



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 7:00 PM ON MONDAY NOVEMBER 25, 2019**

In compliance with the Village of Ashcroft Audio and Video Recording of Council Meetings Policy # A-01-2019 this is to advise that permission has been granted to the HUB Online Network to record and live stream today's Council meeting. Those present in the gallery that do not wish to be recorded, you may move to another seat at this time. The Village asks that the HUB Online Network be respectful of those participants not wishing to be recorded. Hub Online Network, you may begin recording now.

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

Motion to adopt the Agenda as presented or as amended

3. MINUTES

3.1	Minutes of the Regular Meeting of Council held Tuesday November 9, 2019 <i>Motion to adopt the minutes as presented or as amended</i>	Page 1-5
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4. DELEGATIONS

4.1	Gold Country Communities Society	N/A
4.2	Community Futures Sun Country	N/A

5. CORRESPONDENCE

5.1	Board of Education Letter - Bifuka	6-7
5.2	CCCTA – Destination Development Sessions	8
5.3	Information correspondence listing for November 25, 2019	9

6. UNFINISHED BUSINESS

6.1	Age Friendly Program Request Report <i>"That Council consider participation in the Age Friendly Program during budget deliberations."</i>	10
6.2	Mosaic Community Art Request Report <i>"That Council defer a decision on the Ranchlands mosaic until a public art policy has been developed."</i>	11
6.3	Strategic Priority Report <i>"That Council select the three communications types that score the highest on the summary chart (Facebook, Village website and mass notification system) as the main Village communications vehicles, and approve staff to develop an implementation plan, bring forward costs to budget deliberations, and develop a communications plan and policy to support these."</i>	12-15

7. **NEW BUSINESS**

7.1	Community to Community Forum <i>“That Council endorse the submission of a C2C grant application to UBCM by the December 6, 2019 intake deadline; and that staff organize the forum and invite AIB to participate before March 31, 2020.”</i>	16-17
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8. **BYLAWS**

8.1	N/A	N/A
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9. **STAFF REPORTS**

9.1	November 2019 Community Forum Report <i>“That Council receive the November 2019 Community Forum Report for information.”</i>	18-19
9.2	Curling Rink Ice Plant Update Report <i>“That Council consider additional options.”</i>	20
9.3	Committee and Board Appointments Report <i>“THAT Council consider any changes to the other existing appointments.”</i>	21-24

10. **COUNCIL REPORTS**

10.1	Mayor Roden - Report to Council - Modernizing BC’s Emergency Management Legislation – Request to attend	25-27 28-29
10.2	Councillor Anderson - Report to Council	30-31
10.3	Councillor Anstett	
10.4	Councillor Davenport	
10.5	Councillor Tuohy	

11. **RESOLUTIONS RELEASED FROM CLOSED MEETINGS**

11.1	Resolutions Released – November 12, 2019	32
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12. **QUESTION PERIOD**

Any member of the public may ask a question of Council if that question pertains to any item on the current Council Agenda. The order of which people from the gallery may ask questions is at the sole discretion of the Mayor; that person has not already asked a question; additional questions may be asked if no other member of the public desires to ask a question; and no longer than 15 minutes has elapsed since Question Period has commenced.

13. **CLOSED MEETING**

Motion to move in-camera to discuss an item under the Community Charter Section 90.1:

13.1	N/A	N/A
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14. **TERMINATION**



THE CORPORATION OF THE VILLAGE OF ASHCROFT

MINUTES

**FOR THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS
OF THE VILLAGE OFFICE AT 4:30 PM ON TUESDAY NOVEMBER 12, 2019**

- PRESENT:** Mayor Barbara Roden
Councillor Marilyn Anderson
Councillor Jonah Anstett
Councillor Nadine Davenport
Councillor Debra Tuohey – arrived 4:35
- Anne Yanciw, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer
S. Daniela Dyck, Deputy Corporate Officer
- Media & Public**

Mayor Roden advised the public that the Council meeting is being recorded and live streamed.

1. CALL TO ORDER

Mayor Roden called the meeting to order at 4:30 pm

2. ADOPTION OF THE AGENDA

Motion to adopt the agenda

M/S Davenport/Anderson

“That the Agenda for the Regular Meeting of Council for November 12, 2019 be adopted as amended to include a Delegation presentation by David Rhodes from Dawson Road Maintenance.”

CARRIED (01-11-2019)

3. MINUTES

3.1. Minutes of the Committee of the Whole Meeting of Council October 28, 2019
Mayor Roden declared the Minutes of the Committee of the Whole meeting for October 28, 2019 adopted as presented.

3.2. Minutes of the Regular Meeting of Council held Monday October 28, 2019
Mayor Roden declared the Minutes of the Regular Meeting of Council for October 28, 2019 adopted as presented.

4. DELEGATIONS

4.1. David Rhodes:
Service areas were put up for tender and the previous Interior Roads contractor has been replaced with Dawson Road Maintenance (DRM). The new guidelines for road maintenance for BC include:

- New specifications: requirement to brine roads using beet juice or salt brine;
- DRM is using rock salt and water to make the brine; the brine is to develop a barrier to keep the snow from sticking to the road. Apply up to -10, any colder and the brine is not effective;
- Provide better notification to stakeholder re: storm events, Council update, public communication, etc.;
- Pre-positioning of equipment prior to storms;
- Salt storage has changed, Ministry has not allowed salt storage at previous locations;
- AIB has leased an area for a new salt shed and storage;
- Standards have been reduced of rock/sand size, hopefully less broken windshields;
- Requirement to begin salting at -9 old standard was -6, with a shorter timeframe to get snow cleared off the roads;
- Requirement to have social media interaction. Facebook and Twitter – intent is to post updates only, no dialogue on social media. Public encouraged to use website; social media platforms are mainly used as information sharing;

Q&A

- 24 hour PCR – to report road incident/issue or call 1-800 service
- Are there any plans to build brining tanks in the area? Tanks are ordered will be placed in Ashcroft or Clinton.
- Is Dawson responsible for clearing the bridge? Awareness regarding sidewalk and intersection – 36 hour response time after snow fall ends, roads are cleared and fog line is cleared.
- Will the new WTP assist with the brining? It could but the concern is the size of the Ashcroft yard, possibly not enough room for the brine tanks.

5. CORRESPONDENCE

- 5.1. Ashcroft & District Lions Club – letter in support of Evans Rd. pathway

Receive for information

M/S Anderson/Tuohey

“That the letter in support of the Evans Rd. pathway be received for information.”

CARRIED (04-11-2019)

- 5.2. Information Correspondence Listing to November 8, 2019

Receive for information

M/S Davenport/Anderson

“That the Information Correspondence listing to November 8, 2019 be received and filed.”

CARRIED (05-11-2019)

6. UNFINISHED BUSINESS

- 6.1 N/A

7. NEW BUSINESS

- 7.1. Development Variance Permit Application 19-03

M/S Roden/Anderson

“That Council approve Development Variance Permit Application 19-03,

for the property located at 30, 807 Railway Avenue, Ashcroft, BC, Strata Lot 22, Plan KAS1700, DL 423, KDYD, PID#023-656-387.”

