



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR AGENDA

FOR THE MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 6:00 PM ON MONDAY, MAY 8, 2023

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

CALL TO ORDER

"Mayor and Council wish to acknowledge that the meeting today is held within the traditional territory of the Nlaka'pamux people."

1. ADOPTION OF THE AGENDA

Motion to adopt the Agenda as presented or as amended

M/S

THAT, the Agenda for the Regular Meeting of Council held on Monday, May 8, 2023 be adopted as presented.

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Monday, April 24, 2023 M/S <i>THAT, the Minutes of the Regular Meeting of Council held Monday, April 24, 2023 be adopted as presented.</i>	P. 1-5
2.2	Minutes of the COTW Meeting of Council held Monday, April 24, 2023 M/S <i>THAT, the Minutes of the COTW Meeting of Council held Monday, April 24, 2023 be adopted as presented.</i>	P. 6-7

3. DELEGATIONS

3.1		
-----	--	--

4. PUBLIC INPUT

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

5. BYLAWS/POLICIES

5.1	Bylaw No. 860 – Village of Ashcroft Financial Plan, 2023 M/S <i>THAT, the Village of Ashcroft Financial Plan Bylaw No. 860, 2023, be adopted.</i>	P. 8-11
5.2	Bylaw No. 861 – Village of Ashcroft Tax Rates, 2023 M/S <i>THAT, the Village of Ashcroft Tax Rates Bylaw No. 861, 2023, be adopted.</i>	P. 12-13

5.3	Bylaw No. 862 – Growing Communities Reserve Fund Establishment Bylaw, 2023 M/S <i>THAT, the Growing Communities Reserve Fund Establishment Bylaw, 2023, be adopted.</i>	P. 14
5.4	Bylaw No.863 – Village of Ashcroft Outdoor Burning Amendment Bylaw, 2023 M/S <i>THAT, the Village of Ashcroft Outdoor Burning Amendment Bylaw No. 863, 2023 be adopted.</i>	P. 15-17
5.5	CAO Report – Bylaw No. 859, 2023 – Building Regulation Amendment Bylaw <i>THAT, Building Regulations Amendment Bylaw 859, 2023 be introduced and read a first and second time.</i> And; <i>THAT, Building Regulations Amendment Bylaw 859, 2023 be read a third time.</i>	P. 18-31

6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	CAO Report – Transit AOA M/S <i>THAT, Council approves Staff to sign the BC Transit Annual Operating Agreement and continue to provide the Para Transit Service between Ashcroft, Cache Creek and Clinton.</i>	P. 32-46
6.2	CAO Report – Thompson View Manor Society M/S <i>THAT, Council supports the Thompson View Manor Society’s proposal for submission to the Province for funding to construct an affordable housing complex for seniors at 710 Hill St. (Thompson View Residences) and further that letters be sent to Premier - David Eby, Minister of Housing - Ravi Kahlon, BC Housing Associate VP Development Strategies - John McEown and BC Housing Director of Regional Development Interior region - Tyler Baker to build project awareness and lobby for their support.</i>	P. 47-48
6.3	CAO Report – Cannabis M/S <i>THAT, Council direct staff to review current Cannabis legislation and bring a draft bylaw permitting the retail sale of legalized cannabis products in Ashcroft; and further that Zoning Bylaw No. 823, 2018 be amended permitting Retail Cannabis operations.</i>	P. 49-50
FOR INFORMATION		
6.4	CAO Report – Regional Chamber of Commerce	P. 51-52

7. CORRESPONDENCE

FOR ACTION		
7.1	Ashcroft & District Lions Club – Eleventh Skip’s Memorial Charity Run – Seeking Council’s Approval of Route	P. 53-54



	M/S	
7.2	Ashcroft/Cache Creek Rotary Club – Citizen of the Year Awards 2022 – Invitation to Mayor Roden to Speak on Ashcroft’s Citizen of the Year M/S	P. 55
7.3	The Ashcroft HUB – Request to meet with Mayor and Council to discuss Disposal of former Ashcroft Elementary School M/S	P. 56-58
7.4	The Ashcroft Film Club, Yoris Ekering – Request to waive fees for the Community Hall for a free public viewing of the 2021 movie “Bulletproof” M/S	P. 59
7.5	Desert Mesa Club – Graffiti Day Weekend Poker Run – Request to host a poker run stop in Ashcroft and donation of swag for event M/S	P. 60
FOR INFORMATION		
7.6	Hon. Bowinn Ma, Minister of Emergency Management and Climate Readiness – Emergency Preparedness and Resources that may assist local governments	P. 61-62
7.7	Hon. Selina Robinson, Minister of Post Secondary Education and Future Skills – StrongerBC: Future Ready Action Plan	P. 63-64
7.8	Ashcroft Legion – Thank you card	P. 65-66
7.9	NDIT – Grant Writing Funding Approval	P. 67
7.10	Information Correspondence Flip Chart	P. 68

8. UNFINISHED BUSINESS

8.1	Task Manager – Motion Tracker	P. 69
-----	-------------------------------	-------

9. NEW BUSINESS

9.1		
-----	--	--

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

10.1		
------	--	--

11. COUNCIL REPORTS

11.1	Mayor Roden	
11.2	Councillor Anstett	
11.3	Councillor Clement	
11.4	Councillor Davenport	
11.5	Councillor Lambert	

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

12.1		
------	--	--



13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1		
------	--	--

14. ADJOURNMENT



THE CORPORATION OF THE VILLAGE OF ASHCROFT

MINUTES

**FOR THE MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT
6:00 PM ON MONDAY, APRIL 24, 2023**

PRESENT: Mayor, Barbara Roden
 Councillor, Jonah Anstett
 Councillor, Jessica Clement
 Councillor, Doreen Lambert

CAO, Daniela Dyck
 CFO, Yogi Bhalla
 DPW, Brian Bennewith

Media – 1
 Public – 2

EXCUSED: Councillor, Nadine Davenport

CALL TO ORDER

Mayor Roden called the Regular Meeting of Council for Monday April 24, 2023, to order at 6:00 pm.

“Mayor and Council wish to acknowledge that the meeting today is held within the traditional territory of the Nlaka’pamux people.”

1. ADOPTION OF THE AGENDA

Motion to adopt the Agenda as presented or as amended

M/S Anstett / Lambert

THAT, the Agenda for the Regular Meeting of Council held on Monday, April 24, 2023, be adopted as amended to include the Committee of the Whole Items under New Business.

CARRIED. Unanimously. R-2023-50

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Tuesday, April 11, 2023 M/S Clement / Lambert <i>THAT, the Minutes of the Regular Meeting of Council held Tuesday, April 11, 2023 be adopted as presented.</i>	CARRIED Unanimously R-2023-51
-----	--	-------------------------------------

3. DELEGATIONS

3.1	Deb Tedford, President – Thompson View Manor Society (TVMS) – Invitation to present to Council and Update on the expansion of TVMS Mayor Roden welcomed Deb Tedford to the meeting. Deb provided a brief update in regard to the Thompson View Manor Society’s plans to build an affordable housing complex at the site which has been tentatively named Thompson View Residences.	
-----	--	--

	<ul style="list-style-type: none"> • Deb hoped to be confirming the approval to move forward today; however, the plans remain a project in motion. • The Society has put together an amazing team, Kane Bentsen is the project manager with assistance from architects and designers Kevin Ryan, Char Monk, Naomi Hari and Graham Richardson. The team comes with a wide range of skills, recommendations, and proven track record. • The province is expected to announce a rolling call for proposals on July 1st and it will likely take 3 months to evaluate submission. • The TVMS continues to work on finalizing the requirements for the proposal submission. • Deb noted the project value is upwards of 14 million dollars and will provide the needs of local seniors as well as provide construction income to local contractors and businesses. • The proposed site is between the TVM and RCMP station, and a long-term lease established for the property with IHA. • The plan includes 29 units (15 – two bedroom and 14 – one-bedroom suites). • Plans include Solar panels for ERV recovery, Heat pumps, 5 EV Charging stations and many other amenities. • To serve the financial needs of residents the following BC Housing rate requirements will be applied: Deep Subsidy (low income) – 20%, Rent Geared to Income (GIR) – 50% and Market Value – 30% <p><u>Request:</u> Write or call the Premier and Minister of Housing to build their awareness for the project and lobby for project support. Also send emails to John McEown, BC Housing VP of Development and Strategies and Tyler Baker, BC Housing Director of Regional Development for the Interior and lobby for their support.</p> <p><u>Questions</u> Mayor Roden thanked Deb for her presentation commenting on the 2-bedroom units and that they follow Ashcroft’s Housing Needs Assessments identified needs. Council members reiterated the Mayors sentiments of appreciation for the endless hours that the Society has put into this proposal</p>	
3.2	<p>Kat Chatten, Desert Mesa Club Member – Regional Chamber of Commerce</p> <p>Mayor Roden welcomed Kat to the meeting and invited the presentation.</p> <ul style="list-style-type: none"> • Desert Mesa Lions Club (DMLC) operates the Cache Creek visitor Info Centre • DMLC has secured funding to establish a regional Chamber of Commerce • The 4 core functions are: <ul style="list-style-type: none"> ○ Advertising ○ Learning ○ Promotions and Events ○ Networking 	

	<ul style="list-style-type: none"> • Two years funding secured – meaning no cost to participating business owners or communities for two years. • Hoping to continue this funding model. • To stay active members must engage at least once every six months, to remain an active member. • The Chamber will provide web presence, in person training, business promotion and many other services. • Web presence will be managed through the Cache Creek VIC • Invited members for the Chamber will include Ashcroft, Cache Creek, Clinton and TNRD and businesses in the identified region. • Timeline for implementation is April – Presentations and build awareness; May – Establish Policies, Procedures and Products (start membership process and roll out website) Develop Strategic Plan; June – Launch public websites go live and project launches. <p>Questions How is the program being received by the business community? Local Ec Dev groups have responded very positively, business roll out is to commence.</p>	
--	--	--

4. **PUBLIC INPUT**

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

No Public Input received.

5. **BYLAWS/POLICIES**

5.1	<p>Bylaw No. 860 – Village of Ashcroft Financial Plan, 2023 M/S Anstett / Lambert <i>THAT, Village of Ashcroft Financial Plan Bylaw No. 860, 2023, be read a first, second and third time.</i> CFO Bhalla provided a brief overview of the Financial Plan Bylaw.</p>	CARRIED Unanimously R-2023-52
5.2	<p>Bylaw No. 861 – Village of Ashcroft Tax Rates, 2023 M/S Anstett / Clement <i>THAT, Village of Ashcroft Tax Rates Bylaw No. 861, 2023, be read a first, second and third time.</i> CFO Bhalla reiterated that Ashcroft is maintaining a 2.5% tax increase 50% of which will come to the VOA.</p>	CARRIED Unanimously R-2023-53
5.3	<p>CFO Report – Bylaw No. 862 – Growing Communities Reserve Fund Establishment Bylaw, 2023 M/S Clement / Anstett <i>THAT, Growing Communities Reserve Fund Establishment Bylaw, 2023, be read a first, second and third time.</i></p>	CARRIED Unanimously R-2023-54
5.4	<p>CAO Report – Bylaw No.863 – Village of Ashcroft Outdoor Burning Amendment Bylaw, 2023 M/S Anstett / Clement <i>THAT, Village of Ashcroft Outdoor Burning Amendment Bylaw No. 863, 2023 be read a first, second and third time.</i></p>	CARRIED Unanimously R-2023-55



6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	CFO Report – Approval of 2022 Audited Financial Statements M/S Roden / Anstett <i>THAT, Council approve the 2022 Audited Financial Statements as presented. CFO Bhalla commented that this is the final step in the audit procedure.</i>	CARRIED Unanimously R-2023-56
FOR INFORMATION		
6.2	None	

