



# AGENDA

## Regular Meeting of Council

Village of Ashcroft Council Chambers, 601 Bancroft Street  
 Monday May 25, 2026, at 6:00 pm

### 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. ADDITIONS TO OR DELETIONS FROM THE AGENDA

### 2. MINUTES

<b>2.1</b>	<b>Minutes of the Town Hall Meeting held Monday, May 11, 2026</b> M/S <i>THAT, the Minutes of the Town Hall Meeting held Monday, May 11, 2026, be adopted as presented.</i>	P.1 - 3
<b>2.2</b>	<b>Minutes of the Regular Meeting of Council held Monday, May 11, 2026</b> M/S <i>THAT, the Minutes of the Regular Meeting of Council held Monday, May 11, 2026, be adopted as presented.</i>	P. 4 - 10

### 3. DELEGATIONS

<b>3.1</b>	<b>TNRD and KSAR Regional Search and Rescue AAP Presentation - Jamie Viera &amp; Paula Davis</b>	P. 11 - 13
<b>3.2</b>	<b>Royal Canadian Legion - Gerry Sask, Vice President</b>	P. 14

### 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

<b>5.1</b>	<b>Local Government Elections and Other Voting Procedures Draft Bylaw No. 886, 2026</b> Purpose: Adoption of Bylaw No. 886, 2026 M/S <i>THAT, the Village of Ashcroft Local Government Elections and Other Voting Procedures Bylaw No. 886, 2026 be adopted as presented.</i>	P. 15 - 19
<b>5.2</b>	<b>Village of Ashcroft Fees and Charges Bylaw No. 887, 2026</b> Purpose:	P. 20 - 38



# AGENDA

## Regular Meeting of Council

Village of Ashcroft Council Chambers, 601 Bancroft Street  
Monday May 25, 2026, at 6:00 pm

	Adoption of Bylaw No. 887, 2026 <i>THAT, the Village of Ashcroft Fees and Charges Bylaw No. 887, 2026 be adopted as presented.</i>	
5.3	<b>Council Procedure Bylaw No. 888, 2026</b> Purpose: Adoption of Bylaw No. 888, 2026 M/S <i>THAT, the Village of Ashcroft Council Procedures Bylaw No. 888, 2026, be adopted as presented.</i>	P. 39 - 69

### 6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	N/A	
FOR INFORMATION		
6.2	<b>Bylaw Enforcement Officer</b> – 1 <sup>st</sup> Quarter Report – For Information	P. 70 - 73
6.3	<b>Bylaw Enforcement Officer</b> – LGCEA Conference – For Information	P. 74 - 76

### 7. CORRESPONDENCE

FOR ACTION		
7.1	<b>WRAPS</b> – Plein Air – Donation Request	P. 77
7.2	<b>TNRD</b> – Request for support throughout the AAP Process	P. 78
FOR INFORMATION		
7.3	<b>Thompson River Watersheds Forest Landscape Plan</b> – Public Open House Survey	P. 79 - 80
7.4	<b>NDIT</b> – Economic Capacity Building Funding Approval	P. 81
7.5	<b>IHA</b> – Heat and Wildfire Smoke Letter	P. 82 - 83
7.6	<b>Abbotsford</b> – Letter to Min of Finance re: Provincial Sales Tax Expansion	P. 84 - 85
7.7	<b>Saanich</b> – Re: BC Local Government Climate Action Program (LGCAP) – Funding Continuation	P. 86 - 88
7.8	<b>SD74 – Board Bulletin</b>	P. 89 - 90
7.9	<b>BC Hydro</b> – Invitation to Meet at UBCM	P. 91
7.10	<b>Saanich – Letter to Min of Housing</b> – Request for Additional Funding	P. 92 - 93
7.11	<b>Snow Survey and Water Supply Bulletin</b>	P. 94
7.12	<b>Site C Dam Received Official Name:</b> The John Horgan Dam and Generating Station	P. 95 - 98
7.13	<b>Enviro-Ex Contracting</b> – Sackum Overhead Replacement Delays	P. 99

