



**THE CORPORATION OF THE VILLAGE OF ASHCROFT**

**REGULAR AGENDA**

**FOR THE MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS  
OF THE VILLAGE OFFICE AT 4:30 PM ON TUESDAY, NOVEMBER 13, 2018**

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**1. CALL TO ORDER**

**2. MINUTES**

2.1. Minutes of the Inaugural Meeting of Council held on Monday, November 5, 2018 **P. 1-4**

**3. DELEGATIONS**

3.1. None

**4. CORRESPONDENCE**

4.1. Hon. Katrine Conroy, Minister of Children & Family Development  
- November is Adoption Awareness Month in British Columbia **P. 5-6**

4.2. Gold Country Communities Society  
- Council appointment to Board and next meeting is November 21, 2018 **P. 7**

4.3. Northern Development Initiative Trust  
- Appointment to the Cariboo-Chilcotin/Lillooet Regional Advisory Committee  
and next meeting is January 29, 2019 **P. 8**

4.4. BC/Yukon Command of the Royal Canadian Legion  
- 2019 Military Service Recognition Book **P. 9-11**

4.5. Hospital Activity Book for Children & Make a Wish Foundation Canada  
- Request for sponsorship **P. 12**

4.6. Housing Central  
- Support for affordable housing in our community **P. 13-14**

4.7. Mr. Edward Lockhart  
- Request for speed bumps on Railway Avenue as a form of traffic calming **P. 15**

4.8. Mayor Nobuo Yamaguchi, Town of Bifuka  
- Reply to our letter regarding recent earthquake **P. 16**

4.9. Information Correspondence Listing for November 13, 2018 **P. 17**

**5. UNFINISHED BUSINESS**

5.1. None

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**6. NEW BUSINESS**

**6.1.** 2019 Scheduled Meeting Dates **P. 18-19**

**6.2.** Rogers Radio - 2019 Road Trip Adventure **P. 20-31**

**7. BYLAWS**

**7.1. Introduction and First 3 Readings**

7.1.1. None

**7.2. Reconsideration and Final Adoption**

7.2.1. None

**8. REPORTS**

**Council Reports**

Mayor Roden to Appoint New Committees and Assign Members

**(Motion to receive both verbal and written reports)**

**9. CHIEF ADMINISTRATIVE OFFICER REPORTS**

9.1 None

**10. CHIEF FINANCIAL OFFICER REPORTS**

10.1 None

**11. QUESTION PERIOD**

**12. INCAMERA**

12.1. None

**13. TERMINATION**





THE CORPORATION OF THE VILLAGE OF ASHCROFT

INAUGURAL MEETING MINUTES

FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS  
OF THE VILLAGE OFFICE AT 7:00 PM ON MONDAY, NOVEMBER 5, 2018

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- PRESENT:**
- Mayor John C. (Jack) Jeyes**
  - Councillor Helen A. Kormendy**
  - Councillor Doreen E. Lambert**
  - Councillor Barbara H. Roden**
  - Councillor Wm. Alfred Trill**
- 
- Councillor-Elect Marilyn Anderson**
  - Councillor-Elect Jonah Anstett**
  - Councillor-Elect Nadine Davenport**
  - Councillor-Elect Debra Tuohey**
- 
- J. Michelle Allen, Chief Administrative Officer**
  - Yoginder Bhalla, Chief Financial Officer**
  - Wayne Robinson, Deputy Corporate Officer**
- 
- Sgt. Kathleen Thain, RCMP**
  - Press and Public**

**1. CALL TO ORDER**

Mayor Jeyes called the Inaugural Meeting to order at 7:00 pm.

**2. MINUTES**

**2.1. Minutes of the Public Hearing held on Monday, October 22, 2018**

Mayor Jeyes declared the minutes of the Public Hearing held on Monday, October 22, 2018 adopted as presented.

**2.2. Minutes of the Committee of the Whole Meeting held on Monday, October 22, 2018**

Mayor Jeyes declared the minutes of the Committee of the Whole Meeting held on Monday, October 22, 2018 adopted as presented.

**2.3. Minutes of the Regular Meeting of Council held on Monday, October 22, 2018**

Mayor Jeyes declared the minutes of the Regular Meeting of Council held on Monday October 22, 2018 adopted as presented.

**2.4. Minutes of the In-Camera Meeting of Council held on Monday, November 24, 2018**

Mayor Jeyes declared the minutes of the In-Camera Meeting of Council held on Monday, October 22, 2018 adopted as presented.

**3. COMMENTS FROM OUTGOING COUNCIL**

Mayor Jeyes and each member of the outgoing council thanked the community for the support that they had received and provided a summary of their time on council. They wished the incoming council success and advised that they were available to discuss items and provide background and historical information on various issues.

**4. RECESS FOR SWEARING IN CEREMONY**

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

"That the Inaugural Meeting of Council adjourn so that the Corporate Officer may administer the Oaths of Office to the Council-Elect. Time: 7:10 pm."

