



**THE CORPORATION OF THE VILLAGE OF ASHCROFT**  
**REGULAR MINUTES**  
 FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE  
 VILLAGE OFFICE AT 6:00 PM ON MONDAY, DECEMBER 9, 2024

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

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

**EXCUSED:** Councillor, Nadine Davenport

Media –  
 Public – 1  
 Delegation – 1 - Zoom

**CALL TO ORDER**

Mayor Roden called the Regular Meeting of Council for Monday, December 9, 2024, to order at 6:00 pm.

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

**1. ADDITIONS TO OR DELETIONS FROM THE AGENDA**

**2. MINUTES**

2.1	<b>Minutes of the Special Meeting of Council held Monday, November 25, 2024</b> M/S Lambert / Clement <i>THAT, the Minutes of the Special Meeting of Council held Monday, November 25, 2024, be adopted as presented</i>	CARRIED Unanimous R-2024-176
2.2	<b>Minutes of the Regular Meeting of Council held Monday, November 25, 2024</b> M/S Anstett / Lambert <i>THAT, the Minutes of the Regular Meeting of Council held Monday, November 25, 2024, be adopted as presented</i>	CARRIED Unanimous R-2024-177

**3. DELEGATIONS**

3.1	<b>Brendan Dawe, VP of Housing &amp; Economics with Urbanics Consultants – Presentation of Housing Needs Report</b> Mayor Roden welcomed Brendan Dawe of Urbanics Consulting and invited him to share his presentation. Brendan discussed the methodology used for housing needs assessments in the Thompson Nicola region. He highlighted that the methodology is consistent and comparable across all communities,	
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	<p>from the Peace to the Strait of Juan de Fuca. The methodology consists of six parts, including:</p> <ul style="list-style-type: none"> <li>• extreme core housing need counts from the 2021 census,</li> <li>• regional homelessness count,</li> <li>• suppressed household formation,</li> <li>• projected population growth,</li> <li>• rental vacancy adjustment, and</li> <li>• demand factor.</li> </ul> <p>Brendan also noted the limitations of the methodology, such as the fact that it does not say how many homes are economically viable to build in a community, but rather estimates the social need for housing. He also pointed out that the demand factor is a black box and that the province's population growth projections do not expect substantial growth after 2026.</p> <p>The stats and data quoted in the HNA were sourced from:</p> <ul style="list-style-type: none"> <li>• 2021 Stat Canada Census</li> <li>• CMHC</li> <li>• BC Stats</li> </ul> <p>Additionally, Urbanics consulted with stakeholders, business community and residents</p> <p>A regional survey was developed and community members were invited to respond.</p> <ul style="list-style-type: none"> <li>• 523 survey responses were received, 37 responses from Ashcroft (7% of responses)</li> </ul> <p>Brendan concluded by discussing the ongoing demand pressure on the existing stock due to shrinking household sizes</p> <p>Non market tested estimate projects the need for 380 homes in the next 20 years. Recommendations include:</p> <ul style="list-style-type: none"> <li>• Expand non market supportive housing options</li> <li>• Expand rental housing supply</li> <li>• Address housing need for seniors</li> </ul> <p><b>Questions:</b></p> <p><b>Mayor Roden:</b></p> <p><b>Q: How can we get developers to understand and address our housing needs?</b></p> <p>A: Consider developing a proforma that can be presented to banks indicating the need for a specific form of housing?</p> <p><b>Q: How can developers be enticed to develop in rural BC?</b></p> <p>Province-wide building code changes may assist, but the move to Step Code 3 introduces challenges, particularly with insufficient assessors and workforce shortages. Despite proactive efforts, developers still often choose to navigate red tape in urban centers.</p> <p><b>Q: Could collaboration within the TNRD (Thompson-Nicola Regional District) help?</b></p> <p>A: Yes, collaboration within the TNRD was noted as a good approach. However, similar challenges are being observed across communities in the region.</p> <p><b>Q: Why are developers hesitant to invest in certain housing projects?</b></p>	
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	<p>A: Broadly speaking, the return on investment (ROI) for such projects is often insufficient.</p> <p><b>Cam Tedford:</b></p> <p><b>Q: Are we addressing the "missing middle," such as couples choosing between renting and homeownership?</b></p> <p>A: It was noted that many households are spending over half their income on housing, highlighting affordability challenges.</p> <p><b>Q: Is there a shift in the demand for external laneway housing versus corporate housing?</b></p> <p>A: The need for external laneway housing development appears to be decreasing, while corporate housing demand remains a factor.</p> <p><b>Q: What is the incentive for alley home development – individual residents or new developers?</b></p> <p>A: There is a forgivable loan program offering \$40,000 to homeowners to build secondary suites or carriage homes, provided they are rented below market rates.</p> <p><b>Q: How do we address housing for populations unable to afford rent?</b></p> <p>A: It was highlighted that 4% of households in Ashcroft are spending over half their income on rent, this is 3% lower than the provincial average however it does underscore the importance of affordable options.</p> <p><b>Mayor Roden:</b></p> <p><b>Q: Is age-restricted housing, such as 55+ gated communities, still viable, or is the trend moving toward multi-generational communities?</b></p> <p>A: Legislative changes have impacted the viability of 55+ developments, with a noted trend toward multi-generational living arrangements.</p> <p>Mayor Roden thanked Brendan for the presentation and HNA report.</p>	
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**4. PUBLIC INPUT**