7. CORRESPONDENCE

FOR ACTION		
7.1	Jessica Clement, on behalf of the Ashcroft & Area Community Resources Society – Request to Declare Emergency Preparedness Week in the Village of Ashcroft May 1-5, 2023 M/S Anstett / Lambert <i>THAT, Council declares May 1-5, 2023 as Emergency Preparedness Week in the Village of Ashcroft.</i>	CARRIED Unanimously R-2023-57
FOR INFORMATION		
7.2	School District 74 – News Release: Principal Merke	
7.3	Tree Workshop – April 25 th at the Ashcroft HUB	
7.4	Information Correspondence Flip Chart	
	Receive Items 7.2 - 7.4 for Information	

8. UNFINISHED BUSINESS

8.1	Task Manager – Motion Tracker – Received for Information	
-----	--	--

9. NEW BUSINESS

9.1	Accessibility Advisory Committee – Approve Terms of Referenced M/S Clement/ Anstett <i>THAT, Council approves the Accessibility Advisory Committee Terms of Reference and amend the membership from 9 members to a minimum of 5 and a maximum of 7 members.</i>	CARRIED Unanimously R-2023-58
9.2	Council Code of Conduct – Policy C-01-2023 M/S Anstett / Lambert <i>THAT, Council adoption of Policy #C-01-2023 Council Code of Conduct as amended.</i>	CARRIED Unanimously R-2023-59

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

10.1	EDTC Report – Visitor Information Booth M/S Anstett / Clement <i>THAT, Council approves changing the location of the VIC from the booth at Heritage Park to the lobby of the Ashcroft Museum. Discussion:</i>	CARRIED Unanimously R-2023-60
------	---	--



	<i>Consider inviting volunteers into the Museum strictly to meet and greet tourists and make themselves available to answer questions t tourists specifically seeking visitor info center information.</i>	
--	--	--

11. COUNCIL REPORTS

11.1	Mayor Roden – Reports being received the UPCC has not been staffed for the last few weekends, Mayor to meet with IHA and discuss community concerns Consistency is necessary	
11.2	Councillor Anstett	
11.3	Councillor Clement – Report	
11.4	Councillor Davenport	
11.5	Councillor Lambert	

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

12.1		
------	--	--

13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1		
------	--	--

14. ADJOURNMENT

Mayor Roden adjourned the Regular Meeting of Council for Monday April 24, 2023, at 6:50 pm.

Certified to be a true and copy of the Minutes
for the Regular Meeting of Council held
Monday April 24, 2023.

Daniela Dyck,
Chief Administrative Officer

Barbara Roden,
Mayor



THE CORPORATION OF THE VILLAGE OF ASHCROFT

COMMITTEE OF THE WHOLE

MINUTES

**FOR THE MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT
5:00 PM ON MONDAY, APRIL 24, 2023**

PRESENT: Mayor, Barbara Roden
Councillor, Jonah Anstett
Councillor, Jessica Clement
Councillor, Doreen Lambert

CAO, Daniela Dyck
CFO, Yogi Bhalla
DPW, Brian Bennewith

Media – 1
Public – 0

EXCUSED: Councillor, Nadine Davenport

1. CALL TO ORDER

Mayor Roden called the Committee of the Whole Meeting for Monday April 24, 2023 to order at 5:00 pm

“Mayor and Council wish to acknowledge that the meeting today is held within the traditional territory of the Nlaka’pamux people.”

2. ADOPTION OF THE AGENDA

Motion to adopt the Agenda as presented or as amended

M/S Anstett / Lambert

THAT, the Agenda for the COTW Meeting of Council for Monday, April 24, 2023 be adopted as presented. CARRIED. Unanimously. COTW-2023-02

3. MINUTES

All COTW Minutes are adopted at a Regular Meeting of Council.

4. DISCUSSION ITEMS

5.1	CAO Report – Accessibility Advisory Committee – Terms of Reference Council discussed the Terms of Reference: <ul style="list-style-type: none"> • asking for clarification, • frequency of meetings, • timeline for completion, • discussed committee structure and reducing the number of members from 9 to min.5 and max. 7. Councillor Anstett indicated his interest in participating on the 	
-----	---	--



	<p>committee and Councillor Clement stepped forward as the alternate.</p> <p>Motion to Rise and Report M/S Clement / Lambert</p> <p><i>THAT, Council rise and report to the Regular Meeting of Council to be held at 6:00 pm on Monday April 24, 2023 for Council to consider adoption of the Accessibility Advisory Committee Terms of Reference and amend the membership from 9 members to a minimum of 5 and a maximum of 7 members.</i></p>	<p>CARRIED Unanimously COTW-2023-03</p>
5.2	<p>CAO Report - Council Code of Conduct Policy No. C-01-2023 Council discussed Policy No. C-01-2023:</p> <ul style="list-style-type: none"> • clarification for item 6.1 amending the section to enable Council to contact the CFO directly for matters of a financial nature. • Item 6.2 amending the item to enable a Council member to communicate directly with the department head if the issue is of a day to day operational nature <p>Motion to Rise and Report M/S Clement / Anstett</p> <p><i>THAT, Council rise and report to the Regular Meeting of Council to be held at 6:00 pm on Monday April 24, 2023 for Council to consider adoption of Policy #C-01-2023 as amended.</i></p>	<p>CARRIED Unanimously COTW-2023-04</p>

5. BYLAWS FOR DISCUSSION

	NONE	
--	------	--

6. STAFF REPORTS

	NONE	
--	------	--

7. TERMINATION

Mayor Roden adjourned the Committee of the Whole Meeting of Council for Monday April 24, 2023, at 5:37 pm.

Certified to be a true and copy of the Minutes for the COTW Meeting of Council held Monday April 24, 2023.

Daniela Dyck,
Chief Administrative Officer

Barbara Roden,
Mayor

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 860

Being a bylaw for the Corporation of the Village of Ashcroft to adopt the Five Year Financial Plan commencing the year 2023.

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

1. This bylaw may be cited for all purposes as the "Five Year Financial Plan Bylaw No. 860, 2023."
2. Schedule "A" and Schedule "B" attached hereto and made part of this bylaw are hereby adopted and are the Five Year Financial Plan of the Village of Ashcroft commencing January 1st, 2023.

READ A FIRST TIME THIS 24th DAY OF April , 2023

READ A SECOND TIME THIS 24th DAY OF April , 2023

READ A THIRD TIME THIS 24th DAY OF April , 2023

RECONSIDERED AND ADOPTED THIS 8th DAY OF May , 2023

Barbara Roden, Mayor

Daniela Dyck, Chief Administrative Officer

Certified to be a true and correct copy
of Bylaw No.860 as adopted by Council.

Daniela Dyck, Chief Administrative Officer

/ysb

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 860 - SCHEDULE "A"

FIVE YEAR FINANCIAL PLAN 2023 - 2027

	Year 1	Year 2	Year 3	Year 4	Year 5
	2023	2024	2025	2026	2027
Revenues					
Property Taxes	1,539,972	1,578,471	1,617,933	1,658,381	1,699,841
Parcel Taxes	166,000	166,000	166,000	166,000	166,000
Fees and Charges					
Sales of Services	326,800	326,800	326,800	326,800	326,800
Other					
User Fees	995,000	995,000	995,000	995,000	995,000
Borrowing Proceeds - MFA	0	0	0	0	0
Other Revenue					
Interest	94,000	115,000	115,000	115,000	115,000
Grants/Other Gov'ts.	3,039,942	850,000	850,000	850,000	850,000
Other	115,432	101,000	101,000	101,000	101,000
Services to Other Gov'ts.	30,000	30,000	30,000	30,000	30,000
Transfers from Funds					
Reserve Funds	0	0	0	0	0
DCC	0	0	0	0	0
Transfer form Equity	606,959	589,000	589,000	589,000	589,000
Accumulated Surplus	374,608	0	0	0	0
Total Revenue	7,288,713	4,751,271	4,790,733	4,831,181	4,872,641
Expenses					
Debt Interest	0	0	0	0	0
Debt Principal	0	0	0	0	0
Capital Expenditure	2,880,000	321,300	270,397	246,607	170,043
Deficiency	0	0	0	0	0
Other Municipal Purposes	0	0	0	0	0
General Municipal	2,311,505	2,300,000	2,357,500	2,416,438	2,476,848
Fire Protection	195,196	195,000	195,000	195,000	195,000
Water	558,859	500,000	556,800	556,800	556,800
Sewer	432,065	440,000	440,000	440,000	440,000
Transfer to	0	0	0	0	0
Reserve Funds	304,129	405,971	382,036	387,337	444,949
Amortization Expense	606,959	589,000	589,000	589,000	589,000
Accumulated Surplus	0	0	0	0	0
Total Expenses	7,288,713	4,751,271	4,790,733	4,831,181	4,872,641

**Village of Ashcroft
2023-2027 Financial Plan
Statement of Objectives and Policies
Schedule 'B' of Bylaw No. 860**

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

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

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2023. Property taxes form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement and street lighting.

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

Objective

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

Policies

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

Table 1: Sources of Revenue

Revenue Sources	% of Total Revenue	Dollar Value
Property Taxes *	21%	\$ 1,539,972
Parcel Taxes	2%	\$ 166,000
Sales of Service	18%	\$ 1,321,800
Grants/Transfers	56%	\$ 4,051,509
Borrowing Proceeds	0%	\$ -
Other Sources	3%	\$ 209,432
Total	100%	\$ 7,288,713

* contains \$223,694 Capital Replacement Reserve funds

Distribution of Property Tax Rates

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

Objectives

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

Policies

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

Table 2: Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	54%	\$ 834,923
Utilities (2)	10%	\$ 156,393
Light Industrial (5)	7%	\$ 107,353
Business and Other (6)*	27%	\$ 422,898
Recreation/Non-profit (8)	0%	\$ 698
Farmland (9)	1%	\$ 17,707
Total	100%	\$ 1,539,972

Permissive Tax Exemptions

- The Annual Municipal Report for 2022 contains a list of permissive exemptions granted for the taxation year and the amount of revenue foregone. The list demonstrates the policy of council that permissive exemptions are granted to not-for-profit institutions that form a valuable part of our community. These include religious institutions and some recreational facilities and service organizations.

Objective

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

Policy

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

Capital Asset Reserve

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

Objective

- To establish a reserve to fund future infrastructure replacement.

Policy

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

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 861

Being a bylaw for the levying of rates for municipal, hospital, and regional district purposes for the year 2023.

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

1. The following rates are hereby imposed and levied for the year 2023:
 - a. For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general and municipal purposes, rates appearing in column "A" of the schedule attached hereto and forming a part hereof.
 - b. For capital asset reserve purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of the schedule attached hereto and forming a part hereof.
 - c. For hospital purposes on the assessed value of land and improvements taxable for hospital district purposes, rates appearing in column "C" of the schedule attached hereto and forming a part hereof.
 - d. For Thompson-Nicola Regional District purposes on the assessed value of land and improvements for hospital district purposes, rates appearing in column "E" of the schedule attached hereto and forming a part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rates Bylaw No. 861, 2023".

READ A FIRST TIME THIS 24th DAY OF April, 2023

READ A SECOND TIME THIS 24th DAY OF April, 2023

READ A THIRD TIME THIS 24th DAY OF April, 2023

RECONSIDERED AND ADOPTED THIS 8th DAY OF May, 2023

Barbara Roden, Mayor

Certified to be a true and correct copy of Bylaw No. 861 as adopted by Council.

