Councillor Lambert & Councillor Roden**

No report

**10.14. Communities in Bloom – Councillor Trill & Councillor Roden**

No report

**10.15. Health Care – Mayor Jeyes & Councillor Lambert**

Members of the WHAC have met with MLA Tegart and other parties to discuss health care in the region.

**10.16. Bifuka Sister City Relationship – Councillor Kormendy & Councillor Lambert**

No report

**10.17. Other**

**Ashcroft Animal Control Officer – Summary of Calls for Services March 2015 – February 2017**

Council reviewed the summary of service calls and expressed appreciation for the services that Mr. Aie provides to ensure dogs in our community are safe and well cared for.

**M/S Councillor Roden / Councillor Kormendy**

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

**Carried. (19-02-17)**

**10.18. Administration**

**Chief Administrative Officer**

**10.18.1.** Council agreed that a budget meeting would be held at 3:00 pm on Monday, March 6, 2017. This would be the first in a series of meetings.

**Chief Financial Officer**

**10.18.2.** None

**11. INCAMERA**

**11.1.** None

12. **TERMINATION**

**M/S Councillor Roden / Councillor Kormendy**

“That the regular meeting of Council terminate at 8:39 pm.”

**Carried.**

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**John C. (Jack) Jeyes, Mayor**

Certified to be a true and correct copy  
Of the minutes of the Regular Meeting  
Of Council held Monday, February 27, 2017

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**J. Michelle Allen, Chief Administrative Officer**

## Cheque Register-Summary-Bank



Date : Mar 08, 2017

Time : 2:04 pm

Supplier : 150M15 To ZWP15  
 Cheque Dt. 09-Feb-2017 To 08-Mar-2017  
 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
34575	21-Feb-2017	RGEN15	RECEIVER GENERAL FOR CANADA	Issued	19	C	10,870.99
34576	24-Feb-2017	ACEC15	A.C.E. COURIER SERVICES	Issued	21	C	142.92
34577	24-Feb-2017	AESL15	ASSOCIATED ELECTRICAL SERVICES LTD	Issued	21	C	436.80
34578	24-Feb-2017	ALIQ15	AIR LIQUIDE CANADA INC	Issued	21	C	146.82
34579	24-Feb-2017	ALSE15	ALS ENVIRONMENTAL	Issued	21	C	135.71
34580	24-Feb-2017	BCHA15	B C HYDRO & POWER AUTHORITY	Issued	21	C	24,036.02
34581	24-Feb-2017	BCIN15	BRENNTAG CANADA INC.	Issued	21	C	440.18
34582	24-Feb-2017	BCWW15	B C WATER & WASTE ASSOCIATION	Issued	21	C	594.00
34583	24-Feb-2017	CCBW15	CARIBOO CLEAR BOTTLED WATER CO.	Issued	21	C	256.00
34584	24-Feb-2017	CLAU15	CANADIAN LINEN AND UNIFORM SERVICES	Issued	21	C	125.67
34585	24-Feb-2017	CMFP15	CHECKMATE FIRE PREVENTION INC.	Issued	21	C	1,382.85
34586	24-Feb-2017	CSSY15	CHUBB EDWARDS	Issued	21	C	322.34
34587	24-Feb-2017	CUMC15	CU CREDIT	Issued	21	C	1,139.83
34588	24-Feb-2017	CUPE15	C.U.P.E. LOCAL 900	Issued	21	C	510.60
34589	24-Feb-2017	EMCO15	EMCO CORPORATION CREDIT DEPT	Issued	21	C	679.34
34590	24-Feb-2017	GFOA15	GOVERNMENT FINANCE OFFICERS ASSOCI/	Issued	21	C	210.00
34591	24-Feb-2017	GFOA15	GOVERNMENT FINANCE OFFICERS ASSOCI/	Issued	21	C	630.00
34592	24-Feb-2017	IRLT15	IRL INTERNATIONAL TRUCK CENTRES LTD	Issued	21	C	2.22
34593	24-Feb-2017	IVLT15	INTERIOR VAULT LTD.	Issued	21	C	63.00
34594	24-Feb-2017	JEYJ16	JEYES, JOHN C	Issued	21	C	1,010.22
34595	24-Feb-2017	KCIN15	KAMLOOPS COMMUNICATIONS INC.	Issued	21	C	2,683.52
34596	24-Feb-2017	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	21	C	429.25
34597	24-Feb-2017	MKLL15	MAR KING LOGISTICS LTD.	Issued	21	C	231.00
34598	24-Feb-2017	PBCR15	PACIFIC BLUE CROSS	Issued	21	C	5,050.10
34599	24-Feb-2017	PWOR15	PITNEYWORKS	Issued	21	C	1,590.80
34600	24-Feb-2017	RGEN16	RECEIVER GENERAL FOR CANADA	Issued	21	C	1,946.00
34601	24-Feb-2017	RRPL15	ROTO-ROOTER PLUMBERS	Issued	21	C	551.25
34602	24-Feb-2017	TMOB15	TELUS MOBILITY (BC)	Issued	21	C	173.05
34603	24-Feb-2017	UBCM15	UNION OF BC C MUNICIPALITIES	Issued	21	C	1,125.76
34604	24-Feb-2017	VCLI15	VILLAGE OF CLINTON	Issued	21	C	3,016.37
34605	24-Feb-2017	VHCS15	VAN HOUTTE COFFEE SERVICES INC.	Issued	21	C	74.90
34606	24-Feb-2017	WURT15	WURTH CANADA LTD	Issued	21	C	482.66
34607	03-Mar-2017	ACEC15	A.C.E. COURIER SERVICES	Issued	22	C	77.12
34608	03-Mar-2017	AEMM15	AIE EDWIN or MARLOW MEGAN	Issued	22	C	625.00
34609	03-Mar-2017	ALIQ15	AIR LIQUIDE CANADA INC	Issued	22	C	122.18
34610	03-Mar-2017	ALSE15	ALS ENVIRONMENTAL	Issued	22	C	135.71
34611	03-Mar-2017	AIBC15	ASHCROFT BUILDING CENTRE & FEED	Issued	22	C	2,831.95
34612	03-Mar-2017	CPCO15	CANADA POST CORPORATION	Issued	22	C	189.82
34613	03-Mar-2017	CLAU15	CANADIAN LINEN AND UNIFORM SERVICES	Issued	22	C	41.89
34614	03-Mar-2017	CPRC15	CANADIAN PACIFIC RAILWAY COMPANY	Issued	22	C	310.50
34615	03-Mar-2017	CPABC15	CHARTERED PROFESSIONAL ACCOUNTANT/	Issued	22	C	976.50
34616	03-Mar-2017	CSSY15	CHUBB EDWARDS	Issued	22	C	149.19
34617	03-Mar-2017	COLL15	COLLETT, DANIEL OR, PAPAIS, MARINA	Issued	22	C	1,258.22
34618	03-Mar-2017	CFUE15	COLUMBIA FUELS	Issued	22	C	1,786.77
34619	03-Mar-2017	DOMC15	DYNAMIC ONLINE MARKETING CORP	Issued	22	C	546.00
34620	03-Mar-2017	FCAS15	FIRE CHIEF'S ASSOCIATION OF BC	Issued	22	C	326.00
34621	03-Mar-2017	FOBC15	FORTIS BC -NATURAL GAS	Issued	22	C	5,600.47
34622	03-Mar-2017	FSCI15	FOUR STAR COMMUNICATIONS INC	Issued	22	C	133.72
34623	03-Mar-2017	GPAA15	GUARDIAN PEST & WEED SOLUTIONS	Issued	22	C	257.25
34624	03-Mar-2017	IHEA15	INTERIOR HEALTH ACCOUNTS RECEIVABLE-	Issued	22	C	33.33
34625	03-Mar-2017	JEYJ16	JEYES, JOHN C	Issued	22	C	1,144.75
34626	03-Mar-2017	KCCE15	KAMLOOPS COMPUTER CENTRE	Issued	22	C	53.21
34627	03-Mar-2017	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	22	C	102.93
34628	03-Mar-2017	LPLT15	LORDCO PARTS LTD	Issued	22	C	312.71

Village of Ashcroft  
**Cheque Register-Summary-Bank**



AP5090

Page : 2

Date : Mar 08, 2017

Time : 2:04 pm

Supplier : 150M15 To ZWP15  
 Cheque Dt. 09-Feb-2017 To 08-Mar-2017  
 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
<b>Bank : 1 INTERIOR SAVINGS CU ACCT #014-260-4</b>							
34629	03-Mar-2017	MSPL15	MEDICAL SERVICES PLAN OF B C	Issued	22	C	1,800.00
34630	03-Mar-2017	MWIN15	MUNICIPAL WORLD INC	Issued	22	C	36.70
34631	03-Mar-2017	NSAS15	NGN SALES & SERVICE	Issued	22	C	548.65
34632	03-Mar-2017	QGLT15	QUALITY GLASS TIRECRAFT	Issued	22	C	124.99
34633	03-Mar-2017	TCBC15	TELUS COMMUNICATIONS (BC) INC.	Issued	22	C	2,093.36
34634	03-Mar-2017	USLT15	URBAN SYSTEMS LTD	Issued	22	C	32,986.49
34635	03-Mar-2017	WILT15	WESTVAC INDUSTRIAL LTD.	Issued	22	C	77.96
34636	03-Mar-2017	WHIJ16	WHITE JOSH OR GOODVIN TOVA	Issued	22	C	450.00
34637	07-Mar-2017	RGEN15	RECEIVER GENERAL FOR CANADA	Issued	24	C	11,192.20
00181-0001	10-Feb-2017	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	17	E	5,788.16
00182-0001	22-Feb-2017	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	20	E	5,796.51
00183-0001	08-Mar-2017	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	25	E	5,985.68
<b>Total Computer Paid :</b>		<b>126,815.74</b>	<b>Total EFT PAP :</b>		<b>17,570.35</b>	<b>Total Paid : 144,386.09</b>	
<b>Total Manually Paid :</b>		<b>0.00</b>	<b>Total EFT File :</b>		<b>0.00</b>		

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



Ashcroft & District Lions Club,  
Box 808,  
Ashcroft, BC V0K 1A0  
250 453-9077  
Email: vivinash@telus.net

March 1, 2017

The Village of Ashcroft,  
Box 129,  
Ashcroft, BC V0K 1A0

Attention: Michelle Allen

Dear Michelle,

**Re: Seventh Annual Skip's Memorial Charity Run**

We are starting the planning for Skip's Run again this year and our first step is to, hopefully, get approval of the route from the Village Council.