**Carried.**

**4.1. Mayor to take Oath of Office**

Mayor-Elect Roden took her Oath of Office in front of the assembled public.

**4.2. Councillors to take Oath of Office**

The Councillors-Elect took their Oath of Office in front of the assembled public.

The new members of Council took their seats at the Council table.

Mayor Roden called the meeting back to order at 7:15 pm.

**5. MAYOR'S MESSAGE**

Mayor Roden thanked the community for their support and for the members of the public who came out to attend the inaugural meeting. She has met with each member of council and they all agree that Ashcroft is a wonderful place to live and their common goal is to make Ashcroft better. There are many projects underway and there are more that are in the planning stages but all of them require Council to work collaboratively with all levels of government, other communities and each other. This Council is looking forward to working together over the next four years.

**6. PRESENTATION TO OUTGOING COUNCIL**

Mayor Roden presented each member of the outgoing Council with a small token of appreciation for their contribution to the community.

**7. COMMITTEE APPOINTMENTS**

**6.1. Finance Committee Appointments**

Mayor Roden requested that the following members are appointed to the Finance Committee:

- Mayor Roden
- Councillor Anderson
- Councillor Davenport

**6.2. Deputy Mayor Appointments**

Mayor Roden requested that, in keeping with Village of Ashcroft Policy No. 1.1 the Deputy Mayor's appointments will be as follows:

- November 1, 2018 – October 31, 2019 Councillor Anderson
- November 1, 2019 – October 31, 2020 Councillor Anstett
- November 1, 2020 – October 31, 2021 Councillor Davenport
- November 1, 2021 – October 31, 2022 Councillor Tuohey

**6.3. Thompson Nicola Regional District Board Appointments**

Mayor Roden requested that the appointments to the Thompson-Nicola Regional District be as follows:

- Director Mayor Roden
- Alternate Director Councillor Anstett

**M/S Councillor Tuohey / Councillor Anstett**

"That the Council approve the committee appointments as presented above."

**Carried.**

**8. STATUTORY APPOINTMENTS**

**7.1. Appointment of Interior Savings Credit Union as the Village's banking institution**

**M/S Councillor Anderson / Councillor Anstett**

"That the Interior Savings Credit Union be appointed the Village of Ashcroft's banking institution."

**Carried.**

**7.2. Appointment of Daley LLP as the Village's auditors for the period November 1, 2018 to October 31, 2022**

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**M/S Councillor Davenport / Councillor Anderson**

"That Daley LLP be appointed as the Village of Ashcroft's auditors for the period November 1, 2018 to October 31, 2022.

**Carried.**

**9. TERMINATION**

**M/S Councillor Anderson / Councillor Anstett**

That the Inaugural Meeting of Council terminate at 7:22 pm.

**Carried.**

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**Barbara H. Roden, Mayor**

Certified to be a true and correct copy of the Minutes of the Inaugural Meeting of Council held Monday, November 5, 2018.

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

JMA/kdw

**From:** MCF Info MCF:EX [mailto:MCF.Info@gov.bc.ca]  
**Sent:** November-02-18 3:06 PM  
**To:** 'admin@ashcroftbc.ca' <admin@ashcroftbc.ca>  
**Subject:** Letter from the Honourable Katrine Conroy

Ref: 240087

His Worship Mayor Jack Jeyes and Council  
Village of Ashcroft  
E-mail: [admin@ashcroftbc.ca](mailto:admin@ashcroftbc.ca)

Dear Mayor Jeyes and Council:

As the Minister of Children and Family Development, I am honoured and delighted to proclaim November as Adoption Awareness Month. This annual proclamation offers an opportunity to celebrate the many families in the province who have opened their hearts and their homes through adoption, and to highlight the need for more families to consider adopting.

In your community and across the province, there are hundreds of children and youth in foster care hoping for a permanent home to call their own. Some are part of a sibling group, some have special needs, and some are teens. Each and every child deserves a family to belong to, a stable place to grow up, help and guidance preparing for the challenges of adulthood, and someone to rely on for support, encouragement and love.

This year the ministry is pleased to announce a new Adoption Campaign. For more information on this important campaign, please see the following Web link at: [Adoptnow.ca](http://Adoptnow.ca).

There are many ways to celebrate adoptive families and help raise awareness of the need for more adoptive families in British Columbia. Your council could proclaim Adoption Awareness Month in your community, you could create an adoption display in your office, use a copy of the Provincial Proclamation, invite Ministry of Children and Family Development (MCFD) Adoption Social Workers to set up an information booth, have your community newspaper feature articles on adoption, and invite local adoptive parents to a “meet and greet”. If you are interested in exploring these ideas please contact MCFD staff at: [MCF.AdoptionsBranch@gov.bc.ca](mailto:MCF.AdoptionsBranch@gov.bc.ca).