CARRIED (06-11-2019)

Notice will be placed on title

7.2. Development Variance Permit Application 19-04

M/S Tuohey/Anstett

“That Council approve Development Variance Permit Application 19-04, for the property located at 29, 807 Railway Avenue, Ashcroft, BC, Strata Lot 21, Plan KAS1700, DL 423, KDYD, PID #023-656-379.”

CARRIED (07-11-2019)

Notice to be placed on title

7.3. Letters in Support/Against the DVP Applications

8. BYLAWS

8.1. N/A

9. STAFF REPORTS

9.1. UBCM Fire Department Training Grant Application

M/S Davenport/Anderson

“That council approve a UBCM grant application from the Village of Ashcroft for fire department training purposes in the amount of \$25,000 and that staff support training activities and provide grant management.”

CARRIED (08-11-2019)

9.2. Museum – End of Season Report

Receive for information

M/S Roden/Tuohey

“That Council receive the Museum End of Season Report for information.”

CARRIED (09-11-2019)

Comment regarding 2019 being a record year, good to see numbers bounce back after the 2017 wildfire

CARRIED (10-11-2019)

9.3. Santa Parade and Christmas Event

M/S Anstett/Anderson

“That Council approve the closure of Railway Ave. on December 6, 2019 from 5:30 – 6:30 pm for the Annual Santa Parade; and further that, Council commit to sponsoring and decorating a float for the Santa Parade; and further that, Council approve the “Ashcroft Bucks” expenditure to be compensated by the NDIT Love Program funding for the Plaid Shopping Event. Approved value of prizes: first prize \$200, second prize \$100 and third prize \$50.”

CARRIED (11-11-2019)

9.4. NDIT Grant Writer Funding Application

M/S Anderson/Tuohey

“That staff be authorized to submit a Grant Writing Support Program application to Northern Development Initiative Trust for 2020 and further that the application be submitted prior to December 31, 2019.”

CARRIED (12-11-2019)

10. COUNCIL REPORTS

10.1. MAYOR RODEN

TNRD Press Release – Water Meter Installations in Savona

TNRD COTW and BOARD meeting last week

Eco Depot update requested – staff is working on engineering reports

10.2. COUNCILLOR ANDERSON

Attended Dog Park meeting

10.3. COUNCILLOR ANSTETT

10.4. COUNCILLOR DAVENPORT

10.5. COUNCILLOR TUOHEY

11. RESOLUTIONS RELEASED FROM CLOSED MEETINGS

11.1. N/A

12. QUESTION PERIOD

Any member of the public may ask a question of Council if that question pertains to any item on the current Council Agenda. The order of which people from the gallery may ask questions is at the sole discretion of the Mayor; that person has not already asked a question; additional questions may be asked if no other member of the public desires to ask a question; and no longer than 15 minutes has elapsed since Question Period has commenced.

- 3.1 COTW – Follow up regarding items on the agenda, when will these be reported back to Council?
- 3.2 Minutes Evans Rd pathway clarification: What does a Master Plan entail?
- 3.2 River Intake update and backup generator – Wondering if there will be an RFP process for these projects?
- 5.2 Clarification - IH refresh of Vision Mission and Values.
- 7.1 Clarification is a public meeting required for variances?
- 9.3 Santa float – Clarification of staff time to construct/decorate float;
- 9.4 Will the grant writer report be available online?
- 10.1 Savona water meters clarification regarding project costs, grant funding or tax revenues?
- Request to add the Procurement Policy to the website.
- Request to add Memorial benches, memorial plaques and estate planning information to the website.
- Community Forum – How is the public bale to provide feedback if unable to attend the forum?

13. **CLOSED**

M/S Anderson/Anstett

- 13.1. "Motion to move in-camera to discuss an item under the Community Charter Section 90.1 (c) personnel and (g) litigation."

CARRIED (14-11-2019)

14. **TERMINATION**

M/S Roden/Anderson

"That the Regular Meeting of Council for November 12, 2019 be terminated at 5:46pm."

CARRIED (15-11-2019)

Certified to be a true copy of
The Regular Meeting of Council held
Tuesday November 12, 2019.

Barbara Roden, Mayor

Anne Yanciw, Chief Administrative Officer

AY/sdd

As we welcome autumn, I hope this greeting finds you well.

As for me, I, on September 30, 2019 retired as superintendent with the Town of Bifuka's Board of Education.

During my tenure, I received special support and courtesy for my public and private life. I am grateful for this continued support throughout my career.

I wish you good health and happiness. Please accept this letter as both my autumn greeting as well as my announcement of retirement.

Sincerely,
Masamitsu Ishida

October 2019

As we welcome autumn, I hope this greeting finds you well.

On October 1, 2019 I have been appointed as the new superintendent of Town of Bifuka's Board of Education.

Even though I am new to this position and do not have a strong footing, I hope to build strength for this town's education system. I wish to continue our relationship and hope to learn from you.

Please accept this letter as both my autumn greeting as well as my announcement of appointment to superintendent.

Sincerely,
Town of Bifuka Board of Education
Superintendent Koji Kusano

October 2019

謹啓 仲秋の候 ますます御清栄のこととお喜び申し上げます

さて私こと

このたび九月三十日をもちまして美深町教育委員会教育長の職を退任いたしました

在任中は公私にわたり格別の御支援と御厚情を賜りましたことを心から厚くお礼申し上げます

今後とも変わらぬ御厚誼をお願い申し上げますとともに皆様の御健勝と御多幸をお祈り申し上げ略儀ながら書中をもちましてお礼と退任の御挨拶とさせていただきます 謹言

令和元年十月

石田政充

謹啓 仲秋の候 ますます御清栄のこととお喜び申し上げます

さて私こと

このたび十月一日付けで美深町教育委員会教育長を拝命いたしました

もとより微力ではありますが本町教育行政の進展のため誠心誠意努力する所存でございますので今後とも一層の御指導御鞭撻を賜りますようお願い申し上げます

まずは略儀ながら書中をもちまして就任の御挨拶とさせていただきます 謹言

令和元年十月

美深町教育委員会

教育長 草野孝治

RECEIVED

THE C

NOV - 7 2019

HOCROFT

Hello Village of Ashcroft,

From 2017 – 2019 the Gold Rush Trail Destination Development planning program engaged stakeholders as part of the research and preparation of the planning area's Destination Development Strategy and Action Plan that identified the top priorities to advance in the short-term.

Click here to access the full Destination Development Strategy or the Strategy Highlights.

The Cariboo Chilcotin Coast Tourism Association (CCCTA) needs your input to begin advancing the following priorities and kindly invites you to attend one of three upcoming engagement sessions.

Theme 1 – Objective 8: Identify key locations for cell coverage and Wi-Fi hotspots along Highways 1 & 97 north of Hope and ensure all businesses are aware of these and they are promoted to travellers.