### 8. UNFINISHED BUSINESS



# AGENDA

## Regular Meeting of Council

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8.1	Task Manager	P. 100
8.2	YMCA - Child Care Resource and Referral – Teddy Bear Picnic – Follow up from May 11, 2026	P. 101

### 9. NEW BUSINESS

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

10.1	Para Transit Meeting Minutes for May 21, 2026 Approval to sign Annual Operating Agreement with BC Transit M/S <i>THAT, Council approve the Mayor and CAO to sign the BC Transit Annual Operating Agreement as presented.</i>	P. 102 - 116
10.2	Accessibility Advisory Committee Meeting Notes	P. 117 - 118

### 11. COUNCIL REPORTS

11.1	Mayor Roden	
11.2	Councillor Anstett	
11.3	Councillor Clement	
11.4	Councillor Davenport	
11.5	Councillor Tedford – Verbal SILGA - Part 2 Verbal Seniors Meeting	

### 12. RESOLUTION TO ADJOURN TO CLOSED MEETING

12.1	M/S <i>THAT, Council adjourn to a closed meeting to discuss an item under the Community Charter Section 90.1 (c) labour relations or other employee relations; (e) the acquisition, disposition or expropriation of land or improvements...</i>	
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### 13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1	N/A	
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### 14. ADJOURNMENT



# MINUTES

## TOWN HALL Meeting of Council

Village of Ashcroft Council Chambers, 601 Bancroft Street

Monday, May 11, 2026, at 5:00 pm

**PRESENT:** Mayor , Barbara Roden  
Councillor, Jonah Anstett  
Councillor, Jessica Clement  
Councillor, Nadine Davenport  
Councillor, Cam Tedford

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

**EXCUSED:**  
Public -  
Media - 1

### 1. **CALL TO ORDER**

Mayor Roden called the meeting to order at 5:00 p.m. and acknowledged that the meeting was being held within the traditional territory of the Nlaka’pamux people.

### 2. **WELCOME TO THE TOWN HALL MEETING**

Mayor Roden welcomed attendees to the Town Hall Meeting regarding the 2025 Audited Financial Statements and the 2026–2030 Five Year Financial Plan.

### 3. **2025 AUDITED FINANCIAL STATEMENTS AND 2026-2030 FIVE YEAR FINANCIAL PLAN**

Chief Financial Officer Yogi Bhalla provided a presentation regarding the Village’s 2025 audited financial statements and the proposed 2026–2030 Five Year Financial Plan. Topics reviewed included fund accounting, reserves, assets and liabilities, revenues and expenditures, taxation, assessments, and future budgeting considerations.

Discussion included:

- Explanation of fund accounting and the separation of accounts for general operations, water, sewer, and reserves.
- Review of restricted versus unrestricted assets and reserve funds.
- Increase in overall assets and reserve balances.
- Deferred revenue relating in part to the water meter program.
- Tangible capital asset values and amortization/depreciation impacts.
- Overview of 2025 revenues and expenditures.



# MINUTES

## TOWN HALL Meeting of Council

Village of Ashcroft Council Chambers, 601 Bancroft Street

Monday, May 11, 2026, at 5:00 pm

- Discussion regarding the 2026–2030 Five Year Financial Plan and budgeting within a challenging global economic environment.
- Explanation that expenses are closely aligned with projected revenues.
- Discussion regarding user fees and the future transition toward volumetric water billing following completion of the water meter installation program.
- Discussion regarding conservation objectives and reducing excessive water use.
- Review of taxation calculations based on BC Assessment values and tax rates.
- Clarification that approximately 50% of property taxes collected are remitted to other agencies, including school taxes and regional services.
- Discussion regarding long-term sustainability, infrastructure investment, and building community capacity.