The Adoptive Families Association of British Columbia (AFABC) has been supporting adoptive families in British Columbia for forty years. The AFABC’s representative for your area can provide you with information on events in your community and on adoption in general. Their contact information, as well as contact information for the three licensed adoption agencies in British Columbia, can be accessed at: <https://www2.gov.bc.ca/gov/content/life-events/birth-adoption/adoptions/how-to-adopt-a-child>.

*Adopt BC Kids* Web site is an online portal that allows citizens to complete an adoption application online 24/7. Please take a look at the site and encourage community members who are interested in adopting a child in foster care to register at: [www.gov.bc.ca/adoptbckids](http://www.gov.bc.ca/adoptbckids).

On behalf of the Ministry of Children and Family Development, thank you for helping us raise awareness about adoption and working with us to find homes for British Columbia's children and youth.

Sincerely,

***ORIGINAL SIGNED BY***

Katrine Conroy  
Minister of Children and Family Development

*Sent on behalf of the Minister by:*



**Client Relations Branch**

Executive Operations

Ministry of Children and Family Development



info@exploregoldcountry.com  
www.exploregoldcountry.com  
1.877.453.9467  
Tel/Fax: 250.457.6606

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1095 Todd Rd., PO Box 933 Cache Creek, BC V0K 1H0

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Mayor Roden and Council  
Village of Ashcroft  
PO Box 129  
Ashcroft, BC V0K 1A0

Dear Mayor Roden and Council,

Gold Country strongly values our relationships with the Mayors and Councils that represent our communities. Within the Gold Country Bylaws, it states that our Board of Directors should consist of the following: One designate may be appointed from the elected local government and one designate must be appointed from and by a local business, business organization, community economic development group or tourism group.

Our next Gold Country Communities Society meeting will be held on November 21, 2018 in Cache Creek, BC at 10:30 am. The meeting location will be formalized later this week.

Please let us know by November 16, 2018 who from your Council will be attending so we can make the necessary arrangements and have a welcome package ready for the new Gold Country Board member.

Best regards,

Marcie Down  
Executive Director

*Note: Meeting will take place @ Chum's Restaurant @ 12:30pm.*



342  
301 - 1268 Fifth Avenue  
Prince George, BC V2L 3L2  
Tel: 250-561-2525  
Fax: 250-561-2563  
info@northerndevlopment.bc.ca  
www.northerndevlopment.bc.ca

October 22, 2018

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

**Attention:** Michelle Allen  
Chief Administrative Officer

Dear Ms. Allen,

**Subject:** Appointments to the Cariboo-Chilcotin/Lillooet Regional Advisory Committee Following Local Government Elections - Northern Development Initiative Trust

Northern Development Initiative Trust (Northern Development) is an independent regional economic development corporation focused on stimulating economic diversification and job creation in Northern British Columbia.

Northern Development's board of directors is advised by four regional advisory committees comprised of elected local government leaders from each of the regions. This ensures that local knowledge is incorporated into Northern Development's Strategic Plan as well as funding approval processes.

In follow-up to the local government elections held on October 20, 2018, please consider this letter as Northern Development Initiative Trust's request to have appointments to the Cariboo-Chilcotin/Lillooet Regional Advisory Committee listed as an agenda item at your November 2018 council/board meeting. Please appoint an elected official to the Cariboo-Chilcotin/Lillooet Regional Advisory Committee as well as an alternate who may represent your appointee in his/her absence.

**It is important that you advise our office by November 30, 2018 so that we can send an agenda package to the appropriate representative prior to the first scheduled regional advisory committee meeting in January 2019.**

The first meeting of the Cariboo-Chilcotin/Lillooet Regional Advisory Committee is scheduled for January 29, 2019. At that meeting, committee members will elect a Chair and Vice Chair for the Cariboo-Chilcotin/Lillooet Regional Advisory Committee. The Northern Development Initiative Trust Board of Directors meeting is scheduled for Wednesday, February 20, 2019.

Please confirm receipt of this request. If you have any questions or concerns with this request, please contact Lori Moseley, Executive Coordinator, Northern Development by telephone at 250-561-2525 or via email at [lori@northerndevlopment.bc.ca](mailto:lori@northerndevlopment.bc.ca).

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Joel McKay", written over a white background.

Joel McKay  
Chief Executive Officer

RECEIVED

OCT 29 2018

The Corporation  
Village of Ashcroft



# Legion

[www.legionbcyukon.ca](http://www.legionbcyukon.ca)

## British Columbia / Yukon Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

Dear Sir/Madam:

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

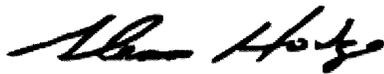
Our **BC/Yukon Command Legion** is very proud to be printing another **9,000 copies** of our Annual **“Military Service Recognition Book”**, scheduled for release by Remembrance Day 2019, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

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

Please find enclosed a rate sheet for your review, along with a supporter letter outlining the many community activities of our over 45,000 Legion Members in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

