



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 6:00 PM ON MONDAY, MAY 10, 2021

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

CALL TO ORDER

Due to the Public Health Officer Ministerial Order M0192, the Regular Meeting of Council is closed to the public but will be broadcast by the HUB Online Network.

1. ADOPTION OF THE AGENDA

Motion to add or delete Agenda items

Motion to adopt the Agenda as presented or as amended

M/S

THAT, the Agenda for the Regular Meeting of Council held on Monday, May 10, 2021 be adopted as presented.

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Monday, April 26, 2021 <i>That, the Minutes of the Regular Meeting of Council held Monday, April 26, 2021 be adopted as presented.</i>	P. 1-4

3. DELEGATIONS

3.1		
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4. PUBLIC INPUT

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

5. BYLAWS

5.1	Inter-Community Bylaw Enforcement Bylaw No. 842, 2021 <i>That, Bylaw No. 842, cited as "Inter-Community Bylaw Enforcement Bylaw No. 842, 2021" be reconsidered and finally adopted.</i>	P. 5-8
5.2	CFO Report – Five Year Financial Plan Commencing 2021 Bylaw and Tax Rates for 2021 Bylaw	P. 9
5.3	Five Year Financial Plan Commencing 2021 Bylaw No. 843, 2021 <i>That, Council give first three readings and adopt the "Five Year Financial Plan Commencing 2021 Bylaw No. 843, 2021".</i>	P. 10-13
5.4	Tax Rates Bylaw No. 844, 2021 <i>That, Council give first three readings and adopt the "Tax Rates Bylaw No. 844, 2021".</i>	P. 14-15



6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	CAO Report – DVP Application – Thompson View Manor – Development Variance Application (DVP) <i>That, Council approves the application as presented. A notice will be placed on title advising future purchasers that this structure was approved.</i>	P. 16-30
6.2	CAO Report – TNRD (Red Cross) Wildfire Invasive Plant Program <i>That, motion R-2021-50 “That Council endorses the Village of Ashcroft to participate in the Red Cross funded TNRD Wildfire Invasive Plant Management Program for the 2021 season;” be rescinded and the Village of Ashcroft withdraw from the Invasive Species Management program.</i>	P. 31-48
6.3	DPW Report – TNRD Invasive Species Program <i>That, Council consider CUPE Local 900 feedback and not enroll in the TNRD Invasive Species Management Program at this time.</i>	P. 49-51
6.4	CFO Report – SOFI Report <i>That, Council approve the Statement of Financial Information (SOFI) for 2020.</i>	P. 52-65
FOR INFORMATION		
6.5		

7. CORRESPONDENCE

FOR ACTION		
7.1	May is Child Care Month – Proclamation <i>Motion Required</i>	P. 66-67
7.2	Informal survey to determine interest in Potential TNRD Wood Stove Exchange Program <i>Motion Required.</i>	P. 68-77
FOR INFORMATION		
7.3	TNRD Film Commission Press Release – TNFC Successful in Attracting Several Feature Films to Thompson-Nicola Region	P. 78
7.4	School District No. 74 (Gold Trail) News Release – Gold Trail Trustee Acclaimed as Branch President	P. 79
7.5	Ashcroft Fire Department – Training Officer Appointment	P. 80
7.6	Flip Chart Information Correspondence	P. 81

8. UNFINISHED BUSINESS

8.1	Task Manager	P. 82
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9. NEW BUSINESS

9.1		
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10. REPORTS/RECOMMENDATIONS FROM COMMITTEES, COTW, and COMMISSIONS

10.1	AVFD Working Group Notes – April 12, 2021	P. 83
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10.2	Community Garden – Heritage Park and Tree Assessment WG Notes – April 21, 2021	P. 84-85
10.3	Economic Development and Tourism WG Notes – April 28, 2021	P. 86-87
10.4	AVFD Working Group Notes – May 3, 2021	P. 88

11. COUNCIL REPORTS

11.1	Mayor Roden - Report	P. 89-90
11.2	Councillor Anderson	
11.3	Councillor Anstett	
11.4	Councillor Davenport	
11.5	Councillor Tuohey	

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

12.1	<i>(e) the acquisition, disposition or expropriation of land or improvements</i>	
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13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1		
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14. ADJOURNMENT



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR MINUTES

FOR THE MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 6:00 PM ON MONDAY, APRIL 26, 2021

PRESENT: Mayor, Barbara Roden
 Councillor, Marilyn Anderson
 Councillor, Jonah Anstett
 Councillor, Nadine Davenport
 Councillor, Debra Tuohey

Daniela Dyck, Chief Administrative Officer
 Yoginder Bhalla, Chief Financial Officer
 Brian Bennewith, Director of Public Works

Media – 1

EXCUSED:

CALL TO ORDER

Due to the Public Health Officer Ministerial Order M0192, the Regular Meeting of Council is closed to the public but will be livestreamed by the HUB Online Network.

Mayor Roden called the Regular Meeting of Council to order at 6:07 pm.

1. ADOPTION OF THE AGENDA

Motion to adopt the Agenda as presented or as amended

M/S Anderson / Tuohey

THAT, the Agenda for the Regular Meeting of Council held on Monday, April 26, 2021 be adopted as presented.

CARRIED – Unanimous – R-2021-94

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Monday, April 12, 2021 M/S Davenport / Anstett <i>That, the Minutes of the Regular Meeting of Council held Monday April 12, 2021 be adopted as presented.</i>	CARRIED Unanimous R-2021-95
2.2	Minutes of the Special Meeting of Council held Monday, April 12, 2021 M/S Anstett / Tuohey <i>That, the Minutes of the Special Meeting of Council held Monday April 12, 2021 be adopted as presented.</i>	CARRIED Unanimous R-2021-96

3. DELEGATIONS

3.1	N/A	
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4. PUBLIC INPUT

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

TNRD area Resident

Via phone – questions forwarded by email – attached

5. BYLAWS

5.1	<p>Inter-Community Bylaw Enforcement Bylaw No. 842 M/S Roden / Anderson <i>That, Bylaw No. 842, cited as “Inter-Community Bylaw Enforcement Bylaw No. 842, 202” be introduced and read three times.</i></p>	<p>CARRIED Unanimous R-2021-97</p>
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6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	<p>CAO Report – UBCM Local Government Development Approvals Program M/S Anstett / Anderson <i>That, Council approves the Village of Ashcroft to submit a grant application to UBCM under the Local Government Development Approvals Program to established best practices and develop innovative approaches to improve development approvals processes in Ashcroft and further that Urban Systems be approved to prepare the grant application and if approved, complete the project.</i></p>	<p>CARRIED Unanimous R-2021-98</p>
6.2	<p>CAO Report – Community Message Sign M/S Anderson / Tuohey <i>That, Council approve staff to move forward with the purchase and installation of one appropriately sized stationary Community Message Sign to be displayed near the Wagon on Highway 97C, and further that up to \$10,000 be allocated in the budget for the project.</i></p>	<p>CARRIED Unanimous R-2021-99</p>
6.3	<p>CFO Report – Purchase of Carbon Offsets M/S Anstett / Davenport <i>That, Council approves the purchase of offset credits as required by the Province of British Columbia and the Climate Action Revenue Incentive Program through the offset organization Offsetters.</i></p>	<p>CARRIED Unanimous R-2021-100</p>
FOR INFORMATION		
6.4	<p>DPW Report – Operations Update M/S Roden / Anderson <i>That the DPW Report be received for information.</i></p>	<p>CARRIED Unanimous R-2021-101</p>

7. CORRESPONDENCE

FOR ACTION		
7.1	<p>Statistics Canada – Request for Support M/S Roden / Tuohey <i>That, the Council of the Village of Ashcroft supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community.</i> Direction to staff to Include this in the next Newsletter</p>	<p>CARRIED Unanimous- R-2021-102</p>

FOR INFORMATION		
7.2	School District No. 74 – 2021 Budget Surplus Feedback	
7.3	MP Brad Vis – Letter to Minister O’Regan Supporting Industry by Planting Trees	
7.4	TNRD – Evacuation Alert Rescinded to All Clear – Electoral Areas ‘M’ & ‘N’	
7.5	CN – CN Submits Prefiling Notice of Intent with Surface Transportation Board	
7.6	Forest Enhancement Society of BC – Accomplishments Update Spring 2021	
7.7	Flip Chart Information Correspondence	
	M/S Roden / Anderson <i>That the Information Correspondence items be received and filed.</i>	CARRIED Unanimous R-2021-103

8. UNFINISHED BUSINESS

8.1	Public Art Policy – Draft Schedule B: Maintenance Plan M/S Roden / Anderson <i>That, Council approve the Public Art Policy Schedule B Maintenance Plan as presented.</i>	CARRIED Unanimous R-2021-104
8.2	Task Manager M/S Roden / Anderson <i>That the Task Manager report be received for information.</i>	CARRIED Unanimous R-2021-105

9. NEW BUSINESS

9.1	N/A	
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10. REPORTS/RECOMMENDATIONS FROM COMMITTEES, COTW, and COMMISSIONS

10.1	Joint Para-Transit Committee Meeting Minutes – April 13, 202 M/S Roden / Anstett Receive for Information Vaccination bus change of date May 4 & 6 from Cache Creek to HUB	CARRIED Unanimous R-2021-106
10.2	Bylaw Enforcement Officer Working Group Minutes – April 13, 2021 M/S Roden / Anderson Receive for information	CARRIED Unanimous R-2021-107
10.3	Emergency Response and Evacuation Plan Update Working Group Notes – April 15, 2021 M/S Roden / Davenport Receive for Information	CARRIED Unanimous R-2021-108

11. COUNCIL REPORTS

11.1	Mayor Roden - Report	
11.2	Councillor Anderson	
11.3	Councillor Anstett	
11.4	Councillor Davenport	
11.5	Councillor Tuohey	



	M/S Roden / Tuohey <i>That the Council Reports be received for Information</i>	CARRIED Unanimous R-2021-109
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12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

12.1	M/S Roden / Anstett <i>That, Council moves to a closed meeting under Section 90.1(c) labour relations or other employee relations</i>	CARRIED Unanimous R-2021-110
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13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1		
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14. ADJOURNMENT

M/S Roden / Anderson

That, the Regular Meeting of Council for April 26, 2021 be adjourned at 7:03 pm.

CARRIED – Unanimous – R-2021-112

Certified to be a true copy of the
Minutes for the Regular Meeting of
Council held Monday April 26, 2021

Daniela Dyck,
Chief Administrative Officer

Barbara Roden,
Mayor

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 842

A BYLAW TO ESTABLISH A SCHEME FOR INTER-COMMUNITY BYLAW ENFORCEMENT

WHEREAS the Council of the Village of Ashcroft may, pursuant to Section 260 of the Community Charter, regulate in relation to enforcement powers;

AND WHEREAS pursuant to Section 14 of the Community Charter, two or more Local Governments may, by Bylaw adopted by the Council of each participating Local Government, establish an inter-municipal scheme in relation to one or more matters;

AND WHEREAS pursuant to Section 261 of the Community Charter, Council may provide terms and conditions that may be imposed for payment of fines and other penalties to Local Government;

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

1. Title

This Bylaw may be known and cited for all purposes as "Inter-Community Bylaw Enforcement Bylaw No. 842".

2. Definitions

In this Bylaw, unless the context otherwise requires,

"Administrative and Financial Services" means the provision of accounts payable, accounts receivable, payroll and related matters for the Inter-Community Bylaw Enforcement Scheme.

"Co-ordinating Local Government" means the Participating Local Government that provides administrative and financial support services for the Inter-Community Bylaw Enforcement Scheme.

"Inter-Community Bylaw Enforcement Working Group" means the group responsible for the administration of personnel matters and approval of expenditures for the Inter-Community Bylaw Enforcement Scheme.

"Participating Local Government" means the following local governments, once they have adopted their Inter-Community Bylaw Enforcement Bylaw:

- Village of Ashcroft
- Village of Cache Creek
- Village of Clinton

"Principal Local Government" means the Participating Local Government where a Bylaw Offence has occurred or is occurring.

"Scheme" means the Inter-Community Bylaw Enforcement Scheme

"Working Group" means the Inter-Community Bylaw Enforcement Working Group

3. Working Group Membership

The Working Group shall be comprised of one member, either the Council appointee or alternate, from each Participating Local Government Council and the Chief Administrative Officer of each Participating Local Government.

The Village of Ashcroft Council shall appoint one member and one alternate to the Working Group immediately following the adoption of this bylaw. The Village of Ashcroft Council shall inform the Working Group of any change to their appointee or alternate as soon as reasonably possible.

4. Budget

On or before September 30 each year, the appointed representatives of the Participating Local Governments shall forward a draft budget, approved by the Working Group, for the following year to their respective Councils. Under this Scheme, the Bylaw Enforcement Officer position is based on a 4-day work week. Wages and MERCS are split, with the Village of Ashcroft contributing 50%, the Village of Cache Creek contributing 25% and the Village of Clinton contributing 25%. All other costs are shared equally at 1/3 each or 33.33%. Cost apportionment among the Participating Local Governments shall be as specified in Schedule "A" of this bylaw and may be amended annually. Any requested adjustments to the cost apportionment must not reduce the annual budget.

5. Administration and Finance

For the first two years of the Scheme, the Village of Ashcroft shall be the Co-ordinating Local Government. Following the initial two-year term, the Working Group shall determine the Co-ordinating Local Government for each two-year term.

On or about the 45th day of each fiscal quarter, the Co-ordinating Local Government shall submit an invoice to the Participating Local Governments for the anticipated costs for the next quarter.

6. Withdrawal

- a) The Village of Ashcroft shall participate in the Inter-Community Bylaw Enforcement scheme for at least 2 full years prior to withdrawal.
- b) The Village of Ashcroft may, by providing six months notice in writing to each of the other Participating Local Governments, withdraw from the Inter-Community Bylaw Enforcement scheme established by this Bylaw. Such notice shall set out the date on which the Village of Ashcroft will no longer receive bylaw enforcement services pursuant to this Bylaw and include a certified copy of the Bylaw authorizing the withdrawal.
- c) All assets are jointly owned by the Participating Local Governments. Asset apportionment, based on current blue/black book rates, shall be paid to the withdrawing local government if the remaining local governments continue with the Inter-Community Bylaw Enforcement scheme.

7. Delegation of Powers

Council powers related to personnel matters and approval of expenditures from the approved budget for the Scheme are hereby delegated to the Working Group.

8. Voting

For all matters relating to personnel and expenditures from the approved budget, each Council appointee or their alternate shall have one vote. Chief Administrative Officers are to only provide support and advice to the Inter-Community Bylaw Enforcement Working Group.

9. Termination

Should this Scheme be terminated, the market value of all assets as per blue/black book are to be shared equally among the existing parties.

10. Severability

If any section, paragraph or phrase in this Bylaw is for any reason held to be invalid by a decision of a Court of competent jurisdiction, that portion shall be severed and the remainder of this Bylaw shall continue in full force and effect.

11. Effective Date

This Bylaw shall come into full force and effect on the ____ day of _____, 2021.

READ A FIRST TIME THIS	26 th	DAY OF	April	, 2021.
READ A SECOND TIME THIS	26 th	DAY OF	April	, 2021.
READ A THIRD TIME THIS	26 th	DAY OF	April	, 2021.
ADOPTED THIS		DAY OF		, 2021.

Certified to be a true and correct
Copy of Bylaw No. 842 as adopted
by Council

Daniela Dyck,
Chief Administrative Officer

Barbara Roden,
Mayor

Daniela Dyck,
Chief Administrative Officer

Schedule "A"

Apportionment of Costs

Wages and Mandatory Employment Related Costs

Village of Ashcroft	50%	for two days of service per week
Village of Cache Creek	25%	for one day of service per week
Village of Clinton	25%	for one day of service per week

Other Costs

All costs other than payroll related costs are to be apportioned equally among the Participating Local Governments.