Daniela Dyck, Chief Administrative Officer

Daniela Dyck, Chief Administrative Officer

YSB/kw

BYLAW NO. 861

SCHEDULE A - TAX RATES 2023

Property Class	Tax Rates (dollars of tax per \$1000 taxable value)					
	A General Municipal	B Capital Reserve	C Regional Hospital District	D Improvement District	E Regional District	F Specified Area
1. Residential	2.4814	0.4380	0.2990		0.6228	0.0000
2. Utility	28.6617	5.0588	1.0464		2.1797	0.0000
2. Utility (Tax Limit Area)	2.9144	0.5144	1.0464		2.1797	0.0000
5. Light Industry	16.8902	2.9811	1.0165		2.1174	0.0000
6. Business	12.0129	2.1203	0.7325		1.5258	0.0000
8. Rec/Non Profit	5.7800	1.0202	0.2990		0.6228	0.0000
9. Farm	11.2011	1.9770	0.2990		0.6228	0.0000

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 862

A bylaw to establish the Growing Communities Reserve Fund under section 188 of the Community Charter.

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

1. Transfer GCF funds received in the amount of \$1,076,000 to the Growing Communities Reserve Fund.
2. Spend monies on eligible projects defined in the letter from Minister of Municipal Affairs dated March 16, 2023.
3. Report annually on spending of the grant, as part of the annual financial report under section 167 of the Community Charter.
4. This bylaw may be cited as "Growing Communities Reserve Fund Establishment Bylaw No. 862, 2023".

READ A FIRST TIME THIS 24th DAY OF April , 2023

READ A SECOND TIME THIS 24th DAY OF April , 2023

READ A THIRD TIME THIS 24th DAY OF April , 2023

RECONSIDERED AND ADOPTED THIS 8th DAY OF May , 2023

Barbara Roden, Mayor

Certified to be a true and correct copy of Bylaw No. 862 as adopted by Council.

Daniela Dyck, Chief Administrative Officer

Daniela Dyck, Chief Administrative Officer

/ysb

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 863, 2023

A bylaw to amend the Corporation of the Village of Ashcroft Outdoor Burning Bylaw No. 849, 2022

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

1. This bylaw may be cited for all purposes as “The Village of Ashcroft Outdoor Burning Amendment Bylaw No. 863, 2023.”
2. Bylaw No. 849, 2022 is amended as follows:
 - a) The addition of Schedule “E” Campfire Permit Renewal

READ A FIRST TIME THIS	24 th	DAY OF	April	, 2023
READ A SECOND TIME THIS	24 th	DAY OF	April	, 2023
READ A THIRD TIME THIS	24 th	DAY OF	April	, 2023
RECONSIDERED AND ADOPTED THIS	8 th	DAY OF	May	, 2023

Barbara Roden,
Mayor

Daniela Dyck,
Chief Administrative Officer

Certified to be a true and correct copy
of Bylaw No. 863, 2023 as adopted by
Council.

Daniela Dyck,
Chief Administrative Officer



VILLAGE OF ASHCROFT

601 Bancroft Street, PO Box 129,
Ashcroft, BC V0K 1A0

PHONE: (250) 453-9161 / FAX: (250) 453-9664

EMAIL: admin@ashcroftbc.ca WEBSITE: www.ashcroftbc.ca

**Bylaw No. 849
SCHEDULE "E"
Village of Ashcroft**

Campfire Permit - Renewal

Applicant: (Please Print) _____

Civic Address: _____

Mailing Address: _____

Email Address: _____

Telephone Number: Home/Cell: _____ Work: _____

Date of Firepit's Last Inspection: _____

Date of Current Inspection; _____ Inspected By: _____

Firepit Meets Bylaw Requirements: Yes No

Please see reverse for Conditions and Applicants Signature

Campfire Permit Renewal Approved Yes No

Corporate Officer or designate

Date of Issue

All campfire permits expire December 31st each calendar year, please contact the Village office for renewals.

**VILLAGE OF ASHCROFT
BYLAW NO. 849
SCHEDULE "E"**

PLEASE READ CAREFULLY AND INITIAL EACH ITEM.

By agreeing to these conditions and registering your residential property, you the permit holder are acknowledging that you have read, understood, and will abide by the rules and regulations of this permit.

Persons who do not comply with Section 11.1 (b) of the Village of Ashcroft Outdoor Burning Bylaw No. 849, 2022 may be subject to a fine as per Schedule "A" of this Bylaw.

1. Only clean, seasoned firewood - (NO lumber, plywood, leaves, yard waste, construction material waste, plastic, tree, hedge or grass clippings) is permitted to be burned.
2. Campfires must be on the registered property and are to be no larger than ½ metre in diameter or height.
3. The permit holder shall have an adult (19 yrs or older) in attendance until the fire is completely extinguished and is responsible for damages caused by the fire to the other person(s) and or property.
4. The permit holder is responsible for ensuring the campfire is continuously supervised and controlled by a competent adult equipped with and knowledgeable in the use of extinguishing equipment and materials.
5. A water supply must be provided with the ability to completely extinguish the fire.
6. Winds must be less than 15km an hour. NOTE: At 15 km leaves and twigs are constantly moving and a light flag is extended. At 19 km dust rises from dry ground.
7. Burning shall be conducted a minimum of 3m (10 ft.) away from dry grass, underbrush, standing or felled timber, buildings and other combustible material. Smoke from the campfire must not create a nuisance to other persons in the vicinity.
8. Must be contained within a fire pit, constructed on mineral soil and within an acceptable outdoor burning appliance as defined in this bylaw. Fire pit must be inspected and approved by the Bylaw Enforcement Officer, Fire Chief or designate.
9. This permit may be cancelled by the Fire Chief or Corporate Officer at any time.
10. Violation of this permit, by the PERMIT HOLDER constitutes a violation of the Village of Ashcroft Outdoor Burning Bylaw No. 849, 2022. The PERMIT HOLDER may be liable for costs associated to a fire department response as per Schedule "A" of this bylaw.
11. A copy of this permit must be available for viewing by the Fire Chief or designate and Bylaw Enforcement Officer on request.

Please be advised; if and when an open fire ban for the Village of Ashcroft boundaries occurs, you will be notified by email. At that time your campfire permit will be under suspension until further notice. Failure to comply with this prohibition and restrictions may result in a fine for each individual on scene. **Permit expires December 31st each calendar year.**

Signature of Permit Holder

Date

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: May 8, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Building Regulations Bylaw 793 Amendment Bylaw 859, 2023
Step Code Energy Efficiency and Misc. Text Changes

Purpose

To introduce and give first, second and third reading to the Village of Ashcroft Building Regulations Amendment Bylaw No. 859, 2023

Recommendation

THAT, Building Regulations Amendment Bylaw 859, 2023 be introduced and read a first and second time.

And;

THAT, Building Regulations Amendment Bylaw 859, 2023 be read a third time.

Alternate

N/A

Discussion

Due to the changes in the BC Building Code (BCBC) some amendments to the Village of Ashcroft Building Regulation Bylaw No. 793, 2014 and all its amendments is required.

The TNRD Development Services Department is the contracted agent for all things Building Permit and Building Inspection related for the Village of Ashcroft as well as all member municipalities in the TNRD with the exception of the City of Kamloops. All community Building Regulation Bylaws in the region are aligned with the TNRD for consistent and streamlined administration by the building inspectors.

Attached is a report prepared by Regina Sadilkova and Tony Bolton from the TRND's Development Services Department. The report provides a comprehensive explanation as to why the amendments are required to the bylaw. The TNRD kindly offered to write the report and prepare the draft bylaw attached for Council consideration for all participating member municipalities. Of note, the TNRD Development Services Department presented a similar report and Bylaw to the TNRD Board in April which was adopted unanimously by the Board of Directors.

Strategic/Municipal Objectives

Development Services

Legislative Authority

BC Building Code

Financial Implications

No Impact to the Village, all fees collected are TNRD receivables.

Attachment Listing

TNRD Development Services Department Report
Building Regulation Amendment Bylaw No. 859, 2023

Respectfully Submitted by:



Daniela Dyck,
Chief Administrative Officer

Village of Ashcroft

May 8, 2023

**SUBJECT: Building Regulations Bylaw 793 Amendment Bylaw 859, 2023
Step Code energy efficiency and Misc. text changes**

RECOMMENDATIONS

1. That Building Regulations Amendment Bylaw 859, 2023 be introduced and read a first and second time.
2. That Building Regulations Amendment Bylaw 859, 2023 be read a third time.

PURPOSE

This report covers Bylaw 859, 2023 which would amend our current Village of Ashcroft Building Regulations Bylaw 793 of 2014. Most importantly, the proposed changes would enable builders to use the *prescriptive* alternative to meet the *Step 3* (the *performance* path is a given in the Code) as well, to make various text changes to the Bylaw and its appendices.

Some of the other proposed text changes are catch-up to existing process or practice (e.g. *simplified building permit (BP) application forms*) while others are to ease administration and enforcement of the permitting and construction process (e.g. *increase in the refundable surcharge and limit renewals to two*). Basic BP fees as set out in the beginning of Appendix A are not proposed to increase.

Given the BC Building Code (BCBC) Step 3 requirements come into effect May 1st, timely consideration is suggested.

STEP CODE SUMMARY

In February the Province informed local government that it has amended the *Building Act* and *BCBC* to compel Step 3 of the performance-based *Energy Conservation Step Code*, requiring most new construction to be 20% more energy efficient. To accommodate jurisdictions with limited or no community energy advisors (CEAs), the Province has provided a prescriptive option for Part 9 buildings (small buildings, including dwellings and small apartments (under 600m² and three stories max). This option enables builders to avoid the 1) energy modelling process; 2) airtightness testing; and 3) equipment commissioning; instead, they must meet prescribed increased

insulation (RSI) values, energy efficient windows/doors, and heat exchange ventilation). Note that for large, high value homes, the CEA performance process may be better and less costly. Finally, the Province has indicated that a **Zero Carbon Step Code** will be added as a requirement to the BCBC sometime in 2024. It is not required at this time - *unless a local government passes a bylaw requiring such compliance*. This has not been added to Bylaw 859 but is covered later in this report so that the Council will have a heads-up and the background information.

BACKGROUND:

The Energy Conservation Step Code is a provincial initiative for all new buildings to be “net zero ready by 2032.” A net-zero building is one that has reduced energy demand and has renewable energy systems, so that the building produces as much energy as it consumes. The adjacent image is from Ministry website and the attached brochure helps explain the program.

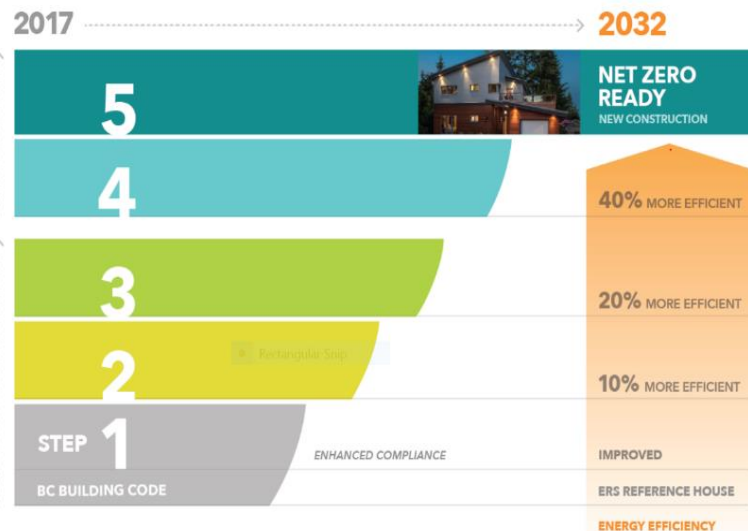
The Step Code is performance based.

A building is required to be modelled prior to construction to ensure it meets the energy efficiency standard of the “step” being implemented. The building must then be “commissioned”, including testing for airtightness prior to occupancy. A local govt cannot issue an *Occupancy Certificate* until and unless it passes. Each “step” establishes targets relating to the efficiency of the total building, the building envelope (air leakage, insulation, windows and doors, etc.). This design and testing work must be performed by a “community energy advisor” (CEA) or qualified “energy modeler”.

CEAs must pass specified exams and be registered with *Natural Resources Canada* as having met the required qualifications to deliver EnerGuide rating services for eligible homes in Canada.