**Thank you for your consideration and/or support.**

Sincerely,



Glenn Hodge  
President of BC/Yukon Command of The Royal Canadian Legion



# Legion

www.legionbcyukon.ca

**British Columbia / Yukon Command  
The Royal Canadian Legion**

***“Military Service Recognition Book”***

**Advertising Prices**

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

**G.S.T. Registration # R10 793 3913**

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

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



PLEASE MAKE CHEQUE PAYABLE TO:

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





**BC/Yukon Command**

#101 – 17618 58 Avenue  
Surrey, BC V3S 1L3  
Tel: (604) 575-8840  
Fax: (604) 575-8820  
info@legionbcyukon.ca  
legionbcyukon.ca

Dear Valued Supporter,

Thank you very much for your pledge of support of The BC/Yukon Royal Canadian Legion's Military Service Recognition Book Project. This annual publication recognizes the Veterans and Service Personnel of BC and the Yukon who have so honourably served our country. This keepsake book helps us to remember their selfless contributions. Your vital and generous contribution makes it possible to print 9,000 copies of this book free of charge to distribute to communities throughout BC and the Yukon.

The Royal Canadian Legion plays an active role in communities throughout BC and the Yukon. There is barely a citizen within our Command whose life isn't touched by The Royal Canadian Legion. Often times the public isn't aware of the extent of our work.

**Who we are and what do we do?**

The Royal Canadian Legion receives no Government funding for our operations. We rely on our member's dues, donations from the public and in-house fundraising activities. The over 45,000 Legion members in BC/Yukon are dedicated to assisting Veterans and local communities. Here are some ways we give back:

- \$1,000,000 commitment to sponsor the Veterans' transition and trauma counseling program at UBC for Veterans.
- The Legion has contributed to the education of over 200 rural family doctors through UBC Chair of Family Practice.
- \$250,000 commitment to providing education transition services for Veterans at BCIT.
- Over \$500,000 donated annually for Veterans' hospitals and extended care facilities.
- Over \$350,000 donated to Youth Programs, sponsoring a variety of sports teams.
- Over \$275,000 in Bursaries and Scholarships.
- Sponsor over 5,000 cubs, scouts, guides and cadet groups.
- \$25,000 donated annually to send youth athletes to National Athletic Camps.
- Over \$500,000 from poppy funds in direct assistance to Veterans and their dependents in need.

Again, we thank you for your sponsorship and support of this very important project. Consider the Legion for your charitable giving, volunteer opportunities and even for a great place to meet new friends when you join as a member of your friendly local branch!

Sincerely,

Glenn Hodge,  
President of BC/Yukon Command of The Royal Canadian Legion

P.S. Check out our organization at [www.legionbcyukon.ca](http://www.legionbcyukon.ca)

REMEMBER • JOIN • GIVE

**From:** Barbara Ganger [<mailto:barbara@habfc.com>]  
**Sent:** October-25-18 11:52 AM  
**To:** [admin@ashcroftbc.ca](mailto:admin@ashcroftbc.ca)  
**Subject:** HABFC SPONSORSHIP

**ADMINISTRATION EXECUTIVE DIRECTOR**

**THESE ARE STRICTLY FOR YOUR IMMEDIATE AREA (KOOTENAY - CARIBOO REGION)**

As a follow up to our conversation, we are proud partners with The Make A Wish Foundation of Canada. We're working on the next issue of The Hospital Activity Book for Children, which as a reminder, is a complimentary activity book given to sick and injured children in the emergency departments, or suffering from major illnesses such as cancer and heart disease.

These activity books have been designed by child life specialists, and are packed with lots of fun stuff like coloring pages, stories, and favorite games.

The reason for my call today is that we are working on our upcoming distribution, and hoping you can help by sponsoring a special get-well message to the kids. It would be in the form of a business card type ad, just to say something sweet like "You're all in our hearts, and we hope you get well soon. From the staff at (business name)."

The cost to help is \$349, and of course, nothing will be payable until the kids get the books and you have your sponsors copy as well.

Funding from this project will also give 10 special children their wishes through our partnership with The Make A Wish Foundation Canada.

With your participation, I will reserve a spot in the book so that you can email us back your business card and logos to create an ad, or we can build one from your website. We would then email you an ad proof, and early invoice where you can take advantage of a \$10 discount if you so choose.

Thank you again for your valuable time, and I look forward to the opportunity to working with you in the near future.

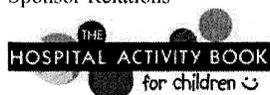
**VISIT [www.habfc](http://www.habfc)**

**HOW CAN I HELP WILL SHOW YOU OUR RATES FOR VARIOUS SIZES..**

Sincerely,

Barbara Ganger

Barbara Ganger  
Sponsor Relations



Toll Free: 1 877 413 6163 ext. 266  
Toll Free Fax: 1 877 463 6185





November 1, 2018

Mayor and Council  
Village of Ashcroft  
Box 129  
Ashcroft, BC V0K 1A0

RECEIVED

NOV - 6 2018

The Corporation  
Village of Ashcroft

Dear Mayor and Councillors,

Congratulations on your election to serve your community as mayor and members of municipal council.