- Date: Sunday, June 4, 2017
- Registration: 7:30 am
- Run starts – 9:00
- Run finish – approximately 1:00 pm
  
- Route:
  - the 10 km run will start at The Hub, go along Ash Street, along Government Street to the Bridge, across the Bridge, along Evans Rd. to the "Caution Trucks" sign and back the same route. This is the route we took last year and it was very successful. We had flag people along the route making sure that the runners were safe. On Government Street where the large trucks travel, we stopped the runners to let the trucks by. During the run there were only three large semis and they travel very slowly. There was some discussion about having the route go along Tingley Street up to the Bridge but that would be too onerous for the senior participants.
  
  - In the past, someone from the Fire Department has monitored the run by driving back and forth along the route and we will be asking if someone will be able to do this again.
  
  - The RCMP and local Ambulance will be notified of the run.
  
  - The necessary insurance will be in place and you will receive a binder.

Page 2  
March 1, 2017

- The proceeds will be donated to Skip Stuart's favourite causes - the Food Bank, Christmas Hampers and a \$500.00 bursary to a student at ASS who is specializing in mechanics/electrical/etc. Other community projects will benefit from the money that is raised.
- Each year the run has increased in participants and we hope to eventually make this an event that will bring many outside people to Ashcroft. It definitely fits in with the Village's brand.

We look forward to hearing back from you. We are prepared to send a delegation to a Council meeting to answer any questions.

Sincerely,



Lion Secretary/Treasurer Vivian Edwards

/ve

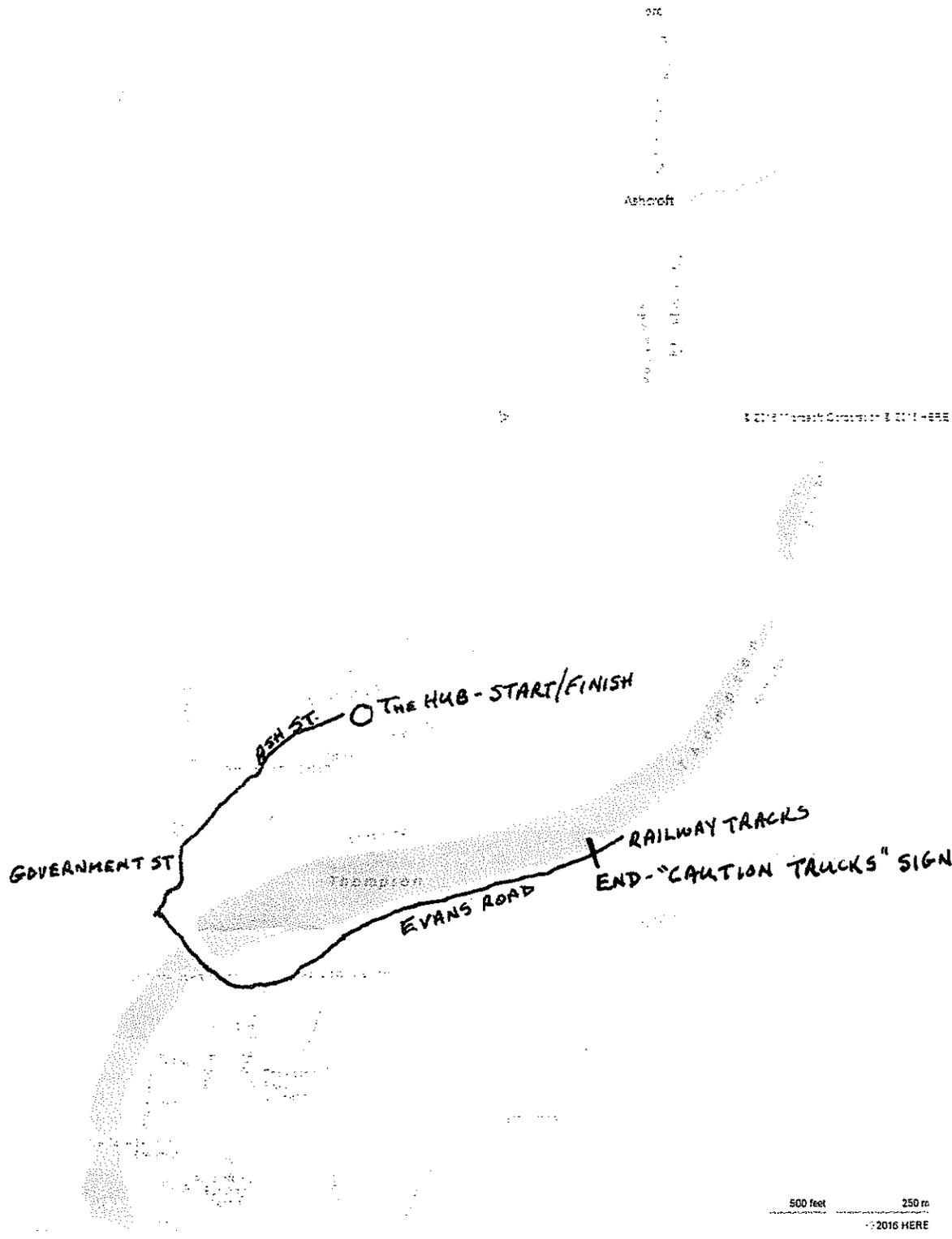


MAR - 1 2017

The Corporation  
Village of Ashcroft

Bing Maps

Notes



For Immediate Release | March 2, 2017

## Carfentanil presence confirmed in Interior Health

The deadly drug carfentanil is now confirmed to be present in Interior Health. This comes following a positive carfentanil drug test in the Kootenay region reported by Health Canada and a positive carfentanil urine test in the Thompson Cariboo Shuswap region reported by LifeLabs. The drugs tested by Health Canada were illegal imitation oxycodone tablets with the markings CDN 80. The drug involved in the positive urine test is unknown.

“These recent findings confirm our suspicions and anecdotal reports that carfentanil is present in IH communities,” said Dr. Trevor Corneil, Chief Medical Health Officer with Interior Health. “Carfentanil has also been detected in other parts of B.C. and may be responsible for the spike in overdose deaths seen at the end of 2016.”

Carfentanil is a synthetic opioid normally used as a sedative for large animals like elephants. It is similar to fentanyl but can be 100 times more toxic; one or two grains the size of salt grains can be fatal to humans.

There is no reliable way for people to know with certainty if fentanyl, carfentanil or other potentially toxic components are in illegal drugs. People who use drugs are advised to abstain when possible, or to take measures to prevent overdose. Overdoses caused by carfentanil require larger quantities of naloxone and are more likely to be lethal.

Not using drugs at all is the best way to avoid overdose and other health impacts. Interior Health recommends people abstain from using any type of illegal drug, if at all possible. If abstaining is not an option, the following tips can help reduce the risk of overdose:

- Don't mix different drugs (including pharmaceutical medications, street drugs, and alcohol)
- Don't take drugs when you are alone, have a sober buddy with you. Leave door unlocked. Tell someone to check on you.
- Use less and pace yourself. Do test kits to check strength - take a small sample of a drug before taking your usual dosage.
- Keep an eye out for your friends – stay together and look out for each other.
- Carry a Naloxone kit and know how to use it. A list of locations to get a kit can be found on the Interior Health [website](#).
- Recognize the signs of an OD: Slow or no breathing, gurgling or gasping, lips/fingertips turning blue, difficult to rouse (awaken), non-responsive.
- If someone thinks they may be having an overdose or is witnessing an overdose, follow the [SAVE ME steps](#) and call 9-1-1 immediately, do not delay.

For more resources and links related to overdose and substance use, visit:  
<https://www.interiorhealth.ca/AboutUs/Leadership/MHO/Pages/PHEmergency.aspx>

- 30 -

### Media, for information:

Lesley Coates, Communications Officer Interior Health  
250-469-7070 ext. 12824



Subject: BC Rural Dividend – Notification of Results

March 6, 2017

Dear Michelle Allen,

Thank you for your interest in the BC Rural Dividend and the submission of your application for the Village of Ashcroft Community Planning Update. We appreciate the time you took to apply and your efforts to improve your community.

Unfortunately, your application has not been selected for funding at this time. It was noted during the review and assessment of your application that the proposed project falls under municipal responsibility.

As such, other funding programs may be more appropriate for this project. Other programs that might be suitable for your project are listed [here](#). If you would like more information, I am available to discuss this decision further with you. Please feel free to contact me at 250-371-3905 (office) or 250-319-4305 (cell).

The Program's third intake will take place from April 3, 2017 to May 31, 2017. Please contact the Program Office at 250-356-7950 if you would like support in developing an application.

We appreciate your application and wish you success in your efforts to strengthen your community's resiliency and economic viability.

Regards,

A handwritten signature in black ink, appearing to read "David Borth".

David Borth  
Executive Director, Rural Development

## Michelle Allen

---

**From:** Ashcroft Fall Fair <ashcroftfallfair@gmail.com>  
**Sent:** Thursday, March 02, 2017 9:13 AM  
**To:** Michelle Allen  
**Subject:** Ashcroft Fall Fair letter of support

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Morning,

It is that time of year again! The Fall Fair is gearing up to apply for grants that are essential to our operating budget.

Could I please request a letter of Support for the Ashcroft Fall Fair from the Village of Ashcroft to include with our grant applications?

Your partnership is invaluable to us and we appreciate the great support the Village shows our community event  
Thank you for your time

--

Kat Chatten  
Vice-President  
Ashcroft & District Fall Fair

**MEMO TO: Mayor Jeyes & Council**

**MEMO FROM: Michelle Allen, Chief Administrative Officer**

**DATE: March 8, 2017**

**SUBJECT: WATER TREATMENT PLANT – MEMBRANE FILTRATION PILOT PROJECT**

### **Background**

The new Village of Ashcroft Water Treatment Plant will incorporate membrane filtration as one form of treatment to remove particulates from the water.

### **Discussion**

At the February 27, 2017 regular meeting of Council, approval to award the membrane filtration portion of the project to DWG Process Supply/Pall Water at a total adjusted price of \$918,940. Part of the filtration contract includes providing a pilot operation that will filter our water during the high turbidity season. This pilot project unit has been confirmed and is expected to be on site next week, will require 3 – 5 days to set up and then will begin filtering our water and recording the data.

The purpose of the piloting project will meet four objectives:

1. Confirm that the proposed membranes will provide the required results, and will assist with designing cleaning cycles;
2. Document the membrane performance under various operating conditions;
3. Will allow testing on the residuals to confirm volume, treatment and disposal approaches; and
4. Provide our employees with an opportunity to see and work with the proposed equipment.