Energy Modelers are similar but may not be affiliated with a Service Organization and the EnerGuide Rating System. Modelers may use other energy simulation software that meets the BC Energy Step Code.

PATHWAY TO 2032: PART 9 (HOMES)



Implementing the BC Energy Conservation Step Code performance requirements through the local government Building Permit process would include the following steps:

- Builder works with an energy advisor during design to create a model of the proposed building showing it will meet the applicable efficiency standard or “step”.
- The energy advisor provides a standardized report including a satisfactory energy model at time of building permit application. A building permit (BP) **cannot** be issued without an energy advisor report.
- Builder must inform the energy advisor of any changes to the building design (e.g. window specifications/location/size, mechanical system, insulation, etc.) to ensure that the energy model indicates compliance to the applicable energy efficiency standard.
- A mid-construction blower door test conducted by an energy advisor to test airtightness before finishing is advised because *after drywall it is problematic to address a failure*.
- A final inspection and airtightness test is conducted by an energy advisor, who then submits a standardized “as-built” report to the local government prior to final inspection or occupancy, to verify airtightness and energy performance.
- Again, if the required energy efficiency and adequate airtightness is not achieved, as verified by the CEA, under the Provincial regs an occupancy may not be issued.

What if there is no CEA in the area – what is the other option?

Local governments raised concerns in 2021 with the Province that the requirement to retain an energy advisor to undertake modelling, testing, and commissioning of the building equipment may be difficult in small towns or rural areas or where limited CEAs are available. In response to this concern, the Province has enabled a prescriptive option which allows builders to bypass or avoid energy modelling, airtightness testing, and building commissioning process by – instead- meeting increased prescribed standards.

BUILDING ACT AND BC BUILDING CODE CHANGES

Part 9 Buildings (wood frame construct incl. residential detached homes)

The Province has amended the *Building Act* and *BC Building Code* to mandate the following for buildings regulated under Part 9. This includes dwellings and small apartments, which are smaller than 600m² and three stories or less.

- Part 9 buildings must meet the Energy Conservation Step 3 (20% better) standard using an energy advisor ensure the standard is met,

or alternatively,

- Dwellings can meet prescriptive standards *if this option is authorized by bylaw*. This includes meeting higher insulation requirements (for example from R24 to R30 in walls, R60 to R80 in a flat ceiling) and more efficient windows and doors, all to ensure buildings are designed to the 20% or better standard for northern and remote communities are met. For smaller and remote dwellings, this may be a more practical, economical and energy efficient option.

Should Council adopt Amendment Bylaw 859, the TNRD may issue building permits allowing construction according to the performance-based option OR the prescriptive option.

Part 3 Buildings

Part 3 buildings such as offices, large multi-family dwellings, hotels and motels, and buildings with retail and service occupancies must meet Energy Conservation Step 2 performance standards using an energy advisor or modelers to ensure the standards are met. Public sector occupancies such as schools, libraries, hospitals, colleges and care centres must meet the Step 1 standard and restaurants, theatres, and prisons must meet a standard similar to 20% better based on Part 10 of the BC Building Code. There is no prescriptive option for Part 3 buildings.

(OPTIONAL) ZERO CARBON STEP CODE OVERVIEW – anticipated for 2024

The new Zero Carbon Step Code focuses on operational carbon emissions performance, and works towards the goal of consistent, province-wide standards using an ever-rising “floor” of minimum standards, similar to the Energy Step Code. We anticipate that mandatory requirements will be put in place by 2024 for Part 9 and Part 3 buildings, with progressive increased minimum standards in 2027 and 2030.

The Zero Carbon Step Code concentrates on the *de-carbonization* of space heating, hot water, and auxiliary equipment. In short, this relates to fuel type/energy source that can be achieved by providing electricity-supplied systems or renewable energy sources instead of natural gas-fed systems or appliances. It is not clear at this time if renewable natural gas would be eligible as an input for de-carbonization. High-level details of the Zero Carbon Step Code can be seen in the following table:

Carbon Perf. Level	Mandatory Adoption	Building Element to be De-Carbonized
Moderate	2024	Space heating
Strong	2027	Space heating & hot water
Zero	2030	Space heating, hot water, equipment & appliances

The requirement to achieve *Zero Carbon Step Code* levels will influence equipment and fuel choice for new construction. Local governments are permitted to voluntarily opt-in early or to pair any level of the *Zero Carbon Step Code* with either the base energy efficiency requirements of BC Energy Step Code effective at the time, or to simply exceed requirements.

OTHER BYLAW 859 changes to Building Regulations Bylaw 793

The theme of the other proposed changes is primarily efficiency. Where the current bylaw provisions allow, the inspection team is spending too much time and too many site visits on a few files. The Step Code changes will demand more resources, so we wish to save on time/processing where it is warranted. The following provides a short overview of the changes in Bylaw 859.

Remove Appendix B and C from Bylaw 793 and simply note in the Bylaw that applications and submissions be made in a form as set out by the Building Official.

Why? Appendix B and C are application forms which, under historic BC legislation, were required to be appended to a bylaw; however, this has not been the case for years. The proposal is simply to remove them from the Bylaw and provide a delegation clause. Appendix B has been rolled into a new short fillable form available on line. It is much more clear for applicants. Appendix C is standard industry practice and need not be attached.

BP Renewals: Limit BP renewals to two (plus the 2 year BP term) - unless a property is impacted by a declared state of emergency.

Why? Because renewals are taking an extraordinary extent of staff time where permits are renewed but limited or no construction advances; meanwhile, the BCBC has changed and the neighbours are looking at a construction site.

Temporary Bldgs: double the term from one to two years and increase the fee to \$400.

Why? Because one year is too short and the staff time to administer and renew these is excessive, especially for the current fee of \$100. Staff suggest that allowing two years and charging \$400 is reasonable.

Provisional Occupancy: limit this to three renewals. Provisional occupancy was introduced about four years ago to help owners be able to move into an unfinished dwelling and hold a 90 day *provisional* occupancy while they finish non-life safety (usually minor) items such as an exhaust fan or floor finishes. These currently cost \$80 with no limit to renewals.

Why? Because we are seeing too many getting extended repeatedly with no incentive to finish the work and close the file and are taking an extraordinary extent of staff time. We propose to limit the number and increase the cost to \$100 from \$80.

Surcharge Fee: currently capped at \$500, it is not enough to motivate completion and takes staff time to process – especially for owner-applicants; thus, we ask to increase this refundable fee.

Why? Because we refund this fee in its full dollar amount when applicants finish their BPs within the permit term. Professional contractors almost always get this back because they

want to secure occupancy certificate (triggers HPO clock and contractor hold-back payment). The money back needs to be a better incentive. The proposed change will also allow the Village to recoup possible damage to Village infrastructure (broken sidewalk, hydrant, etc) caused by the given BP construction.

Solid fuel appliance (i.e. wood or pellet burning stove) deletes from the Bylaw

***Why?** We currently charge \$100 for a solid fuel appliance such as wood/pellet stove **or** a traditional fireplace with masonry chimney. While the inspectors are knowledgeable about wood stoves, only one staff member is certified under WETT (Wood Energy Technology Transfer). All the inspectors are qualified for traditional fireplaces (masonry chimney, hearth, damper, burning chamber, etc.) as the regulations are set out in the BC Building Code. Meanwhile solid fuel appliances are covered by WETT certified and insured inspectors (typically the installers).*

To meet requirements of most insurance companies, owners' must submit the WETT certified forms (which TNRD inspectors do not, or cannot sign). The recommendation is to keep inspections under code for traditional fireplaces only.

Unpermitted/noncompliant buildings, add a provision as per below to cover this case:

“Where there is a violation of this Bylaw, whether a notice has been registered on the property title or not, the Building Official may refuse to issue a building permit for an addition to, or alternation of, any offending, unsafe, or unpermitted building or structure until it has been brought into substantial Bylaw and Building Code compliance; qualifying, building permits may be issued for any other detached building or structure on the property.”

***Why?** This enables building staff to refuse permit issuance to add onto or alter a non-compliant building. This would not stop an owner from applying for and being issued a permit for another building on the same property. It would also not apply to historic buildings that either predate the service or may have other minor infractions (perhaps added after the original permit completion). This provision will apply in cases where an entire building was built without a permit.*

In closing,

While the preceding specific or incidental fees are proposed to change and will impact certain and few applications, no increase in general Building Permit fees is proposed. There is no impact to the majority of residents, contractors, or developers from these text amendments; however, there is clearly a major impact to everyone with the Step Code changes.

FINANCIAL IMPLICATIONS

This change will add more work, time, contract staff training and resources to administer building permits. It will also increase costs of construction on capital projects, as it then decreases the relative costs of operating (heating/cooling) those buildings.

COMMUNICATIONS OR PUBLIC CONSULTATION:

The Step Code changes and the May 1st trigger date have not been widely publicized by the Province as the assumption is that local government will be the messenger.

Groups such as CHBA – Canadian Homebuilders Association are actively educating their members for many contractors do not hold a membership or affiliation with a group. Most homeowners and potential owner-builders are not familiar with the changes and the new process. Contract staff at the TNRD are compiling info sheets and a brochure to help inform owner-builders and contractors who have not followed the Step Code changes.

Attachment(s)

- Bylaw No. 859, 2023

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 859

A bylaw for the Village of Ashcroft to amend the Corporation of the Village of Ashcroft Building Regulations Bylaw No. 793, 2014

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

1. This bylaw may be cited for all purposes as “The Corporation of the Village of Ashcroft Building Regulations Amendment Bylaw No. 859, 2023”.

2. **Bylaw No. 793, 2014 is amended as follows:**

2.1 By replacing clause 1.5(k) with the following:

“the design, *construction*, or installation of fireplaces and chimneys.”

2.2 By adding the following as section 1.7 and renumbering the subsequent two sections:

“In relation to the conservation of energy, *construction* on or after May 1, 2023 may meet the prescriptive requirements of s. 9.36.2 to 9.36.4 of Division B of the *Building Code*.”

2.3 By replacing section 4.5 with the following:

“Upon expiration of a building *permit*, the *Building Official* may grant *permit* renewal for a period of one year each, up to two times, provided *construction* is progressing and inspections are being called and passing; notwithstanding the forgoing, if construction is impacted by a declaration of a provincial *State of Emergency* or a *State of Local Emergency*, then additional renewals may be approved.”

2.4 By replacing section 6.3 with the following:

“The *Building Official* shall prescribe, and may from time to time modify, the form of application for matters within the scope of this Bylaw; and in so doing, may prescribe different forms for different categories of applications. Such forms may require, but not be limited to, the following:

- a) name and contact information of owner and any agents delegated on their behalf;

- b) disclosures such as a condition upon lands, history of buildings, and the intended use of the lands and buildings;
- c) copy of certificate of title, including applicable encumbrances thereupon; and
- d) site or property plans, surveys, surveyor site certificates, geotechnical reports, building plans and specifications, utility information, engineering, site servicing information, photos, and related information.”

2.5 By replacing section 12.1 with the following:

“The word “temporary” shall mean a period not exceeding two (2) years.

2.6 By deleting Appendix “B” to the Bylaw and replacing clauses 8.1(b); 9.1(b); 10.1(b); 11.1(b); and 12.1(b) with the following:

“be accompanied by the *owner’s* acknowledgment of responsibility and undertakings made in a form provided by the *Building Official* and signed by the *owner*, or a signing officer if the *owner* is a company;”

2.7 By deleting Appendix “C” to the Bylaw and replacing section 13.3 with the following:

“When a registered professional provides letters of assurance in accordance with this bylaw, he or she shall also provide proof of professional liability insurance in a form provided by the *Building Official*.”