We are writing to you on behalf of the affordable housing providers across the province, both non-profit organizations and co-operatives, to ask that you make housing a central focus during your term in office.

As you likely heard on the doorsteps during the campaign, housing affordability and homelessness were by far the top issues for voters everywhere. Because housing affordability is an issue that impacts nearly every household in some way, and will take more than one term in office to solve, we believe there is an opportunity for partnership between all levels of government and the community housing sector. We want to actively support local government in making the most of this opportunity.

We hope that you had a chance during the campaign to review our *Make Housing Central* resources, launched in September to help candidates better understand the housing affordability landscape in their municipalities, and how municipalities can take a strong leadership role in addressing those issues. Our campaign, in its entirety, can be reviewed at [www.housingcentral.ca](http://www.housingcentral.ca)

During the campaign we asked candidates to show their support for affordable housing by pledging, once elected, to implement actions to support affordable housing in their communities including: the contribution of public lands, protection of existing affordable housing, zoning for rental-only development, streamlining of permitting processes, and pursuit of partnerships to create new affordable housing developments. Candidates from across the province took the pledge. You can see the list at [www.housingcentral.ca](http://www.housingcentral.ca)

As an ongoing initiative to support local government leaders in their efforts to deliver affordable housing in their communities, we are developing a series of free educational opportunities for your participation:

- A webinar introducing the community housing sector and a discussion of the tools available to municipalities to support affordable housing in their communities (*available December*)
- A half-day interactive forum for elected officials, non-profits and co-ops to exchange learnings about how to work collaboratively to create new affordable housing (*four workshops to be held throughout the province beginning spring 2019*)

Additionally, we are providing your municipal council with two complimentary registrations to our *Housing Central Conference*, the largest affordable housing event in the country, with up to 1,500 delegates. This conference is being held from Sunday, November 18<sup>th</sup> to Tuesday, November 20<sup>th</sup> at the Sheraton Vancouver Wall Centre. To claim your registrations, please contact our Government Relations Manager, Diana Dilworth at [diana@bcnpha.ca](mailto:diana@bcnpha.ca) or at 778-945-2170, who will assist in securing those registrations. Details of the conference can be found at [www.housingcentral.ca](http://www.housingcentral.ca)

Congratulations again, and best wishes. We look forward to working with you on the issues of housing affordability and homelessness, and hope that we will see you in attendance at our events. We will remain in touch throughout your term in office and hope that with your support, we can ensure that every resident in BC has access to safe, affordable and stable housing.

Sincerely,



Jill Atkey,  
Chief Executive Officer  
BC Non-Profit Housing Association  
[www.bcnpha.ca](http://www.bcnpha.ca)



Thom Armstrong  
Executive Director  
Co-operative Housing Federation of BC  
[www.chf.bc.ca](http://www.chf.bc.ca)

**About Housing Central:** *Housing Central brings together the BC Non-Profit Housing Association (BCNPHA), Co-op Housing Federation of BC (CHF BC) Co-op Housing Federation of Canada (CHF Canada), Encasa Financial, Community Land Trust and COHO Management Services Society. Housing Central collaborates on cross-sector partnerships that help impact public, policy, media awareness and deliver world-class education and events to support its vision of a safe, affordable home for everyone. [www.housingcentral.ca](http://www.housingcentral.ca)*

**About BCNPHA:** *Formed 25 years ago, BC Non-Profit Housing Association (BCNPHA) is the provincial umbrella organization for the non-profit housing sector comprised of nearly 600 members, including non-profit housing societies, businesses, individuals, partners and stakeholders. Together non-profit housing societies manage more than 100,000 units of long-term, affordable housing in over 2500+ buildings across the province.*

**About CHFBC:** *The Co-operative Housing Federation of BC (CHF BC) is the voice of housing co-ops in British Columbia. Made up of member housing co-ops and related stakeholders, the organization focuses on meeting the needs and supporting the opportunities for those living in co-op housing. The 250 co-op housing members in our province provide housing for approximately 15,000 families.*



OCT. 23, 2018

TO MAYOR & COUNCIL  
VILLAGE OF ASHCROFT.

I WOULD LIKE TO BRING TO YOUR ATTENTION MY CONCERNS REGARDING SPEEDING ON RAILWAY AVENUE, SPECIFICALLY ALONG HERITAGE PLACE PARK.

OVER THE PAST YEAR I HAVE WITNESSED AN INCREASE IN SPEEDING VEHICLES. I HAVE SEEN MANY NEAR MISSES WITH PEDESTRIANS AND CHILDREN.

I WOULD LIKE COUNCIL TO CONSIDER REDUCING THE SPEED LIMIT TO 30KM/H AND INSTALLING SPEED BUMPS TO REDUCE SPEED.

I LOOK FORWARD TO HEARING FROM YOU.

EDWARD LOCKHART  
Box. 942 STE 211 715 RAILWAY AVE.  
ASHCROFT, BC.