Attached to this memo is a work program designed for this piloting project. The grant application included a budget figure of \$50,000 for this project and the work program estimates it to be \$41,000. There could be some adjustments to the overall costs as the plumbing and electrical connections for the pilot unit may take more or less time to complete. The piloting program will be carried out over one month however we have the option to extend the testing period for a second month if we feel that additional data is necessary. The \$41,000 includes the projected costs for a two month test period.

### **Recommendation**

Administration recommends that Council approve the "Piloting for Water Treatment Plant" Work Program dated March 6, 2017 as presented by Urban Systems Ltd. in the amount of \$41,000 and acknowledge that costs may change slightly due to set up requirements.

Respectfully submitted,



J. Michelle Allen,  
Chief Administrative Officer

Attach.

March 6<sup>th</sup>, 2017

File: 1093.0041.01

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

**Attention: Michelle Allen, Chief Administrative Officer**

**RE: PILOTING FOR WATER TREATMENT PLANT**

## **1.0 BACKGROUND INFORMATION**

The Village of Ashcroft (Village) was successful in receiving funding through the New Building Canada Fund – Small Communities Fund for a new water treatment plant (WTP). The proposed WTP will address two key aspects of water quality that currently do not meet the Guidelines for Canadian Drinking Water Quality:

1. Turbidity, and
2. Microbiological parameters including protozoa, bacteria and viruses.

Pilot testing is proposed for the WTP to:

- Confirm membrane performance and cleaning cycle design parameters;
- Document membrane system performance under various operating conditions;
- Provide operators with an opportunity to see and work with the proposed equipment; and
- Conduct testing on residuals to confirm treatment and disposal approaches.

## **2.0 WORK PROGRAM – PILOTING**

### **Task 1 – Pilot Coordination and Design**

The first task of the proposed work is to develop a pilot plan and coordinate shipment to site. A pilot protocol will be developed with pilot equipment suppliers outlining:

- Pilot Objectives;
- Targeted water quality parameters;
- Pilot requirements (e.g. power connection, raw water feed and disposal); and
- Required monitoring requirements equipment.

Urban will work with the Village to establish reasonable monitoring and testing throughout the pilot. We will also coordinate the laboratory testing, shipping of equipment and chemicals, equipment housing, power connections and raw water feed with assistance of the Village.

Attention: Michelle Allen, Chief Administrative Officer  
Date: March 06, 2017  
File: 1093.0041.01  
Subject: Piloting for Water Treatment Plant  
Page: 2 of 3



## Task 2: Pilot Operation

Pilot operation includes set-up assistance, operator training by the pilot equipment providers and pilot operation. It is assumed that the Village's public works staff will operate the pilot plant, and test the water quality with their own portable equipment. Urban Systems will provide support and technical assistance with installation, pilot operation and the review of water quality data and other Pilot results.

Samples will also be sent to a laboratory for confirmation of the field tests. We have allowed for two general potability water tests on the raw water and residuals, per month of piloting.

It has been assumed that the pilot will be operated for approximately one month with the possibility to extend the pilot to a second month, if required.

## Task 3: Summary Reporting and Meeting

This task will comprise the review the pilot operational data and preparation of a summary report of the results. The summary reporting and water quality analysis will be included as a technical memo within the preliminary design.

### 3.0 PROJECT TEAM

Our proposed project team includes the following members:

Project Manager and Engineer	Peter Coxon, P. Eng.
Design Engineer	Travis Pahl, EIT
Project Coordinator	Connie Blair
Piloting Equipment Supply and Support	DWG Process Supply and Pail Water

### 4.0 PROJECT SCHEDULE – PILOTING

Upon approval of the DWG membrane proposal, the piloting equipment will be shipped to site. We anticipate equipment to be on site in mid-March. The intent is to run the pilot for approximately one month to provide operation over a typical cycle before cleaning. Depending on freshet and water quality, piloting may be run for an additional month.

Task 1 – Pilot Shipping, Coordination and Setup	March 2017
Task 2 – Pilot Operation	Mid-March to Mid-May 2017
Task 3 – Reporting	June 2017

Attention: Michelle Allen, Chief Administrative Officer  
Date: March 06, 2017  
File: 1093.0041.01  
Subject: Piloting for Water Treatment Plant  
Page: 3 of 3



## 5.0 PILOT COSTS

The pilot costs comprise the following components:

1/ Membrane equipment rental costs – these are already included in the proposed work program received from DWG Process Supply. A copy of the DWG Process Supply pilot plant proposal, as well as the rental agreement, is attached for your reference.

2/ USL engineering fees for Tasks 1, 2 and 3 noted above. These fees are \$28,000, which includes an allowance for laboratory testing for a one (1) month pilot period. The cost for an additional month of piloting, including laboratory testing, would be \$4,000. So the total cost for two (2) months would be \$32,000.

3/ Chemical costs – these are estimated to be \$2,000 for the two months.

4/ Electrical costs – these are for the equipment hookup, support and decommissioning at the end of the piloting, estimated to be \$2,000.

5/ Pump and plumbing costs – these are for the supply of the raw water feed pump, associated plumbing and discharge piping, estimated to be \$5,000.

6/ Village's public works staff costs – as noted above, it is assumed that the Village's public works staff will operate the pilot plant. This cost is assumed to be cost neutral to this project.

The cost estimate submitted with the Grant Application included a budget of \$50,000 for the piloting program. The sum of the items noted above is \$41,000.

We look forward to working with the Village on this project. Should you have any questions regarding this work program and the information contained within, please feel free to contact us.

Best Regards,

**URBAN SYSTEMS LTD.**

Handwritten signature of Travis Pahl in black ink.

Travis Pahl, EIT  
Design Engineer

Handwritten signature of Peter Coxon in black ink.

Peter Coxon, P. Eng.  
Project Manager and Engineer

/TP

U:\Projects\_KAM1093\0041\01\Correspondence\C1-Client\2017-02-21-WP-Pilot\2017-02-27 LET WTP WP.docx

**EQUIPMENT RENTAL AGREEMENT**

This Equipment Rental Agreement (this "Agreement"), dated as of the \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between Pall Canada Ltd., acting as an Agent on behalf of Pall Corporation, a New York corporation, located at 839 State Route 13, Cortland, NY 13045 ("Owner") and Village of Ashcroft, having its principal place of business PO Box 129, 601 Bancroft Street, Ashcroft, BC V0K 1A0 ("Renter"). Owner, Agent and Renter are collectively referred to herein as the "Parties" and individually as a "Party".

The Parties, for the consideration hereafter named, agree as follows:

1. Equipment. Subject to the Terms and Conditions of Lease, attached hereto and incorporated by reference (the "terms"), Owner hereby rents to Renter all of the equipment named and identified in the following List of Equipment (the "Equipment"), for use at the designated location and at such rental rate for the rental period as is therein stated.

LIST OF EQUIPMENT

Description of Equipment	Rental Period	Equipment Model Number	Security Deposit (\$CAD)	Rental Charge Per Article (\$CAD)	Rental Rate Unit Base (e.g. daily, monthly)
One (1) MF Pilot Unit	One (1) Month	TBD	\$0	\$0	\$0

2. Proposal. This Agreement applies to the Equipment in Pall Proposal number Pall Pilot Proposal – 119126-02102017-00-P dated February 10, 2017 (the "Proposal").
3. Address for Rental Charge Payments. Rental Charges shall be paid to Owner, without notice, setoff or deduction, in advance on the first day of each month, in Canadian Dollars at the rate set forth above, to the following address or financial institution:

**Remit to Address::**

Pall (Canada) Ltd.  
c/o TH1234  
P.O. Box 4290  
Postal Station A  
Toronto, ON M5W 0E1 Canada

**Wire Transfers USD:**

Bank Name: HSBC Bank CA  
Bank Address: Toronto ON  
ABA: 001610052  
SWIFT Code: HKBCCATT  
Account Number: 020010001  
Transit Code: 10052  
Bank Code: 016

**Wire Transfers CAD:**

Bank Name: HSBC Bank CA  
Bank Address: Toronto ON  
ABA: 001610052  
SWIFT Code: HKBCCATT  
Account Number: 020010070  
Transit Code: 10052  
Bank Code: 016

4. Notices. All notices permitted or required in connection with this Agreement shall be in writing and shall deemed given (i) if mailed by certified mail, return receipt requested, three business days after dispatch; (ii) if delivered to a recognized overnight express mail service or carrier for next day delivery, on the first business day after dispatch; (iii) if delivered on a business day by personal delivery or electronic or facsimile transmission, with "hardcopy" original to follow as provided in clause (i), (ii) or (iii) above, on the same day as delivered, otherwise on the next business day; in each case, addressed as follows (or to such other address as either Party may notify the other Party in writing):

if to Owner, to: Pall Corporation  
839 NYS Route 13  
PO Box 5630  
Cortland, NY 13045  
Attention: Nancy Whitney

with copies to: Pall Canada Ltd.  
3450 Ridgeway Drive  
Unit 6  
Mississauga, ON, L5L 0A2 Canada

Pall Corporation  
25 Harbor Park Drive  
Port Washington, New York 11050  
Attention: Legal Department

if to Renter to:

5. Corporate Authority. The Parties hereto covenant and warrant that the persons executing this Agreement on their behalf have been duly authorized to do so, and this Agreement constitutes a valid and binding obligation of the Parties hereto. The Renter will, if requested by Owner, provide to Owner, Certificates of Authority naming the officers of the Renter who have the authority to execute this Agreement.

IN WITNESS WHEREOF, the parties by their duly authorized officers or representatives have executed this Agreement on the dates set forth below.

PALL CANADA LTD.  
Acting as Agent for Pall Corporation

VILLAGE OF ASHCROFT

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature of Authorized Principal or Officer)

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**MEMO TO: Mayor Jeyes and Council**

**MEMO FROM: Michelle Allen, Chief Administrative Officer**

**DATE: March 8, 2017**

**SUBJECT: GEOTECHNICAL INVESTIGATIONS INTO PROPOSED CEMETERY SITES**

### **Background**

The Village's current cemetery no longer has full size graves available for purchase by the public. There are niches available in the columbaria for cremated remains. The Village is investigating possible options for the development of a new cemetery.

### **Discussion**

Council is aware that there are members of the community who do not wish to be cremated and therefore will not be able to be laid to rest within the Village of Ashcroft. They are currently considering two potential sites for cemetery development, the site in the Mesa Vista Rural Subdivision and the property at the south end of Railway Avenue across from the current cemetery.

Current legislation requires that all proposed cemetery sites have a geotechnical report prepared that determines the suitability of the site as a place of interment as well as recommendations for site development. In addition, the Railway Avenue property may contain contaminated soils so additional testing for those contaminants is required.