2.8 By replacing clause 15.4(d) vii. with the following:

“When insulation and vapour barrier are complete but prior to placement of any finish thereon; and, in the case where performance based criteria supported by a blower-door test result is required, an intermediate test must be undertaken at this inspection stage;”

2.9 By replacing section 16.3 with the following:

“A *Building Official* may issue a provisional *occupancy certificate* valid for ninety (90) days from the date of issuance, where *construction* of a building or *structure* has been substantially completed and the health and safety requirements of this Bylaw and the *Building Code* have been met. Such provisional *occupancy certificate* may be renewed a maximum of three times, conditionally, based upon any terms or conditions specified by the *Building Official*; thereafter, occupancy may be revoked, and an order may be posted if the outstanding conditions have not been met.

The *owner* shall pay the provisional occupancy certificate fee as specified in Appendix “A” to this Bylaw prior to issuance of the certificate or any extensions.”

2.10 By adding the following as section 19.9:

“Where there is a violation of this Bylaw, whether a notice has been registered on the property title or not, the *Building Official* may refuse to issue a building *permit* for an *addition to* or *alternation of* any offending, unsafe, or unpermitted building or *structure* until it has been brought into substantial Bylaw and *Building Code* compliance; qualifying, building *permits* may be issued for any other detached building or *structure* on the property.”

3. Appendix A to Bylaw No. 793, 2014 is amended as follows:

3.1 Item E. PERMIT FEE SURCHARGE is replaced with the following:

“In addition to other fees payable in accordance with this Appendix at the time of *permit* issuance, a surcharge will apply to all building *permits* as follows:

- (a) \$500 where the *construction* value is less than \$50,000; or
- (b) \$1500 where the *construction* value exceeds \$50,000; and
if work associated with a building *permit* is completed and the *permit* closed within two years of the date of issue and there is no damage to Village infrastructure or property, the *Building Official* shall rebate the surcharge fee to the original payee.”

3.2 Item F. SPECIAL INSPECTION FEE shall be replaced with the following:

“Additional inspections such as those for Insulated Concrete Forms (ICF) construction and voluntary inspections such as those to establish compliance, status, or notice on title release \$150”

3.3 Item I. PROVISIONAL OCCUPANCY CERTIFICATE FEE shall be revised to \$100.

3.4 Item J. TEMPORARY BUILDING is replaced with the following:

“Fee for a *permit* to construct, place or occupy a temporary building for up to two years or part thereof \$400”

3.5 Item K. CHIMNEY is renamed and replaced with the following:

“Fee for the installation of a chimney or masonry fireplace \$100”

3.6 Item O. DOUBLE PERMIT FEE is replaced with the following:

“Where work for which a *permit* is required by this Bylaw has been commenced prior to issuance of a *permit*, whether a stop work order is posted or not, the applicant shall pay to the *Building Official* double the fee prescribed in this Schedule, up to an additional \$2,000.”

STAFF REPORT TO COUNCIL – OPEN MEETING

MEETING DATE: May 8, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: BC Transit Annual Operating Agreement

Purpose

To request Council approval to sign the 2023/2024 Annual Operating Agreement for the ongoing Para Transit System between the Village of Ashcroft and BC Transit.

Recommendation

THAT, Council approves Staff to sign the BC Transit Annual Operating Agreement and continue to provide the Para Transit Service between Ashcroft, Cache Creek and Clinton.

Alternatives

NA

Discussion

The Transit Committee met on May 3, 2023 to review and discuss the Annual Operating Agreement (AOA). Upon review and consideration of the service, the Committee recommends that the AOA be signed as presented.

The current net cost to each municipality is within our projected budget for 2023/24. The Safe Restart Funding to assist the Para-transit System with COVID recovery was allocated last year with all remaining funds being applied to offset the 2022/23 operating costs. Of note, IHA's Healthy Connections revenue is the primary source of funding for the service and enables the Para-Transit System to remain sustainable. Attached is the AOA from BC Transit.

Changes to this years AOA are:

- Net local Government share of the service is increased from \$165,694 to \$171,110 which is an increase of \$5,416. This increase is largely due to the rising fuel and maintenance costs.
- Last year the AOA had two reserve funds, the Operating Reserve and the Local Transit fund. The Operating Reserve Fund established prior to BC Transit moving to an actual billing system is no longer required. The funds deposited to the reserve account have been applied to the Para-Transit System and is not included in this years AOA as the balance in the account is zero. In addition, the Safe Restart Funding provided to all Transit systems to offset the deficit caused by COVID 19, have been applied to our account in 2022, there was approximately \$200 left in the account which was accumulated interest. The remaining \$200 balance has been applied to the transit system which leaves the safe restart fund with a zero balance and will be removed from next years AOA.

Re-establishing ridership to pre pandemic levels or better is a priority for BC Transit, Yellowhead Community Services and the Para-Transit Committee. This year we will be doing social media blasts, participating at events to build awareness of the service and develop both paper and digital marketing materials.

Strategic/Municipal Objectives

Public Transit

Legislative Authority

NA

Financial Implications

Budget line item for participating communities

Attachment Listing

Annual Operating Agreement

Respectfully Submitted By:



Daniela Dyck,
Chief Administrative Officer



March 31, 2023

BY EMAIL: cao@ashcroftbc.ca

Daniela Dyck
Chief Administrative Officer
Village of Ashcroft
601 Bancroft Street
Ashcroft, BC V0K 1A0

Dear Daniela,

Re: FY2024 Annual Operating Agreement – Village of Ashcroft

As we provide you with your 2023-2024 Annual Operating Agreement (AOA), we want to take the opportunity to update you on changes reflected in your agreement and highlight key pieces of information for your consideration.

Our primary focus continues to be on building back transit ridership to pre-pandemic levels and supporting communities across B.C. through their ongoing recovery. As of January 2023, our total ridership has recovered to more than 90 per cent compared to 2019/20 levels. While this is positive news, it comes at a time where labour shortages still present a critical challenge and continue to impact BC Transit's recruitment and retention of transit operators and maintenance staff throughout the province.

In the meantime, we are seeing a number of exciting and innovative projects underway with plans for initial implementation this year. They include the delivery of our first 10 battery electric buses which will enter service in Victoria, as well as a province wide implementation of our new electronic fare collection system. In addition, improvements are being planned for operations and maintenance facilities and transit exchanges around the province, which are contributing to the reliability and sustainability of transit service well into the future.

While we anticipate further economic uncertainty in the months and years ahead, the \$150.6 million operating grant announced by the Province in the recently tabled provincial budget will enable BC Transit to maintain existing service levels for 2023/24. However, we continue to face challenges with fuel price volatility and a higher price per litre is reflected in the operating budget for your system. This once again reinforces the importance of adopting a low carbon fleet and continuing to reduce our overall reliance on diesel fuel.

Our service strategy for the coming year will focus on promoting and stimulating ridership growth where possible, and highlighting public transit as the more sustainable transportation option through marketing and promotion. We will begin to implement actions outlined in our Indigenous Relations & Reconciliation strategy, and take steps to fulfill requirements outlined in the Accessible BC Act. We will continue to optimize the design of our transit services, and support transit oriented

development. We will make further investments in both customer-facing technology and infrastructure, with an overall focus on operational excellence.

The language contained in the Annual Operating Agreement is regularly reviewed and updated to reflect any material changes to our funding model or other special circumstances. You will note a minor change in your 2023-2024 agreement that reflects the additional Safe Restart and Recovery funding contribution that was allocated to your system(s) in March 2022.

Finally, a reminder that the information contained in the your Detailed Schedule C budget includes commercially confidential information from our operating company and is subject to protection afforded by the *Freedom of Information & Protection of Privacy Act*. Any reports to Council, or any discussions which may be made within the public realm must be limited to four line items showing Revenues, Total Operating Costs, Total Costs and Total Local Government's Share of Costs. The schedules attached to your Annual Operating Agreement have been modified accordingly.

As required by the Provincial Operating Contribution Agreement, all AOA's must be signed and returned to BC Transit no later than June 30, 2023.

If you have any questions regarding your agreement or the associated budget, please contact me at djwhite@bctransit.com at your earliest convenience so I can provide you with any additional information that you require.

Sincerely,



Daynika White
Manager, Government Relations

Enclosed: FY2024 Annual Operating Agreement

ANNUAL OPERATING AGREEMENT

between

Village of Ashcroft

and

British Columbia Transit

Effective
April 1, 2023

CONTENTS

SECTION 1: DEFINITIONS..... 3

SECTION 2: INCORPORATION OF SCHEDULES 3

SECTION 3: INCORPORATION OF TRANSIT SERVICE AGREEMENT 3

SECTION 4: TERM AND RENEWAL 4

SECTION 5: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT..... 4

SECTION 6: SETTLEMENT OF DISPUTES 4

SECTION 7: MISCELLANEOUS PROVISIONS..... 4

SECTION 8: LOCAL CONTRIBUTIONS AND RESERVES 5

SECTION 9: SAFE RESTART CONTRIBUTION 7

SECTION 10: GOVERNING LAW 7

SECTION 11: COUNTERPARTS 7

SECTION 12: NOTICES AND COMMUNICATIONS..... 7

SCHEDULE A: TARIFF AND FARES 9

 APPENDIX 1: TARIFF NOTES 9

 APPENDIX 2: TARIFF AND FARES..... 10

SCHEDULE B: SERVICE SPECIFICATIONS 11

SCHEDULE C: BUDGET 12

ANNUAL OPERATING AGREEMENT

April 1, 2023 – March 31, 2024

BETWEEN: **Village of Ashcroft**
(the "Municipality")

AND: **British Columbia Transit**
(the "Authority")

WHEREAS the Authority is authorized to contract for transit services for the purpose of providing and maintaining those services and facilities necessary for the establishment, maintenance and operation of a public passenger transportation system in the Transit Service Area;

WHEREAS the Municipality is authorized to enter into one or more agreements with the Authority for transit services in the Transit Service Area;

WHEREAS the parties hereto have entered into a Transit Service Agreement which sets out the general rights and responsibilities of the parties hereto;

WHEREAS the Municipality and the Authority are authorized to share in the costs for the provision of a Public Passenger Transportation System pursuant to the *British Columbia Transit Act*;

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Transit Service Agreement, the specific terms and conditions for the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants hereinafter contained, the parties covenant and agree with each other as follows:

SECTION 1: DEFINITIONS

Unless agreed to otherwise in the Annual Operating Agreement, the definitions set out in the Transit Service Agreement shall apply to this Annual Operating Agreement including:

- a) "*Annual Operating Agreement*" shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendments negotiated and entered into by the parties subsequent hereto;
- b) "*Transit Service Agreement*" shall mean the Transit Service Agreement between the parties to this Annual Operating Agreement, including any amendments made thereto;
- c) "*Incurred*" means an event or transaction has taken place for which an obligation to pay exists, even if an invoice has not been received, such that the underlying evidence indicates there is little or no discretion to avoid the obligation. The value of the obligation is to be calculated in accordance with recognized Canadian accounting standards.

SECTION 2: INCORPORATION OF SCHEDULES

All schedules to this agreement are incorporated into the agreement, and form part of the agreement.

SECTION 3: INCORPORATION OF TRANSIT SERVICE AGREEMENT

Upon execution, this Annual Operating Agreement shall be deemed integrated into the Transit Service Agreement and thereafter the Transit Service Agreement and Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the *British Columbia Transit Act*, as amended from time to time.

SECTION 4: TERM AND RENEWAL

- a) The parties agree that the effective date of this agreement is to be April 1, 2023, whether or not the agreements have been fully executed by the necessary parties. Once this agreement and the associated Transit Service Agreement are duly executed, this agreement will replace all provisions in the existing Transit Service Agreement and Master Operating Agreement with respect to the rights and obligations as between the Authority and the Municipality.
- b) Upon commencement in accordance with Section 4(a) of this agreement, the term of this agreement shall be to March 31, 2024, except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Transit Service Agreement shall likewise be so terminated or not renewed, as the case may be.
- c) Either party may terminate this agreement as follows:
 - i. Cancellation by the Authority: In the event that the Authority decides to terminate this Agreement for any reason whatsoever, the Authority shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 12.
 - ii. Cancellation by the Municipality: In the event that the Municipality decides to terminate this Transit Service Agreement for any reason whatsoever, and by extension the Annual Operating Agreement, the Municipality shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 12.