#### 4. COMMENTS AND QUESTIONS FROM THE PUBLIC

There were not any members of the public in attendance.

Questions and comments from Council included:

- Clarification requested regarding lower water fund revenue projections for years 2-5 .
- Questions regarding what the Village receives in return for collecting taxes for other agencies IE: Regional District, school tax and policing tax requisitions.
- Questions regarding property classes and taxation categories.
- Questions regarding how water user fees are calculated and how volumetric billing may work in the future.
- Comment clarifying that the Village water service fees are intended to cover the cost of the service, not generate a profit.
- Clarification requested regrading reserve funds.
- Questions regarding deferred revenue and the water meter program.
- Questions regarding capital asset management and how the Village prepares financially for future infrastructure replacement.
- Questions regarding tax increases and assessment changes.
- Comment regarding balancing affordability while continuing to provide municipal services and infrastructure improvements.



**MINUTES**  
**TOWN HALL Meeting of Council**  
Village of Ashcroft Council Chambers, 601 Bancroft Street  
Monday, May 11, 2026, at 5:00 pm

Administration responded to questions throughout the presentation and discussion period.

5. ADJOURNMENT

Mayor Roden adjourned the Town Hall Meeting for Monday May 11, 2026, at 5:27 pm.

Certified to be a true and correct copy of  
the Minutes of the Town Hall Meeting of  
Council held Monday, May 11, 2026.

\_\_\_\_\_  
Daniela Dyck,  
Chief Administrative Officer

\_\_\_\_\_  
Barbara Roden,  
Mayor



# MINUTES

## Regular Meeting of Council

Village of Ashcroft Council Chambers, 601 Bancroft Street  
 Monday May 11, 2026, at 6:00 pm

**PRESENT:** Mayor , Barbara Roden  
 Councillor, Jonah Anstett  
 Councillor, Jessica Clement  
 Councillor, Nadine Davenport  
 Councillor, Cam Tedford

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

**EXCUSED:**  
 Public -  
 Media - 1

### CALL TO ORDER

Mayor Roden called the Regular Meeting of Council for Monday for May 11, 2026, 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. ADDITIONS TO OR DELETIONS FROM THE AGENDA

N/A

### 2. MINUTES

<b>2.1</b>	<b>Minutes of the Committee of the Whole Meeting held Monday April 27, 2026</b> M/S Anstett Clement <i>THAT, the Minutes of the Committee of the Whole Meeting held Monday, April 27, 2026, be adopted as presented.</i>	CARRIED Unanimous R-2026-72
<b>2.2</b>	<b>Minutes of the Regular Meeting of Council held Monday April 27, 2026</b> M/S Davenport / Tedford <i>THAT, the Minutes of the Regular Meeting of Council held on Monday April 27, 2026, be adopted as presented.</i>	CARRIED Unanimous R-2026-73

### 3. DELEGATIONS

<b>3.1</b>	N/A	
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# MINUTES

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Monday May 11, 2026, at 6:00 pm