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

Cam Tedford:  
 Comment received in regard to a question from CFO Bhalla.

**5. BYLAWS/POLICIES**

5.1	<p><b>CAO Report – Proposed Policy Amendments for Review and Approval</b></p> <p>Purpose:          The purpose of this Council Report is to present proposed amendments to three existing policies—Procurement Policy (F-01-2019), Signing Authorities on Village Bank Accounts Policy (F-01-2021), and Long Service Awards Policy (F-02-2021)—for review and approval. These updates aim to enhance financial governance,</p>	
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	<p>improve operational efficiency, and modernize employee recognition practices in alignment with the Village of Ashcroft’s strategic goals and regulatory requirements.</p> <p>M/S Anstett / Lambert 1. <i>THAT, Council approves the recommended policy changes to the Village of Ashcroft Procurement Policy F-01-2019 as presented.</i></p> <p>M/S Lambert / Anstett 2. <i>THAT, Council approves the recommended policy changes to the Village of Ashcroft Signing Authority on Village Bank Accounts Policy F-01-2021 as presented.</i> <i>Comment about signing forms at CU</i></p> <p>M/S Roden / Clement 3. <i>THAT, Council approves the recommended policy changes to the Village of Ashcroft Long Service Awards Policy F-02-2021 as presented.</i></p>	<p>CARRIED Unanimous R-2024-178</p> <p>CARRIED Unanimous R-2024-179</p> <p>CARRIED Unanimous R-2024-180</p>
5.2	<p><b>Bylaw No. 872 - The Village of Ashcroft Dog Control and Pound Operation Amendment Bylaw, 2024</b></p> <p>M/S Lambert / Anstett 1. <i>THAT, Bylaw No. 872, the Village of Ashcroft Dog Control and Pound Operation Amendment Bylaw be read a first time.</i></p> <p>Discussion: Pg 27 of agenda – definitions unlicensed dog a) fix typo to “for which the dog license has not been obtained, or” Change all he/she language to they/their to be consistent with other bylaws/policies Q - Will an unaltered dog need a new license once altered – No but VOA should be advised</p> <p>M/S Anstett / Lambert 2. <i>THAT, Bylaw No. 872, The Village of Ashcroft Dog Control and Pound Operation Amendment Bylaw be read a second time.</i></p> <p>M/S Clement / Lambert 3. <i>THAT, Bylaw No. 872, The Village of Ashcroft Dog Control and Pound Operation Amendment Bylaw be read a third time.</i></p>	<p>CARRIED Unanimous R-2024-181</p> <p>CARRIED Unanimous R-2024-182</p> <p>CARRIED Unanimous R-2024-183</p>
5.3	<p><b>Bylaw No. 873 – The Corporation of the Village of Ashcroft Consolidated Fees and Charges Amendment Bylaw, 2024</b></p> <p>M/S Lambert / Anstett 1. <i>THAT, Bylaw No. 873, the Corporation of the Village of Ashcroft Consolidated Fees and Charges Amendment Bylaw be read a first time.</i></p> <p>M/S Roden / Anstett 2. <i>THAT, Bylaw No. 873, the Corporation of the Village of Ashcroft Consolidated Fees and Charges Amendment Bylaw be read a second time.</i></p>	<p>CARRIED Unanimous R-2024-184</p> <p>CARRIED Unanimous R-2024-184</p>