STAFF REPORT TO COUNCIL – OPEN MEETING

MEETING DATE: May 10, 2021
FROM: Yogi Bhalla, Chief Financial Officer
SUBJECT: 5 year Financial Plan & Tax Rates Bylaws

Purpose

Adopt the 5 Year Financial Plan and Tax Rate bylaws

Recommendation

THAT

1. Council give first three readings and adopt the 5 Year Financial Plan Bylaw No. 843 and
2. Council give first three readings and adopt the 2021 Tax Rates Bylaw No. 844

Alternatives

N/A

Discussion

The Village is required to adopt the bylaws in the order presented, i.e. 5 Year Financial Plan followed by the Tax Rate bylaw in order to enact the taxes for 2021. We are operating under Emergency Program Order M192 which allows the municipality to do three readings and adopt a bylaw in the same day.

Strategic/Municipal Objectives

Financial stewardship

Legislative Authority

Community Charter

Financial Implications

Sets the 2021 taxes based on the budget

Attachment Listing

- 5 Year Financial Plan and schedules
- Tax Rate Bylaw

Prepared by:



Yogi Bhalla,
Chief Financial Officer

Approved for submission to Council:



Daniela Dyck,
Interim Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 843

Being a bylaw for the Corporation of the Village of Ashcroft to adopt the Five Year Financial Plan commencing the year 2021.

The Council of the Corporation of the Village of Ashcroft, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as the "Five Year Financial Plan Bylaw No. 843, 2021."
2. Schedule "A" and Schedule "B" attached hereto and made part of this bylaw are hereby adopted and are the Five Year Financial Plan of the Village of Ashcroft commencing January 1st, 2021.

READ A FIRST TIME THIS DAY OF , 2021

READ A SECOND TIME THIS DAY OF , 2021

READ A THIRD TIME THIS DAY OF , 2021

RECONSIDERED AND ADOPTED THIS DAY OF , 2021

Barbara Roden, Mayor

Daniela Dyck, Chief Administrative Officer

Certified to be a true and correct copy
of Bylaw No. 843 as adopted by Council.

Daniela Dyck, Chief Administrative Officer

/YSB

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 843 - SCHEDULE "A"

FIVE YEAR FINANCIAL PLAN 2021 - 2025

	<i>Year 1</i> 2021	<i>Year 2</i> 2022	<i>Year 3</i> 2023	<i>Year 4</i> 2024	<i>Year 5</i> 2025
Revenues					
Property Taxes	1,295,159	1,327,538	1,360,726	1,394,745	1,429,613
Parcel Taxes	166,000	168,500	168,500	168,500	168,500
Fees and Charges					
Sales of Services	230,380	227,175	227,175	227,175	227,175
Other					
User Fees	937,948	937,948	937,948	892,674	892,674
Borrowing Proceeds - MFA	0	0	0	0	0
Other Revenue					
Interest	44,000	41,000	41,000	41,000	41,000
Grants/Other Gov'ts.	3,311,070	850,000	850,000	850,000	850,000
Other	67,350	73,250	73,250	73,250	73,250
Services to Other Gov'ts.	28,000	24,000	26,000	28,000	30,000
Transfers from Funds					
Reserve Funds	350,000	600,000	0	0	0
DCC	0	0	0	0	0
Transfer form Equity	514,509	514,509	514,509	514,509	514,509
Accumulated Surplus	0	0	0	0	0
Total Revenue	6,944,416	4,763,920	4,199,108	4,189,852	4,226,721
Expenses					
Debt Interest	0	0	0	0	0
Debt Principal	0	0	0	0	0
Capital Expenditure	2,812,000	714,257	65,000	65,000	165,000
Deficiency	0	0	0	0	0
Other Municipal Purposes	0	0	0	0	0
General Municipal	2,113,394	2,113,394	2,155,662	2,155,662	2,155,662
Fire Protection	190,346	194,153	194,153	194,153	194,153
Water	603,800	461,939	461,939	461,939	461,939
Sewer	399,016	375,000	380,000	385,000	385,000
Transfer to	0	0	0	0	0
Reserve Funds	311,351	390,668	427,845	413,589	350,458
Amortization Expense	514,509	514,509	514,509	514,509	514,509
Accumulated Surplus	0	0	0	0	0
Total Expenses	6,944,416	4,763,920	4,199,108	4,189,852	4,226,721

**Village of Ashcroft
2021-2025 Financial Plan
Statement of Objectives and Policies
Schedule 'B' of Bylaw No. 843**

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Ashcroft (Town) is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2021. Property taxes form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement and street lighting.

User fees and charges form the second largest portion of planned revenue. Many services can be measured and charged on a user basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services – these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

Objective

- Over the next five years, the Village of Ashcroft will balance the proportion of revenue that is received from user fees and charges with the projected funds operations require.

Policies

- The Village will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Where possible, the Village will endeavor to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on its limited property tax base.

Table 1: Sources of Revenue

Revenue Sources	% of Total Revenue	Dollar Value
Property Taxes	19%	\$ 1,295,159
Parcel Taxes	2%	\$ 166,000
Sales of Service	17%	\$ 1,168,328
Grants/Transfers	61%	\$ 4,203,579
Borrowing Proceeds	0%	\$ -
Other Sources	2%	\$ 111,350
Total	100%	\$ 6,944,416

* contains 17.65% (\$187,918) Capital Replacement Reserve funds

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Town services.

Objectives

- Maintain the property tax rate as low as possible while still providing for future needs.

Policies

- Continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community. New investment from these areas will help offset tax increases while providing more revenue for the Village.
- Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage a range of employment opportunities.
- Regularly review and compare the Village of Ashcroft’s tax burden relative to other municipalities in British Columbia.

Table 2: Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	61%	\$ 785,580
Utilities (2)	10%	\$ 132,625
Light Industrial (5)	0%	\$ 3,395
Business and Other (6)*	27%	\$ 356,040
Recreation/Non-profit (8)	0%	\$ 665
Farmland (9)	1%	\$ 16,853
Total	100%	\$ 1,295,159

Permissive Tax Exemptions

- The Annual Municipal Report for 2020 contains a list of permissive exemptions granted for the taxation year and the amount of revenue foregone. The list demonstrates the policy of council that permissive exemptions are granted to not-for-profit institutions that form a valuable part of our community. These include religious institutions and some recreational facilities and service organizations.

Objective

- To ensure permissive tax exemptions are utilized to maximize the benefit to the municipality and citizens.

Policy

- To maintain permissive exemptions for religious institutions, recreational facilities, and service organizations.

Capital Asset Reserve

- In 2011 the Village recognized the need to accumulate funds to pay for future replacement of infrastructure. Accordingly a separate tax was established and funds collected are accounted for separately from general municipal taxes.

Objective

- To establish a reserve to fund future infrastructure replacement.

Policy

- To supplement revenues from government grants wherever possible to lessen the amount of funds utilized from the reserve fund.
- To seek out projects which will reduce the operating costs of the Village enabling them to repay funds back into the reserve over time.

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 844

Being a bylaw for the levying of rates for municipal, hospital, and regional district purposes for the year 2021.

The Council of the Corporation of the Village of Ashcroft, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2021:
 - a. For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general and municipal purposes, rates appearing in column "A" of the schedule attached hereto and forming a part hereof.
 - b. For capital asset reserve purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of the schedule attached hereto and forming a part hereof.
 - c. For hospital purposes on the assessed value of land and improvements taxable for hospital district purposes, rates appearing in column "C" of the schedule attached hereto and forming a part hereof.
 - d. For Thompson-Nicola Regional District purposes on the assessed value of land and improvements for hospital district purposes, rates appearing in column "E" of the schedule attached hereto and forming a part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rates Bylaw No. 844, 2021".

READ A FIRST TIME THIS DAY OF , 2021

READ A SECOND TIME THIS DAY OF , 2021

READ A THIRD TIME THIS DAY OF , 2021

RECONSIDERED AND ADOPTED THIS DAY OF , 2021

Barbara Roden, Mayor

Certified to be a true and correct copy of Bylaw No. 844 as adopted by Council.

Daniela Dyck, Chief Administrative Officer

Daniela Dyck, Chief Administrative Officer

YSB/kh

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 844

SCHEDULE A - TAX RATES 2021

Property Class	Tax Rates (dollars of tax per \$1000 taxable value)					
	A General Municipal	B Capital Reserve	C Regional Hospital District	D Improvement District	E Regional District	F Specified Area
1. Residential	3.6144	0.6379	0.4140		0.8341	0.0000
2. Utility	28.6583	5.0582	1.4488		2.9192	0.0000
2. Utility (Tax Limit Area)	3.8770	0.6843	1.4488		2.9192	0.0000
5. Light Industry	17.5552	3.0985	1.4074		2.8358	0.0000
6. Business	14.7747	2.6077	1.0142		2.0434	0.0000
8. Rec/Non Profit	8.2656	1.4589	0.4140		0.8341	0.0000
9. Farm	11.2278	1.9817	0.4140		0.8341	0.0000

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: May 10, 2021
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: **Thompson View Manor – Development Variance Application (DVP)**

Purpose

To request Council approval of the attached Development Variance Permit application from Thompson View Manor.

Recommendation

That, Council approves the application as presented. A notice will be placed on title advising future purchasers that this structure was approved.

Alternatives

That, Council denies the application as it does not meet the Zoning Bylaw requirements and notify the applicants that they may appeal Council's decision directly to the Board of Variance if they wish.

Discussion

In accordance with Section 498 (1) of the *Local Government Act* (R.S.B.C. 2015, c.1), property owners may apply for a Development Variance Permit when their proposed project does not meet the current zoning requirements. The current zoning for the property is Park and Public use 1 (P1).

The Village has received an application for a DVP from Interior Health Authority (IHA) in regards to the Thompson View Manor site located at 710 Elm Street (Lot 1, Plan KAP81072, District Lot 378, Kamloops Div of Yale Land District; PID - 026-682-753). IHA proposes to expand the existing patio and canopy. Due to the proximity to rear parcel lines, IHA is requesting the following variance:

- a. The rear parcel setback be reduced to 5.5 m from 7.5 m

All other setbacks and zoning requirements will be met. This is considered to be a minor variance.

As IHA is the owner of all adjacent property, notification of adjacent property owners is waived. Notification of property owners in a 100m radius is not required for DVP's.

As part of the review process, staff contacted the Building Inspector, the Fire Chief and the Director of Public Works (DPW) requesting their comments regarding this application. The DPW and the Fire Chief had no comments and the Building Inspector advised and supports the DVP process. We do not believe that this project will create any safety issues for adjoining properties.

The applicants have been advised that their application will be presented to Council at the May 10th meeting and they have the right to attend virtually. Council may address questions directly to the applicant if further clarification is required.

Strategic/Municipal Objectives

Bylaw Compliance

Legislative Authority

Village of Ashcroft Zoning Bylaw No. 823, 2018

Financial Implications

N/A

Attachment Listing

IHA DVP Application

Respectfully Submitted by:



Daniela Dyck,
Chief Administrative Officer

SCHEDULE A5 (i)

VILLAGE OF ASHCROFT

PROCEDURES BYLAW NO. 500, 1989

SCHEDULE A5 - APPLICATION FOR A PERMIT

I/We hereby make application under the provisions of Part 29 of the Municipal Act for a (check where applicable):

Development Variance Permit

Temporary Commercial and Industrial Permit

to permit the proposed development as described in the attached form upon (legal description of property):

026-682-753
Lot 4, Plan KAP81072, District Lot 378, KD4D

and located at (street address or general location) 710 Elm St.

Required application fee of \$ 300.00 and the completed Permit Information Forms are attached.

04/27/21
Date

[Signature] for Thompson view Manor.
Applicant's Signature

THIS APPLICATION IS MADE WITH MY FULL KNOWLEDGE AND CONSENT

May 5, 2021
Date

Doug Levell Manager, Real Estate Services
Registered Owner's Signature

Where the Applicant is NOT the REGISTERED OWNER the Application must be signed by the REGISTERED OWNER or his SOLICITOR.

SCHEDULE A5 (ii)

PERMIT INFORMATION FORM

THE INFORMATION REQUESTED IN THIS FORM IS REQUIRED TO EXPEDITE THE APPLICATION AND ASSIST THE STAFF IN PREPARING A RECOMMENDATION.

This form is to be completed in full and submitted with all requested information, Permit Application, Application Fee and Certificate of State and Title or of indefeasible Title for the subject property.

Applicant and Registered Owner

- 1. (1) Applicant's Name Thompson View Manor Society
 Address 710 Elm St. Box 318
Ashcroft Postal Code V0K 1A0
 Telephone: Business 250 453 9223 Home _____
- (2) Registered Owner's Name Interior Health Authority
 Address 505 Doyle Avenue
Kelowna BC Postal Code V1Y 0C5
 Telephone: Business 250 469 7070 Home x 12573
- (3) A copy of a State of Title Certificate, or a copy of Certificate of Indefeasible Title, dated no more than thirty (30) days prior to submission of the application must accompany the application as a proof of ownership.

Application Fee

- 2. An Application Fee as set out in Fees Bylaw No. ____ (applicable section of which is attached) shall be made payable to the Village of Ashcroft and shall accompany the Application.

Subject Property and Development

- (1) Legal Description in Full 026 - 682 - 753
Lot 1 District Lot 378 Kamloops Division
Yale District Plan KAP81072.
- (2) Location (street address of property, general description or map)
710 Elm St.

A5 (iii)

(3) Present Zoning/Designation Institutional.

(4) Description of the Existing Use/Development _____

A patio and Aluminum Canopy
for the outside use of our
Assisted Living Tennants.

(5) Full Description of the Proposed Development (use separate sheet if necessary) _____

The existing patio concrete
is cracked and canopy is too small
to house outdoor use during Covid.
We wish to add to the concrete
pad Area as well as the Canopy.
The larger area will be more relaxing.

(6) Proposed Variation and/or Supplementation to Existing Regulations (use separate sheet if necessary) _____

What we would like, is to have
the canopy to go beyond the
existing sidewalk to eliminate
leaking eaves. It would also
give more shade in summer
and snow cover in winter,
Also protection from rain.

A5 (iv)

Reasons in Support of Application

4. Reasons and comments in support of the application (use separate sheet if necessary)

To make this area a safer, cooler in summer, and snow cover in winter as well protection from rain.
Said most in # (6) above.

Attachments

5. At the time of providing Application and information forms to the applicant the Village Clerk Treasurer or designated official shall indicate which of the following attachments are required or not required for this Application. The Village Clerk Treasurer or designated official may require additional information.

(1) A dimensioned Sketch Plan drawn to a scale of _____ to _____ showing the location of existing buildings, structures and uses.

REQUIRED: Yes _____ No _____

(2) A dimensioned Site Development Plan drawn to a scale of _____ to _____ showing the proposed use, buildings and structures, highway access, etc.

REQUIRED: Yes ✓ No _____

A5 (v)

(3) A Contour Map (Plan) drawn to a scale of _____ to _____ with contour interval of _____, of the subject site.

REQUIRED: Yes _____ No

(4) A dimensioned Sketch Plan drawn to a scale of _____ to _____ of the proposed subdivision, where subdivision is contemplated.

REQUIRED: Yes _____ No

(5) Technical information or reports and other information required to assist in the preparation of the Permit, listed below:

Specific Reports: _____

General: Plans attached.
B.P. app. attached.