### 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	<p><b>Five-Year Financial Plan Bylaw No. 884, 2026</b> PURPOSE: Adoption of the 2026 – 2030 Five-Year Financial Plan Bylaw No. 884, 2026: M/S Clement / Tedford <i>THAT, the Five-Year Financial Plan Bylaw No. 884, 2026 be adopted as presented.</i></p>	CARRIED Unanimous R-2026-74
5.2	<p><b>Tax Rate Bylaw No. 885, 2026</b> PURPOSE: Adoption of the Tax Rates Bylaw No. 885, 2026 M/S Anstett / Davenport <i>THAT, the Tax Rates Bylaw No. 885, 2026 be adopted as presented</i> <i>Council thanked CFO Bhalla for keeping the tax increase to 3.5%</i></p>	CARRIED Unanimous R-2026-75
5.3	<p><b>CAO Report – Local Government Elections and Other Voting Procedures Draft Bylaw No. 886, 2026</b> Purpose: To present a consolidated and updated bylaw governing procedures for local government elections and other voting, including assent voting. M/S <i>THAT Council give first, second, and third readings to “Village of Ashcroft Local Government Elections and Other Voting Procedures Bylaw No. 886, 2026.</i></p>	CARRIED Unanimous R-2026-76
5.4	<p><b>CAO Report – Village of Ashcroft Fees and Charges Bylaw No. 887, 2026</b> Purpose: The purpose of this report is to present Village of Ashcroft Fees and Charges Bylaw No. 887, 2026 for Council’s consideration. The proposed bylaw consolidates the current Fees and Charges Bylaw and its amendments into a single updated document and incorporates modest fee adjustments for selected recreation and facility uses. M/S Anstett / Clement <i>THAT Council give first, second, and third readings to Village of Ashcroft Fees and Charges Bylaw No. 887, 2026 as amended.</i></p> <p>Discussion: Correct Pool Youth Punch Card fee typo \$36.000 to \$36.00</p>	CARRIED Unanimous R-2026-77



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<b>5.5</b>	<p><b>CAO Report – Council Procedure Bylaw No. 888, 2026</b></p> <p>Purpose: To present a consolidated Council Procedure Bylaw that combines Bylaw No. 834, 2020 and its subsequent amendments into one complete, updated bylaw, and incorporates procedural changes approved by Council enabling questions from the public after a delegation presentation. M/S Davenport / Anstett <i>THAT Council give first, second, and third readings to “Village of Ashcroft Council Procedure Bylaw No. 888, 2026 as amended.</i></p> <p>Discussion: Amend item (11) under Delegations, Petitions and Correspondence as follows: Following a presentation by a delegation, and prior to the delegation being dismissed, the presiding member may at their discretion, provide members of the public in attendance, including those participating electronically, with an opportunity to ask questions of the delegation.</p>	<p>CARRIED Unanimous R-2026-78</p>
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### 6. STAFF REPORTS

REQUEST FOR DECISION		
	N/A	
FOR INFORMATION		
<b>6.1</b>	<p>CAO Report – Verbal</p> <p>Purpose: To provide information to the Council that may not come up during regular meetings or Committee of the Whole. Topics will include operational updates, or other areas of interest to the village.</p>	
<b>6.2</b>	<p><b>CFO Report – Water Meter Project Update</b></p> <p>Purpose: To update council on the status of the Water Meter Project. CFO Bhalla noted that the CPW and himself were going door to door to speak with homeowners that have not scheduled the meter installations. To date 75 non-responses. If installation is refused other measures will be considered including installation of pit meters at property owners’ expense. Clarification requested re: utility task</p>	
<b>6.3</b>	<p><b>FSC Report – Wildfire Resiliency Summit 2026</b></p> <p><b>Purpose:</b> To provide Council with a report highlighting themes and takeaways from the Wildfire Resiliency Summit.</p>	



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	Comment - Nice to see Gwen at the Farmers Market representing FireSmart™	
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### 7. CORRESPONDENCE

FOR ACTION		
7.1	<b>YMCA – Child Care Resource and Referral</b> – Request for support or participation. Council is requesting further details as this event conflicts with AIB’s Indigenous Day Celebration	
<i>FOR INFORMATION</i>		
7.2	<b>AIB – Invitation to Join Indigenous Day Celebrations</b>	
7.3	<b>LGPS – 11666 2025 EOC Payment Notification</b>	
7.4	<b>Thompson Regional Hospital District – Cardiac Care Study</b>	
7.5	<b>Min. of Housing and Municipal Affairs – Preparing for Water Scarcity and Potential Drought Conditions</b>	