October 10,2018

Dear Sirs,

Hello John C.Jeyes.

Hello to all of our friends in Ashcroft.

Thank you for contacting us.

Although it was a big earthquake last month in Hokkaido, there were no damage in Bifuka Town.

There was a large power outage due to the power plant trouble caused by the earthquake, which caused some damage, but Bifuka Town is okay.

Currently there are no effects of earthquakes or blackouts. rest assured.

I would like to express my sincere gratitude to everyone in Ashcroft village.

I apologize for the late reply.

Sincerely

Nobuo Yamaguchi  
Bifuka Mayor

**RECEIVED**

OCT 30 2018

The Corporation  
Village of Ashcroft

## INFORMATION CORRESPONDENCE FOR THE NOVEMBER 13, 2018 COUNCIL MEETING

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### BC Assessment

- Congratulations to Mayor Roden and Councillors and introduction to Thompson Okanagan Assessment team

### Interior Health

- A Public Health Approach to Non-Medical Cannabis

### BC Council of Forest Industries & BC Lumber Trade Council

- Congratulations to Mayor Roden and introduction to BC Council of Forest Industries & BC Lumber Trade Council

### School District No. 74

- News Update – October 2018

### Shelley Martens, Community & Indigenous Relations Manager – Fortis BC

- Natural Gas Supply Limited

### Village of Valemount

- Councillor Arjun Singh, UBC President

### Cariboo Chilcotin Coast Tourism Association

- Invitation to join the AGM and Tourism Conference November

### FCM (Federation of Canadian Municipalities)

- Change in “one-third” federal tax exemption for elected officials

### 55 Plus BC Games Organization

- Congratulations to Ashcroft Participants

### Highland Valley Copper Newsletter Publication

- Valley Views – Fall 2018

### Solid Waste & Recycling Publication

- Fall/Winter 2018

### Associate Engineering (AE) Today Publication

### LGMA (Local Government Management Association)

- Exchange Publication Fall 2018

### Legion – BC/Yukon Command Publication

/kw

**MEMO TO: Mayor Roden & Council**  
**MEMO FROM: Michelle Allen, Chief Administrative Officer**  
**DATE: November 1, 2018**  
**SUBJECT: 2019 SCHEDULED MEETING DATES**

**Background**

The Community Charter requires Council to provide to the public a regular meeting schedule once a year.

**Discussion**

Section 127 (1) of the Community Charter states the following:

*“A council must*

- (a) make available to the public a schedule of the date, time and place of regular council meetings, and*
- (b) give notice of the availability of the schedule in accordance with section 94 [public notice] at least once a year”*

The Village places an advertisement in The Journal for two (2) consecutive weeks every December that outlines our various year end procedures, hours of operation, etc. We are able to meet the notice requirements for Section 127.(1) if we include a paragraph indicating that the schedule for 2019 Council meeting dates is available at the Village Office and on our website.

Generally Council for the Village of Ashcroft meets twice per month, the second Monday at 4:30 pm and the fourth Monday at 6:00 pm for a Committee of the Whole which is followed at 7:00 pm by a regular meeting. In the event that the Monday is a statutory holiday, the meeting is automatically scheduled for the next day (Tuesday).

There are some exceptions to the schedule. Due to summer vacations Council generally meets only once during July and August, these meetings are held on the fourth Mondays and are preceded by a Committee of the Whole meeting. During the month of September Council only meets once due to the Union of BC Municipality convention. During December Council only meets once, and it is on the second Monday as Christmas generally falls very close to the fourth Monday. Council passed a policy that the first meeting in February and the first meeting in October are cancelled and a Planning Session is held in their place. These meetings have been included on the attached schedule, as have the Community Forums and the Annual Town Hall meeting.

**Recommendation**

Administration recommends:

- a. that Council approve the 2019 meeting schedule as presented, and
- b. that the meeting scheduled be posted on the Village of Ashcroft website, and
- c. that reference to the meeting schedule be included in the annual Christmas advertisement.

Respectfully submitted,



J. Michelle Allen,  
Chief Administrative Officer

Attach



**2019  
ASHCROFT COUNCIL MEETING DATES**

<b>DATE</b>	<b>COMMITTEE OF THE WHOLE</b>	<b>REGULAR MEETING</b>	<b>TOWN HALL / COMMUNITY FORUM / PLANNING SESSIONS</b>
JAN. 14		4:30 PM	
JAN. 28	6:00 PM	7:00 PM	
FEB. 11			PLANNING SESSION 3:00 PM
FEB. 25	6:00 PM	7:00 PM	
MAR. 11		4:30 PM	
MAR. 25	6:00 PM	7:00 PM	
APR. 8		4:30 PM	
APR. 11 (Thurs)			COMMUNITY FORUM 7:00 PM
APR. 23 (Tues)	6:00 PM	7:00 PM	
MAY 6			TOWN HALL 7:00 PM
MAY 13		4:30 PM	
MAY 27	6:00 PM	7:00 PM	
JUN. 10		4:30 PM	
JUN. 24	6:00 PM	7:00 PM	
JUL. 22	6:00 PM	7:00 PM	
AUG. 26	6:00 PM	7:00 PM	
SEPT. 9		4:30 PM	
<b>SEPT. 23 - 27 UBCM CONVENTION</b>			
OCT. 15 (Tues)			PLANNING SESSION 3:00 PM
OCT. 28	6:00 PM	7:00 PM	
NOV. 12 (Tues.)		4:30 PM	
NOV. 14			COMMUNITY FORUM 7:00 PM
NOV. 25	6:00 PM	7:00 PM	
DEC. 9		4:30 PM	