Golder Associates has undertaken similar projects for other local governments and they have undertaken geotechnical investigations in the Mesa Vista area so are familiar with the Ashcroft terrain. They have provided two work programs for Council's consideration, one for the geotechnical investigation and one for the contaminated soils.

### **Geotechnical Investigation**

The scope of work for the geotechnical investigation on both potential sites include the following three items:

1. Field investigation which will involve 3-4 test pits at the Mesa Vista site and 2-3 test pits at the Railway Avenue site. The pits will be approximately 3 m in depth, will be excavated with a backhoe and will be monitored by a member of Golder's geotechnical staff. The subsurface conditions of each pit will be logged and soil samples will be collected.
2. The samples collected will be tested to determine the water content, grain size analysis and Atterberg Limits. See bottom of report for information on Atterberg Limits.
3. Final report that will include the factual results of the field investigation, comments regarding the suitability of the site (from a geotechnical perspective) to be used as a place of interment and geotechnical comments and recommendations for site preparations.

The work program for this phase of the project is \$9,850 plus GST.

### **Environmental Investigation**

The scope of work for this phase of the investigation is two-fold. The initial investigation will be a review of various records of the site including aerial photos and property use records. Golder representatives will also interview person(s) with information on past and present activities.

The second phase of the investigation will involve further testing of the soil samples collected during the geotechnical investigation. These additional tests will include chemical analysis of various forms of

petroleum hydrocarbon parameters. The results of these tests could require additional testing however that will be discussed when and if they are deemed necessary.

By conducting both investigations at the same time there are cost savings to the Village. The work program for this phase of the project is \$8,940 plus GST.

The information that these investigations will provide will be valuable to the Village for any future development at the sites. The geotechnical and environmental investigations are only the beginning of any cemetery development. A survey of the chosen site will be required and then the installation of grave liners, landscaping, etc. will follow.

### **Recommendation**

Administration recommends that Council authorize the Geotechnical and Environmental Investigation work plans provided by Golder Associates dated February 10 & February 17, 2017 for a total cost of \$18,790 plus GST.

Respectfully submitted,



J. Michelle Allen,  
Chief Administrative Officer

Wikipedia definition of Atterberg Limits:

Atterberg limits are a basic measure of the critical water contents of a fine-grained soil: its shrinkage limit, plastic limit, and liquid limit. As a dry, clayey soil takes on increasing amounts of water, it undergoes distinct changes in behavior and consistency. Depending on the water content of the soil, it may appear in four states: solid, semi-solid, plastic and liquid. In each state, the consistency and behavior of a soil is different and consequently so are its engineering properties. Thus, the boundary between each state can be defined based on a change in the soil's behavior. The Atterberg limits can be used to distinguish between silt and clay, and it can distinguish between different types of silts and clays. These limits were created by Albert Atterberg, a Swedish agriculturist.<sup>[1]</sup> They were later refined by Arthur Casagrande. These distinctions in soil are used in assessing the soils that are to have structures built on. Soils when wet retain water and some expand in volume. The amount of expansion is related to the ability of the soil to take in water and its structural make-up (the type of atoms present). These tests are mainly used on clayey or silty soils since these are the soils that expand and shrink due to moisture content. Clays and silts react with the water and thus change sizes and have varying shear strengths. Thus these tests are used widely in the preliminary stages of designing any structure to ensure that the soil will have the correct amount of shear strength and not too much change in volume as it expands and shrinks with different moisture contents.

As a hard, rigid solid in the dry state, soil becomes a crumbly (friable) semisolid when a certain moisture content, termed the shrinkage limit, is reached. If it is an expansive soil, this soil will also begin to swell in volume as this moisture content is exceeded. Increasing the water content beyond the soil's plastic limit will transform it into a malleable, plastic mass, which causes additional swelling. The soil will remain in this plastic state until its liquid limit is exceeded, which causes it to transform into a viscous liquid that flows when jarred.

10 February 2017

Proposal No. P1774285-001-L-Rev0

Michelle Allen  
Village of Ashcroft  
PO Box 129  
Ashcroft, BC V0K 1A0

**PROPOSAL FOR GEOTECHNICAL INVESTIGATION  
TWO POSSIBLE NEW CEMETERY SITES IN ASHCROFT, BC**

Dear Ms. Allen,

Golder Associates Ltd. (Golder) has prepared this proposal to conduct a geotechnical investigation at two possible new cemetery sites in Ashcroft, BC. The purpose of the investigation would be to identify the subsurface soil and groundwater conditions underlying each site and, based on our interpretation of this information, to provide geotechnical comment on the suitability of the sites for use as a place of interment as well as recommendations for site development.

Based on the information provided, we understand that the Village of Ashcroft is looking at developing one of the sites into a new cemetery. The two sites currently under consideration are:

- **Site #1: Lot B, Plan 38883, Section 28, Township 20, Range 24, West of the 6<sup>th</sup> Meridian**  
According to the mapping provided by the Thomson-Nicola Regional District, the lot is a 12,044 m<sup>2</sup> parcel of land located on the eastern side of Mesa Vista Drive, approximately 280 m east of the intersection with Vista Heights. Imagery from Google Earth (2013) shows that the southwest corner of the lot has been cleared and a grass lawn established. The remainder of the lot appears to contain undisturbed native vegetation. The ground surface slopes down to the west at about 10 to 15 degrees.
- **Site #2: Lot D, Plan 29458, District Lot 423**  
According to the mapping provided by the Thomson-Nicola Regional District, this lot is a 3,222 m<sup>2</sup> parcel of land located between Railway Avenue and the rail line, approximately 100 m north of the existing cemetery. Imagery from Google Earth (2013) shows the lot to be relatively flat and vacant with a gravel surface.

Golder has previously undertaken geotechnical investigations within the vicinity of Site #1 which encountered soil deposits susceptible to collapse upon wetting.



**Golder Associates Ltd.**

590 McKay Avenue, Suite 300, Kelowna, British Columbia, Canada V1Y 5A8  
Tel: +1 (250) 860 8424 Fax: +1 (250) 860 9874 www.golder.com

Golder Associates: Operations in Africa, Asia, Australasia, Europe, North America and South America

Golder, Golder Associates and the GA globe design are trademarks of Golder Associates Corporation.

## **1.0 SCOPE OF WORK**

### **1.1 Field Investigation**

Prior to commencing the field investigation, Golder will engage a utility locator to check for the presence of underground utilities at the selected test pit locations. The utility locator will also initiate a BC One Call.

We propose to investigate the subsurface soil and groundwater conditions underlying each site by excavating:

- three to four test pits within Site #1
- two to three test pits within Site #2

The test pits would be advanced to a depth of approximately 3 m below the existing ground surface, or shallower if practical refusal conditions are encountered. The test pits would be excavated using a backhoe or excavator operated by a sub-contractor.

Field supervision and monitoring during the field investigation will be conducted by an experienced member of our geotechnical field staff who will locate the test pits in the field, log the subsurface conditions encountered and collect representative soil samples for further testing as described below. A handheld GPS unit will be used to roughly locate the test pits.

### **1.2 Laboratory Testing**

Samples collected during the field investigation will be brought to our Kelowna laboratory for further examination and testing that is anticipated to include:

- water content determinations on about twenty (20) samples
- Grain Size Distribution analysis on four (4) samples
- Atterberg Limits tests on two (2) samples, if required

The actual number of laboratory tests carried out would depend on the ground conditions encountered.

### **1.3 Engineering Assessment and Reporting**

Upon completion of the field work and laboratory testing, we will prepare a letter report that will include the following comments and recommendations for each site:

- the factual results of the field investigation, including
  - the investigation equipment and methodology
  - a summary of the subsurface soil and groundwater conditions encountered in the test pits
  - a description of the site and drainage of the site in respect to the adjoining properties
  - the results of laboratory testing
- comments regarding the suitability of the site (from a geotechnical perspective) to be used as a place of interment
- geotechnical comments and recommendations for site preparation

## 2.0 COST ESTIMATE AND SCHEDULE

We will conduct the proposed scope of work for the approximate costs provided in Table 1. Our invoices will be based on the actual time and expenses accrued per our attached *Schedule of Fees*. Payment terms and other conditions pertinent to our work are presented in the attached *Authorization to Proceed and Consulting Services Agreement* or as otherwise mutually agreed.

We will initiate the project as soon as we receive a signed Agreement. The timeline in Table 1 presents an approximate project schedule based on the number of weeks to complete a task after project initiation. This should not be construed as a fixed set of milestone dates.

**Table 1: Cost Estimate and Schedule**

Task	Description	Fees	Disbursements	Timeline
1	Field Investigation	\$2,400	\$2,400*	Week 2
2	Laboratory Testing	\$300	\$1,050	Week 3
3	Engineering Assessment and Reporting	\$3,700	-	Week 4
<i>Sub-total</i>		\$6,400	\$3,450	
<b>Total (excluding applicable taxes)</b>		<b>\$9,850</b>		

\* The backhoe/excavator costs can be eliminated if the Village of Ashcroft provides the equipment

## 3.0 EXCLUSIONS

We understand, based on information from the Village of Ashcroft, that fuel tanks were previously stored on Site #2 and that the site may contain contaminated soils.

The scope of work presented in this proposal does not include any work to assess the potential for contaminated soils to be present on the proposed sites. If required, Golder can provide a separate work plan and cost estimate to conduct a Phase I and/or Phase II environmental site assessment.

Cost efficiencies could possibly be achieved by undertaking the environmental site assessment at the same time as the geotechnical investigation (e.g., environmental samples could be collected from the geotechnical test pits).

## 4.0 ASSUMPTIONS AND LIMITATIONS

Golder's scope of work as presented in this proposal will be conducted in general accordance with commonly accepted geotechnical practice but will be subject to the following assumptions and limitations:

- Geotechnical engineering recommendations will be consistent with generally accepted engineering practice with guidance from 2012 BC Building Code and Canadian Foundation Engineering Manual (4<sup>th</sup> edition).
- No investigations, analytical testing or assessments for possible soil and groundwater contamination, archaeological or biological considerations or sediment control measures will be conducted.
- All permits and permission for access to and over the site will be provided to Golder at no cost or delay.
- Site restoration will be limited to loosely backfilling the test pits. Excess excavation spoil will be spread out over the ground around the test pit.