### 8. UNFINISHED/OLD BUSINESS

8.1	<b>Task Manager</b>	
8.2	<b>Dawson Road Maintenance - Caroline Slade</b> – Follow up from April 27, 2026 Council Meeting Discussion: Council noted that the delay in repairing the railing on the bridge is a safety hazard and would like to see a temporary fix to reduce risk to the public – Staff to forward concerns to Dawson.	
8.3	<b>TNRD – Council Presentation – Regional Search and Rescue AAP</b> Follow up from Aril 27, 2026 Council Meeting	

### 9. NEW BUSINESS

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

10.1	N/A	
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### 11. COUNCIL REPORTS

11.1	<b>Mayor Roden – Verbal</b>	
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## Regular Meeting of Council

Village of Ashcroft Council Chambers, 601 Bancroft Street

Monday May 11, 2026, at 6:00 pm

	<ul style="list-style-type: none"> <li>SILGA Mayor Roden noted that she thought Revelstoke did an excellent job of hosting SILGA – very good conference, commenting on sessions she had the privilege of facilitating and take-aways. She noted that all communities really do face the same challenges but on a different economy of scale noting the 11-million-dollar park in Kelowna comparing it to our Mesa Park project. Mayor Roden also noted the Provinces key messaging seemed to be that there isn't any money to be accessed at this time and communities need to be self reliant.</li> <li>Other items noted was the Arts centre which seems to be a cross between the Salmon Arm Hive and Ashcroft HUB – a must see</li> <li>Attended the Regional District Chair and CAO Forum in Victoria</li> <li>Also attended TNRD meetings with Ministers in Victoria on a separate trip</li> <li>Mayor Roden noted that when she attend conferences or meetings as the TNRD Chair, she always represents Ashcroft and raises awareness at every opportunity.</li> </ul>	
<b>11.2</b>	<p><b>Councillor Anstett – Verbal</b></p> <ul style="list-style-type: none"> <li>SILGA – Councillor Anstett noted that this was his first time spending time in Revelstoke and thought it was a beautiful town.</li> <li>Keynotes and session were excellent noting he especially enjoyed George Abbotts session where he discussed his book Unceded</li> <li>Attended the resolutions session.</li> <li>Highly recommends watching the BC is Burning video.</li> <li>Excellent networking opportunity</li> </ul>	
<b>11.3</b>	<p><b>Councillor Clement - N/A</b></p>	
<b>11.4</b>	<p><b>Councillor Davenport –</b> Councillor Davenport addressed Council regarding concerns related to the ongoing use of herbicides and requested that the matter be revisited for further discussion. It was noted that recent herbicide applications prompted feedback from residents and that the issue had last been discussed in late 2024. The following items were raised for Council's consideration:</p> <ul style="list-style-type: none"> <li>Requested that a Community Planning and Natural Built Environment working group meeting be scheduled to discuss current herbicide use practices and potential alternatives.</li> <li>Requested that staff prepare a report outlining current use, possible alternatives, phased reduction options, operational</li> </ul>	



# MINUTES

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	<p>considerations, and recommendations for future Council consideration.</p> <ul style="list-style-type: none"> <li>• Noted an interest in exploring environmental alternatives and continuing broader discussions on the issue moving forward.</li> <li>• Requested consideration of a change to the working group Council representative assignment in order to participate in the discussions.</li> <li>• Mayor Roden indicated a willingness to allow the working group representative change for the upcoming discussions agreeing to let Councillor Davenport attend in her place.</li> </ul>	
11.5	<p><b>Councillor Tedford – Verbal</b></p> <ul style="list-style-type: none"> <li>• SILGA – Councillor Tedford noted this was his first conference since being elected and is grateful for the opportunity to represent Ashcroft along with his fellow council members.</li> <li>• Councillor Tedford noted he has divided his report into two sections with the first two days of the conference being presented today and the remainder at the next council meeting.</li> </ul> <p>Councillor Tedford’s SILGA Report – Part 1 is attached to and forms part of these minutes.</p>	

### 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	N/A	
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### 13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1	N/A	
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### 14. ADJOURNMENT

Mayor Roden adjourned the Regular Meeting of Council for Monday May 11, 2026 at 6:47 PM

Certified to be a true and correct copy of the Minutes of the Regular Meeting of Council held Monday, May 11, 2026.