SECTION 5: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

This Agreement and the parties hereto are subject to the provisions of the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Any information developed in the performance of this Agreement, or any personal information obtained, collected, or stored pursuant to this Agreement, including database information, shall be deemed confidential and subject to the provisions of FOIPPA including the handling, storage, access and security of such information. Confidential information shall not be disclosed to any third party except as expressly permitted by the Authority or pursuant to the requirements of FOIPPA.

SECTION 6: SETTLEMENT OF DISPUTES

In the event of any dispute arising between or among the parties as to their respective rights and obligations under this Agreement, or in the event of a breach of this Agreement, the parties agree to use their best efforts to find resolution through a mediated settlement. However, in the event that mediation is not successful in finding a resolution satisfactory to all parties involved, any party shall be entitled to give to the other notice of such dispute and to request arbitration thereof; and the parties may, with respect to the particular matter then in dispute, agree to submit the same to a single arbitrator in accordance with the applicable statutes of the Province of British Columbia.

SECTION 7: MISCELLANEOUS PROVISIONS

- a) Amendment: This agreement may only be amended in writing as signed by the Municipality and the Authority and specifying the effective date of the amendment.
- b) Assignment: This Agreement shall not be assignable without prior written consent of the parties.
- c) Enurement: This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- d) The parties agree that this agreement is in substantial compliance with all relevant legislative requirements to establish the rights and obligations of the parties as set out in the *British Columbia Transit Act*.

- e) BC Transit acknowledges receipt of a copy of the Community Transit Partnership Agreement between the Municipality and the Village of Cache Creek and the Village of Clinton (the “Partner”) effective July 2, 2019 and a copy of the Community Transit Partnership Agreement between the Municipality and Interior Health Authority (the “Partner”) effective November 26, 2006. BC Transit hereby provides written consent for the Municipality to enter into the Community Transit Partnership Agreement provided, however, that:
- i. In the event the Partner provides one year’s notice of its intention to terminate the Community Transit Partnership Agreement, the Municipality will immediately notify the Authority in writing of such termination;
 - ii. In the event the Partner provides the Municipality with a payment in lieu of providing notice of termination pursuant to Section 4 of the Community Transit Partnership Agreement, the Municipality will immediately forward to BC Transit the full amount of such payment, without set-off whatsoever; and,
 - iii. In the event the Partner provides the Municipality with payment in accordance with the subsection above, and the Municipality fails or neglects to forward such payment to the Authority, the Authority shall have the right to include such amount in its monthly invoice to the Municipality for immediate payment by the Municipality.

SECTION 8: LOCAL CONTRIBUTIONS AND RESERVES

British Columbia Transit service is provided using a cost-sharing model. Where any transit-related contributions are received and/or third-party revenues are earned that are in excess of expenses, the Authority is required to hold these excess funds in a reserve account for use against transit-related expenditures in future years. When unanticipated expenditures occur that were not included in the budget and cannot be covered by reserves, the Authority will seek to recover these based on the cost-sharing ratios between the Municipality and the Authority.

Eligible Operating Expenses

The Authority will invoice the Municipality and collect on monthly invoices based on incurred eligible operating expenses to provide Transit Service. Eligible operating expenses are comprised of the following costs of providing Public Passenger Transportation Systems:

- a) For *Conventional Transit Service*:
 - i. the operating costs for providing Conventional Transit Service excluding interest and amortization;
 - ii. the amount of any operating lease costs of BC Transit for Conventional Transit Services;
 - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement;
 - iv. an amount of the Annual Operating Costs of the Authority not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement;
- b) For *Custom Transit Service*:
 - i. the operating costs for providing Custom Transit Service excluding interest and amortization, but including the amount paid by the Authority to redeem taxi saver coupons issued under the Taxi Saver Program after deducting from that amount the amount realized from the sale of those coupons;
 - ii. the amount of any operating lease costs of the Authority for Custom Transit Service;
 - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement; and,

- iv. an amount of the Annual Operating Costs of the Authority not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement;
- c) Eligible operating expenses exclude the costs of providing third-party 100%-funded services.
- d) Annual operating costs of the Authority are operations, maintenance and administration costs that are for the shared benefit of all transit systems operated by the Authority. These costs are allocated to each transit system on a pro rata basis, based on the nature of the costs.

Lease Fees

The Authority will invoice the Municipality and collect on monthly invoices for lease fees on tangible capital assets owned by the Authority that are used in the provision of transit service. Lease fees are comprised of the following:

- a) The Municipality's fee for use of the asset, including for the costs of acquisition, construction, development and betterment of the asset and the costs of installing the asset at the location and condition necessary for its intended use;
- b) Debt financing and risk-related charges or costs payable on assets;
- c) Payment into a reserve fund for preventative maintenance and major repair of assets owned or leased by the authority;
- d) Amounts sufficient for the Authority to recover all other costs relating to the asset, including, but not limited to taxes and administrative charges.

Where lease fees are received that exceed actual asset-related expenses in any given period, these will be placed in a pooled reserve. This reserve will be used to offset against future lease fees as outlined above.

Reserve Funds

The Authority will establish the following for each transit system to record the contributions that have been received but not yet earned as follows:

- a. **Local Transit Fund:** Contributions by the Municipality towards eligible operating expenses that have been received but not matched with a Provincial share contribution will be deferred in the Local Transit Fund.
 - i. Any expenditure of monies from the Local Transit Fund will:
 - 1. only be credited towards the Municipality's share of expenses for the transit system for which it was collected.
 - 2. be applied to reduce Municipal invoices at the discretion of the Municipality as agreed to under the Annual Operating Agreement or amendments as required.
 - ii. The Local Transit Fund may be used towards lease fees.
 - iii. The Authority will provide a quarterly statement of account of the Local Transit Fund balance including contributions, amounts utilized and interest earned.

SECTION 9: SAFE RESTART CONTRIBUTION

Under the Safe Restart Program, the federal and provincial governments provided joint, non-recurring contributions to transit systems in British Columbia (the "Safe Restart Contribution") in 2020/21 and 2021/22.

The Authority applied the Safe Restart Contributions as follows:

- a) As an allocation towards the Municipality's share of eligible operating expenses in the fiscal year of the contribution;

- b) After applying the allocation of Safe Restart Contribution, any excess contributions received from the Municipality were deferred to the Local Transit Fund;
- c) The Authority will apply the remaining Local Transit Fund balance to reduce 2022/23 and future municipal invoices at the discretion of the Municipality as agreed to under an Annual Operating Agreement or amendments as required.

It is expected that by receiving the Safe Restart contribution, the Municipality will work with the Authority to maintain targeted essential transit service levels by not reducing transit service below existing planned service levels and maintain affordability by limiting annual fare increases to an average of 2.3% from April 1, 2020 through March 31, 2025.

SECTION 10: GOVERNING LAW

This agreement is governed by, and shall be construed in accordance with, the laws of the Province of British Columbia, with respect to those matters within provincial jurisdiction, and in accordance with the laws of Canada with respect to those matters within the jurisdiction of the Government of Canada.

SECTION 11: COUNTERPARTS

This contract and any amendment hereto may be executed in counterparts, each of which shall be deemed to be an original and all of which shall be considered to be one and the same contract. A signed facsimile or PDF copy of this contract, or any amendment, shall be effective and valid proof of execution and delivery.

SECTION 12: NOTICES AND COMMUNICATIONS

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a designated officer of the parties hereto to whom it is addressed where an electronic signed document is emailed to the parties or if mailed by prepaid registered mail to the Authority at:

British Columbia Transit
c/o Executive Assistant, Strategy and Public Affairs
PO Box 9861
520 Gorge Road East
Victoria, BC V8W 9T5

and to the Municipality at:

Village of Ashcroft
601 Bancroft Street
Ashcroft, BC V0K 1A0

and, if so mailed, shall be deemed to have been received five (5) days following the date of such mailing.
IN WITNESS WHEREOF, the parties have hereunto set their hand this _____ day of _____, 2023.

Village of Ashcroft

British Columbia Transit

Vice President, Strategy and Public Affairs

Vice President, Finance and Chief Financial Officer

SCHEDULE A: TARIFF AND FARES

APPENDIX 1: TARIFF NOTES

Cash Fares:

Adult/Student/Senior	\$2.00
Children, 12 and under	Free
Door-to-door	\$2.00
Kamloops	\$5.00
100 Mile House	\$5.00
Health Connections	\$5.00

Tickets: \$5.00

SCHEDULE B: SERVICE SPECIFICATIONS

The Local Transit Service Area for the boundaries of the Ashcroft-Cache Creek-Clinton Transit Service Area shall be defined as the Village of Ashcroft, Village of Cache Creek, Village of Clinton, District of 100 Mile House, Electoral Area 'E' & 'I' of the Thompson Nicola Regional District and Electoral Area 'G' of the Cariboo Regional District. It also includes all areas between: 1) Lillooet and Kamloops, 2) Lillooet and Lytton 3) Lytton and Kamloops, and 4) the Clinton and 100 Mile House.

The Annual Service Level for Ashcroft-Cache Creek-Clinton Transit Service shall be **2,100** Service Hours.

The Exception Days recognized annually for the Ashcroft-Cache Creek-Clinton Transit Service are:

Exception Day	Service Level
Good Friday	No Service
Easter Monday	No Service
Victoria Day	No Service
Canada Day	No Service
BC Day	No Service
Labour Day	No Service
Truth and Reconciliation Day	Regular Service
Thanksgiving Day	No Service
Remembrance Day	No Service
Christmas Day	No Service
Boxing Day	No Service
New Year's Day	No Service
Family Day	No Service

SCHEDULE C: BUDGET

ASH-CACHE-CLINT PARA TRANSIT

	OFFICIAL AOA 2023/24
TOTAL REVENUE	14,172
TOTAL OPERATING COSTS	231,043
TOTAL COSTS (including Local Government Share of Lease Fees)	260,960
NET LOCAL GOVERNMENT SHARE OF COSTS	171,110

STAFF REPORT TO COUNCIL – OPEN MEETING

MEETING DATE: May 8, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Thompson View Manor Society – Delegation Report

Purpose

To provide Council with a summary report for the Thompson View Manor Society's delegation presentation and subsequent request for Council support.

Recommendation

THAT, Council supports the Thompson View Manor Society's proposal for submission to the Province for funding to construct an affordable housing complex for seniors at 710 Hill St. (Thompson View Residences) and further that letters be sent to Premier - David Eby, Minister of Housing - Ravi Kahlon, BC Housing Associate VP Development Strategies - John McEown and BC Housing Director of Regional Development Interior region - Tyler Baker to build project awareness and lobby for their support.

Alternatives

NA

Discussion

Deb Tedford, President of the Thompson View Manor Society attended the April 24, 2023, Regular Meeting of Council as a delegation to update Council on the plans to expand seniors housing at the Thompson View Manor site by constructing a new complex with approximately twenty-nine adaptable units proposing fifteen 2-bedroom suites and fourteen 1-bedroom suites equipped with full kitchens. The project has been tentatively named: 'Thompson View Residences.'

Ms. Tedford noted this would be the first 'housing project build' in Ashcroft since the construction of Thompson View Lodge Assisted Living facility in 2006. Ms. Tedford hoped to confirm project "go-ahead" however, at this time the society's plans remain a project in motion.

Architectural plans have been developed and the project management team is assembled consisting of: Kane Bentsen, previous project manager for the Clinton Creek Estate supportive housing project, Architect Kevin Ryan, and Char Monk from Blue Green Architects, as well as Graham Richardson and Naomi Hari of CanZee Developments. The society continues to work with the project management team to finalize the proposal submission ensuring all the provincial criteria is met for funding requirements. The province of BC is expected to announce a rolling call for proposal application on July 1, 2023.