- Confirm priority locations
- Ensure businesses and visitor services are aware of available connectivity.

Please join us on:

November 25, 3:00pm to 5:00pm - Red Rock Grill, 100 Mile House

November 26, 4:00pm to 6:00pm - Lillooet Recreation Centre, Lillooet

November 27, 9:00am to 11:00am - Cache Creek Community Hall, Cache Creek

Please RSVP by November 18, 2019.

Email: jolene@landwithoutlimits.com or Phone 250.392.2226 ext. 209.

If you are interested in providing input but are unable to attend the session, please contact Jolene to inquire about setting up a phone call.

Jolene Lammers
 Destination Development Coordinator
 Cariboo Chilcotin Coast Tourism Association
 204-350 Barnard Street
 Williams Lake, BC V2G 4T9
 1-800-663-5885
 250.392.2226 ext 209

www.landwithoutlimits.com
www.facebook.com/CaribooChilcotinCoast
 #CCCLives
 @CarChiCoa
www.goldrushtrail.ca
<https://www.facebook.com/GoldRushTrail/>
 #GoldRushTrail
 @GoldRushTrail

**INFORMATION CORRESPONDENCE
FOR THE NOVEMBER 25, 2019 COUNCIL MEETING**

1. Thompson Nicola Regional District
 - Press Release, TNRD 2018 Annual Report win prestigious Marcom Award
2. CPRA
 - Gender Equity in Recreational Sport: Community Grants Initiative
3. PRIMECorp
 - Annual Report 2018-2019
4. Municipal Information Network
 - Network News
5. UBCM
 - The Compass Newsletter
6. Thompson Okanagan Tourism Association (TOTA)
 - Press Release "Support the Pledge"

/dd

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: November 25, 2019
TO: Mayor and Council
FROM: Anne Yanciw, CAO
SUBJECT: Age Friendly Presentation and Request

Background

At the October 28th Committee of the Whole meeting, a presentation on the Provincial Age Friendly program was made. A request was made that the Village participate in the program by initially applying for a grant to conduct an age friendly assessment, and then continue in the program steps that follow.

Discussion

The 2016 census identified 560 of the 1558 Ashcroft residents (36 %) as being 65 years old or older, and an analysis of demographics shows that populations in Canada will continue to have increasing numbers of seniors.

The Federal government, partly in recognition that seniors may increasingly have accessibility needs, enacted the Federal Accessible Canada Act (Bill C-81) in June, 2019. The Province of BC intends to follow by enacting accessibility legislation by fall of 2020, which will likely place additional requirements on local governments to address accessibility.

The Age Friendly Program provides some resources to address local age friendly issues, but also puts in place requirements for local governments when they begin the program.

The Village does not currently have sufficient human resources to manage participation in this program, although providing additional resources is Council's prerogative.

Options and Recommendation

Options

1. That Council approve staff to apply for the grant to conduct an Age Friendly Assessment.
2. That Council decline to participate in the Age Friendly Program.
3. That Council consider participation in the Age Friendly Program during budget deliberations.

Recommendation

That Council consider participation in the Age Friendly Program during budget deliberations.

Respectfully submitted,



Anne Yanciw,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: November 25, 2019
TO: Mayor and Council
FROM: Anne Yanciw, CAO
SUBJECT: Ranchlands Mosaic Presentation and Request

Background

At the October 28th Committee of the Whole meeting, a presentation on a new mosaic proposal was made. This mosaic is proposed for installation on the museum, which is Village property.

Discussion

The Ranchlands mosaic proposed is in the early design stage. The artists are working with the sponsor and other interested parties to determine and incorporate appropriate themes and elements.

The artists have recently approached Village staff regarding the need for a public art policy.

Coincidentally, staff have been discussing the same need.

The artists have identified maintenance requirements and intellectual property for public art as articles they would like to see in a policy. Staff have identified liability, vandalism, ownership and planned development as additional articles important to address.

Staff have also not yet had time to assess the costs of installation. The museum is a very old building and this backlit mural will require power. While there is a lamp outlet near the proposed installation, staff have not yet determined if there is a live current to this outlet and what the costs of extending power to the mural would be.

The mosaics currently add a richness to the resident and visitor experience in Ashcroft. We can learn from other communities about the acquisition and display of public art in order to maintain this positive experience.

Options and Recommendation

Options

1. That Council approve the Ranchlands mosaic as proposed.
2. That Council approve staff to estimate the installation and operational costs of the mural and report back to Council.
3. That Council defer a decision on the Ranchlands mosaic until a public art policy has been developed.

Recommendation

That Council defer a decision on the Ranchlands mosaic until a public art policy has been developed.

Respectfully submitted,



Anne Yanciw,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: Nov 25, 2019
TO: Mayor and Council
FROM: Anne Yanciw, Chief Administrative Officer
SUBJECT: Strategic Priority 3 – Digital Portable Signboard

Background

The Strategic Plan developed by Council in June, 2019 identifies a digital portable sign board as a priority. The purpose of the sign is for “communications during emergencies as well as providing community updates and information”.

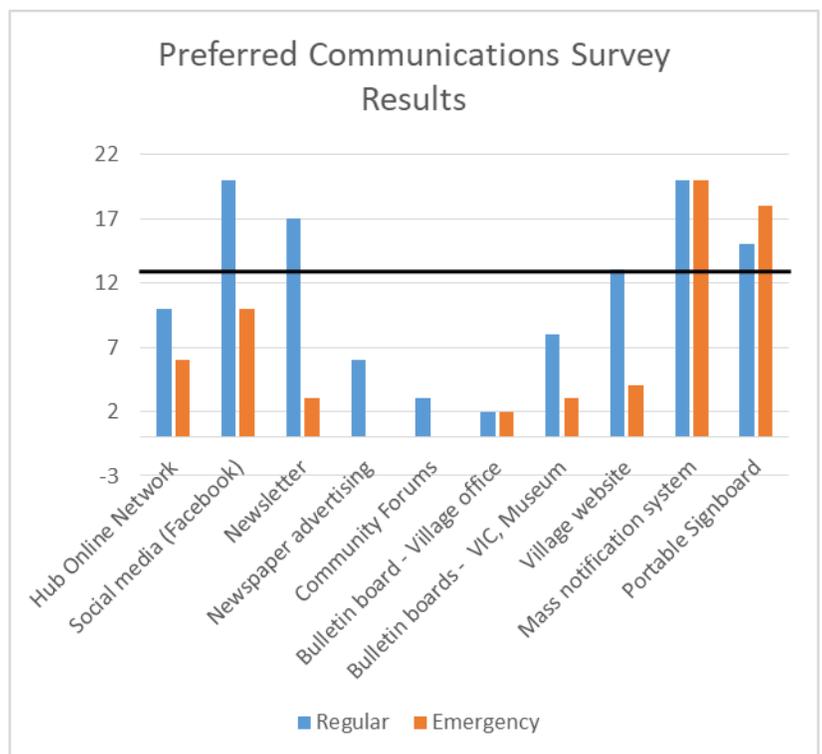
Discussion

At the October 28th Committee of the Whole meeting, Council engaged in an exercise exploring communications media. The options developed by Council at that meeting were presented at the November 14th Community Forum for the public to weigh in on. The estimated effectiveness of each type is extracted from the preferred communications public survey. The demographic that participated in the survey was almost exclusively seniors. If a larger percentage of young people had participated the results may have been different. The bold line is just past the midpoint of responses. One assumption is that any scores at or above the line are acceptable.