\_\_\_\_\_  
Daniela Dyck,  
Chief Administrative Officer

\_\_\_\_\_  
Barbara Roden,  
Mayor

TEDFORD Verbal Report - SILGA Conference, April 29-May 2, 2026 - Revelstoke, BC

**PART ONE:** (Presented at May 11, 2026 Regular Council Meeting)

Wednesday afternoon was a 2 part seminar, moderated by Mayor Roden and contributed to by written submission from our CAO Dyck. Women in Politics is a big part of our future. That afternoon's panel was fantastic.

Interesting statistic: Only 37% of Councillors are women, only 22% are Mayors and only 16% of communities have parity.

Thursday morning - interesting presentation by Dr. Deane Taylor, who is the CEO of the Jimmy Pattison Centre for Health initiative. They use a philanthropic fund of \$5M, and have grown that fund to facilitate 'Idea Holders'. An example is: TNRD Area I Director Tricia Thorpe, who is working in the early stages of a feasibility study funded by them, in conjunction with BCIT and NVIT to look at cross-training and input for local communities' response teams, post the last decade's fire and flood losses.

That seminar was followed by a presentation by the Pacific Institute for Climate Solutions. Sideline takeaway from that session, was the huge development around Logan Lake and Ashcroft, regarding the TECK Mine Expansion, also the 60 acre Solar Program with 39,000 panels to be installed. Also - a wind farm, 14km NW of Logan Lake, half-way to Ashcroft, is in the works - selling Hydro back into the grind for 30 years. However, it was noted by Logan Lake Mayor Robin Smith, that approval for these types of development, often without local Government notice - and that can be frustrating.

Still on the theme of climate, was our key-note speaker on Thursday - with the topic of Water Security. Zita Boltelho, of the Fraser Basin Council, noted that water resilience cannot rely on luck, and that we have to plan now for our children's future security. An interesting side-note was that industrial water rates in British Columbia, are the lowest in the country. Quebec charges 15 X more for industrial water, than BC ... which puts \$75M back annually, into things like the dike replacement that did not happen in Merritt (not done) / ongoing need for water for First Nations / and what we call 'ditching and shouldering'.

There were 33 Resolutions voted on, to be presented that this Fall's UBCM.

**From:** [Nina Johnson](#)  
**To:** [Daniela Dyck](#)  
**Subject:** RE: Reminder: Offer of Council Presentation - Regional Search and Rescue AAP  
**Date:** May 1, 2026 11:52:12 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Hi Daniela,

Thanks for your patience. Jamie and Paula are available to do a 10-minute virtual presentation to your Council on Monday, May 25<sup>th</sup>. When you have the link, I'll pass it on.

Thanks,  
Nina



*The Region of BC's Best*

**Nina Johnson**

*Administrative Assistant,*  
Thompson-Nicola Regional District  
300 - 465 Victoria Street | Kamloops, BC | V2C 2A9  
Office: (250) 377-8673 | Fax: (250) 372-5048

[tnrd.ca](http://tnrd.ca)

*Located on the traditional Tk'emlúps te Secwépemc territory,  
within the unceded, ancestral lands of the Secwépemc Nation.*

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**From:** Daniela Dyck <cao@ashcroftbc.ca>  
**Sent:** April 30, 2026 9:48 AM  
**To:** Nina Johnson <njohnson@tnrd.ca>  
**Subject:** RE: Reminder: Offer of Council Presentation - Regional Search and Rescue AAP

**EXTERNAL EMAIL**

**Do not click links or open attachments from unknown senders.**

Hello Nina,

Following up on our previous conversations; Council would like to have a presentation in regard to the Regional Search and Rescue AAP.