Project cost approximately fourteen million dollars. The proposed two storey complex includes solar panels for ERV recovery, heat pumps, five EV Charging stations, twenty-nine paved resident parking stalls, six visitor parking stalls, decks or patios, bike/scooter storage, elevator and much more. To serve the financial needs of residents the following BC Housing rate requirements will be applied as

follows: 20% classed at Deep Subsidy (low income), 50% at Rent Geared to Income (GIR) and 30% at Market Value.

The Society is asking for Councils support by way of building project awareness and lobbying the Premier - David Eby, Minister of Housing - Ravi Kahlon, BC Housing Associate VP Development Strategies - John McEown and BC Housing Director of Regional Development Interior region - Tyler Baker for their support.

Strategic/Municipal Objectives

Affordable Senior Housing
Housing Needs Assessment

Legislative Authority

NA

Financial Implications

NA

Attachment Listing

NA

Respectfully Submitted By:



Daniela Dyck,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

MEETING DATE: May 8, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Cannabis Regulation Review

Purpose

To provide Council with an opportunity to review existing Cannabis legislation in Ashcroft and consider a bylaw review.

Recommendation

THAT, Council direct staff to review current Cannabis legislation and bring a draft bylaw permitting the retail sale of legalized cannabis products in Ashcroft; and further that Zoning Bylaw No. 823, 2018 be amended permitting Retail Cannabis operations.

Alternatives

THAT, Council direct staff to review current Cannabis legislation and bring a draft bylaw permitting the retail sale and cultivation of legalized cannabis products in Ashcroft; and further that Zoning Bylaw No. 823, 2018 be amended permitting the retail sale and cultivation of cannabis.

OR

THAT, the CAO Cannabis Report be received for information.

Discussion

Cannabis was legalized in Canada in 2018; however, the legislation was evolving the same time as Council was updating the current Zoning bylaw. At that time legal advice provided by Village solicitors cautioned Council to delay adopting any cannabis bylaws permitting retail sales or cultivation in advance of the legislation being given assent. There were many unknowns in regard to the federal and provincial cannabis regulations, to that end Zoning Bylaw No. 823, 2018 was adopted with the following regulations:

Medical Cannabis Production Facilities

3.61 The cultivation, processing, drying, storing, packaging, distribution or testing of cannabis or medical cannabis is prohibited in all zones with the exception of those lands subject to the regulations of the Agricultural Land Reserve.

And:

Prohibited Uses

3.7 Medical Cannabis Operations and Retail Cannabis Operations are prohibited in all zones, except for the production of cannabis by a registered person authorized to produce cannabis for their own medical purposes or by a designated person authorized to produce cannabis for a registered person in accordance with Part 2 of the Access to Cannabis for Medical Purposes Regulations, SOR/2016-230.

Mayor Roden asked staff to revisit Cannabis regulations in Ashcroft and bring the topic forward for discussion at a Council meeting. Federal and Provincial legislation is well established and developing a bylaw to regulate the sale or cultivation of cannabis is no longer a new endeavor. As such, this

report is before Council for discussion, Council may decide to remain status quo and not permit cannabis retail sales or cultivation in Ashcroft or Council may direct staff to move forward with establishing a bylaw to regulate cannabis retail sales or cultivation, If Council opts to move forward with developing a bylaw to regulate the sale or cultivation of cannabis, Ashcroft's Zoning Bylaw No. 823, 2018 will require an amendment.

There have been several inquiries from Cannabis retail entrepreneurs over the course of that last three years asking if Ashcroft has amended the bylaw to allow cannabis sales. All entrepreneurs were invited to make a presentation to Council as a delegation or to simply send a letter requesting a Council review. The office has not received any correspondence or new delegation request since Cynders was unable to attend as a delegation; however, Mayors Roden's request presents a good opportunity for a review.

Strategic/Municipal Objectives

Bylaw Regulation

Legislative Authority

N/A

Financial Implications

N/A

Attachment Listing

N/A

Respectfully Submitted By:



Daniela Dyck,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

MEETING DATE: May 8, 2023
FROM: Daniela Dyck, Chief Administrative Officer
SUBJECT: Regional Chamber of Commerce – Delegation Report

Purpose

To provide Council with a summary report for Kat Chatten's delegation presentation regarding a Regional Chamber of Commerce.

Recommendation

For Information Only

Alternatives

NA

Discussion

The Cache Creek Visitor Info Centre (CCVIC) under the direction of the Desert Mesa Lions Club has applied for and received funding to establish a Regional Chamber of Commerce. Ms. Chatten suggested that small communities have difficulty in sustaining a Chamber of Commerce; however, in this region the Villages of Ashcroft, Cache Creek and Clinton are so close in proximity that a region chamber may provide support to the business community.

The benefits and core function of the proposed Regional Chamber of Commers are:

1. Advertising – Business directory, website, social media, online listings, print and distribution.
2. Learning – Workshops, seminars, and training opportunities.
3. Promotions & Events – Shop local initiatives, tradeshow, and Event calendar.
4. Networking – Meetings and outstanding evening.

All of the core functions will be coordinated through the Cache Creek Visitor Info Centre and there will be no membership fee for the 2023/24 season sue to grant funding. Future funding will be explored to continue to offset the cost of membership and projects. Meetings will be hosted in each community quarterly or bi-monthly dependant on membership preference by the membership.

Scope of the chamber will be to connect the local chamber with other chambers in the region as well as the BC Chamber of Commerce. The Chamber will create individual stand-alone project in addition to the core functions and approach community stakeholders for partnership or sponsorship.

Ms. Chatten recognizes that business owners are busy, so, to create barrier free membership, the CCVIC will take on the operational function and perform the majority of the leg work, content creation, website updates, promotion facilitation, and more to establish the Chamber.

Membership is easy, to become a member of the Chamber, a business simply needs to engage in the onboarding procedure with the Chamber, have a valid business license in their community, and agree to a code of conduct. To remain a member in the Chamber a business must engage with the Chamber at least once every 6 months. Engagement is any form of communication or participation with events, content, or meetings.

Timeline to launch the Chamber is as follows:

April – Community presentation and build awareness of the initiative.

May – Policies, Procedures and Products: develop terms and conditions, activate the industry website and begin the membership process.

Develop a two-year strategic plan with input from membership including projects, events and meeting schedules.

June – Launch public facing website, meetings are announced, and projects start.

The presentation is for information only as Mc. Chatten builds awareness in the region. In the future, participating municipalities may be asked to support the Chamber with annual or project specific funding.

Strategic/Municipal Objectives

Economic Development

Legislative Authority

NA

Financial Implications

NA

Attachment Listing

Respectfully Submitted By:



Daniela Dyck,
Chief Administrative Officer



Ashcroft & District Lions Club,
 Box 808,
 Ashcroft, BC V0K 1A0
 250 457-0068
 Email: sjpeters14@gmail.com



May 1, 2023

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



Re: Eleventh Skip's Memorial Charity Run

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

- Date: Sunday, June 4, 2023
- Registration: 7:30 am
- Run starts – 8:45
- Run finish – approximately 1:00 pm

- Route: same as previous years.
 - the 10 km run will start at The Hub, go along Ash Street, along Government Street to the Bridge, across the Bridge, along Evans Rd. to the "Caution Trucks" sign and back the same route. This is the route we took in previous years and it was very successful. We had flag people along the route making sure that the runners were safe. On Government Street where the large trucks travel, we stopped the runners to let the trucks by.
 - In the past, someone from the Fire Department has monitored the run by driving back and forth along the route and we will be asking if someone will be able to do this again.
 - The RCMP and local Ambulance will be notified of the run.
 - The necessary insurance is in place and you have a binder.

.....2

Page 2
May , 2023

- The proceeds will be used to help various organizations within our Lions area through our Community Projects account.
- Each year the run has increased in participants and we hope to eventually make this an event that will bring many outside people to Ashcroft. It definitely fits in with the Village's brand.

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

Sincerely,



Skips Run Chair
Sue Peters

/sjp



Ashcroft/Cache Creek Rotary Club **SERVICE Above Self**

Box11, Ashcroft, BC V0K 1A0

Phone 250 682 3232

Email theresatakacs@hotmail.com

April 25 2023

Mayor Barbara Roden
Councilors of
Village of Ashcroft
PO Box 129
Ashcroft, BC V0K 1A0

Dear Barb Roden and Council:

Re: Citizen of the Year Awards 2022

I am happy to announce those chosen to be the recipients of the Citizen of the Year 2022 awards: Max Beckett for Cache Creek, Shirley Holowchuck for Ashcroft, Chief Christine Walkem TNRD Area I, and Moira Kopanyas for our Youth.

A Citizen of the Year Evening with refreshments of appetizers, dessert and beverages will be held 7:00-8:30 on Thursday May 11 2023 at the HUB, 711 Hill St. Ashcroft, BC V0K 1A0. At this social the Citizens of the Year 2022 will be honoured.

As the Mayor of the Village of Ashcroft we would appreciate a few words from you about anything related to the Citizen of the Year awards, and specifically we would appreciate if you could say something about Shirley Holowchuck if you are able to attend this event. We hope you will send someone in your place if unable to attend.

Tickets to the evening should be purchased in advance from the HUB, at Interior Savings Credit Union in Ashcroft or Royal Bank in Cache Creek, or online through Eventbrite at a cost of \$25 per ticket. The caterer asks that people commit by noon May 8.

We hope to see you at the event on May 11.

Sincerely,
Theresa Takacs, President
Rotary Club of Ashcroft/Cache Creek



April 19, 2023

The Ashcroft HUB Society
Box 599
Ashcroft, BC
V0K 1A0

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

Dear Mayor and Council,

Re: Disposal of former Ashcroft Elementary School

Once again, the Board of School Trustees will be considering disposal of the former Ashcroft Elementary School site. As you are aware, the Ashcroft HUB Society has been operating from this site for the past 8-years.

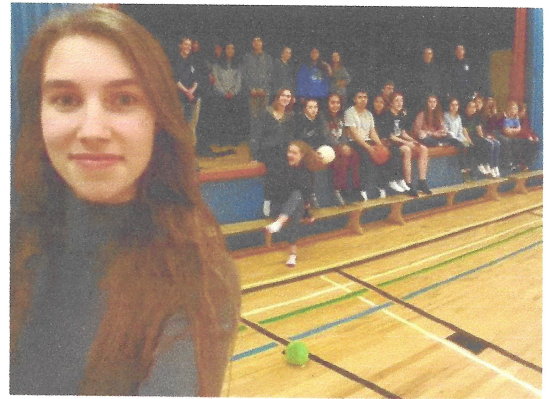
The *Ashcroft HUB* (the *HUB*) is an enterprising non-profit charity, with a vision to provide and expand opportunities for community to connect through wellness, recreation & the arts. The *HUB* is a relevant, well used facility for communities within the NI aka'pamux and Secwepemc territories. Community populations within our region are small and services within each are limited. The *HUB* strives to identify and fill the service gaps. A wide variety of services are accessed more than 3,000 times every month. Connecting and collaborating are key concepts to ensure the needs of community are met. The Ashcroft *HUB* works together with more than 20 organizations and businesses to identify and fill service gaps. Following is a general list of programs, services and events that the *HUB* either leads or partners to provide:

- Kids' and teens day camps and after school programs
- Community Connections, (with a focus on the isolated & vulnerable)
- Educational workshops & certificate training programs
- Music, fine art & theatrical lessons/training and live shows
- Wellness, fitness, health support, training, preventative & restorative health

Box 599, 711 Hill St., Ashcroft, BC V0K 1A0
250-453-9177 |
ashcrofthub@gmail.com | <http://ashcrofthub.ca>



- Community-wide events (connecting community)
- Use of spaces for individuals, clubs & organizations
- The HUB Online Network (local video news, information & entertainment)
- Virtual &/or in-person youth, senior & adult day camps, wellness, recreation, training & fun
- Virtual Centre: Providing tech services and literacy training to reduce barriers to business, social interaction and wellness supports.
- Care Helpline
- Village officially designated Emergency Reception Centre and HARS (Heat Alert Response System) Centre





The HUB has resources, experience, partnerships and structures in place that allow us to step up and fill service and needs gaps in our community.