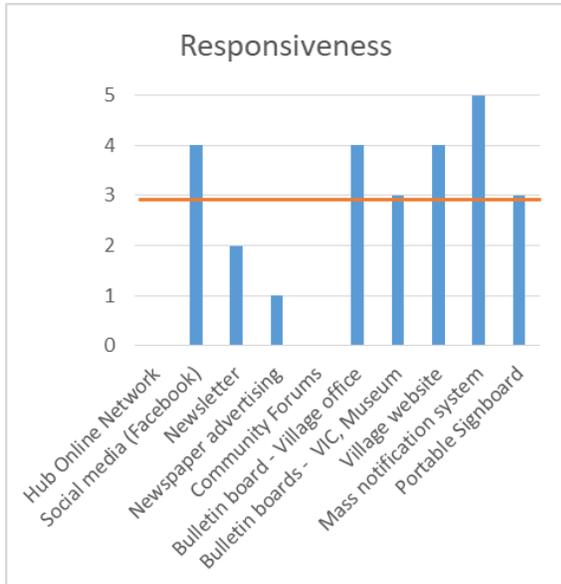
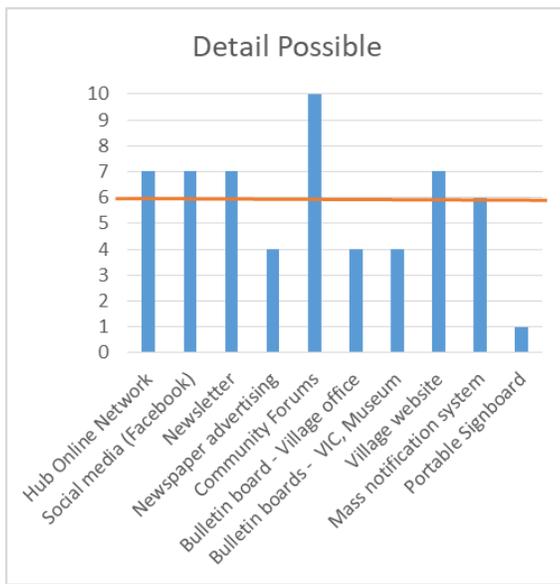
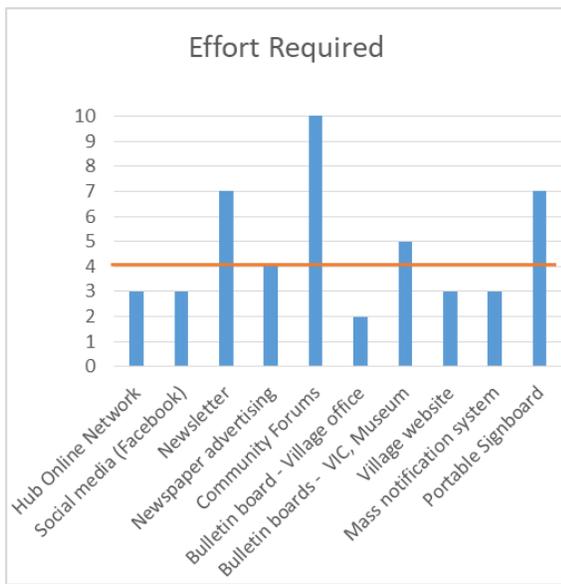
Staff has also performed an analysis of the relative effort, cost, detail of information possible and responsiveness

of each media type, and these are presented in separate charts below. The following information and assumptions are important to understanding the context and analysis in the charts:

1. Statutory advertising must be published in the newspaper – this analysis only relates to non-statutory advertisements.
2. Costs for mailouts, without paper and printing costs, is about \$3060 annually in postage alone.
3. If purchased by the Village, a mass notification system would cost \$1800 per year. Partnerships for increased cost effectiveness are possible.
4. The cost of a portable signboard is approximately \$10,000 before taxes, plus insurance and other maintenance costs. Leasing a signboard has been suggested as an option, which would significantly reduce costs but responsiveness would no longer be possible.



5. A fixed digital signboard has been suggested rather than portable. A fixed board has the advantages of providing certainty to the public where information can be found, and reducing costs, but still requires on site programming.
6. During an emergency, outside staff are typically very busy responding, while inside staff are very busy activating an Emergency Operations Centre (EOC). Emergency communications that can be created and sent from within the EOC, rather than travelling to a site, are by far preferred.
7. The benchmark points for each chart (the bold lines) are based on the assumption that slightly better than halfway between the best and worst is the minimum acceptable level.
8. Effort Required and Cost aim for low numbers (the goal is to be under the benchmark) while Detail Possible and Responsiveness aim for high numbers (the goal is to be above the benchmark).
9. Regards of the communications types chosen, a communications policy and plan will be required to define what is communicated, how, when, and to whom.



Cost estimates	
Newsletter	\$3060/yr
Newspaper	\$125/time
Mass notification system	\$1800/yr
Portable digital signboard	\$12,000 purchase + annual

The summary chart below places all the information from above side by side, with green boxes on any communications type in which the score meets or exceeds the benchmark (The darker the green, the better the mark). As shown, only three types have four or more green boxes.

Summary Chart					
	Public Preference	Effort	Detail Possible	Cost	Responsiveness
Hub Online Network				unknown	unknown
Social media (Facebook)					
Newsletter					
Newspaper advertising					
Community Forums					
Bulletin board - Village office					
Bulletin boards - VIC, Museum					
Village website					
Mass notification system					
Portable Signboard					

The world is changing and with it, effective communications options. Understanding the costs, effort and effectiveness of the current communications types used provides better insight into evaluating new options. The communications vehicles the Village selects are ideally effective for a 10 year span in reaching the public, as well as being low in cost and effort.

Options and Recommendation

Options

1. That Council approve staff to research and bring forward costs on a portable digital signboard to the budget deliberations.
2. That Council approve the Village to continue with the communications types that are currently in use.
3. That Council select the three communications types that score the highest on the summary chart (Facebook, Village website and mass notification system) as the main Village communications vehicles, and approve staff to develop an implementation plan, bring forward costs to budget deliberations, and develop a communications plan and policy to support these.

Recommendation

That Council select the three communications types that score the highest on the summary chart (Facebook, Village website and mass notification system) as the main Village communications vehicles, and approve staff to develop an implementation plan, bring forward costs to budget deliberations, and develop a communications plan and policy to support these.