May 5, 2021
Date

Plans attached as/B.P.
Applicants Signature

FOR OFFICE USE ONLY

Sent to Applicant date _____ by _____

Application form duly completed and received by Stuck

Application fee \$ 300.- received Receipt No. _____

May 5, 2021
Date

[Signature]
Signature of Officer



THOMPSON-NICOLA
REGIONAL DISTRICT

BUILDING PERMIT
APPLICATION FORM

Building Inspection Department
300-465 Victoria Street
Kamloops, BC | V2C 2A0

T 250.377.8673
E building@tnrd.ca
tnrd.ca

BP- _____ (Office use only)

Please refer to "A Guide to Building Permits" for documents that are required to accompany this application

Address of Construction 710 Elm Street, Ashcroft, BC
Parcel Identification Number (9-digit PID) OR Legal Description 0 2 6 - 6 8 2 - 7 5 3

Landowner

Registered Owner's Name Interior Health Authority	
Registered Owner's Mailing Address 505 Doyle Avenue	
Number _____ Street _____	
City Kelowna	Postal Code V1Y 0C5
Email doug.levell@interiorhealth.ca	
Phone 250-469-7070 x12573	

Applicant/Contractor

Name Thompson View Ward Society	
Representing - Company Name	
Number 710 Elm St	Street Box 318
City Ashcroft	Postal Code V0K 1A0
Email tvms@telus.net	
Phone 250 453 9223	

Building Type

<input type="checkbox"/> Residential
<input type="checkbox"/> Commercial
<input checked="" type="checkbox"/> Institutional
<input type="checkbox"/> Industrial
<input type="checkbox"/> Z240 Manufactured Home
<input type="checkbox"/> A-277 Modular Unit
<input type="checkbox"/> Other

Type of Work (Check all that apply)

<input type="checkbox"/> New
<input checked="" type="checkbox"/> Addition
<input type="checkbox"/> Alteration
<input type="checkbox"/> Demolition
<input type="checkbox"/> Relocation
<input type="checkbox"/> Manufactured/Modular Unit Placement

Heating/Ventilation (Check all that apply)

<input type="checkbox"/> Forced Air
<input type="checkbox"/> Baseboard
<input type="checkbox"/> Natural Gas
<input type="checkbox"/> Propane
<input type="checkbox"/> Electric
<input type="checkbox"/> Solid Fuel (Wood)
<input type="checkbox"/> Radiant
<input type="checkbox"/> Hydronic
<input type="checkbox"/> HRV
<input type="checkbox"/> Geothermal
<input type="checkbox"/> Other

scope

Description Of Work Remove existing canopy and concrete patio and install new concrete pad and new enlarged Aluminum Canopy	
Building Use/Occupancy Outdoor leisure use	
Construction Value \$30,000	Number of Dwelling Units Created none
Total Combined Area of all Floors (ft ² or m ²) 125 sq ft	Building Area (Area of the Largest Floor ft ² or m ²) 226 sq ft

TITLE SEARCH PRINT

File Reference: 026-682-753

2021-04-13, 11:33:58

Requestor: Leanne Dixon

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Land Title District KAMLOOPS
Land Title Office KAMLOOPS

Title Number WX2034772
From Title Number LA68936

Application Received 2016-11-28

Application Entered 2016-12-21

Registered Owner in Fee Simple
Registered Owner/Mailing Address: INTERIOR HEALTH AUTHORITY
505 DOYLE AVENUE - 4TH FLOOR
KELOWNA, BC
V1Y 0C5

Taxation Authority Kamloops Assessment Area
Ashcroft, The Corporation of the Village of

Description of Land
Parcel Identifier: 026-682-753
Legal Description:
LOT 1 DISTRICT LOT 378 KAMLOOPS DIVISION YALE DISTRICT PLAN KAP81072

Legal Notations NONE

Charges, Liens and Interests
Nature: EASEMENT
Registration Number: LA142820
Registration Date and Time: 2006-10-13 11:45
Remarks: PART ON PLAN KAP82193. APPURTENANT TO LOT 56
PLAN 12400 EXCEPT PLANS 13129, 29765, 32068 AND
KAP81072

Nature: EASEMENT
Registration Number: LA142821
Registration Date and Time: 2006-10-13 11:45
Remarks: PART ON PLAN KAP82194. APPURTENANT TO LOT 56
PLAN 12400 EXCEPT PLANS 13129, 29765, 32068 AND
KAP81072



Property Information Report

Report Generated on: April 15, 2021 10:30:14 PM

Thompson-Nicola Regional District
 300 - 465 Victoria St
 Kamloops, BC V2C 2A9
 T (250) 377-8673
 F (250) 372-5048
 E qisinfo@lnrd.ca

710 Elm St

Parcel Description & Location [More Details](#)

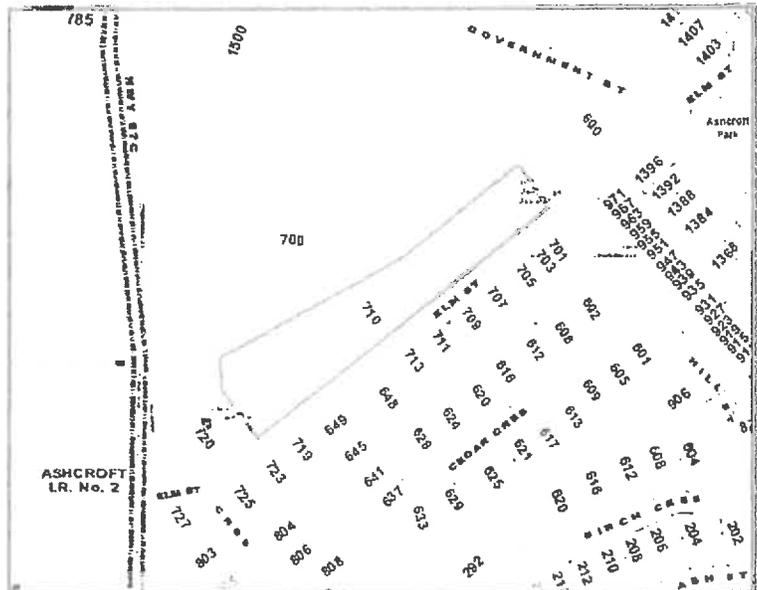
Legal Description:
 LOT 1 DISTRICT LOT 378 KAMLOOPS DIVISION YALE DISTRICT
 PLAN KAP81072

District Lot: 378
Land District: KDYD
Lot Size(Calculated)(+/-5%):
Square Meter: 12293.19
Acre: 3.038
Hectare: 1.229

Community: Ashcroft
Local Authority: Village of Ashcroft
School District: Gold Trail

TNRD Services (Contact the Local Authority for services provided by other jurisdictions) [More Details](#)

Water Service: N/A
Sewer Service: N/A
Fire Protection: N/A



Future Debt (Loan Authorization) (For enquiries, contact the Local Authority) [More Details](#)

Future Debt: Unknown - contact Village of Ashcroft for any future debt.

Planning & Zoning (For enquiries, contact the Local Authority) [More Details](#)

Zoning Bylaw: CONTACT VILLAGE OF ASHCROFT	Site Specific Zoning: N/A
Zoning: Contact Village of Ashcroft	Development Permit Area: Contact Local Authority
Lakeshore Development Guidelines (Intersect): No	Official Community Plan Name: Contact Local Authority
Lake Name: N/A	OCF Designation: CONTACT LOCAL AUTHORITY
Lake Classification: N/A	Agriculture Land Reserve (Intersect): No
Fringe Area: N/A	Riparian Area (Source: TRIM)(Intersect): Yes
Floodplain Information: Refer to Local Government floodplain regulation.	Post-Wildfire Geohazard Risk Restrictions: Unknown

Development Applications & Permits - from July 2009 to Present (For enquiries, contact the Local Authority) [More Details](#)

Folio:	Development Application Number:	Development Application Type:	Status:
503.00327.030	BP016629	Remove existing canopy and concrete patio and install new concrete pad and new enlarged aluminium canopy	RECEIVED

BC Assessment (For enquiries, contact BC Assessment Authority) [More Details](#)

Folio:	Land Title PID:	Assess Year:	Land:	Improvement:	Property Class:
503.00327.030	026-682-753	2021	\$255,000.00	\$256,000.00	1-Res
503.00327.030	026-682-753	2020	\$221,000.00	\$261,000.00	1-Res

Folio: 503.00327.030	Actual Use: SENIORS INDEPENDENT & ASSISTED LIVING	Manual class: Multiple Residence
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Disclaimer: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources (PMBC), and the Thompson-Nicola Regional District (TNRD) is not responsible for its accuracy, completeness or how current it may be. View full [Disclaimer](#) and [Terms of Use](#)

Kitchen Area:
Northern West
corner of ledge.

New Canopy 46'

Eve

New Canopy
16'

Canopy
16' x 46'

Pad 28 1/2' x 44'

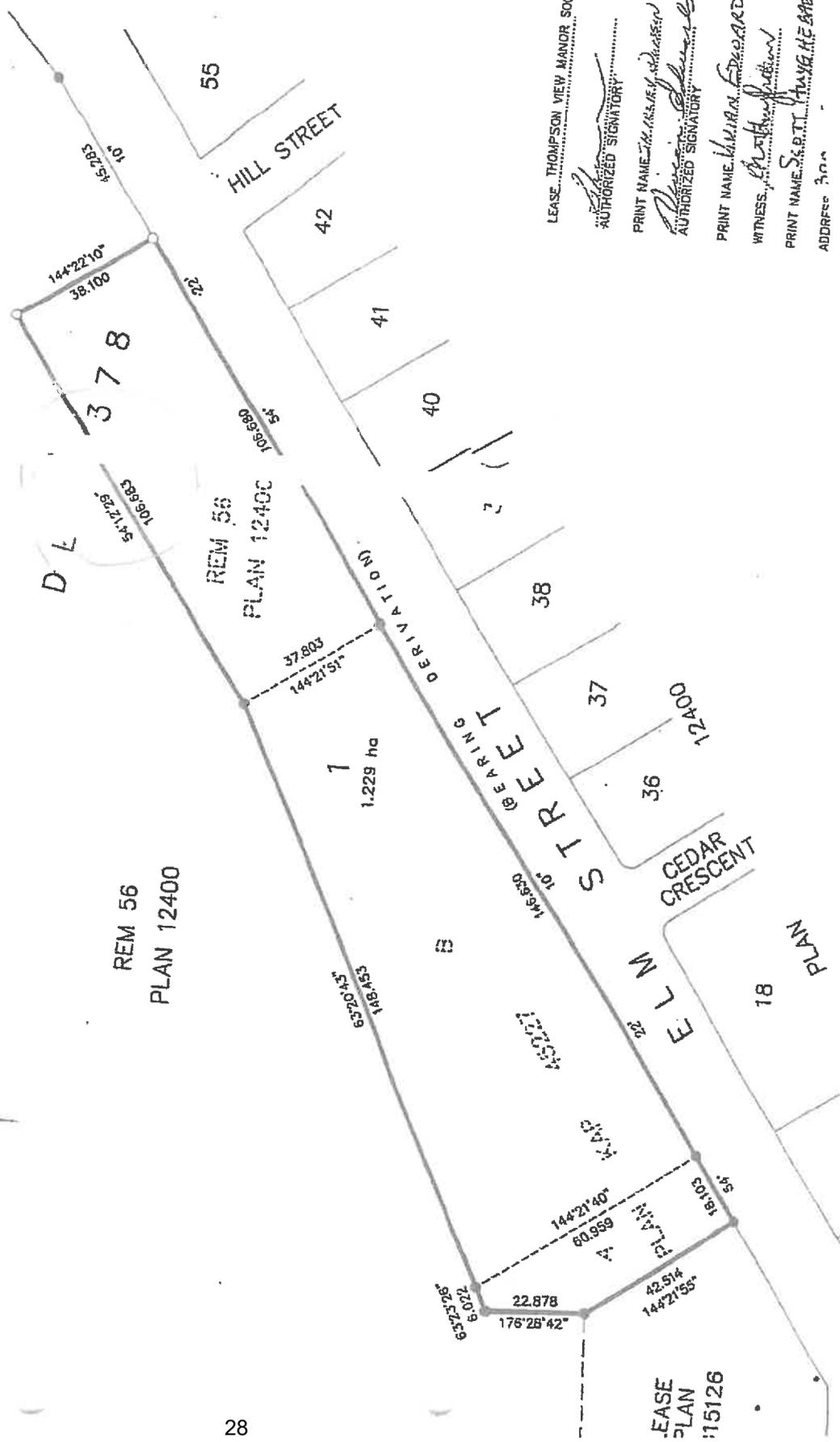
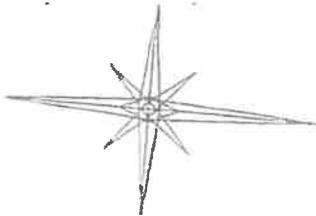
18' x 11'
Existing
Canopy

28 1/2'

34'

160'
to Property
line.

New Canopy will be 46 x 16 and will cover the same foot print as the existing Patio Slab. We will be adding 12' x 4' to the patio concrete, that will not be cov



LEASE THOMPSON VIEW MANDOR SOCIETY
 AUTHORIZED SIGNATORY
 PRINT NAME: *Michael J. Thompson*
 AUTHORIZED SIGNATORY
 PRINT NAME: *Michael J. Thompson*
 WITNESS: *Michael J. Thompson*
 PRINT NAME: *S. B. T. Thompson*
 ADDRESS: *3000*

Client Name: Thompson View Manor

Appt.

Date/Time:

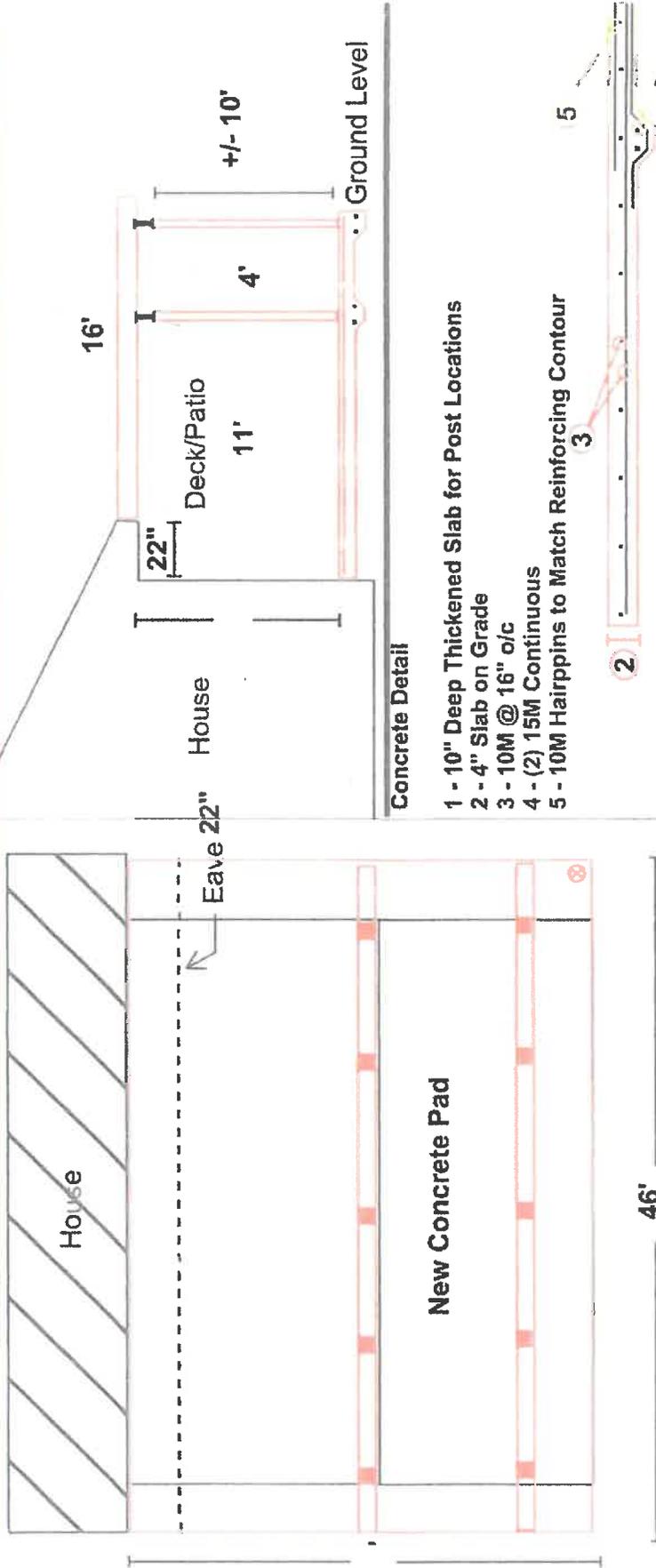
Measured By:

Address: 710 Elm St.