- Further geotechnical work (e.g., geotechnical field reviews during construction) are anticipated and would be conducted under a separate scope of work, if required.
- The cost estimate does not include provisions for stand-by time that may result from events that are deemed beyond the reasonable control of Golder and include, but not restricted to, inclement weather, stoppage of work directed by the client, and limits and/or restrictions to site access which could potentially increase the duration of the work. This additional work will be charged in accordance with our *2017 Schedule of Fees*.
- In accordance with our corporate Health and Safety plan, Golder employees are only permitted to work a maximum 12-hour daily shift (including travel time).

## 5.0 CLOSURE

We trust the foregoing is sufficient for your present purposes. If you wish to proceed with this scope of work, please sign and return the attached *Authorization to Proceed and Consulting Services Agreement*. If you have any questions or comments regarding this proposal, please do not hesitate to contact this office.

With best regards,

**GOLDER ASSOCIATES LTD.**



Michael Wade, BEng  
Geotechnical Engineering Group



Abdul Sattar Khan, MASC, PEng  
Senior Geotechnical Engineer

Reviewed by:



Gerald Imada, PEng  
Principal, Senior Geotechnical Engineer

MAW/ASK/GI/lmk

Attachments: 2017 Schedule of Fees  
Authorization to Proceed and Consulting Services Agreement

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17 February 2017

Reference No. P1774285-002-L-Rev0

Michelle Allen  
Village of Ashcroft  
PO Box 129  
Ashcroft, BC  
V0K 1A0

**PROPOSAL FOR LIMITED PHASE I (DESKTOP STUDY) AND PHASE II ENVIRONMENTAL SITE ASSESSMENT AT PROPOSED NEW CEMETERY SITE (SITE #2), ASHCROFT, BC**

Dear Ms Allen,

Golder Associates Ltd. (Golder) previously prepared a proposal to conduct a geotechnical investigation at two proposed new cemetery sites in Ashcroft BC; *Proposal for Geotechnical Investigation: Two Possible New Cemetery Sites in Ashcroft, BC* (Golder reference P1774285-001-L-Rev0, 10 February 2017). Golder understands that contaminated soil may be present at one of the proposed sites, due to historical fuel tanks. The Village of Ashcroft (The Village) requested that Golder provide a proposal for completing a limited Phase I Environmental Site Assessment (Phase I ESA) Study and limited Phase II Environmental Site Assessment (Phase II ESA) at the proposed Site #2:

- Site #2: Lot D, Plan 29458, District Lot 423 (herein referred to as the "Site").

According to the mapping provided by the Thomson-Nicola Regional District, this property is a 3,222 m<sup>2</sup> parcel of land, located between Railway Avenue and the rail line, approximately 100 m north of the existing cemetery. Based on Google Earth (2013) imagery, the property is relatively flat and currently vacant with a gravel surface.

The Desktop Phase I ESA will consist of a records review and interview with knowledgeable individuals. The limited Phase II ESA will consist of soil sampling at locations being advanced as part of the geotechnical investigation described in the 10 February 2017 geotechnical proposal.

**Golder Associates Ltd.**

590 McKay Avenue, Suite 300, Kelowna, British Columbia, Canada V1Y 5A8  
Tel: +1 (250) 860 8424 Fax: +1 (250) 860 9874 www.golder.com

Golder Associates: Operations in Africa, Asia, Australasia, Europe, North America and South America

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Environmental site assessments are usually conducted in two stages in British Columbia. The first stage (Phase I ESA) uses existing sources of information to assess whether the past or present generation, use, storage or disposal of hazardous substances may have occurred on the Site and/or on surrounding properties. The Phase I ESA also determines whether such activities may have developed a significant potential to cause soil, soil vapour, sediment and/or groundwater contamination at the Site, and the associated potential contaminants of concern (PCOCs) associated with these activities. Should issues of potential environmental concern be identified during the first stage, a second stage of investigation (Phase II ESA) would be recommended. A Phase II ESA generally consists of targeted subsurface investigations, including the chemical analyses of soil, soil vapour, sediment and/or groundwater collected from the Site, and the interpretation of the analytical results, to define the presence or absence of contamination at each potential issue of potential environmental concern.

## 1.0 SCOPE OF WORK – LIMITED PHASE I ESA (DESKTOP STUDY)

The scope of work for the proposed limited Phase I ESA will be conducted in general accordance with Canadian Standards Association (“CSA”) Standard Z768-01, *Phase I Environmental Site Assessment* (reaffirmed 2014) for the purpose of identifying actual and potential contamination at the Site. Since the Site is a vacant lot, the proposed scope of work for this Site will be limited in the records searches completed; however, at this time, a Site reconnaissance will not be completed. The Site will be visited during the Phase II ESA and observations about the Site will be recorded at that time. A detailed scope of work for the limited Phase I ESA is provided in Attachment A.

The limited Phase I ESA activities will consist of the following:

- Reviewing readily available records to collect data on past and present activities on the Site. Records requiring a civic address search will be made using the civic address provided to Golder by The Village.
- Interviewing knowledgeable individual(s) to corroborate or augment the information gathered from the records review.
- Evaluating the information from the records review, and interviews and summarize the results in a standalone letter report.

Brief descriptions of these activities are provided in the following sections.

### Records Review

Requests will be made to obtain readily available, relevant records for the Site, including the following:

- Aerial photographs showing historic and current land use for the Site and neighbouring properties.
- Property-use records for the Site and/or surrounding area (Fire Insurance Plans, City Directories).

- Previous environmental, geological, or geotechnical reports for the Site (where readily available)<sup>1</sup>.
- Regulatory information from BC Ministry of Environment Contaminated Sites Regulation (CSR) Site Registry.
- Available reports and property use files from the Village.
- Current and Historical Certificates of Title.
- Available Site plans (if provided by the Client).

### Site Interview(s)

Golder will interview person(s) with available information on past and present activities conducted at the Site that can be used to identify issues of potential environmental concern. These persons may include Village employees, and/or other local resident with knowledge of historical Site activities.

### Reporting

Golder will prepare a standalone letter report summarizing the results of the limited Phase I ESA.

## 2.0 SCOPE OF WORK – LIMITED PHASE II ESA (SUBSURFACE SOIL)

Phase II ESA investigations are typically conducted following the Phase I ESA to define the presence or absence of contamination at the issue of potential environmental concern identified in the Phase I ESA. Based on information from The Village, Golder understands that the historical fuel tanks is the only issue of potential environmental concern at the Site at this time.

The cost estimate to collect environmental soil samples assumes that the environmental soil sampling is concurrently with the geotechnical investigation. The following assumptions have been made to prepare the cost estimate for the Phase II ESA investigations:

- The number and location of the proposed geotechnical test pit locations<sup>2</sup> are considered to be adequate to investigate the subsurface conditions from an environmental assessment perspective and additional sampling locations are therefore not proposed at this time.
- Environmental sampling will completed in accordance with Golder and industry standard field procedures.
- At each test pit, two soil samples will be submitted for chemical analysis of petroleum hydrocarbons parameters, including benzene, toluene, ethylbenzene, and xylenes (BTEX) and volatile petroleum hydrocarbons (VPH), extractable petroleum hydrocarbons (EPH), light and heavy extractable petroleum hydrocarbons (LEPH/HEPH), and polycyclic aromatic hydrocarbons (PAH).

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<sup>1</sup> Golder is not aware of any previous environmental reports relating to the Site. If additional environmental reports are located during the record review, and if Golder judges that we should consult these reports as part of the Phase I ESA, additional charges may apply to review these reports and incorporate the information into the Phase I ESA report.

<sup>2</sup> We understand that there will be four test pits advanced at Site #2 for the geotechnical assessment.

- At this time, the environmental sampling will be limited to sampling soil at the Site; collection of vapour and/or groundwater is not proposed at this time.
- The results of the limited Phase II ESA will be provided a section of the geotechnical report, including sampling methods, field observations, analytical results compared against the applicable BC Ministry of Environmental Contaminated Sites Regulation (CSR) standards, and any recommendations that are warranted.

Should the results of the Phase I ESA identify additional issues of potential environmental concern, Golder will notify the Client to discuss additional sampling. In addition, should the location of the issues of potential environmental concern and/or potential fuel tanks not coincide with the proposed geotechnical test pits, Golder will discuss with the Client and Golder geotechnical staff the option of moving the test pit locations and/or excavating additional test pits.

### 3.0 COST ESTIMATE AND SCHEDULE

We will conduct the proposed scope of work for the approximate costs provided in Table 1 and Table 2. Our invoices will be based on the actual time and expenses accrued per our attached *Schedule of Fees*. Payment terms and other conditions pertinent to our work are presented in the attached *Authorization to Proceed and Consulting Services Agreement* or as otherwise mutually agreed. Golder's Phase I ESA Limitations are provided in Attachment B.

We will initiate the project as soon as we receive a signed *Agreement*. The timelines presented in Table 1 and Table 2 present an approximate project schedule based on the number of weeks to complete a task after project initiation. This should not be construed as a fixed set of milestone dates.

**Table 1: Cost Estimate and Schedule, Phase I ESA (Desktop)**

Task	Description	Fees	Disbursements	Timeline
1	Phase I ESA (Desktop)	\$3,300	\$440	Week 3
<b>Total (excluding applicable taxes)</b>		<b>\$3,740</b>		

Golder can start the Phase I ESA records review upon receipt of your written authorization to proceed. A verbal or email summary of the Phase I ESA will be provided prior to the field investigations. The final letter report for the limited Phase I ESA/Desktop Study will be provided approximately three weeks following authorization to proceed.

**Table 2: Cost Estimate and Schedule, Limited Phase II ESA**

Task	Description	Fees*	Disbursements*	Timeline
1	Field Investigation	\$650	\$400	Week 2
2	Laboratory Testing	-	\$1,350	Week 4
3	Data Analysis and Reporting	\$2,800	-	Week 5
<i>Sub-total</i>		<i>\$3,450</i>	<i>\$1,750</i>	
<b>Total (excluding applicable taxes)</b>		<b>\$5,200</b>		

\* Assumes that the environmental and geotechnical field investigations are conducted concurrently.

Should additional issues of potential environmental concern be identified as part of the Phase I ESA or adversely impacted soil or groundwater be identified, the scope of work and associated costs would be modified to reflect the required scope of work. In addition to the assumptions above, the following assumptions have been made in this work plan.

- All assumptions from Golder's proposal for the geotechnical investigation described above are carried forward.
- Golder assumes that The Village will provide will provide a civic address for the Site for the purpose of records review. If The Village does not provide a civic address before the review is completed, Golder will use the plan address (Lot D, Plan 29458, District Lot 423).
- The limited Phase II ESA will be conducted concurrently with the geotechnical investigations, and costs associated with the test pitting program (i.e., excavator contractor, utility locates) are included in the geotechnical investigation proposal.
- The scope of work does not include the horizontal or vertical delineation of potential soil contamination that may be identified during the Phase II ESA work and/or assessment of groundwater or vapour quality.