Respectfully submitted,



Anne Yanciw,
Chief Administrative Officer

Method	Regular Communications	Emergency Communications
Hub Online Network		
Social media (Facebook)		
Newsletter		
Newspaper advertising		
Community Forums		
Bulletin board – Village office		
Bulletin boards - Visitor Info Centre, Museum <i>Post office??</i>		
Village website		
Mass notification system		
Signboard		

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: November 25, 2019
TO: CAO, Anne Yanciw
FROM: DCO, Daniela Dyck
SUBJECT: UBCM Community to Community Forum Funding Application

Background

UBCM provides First Nation and local governments an opportunity to apply for funding to host a Community to Community Forum (C2C) that brings together elected officials and senior staff from both governments. The program will contribute a maximum of 50% of the eligible costs to a maximum of \$5,000. A C2C grant is unique in that the 50% required from local governments may be entirely in-kind. This can be reported as planning, printing, hosting, etc., thereby not incurring any actual monetary costs for the event.

During 2019 UBCM offered 3 intakes for funding applications, with the last one closing on December 6th with a requirement to have hosted the forum by March 31, 2020.

Discussion

The goal of a C2C forum is to increase understanding and improve overall relations between First Nations and local governments. Forums are intended to provide a time and place for dialogue to build opportunities, support reconciliation efforts, resolve issues of common responsibility, interest or concern and to advance tangible outcomes.

To qualify for funding, C2C Forums must include direct dialogue between elected officials and/or senior staff of neighbouring First Nations and local governments and work toward one or more of the following objectives:

- Strengthening relationships and fostering future co-operative action by building stronger links between First Nation and local government elected officials and senior staff;
- Advancing First Nations and local governments to more formal relationships through protocols, MOUs, service agreements and/or collaboration on plans or projects;
- Supporting local reconciliation efforts and shared capacity building;
- Developing or improving coordinated approaches to emergency preparation, mitigation, response and recovery.

Prior to Council going into budget discussions staff suggests that the Village of Ashcroft hosts a C2C forum to advance the relationship between AIB and the Village with the intent to discuss options for protocol agreements, MOU's and joint collaborations.

Council has 2 Options:

1. Council could choose to not support the staff recommendation to submit an application to UBCM and request that staff bring the C2C funding opportunity back for consideration at the next intake;
2. Council could direct staff to submit an application to UBCM for the purpose of hosting a C2C forum.

Recommendation

“That Council endorse the submission of a C2C grant application to UBCM by the December 6, 2019 intake deadline; and that staff organize the forum and invite AIB to participate before March 31, 2020.”

Respectfully submitted,



Daniela Dyck,
Deputy Corporate Officer

Approved by:



Anne Yanciw,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: Nov 25, 2019
TO: Mayor and Council
FROM: Anne Yanciw, Chief Administrative Officer
SUBJECT: November 2019 Community Forum Report

Background

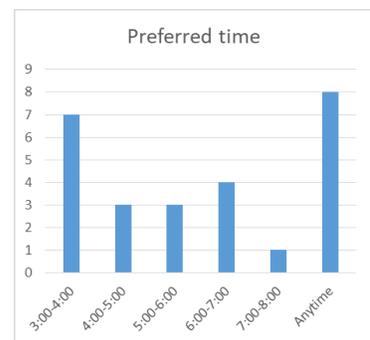
On November 14, the Village hosted a Community Forum at the Ashcroft Community Hall from 3:00 – 7:30 pm. The forum was designed as an open house rather than the traditional presentation style forum.

Discussion

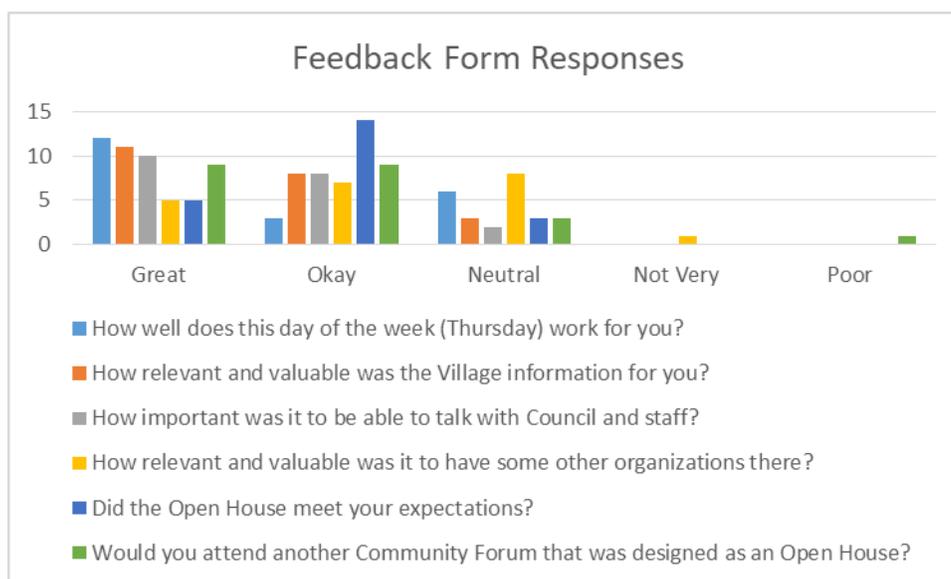
Attendees at the forum were asked to fill out feedback forms, letting the Village know their thoughts on the forum as well as any other questions or comments they had. Additional questions and comments were collected and documented from conversations between citizens and Council or staff.

Comments that were bylaw enforcement complaints, confidential matters, and maintenance or operational requests were routed to staff. Other comments are included in this report out.

Attendance numbers collected indicate that approximately 35 people came to the forum. Attendees were asked what their preferred time slot for a forum was. Attendance was also tracked by time. Very few people arrived after 6:00 pm.



The chart below also indicates responses to other questions on the form.



Questions and comments included the following:

1	Bullying policy, where is it at
2	Like the info on the wall, informative! Good job!
3	Buy a stationery sign, not portable.
4	Polish up some of the board work - but the form is certainly a start to spreading the information.
5	Climate change actions should be more imminent.
6	We need bike infrastructure around town.
7	I really like this format
8	Need lots for single story homes downtown
9	We need public art policy!
10	Carbon footprint - current projects??
11	Emergency response - current planning and projects
12	More timely announcements
13	Better advertising, not just maildrop - Hub Online Network
14	We need an EV charging station.
15	The Village website is better, yes, but it needs to be populated - calendar is blank
16	Every question asked was answered in detail by Barbara and Nadine - thank you
17	Loved having TNRD Library here.
18	Loved the posters
19	I heard about the forum so went to the Village website. It took a little digging to find the notice, found some things out of date.
20	We need bicycle infrastructure.
21	What are you doing about Climate Change?
22	People want housing options that take needs of seniors/people with mobility issues (smaller lots, single storey) into consideration
23	The newsletter is just filled with fluff
24	Weeds in the areas we used to burn are a fire hazard

The forum also included an opportunity to take a survey on preferred communication types for both regular and emergency communications. The results of this survey are included in the Strategic Priority 3 report rather than here, as it is directly related to the considerations of that report.