Phone: 250 453-9402

Email: headref@telus.net

Dave McLay



Gutter Removal: Yes No

Reslope Req'd: Yes No

Style/Color

Attachment: Fascia Wall

Beam: 4" 6"

Frame Color: White Black Other

of Posts: **10**

Skylights: Clear Other

of Skylights:

Skylight Layout:

Down Pipe: Left Right Other

Substrate: Wood Conc.

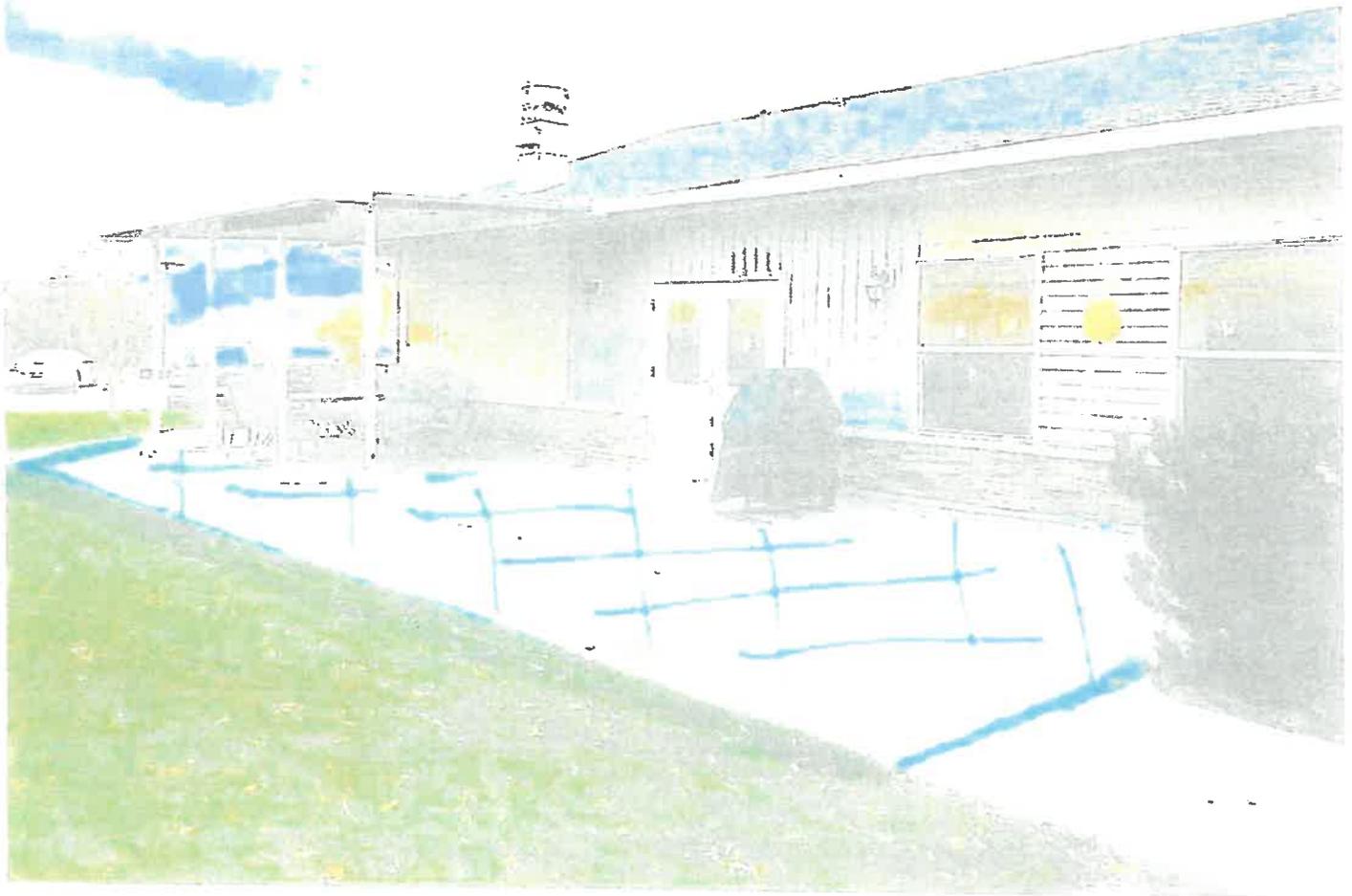
Comments: Will confirm Gate Details

Other **and Railing Details on separate**

Layout.

Railing Incorporation: Yes No

Railing Profile:



Patio will cover area [REDACTED]

New slab would extend to cover
Lawn area

This angle is looks North East with
dining room and kitchen windows
showing.

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: May 10, 2021
FROM: Daniela Dyck, CAO, Brian Bennewith, DPW
SUBJECT: TNRD (Red Cross) – Wildfire Invasive Plant Management Program

Purpose

To request Council review of the previously proposed program by Mike Dedels.

Recommendation

That, motion number R-2021-50 “That Council endorses the Village of Ashcroft to participate in the Red Cross funded TNRD Wildfire Invasive Plant Management Program for the 2021 season;” be rescinded and the Village of Ashcroft withdraw from the Invasive Species Management program.

Alternatives

That, Council receive and file the report.

Discussion

Mike Dedels of the TNRD’s Wildfire Invasive Plant Management program presented to Council on February 8, 2021 requesting Council approve the Village of Ashcroft to participate in the Red Cross funded invasive species program. The Director of Public Works (DPW) has been working with Mike Dedels to facilitate the program; however, supervisory capacity and project management are a concern.

During the summer months the public works department struggles with staffing levels due to vacation accruals. To mitigate supervisory concerns, staff considered the possibility of contracting the service, but in consideration of Village participatory requirements described in the attached contract, specifically, the required reporting obligation, as well as the private land provisions potential to become time consuming for the Village. The Village recognizes that pulling weeds and educating property owners about invasive species fits well within our “wellness awaits you” brand; however, the DPW is concerned that the program simply isn’t manageable at this time. We have a new employee that requires training, as well as two new summer students with out any public works experience and many ongoing projects requiring significant supervisory time. Safety is a concern; to that end, staff is requesting Council support the recommendation to withdraw from the program.

Strategic/Municipal Objectives

Legislative Authority

Financial Implications

Attachment Listing

Contract

Respectfully Submitted by:



Daniela Dyck,
Chief Administrative Officer



Brian Bennewith,
Director of Public Works

THOMPSON-NICOLA REGIONAL DISTRICT

SERVICE AGREEMENT

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

This AGREEMENT is dated for reference the 15th day of March, 2021

BETWEEN: THOMPSON-NICOLA REGIONAL DISTRICT
300 – 465 Victoria Street
Kamloops, BC, V2C 2A9
(the “TNRD”)

AND: THE CORPORATION OF THE VILLAGE OF ASHCROFT
601 Bancroft Street
PO Box 129
Ashcroft, B.C. V0K 1A0
(the “VILLAGE”)

for the provision of Invasive Plant Control services within and adjacent to THE CORPORATION OF THE VILLAGE OF ASHCROFT.

VILLAGE RESPONSIBILITIES

1. During the Term of this Agreement, the VILLAGE will perform Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft (the “location”) as outlined in Schedule “C” attached to and forming a part of this Agreement.
2. The VILLAGE will perform the services safely and with a high standard of care, skill and diligence.
3. The VILLAGE will supply all labour, equipment, materials necessary to provide the services.
4. The VILLAGE is solely responsible for monitoring the acts and conduct of its officers, directors, agents, representatives and employees and any other person invited or admitted Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft by the VILLAGE.
5. The VILLAGE will keep regular and accurate records of all activities and services conducted for the purpose of invoicing the TNRD.

PAYMENT

6. The TNRD will pay the VILLAGE for the services detailed in this Agreement at the rates as set out in Schedule “B” attached.
7. The VILLAGE will invoice the TNRD Finance Department on a monthly basis at the rates contained herein. Each invoice must detail the services performed and the dates that

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

the services were performed. All invoices must include the VILLAGE GST registration number.

8. The TNRD will promptly review each invoice, and if approved, forward payment to the VILLAGE.
9. The VILLAGE is solely responsible for all taxes, income taxes, Canada Pension Plan contributions, Employment Insurance deductions, and any other deductions required by statute.

WORKSAFE BC COVERAGE

10. The VILLAGE acknowledges and agrees that they have reviewed and understand the occupational health and safety obligations pursuant to the Workers Compensation Act and regulations.
11. The VILLAGE is responsible for obtaining and maintaining Workers Compensation coverage and will abide by all provisions of the Workers Compensation Act and Regulations.
12. Prior to undertaking the services outlined in this Agreement, the VILLAGE will provide the TNRD with their Workers' Compensation Board Number and a clearance letter from WorkSafeBC.
13. Where the VILLAGE is delinquent in WorkSafeBC assessments or coverage, the outstanding assessment will be deducted from their payment and paid to WorkSafeBC on their behalf.

PRIME CONTRACTOR

14. At all work sites **except** on Ministry of Transportation & Infrastructure (MOTI) controlled land, the VILLAGE will be designated as the "Prime Contractor" as defined by the Workers Compensation Act and will fulfill the responsibilities of the position of prime contractor under the Workers Compensation Act and its regulations.
15. The VILLAGE will acknowledge the assigned responsibilities and confirm its acceptance of Prime Contractor designation by completing the *Confirmation of Contractor Responsibilities* form attached as Schedule "E" prior to commencing work.
16. For work conducted on MOTI controlled land (roadsides outside the VILLAGE boundaries) the TNRD has been designated as prime contractor by MOTI for invasive plant control work.
17. Prior to conducting any work on MOTI jurisdiction, the VILLAGE must notify the TNRD and participate in the *TNRD Invasive Plant Contractor Coordination Training for Invasive Plant Management on MOTI jurisdictions*

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

INSURANCE

18. At all times during the Term of this Agreement, the VILLAGE will, at no expense to the TNRD, supply commercial general liability insurance against any and all third party claims for bodily injury, death, or property damage whatsoever arising out of the VILLAGE's use and/or occupation of the Premises or any portion thereof. Such insurance must name the TNRD as an ADDITIONAL INSURED but not as an ADDITIONAL NAMED INSURED and must cover for not less than Two Million (\$2,000,000) Dollars per occurrence.
19. The VILLAGE will provide proof of standard business automobile liability insurance in an amount not less than Two Million Dollars (\$2,000,000) covering all motor vehicles and machinery owned, operated or used in the performance of the Service.
20. All required policies of insurance must be issued by insurers duly authorized by law to do business in the Province of British Columbia and must include a provision that coverage may not be cancelled or amended in any way unless Thirty (30) days written notice has been given to the TNRD.
21. Prior to the commencement of the Term, the VILLAGE will forward to the TNRD a certificate of insurance including insuring agreements acceptable to the TNRD. The required form of insurance certificate, specifying the minimum insurance coverage required by the TNRD, is attached hereto as Schedule "C" and is to be completed by the VILLAGE's insurer. This form of insurance certificate must be used unless otherwise agreed to by the TNRD. Should the insurance policies under which the insurance certificate is drawn expire during the Term of this Agreement or any extension or renewal thereof, the VILLAGE will forward a renewal insurance certificate to the TNRD Thirty (30) days prior to the expiry of said insurance policies, in a form satisfactory to the TNRD. Should the VILLAGE fail to supply the insurance certificate prescribed by this Agreement, then this Agreement may be immediately terminated by the TNRD, for cause.

INDEMNIFICATION

22. The VILLAGE hereby waives all claims against the TNRD, its officials, employees and agents (collectively, the "released parties") and releases the released parties from any and all liability and claims for all injury, death, loss, damage and expense of any kind that the VILLAGE or any other person may suffer as a consequence of or in connection with the VILLAGE's use of the premises due to any cause whatsoever, including but not limited to: negligence, breach of contract, breach of any statutory duty or duty of care on the part of any of the released parties and also including the failure on the part of the released parties to safeguard or protect any person from the risks, dangers and hazards associated with the use of the premises. This release and waiver shall survive expiry or sooner cancellation of this agreement.
23. The VILLAGE hereby agrees to unconditionally indemnify and save harmless the released parties from and against all loss, liability, costs, charges, claims, damages, expenses, suits or actions (including all settlement amounts and costs, as well as full indemnity for legal fees and disbursements) which may arise as a consequence of or in connection with, any fault, act, failure to act or negligence of the VILLAGE whatsoever in connection with:

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

- (a) any breach, violation or non-performance of any covenant, regulation, condition or other provision in this agreement, set forth and contained on the part of the VILLAGE, to be fulfilled, kept, observed or performed;
- (b) any damage to the premises, or to any other TNRD premises, or to any property while said property is in or about the premises; and
- (c) any injury to any of the VILLAGE's invitees, or any other party, including death,

and this indemnity will survive the expiry or sooner cancellation of this agreement.

TERM

24. This Agreement will commence on the 1st day of April, 2021, and will remain in effect until the 31st day of December, 2021 (the "Term").

TERMINATION OR SUSPENSION OF SERVICES

25. The TNRD may, for any reason, in its sole discretion and at any time, suspend the services for a specified or unspecified time by providing written notice to the VILLAGE. Upon receiving such notice, the VILLAGE shall immediately suspend all services hereunder.
26. Whenever the VILLAGE fails to perform or observe any of the covenants, agreements, provisions, conditions or provisos contained in this Agreement, and the failure continues for or is not remedied within Five (5) days after the giving of written notice by the TNRD to the VILLAGE, the TNRD may terminate this agreement, with cause, on immediate written notice. Any such termination will be without prejudice to any of the TNRD's legal rights and remedies against the VILLAGE, including the right of set off.
27. This Agreement may be terminated by either party to this Agreement, without cause, by providing the other party with Sixty (60) days written notice. Any such termination by the TNRD will be without prejudice to any of the TNRD's legal rights and remedies against the VILLAGE, including the right of set off.

GENERAL PROVISIONS

28. This Agreement embodies the entire agreement between the parties with regard to the matters contained herein. There are no representations, warranties, terms, conditions, undertakings or collateral agreements expressed or implied between the parties, other than those expressly set forth in this Agreement.
29. This Agreement will be governed by and construed in accordance with the laws of the Government of Canada and the Province of British Columbia and with all bylaws, policies, rules and requirements of the TNRD
30. The parties may at any time amend the terms and conditions of this Agreement, in writing. For greater certainty, no amendment of or departure from the terms and conditions of this Agreement will become effective unless evidenced in writing.
31. The parties hereby acknowledge and agree that the VILLAGE is an independent VILLAGE, that it will not be considered to be the agent, representative, master or servant of the TNRD for any purpose whatsoever, and that it has no authority to enter into any

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

contract, assume any obligations or to give any warranties or representations on behalf of the TNRD.

32. The Services to be performed by the VILLAGE may be contracted out by the VILLAGE with written notice to the TNRD.
33. The VILLAGE may not assign this Agreement or any part thereof without the prior written consent of the TNRD.
34. This Agreement will be binding upon the parties and their respective successors, heirs and permitted assigns.
35. In the event that any provision of this Agreement is deemed void, invalid, or unenforceable by a court of competent jurisdiction, the remaining provisions or parts thereof, will be and remain in full force and effect.
36. No failure on the part of the TNRD to exercise any right or remedy in respect of this Agreement will operate as a waiver thereof, unless it is in writing and signed by the TNRD.
37. Any notice required to be given must be delivered or mailed to the address specified in this agreement and notice will be deemed to be received 72 hours after mailing.
38. Time is of the essence in this Agreement.