#### 4.0 CLOSURE

Golder is pleased to have the opportunity to submit this proposal to the Village of Ashcroft, and we look forward to working with you. If the terms of this proposal are acceptable to you, please return a signed copy of the *Authorization to Proceed and Consulting Services Agreement*. Please do not hesitate to contact us if you have any questions.

Yours truly,

**GOLDER ASSOCIATES LTD.**



Kathleen Edwards, EIT  
Environmental Engineer

KE/DVA/kv



Darlene Atkinson, MSc, PEng  
Associate, Environmental Engineer

Attachments: Attachment A – Limited Phase I ESA Detailed Scope of Work  
Attachment B – Standard Phase I ESA Proposal Limitations  
Attachment C – 2017 Schedule of Fees  
Attachment D – Authorization to Proceed and Consulting Services Agreement

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# **ATTACHMENT A**

## **Limited Phase I ESA Detailed Scope of Work**



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## SCOPE OF WORK

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### Introduction

The following provides a description of the scope of the proposed limited Phase I Environmental Site Assessment ("Phase I ESA") to be completed in general accordance with the Canadian Standards Association ("CSA") Standard Z768-01, *Phase I Environmental Site Assessment* (reaffirmed 2014). For this limited Phase I ESA, Golder proposes completing a limited records review; however, a Site reconnaissance will not be completed since the Site is currently a parking lot and no buildings are currently present on the Site.

### Records Review

To collect data on past and present activities on the Site, Golder will review and summarize readily available records pertaining to the Site, dating back to the first developed use of the Site. The records review is designed to provide Golder with an understanding of the Site's uses and history, provide information about possible sources of Site contamination, and document facts about actual contamination, if present.

Golder will document each source of information examined in the records review, even if a source reveals nil findings or no response is received.

The following record types will be included in the review. Where indicated, the same types of records will also be reviewed for adjoining properties, as mandated by Standard Z768-01.

- **Aerial Photographs.** Golder will review available aerial photographs to help gain an understanding of the development history of the Site and adjoining properties, and to identify potentially contaminating activities at the Site and in the surrounding area. Historical aerial photographs can provide a record of Site development, often revealing such features as storage tanks, old landfills, former building locations, or other structures that have been removed or destroyed. Where possible, Golder will obtain photographs taken at approximately 10-year intervals.
- **Property-Use Records.** Property-use records may provide insight into the potential presence of contamination. The following property-use records will be reviewed for the Site and neighbouring properties, if available:
  - **Insurance records.** Fire insurance plans, property underwriters' reports and property underwriters' plans for the Site will be reviewed, if readily available, to determine general land-use history. The chronological coverage of these documents will vary depending on Site location and historical and current land uses.
  - **City directories.** Golder will review readily available city directories to develop an understanding of the historical occupancy of the Site and adjacent properties back to the date of the Site's first developed use or to the extent that the available information allows.
  - **Title Information.** Golder will review current and historical title information.



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## SCOPE OF WORK

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- **Previous Environmental Reports.** If previous environmental reports for the Site (e.g., Phase I ESA, Phase II ESA, asbestos inventory) are provided by the Client, Golder will consult them to develop an understanding of the issues previously identified for the Site and neighbouring sites. The reports consulted may include relevant geological and geotechnical reports, if these are provided by the Client. Golder will summarize findings from previous reports that indicate potential environmental concern.
- **Regulatory Information.** Golder will send requests for the following publicly available Site information to provincial/territorial environmental regulators, municipal offices, and other relevant regulatory agencies:
  - BC Ministry of Environment (MoE): BC MoE Site Registry records that may document previously identified activities of environmental concern, previous environmental investigations and the status of remediation work (if any); past, pending, outstanding, or continuing prosecutions, work orders, or control orders, or complaints related to environmental compliance that may affect the condition of the Site; and, violations of environmental statutes, regulations, by-laws, approvals, or permits that may impact the condition of the Site.
  - Village of Ashcroft: Golder will attempt to request copies of previous environmental investigations and property use files from the Village of Ashcroft, if available within the timeframe of the limited Phase I ESA.
- **Site Plans.** Golder will review past and/or present Site plans if these are provided by the Client or Site Representative.
- **Local Information Sources.** The Museum may be consulted for historical information about the Site. Information that may be available includes photographs, maps, and newspaper clippings.

### Interview(s)

The Site Assessor will interview one or more individuals identified by the Client as having specific, credible knowledge of current and, if practical, past Site operations and environmental conditions. The purpose of the interview(s) will be to corroborate and/or augment the information gathered from the records review. The interview may also be used to provide information useful for planning the Site visit or, more commonly, to corroborate information from the Site visit. The Site Assessor will follow Golder's standard Phase I ESA questionnaire to ensure that all relevant points are addressed.

At the discretion of the Site Assessor, Golder may also request to interview (1) a third party such as a neighbour of the property or a former employee, or (2) a government official with knowledge of the Site (e.g., public health department, fire department, or other).

**MEMO TO: Mayor Jeyes & Council**

**MEMO FROM: Michelle Allen, Chief Administrative Officer**

**DATE: March 8, 2017**

**SUBJECT: EMERGENCY TRAINING EXERCISE – OFFICE CLOSURE**

**Background**

Every year the Village of Ashcroft hosts an emergency training tabletop exercise with senior staff and representatives from regional agencies. The exercise is an opportunity for everyone to meet face to face and to discuss their various roles during an emergency.

**Discussion**

Every spring Jason Tomlin from TNRD organizes a tabletop exercise for senior staff and regional agencies. A different form of emergency (i.e.: fire, flooding, derailment, etc.) is chosen each year and the group works through the various steps that would be required should a similar incident actually occur.

This year Administration is proposing that the tabletop exercise be limited to Village employees and take the form of a brain storming exercise. While senior staff and members of Council regularly attend training sessions, should an actual emergency take place all employees would be involved, and most would not know what the procedures, protocols and their expectations would be.

During an emergency there are a number of tasks that our employees would be responsible for and it is important that we come together as a team and discuss how an emergency would be handled. Jason will act as the facilitator for the event.

Administration is recommending that the Village Office be closed the morning of Wednesday, April 12 to allow all employees to attend the training exercise. This closure will be included in the March newsletter, on the website, ads will be placed in the Journal and the office answering machine message will have the closure information. The after-hours emergency on-call phone number will be advertised as the number to use should an emergency arise.

**Recommendation**

Administration is requesting authorization of Council to close the Village Office on Wednesday, April 12 from 8:00 am – 1:00 pm to allow all employees to attend an emergency training exercise and further that this closure be advertised to the public.

Respectfully submitted,



J. Michelle Allen,  
Chief Administrative Officer

**THE CORPORATION OF THE VILLAGE OF ASHCROFT  
BYLAW NO. 810**

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A Bylaw to repeal Bylaws known to be no longer relevant to the business of the Village of Ashcroft.

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WHEREAS a municipal council may, by bylaw, repeal existing bylaws pursuant to section 137(1)(b) of the Community Charter.

NOW THEREFORE the Council of the Corporation of the Village of Ashcroft, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "Village of Ashcroft Repeal Bylaw No. 810, 2017."
2. That Bylaw No. 2, cited as "Ashcroft Elections By-Law No. 2 of 1952.", and all amendments thereto, are hereby repealed.
3. That Bylaw No. 4, cited as "The Village of Ashcroft Sanitary Regulations By-Law No. 4 of 1952.", and all amendments thereto, are hereby repealed.
4. That Bylaw No. 5, cited as "Kamloops District Health Unit Confirmation By-Law No. 5 of 1952.", and all amendments thereto, are hereby repealed.
5. That Bylaw No. 9A, cited as "Meat Inspection By-Law, 1952.", and all amendments thereto, are hereby repealed.
6. That Bylaw No. 22, cited as "Village of Ashcroft Raw Milk By-Law No. 22 of 1956.", and all amendments thereto, are hereby repealed.
7. That Bylaw No. 26, cited as "Village of Ashcroft Milk Regulations By-law No. 26, 1957.", and all amendments thereto, are hereby repealed.
8. That Bylaw No. 28, cited as "Village of Ashcroft General-maintenance Employee By-law No. 28, 1957.", and all amendments thereto, are hereby repealed.
9. That Bylaw No. 87, cited as "House Numbers By-Law No. 87, 1964.", and all amendments thereto, are hereby repealed.
10. That Bylaw No. 107, cited as "Ambulance By-Law, 1966.", and all amendments thereto, are hereby repealed.
11. That Bylaw No. 109, cited as "Meat Inspection and Regulation By-Law No. 109, 1966.", and all amendments thereto, are hereby repealed.
12. That Bylaw No. 132, cited as "Village of Ashcroft Pool-Room By-Law No. 132, 1968.", and all amendments thereto, are hereby repealed.
13. That Bylaw No. 143, cited as "Authorization of Sunday Sports By-Law No. 143, 1969.", and all amendments thereto, are hereby repealed.
14. That Bylaw No. 154, cited as "Mobile Building Occupancy Fees By-Law No. 154, 1970", and all amendments thereto, are hereby repealed.

15. That Bylaw No. 181, cited as "Village of Ashcroft Development Area By-Law No. 181, 1972.", and all amendments thereto, are hereby repealed.
16. That Bylaw No. 202, cited as "Village of Ashcroft Public Swimming Pool Regulation By-Law No. 202, 1973.", and all amendments thereto, are hereby repealed.
17. That Bylaw No. 211, cited as "The Corporation of the Village of Ashcroft Rezoning and Land Use Contract Fee By-Law No. 211, 1973.", and all amendments thereto, are hereby repealed.
18. That Bylaw No. 217, cited as "Village of Ashcroft Development Area By-Law No. 217, 1974.", and all amendments thereto, are hereby repealed.
19. That Bylaw No. 249, cited as "Village of Ashcroft Shop Regulations By-Law No. 249, 1975.", and all amendments thereto, are hereby repealed.
20. That Bylaw No. 275, cited as "Arrear and Delinquent Taxes Interest By-Law No. 275, 1976.", and all amendments thereto, are hereby repealed.
21. That Bylaw No. 305, cited as "The Corporation of the Village of Ashcroft Municipal Employee Disclosure By-law No. 305, 1978.", and all amendments thereto, are hereby repealed.
22. That Bylaw No. 368, cited as "Corporation of the Village of Ashcroft Noxious Weed Control Bylaw No. 368, 1980.", and all amendments thereto, are hereby repealed.
23. That Bylaw No. 373, cited as "The Corporation of the Village of Ashcroft Holiday Shopping Regulation Bylaw No. 373, 1980.", and all amendments thereto, are hereby repealed.
24. That Bylaw No. 515, cited as "Cemetery Bylaw No. 515", and all amendments thereto, are hereby repealed.
25. That Bylaw No. 588, cited as "Village of Ashcroft Indemnification Against Proceedings Bylaw No. 588, 1994", and all amendments thereto, are hereby repealed.
26. That Bylaw No. 622, cited as "Smoking Control Bylaw No. 622, 1996", and all amendments thereto, are hereby repealed.