A copy of the handout, which contains all the information that was presented at the forum, is available on the Village website, and additional copies are available to pick up at the Village Office.

Options and Recommendation

That Council receive the November 2019 Community Forum Report for information.

Respectfully submitted,



Anne Yanciw,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: November 25, 2019
TO: Mayor and Council
FROM: Anne Yanciw, CAO
SUBJECT: Curling Rink Ice Plant Update

Background

At the October 2nd Special Council Meeting, a motion "That Council authorize the replacement of the pressure vessel and the immediate repairs identified in the BCA and that funds be allocated from the Capital Asset Replacement Fund and Capital Asset Reserve Fund" was made.

Council also moved "That Council direct staff to approach Director Rice, TNRD Area "I" and apply for financial assistance through his discretionary Gas Tax Funds".

Discussion

Under the Procurement Policy, all projects between \$25,000 and \$100,000 require three quotes for comparison of price and quality. All projects over \$100,000 in values must go through a full RFP process. An assumption was made, based on a loose high level estimate, that this project would cost \$65,000 or perhaps a little more. Village staff have been diligently attempting to obtain quotes for this work, and so far, have been able to obtain two. Both of these quotes are significantly over the \$100,000 point, and one may require some additional work to support (a consultant will be in town the week of November 25-29 to assess the building to determine what is required).

The Procurement Policy also requires that "Prior to any major capital project, the Village's Engineering Firm will provide a report to Council advocating the need for the proposed project." These reports are to give Council the information required to make good decisions. Given that the Village has \$56,750 in reserve for the entire building and ice plant, and the TNRD Area I Director has agreed in principle to contribute \$30,000 to this project, the shortfall will need to be made up from somewhere. A report may assist Council in their decision making.

Options and Recommendation

Options

1. That Council waive adherence to the Procurement Policy and approve staff to continue to seek three quotes to bring back to Council for consideration.
2. That Council approve staff to comply with the Procurement Policy and follow an RFP process to obtain bids.
3. That Council consider additional options.

Recommendation

That Council consider additional options.

Respectfully submitted,



Anne Yanciw,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: November 25, 2019
TO: Mayor and Council
FROM: Anne Yanciw, Chief Administrative Officer
SUBJECT: Committee and Board Appointments

Background

Section 115(c) of the Community Charter role of a Councillor includes “(c) to participate in council meetings, committee meetings and meetings of other bodies to which the member is appointed;” There are two types of municipal committees that the Charter provides for: Standing Committees and Select Committees.

The Community Charter Section 141(1) and (2) states:

(1) The mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees. (2) At least half of the members of a standing committee must be council members.

Section 142(1),(2) and (3) of the Community Charter goes on to say:

(1) A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council. (2) At least one member of a select committee must be a council member. (3) Subject to subsection (2), persons who are not council members may be appointed to a select committee.

In addition to municipal committees, there are several organizations to whose Boards or committees local governments are statutorily required to appoint elected officials. Locally, these are the Thompson Nicola Regional District (TNRD), the Northern Development Initiatives Trust Regional Advisory Committee (NDIT RAC), and the Historic Hat Creek Society.

And finally, local societies may request that a Council appoints a member to their board to provide a link and means of regular communication with the municipal Council.

Discussion

Falling within the categories established above, the following appointments are relevant to the Ashcroft Council.

<u>Municipal Committees</u>	
Standing Committees:	Finance
Advisory Group:	For the inter-municipal transit service, a Transit advisory group made up of one representative from each funding community, plus the transit operator and BC Transit has also been established.
<u>Statutory Appointments:</u>	
	TNRD Board
	NDIT Cariboo Chilcotin RAC
	Historic Hat Creek Society
	Gold Country Communities Society
	Cache Creek Environmental Assessment
	Municipal Insurance Association (MIA) voting member
<u>Local Societies:</u>	
	Communities in Bloom

Only Council has the authority to both appoint to these roles and to rescind the appointments, except for Standing Committees which are at the authority of the Mayor.

Each municipal committee requires a Terms of Reference, and must adhere to the Community Charter and the Procedure Bylaw (Section 145 of the Community Charter).

A few of the other appointments Village Councillors have been assigned to are less clear. There are no defined roles or expectations of the Health Care, Tourism and Economic Development, Heritage and Senior's Liaison "portfolios". This lack of definition creates confusion and ineffectiveness. The use of portfolios was more common prior to the Community Charter as the governing legislation, but the Charter is focused on a committee model, which improves clarity for the roles.

Council is encouraged to a)) reconsider the "portfolio" appointments, and b) consider whether Council would benefit from changes to any of the existing committee and board appointments.

Recommendation

THAT Council consider any changes to the other existing appointments.

Respectfully submitted,



Anne Yanciw,
Chief Administrative Officer

Guide to Committees, Boards and Commissions for Municipal Officials

	Standing Committees	Select Committees	Required External Committees	Optional External Boards	Advisory Planning Commission	Opportunity Resulting from elected role	Board of Variance
Description or Purpose	For matters the mayor considers would be better dealt with by committee	To consider or inquire into any matter and to report its findings and opinion to the council	Determined by an organization which the Village has a statutory relationship (TNRD, NDIT, etc)	Local societies with a purpose that the Council supports	A commission of citizens to help advise Council on land use decisions	Determined by the organization (such as UBCM, FCM, etc)	To allow people to request relief from provisions of the zoning bylaw
Created by	Mayor	Council Resolution	The external organization	A local group	Bylaw	The organization	Provincial legislation
Members appointed by	Mayor	Council Resolution	Council resolution	Council Resolution	Council resolution (for both public members and the Council liaison)	Sometimes Council resolution first and then by vote, sometimes by invitation	Council resolution (for public members only)
Member composition	Between half and all Council members	At least one Council member	Determined by external organization	Determined by local society	Determined by bylaw	Determined by the organization	Only public - no elected officials
Reports to	Council	Council	External organization	N/A	Council	Organization or Province or membership, etc	Independent
Role of elected official	Voting member, and one is chair	Voting member, and one is chair	Voting member	Usually non-voting, but this is determined by the society	Non-voting	Voting member	N/A
Length of Term	Determined by the Committee Terms of Reference	Determined by the Committee Terms of Reference	Determined by external organization	Determined by local society	Determined by bylaw	Determined by the organization	3 years, as set by Provincial legislation
Number of consecutive terms allowed	Determined by the Committee Terms of Reference	Determined by the Committee Terms of Reference	Determined by external organization	Determined by local society	Determined by bylaw	Determined by the organization	Determined by the Terms of Reference
Procedural Rules	Must follow Procedure Bylaw and Community Charter	Must follow Procedure Bylaw and Community Charter	Determined by external organization	Determined by local society and Societies Act	Must follow Procedure Bylaw and Community Charter	Determined by the organization	Must follow Procedure Bylaw and Community Charter
Subject to reimbursement policy of	Local municipality	Local municipality	External organization	N/A	Local municipality	The organization	Local municipality
Reimbursement collected from	Local municipality	Local municipality	External organization	N/A	Local municipality	The organization	Local municipality