NOTICES

39. Any notice, report or other document that either party may be required or may wish to give to the other must be in writing, unless otherwise provided for, and will be deemed to be validly given to the addressee and received the addressee, if served personally, on the date of such personal service or, if delivery by mail, fax or email, when received. The address for delivery will be as follows:

THOMPSON-NICOLA REGIONAL DISTRICT
 300-465 Victoria Street
 KAMLOOPS BC V2C 2A9
 Fax 250-372-5048
 Email: jdevlin@tnrd.ca

THE CORPORATION OF THE VILLAGE OF ASHCROFT
 601 Bancroft Street
 PO Box 129
 Ashcroft, B.C. V0K 1A0
 Email: cao@Ashcroftbc.ca

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

Thompson-Nicola Regional District,
by its authorized signatories:

VILLAGE of Ashcroft

Jake Devlin, EHS Department. Head

Authorized Signatory

Name (print clearly)

Witness Signature

Witness Name (print clearly)

SERVICE AGREEMENT**Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft****SCHEDULE "A"****SERVICES AND SPECIAL PROVISIONS**

A. The VILLAGE will perform the following services throughout the term of this Agreement:

1. General Requirements

- a) Participate in pre-work invasive plant training with the TNRD Representative before commencing work. This training will include invasive plant identification and control, and record keeping training.
- b) Determine and confirm the jurisdiction of all Sites prior to treatment. Contact and communicate with the TNRD Representative prior to treatment. Assistance in determining ownership is available from the TNRD office, MOTI District offices and on-line mapping programs such as iMap BC;
- c) Provide invasive plant treatment on roadways and private lands within and adjacent to the VILLAGE of Ashcroft as outlined in Section 8, and as directed by the TNRD Representative.
- d) Maintain a complete list of all treatments and submit records as required
- e) Advise the TNRD where chemical treatment is required for effective control on private or public lands within the VILLAGE of Ashcroft.
- f) Participate in public education events as requested by TNRD Representative
- g) Ensure staff have the training, resources and ability to enter all data on IAPP field forms and correctly identify all species of invasive plants included on the *BC Weed Control Regulation*.

2. Regulatory Compliance

- a) Complete all Services in accordance with all pertinent legislation including, the *Weed Control Act and Regulation, Integrated Pest Management Act and Regulation, Transportation of Dangerous Goods Act*.

3. Materials and Equipment

- a) Supply all equipment, tools, materials and traffic control devices needed to complete the services that are not supplied by the TNRD including:
 - Appropriate treatment equipment in good working order, including weed whackers, shovels, etc..
 - appropriate safety equipment;
 - sufficient firefighting hand tools to equip each crew member with a minimum of one firefighting hand tool;
 - mechanical means to prevent spread of invasive plants on field vehicles and equipment, including the cleaning of boots, clothing, under-carriages, tires, fenders, running boards, trailers and hitches before leaving invasive plant Sites; and

4. Contractor Safety Plan

- a) Provide each worker with the VILLAGE Safety Plan which they will follow daily and carry with them at all times.
- b) Ensure regular safety meetings are carried out prior to commencing work.
- c) Ensure occupational health and safety regulations related to manual control of invasive plants in all Site types are followed.

5. Traffic Control for Work on Roadways

- a) Ensure that all staff conducting work on roadsides under this Agreement are trained and following safety procedures as required by WorkSafe B.C. and as outlined in the MOTI's "Traffic Control Manual for Work on Roadways" available at <https://www2.gov.bc.ca/assets/gov/driving-and-transportation/transportation-infrastructure/engineering-standards-and-guidelines/traffic-engineering-and-safety/traffic-engineering/traffic-management-and-traffic-control/1999-traffic-control-manual/traffic-control-manual-1999.pdf>
- b) If required, ensure the placement and use of traffic control devices is in accordance with the Traffic Control Manual for Work on Roadways and in consideration with the highway classification, number of traffic lanes, traffic operating speed, pedestrian traffic and sign distance. Any proposed traffic control must be pre-approved by the MOTI District office.

6. Interactions with other Workers on Crown Land Sites

- a) Cease work if encountering an active construction project, forest fire, or highway maintenance work area.
- b) Make notes, move to a location beyond the area of work, and follow-up by contacting the TNRD Representative to discuss the situation and determine an appropriate course of action for the issue.

7. Third Party Inquiries or Concerns

- a) Refer all program inquiries to the TNRD Representative.
- b) Cease all activities if there is a conflict onsite and inform the TNRD Representative. Work will not resume at the location until the TNRD Representative has completed an investigation of the issue and provided written permission to continue.

8. Invasive Plant Treatments

- a) MOTI and VILLAGE of Ashcroft Rights of Way: conduct all invasive plant treatments on the right of way to the limit of the boundary fence, or if no fence, to 4 meters from the edge of pavement (or from the traveled portion in the case of a gravel road), or as directed by the TNRD representative.
- b) Private lands within and adjacent to the VILLAGE of Ashcroft. The VILLAGE will maintain a list of treatment requests and actively canvas private property owners regarding invasive plant concerns. Priority for treatment of private lands will be based on the risk of the invasive plant as identified by the Program Coordinator.
- c) Complete treatment of all sites (site list provided by TNRD representative) before **September 30, 2021**.
- d) Treat the target invasive species listed below, and any other Invasive Plants identified in writing by the TNRD:
 - Spotted knapweed (CENT BIE)
 - Diffuse knapweed (CENT DIF)
 - Hoary Alyssum (BERT INC)
 - Sulphur cinquefoil (POTE REC)
 - Common Tansy (TANA VUL)
 - Common Burdock (ARCT MIN)
 - Blueweed (ECHI VUL)
 - Meadow Goatsbeard (TRAG PRA)
 - Leafy spurge (EUPH ESU)
 - Yellow hawkweeds (HIER SPP)
 - Orange hawkweed (HIER AUR)
 - Canada thistle (CIRS ARV)
 - Baby's breath (GYPS PAN)
 - Dalmation toadflax (LINA DAL)
 - Common toadflax (LINA VUL)

The VILLAGE will not invoice for the treatment of other weeds not listed as invasive.

- e) Select and use the most efficacious, longest lasting, cost-effective and site suitable mechanical treatment method at each Site, ensuring 100% of the Site is treated.
- f) Accurately record all data required for an IAPP Site & Invasive Plant Survey Record form at each Site, for all species on each Site before initiating treatment.

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

- g) Accurately record all data required for an IAPP Invasive Plant Mechanical Treatment Record form following each Invasive Plant Treatment pass. All fields must be correctly filled.
- h) Immediately cease operations on a Site and contact the TNRD Representative for further instructions if the VILLAGE finds any reason where a Site cannot be treated.

9. Manual Treatments

- a) Ensure that manual control is implemented in a manner that minimizes the release of viable seeds and/or reproductive plant fragments, and includes bagging and disposing of all flower heads and viable plant parts.
- b) Dispose of bagged invasive plants at the nearest transfer station accepting invasive plant material. Plants must be in plastic, non-biodegradable, sealed bags and declared as invasive plant material upon disposal.

10. Unknown/New Invasive Plant Species

- a) Follow the procedures below if an **unknown plant** species is found and suspected to be an invasive plant:
 - immediately report unknown species using the Report-a-Weed BC or Report Invasives mobile application including a photo of the plant; and
 - **Do Not Treat** until Site is verified by the TNRD Representative.
- b) Immediately report species using the Report-a-Weed BC or Report Invasives mobile application if any of the below species are found. Including a photo of the plant and area of infestation.
 - Field scabious (KNAU ARV)
 - Giant knotweed (FALL SAC)
 - Hoary cress (CARD DRA)
 - Japanese knotweed (FALL JAP)
 - Orange hawkweed (HIER AUR)
 - Scotch thistle (ONOP ACA)
 - Teasel (DIPS FUL)
 - Whiplash hawkweed (HIER FLA)

11. IAPP Application Data

- a) Forward all Survey, Treatment and Monitoring records to the TNRD representative monthly
- b) Report all IAPP Site data errors where the location or jurisdiction is incorrect to the TNRD Representative. Errors and updates to Site Location Description shall be reported on or before **November 15, 2021**.

12. Reporting

- a) Provide weekly updates by email/phone/in person to the TNRD Representative on the progress of the project, including a listing of Sites managed.
- b) Complete all IAPP record corrections required by the TNRD Representative no later than **November 15, 2021**.
- c) Provide the TNRD Representative with any paper and/or digital records, including but not limited to treatment records and calibration records no later than **November 15, 2021**.
- d) Provide the TNRD representative any records within 5 business days in the event that the TNRD Representative requests records for work at a specific Treatment Site(s).
- e) Immediately report any incidents, injuries or near misses to the TNRD Representative.

13. Inspections

- a) The TNRD may inspect 10% or more of treated Sites within the prescribed area for the purpose of determining Invasive Plant Treatment efficacy of 85% or greater. The TNRD will evaluate treated Sites and record keeping for compliance with this contract.
 - Without limiting the rights of the TNRD provided for elsewhere in this Agreement with respect to contract non-compliance, when an Inspection reveals Invasive Plant Treatment efficacy on a Site is below the minimum acceptable standard of 85% efficacy or contract and/or legislative violations have occurred, the TNRD shall notify the VILLAGE accordingly and such notice may specify if the TNRD wishes to require the VILLAGE to re-work the unsatisfactorily managed area.
- b) During or after a deficiency noted above has been corrected, and upon confirmation of the correction by the VILLAGE, the TNRD may again review the work in the deficient area.

14. Key Personnel

The Services shall be performed by summer staff hired by the VILLAGE of Ashcroft, with the assistance of the TNRD if requested. Organizational abilities, computer skills and the ability to interact with the public will be considered during hiring, along with plant identification knowledge and physical capability.

15. Expectation of Conduct and Attitude

Our invasive plant contractors are perceived by the public as representatives of the TNRD in their community and therefore shall promote confidence and goodwill to the public. The VILLAGE shall contribute positively and make recommendations to resolve all issues. All concerns with the program will be discussed with the TNRD Invasive Plant Management Coordinator, not with the public. The VILLAGE will suggest ways to improve treatments and to be more efficient. The VILLAGE shall be proactive and have a plan for scenarios that may negatively impact service to the public.

16. The TNRD Representative for this project is:

Mike Dedels
Wildfire Invasive Plant Management Coordinator
mdedels@tnrd.ca
Cell: 250-318-0578

17. Though out the term of the agreement the TNRD will provide the following to the VILLAGE:

- Access to the IAPP Application for data entry.
- IAPP iPad field forms.
- Copy of the PMP.
- Report-a-Weed and/or Report Invasives application
- Control Manual for Work on Roadways.

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

SERVICE AGREEMENT

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

SCHEDULE "B"

PAYMENT RATES

Throughout the term and upon receipt of monthly invoices, the TNRD will pay the VILLAGE the following for performance of the services outlined in this Agreement. ***The total value of payment shall not exceed the contract limit of \$20,000.***

Service Description		Cost per Unit
Truck, Equipment and Worker cost per hour		\$42.80
Maximum Contract Value		\$20,000

Invoicing will be itemized by:

1. Training and Safety
2. Private treatments
3. Roadway and public land treatments
4. Education and program promotion
5. Inventory and record keeping

GST Registration Number _____

WorkSafe BC Registration Number _____

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

SERVICE AGREEMENT

Invasive Plant Control Services within and adjacent to the VILLAGE of Ashcroft

SCHEDULE "C"

TREATMENT AREAS

All provincial and regional scheduled weeds found on TNRD sites will be targeted for control. Treatments to be completed include those listed in the following table. *A workplan will be developed with the Coordinator prior to field season and will be reviewed at least monthly with VILLAGE staff.*

A. Invasive Plant sites:

Site Location	Priority	Completion date
MOTI Roadways (Hwy 97) within the VILLAGE	1	May and monthly after that if required
Private Lands, based firstly on request, then on observations during surveys	2	Within 2 weeks of request with follow up if required
Ashcroft Roadways and public lands	2	All should be surveyed by the end of June with regular treatments as required to stop plants from going to seed.
MOTI roadways and private lands adjacent to the VILLAGE of Ashcroft	3	At request of the Coordinator and based on workload within the VILLAGE

SCHEDULE "D"
THOMPSON-NICOLA REGIONAL DISTRICT
CERTIFICATE OF INSURANCE
Agreements/Lease/Permit/Contractors/Engineers/Consultants

INSURED

NAME: _____
 ADDRESS: _____

BROKER

NAME: _____ BROKER CONTACT: _____
 ADDRESS: _____
 EMAIL: _____ PHONE: () - FAX: () -

This document certifies that the policies of insurance described below have been issued to the insured(s) named above and are in full force and effect.

TYPE OF INSURANCE	COMPANY & POLICY #	POLICY DATES		LIMITS OF LIABILITY / AMOUNTS	
		EFFECTIVE YYYY/MM/DD	EXPIRY YYYY/MM/DD		
Commercial General Liability including: • premises and operations liability • products or completed operations liability • blanket contractual liability • cross liability • occurrence property damage • hoist liability • contingent employers' liability • personal injury • liability with extension to non-owned licensed vehicles				Bodily Injury & Property Damage	
				\$ _____	Inclusive
				\$ _____	Aggregate
				\$ _____	Deductible
The insurance must include the Thompson-Nicola Regional District as an ADDITIONAL INSURED, but not as additional named insured. In addition to this certificate, you may be required to provide a copy of the declaration page and policy wordings.					
Tenants Legal Liability				\$ _____	Limit
Umbrella/Excess Liability				\$ _____	Limits excess of
				\$ _____	General Liability
				\$ _____	excess of Automobile
Professional Liability/ Errors and Omissions				\$ _____	Each Claim & Aggregate Each Deductible
				\$ _____	
				\$ _____	

These policies shall not be cancelled or amended in any way without thirty (30) days written notice by registered mail to:

Thompson-Nicola Regional District
Attention: Finance
300 - 465 Victoria Street, Kamloops, BC V2C 2A9

 Authorized to Sign on Behalf of Insurers

 Date

 Print or Type Name

SCHEDULE "E"**THOMPSON-NICOLA REGIONAL DISTRICT - Prime Contractor Assignment**

Prime Contractor Assigned to: _____ **Contract No.** _____

Date:		Project Location:	
Qualified Contractor Safety Representative:		Job Title:	
		Cell Phone#:	
TNRD Representative:		Job Title:	
		Phone#:	
The Contractor:			Contractor Initials
1	Acknowledges the appointment as Prime Contractor.		
2	Understands that in any conflict of directions, the WorkSafeBC OHS Regulation and/or the <i>Workers' Compensation Act</i> shall prevail.		
3	Understands and will direct that all supervisors/coordinators must immediately report any apparent conflict as described above.		
4	Understands that the supervisor shall immediately notify the TNRD of any reported conflict.		
5	Has requested and received information to eliminate or control hazards to the health and safety of persons at the workplace.		
6	Has conducted an inspection of the workplace to verify the presence of any hazards.		
7	Will communicate hazards to any persons who may be affected and ensure that appropriate measures are taken to effectively control or eliminate the hazards.		
8	Accepts that written documentation (e.g. notes, records, inspections, meetings etc.) on all health and safety issues must be available at the workplace and provided to the TNRD and/or to a WorkSafeBC officer upon request.		
9	Will confirm that all workers are suitably trained and competent to perform the duties for which they have been assigned. Required certifications to be valid and available upon the request of the TNRD/and or to a WorkSafeBC officer.		
10	Agrees that safety orientation of all new workers will be conducted.		
11	Has provided a copy of his/her company's written Safety Program that meets or exceeds WorkSafeBC requirements.		
12	Agrees that meetings to exchange any safety issues, concerns, hazards or safety directives will be conducted at least weekly (more often if required).		
13	Agrees that, before the commencement of work, crews will attend a daily crew safety meeting.		
	Agrees that the activities of employers, workers and other persons at the workplace relating to occupational health and safety are coordinated.		
14	Has assessed and will coordinate the first aid requirements meeting WorkSafeBC requirements.		
15	Has established a transport of injured worker procedure (where required).		