READ A FIRST TIME THIS	DAY OF	, 2017
RAD A SECOND TIME THIS	DAY OF	, 2017
READ A THIRD TIME THIS	DAY OF	, 2017
RECONSIDERED AND ADOPTED THIS	DAY OF	, 2017

---

John C. (Jack) Jeyes, Mayor

---

J. Michelle Allen, Chief Administrative Officer

Certified to be a true and correct copy of  
Bylaw No. 810 as adopted by Council.

---

J. Michelle Allen, Chief Administrative Officer  
WR/kw

**INFORMATION CORRESPONDENCE  
FOR THE MARCH 13, 2017 COUNCIL MEETING**

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Bridging to Literacy

- Thank you for sponsoring the Free Family Skate for Family Literacy Week

TNRD

- TNRD Remains on MMBC Waitlist

Wilderness Committee National Office

- Publication

BC Elected Officials Guide

Municipal World Publication March 2017

/kw

January 26, 2017

Village of Ashcroft  
PO Box 129  
Ashcroft, BC V0K 1A0

**Attention: Mayor Jack Jeyes**

Dear Mayor Jeyes:

**Subject: Drylands Arena Energy Efficiency Upgrade  
Community Halls and Recreation Facilities Program  
Northern Development Project Number 4061 40**

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

I am pleased to advise you that the Community Halls and Recreation Facilities application from the Village of Ashcroft for the 'Drylands Arena Energy Efficiency Upgrade' project has been approved for a grant of up to \$30,000 from the Cariboo-Chilcotin/Lillooet Regional Development Account on January 17, 2017, subject to confirmation of other funding sources.

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

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

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

Sincerely,



Joel McKay  
Chief Executive Officer

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

RECEIVED

JAN 31 2017

The Corporation  
Village of Ashcroft



301 - 1268 Fifth Avenue  
Prince George, BC V2L 3L2  
Tel: 250-561-2525  
Fax: 250-561-2563  
info@northernddevelopment.bc.ca  
www.northernddevelopment.bc.ca

February 14, 2017

**CONFIDENTIAL**

Village of Ashcroft  
PO Box 129  
Ashcroft, BC V0K 1A0

**Attention: Mayor Jack Jeyes**

Dear Mayor Jeyes:

**Subject: 2017 Love Northern BC Program - Annual Marketing Funding  
Love Ashcroft  
Northern Development Project Number 4827 20**

Thank you for your application to Northern Development's Love Northern BC program to access \$1,200 in annual marketing funding in support of your small independent locally-own businesses participating in Love Ashcroft.

Northern Development is pleased to advise you that your application for 2017 has been approved in the amount of \$1,200. Enclosed is our cheque.

We will require your project report that details how the 2017 annual marketing funds were used to support the small independent locally-own businesses that are participating in Love Ashcroft. This project report must be submitted to our office by January 31<sup>st</sup>, 2018 on Northern Development's reporting form. Please be advised that in order to apply for subsequent annual marketing funding through the Love Northern BC program, we will require your completed reporting for the previous year.

We will email you a copy of the project reporting form in November, and if you have any questions, please contact [info@northernddevelopment.bc.ca](mailto:info@northernddevelopment.bc.ca).

We wish you every success with your marketing efforts in 2017 and we look forward to supporting you and seeing the results having a positive impact on your local small business based economy.

Sincerely,

Joel McKay  
Chief Executive Officer

FEB 21 2017

c: Michelle Allen, Chief Administrative Officer, Village of Ashcroft  
Wayne Robinson, Deputy Corporate Officer, Village of Ashcroft and Village of Ashcroft Community Champion  
**The Corporation  
Village of Ashcroft**

**Gold Country Communities Society  
Regular Meeting Agenda  
Tuesday February 21, 2017  
10:30 am at Village of Ashcroft Chambers  
601 Bancroft St**

**Thank you to the Village of Ashcroft for providing the meeting space**

**In attendance:**

Chair, Steven Rice, TNRD I, Blue Sky Country  
Vice Chair, Randy Murray, TNRD Area M, Beautiful Nicola Valley North  
Treasurer, Charlie Weir, District of Logan Lake, Councillor  
Secretary, Diana Guerin, Village of Clinton, Councillor  
Director, Lisa Dafoe, Village of Cache Creek, Councillor  
Director, Alfie Trill, Village of Ashcroft, Councillor  
Director, Alice Durksen, Ashcroft Chamber of Commerce  
Director, Yvette May, Clinton Museum, Spirit of Clinton  
Director, Barbara Wiebe, District of Lillooet, Councillor  
Director, Ginny Prowal, City of Merritt, Councillor  
Director, Will George, City of Merritt, Economic Development and Tourism Manager  
Director, Deb Arnott, TNRD Area I, Blue Sky Country, Community Futures Sun Country  
Director, Ronaye Elliot, TNRD J, Copper Desert Country  
Director, Etelka Gillespie, TNRD Area N, Beautiful Nicola Valley South, City of Merritt  
Chamber of Commerce  
Director, Gerome Garcia, Urban Coyote Enterprises Inc., Merritt  
Staff, Terri Hadwin, Chief Operating Officer  
Staff, Kat Chatten, Administrative Assistant  
Guest: Maria Mazzotta, District of Logan Lake, Corporate Officer

**Regrets:**

Director, Sally Watson, TNRD Area E, Bonaparte Plateau, TNRD  
Director, Terry Raymond, TNRD J, Copper Desert Country, Director FRVD Area A

**Absent:**

Director, Melody Thacker, District of Lillooet, Chamber of Commerce  
Director, Bernice Molyneux, Logan Lake Information Centre  
Director, Ian Hay, Village of Lytton, Councillor  
Director, Ken Huber, TNRD Area E, Bonaparte Plateau, BC Horseman  
Director, Herb Graham, TNRD Area N, Beautiful Nicola Valley South

**1) Call to order**

By Chair Steve at 10:36

**2) Approval of Agenda of February 21, 2017**

MOTION: To adopt the agenda by Lisa Dafoe/Diana Guerin. Carried unanimously.

3) **Approval of Minutes**

To adopt the minutes of the Regular Meeting – November 15, 2016  
(Attachment A)

MOTION: by Lisa Dafoe/Diana Guerin. Carried unanimously.

4) **Approval of Executive Committee Meeting Minutes**

To adopt the minutes of the Regular Meeting – January 25, 2017  
(Attachment B)

MOTION: by Diana Guerin /Lisa Dafoe. Carried unanimously.

5) **Business Arising from Minutes**

**Status and Action**

- a) Online Banking is in place. Most transactions cannot be done online, so there is still a need to write cheques.
- b) Suggestions given for Hwy Stops of Interest that were submitted to us were sent in for nominations of spots.
- c) Management of the Visitor Info Centre has been proposed to the Village of Cache Creek for the summer season of 2017. We should be notified shortly after February 27<sup>th</sup> if we will continue this management contract.

- d) Tourism symposium committee suggests that: “Gold Country host a 3<sup>rd</sup> Annual Symposium in a community within the Northern portion of GC in an effort to be inclusive of our entire Gold Country region, within a community that can support the event with a financial contribution of a minimum of \$2500 and facilities provided at no cost. A fee of \$75 will be charged to attendees to enjoy meals provided.”

MOTION: To move forward with Symposium Committee suggestion for 3<sup>rd</sup> Annual Symposium by Etelka Gillespie/Diana Guerin. Carried unanimously.

MOTION: Date of the 3<sup>rd</sup> Symposium is TBD. Spring, April or May 2018, with preference for May. Merge the Symposium with Annual FAM tour. Firm date and Community Council interest of hosting, will be approved at the AGM by Alice Durksen/Lisa Dafoe. Carried Unanimously.

Note: no conflict with political events or tourism events

- e) Gold Country reinvested GIC with Interior Savings for an 18 month term.

6) **Reports**

**Chief Operating Officer Report**

- a) Membership from Merritt, Lillooet and Logan Lake contracts have been renewed for 2017. Logan Lake has agreed to a 3 year term commitment, ending in 2020. Merritt is in it's second year of a 3 year term commitment and Lillooet has agreed to a 1 year term commitment.
- b) Rural Dividend Funding for the “Future Building Feasibility Study” and completion of the “Gold Country Business Plan” has been approved for \$10,000. Bid for Tender will be posted online for contract position.  
Notes: Send to the entire Board
- c) \$35,000 was approved for Marketing Initiatives from Destination BC, NDIT approved \$2500 for 5<sup>th</sup> Annual Geocaching event.

- d) Grant writing in 2016, project requests \$450,500. Approved, \$202,000. Pending, \$188,000. Denied, \$60,500
- e) We are actively looking for interested groups to hold WorldHost seminars.
- f) First Geocaching Volunteer meeting took place beginning of February with active interest to hide geocaches and help on the days of the event in September.
- g) Geocaching.com has contacted us to see if we have an interest to activate 8 more geocaches to be rounded up to 150 geotour caches to celebrate Canada 150. This is a very tempting idea, but we do not have the human resources or funding to currently make this possible. Terri will seek funding and ask for volunteer help to try to make this a possibility.  
TNRD Directors Randy and Ronaye expressed interest to put forward \$12,000 to create 8 geocaches.
- h) 6 new vignettes have been released since the last Board Meeting. Be sure to visit our YouTube Page.
- i) Gold Country staff was present at the Indigenous Tourism forum in Kamloops. Was an informative session on what Aboriginal Tourism BC, (ATBC) and TOTA are doing to work towards increasing First Nations tourism ready products and promotion of ready to market products. It appears that there is a lot of active interest from entrepreneurs.
- j) We have been communicating with “Bead Trails” and they are actively interested in expanding to our area. Gold Country will create a Gold Country bead and will work closely with the “Bead Trail” organization to create interest in local businesses to look into creating their own bead and be a part of this marketing tool. See <https://beadtrails.com/> for more info on this initiative.  
TNRD Director Herb Graham expressed interest to put forward \$2000 to support BeadTrails Initiative.
- k) GCCS staff attended Portland Sportsman Tradeshow. Although it was a valuable experience where we distributed close to 250 Gold Country brochures, 70 Route 97 and 80 Gold Rush Trail brochures, we found the American border crossing to be challenging in regards to bringing display items and a limit on brochure values. We would not likely do an American show again in the near future.
- l) 2<sup>nd</sup> Edition of Trail Guide and Highway signage projects are nearly complete, in a large part to Kat’s initiative as the Project Lead.
- m) As a request from our stakeholders at the 2<sup>nd</sup> annual symposium, Gold Country is working towards providing a greater cohesiveness with event planning and promotion through the region. GCCS staff facilitated an Event Coordinator Collaboration forum. With 12 participants and representation from nearly every GC community, we felt the day to be a success. A survey was distributed and all that have responded feel that it is something they would like to continue to happen in the future.