The Ashcroft HUB Board is requesting a meeting with the Village of Ashcroft Mayor and council to discuss how we can continue to provide much needed services to our community with the consideration of the building disposal process from the school board.

Please let us know dates and times that work for you so we may meet.
Thanks so much.

In Health and with respect,

Juanita Little and Susan McLean
Board Chairs
Ashcroft HUB Society

May 1, 2023

Dear Mayor and Council,

In 2021, the movie "Bulletproof" was filmed in Ashcroft and the surrounding area. The producers have agreed, as a thank you, to have a free public showing of their film. The Ashcroft Film Club would like to have this screening in the Community Hall within the next few weeks to allow time for advertising.

The Ashcroft Film Club would like to request that Council approve the use of the Community Hall and to waive the rental fee for this event.

Sincerely,



Joris Ekering
jorispme@gmail.com



DESERT MESA CLUB

DESERT MESA CLUB
Box 353, Cache Creek, BC V0K1H0

Council
Dear Margaret,

The Desert Mesa Club is hosting a Poker Run as part of Graffiti Days Weekend. We are hoping you will be able to host a Poker Run Stop in your community from **10am until 1230pm on Sunday June 11th, 2023.**

The Club will provide you with everything necessary and the duties are quite simple- participants arrive to your location (TBD) and complete a challenge (usually a game or short task) and then select a playing card before continuing on to their next location. If the Village of Ashcroft would like to donate any swag for the prizes that would be appreciated as well.

In exchange for manning the Poker Stop our event will feature your logo on the **sponsorship** part of our website, printed materials and social media advertising.

If you are keen to this idea please contact Kat to begin planning the location and activity for the Poker Run Stop.

Sincerely,

Kat Chatten
Desert Mesa Club

PS- Please keep your location and activity a secret until the event, we would like the route to be revealed at the event start.



BRITISH COLUMBIA

April 25th, 2023

Reference: 638875

British Columbia Municipalities and First Nations:

I am writing to you today to discuss emergency preparedness and the resources that may assist your governments and residents in getting ready for potential emergencies. As we have observed over recent years, emergencies can be unpredictable, and it is never too early to be informed and prepared for the unexpected. We know that extreme weather events that impact British Columbians will increase in both frequency and intensity due to climate change, and the work of our new ministry to prepare for the impact of the climate crises has already begun.

I would first like to share a reminder that on February 21st, 2023, Premier David Eby and I jointly announced the launch of ClimateReadyBC, a new initiative led by the Ministry of Emergency Management and Climate Readiness (EMCR). This is an online hub designed to assist local authorities with climate readiness strategies and support; this includes guidance, mapping tools, information on funding programs, and more. ClimateReadyBC can be found at <https://climatereadybc.gov.bc.ca/>, and you can email any questions or concerns to ClimateReadyBC@gov.bc.ca.

The impacts of extreme temperatures in summer and winter can be severe, and it is important that they be given due consideration as emergencies that should be planned for and mitigated. While the establishment of cooling and warming centres are locally led, EMCR is able to provide support by reimbursing eligible costs and by amplifying information on centre availability and location to maximize public awareness. First Nations and local governments are encouraged to establish extreme weather emergency plans, and the ministry would be happy to provide guidance on available resources and eligible re-imbursments.

With the coming summer season, I wanted to remind you that the BC Heat Alert and Response System describes recommended actions for Indigenous communities and local authorities during extreme heat events. Additionally, the BC Centre for Disease Control has developed a guide for Municipal Heat Response Planning in British Columbia. You can find more information about supports during extreme heat events in the following links:

- [Extreme Heat Emergency Task Number Eligibility](#)
- [Extreme Heat Eligibility Assessment Supplement](#)

As a reminder, the [Community Emergency Preparedness Fund \(CEPF\)](#) is a suite of funding streams intended to enhance the resiliency of First Nations, local governments, and communities in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM). In February 2023, the Province committed a further \$180 million to CEPF, bringing the total investment to \$369 million.

Current open intakes for CEPF include:

- [Public Notification and Evacuation Route Planning](#): The intent of this funding stream is to support eligible applicants to develop Evacuation Route Plans and/or Public Notification Plans that provide information for local governments, First Nations, and community members in the event of an emergency. **This funding intake closes for applications on April 28th, 2023.**
- [Extreme Temperature Risk Mapping, Assessment, and Planning](#): The intent of this funding stream is to support eligible applicants to ensure they have accurate knowledge of the risks associated with extreme temperatures, and how these risks will change over time, and to develop effective response plans and strategies to prepare, mitigate, and adapt to those risks. This funding intake closes for applications on June 2, 2023.

British Columbia's emergency preparedness education program, known as PreparedBC, offers a variety of resources that you can access to help your residents and communities prepare for emergencies, which includes the Extreme Heat Preparedness Guide, as well as a variety of personal preparedness and hazard-specific guides. Visit www.PreparedBC.ca to access these resources, and find further information on preparedness programs, such as High Ground Hike and Master of Disaster, and ready-to-go social media toolkits.

Emergency Info BC is the provincial source for current emergency information. Active 24/7/365 both on Twitter [@EmergencyInfoBC](https://twitter.com/EmergencyInfoBC) and on the web at EmergencyInfoBC.ca, it is the central resource for up-to-date information on all provincial-scale emergencies impacting the people of BC. Please consider encouraging residents in your community to follow Emergency Info BC in addition to your own information channels for the latest verified emergency updates.

Keeping British Columbians safe from emergencies and confident in our response readiness is a shared responsibility, and I thank you for your important work and collaboration on this. Please do not hesitate to reach out to me or my team if you have any questions.

Sincerely,



Bowinn Ma
Minister of Emergency Management
and Climate Readiness



May 2, 2023
Our Ref. 129004

I am pleased to share with you information about the provincial government’s [StrongerBC: Future Ready Action Plan](#) designed to meet the challenges of today, to make sure people in British Columbia are ready to succeed and grow our inclusive and sustainable economy now and into the future.

The Future Ready Action Plan will develop trained, skilled and talented people to fill the jobs of today and tomorrow. It is the BC government’s commitment to ensuring everyone in the province can access the post-secondary skills and training they need to build good lives, while developing the talent and skills that businesses and employers need so we can drive our economy forward and deliver the services we all rely on.

As a key pillar of the StrongerBC Economic Plan launched in February 2022, the Future Ready Action Plan invests an additional \$480 million dollars over the next three years in targeted supports to a broad range of British Columbians.

The action plan is focussed on five pillars:

- Making post-secondary more affordable, accessible and relevant;
- Providing the innovation and skills needed to fill the jobs of tomorrow faster;
- Breaking down barriers so everyone can find a job that works for them;
- Addressing Indigenous People’s workforce priorities; and
- Making it easier for people new to Canada to find a job in which they are trained.

I am grateful to those who shared feedback and insights during the StrongerBC: Future Ready Action Plan engagement sessions in May 2022. As a result of this collaborative process, I am confident the Action Plan will support British Columbians to acquire the skills they need to succeed in British Columbia’s diverse and innovative economy. I am also confident that it will become easier for employers to find the talent and skills they need to sustain and grow their enterprises.

If you would like more information about the Action Plan and how it can benefit you, I encourage you to reach out to my office or participate in one of the roundtables we will be holding over the next few months.

... /2

The Future Ready Action Plan is an historic investment in people—because what helps people succeed in our economy, makes our economy succeed for people.

Sincerely,


A handwritten signature in black ink, appearing to read 'SRL', is positioned below the word 'Sincerely,'.

Honourable Selina Robinson
Minister



Thank You

FROM ALL OF US



THANK YOU

We all want to express our warmest
and most sincere thanks.

FOR THE OPENING OF THE CARP SITES
AND THE HELP IN OBTAINING
THE BUS SERVICE,
FOR OUR MEETING
THE ASHCROFT LEGION.



301 - 1268 Fifth Avenue
Prince George, BC V2L 3L2
Tel: 250-561-2525
Fax: 250-561-2563

info@northerndevelopment.bc.ca
www.northerndevelopment.bc.ca

May 3, 2023

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

Attention: Mayor Barbara Roden

**Subject: 2023 Grant Writing Support
Northern Development Project Number 8618 20**

The Northern Development Initiative Trust board appreciates your interest and application to the 2023 Grant Writing Support program. The purpose of this funding is to provide grant writing support for priority community projects and to provide assistance to non-profits and First Nations located in or near your community. We are pleased to advise you that your application has been approved for a rebate grant up to \$8,000 toward a community grant writing position during the 2023 calendar year. Northern Development is flexible as to when you contract or hire these services during 2023.

The Village of Ashcroft must submit a completed Grant Writing Support program reporting form which can be found on Northern Development's website at www.northerndevelopment.bc.ca/funding-programs/capacity-building/grant-writing-support/. This report must verify a minimum of \$10,500 in wages or contract payments and a minimum of \$200,000 of grant applications during the approved calendar year. The minimum requirements must be met in order to receive the full \$8,000 rebate. Complete reporting is due by February 28, 2024.

The Northern Development Board wants to see the Village of Ashcroft reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely,
Northern Development Initiative Trust

- c: Daniela Dyck, Chief Administrative Officer, Village of Ashcroft
Margaret Moreira, Economic Development and Tourism Coordinator, Village of Ashcroft

INFORMATION CORRESPONDENCE – FLIP CHART

May 8, 2023

TNRD

- The Current – TNRD Board Highlights from April 20, 2023
- TNRD Receives Funding for Blue River Trails Signage, Wayfinding, and Infrastructure

Community Futures/Sun Country

- Leading Edge Newsletter – May 2023

BC Rural Health Network

- Rural Health Matters – May 2023

BC Hydro

- Southern Interior Community Relations 2022 Annual Report

Actionable Motion and Task List Tracker					
	April				
Motion No.	Motion	Staff Responsible	Comments	Time line	Status
	2023 MOTIONS				
R-2023-06	THAT, Council direct administration to contact the artists Daniel Collett and Marina Papais and request their participation through the Public Art Policy #A-01-2021 to develop a maintenance plan for art on public property.	CAO	CAO met with Daniel on Feb 23, 2023. Daniel took a copy of the Public Art Policy with him to review and detatil. Daniel will schedule a future meeting (spring) to discuss policy participation.		in-progress - follow up email sent April 18, 2023 re: Copyright concernsm Meeting scheduled to discuss copyright concerns
R-2023-35	THAT, Council establishes a committee of which half of its members are persons with disabilities or are individuals that support, or are from organizations that support, persons with disabilities; at least one of the members is an Indigenous person and the remainder of the committee is compromised of two Council members and two staff members.	CAO	An Accessibility Committee be established	Ad developed - to be forwarded to the Journal after Council approves the ToF	Completed
R-2023-52	THAT, Village of Ashcroft Financial Plan Bylaw No. 860, 2023, be read a first, second and third time.	EA	Update Bylaw Readings		Completed
R-2023-53	THAT, Village of Ashcroft Tax Rates Bylaw No. 861, 2023, be read a first, second and third time.	EA	Update Bylaw Readings		Completed
R-2023-54	THAT, Growing Communities Reserve Fund Establishment Bylaw, 2023, be read a first, second and third time.	EA	Update Bylaw Readings		Completed
R-2023-55	THAT, Village of Ashcroft Outdoor Burning Amendment Bylaw No. 863, 2023 be read a first, second and third time.	EA	Update Bylaw Readings		Completed
R-2023-57	THAT, Council declares May 1-5, 2023 as Emergency Preparedness Week in the Village of Ashcroft.	EA	Prepare Proclamation and post		Completed