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	M/S Anstett / Lambert 3. <i>THAT, Bylaw No. 873, the Corporation of the Village of Ashcroft Consolidated Fees and Charges Amendment Bylaw be read a third time.</i>	CARRIED Unanimous R-2024-185
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**6. STAFF REPORTS**

<b>REQUEST FOR DECISION</b>		
6.1	<p><b>CAO Report – Proposed Wind Phone Installation at Cemetery</b>            Purpose:            The purpose of this report is to provide Council with information regarding the Hospice Society’s proposal to install a wind phone at the south end of the cemetery and to seek Council’s approval for the project. This report also outlines the recommendation for the Village to assume ownership and include the wind phone in its repair and maintenance program following construction, ensuring long-term upkeep and alignment with the Village's operational framework.</p> <p>M/S Anstett / Lambert  <i>THAT, Council approves the Hospice Society request to install a wind phone at the south end of the cemetery and direct staff to include the wind phone in the Village’s Cemetery operations and maintenance program once construction is complete, with the Village assuming ownership and responsibility for its upkeep.</i></p> <p>Discussion:            If there was ever a need for another phone, suggested another location at the end of 3<sup>rd</sup> street  <i>Concern that unhoused may choose to sleep there</i>  <i>Statutory care fund cannot be sued for upkeep</i></p>	CARRIED Unanimous R-2024-186
6.2	<p><b>CAO Report – Housing Needs Assessment – Key Findings and Recommendations</b>            Purpose:            To present Council with key findings from the 2024 Housing Needs Assessment for the Village of Ashcroft, identify housing challenges, and provide recommendations for addressing current and projected housing needs in alignment with provincial legislation and local demographics.</p> <p>M/S Clement / Anstett  <i>THAT Council adopt the 2024 Housing Needs Assessment as prepared by Urbanics Consultants and direct staff to develop an implementation strategy based on the recommendations outlined in this report.</i></p> <p>Discussion            Stronger statement our key need is not 4-5 bedroom homes, we need one storey housing for seniors and entry level homes.            Ashcroft senior demographic is double the provincial average of 65+.</p>	CARRIED Unanimous R-2024-187
6.3	<p><b>CAO Report – Proposed Council Meeting Schedule for 2025</b></p>	



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	Purpose: To provide Council with an opportunity to review, discuss, and propose changes to the 2025 Council Meeting Schedule.  M/S Anstett / Lambert <i>THAT, Council adopts the proposed Council Meeting Schedule for 2025 as presented.</i>	CARRIED Unanimous R-2024-188
<b>FOR INFORMATION</b>		
6.4	N/A	

**7. CORRESPONDENCE**

<b>FOR ACTION</b>		
7.1	N/A	
<b>FOR INFORMATION</b>		
7.2	<b>District of Clearwater – Continued Opposition to Proposed Regionalization of Transit Operations</b> <b>Next steps – meeting with stakeholders and schedule a meeting with the new Minister of Transportation in Vancouver</b>	
7.3	<b>RCMP – UBCM Meeting with BC RCMP on September 18, 2024</b>	

**8. UNFINISHED BUSINESS**

8.1	<b>Task Manager</b>	
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**9. NEW BUSINESS**

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

10.1	<b>Policy Review Committee Notes – November 28, 2024</b>	
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**11. COUNCIL REPORTS**

11.1	Mayor Roden BC Hydro announced the Capstone wind energy project at Highland Valley is moving forward and should be generating energy by 2031	
11.2	Councillor Anstett	
11.3	Councillor Clement	
11.4	Councillor Davenport	
11.5	Councillor Lambert Nov. 27 <sup>th</sup> – Attended TVMS Meeting <ul style="list-style-type: none"> <li>• Ground breaking for the new construction of 29-unit seniors complex TBD</li> <li>• CIB gifted TVMS two self watering planters</li> </ul>	



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12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

Table with 2 columns: 12.1, N/A

13. RESOLUTIONS RELEASED FROM CLOSED MEETING

Table with 2 columns: 13.1, N/A

14. ADJOURNMENT

Mayor Roden adjourned the Regular Meeting of Council for Monday December 9, 2024, at 6:55pm noting this was the last meeting of the year and wished everyone a Merry Christmas and festive holiday season.

Certified to be a true and correct copy of the Minutes of the Regular Meeting of Council held Monday, December 9, 2024.

Daniela Dyck, Chief Administrative Officer

Barbara Roden, Mayor