20181026

**MEMO TO: Mayor Roden & Council**

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

**DATE: November 1, 2018**

**SUBJECT: 2019 ROAD TRIP ADVENTURE – ROGERS RADIO**

### **Background**

For the past two years the Village has participated in the caption "Road Trip". In 2018 we had two radio hosts arrive in Ashcroft on the night of June 3<sup>rd</sup> and spent June 4<sup>th</sup> having tours of various businesses and services within Ashcroft. The hosts posted updates on both radio stations on June 5<sup>th</sup> and reports were that they were well received.

### **Discussion**

It is unfortunate that one month after the 2017 road trip was in our community the wildfires broke out and tourism opportunities for the remainder of the summer were virtually nil. We were more fortunate with the 2018 program. The cost of the program is covered under the NDIT Economic Development Capacity Program.

In 2017 we partnered with Historic Hat Creek and the hosts spent the night at Hat Creek and then spent the day in Ashcroft. While this saved us some money it greatly reduced the amount of time that we had them in our community. In 2018 we had the hosts stay in Ashcroft and spend the best part of the day touring the community. This proved to be a much better project and allowed the hosts to explore more areas of Ashcroft.

The 2019 program is outlined below:

- For 3 weeks the Village would be listed on the webpages of Star FM and Country 107.1
- The Village would receive over 200 30 second promotional announcements split between the 2 stations
- A minimum of 4 mentions on air during the day of their visit
- Postings on their social media pages
- Total promotional value \$32,000

The cost of the program is outlined below:

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

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

**Recommendation**

Administration recommends that the Village of Ashcroft participate in the Rogers Radio Road Trip Adventure for 2019 in the amount of \$2,530 plus tax and the cost of additional items to make the package attractive to the grand prize winner.

Respectfully submitted,



J. Michelle Allen,  
Chief Administrative Officer



Star 98.3 & Country 107.1

## Road Trip Adventure

Location Sponsor

Prepared by:

Nick Seguin & Samantha Gill

August 14<sup>th</sup>, 2018



## Road Trip Adventure – Location/Prize Sponsor Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019

**Star 98.3 and Country 107.1** are pleased to present an exciting pre-summer promotion, the **2019 Road Trip Adventure**. A representative from the stations will embark on a road trip throughout Super, Natural, British Columbia and will encourage listeners to visit the fabulous places and do the great activities that will be highlighted on the road trip.

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

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

The 2019 Road Trip will be an exciting one – plans are underway to have a greater digital media focus, including utilizing social media mediums such as Facebook, Facebook Live, Instagram and more, including on-air check ins and an entry form on the station’s contest page.

For 3 weeks, You will be promoted through produced promotional mentions, liner mentions, on-air cut in’s and through our website and online contesting. Promotion will include two (2) weeks of pre-promo and one week of promo, from May 20<sup>th</sup> to June 9<sup>th</sup>, 2019 (dates subject to change).

Attached is the airtime set aside for this promotional campaign.

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





# Road Trip Adventure – Location/Prize Sponsor Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019

## Star 98.3 Promotional Breakdown

### On Air Exposure

- 1 contest announcement
- Minimum 105 name mentions in 30 second produced promotional announcements
- Minimum 2 mentions during cut-ins throughout the road trip (day of visit)
- Minimum 1 grand prize contesting occasion

**Minimum Value: \$19,850.00**

### Website Exposure

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

**Minimum Value: \$1,300.00**

**Total Minimum promotional value: \$21,150.00**

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





# Road Trip Adventure – Location/Prize Sponsor Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019



## Country 107.1 Promotional Breakdown

### On Air Exposure

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

**Minimum Value: \$10,020.00**

### Website Exposure

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

**Minimum Value: \$1,000.00**

**Total Minimum promotional value: \$11,020.00**

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





# Road Trip Adventure – Location/Prize Sponsor

## Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019

Star 98.3 Minimum Promotional Value: \$21,150.00  
 Country 107.1 Minimum Promotional Value: \$11,020.00  
 Total Minimum Promotional Value: \$32,170.00