COUNCIL COMMITTEE APPOINTMENTS

Deputy Mayor

- a) November 1, 2018 – October 31, 2019 Councillor Anderson
- b) November 1, 2019 – October 31, 2020 Councillor Anstett
- c) November 1, 2020 – October 31, 2021 Councillor Davenport
- d) November 1, 2021 – October 31, 2022 Councillor Tuohey

Mandatory Committees

- a) **Finance Committee**
Mayor Roden, Councillor Anderson, Councillor Davenport

Council/Community Committee Reports

- a) **Tourism & Economic Development**
Councillor Davenport & Councillor Anstett
- b) **Heritage**
Councillor Tuohey & Mayor Roden

Appointment Liaison to External Boards and Organizations

- a) **Northern Development Initiative Trust**
Councillor Anderson Alternate – Councillor Anstett
- b) **Gold Country Communities Society**
Mayor Roden Alternate – Councillor Davenport
- c) **Historic Hat Creek**
Mayor Roden No Alternate permitted
- d) **Cache Creek Environmental Assessment**
Mayor Roden Alternate – Councillor Tuohey
- e) **Thompson-Nicola Regional District**
Mayor Roden Alternate – Councillor Anstett
- f) **Transit**
Councillor Anstett Alternate – Councillor Davenport
- g) **Communities in Bloom**
Councillor Tuohey Alternate – Mayor Roden
- h) **Health Care**
Councillor Anderson Alternate – Councillor Tuohey
- i) **Seniors' Liaison**
Councillor Anstett Alternate – Councillor Tuohey
- j) **Municipal Insurance Association**
Mayor Roden Alternate – Councillor Tuohey

Mayor's Report November 25 2019

November 11: Attended Remembrance Day ceremony in Ashcroft and laid wreath on behalf of the Village.

November 12: Regular meeting of council.

November 19: Ashcroft water treatment plant opening.

November 20: Thompson-Nicola Invasive Plant Management Committee meeting

Fellow committee members expressed interest in the Village's program for treatment of the Tree of Heaven (trees are not currently included in the provincial list of invasive plant species). An invasive species called Bur Buttercup has been identified in the region—locally at Juniper Beach—and BC Parks has dedicated resources to dealing with the issue at Juniper to prevent spread. Efforts will be focused on invasive species removal in Clinton next year, and there will be more eradication along area highways.

November 21: Thompson Regional Hospital District meeting

Presentations were made about the opioid crisis, rural sites (from Berni Easson), Royal Inland Hospital, projects in progress, and the TRHD provisional budget. Local takeaways:

Opioid crisis: Mostly affecting urban centres but we are not immune. Stigma, shame, and judgement are killing people; people feel because of this they have more to lose by disclosing than hiding.

Update from Rural Sites: Fragmented care delivery, increased and more complex demands, and a changing workforce (health care workers want more technology, more work-life balance) were identified as challenges. Telehealth is expanding in many rural communities. IH knows that there are gaps in the system, and will be able to address those gaps at local tables such as the Ashcroft one. Retention of health care professionals throughout IH is a daily issue everywhere. If one person leaves it can cause a tipping point. Many sites have nurse practitioners; I asked about Ashcroft and was told that they have to see if a nurse practitioner is the right fit for our site.

Royal Inland Hospital update: There are 200 visits to the RIH ER every 24 hours (73,345 ER visits per year). There is a new Coronary Care unit with four beds now open. There was an overview of the new Patient Care Tower, which is currently under construction. The total cost is \$417 million; the TRHD is paying \$172 million (40 per cent) of that, which makes it the biggest capital expenditure ever for the TRHD, and TRHD Chair Ken Christian used Ashcroft's water treatment plant as another example of a 'largest capital expenditure' for a local government or body. A 'fly-by' video showing a rendering of the completed tower can be viewed at <http://bit.ly/37qtaQJ>.

Update on projects in progress (equipment): The TRHD meets twice each year, in March and November. In March the board is asked to approve funding for asks of over

\$100,000 each; in November the board is asked to approve funding for further minor equipment for IH hospitals and health centres. This year's ask includes three items for the Ashcroft Hospital: an autoscrubber (\$9,100); a dryer (\$11,600); and a chemistry analyser (\$92,600). Interior Health pays 60 per cent of these costs; the TRHD pays 40 per cent. The request for funding of these projects from the TRHD amounted to \$927,996 (\$2,319,995 in total), and it was noted that this amount can be funded through the 2019 budget and tax rate. The motion was approved.

TRHD provisional budget: Budget expenditures are expected to be \$78.7 million in 2020. There is \$80 million in capital reserves, but that will be drawn down as the Patient Care Tower is built. A 1.5 per cent proposed TRHD tax rate increase per household in the district is projected to result in a \$3 increase per household for all residents of the district.

November 21: TNRD regular meeting

I had suggested to two local groups (WRAPS, Christmas Hampers) that have never or seldom applied to the TNRD for funding that they approach the board, as both draw from and/or serve several TNRD municipalities and electoral areas (EAs). Both were at the Nov. 21 meeting with delegations.

Winding Rivers Arts & Performance Society presentation

Jim Duncan was there in person, and there was a video presentation from Jessica Clement which gave an overview of the last six theatre productions, and stressed the involvement of many people throughout the entire region, as well as youth involvement. Approximately 2,000 volunteer hours go into each production, and more than 2,500 people have seen the last six productions. Their ask for \$1,450 will be considered at the Dec. 12 meeting.

Christmas hampers

As the second of the two delegations was introduced as being from Ashcroft, director Mike O'Reilly from Kamloops said jokingly 'Ashcroft gets everything.'

Esther Lang gave an overview of what the Christmas hamper program is, who it helps, what goes in the hampers and an idea of the cost, and the number of volunteers who help each year. Last year 168 hampers helping 394 people throughout local municipalities and Areas "I" and "E" were distributed. Each hamper contains \$100- to \$150-worth of food, depending on the number of people in the family. Miss Lang was thanked warmly by chair Ken Gillis for coming and for work that they do. Their ask for \$500 will be considered at the Dec. 12 meeting.

TNRD 2020 provisional budget

The provisional budget's assessment base is still using the 2019 assessments, so year-end surpluses are estimates. The final budget in March will use the 2020 assessment base, so that will change tax allocations between municipalities and EAs. The budget covers 119 services in municipalities and Eas. The money for the Cache Creek-Ashcroft Eco-Depot project has been carried forward to 2020. Municipal member taxes per

residence in 2020 are projected to rise by 1.7% over 2019. The provisional 2020 requisition from Ashcroft is \$205,711 up \$2.69 for each residential property. It was noted that tipping fees at the new Campbell Hill landfill are still to be determined and could have an impact on the final budget.