**7) Financial Reports (Attachment C)**

- i) MOTION: To approve the financial reports of Gold Country Communities Society Comparative Balance Sheet and Income Statement for January 31, 2017 as presented by Yvette May/Alice Durksen. Carried unanimously.

**8) New Business**

- a) Deb Arnott gave a report on Agritourism website Buy Local Website and pamphlet, Expand Spences Bridge and Lillooet be included in this year. Next year, (next phase) to expand even farther.

- b) Finance Committee recommends that the 2016 Year End Financials and the 2017 Year End Financials, have a “Review of Engagement” performed by Key Financials Group.  
MOTION: Alice Durksen/Lisa Dafoe. Carried unanimously.
- c) Request for change in Bylaws to include a First Nations representative be a part of the Executive Committee. Current Bylaw states under Part 1 Definitions (j) The term “Executive” means the Chair, Vice Chair, Treasurer, Secretary and a Director at Large. This will need to be included in the AGM (May 2017) if the change to Bylaws is to take place.  
MOTION: That suggested changes to the bylaw are put forward so that Part 1 (j) The term “Executive” means the Chair, Vice Chair, Treasurer, Secretary, Aboriginal Director and two Directors at Large.

Ian Hay will be requested to review Bylaws to ensure we are following New Society Act.

Diana Guerin has volunteered to be head of nominations for Board of Directors for the 2017 year.

- d) Steven Rice has informed us that Info Centres can qualify for Gas tax funding.  
e) McAbee Rural Dividend funding approved. Contract position to create a business plan. To be completed by 3<sup>rd</sup> week of March.

9) **Date and Location for next Board Meeting**  
Clinton May 9<sup>th</sup> at 10:30am. Location TBD.

10) **Adjournment of meeting**  
By Diana Guerin at 12:15



## Free Disposal Day & HHW Round-Up Events - 2017

Residents may bring **ONE FREE LOAD PER HOUSHOLD** to their local Eco-Depot or Transfer Station on event day. One load is defined as a maximum of one 8 foot pick-up truck box OR one 8' foot trailer. Residents can save money on materials normally charged disposal fees for such as cooling appliances, tires on rim, mattresses, furniture, demolition/construction waste, wood waste, roofing shingles, and household garbage.

The free load on Free Disposal Day applies to residential customers only. Regular disposal fees apply for all business/commercial loads.

2017 Free Disposal Day Schedule				
Kamloops Surrounding Area		Western TNRD		
Saturday April 8	Sunday April 9	Saturday April 22	Sunday April 23	
South Thompson Heffley Creek Knutsford Paul Lake	Black Pines Lac le Jeune Tranquille Savona Westwold	Lytton Clinton Cache Creek Loon Lake 70 Mile	Spence's Bridge	
North Thompson		Nicola Valley		
Saturday April 29	Sunday April 30	Thursday May 4	Saturday May 6	Sunday May 7
Clearwater Louis Creek	Agate Bay Blue River Eagan Lake Vavenby Little Fort	Aspen Grove	Lower Nicola Logan Lake	Brookmere

As an added service, sites that normally accept only bagged household garbage and recycling will also accept furniture, mattresses, scrap metal tires, and small loads of demolition/construction waste. Residents are reminded to **tarp and secure loads** before leaving home! Unsecured material is a hazard and fines can be issued for failing to secure loads. As per Bylaw 2465, an unsecured load may be penalized with a fine of up to \$100.00 per incidence.

2017 HHW Round-Up Events		
Saturday, April 22	Saturday, May 6	Saturday, June 3
Ashcroft/Cache Creek	Merritt	Kamloops

Household Hazardous Waste (HHW) is material labeled, corrosive, poisonous, ignitable, or toxic. Examples include adhesives, paint thinners, chemicals, cleaners, mercury, antifreeze, herbicides, pesticides, paint, oils, and gasoline. This material should **NEVER** be put into the garbage. During the Household Hazardous Waste Round-Up, residents are welcome to bring these hard to dispose of items to the event nearest them for safe and environmentally friendly disposal. **This event is for residential waste only.** Business and commercial hazardous waste will not be accepted.

Targeted advertising for both free disposal days and HHW round-ups will be done closer to the event.

**WELLNESS & HEALTH ACTION COALITION**  
**MINUTES OF REGULAR MEETING**  
**February 20, 2017**

**Present:** Fran White (Acting Chair), David Durksen (Vice Chair), Ron Hood (Recording Secretary), Alice Durksen, Chellie Dickinson, Reta Robertson, Shirley Dobson, Jack Jeyes, Shirley Holowchuk, Esther Lang, Jane Flaherty, Susan Swan, Dorothy Winfrey, Phyllis Rainey, Wendy Coomber, Sheila Corneillie.

**Regrets:** - .

1. Meeting called to order at 2 PM.
2. **APPROVAL OF AGENDA:** motion to accept the agenda as amended, **carried**.
3. **MINUTES of Regular Meeting of January 16<sup>th</sup>, 2017:** motion to approve, **carried**.
4. **ONGOING BUSINESS:**
  - a. **PHYSICIANS:** no updates.
  - b. **Health Living Strategic Plan:** Clinton and Cache Creek are waiting for contact from IH to initiate a partnership agreement; Ashcroft is waiting to start the process; when all 3 have established partnership agreements we will pursue a coordinated approach to developing a regionalized plan.
5. **REPORTS:**
  - a. **MEMBERSHIP REPORT:** As at this meeting we have 49 paid-up members and 9 on the “VIP” list. (Note: That’s an increase of 1 that previously got left off the list.)
  - b. **FINANCIAL REPORT:** Including today’s activities, with no additional expenses and some new memberships, a balance of \$1,310.51. (No change, and has been balanced with CRS books.)
  - c. **CHAPTER COORDINATOR:** Chellie reported that the Rural and Remote Division is seeking ways and means to match senior and beginning physicians into joint locums, for training and experience. The budget to introduce pharmacists into patient care with the doctors is going to the board next week. Also, the movement has started that will establish local action teams to develop the primary care “home” required to meet delivery standards.
  - d. **MENTAL HEALTH:** The local action team has held its first community information and interaction meeting. Agenda items included a restorative justice system to deal with young offenders, and transportation issues. (It has been recognized that clients are often unable to access programs because of a lack of public transportation, particularly for Cache Creek clients.) **MOTION** to support the Child & Youth Mental Health Local Action Team in encouraging Cache Creek to reconsider participation in the community bus program. **CARRIED**.
  - e. **CLINTON:** Susan reported that the Assisted Living Society has received a potential boost in that agreement has been reached to demolish the old school (that cannot be reused because of asbestos issues) and free up the land for an assisted living complex. The clinic’s nurse has announced her retirement – IH staff, including Berni Easson, will be making a presentation to council concerning replacement.
  - f. **MPRRS COMMITTEE:** (Medical Professional Recruitment and Retention Strategy) – no new information, other than that concerns still exist over staffing.
  - g. **PRIMARY CARE DEFINITION COMMITTEE:** no initial report yet from this newly formed committee, but items “h”, “i” and “j” to follow deal with this issue.

- h. **MEETING WITH MLA JANUARY 19<sup>TH</sup>:** As reported in the last minutes, this meeting resulted in MLA Jackie Tegart offering to arrange a meeting with Secretary of State for Rural Economic Development Donna Barnett. (See item “j”.)
- i. **PRIMARY & COMMUNITY CARE WORKSHOP JANUARY 26<sup>TH</sup>:** David and Ron attended this workshop in Kelowna which was sponsored by IH, the Ministry of Health, and Doctors of BC. The information presented was the result of sub-committees of those 3 organizations working to define “primary care” as seen by the health care system. Although unofficial (a work in progress) it was obvious that their direction matched the direction that WHAC is seeking for the establishing of a primary care system. Very encouraging for us.
- j. **MEETING WITH MLA AND MINISTER BARNETT JANUARY 27<sup>TH</sup>:** This meeting resulted in Minister Barnett asking for a proposal from the WHAC to request a pilot project in rural primary care delivery. That proposal, entitled “What Comes Next?”, was presented to MLA Tegart and Minister Barnett on February 3<sup>rd</sup>, and is available for viewing on our website, whac-chb.ca.
- k. **PVN (PATIENT VOICES NETWORK) LABORATORY SERVICES ORIENTATION:** David participated by conference call in this presentation which is intended to seek an improvement in access to health care information and services. Further meetings are planned for March and April.
- l. **ANNUAL PROVINCIAL DIALOGUE ON HEALTH:** David has been invited to be a delegate to these sessions to be held February 28<sup>th</sup> and March 1<sup>st</sup> in Vancouver.

**7. NEW BUSINESS:**

**a. WORKSHOPS PENDING:**

- i. Feb 28 - B.C. Ministry of Health Patients as Partners 2017 Annual Dialogue, Vancouver – David has been registered for this.
- ii. Apr 27 – Community-Led Health Services Coalition, Kelowna. Ron & David will attend, expenses will be paid by workshop.

**b. HEALTH, EDUCATION AND CAREER FAIR MARCH 14<sup>TH</sup>:** Sponsored by the Bonaparte Band, to be held in the Cache Creek Community Hall. **AGREED** that we should participate. Volunteers will be needed to staff the information table.

- 8. **ROUNDTABLE:** Phyllis expressed concern that although WHAC has been concentrating on long term solutions to health care needs, there are immediate needs, such as hospital staffing shortages, which require attention. It was suggested that such immediate needs are best dealt with through official channels, i.e. from the local governments to the Ministry and IH. (Council representatives from Ashcroft, Cache Creek and Clinton met after the meeting to discuss an approach.)
- 9. **NEXT MEETING:** Monday March 20th, 2017, 2-4 PM, hospital board room.
- 10. **Meeting adjourned:** 3:35 PM.