Contractor Representative:

Name & Phone Number Signature Date

Thompson-Nicola Regional District Representative:

Name & Phone Number Signature Date

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: May 10, 2021
FROM: Brian Bennewith, DPW, Daniela Dyck, CAO
SUBJECT: TNRD – Invasive Species Management Program – Member Municipality

Purpose

To provide Council with a report regarding CUPE Local 900 Consultation in reference to the TNRD Invasive Species Management Program member municipality participation.

Recommendation

That, Council consider CUPE Local 900 feedback and not enroll in the TRND Invasive Species Management Program at this time.

Alternatives

That, Council receive and file the report.

Discussion

Jamie Vieira of the TNRD's Invasive Species Management program presented to Council on February 8, 2021 asking Council to consider participating in the TNRD's proposed Invasive Species Management program expansion to include member municipalities. At the following Council meeting on February 22, 2021 Council directed staff to consult with members of CUPE Local 900 to discuss meaningful union work infringement.

Staff met with the President of the local union, after union member discussion it was determined that the proposed program does interfere with "union employee work" as such, the union is not in favour of the Villages participation in the proposed program. Alternately, Council could defer the program temporarily and address this concern during Collective Agreement Bargaining to commence later this summer.

To provide further detail, the Staff Report from the February 22, 2021 Regular Meeting of Council is attached.

Strategic/Municipal Objectives

Legislative Authority

Financial Implications

Attachment Listing

Staff Report to Council - February 22, 2021

Respectfully Submitted by:



Brian Bennewith,
Director of Public Works



Daniela Dyck,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: February 22, 2021
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: TNRD Invasive Plant Program – Member Municipality Proposal

Purpose

To provide Council with a summary of the TNRD Invasive Plant Program - Member Municipality Proposal provided by the TNRD to Council at the February 8, 2021 Council meeting.

Recommendation

Option 1

THAT, Council receives the report for information until the Union – CUPE 900 are consulted for input, and further, that Council direct staff to bring back a report at that time.

Option 2

THAT, Council defer the TNRD Invasive Plant Program participation to budget discussions.

Option 3

THAT, Council endorses the Village of Ashcroft enrollment in the TNRD Invasive Plant Management Program for 2022 and onward.

Alternatives

THAT, Council receive and file the report.

Discussion

This proposal presents an opportunity for member municipalities to opt into the existing Electoral Area TNRD invasive plant management service on an ongoing annual basis.

The TNRD Invasive Plant Program was established in 1976 with the specific purpose of funding knapweed control on private ranch lands. The service was established as an Electoral Area (EA) service funded by taxation of properties in all ten (10) TNRD EAs. Member Municipalities were not included in the service at the time, because weeds were seen as only an agriculture problem and the service was designed specifically to assist farms/ranches.

Invasive plants have become a serious concern in the urban and semi-rural areas located within municipalities. Since invasive plants do not stop at jurisdictional boundaries, successful invasive plant management in the region can only happen if all land owners, including municipalities and their residents, actively manage invasive plants on their properties. By having municipalities join the TNRD service, overall invasive plant management throughout the region will be strengthened and municipal residents will receive direct assistance in controlling invasive plants on their own land.

The proposed cost of the Invasive Plant Management program is based on all member municipality participation. Ashcroft's cost is based on 2.5% of the gross program budget, alternately, if only a fraction of member municipalities participate in the program, the current estimated cost for Ashcroft's which equates to \$10,000 could be higher. The program cost is in addition to the current weed control program expenses. The 2020 cost of managing Ashcroft's natural resources by conducting weed control totalled \$8204.26. In 2019, the Village undertook the "Tree of Heaven" project and costs were elevated at \$15,011.43. The primary expense of weed management is attributed to public works labour costs. In addition, the Ministry of Environment requires staff responsible for the application of pesticides to be certified and a second employee to have landscaping certification.

Benefits to municipalities include:

- Stable and long-term invasive plant management programs within municipal boundaries.
- Financial assistance for residents managing invasive plants on private properties.
- Support for municipal staff managing invasive plants on public land.
- Enhanced coordinated effort to control invasive plants throughout the region.
- Increased education, outreach and awareness within your municipality.
- Protecting land values from the impacts of invasive plants.

Invasive plant management is costly and controversial, many residents are concerned at the potential toxicity of the ongoing treatment; however, not addressing the impacts of invasive plant species rooting in Ashcroft could have environmental and economic recourse for the community. The invasive plant program has three main components: 1) *Landowner Assistance*, 2) *Education and Outreach*, and 3) *Coordination*. It is important to note that the invasive plant program applies to noxious weeds only, and not for the treatment of lawn or garden weeds that are a nuisance, but not designated as “noxious”.

Recognizing that this program is in addition to the existing weed control undertaken by Village employees, it appears that there may be some overlap with union employees and contracted services.

Under the current CUPE 900 Collective Agreement, Article 2, C-1 states: “*except for incidental or emergent situations and except for employees of a bona fide contractor who are not in a bargaining unit for which the Union is certified, any person whose classification is not covered by the agreement shall not perform work that is normally done by those employees who are deemed to be within the bargaining unit for which the Union is certified;*” and further, Article 22, A states: “*The Employer agrees to advise the Union of any recommendation which would affect the existing working conditions and benefits of its employees. Before Council acts on these recommendations, the Union will be afforded the opportunity to speak to these recommendations at a subsequent Council Meeting.*” In consideration of the Collective Agreement, it is advisable that the Village consult the Union prior to making a decision regarding participation in the TNRD program.

In summary, Council must consider the value for service, the addition of a \$10,000 program equates to a 1% tax rate increase. In addition, a staff member would need to be appointed as liaison to the program to ensure fluid coordination.

The Village has first hand experience with noxious weed control on public and private owned land. The “Tree of Heaven” program was not as successful as anticipated due to not all residents with infestation participating in the program. Education is the key to noxious weed control, building awareness and recognition of the invasive plant, understanding weed management and developing a plan is vital to program success.

Strategic/Municipal Objectives

Legislative Authority

Financial Implications

2.5% of gross program budget proposed cost is \$10,000 annually

Attachment Listing

Respectfully Submitted by:



Daniela Dyck,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

MEETING DATE: May 10, 2021
FROM: Yogi Bhalla, Chief Financial Officer
SUBJECT: Statement of Financial Information (SOFI)

Purpose

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

Recommendation

THAT Council approve the Statement of Financial Information (SOFI) for 2020.

Alternatives

N/A

Discussion

The Village is required to file a statement of Financial Information report on an annual basis with the Ministry. Attached are the schedules that, when attached to our audited financial statements, form the complete report. Section 9 of the regulation requires that the report must be approved by the Council and the Chief Financial Officer. Once approved, this package must be made available to members of the public for viewing and/or purchase.

Strategic/Municipal Objectives

Financial stewardship

Legislative Authority

Financial Information Act

Financial Implications

NA

Attachment Listing

- SOFI report
-

Prepared by:



Yogi Bhalla,
Chief Financial Officer

Approved for submission to Council:



Daniela Dyck,
Interim Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Guarantee & Indemnity Agreements
for the Year Ended December 31, 2020**

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

Yoginder Bhalla CPA, CGA
Chief Financial Officer

Date

**Schedule Showing the Remuneration & Expenses
Paid to or on behalf of Each Employee
for Year Ending December 31, 2020**

1. Elected Officials

Name	Position	Remuneration	Expenses
Roden, Barb	Mayor	14,814.96	1,310.00
Anderson, Marilyn	Councillor	8,015.04	350.00
Anstett, Jonah	Councillor	8,015.04	350.00
Davenport, Nadine	Councillor	8,015.04	350.00
Tuohey, Deb	Councillor	8,015.04	350.00
Total paid to Elected Officials		\$46,875	2,710.00

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

Name	Remuneration	Expenses
Employees with Remuneration & Expenses exceeding \$75,000.		
Dyck, Daniela	\$87,105	1,408.00
Bhalla, Yoginder	88,407	4,313.00
Bennewith, Brian	93,143	558.00
Battel, Oscar	89,652	2,680.00
Aie, Edward	89,609	658.00
Consolidated total of other employees with remuneration and expenses of \$75,000 or less	79,369	350.00
	607,346	8,894.00
Total Paid to Other Employees	\$1,134,631	18,861.00

3. Reconciliation

Total Paid to Elected Officials	\$46,875	
Total Paid to Other Employees	\$1,134,631	
Subtotal	\$1,181,506	
Reconciling Items	See Note	T4'S
Total per Statement of Revenue and Expenditure	See Note	
Variance	See Note	

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

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act
for the Year Ended December 31, 2020

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

Supplier Name	Aggregate amount paid to supplier
MRCL15 MAPLE REINDERS CONSTRUCTORS LTD.	378,979.98
USLT15 URBAN SYSTEMS LTD	342,568.99
BCHA15 B C HYDRO & POWER AUTHORITY	277,997.44
NREF15 NORLOCK INDUSTRIES LTD	215,002.63
AESL15 ASSOCIATED ELECTRICAL SERVICES LTD	130,901.40
BCTR15 BC TRANSIT	110,939.13
PBCR15 PACIFIC BLUE CROSS	63,267.26
CRSL15 CLARKE ROOFING SERVICES LTD	50,720.25
JRLT15 JORDANS	46,383.75
FOBC15 FORTIS BC -NATURAL GAS	46,150.69
TUSI15 CORIX UTILITIES INC.	43,653.26
ZWP15 ZIMMER WHEATON PONTIAC BUICK GMC LTD	38,220.99
SPAN15 SPANMASTER STRUCTURES LTD.	30,736.30
MMWL15 MEARL'S MACHINE WORKS LTD.	30,027.68
TCBC15 TELUS COMMUNICATIONS INC.	30,025.17
KCCE15 KAMLOOPS COMPUTER CENTRE	27,729.09
CTII15 CLEARTECH INDUSTRIES INC.	27,421.89
PRBC15 PARKLAND CORPORATION	26,839.99
MORM15 MOREIRA MARGARET C	25,000.04
Total Aggregate amount paid to suppliers	\$ 1,942,565.93
2. Consolidated total paid to suppliers who received aggregate payment of \$25,000 or less	
	\$ 667,986.51

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

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers	\$ 1,942,565.93	
Consolidated total of payments of \$25,000 or less paid to suppliers	\$ 667,986.51	
Consolidated total of all grants and contributions exceeding \$25,000	\$ -	
	<u>\$ 2,610,552.44</u>	
Total per Statement of Revenue and Expenditure	\$ 3,369,144.00	
Less: remuneration/transfers included in above		
Less: amortization included in above	\$ (514,509.00)	
Less: decrease in prepaids	\$ (88,193.00)	
Add: Increase in tangible assets	Incl. in supplier pmts	
	<u>\$ 2,766,442.00</u>	
Variance	\$ 155,889.56	5.64%
Reconciling items		See note
Note: The Corporation does not report a separate line item in the Financial Statements for Payments of Goods and Services.		

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Financial Approval
for the Year Ended December 31, 2020**

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

Barbara Roden
Mayor

Yoginder (Yogi) Bhalla, CPA CGA
Chief Financial Officer

Date

THE CORPORATION OF THE VILLAGE OF ASHCROFT
Financial Information Act

**Statement of Severance Agreements
for the Year Ended December 31, 2020**

Severance agreement with Anne Yanciw (CAO role)	\$38,750
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Yoginder Bhalla, CPA, CGA
Chief Financial Officer

Date

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

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

Page 1: Corporation Information

Ministry Information

General: Section One

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

Page 2: Statement of Assets & Liabilities: Section Two

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

Operational Statement: Section Three

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

Statement of Debts: Section Four

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

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

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

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

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

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

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

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

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

Page 5: Inactive Corporations: Section Eight

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

Approval of Financial Information: Section Nine

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

Access to the Financial Information: Section Ten

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

VILLAGE OF ASHCROFT

STATEMENT OF FINANCIAL INFORMATION APPROVAL

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

Name Yoginder Bhalla
Position of Financial Officer
Date: May 10, 2021

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

Financial Information Regulation, Schedule 1

Checklist – Statement of Financial Information (SOFI)

For the Corporation:

Corporate Name: Village of Ashcroft Contact Name: Yoginder (Yogi) Bhalla
 Fiscal Year End: 2020 Phone Number: (250) 453-9161
 Date Submitted: _____ E-mail: yoginder@ashcroftbc.ca

For the Ministry:

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

Yes		No	
Yes		No	

 Date Reviewed: _____ Deficiencies Addressed:

Yes		No	
Yes		No	

 Approved (SFO): _____ Further Action Taken: _____

Distribution: Legislative Library Ministry Retention

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

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

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

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

Inactive Corporations

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

Approval of Financial Information

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

From: Child Care Professiona... (via Google Docs) <ccpofbc@gmail.com>

Sent: April 26, 2021 1:51 PM

To: Mayor, Village of Ashcroft <mayor@ashcroftbc.ca>

Subject: May is CHILDCARE month

ccpofbc@gmail.com has attached the following document:



Ashcroft

Snapshot of the item below:



May is child care month. Annually, government officials from municipalities across BC make proclamations that May is Child Care month and/or May 21 is child care appreciation day.

These proclamations are appreciated by our sector and bring attention to the need for high-quality early childhood education. However, the Child Care Professionals of BC has recognized that BC governments have missed this opportunity to specifically recognize that Early Childhood Educators are essential to ensuring the child care offered in BC is of the highest-quality.

The essential, yet chronically undervalued child care sector, has sacrificed and struggled to serve children and families since the start of the COVID pandemic. In 2021, we would like Ashcroft to go beyond “thanks and recognition” for child care in BC, and instead celebrate those who are responsible for providing this essential service.

It is heartening that Ashcroft’s Mayor and Council supports the children and families in Ashcroft through recognizing what research has long-stated: High-quality early childhood education depends on high-quality Early Childhood Educators who ensure that children, supported by families, have the early experiences they need for a strong foundation.

We have included a suggested proclamation for your reference. The Child Care Professionals of BC would hope that this year we can have a province-wide effort recognizing the importance of Early Childhood Educators in delivering BC child care. Thank you for your efforts to recognize the child care professionals in your community that have worked tirelessly throughout the pandemic. Child care is truly essential to BC’s economy and any post-pandemic recovery efforts. More importantly, high-quality child care results in a broad range of benefits that accrue to individuals and society at large; positively influencing child development outcomes and preparing children to succeed in school, earn higher wages, and live healthier lives.

Sincerely,

Pamela Wallberg, CCP of BC

** on behalf of our members who live and work in your constituency

PROPOSED PROCLAMATION TEXT:

May is child care month.

WHEREAS high quality child care is a vital community service that supports healthy families and a healthy economy; and when our society invests in and celebrates Early Childhood Educators, we also invest in and support the children and families in our communities;

And WHEREAS young children need skilled, educated, competent, consistent, and fairly-compensated early childhood educators;

And WHEREAS many child care providers have, at great personal and professional cost, managed to keep their doors open during the pandemic in order to support children, families and, as a consequence, the economy:

THEREFORE Be It Resolved we hereby proclaim that May 2021 shall be known as “Child Care Month” and May 21, 2021, shall be known as “Child Care Provider Appreciation Day” in Ashcroft.



The Region of BC's Best

April 23, 2021

Informal survey to determine interest in Potential TNRD Wood Stove Exchange Program

At the April 22, 2021 TNRD regular Board meeting, a report regarding a *Potential TNRD Wood Stove Exchange Program (WSEP) service* was included on the agenda.

A copy of the April 22nd Board Report is attached and provides key information about the structure, scope and estimated costs to establish a TNRD Wood Stove Exchange Program service.

The cost to operate a WSEP would potentially be partly covered by the Province who, in conjunction with the BC Lung Association, offers financial assistance to local governments who wish to set up and run a WSEP.

If the TNRD were to establish a WSEP, the recommendation from staff would be to include all member municipalities and Electoral Areas (except the City of Kamloops which already operates a WSEP). Due to the administration and communication work involved, it would be most efficient to have a regional approach with one person/organization coordinating on behalf of all smaller communities and EA's.

Please complete the following information return to jdevlin@tnrd.ca by May 18, 2021

Note: This is NOT a binding vote, the intent is to simply gauge interest. Any formal decision(s) will be made at a regular Board meeting.