Upcoming

Tribute to Cache Creek mayor John Ranta Nov. 25

Health care planning table meeting Nov. 26

Historic Hat Creek meeting Nov. 28

Gold Country Communities Society beginning of December

Daniela Dyck

From: Barbara Roden
Sent: November 20, 2019 10:04 AM
To: Anne; Daniela Dyck; Yoginder Bhalla
Cc: Marilyn Anderson; Jonah Anstett; Nadine Davenport; Deb Tueohy
Subject: Save the Date! Modernizing BC's Emergency Management Legislation

I don't know if this is on the agenda for Monday's meeting, but I would like to attend, and will need authorization from council. If this can be added (if it's not there already) I'd appreciate it, and encourage other council members to consider attending.

Barbara

Barbara Roden
 Mayor
 Village of Ashcroft
 broden@ashcroftbc.ca
 P.O. Box 129
 Ashcroft, B.C. V0K 1A0
 (250) 453-9161

Good morning Directors,

Please see the invitation below regarding BC's Emergency Management Legislation and an opportunity to provide feedback on the discussion paper. More information is provided in the link below, where it talks about the changes to the *Emergency Program Act*, timelines, and provides a link to download the discussion paper under the heading How to be Heard.

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/emergency-management-bc/legislation-and-regulations/changes-to-epa>

Please note that you must RSVP for the ½ day session. Thank you!



The Region of BC's Best

Marja Sheare

Executive Assistant, Thompson-Nicola Regional District
 300 - 465 Victoria Street | Kamloops, BC V2C 2A9
 Office 250 377-8673 | Direct 250 377-7052 | Fax 250 372-5048

tnrd.ca

SILGA and Emergency Management BC are pleased to announce a 1/2 day session will be held in Kamloops to get feedback on the discussion paper "*Modernizing BC's Emergency Management Legislation*".

This discussion paper has been developed in response to direction that Emergency Management BC has received to repeal and replace the current *Emergency Program Act* to strengthen emergency management

within the province. As local authorities have a critical role in emergency management, your feedback is essential. This is your opportunity to let the provincial ministry understand the issues front line local government staff and officials deal with when an emergency occurs.

Date: December 6th

Time: 10 am to 2:00 pm

Location: TBD

Cost: \$25 (lunch included)

RSVP please for catering purposes, including dietary restrictions

WHO NEEDS TO BE AT THIS SESSION? We encourage all elected officials to attend. We also invite all staff who are involved in emergency operations with your municipality or regional district. This is the time for critical input and the expertise of staff and their feedback is very important.

HOW IT WILL WORK:

EMBC staff will provide an overview of the proposed legislation and then break the group up into round tables (like a world cafe) to delve into the most important issues surrounding emergency management and to capture comments, feedback on the new program and to dialogue. There will be a short break for lunch.

The discussion paper is available online at <https://engage.gov.bc.ca/govtogetherbc/consultation/emergency-program-act-modernization>.

To RSVP, including dietary needs, email the SILGA office at yoursilga@gmail.com. For any additional questions regarding the session, please contact Shelley Sim at shelleysim@telus.net

And remember to mark December 6th on your calendar!

Thanks, Alison

Alison Slater
PO Box 27017 Cityview PO
Kamloops, BC V2E 0B2
250-851-6653
www.silga.ca

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COUNCIL COMMITTEE AND LIAISON REPORT

From: Councillor Anderson

Assigned Committees:

Northern Development Initiative Trust

Health Care

Finance Committee

MEETING DATE: November 18, 2019

MEETING WITH: Health and Wellness Coalition (HAWC)

Attended the HAWC monthly meeting on Nov 18. It was a good turnout with 3 guest speakers.

- The Coalition group rebranded to Health And Wellness Coalition (HAWC) and has separated from Community Resource Society (CRS) and formed their own Society.
- Health Care Area Planning Table is undergoing a refresh.
- Interior Health has not yet responded to the public's questions which were gathered at the IH community meeting as promised. IH had agreed to provide these answers through Mayor Roden. Marilyn will inquire with Mayor Roden.
- Dr Humber resigned as the Medical Area Director.
- HAWC has been officially given their own seat at the Planning Table and thanks to Councillor Anderson for giving up her seat in the past at this Table to facilitate HAWC attendance.
- The HAWC executive met a couple times with Lisa Zetes-Zanatta from Interior Health who has taken over management of this Table. Discussions went well with Ms Zetes-Zanatta who will look at a 7-day health care model and recognizes that Ashcroft encompasses a larger area including Clinton and Cache Creek.
- It has come to Sheila's attention that the Ashcroft Medical Clinic is supposed to accept walk-in patients in need of immediate care, however patients must show up physically rather than call for appointment. HAWC is interested in testing this and requested members let others in the community know. Councillor Anderson suggested this approach may not be a good idea as the doctors could quickly become overwhelmed.
- A health care staff appreciation dinner is planned for Dec 16 in the hospital boardroom.
- Guest speakers:

Trisha Schachtel from Elizabeth Fry Society and Shirley Holowchuk from Thompson View Manor spoke briefly on Senior Care and their challenges. Seniors need to be connected and supported both financially and socially. E Fry advised applications for Christmas stockings for seniors are available at E Fry and anyone can apply for a senior.

- Deb Tuohey, Councillor from the Village of Ashcroft presented an age friendly community project for Ashcroft.
- Vicky Trill from the Hub presented two new senior fitness programs: “Choose to Move” and “Active Aging”, and provided a description of the programs. Both programs scheduled to start in 2020 are 100% funded through the BC Recreation and Public Association.

Respectfully submitted,

Marilyn Anderson
Councillor,
Village of Ashcroft

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: November 25, 2019
TO: CAO, Anne Yanciw
FROM: DCO, Daniela Dyck
SUBJECT: Resolutions Released from Closed Meeting November 12, 2019

Background

Section 90 of the Community Charter provides the guidelines for when Councils may or must move to a closed meeting format. There are specific items that may only be discussed in a closed meeting; however, Council may by motion allow decisions and information to be released to the public when confidentiality is no longer required.

Discussion

The Ombudspersons' Report #34 Best Practices Guide for Local Governments, recommends that Councils regularly release information discussed in a Closed Meeting under the Community Charter Section 90.

Many subjects requiring the confidentiality of a closed meeting only require it for a limited period of time. Consequently, it is important that local governments have a process in place to regularly review the information produced at closed meetings. Information that would no longer undermine the reason for discussing it in a closed meeting should be released as soon as practicable. Local governments should strive to release as much information as possible as often as possible, in order to demonstrate their commitment to the principles of transparency and accountability and to receive the benefit of a more informed, engaged and trusting public. (Ombudsperson, 2012)

At the Closed Meeting of Council November 12, 2019, Council resolved to release Motion C-02-11-2019 to the Regular Meeting of Council on November 25, 2019.

Nov. 12, 2019 # C-02-11-2019 "That Council support the retaining of the Ashcroft Fire Department as a municipal service"
 Motion CARRIED

Recommendation

For Information Only

Respectfully submitted,



Daniela Dyck,
Deputy Corporate Officer

Approved by:



Anne Yanciw,
Chief Administrative Officer