**YOUR INVESTMENT : \$2,530 + Tax**

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

**TERMS:**

- **Promotional Confirmation Deadline: March 29<sup>th</sup>, 2019 at 12PM**
- CLIENT will provide all logos, links and any other information for promotional use to your account rep
- CLIENT recognizes that all promotional elements will be produced in house by STAR 98.3 and Country 107.1
- CLIENT hereby agrees to the broadcasting services detailed above or as amended upon through this agreement in writing between CLIENT and Rogers Media Inc. Such amendments shall form part of the present contract.
- **This promotion will be open to 1 Presenting Sponsor and 1 Powered by Sponsor and daily location sponsors (dependent on how many days on the road)**

Promotional Contact: Rob Michaels 604-853-4756 [rob.michaels@rci.rogers.com](mailto:rob.michaels@rci.rogers.com)

**Approvals**

Client Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Star 98.3 and Country 107.1 Account Manager**

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

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





Star 98.3 & Country 107.1

# Road Trip Adventure 2019

Title/Powered by Sponsor

Prepared by:

Nick Seguin & Samantha Gill

August 14<sup>th</sup>, 2018





## Road Trip Adventure - Title/Powered by Sponsor Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019



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

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

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

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

For 3 weeks, **You** will be promoted through produced promotional mentions, liner mentions, on-air cut in's and through our website and online contesting. Promotion will include two (2) weeks of pre-promo and one week of promo, from May 20<sup>th</sup> to June 9<sup>th</sup>, 2019 (dates subject to change).

Attached is the airtime set aside for this promotional campaign.

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# Road Trip Adventure - Title/Powered by Sponsor

## Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019

### Star 98.3 Promotional Breakdown

#### On Air Exposure

- 1 contest announcement
- Minimum 3 weeks of mentions in announcer liners (10 per week x 3 weeks)
- Minimum 210 name mentions in 30 second produced promotional announcements (56 per week x 3 weeks)
- Minimum 10 mentions during cut-ins throughout the road trip (2 cut ins per day)
- Minimum 1 grand prize contesting occasion

**Minimum Value: \$44,000.00**

#### Website Exposure

- 3 weeks exposure on contest page at [www.starfm.com](http://www.starfm.com)
- 3 weeks exposure in feature image on [www.starfm.com](http://www.starfm.com)
- 3 inclusions in email newsletter mentioning contest/road trip
- Minimum 10 social media posts during Road Trip week with tags/mentions
  - Social Media Posts - Service dependent: Facebook Live, Facebook Video, Instagram, etc

**Minimum Value: \$5,050.00**

**Total Minimum promotional value: \$49,050.00**

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





# Road Trip Adventure - Title/Powered by Sponsor

## Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019

### Country 107.1 Promotional Breakdown

#### On Air Exposure

- 1 contest announcement
- Minimum 3 weeks of mentions in announcer liners (10 per week x 3 weeks)
- Minimum 168 name mentions in 30 second produced promotional announcements (41 per week x 3 weeks)
- Minimum 10 mentions during cut-ins throughout the road trip (2 cut ins per day)
- Minimum 1 grand prize contesting occasion

**Minimum Value: \$22,620.00**

#### Website Exposure

- 3 weeks exposure on contest page at [www.country1071.com](http://www.country1071.com)
- 3 weeks exposure in feature image on [www.country1071.com](http://www.country1071.com)
- 3 inclusions in email newsletter mentioning contest/road trip
- Minimum 10 social media posts during Road Trip week with tags/mentions
  - Social Media Posts - Service dependent: Facebook Live, Facebook Video, Instagram, etc

**Minimum Value: \$4,750.00**

**Total Minimum promotional value: \$27,370.00**

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# Road Trip Adventure - Title/Powered by Sponsor

## Promotion to run May 20<sup>th</sup> to June 9<sup>th</sup>, 2019

Star 98.3 Minimum Promotional Value: \$49,050.00  
 Country 107.1 Minimum Promotional Value: \$27,370.00  
 Total Minimum Promotional Value: \$76,420.00

**YOUR INVESTMENT = \$6,168 + Tax**

- Product or Service for announcer to Showcase During the Road Trip.
- 2 identical prize packages for winner and family, (1 X Star 98.3 Giveaway and 1 X Country 107.1 Giveaway)

**TERMS:**

- **Promotional Confirmation Deadline: March 29<sup>th</sup>, 2019 at 12PM**
- CLIENT will provide all logos, links and any other information for promotional use to your account rep
- CLIENT recognizes that all promotional elements will be produced in house by STAR 98.3 and Country 107.1
- CLIENT hereby agrees to the broadcasting services detailed above or as amended upon through this agreement in writing between CLIENT and Rogers Media Inc. Such amendments shall form part of the present contract.
- **This promotion will be open to 1 Presenting Sponsor and 1 Powered by Sponsor and daily location sponsors (dependent on how many days on the road)**

Promotional Contact: Rob Michaels 604-853-4756 ext 311 [rob.michaels@rci.rogers.com](mailto:rob.michaels@rci.rogers.com)

**Approvals**

Client Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Star 98.3 and Country 107.1 Account Manager**

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

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