Municipality or Electoral Area: _____

Option #	Wood Stove Exchange Program (WSEP) Options	Please Check One Box
1	Support a partial WSEP, for only municipalities and EA's that opt in.	
2	Support a TNRD wide* WSEP that would include all municipalities & EA's*	
3	Not in support of a WSEP program for any part of the TNRD*	

* Excludes City of Kamloops

IF you selected Option # 1, would your community or EA (check): Opt IN or Opt OUT

Completed by (print): _____ Date: _____

Signed: _____



TO: Chair and Board of Directors **DATE:** April 22, 2021
FROM: Director of Environmental Services
SUBJECT: Potential TNRD Wood Stove Exchange Program (WESP) Service

RECOMMENDATION(S):

THAT, the Potential TNRD Wood Stove Exchange Program (WESP) service report be received by the Board for information and consideration.

Jamie Vieira
Manager of Environmental Health Services

Jake Devlin, P.Eng.
Director of Environmental Services

Approved for
Board Consideration
CAO

PURPOSE:

To report to the Board regarding information and estimated costs for a potential TNRD Wood Stove Exchange Program (WSEP) service.

SUMMARY:

This report is provided in response to the Board's request for information about a potential Wood Stove Exchange Program (WESP) service, which would utilize funding available from the Province.

The Province, in conjunction with the BC Lung Association, offers financial assistance to local governments who wish to set up and run a Wood Stove Exchange Program (WSEP). The wood stove rebate provided under the provincial program is either \$400 or \$250 per applicant.

The provincial WSEP is not designed to cover the cost to set up and run a program, these costs are the responsibility of the local governments that choose to create a local exchange program. The funding and delivery models used for other local government run wood stove exchange programs, vary greatly.

Local governments who participate in the provincial WSEP are required to apply to the province each year to request funding. As the provincial program operates on a year-to-year basis, there is no assurance that the provincial funding will be maintained on an ongoing basis.

If the TNRD were to run a WSEP, the recommendation would be to include all member municipalities and Electoral Areas (except the City of Kamloops which already operates a WSEP). It is estimated that the level of effort to set up and run a TNRD wide program would require a half-time person (0.5 FTE) for at least two or three years.

Based on a half-time coordinator, an exchange rate of 24 stoves per year, and a matching rebate (from the TNRD) equal to the provincial amounts, the total estimated cost for a region-wide WSEP (excluding Kamloops) is around \$77,000 per year. It is further estimated that the Provincial contribution toward this cost would be around \$14,000 per year, meaning that the TNRD contribution would be approximately \$62,000 per year, plus an allocation of administrative overhead. These are preliminary estimates.

Assuming all other member municipalities and Electoral Areas (EA's) are included in the program, the estimated financial impact on taxation would be \$0.0051 per \$1000 assessed value residential class or about \$1.64 per year for the average residential property assessed at \$322,234. The average tax rate for all property classes would be \$0.007 per \$1,000 assessed value. This is all based on the most recent 2021 Revised Roll assessment data from BC Assessment Authority.

As an alternative to establishing a stand-alone Wood Stove Exchange Program (WESP) service, the Board could also consider establishing a broader mandated TNRD Air Quality Service. If a regional Air Quality Service was to be considered, it could potentially dovetail with the existing Kamloops Air Quality Roundtable (KAQR), which focuses on the Kamloops Airshed.

BACKGROUND:

At the March 11, 2021 regular Board meeting a motion was passed directing staff to “*investigate the potential costs of the TNRD participating in the Provincial Wood Stove Exchange Program.*”

Accordingly, staff have consulted with numerous local governments that are currently offering a WSEP, as well as the Environmental Management Officer who coordinates the provincial program. Staff also consulted with a past program coordinator who ran the wood stove exchange program in Merritt for about 5 years. The Merritt program has since been ended, but when it was in operation, two (2) of the Electoral Areas in the Merritt area also participated in (contributed funds towards) their program.

Over the past few years, the TNRD has received a handful of queries from the public asking if the WSEP program is available to residents outside the City of Kamloops. This is likely related to the promotion of the City’s program. Also, in February 2020 staff created a log to record and track WSEP queries from the public. To date there is only one (1) entry in that log. However, the existence of such programs may not be well known outside of the City of Kamloops.

DISCUSSION:

The Province of BC, in conjunction with the BC Lung Association, offers financial assistance to local governments who wish to set up and run a Wood Stove Exchange Program (WSEP). The wood stove rebate provided under the provincial program is either \$400 or \$250 per unit exchanged, depending on the type of replacement appliance that is installed.

The higher level (\$400) rebate applies to an exchange from an old wood stove to an electric heat pump, pellet stove, or natural gas or propane appliance. The lower level (\$250) rebate applies to an exchange from an old wood stove to a new certified wood burning appliance or an electric insert.

There is a high degree of variation in how local governments have set up, operate and fund WSEPs. However, one common trend is that the local government frequently matches the provincial contribution, so applicants typically get either \$800 or \$500, depending on the type of unit exchanged. However, this is not a universal practice or a requirement from the province.

The provincial WSEP is not designed to cover the cost to set up and run a program, so it is assumed that only about 10% of the cost for a coordinator for a TNRD wide program would be funded by the provincial contribution. This means that the TNRD's cost to set up and operate a WSEP is significantly greater than funding contribution available from the province.

If the TNRD were to run a WSEP, the recommendation would be to include all member municipalities and Electoral Areas (except the City of Kamloops which already operates a WSEP). Due to the administration and communication work involved, a regional approach with one person/organization coordinating on behalf of all smaller communities is most logical.

It is estimated that the level of effort to set up and run a region-wide program would require a half-time person (0.5 FTE) for at least two or three years. This estimate is deemed reasonable by at least several individuals involved with Wood Stove Exchange Programs. It's very possible the coordinator time required to keep a program going each year after it is established and running, would reduce. However, it's difficult to forecast what the program uptake and longer term required FTE effort would be, keeping in mind that the program uptake will in part be related to the amount of communication and outreach work done around a program.

The Pros and Cons of establishing a TNRD wide WSEP are:

PROS:

- Removal of old inefficient units, resulting in reduced air emissions (great for the environment),
- Reduced fire risk associated with existing sub-standard stove installations, and
- Expanded public education about good wood burning practices.

CONS:

- Provincial contribution is limited, and is only approved one (1) year at a time.
- Will require funding and additional resources for a coordinator (estimate 0.5 FTE).
- TNRD costs will be significantly greater than the funding contribution available from the Province.

As an alternative or addition to establishing a Wood Stove Exchange Program (WESP) service, the Board could consider establishing a broader mandated TNRD Air Quality service. If this type of broader mandated service

was to be considered, it could potentially dovetail with the existing Kamloops Air Quality Roundtable (KAQR) and consider other air quality issues, in addition to managing a Wood Stove Exchange Program.

The KAQR was established in 2015 and includes representatives from the City of Kamloops, Domtar, First Nations Health Authority, Interior Health Authority, School District 73, Kamloops Moms for Clean Air, Lafarge, BC Ministry of Environment (MOE), New Gold, TRU, Tolko Industries, and Tk'emlúps te Secwépemc (TteS). The Kamloops Airshed is approximately 942 square kilometers, or roughly 2% of the total area of the TNRD.

The KAQR typically meets several times a year with the objective of enabling *inclusive, multi-party communication, information-sharing, feedback and wider implementation of existing tools, products and initiatives related to air quality that are science-based and that recognize environmental, social, health and economic perspectives.*

A number of other regional districts in the province have implemented regional Air Quality programs including the Fraser Valley Regional District (FVRD), Cowichan Valley Regional District (CVRD), and Central Okanagan Regional District (CORD).

The establishment of a new TNRD Air Quality service, would require additional staff resources & funding.

FINANCIAL IMPLICATIONS:

The estimated cost to the TNRD to establish a new Wood Stove Exchange Program is approximately \$62,000 per year plus an allocation of administrative overhead (estimated at 3% of total costs or approximately \$2,310). This could be funded by property taxes with an estimated impact on taxation being about \$1.64 per year for the average residential property assessed at \$322,234. The class 1 residential tax rate would be \$0.0051 per \$1000 assessed value, while the average for all property classes would be \$0.007 per \$1000.

ALIGNMENT TO THE 2019-2022 STRATEGIC PLAN:

This initiative is consistent with the PRIORITIES set out in the Board's Strategic Plan as follows:

- Now
- Next
- Advocacy/Partnership
- 2019/2020 Department Operational Priority
- Ongoing operation, service delivery or legislative requirement
- Not identified as a priority in strategic plan or department operational plan

Attachment(s)

- 1) Operating a Wood Stove Exchange Program - Resources and ideas for operating local programs.

Operating a Wood Stove Exchange Program

Resources and ideas for operating local programs.

Source: <https://www2.gov.bc.ca/gov/content/environment/air-land-water/air/air-pollution/smoke-burning/exchange/operation>

Partnerships

Retailer Registration Fees

Registration fees provide a benefit to both the local exchange program and participating retailers. The program receives a participation commitment from retailers and funding which contributes to the advertising and promotional budget, and retailers receive increased exposure and sales.

These fees are set by the coordinator and local exchange committee, and some programs don't charge a fee.

Examples:

Skeena Exchange Program requested \$200 per retailer

The Spokane, Washington wood stove exchange program had a sliding scale of marketing sponsorship, raising over \$10,500 for the marketing campaign

Financing Programs

Partner with banks or credit unions to offer favourable financing to program participants.

Example:

The Skeena program partnered with two local financial institutions to offer their pre-existing green renovation financing option to wood stove exchange clients.

This loan package consists of up to \$5000 at prime, payable over three years. Interested customers would have to apply for the loan and prove eligibility by being part of the local exchange program.

Insurance Companies

Low-emission wood stoves tend to be safe appliances, which provide an opportunity to partner with local insurance companies during the implementation of wood stove exchange programs.

Participating insurance companies could help promote the program or offer preferred rates to policy holders who use CSA-/EPA-certified wood stoves and have their installations inspected.

When inviting insurance companies to partner on a wood stove exchange program, community program administrators may wish to raise the following points:

- Exchange programs encourage the public to upgrade to cleaner-burning appliances, which are safer since they reduce the risk of chimney fire
- Exchange programs promote the services of retailers, technicians and chimney sweeps certified under the Wood Energy Technical Training (WETT) Program, which the insurance industry has encouraged for years

Support for Retailers

- Visit local retailers to discuss the program, including goals and responsibilities
- Provide the program guidelines and registration information before the program begins
- Provide regular program updates
- Notify them of WETT training opportunities
- Provide promotional materials (if any)
- Ask them for feedback when the program has completed

Voucher Program

Use vouchers for your exchange program to track program usage and commitment by users. Distribute them to retailers before the community launch and have retailers hand them out to individuals at the time of sale.

Vouchers could include a checklist which verifies that individuals:

- Had a non-EPA old stove in use
- Had a CSA-/EPA-certified or clean appliance installed
- Had proof that the old unit was decommissioned

Customers could be responsible for completing and returning vouchers and, if installing the wood stove themselves, require that they also include photos of the old stove in use and the new stove installed.

If the wood stove was professionally installed, you may only need to require a retailer signature to verify.

Voucher Program Tips

- Include an expiration date
- Have a good tracking system in place
- Know to whom vouchers are issued
- Follow up and remind customers as the expiration date approaches

Voucher Hotline Case Study

The Cariboo wood stove exchange program avoided the tracking issue by keeping voucher numbers and distribution of those numbers to customers central. Customers would phone the exchange hotline, provide their contact details and then be given a voucher number to use at the participating retailer. Retailers would call the hotline to confirm the voucher number and customer name to issue rebates.

Industry Discount

The discount period is in March and April. Some retailers may offer discounts at other times of the year.

All manufacturers and distributors have agreed to participate in the program and any retailer in B.C. could offer a discount during the March-April period. However, only residents of participating-community exchange programs would qualify for the local program's additional grants and incentives.

Additional Contributions

In the Skeena region, communities contributed between \$7,000 and \$15,000 to offer their residents extra incentives.

Permit fees for installation of new appliances were waived, and additional incentives were established in the form of bylaws requiring mandatory removal of old wood stoves.



Film Commission Successful in Attracting Several Feature Films to Thompson-Nicola Region

Press Release / May 5, 2021

Local Film Crew Members and Kamloops Residents Encouraged to Register for Upcoming Productions

Kamloops, BC—May 5, 2021— the Thompson-Nicola Film Commission (TNFC) is seeing an increase in regional independent film production, thanks to the efforts of Film Commissioner Victoria Weller and local communities.

Screen Siren Pictures has announced that it's on schedule to shoot a feature film about a family of livestock auctioneers entitled *The Ringmen*. Screen Siren is expected to start filming in the Kamloops, Cache Creek and Ashcroft areas starting in mid-August and are hoping to film another project in the region this year.

Screen Siren producers Christine Haebler and Trish Dolman have filmed in the region before. Haebler said, "We are excited to be bringing projects to this region. We love shooting here!" Dolman is looking forward to returning because "the Thompson-Nicola region is so beautiful and scenic."

TNFC's Film Commissioner also credits the City of Kamloops with making it easy and affordable to film in the city. "Productions are attracted to Kamloops' diversity in housing and business areas, and the dramatic landscape of the Tk'emlups te Secwepemc lands," said Weller.

"We're so grateful to our communities, residents and businesses for their support in helping to attract and provide locations for the productions wishing to film here. CBC Kids *Daisy and The Gumboot Kids* filmed in Kamloops for five days, and Reel One Entertainment's production *Just Clicked* recently wrapped," said Weller. "Oddfellows Entertainment starts filming *The Edge of Sleep* in a few days and it's really exciting to work with productions that love our city. I'm very grateful for the homeowners and property owners that allow filming on their properties. Productions are employing many people and using a lot of our amenities."

In addition, the feature film *Death Pursuit* starts filming in May in the Ashcroft, Cache Creek, Merritt and Spences Bridge areas. Several other projects are slated to film but have not given permission to be announced yet.

To support these productions, Weller is urging experienced film crew members to register in their online crew database at www.FilmThompsonNicola.com. "We get calls from producers asking about our region's local crew, and the amount of experienced crew directly impacts decisions if a production will film here or not," said Weller. The TNFC is also seeking family homes in the area as locations and as rentals for actors and key crew members.

According to Weller, "We've had tremendous response from Kamloops residents wishing to have their homes as locations, and we're seeking more, larger family homes to aid upcoming productions. All productions need houses as locations, and we want to hire local, so now's the time to contact the film commission."

For more information, email tnfc@tnrd.ca, call 250-377-2594, or visit www.FilmThompsonNicola.com.

In cooperation with Creative BC, the Thompson-Nicola Film Commission attracts and encourages motion picture and digital media productions that result in expenditures in, or exposure of, the Thompson-Nicola Regional District area.

Media contact:

Victoria (Vikki) Weller, MA, Film Commissioner

Thompson-Nicola Regional District

Tel.: 250-377-7058

Email: vweller@tnrd.ca

School District No. 74 (Gold Trail)

PO Box 250, Ashcroft, BC V0K 1A0

Phone: 250 453 9101 FAX: 250 984 0772

www.sd74.bc.ca



NEWS RELEASE

Gold Trail Trustee Acclaimed as Branch President

The Gold Trail Board of Education congratulates Trustee Vicky Trill on being acclaimed as President of the Thompson Okanagan Branch of the British Columbia School Trustees Association (BCSTA). The Thompson Okanagan Branch is comprised of nine districts who work together to promote effective trusteeship and discuss matters of mutual concern and interest in education.

April 27, 2021

Gold Trail respectfully acknowledges that the land on which we gather is the unceded and traditional territory of the Nlaka'pamux, St'at'imc and Secwépemc First Peoples.

-----Original Message-----

From: Ashcroft Fire Department <firedept@ashcroftbc.ca>

Sent: May 4, 2021 9:19 AM

To: Daniela Dyck <cao@ashcroftbc.ca>

Subject: Training Officer

To Council

As Acting Chief, I would like to advise Council that Kevin Beenham has been appointed to the role of Training Officer for Ashcroft Volunteer Fire Rescue.

Kevin joined the department and brings with him extensive knowledge and expertise as a retired professional firefighter with a lifelong passion for firefighting.

Kevin spent numerous years as a Training Officer for the City of Surrey's Fire Services, his services are an asset that we are more than lucky to have.

Tyler Bell,
Acting Fire Chief
Ashcroft Volunteer Fire Rescue

Sent from my iPhone

INFORMATION CORRESPONDENCE – FLIP CHART

MAY 10, 2021 – REGULAR COUNCIL MEETING

Interior Health

- IH declares outbreak at Orchard Haven long-term care in Keremeos
- IH update on numbers in Kelowna long-term care facilities
- IH declares outbreak at Spring Valley Seniors Community long-term care in Kelowna
- IH reaches 275,000 dose milestone in #journey2immunity campaign
- COVID-19 immunizations now available in more pharmacies across IH
- COVID-19 vaccine appointments accelerating throughout Interior Health
- IH marking Mental Health Awareness Week

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Motion No.	Motion	Staff Responsible	Comments	Time line	Status
	2020 MOTIONS				
	"That Council defer the Outdoor Burning Bylaw Report until the COVID-19 pandemic is over and the public is able to attend scheduled Council meetings."	CAO	Bring back to Council after COVID-19 orders are lifted to include public input		on temporary hold
R-2021-159	"That the Mayor and Chief Administrative Officer be authorized to execute the Section 219 'no disturbance' covenant on behalf of the Village of Ashcroft for rezoning application RZ-20-01"	CAO	Property owners have engaged a consultant to clarify the arch site and move forward		Waiting for Property Owners
R-2021-160	"That Council approve staff to research and develop an updated Business License Bylaw for the Village of Ashcroft and bring it back to Council for consideration."	CAO/ Intern/AA	Intern and Admin are working on a draft under the supervision of the CAO		in-progress
	2021 MOTIONS				
R-2021-50	"That Council endorses the Village of Ashcroft to participate in the Red Cross funded TNRD Wildfire Invasive Plant Management Program for the 2021 season."	DPW/CAO	DPW to coordinate with TNRD- Mike Dedels		in-progress - dependant on applicants
R-2021-79	"That Council authorize staff to post the Office Summer Student position."	CAO	Post position		completed
R-2021-80	"That Council direct staff to develop a communication strategy for public engagement and not amend Bylaw No. 834, and include a guideline of what and how information can be communicated by Council on social media."	CAO	Develop a communication strategy for public engagement including guideline for information communicated by Council on social media		in-progress
R-2021-81	"That Council direct staff to forward the delegation suggestions to the appropriate Working Groups for consideration."	EA	Send suggestions to appropriate WG. EA to add items to next WG agendas		on-going
R-2021-83	"That Council move forward with the proposed public engagement methods presented by staff and that staff commence the public engagement process to consider possible amendments to the Burning Bylaw and further that, staff coordinate public meetings as soon as public gatherings are permitted by Public Health Order to engage community and gather input." as amended -	CAO	Commence the online public engagement process and paper based surveys. Coordinating public meetings as soon as public gatherings are permitted		in-progress
R-2021-84	"That Council direct staff to distribute survey to the residents of the Village of Ashcroft mail boxes and include a public comment section."	CAO			in-progress
R-2021-85	"That Council send letters in support of the District of North Vancouver's Help Cities Lead (HLC) Campaign to the Ministers of Environment, Municipal Affairs, Energy, Housing and Finance."	CAO/EA			in-progress
R-2021-86	"That Council approves the Village's UBCM Membership for renewal."	CFO	Renew Membership		Completed
R-2021-90	"That Council approves the Public Art Policy as presented, and direct staff to draft two schedules for attachment and be brought back to Council for approval: Schedule A Contract and Schedule B Maintenance Plan."	CAO	Prepare Schedule A Contract and Schedule B Maintenance Plan		in-progress
R-2021-92	"That Council approves the Audited Financial Statements as presented by Shawn Birkenhead of Grant Thornton LLP at the Closed Meeting of Council prior to the Regular meeting on April 12, 2021 and that Council release the motion to the Regular meeting of Council for April 12, 2021."	CFO			completed
R-2021-97	That, Bylaw No. 842, cited as "Inter-Community Bylaw Enforcement Bylaw No. 842, 2021 be introduced and read three times.	EA	Update Bylaw		completed
R-2021-98	That, Council approves the Village of Ashcroft to submit a grant application to UBCM under the Local Government Development Approvals Program to established best practices and develop innovative approaches to improve development approvals processes in Ashcroft and further that Urban Systems be approved to prepare the grant application and if approved, complete the project.	CAO	Advise Urban Systems of approval by Council to submit Grant Application		in-progress
R-2021-99	That, Council approve staff to move forward with the purchase and installation of one appropriately sized stationary Community Message Sign to be displayed near the Wagon on Highway 97C, and further that up to \$10,000 be allocated in the budget for the project.	CAO	CAO proceed with purchase and installation of Community Message Sign		in-progress
R-2021-100	That, Council approves the purchase of offset credits as required by the Province of British Columbia and the Climate Action Revenue Incentive Program through the offset organization Offsetters.	CFO	CFO purchase offset credits required by the Province and Climate Action Revenue Incentive Program		in-progress
R-2021-102	That, the Council of the Village of Ashcroft supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community.	CAO	Staff to include this in the next Newsletter		completed
R-2021-104	That, Council approve the Public Art Policy Schedule B Maintenance Plan as presented.	CAO	Remove from "draft"		in-progress



AVFD – Sustainability Working Group Meeting Notes – Monday, April 12, 2021

In Attendance: Barbara Roden, Mayor
Nadine Davenport, Councillor
Daniela Dyck, CAO & WG Chair
Brian Bennewith, DPW
Kris Hardy, EA
Tyler Bell, Acting Fire Chief
Kevin Beenham, Volunteer Firefighter
Tyler Fitzpatrick, Volunteer Firefighter

1. Discussion

- Acting Fire Chief Tyler Bell led the discussion on their proposed changes to the AVFD Constitution.

2. Next Steps

- Tyler Bell will submit proposed changes to Kris to mark up on the current Constitution so that he may take back to the AVFD membership prior to our next Working Group meeting.
- Fire Services Act to be discussed at next meeting.

3. Date for Next Meeting

Monday, May 3, 2021 @ 9:00 am

4. Adjournment

Time: 10:55 am

The foregoing is based on the writer's interpretation of the discussions held.

A handwritten signature in blue ink, appearing to read "Kris Hardy".

Kris Hardy, Executive Assistant
Village of Ashcroft

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Community Garden – Heritage Park and Tree Assessment WG Meeting Notes Wednesday, April 21, 2021 – 1:30 am

In Attendance: Brian Bennewith, Chair
Councillor Marilyn Anderson
Daniela Dyck, CAO
Kris Hardy, EA
Andrea Walker, CiB

Excused: Councillor Deb Tuohey

The Community Garden – Heritage Park and Tree Assessment Working Group meeting began at 1:30 pm.

1. Discussion

a) Community Garden – Design and Positioning

- The WG agreed the dimensions of the garden to be a 60' x 60' square footprint. It was agreed that the garden placement would be recessed back from Railway Avenue and level between the blue haul truck and what used to be the recycling station.
- The garden will have a 6' fence surrounding it with a man gate and equipment gate off of the Railway Avenue side.
- Trees placed around the perimeter of garden inside the fence line.
- Garden will house 4' x 8' raised beds and construction of raised bed boxes possibly carried out by volunteers.
- Composting bin to be included inside garden area.
- Garden to include a garden shed of 8' x 10' or smaller for garden users to store their garden tools.
- Discussion surrounded possibly including a Gazebo or Pergola that contain benches for seating.

Daniela advised that half the funding has been approved for this project and we are waiting on the remainder.

We are moving forward with the Community Garden project and management of the garden will be determined at a later date.

Community Garden – Rules and Regulations

- Rules and Regulations for the Community Garden will be discussed at the next WG Meeting.

b) Heritage Park

A recap of the top 3 priorities following the WG's walk-thru of the park was discussed:

- Priority #1 – Hostas garden along Railway Avenue will be the PW Crew first priority
- Priority #2 – Rose Garden south end of the Caboose
- Priority #3 – Garden area by flume

Remaining priorities are as follows:

- Soddy (Cabin) – rotting logs
- Bifuka Mural
- Walking Bridge – logs supporting bridge are rotting requiring replacement
- Light standard bases – this item is already on the PW Crew's schedule in the next to do in the next month
- Story Boards Replacement – Andrea and Kris to collaborate on this
- Front Entrance – Owls pole replacement
- Water Pond & Waterwheel – what do we want to see done; total rebuild & design; what type of water feature to be in the 2022-2023 Budget

2. Next Steps

- **Year 1** – is planned
- **Year 2** - work on plan for pond, consult with grant writer to apply for grants

Brian will contact a tree arborist to assess all parks in the Village.

3. Date of Next Meeting

Wednesday, May 5, 2021 @ 1:30 pm

Adjournment

Time: 2:33 pm

The foregoing is based on the writer's interpretation of the discussion held.



Kris Hardy, Executive Assistant
Village of Ashcroft

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ECONOMIC DEVELOPMENT AND TOURISM – Working Group

Meeting Notes

Wednesday, April 28, 2021 – 1:30 pm

In Attendance: Margaret Moreira, EDT
Daniela Dyck, CAO
Mayor Roden
Councillor Anderson

The Economic Development and Tourism Working Group meeting began at 1:36 p.m.

1. Discussion

- **Marketing Initiatives:**
 - Pocket Guide:
 - Media Brochure – 3 Full page ad spaces will be designated to promote Legacy Park (**outside back cover**), Heritage Park & Pool Park, (**will share a full page on inside back cover**) Museum (**inside front cover**)
 - Write-ups – Mayor Roden will complete and submit to EDT by Friday or Monday.
 - Photos- photos selected from the photo contest will be sent to designer via WeTransfer. Cover photo chosen: Prickly Pear Cactus by Stefanie Murphy
 - Radio Ads:
 - Stingray radio promotions will run in June/July providing COVID-19 restrictions are lifted
 - Radio Road Show – Committee has decided to not do the Radio Road Show for this year.
 - Promotional Videos: Table to next meeting
 - Global Ads: Tabled to next meeting.
 - “Support your Ashcroft Restaurants” Contest: Contest will run the month of May. Purchases made at Ashcroft food establishments will be entered into draw to win two gift baskets. Draw date June 12th.

- **Next Steps**

- Pocket Guide: Complete folders for submission to printer by May 12th
- Promotional Videos: Contact NDIT requesting the option to space out video content over this year and complete next year.
- Radio Ads: The promotion write ups from last year can be used this year. We will run promotions in July/August providing COVID-19 restrictions have been lifted.

- 2. **Date for Next Meeting**

Wed 26 of may @ 9:30 a.m.

- 3. **Adjournment @ 3:00**



AVFD – Sustainability Working Group
Meeting Notes – Monday, May 3, 2021 @ 9:00 am

In Attendance: Barbara Roden, Mayor
Nadine Davenport, Councillor
Daniela Dyck, CAO & WG Chair
Brian Bennewith, DPW
Kris Hardy, EA
Tyler Bell, Acting Fire Chief
Kevin Beenham, Volunteer Firefighter
Tyler Fitzpatrick, Volunteer Firefighter

1. Discussion

- It was noted that the AVFD is currently without a Local Assistant Fire Commissioner (LAFC) & Fire Inspector;
- Local Assistant Fire Commissioner (LAFC) is currently done through the RMCP;
- Acting Fire Chief to advise Council of appointment of Kevin Beenham to Training Officer;
- Dave Mitchell, hired by the TNRD did a report in 2017 that looked at all fire departments in the regional district. Copies will be brought to the next WG meeting for review by this working group;
- Kevin Beenham will add the AVFD changes to the constitution, allowing the fire department membership 2 weeks to review and bring back to the working group;
- Need for public awareness to assist in the recruitment of members and training announcements for the fire department; these items to be included in the next Village newsletter.

2. Next Steps

- Invite CFO, Yogi Bhalla to the next WG meeting to discuss AVFD remuneration;
- Review changes and final adaptation of the constitution;
- Start review of The Corporation of the Village of Ashcroft Fire Bylaw No. 486, 1989.

3. Date for Next Meeting

Monday, June 7, 2021 @ 9:00 am.

4. Adjournment

Time: 10:00 am

The foregoing is based on the writer's interpretation of the discussions held.

Kris Hardy, Executive Assistant
Village of Ashcroft

COUNCIL COMMITTEE AND LIAISON REPORT

DATE: May 10, 2021
TO: Council
FROM: Mayor Roden

Assigned Committees:

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

Alternate Committees:

Health Care
 Communities in Bloom (CiB)

Working Groups:

Economic Development/Tourism WG
 Storm Drainage & Run Off WG
 Trails Master Plan WG
 Fire Department Sustainability WG

April 27: Sunvalley News

Did an interview with Sunvalley News about the village's Trails Master Plan.

April 28: Economic Development working group

Members met to finalize details about the community brochure, with some samples of the proposed wording discussed. A selection of photos that were submitted by members of the community was also reviewed, with the most promising ones to be sent to the designer for consideration. Possible advertising (radio and television) was also discussed, with the decision to hold off on until such time as travel restrictions are lifted and we have a better idea of what the summer tourism season might look like.

April 28: Gold Country Communities Society

There was a special meeting of the board of directors, and among the items discussed were the possible revival of Gold Country Print Works and a funding application for a graphic designer/web designer trainee. The familiarization (fam) tours are being revived in virtual format, with Ashcroft to be the first community featured. The proposal is that various people in Ashcroft be filmed taking people on a 'tour' of various spots in the community (i.e. museum, Chinese cemetery, Heritage Park, etc.), with the film edited down to create a virtual tour of the community.

April 29: Mayors' vaccine roundtable

As they coordinate public vaccine clinics throughout the region, Interior Health has established a weekly roundtable with IH clinical operations leadership and area mayors to answer questions and give operational guidance as new vaccines are approved and more vaccines arrive.

May 3: Fire department working group

Members of the working group met to go over the fire department's Constitution. The amended Constitution has been distributed to members of the AVFD and at the next meeting we will review their suggestions. There was also a discussion about the various stages in the process of reviewing the fire department's governing documents, as well as the department's role in a revisiting of the village's Burning Bylaw.

April 30: CBC Radio

Did an interview with CBC Radio Kamloops about the village's Trails Master Plan.

May 5: Meeting with RCMP

Met with S/Sgt. Jay Wessel of Kamloops RCMP/SE District to discuss staffing challenges at the detachment. Detachment commander Sgt. Darren Angman is on leave as of May 1; the acting CO is Cpl. Jay Raffle. Officers from the RCMP support team are providing consistent and ongoing staffing at the detachment.

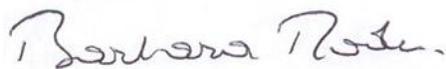
May 6: Ministers' meeting

Minister of Municipal Affairs Josie Osborne and Minister of Citizens' Service Lisa Beare met virtually with mayors, regional district chairs, and corporate officers in the Central Interior region to discuss connectivity issues. During the discussion period, participants were able to discuss challenges; among the common themes were patchy connectivity, wildly varying internet speeds, affordability (or lack thereof), and the continued issue of limited or non-existent cellphone coverage on some major highways. I made the point that affordable connectivity was a necessity for small communities, for education and business as well as for attracting new residents, and that many small communities are effectively second-class citizens when it comes to internet access.

May 6: Mayors' vaccine roundtable

As they coordinate public vaccine clinics throughout the region, Interior Health has established a weekly roundtable with IH clinical operations leadership and area mayors to answer questions and give operational guidance as new vaccines are approved and more vaccines arrive.

Respectfully submitted,



Barbara Roden,
Mayor