Please advise your availability, council meets the second and fourth Monday of each month.

My best  
Daniela

**Daniela Dyck**

Chief Administrative Officer

VILLAGE OF ASHCROFT  
PO Box 129, Ashcroft, BC V0K 1A0

## Daniela Dyck

Chief Administrative Officer

VILLAGE OF ASHCROFT  
PO Box 129, Ashcroft, BC V0K 1A0  
phone: [\(250\) 453-9161](tel:(250)453-9161)  
email: [cao@ashcroftbc.ca](mailto:cao@ashcroftbc.ca)  
[ashcroftbc.ca](http://ashcroftbc.ca)



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**From:** Nina Johnson <[njohnson@tnrd.ca](mailto:njohnson@tnrd.ca)>

**Sent:** April 27, 2026 2:53 PM

**To:** Daniela Dyck <[cao@ashcroftbc.ca](mailto:cao@ashcroftbc.ca)>; Director Barbara Roden <[director.broden@tnrd.ca](mailto:director.broden@tnrd.ca)>; Damian Couture <[cao@cachecreek.info](mailto:cao@cachecreek.info)>; LYTTON Rebecca Anderson <[cao@lytton.ca](mailto:cao@lytton.ca)>; Deanna Campbell <[dcampbell@sunpeaksmunicipality.ca](mailto:dcampbell@sunpeaksmunicipality.ca)>; Director John Ranta <[director.jranta@tnrd.ca](mailto:director.jranta@tnrd.ca)>; Director Rob O'Toole <[director.rotoole@tnrd.ca](mailto:director.rotoole@tnrd.ca)>

**Subject:** Reminder: Offer of Council Presentation - Regional Search and Rescue AAP

From Nina Johnson, on behalf of Jamie Vieira:

In January of this year the TNRD Board approved moving forward with a region-wide public assent process (AAP) to establish a new service and borrowing of \$6.3 million for the construction of a regional search and rescue hall and training center in Kamloops (report attached). As we prepare to launch the AAP, we would like to offer your Council the opportunity to receive a direct presentation on this initiative.

Together with Paula Davies, President of Kamloops Search and Rescue (KSAR), I would welcome the chance to attend a Council meeting or workshop prior to the broader public advertising of the AAP, which is scheduled to begin in mid-May. Our goal is to ensure your Council is fully informed about the proposed AAP, understands the TNRD's involvement, and has the opportunity to ask any questions regarding the initiative and the public assent process.

We are looking to provide more context around the regional search and rescue services that KSAR delivers throughout the TNRD, as well as other factors that have shaped this proposal. This session is strictly for information-sharing purposes, aiming to equip Councils with a thorough understanding before the AAP is communicated to the wider public.

If your Council is interested in arranging a presentation, please let me (Nina) know your preferred dates and times for us to join you. Should you have any additional questions, feel free to reach out at any time.

Regards,  
Nina



*The Region of BC's Best*

### **Nina Johnson**

**Administrative Assistant,**

**Thompson-Nicola Regional District**

300 - 465 Victoria Street | Kamloops, BC | V2C 2A9

Office: (250) 377-8673 | Fax: (250) 372-5048

**[tnrd.ca](http://tnrd.ca)**

*Located on the traditional Tk'emlúps te Secwépemc territory,  
within the unceded, ancestral lands of the Secwépemc Nation.*

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## INFORMATION FOR DELEGATIONS

In order to appear before Council as a delegation, please take the time to complete this form. It will help you in providing Council and staff with an overview of your presentation and the key points you wish to bring to their attention. We ask that you keep your presentation to a MAXIMUM of ten (10) minutes so that there will be a reasonable amount of time for Council to address any questions that may arise. Delegations are scheduled on an as needed basis; however, senior staff will limit delegations to no more than two per meeting.

1. Name of Organization or Group (if applicable): \_\_\_\_\_
2. Name(s) and title(s) of Person(s) making presentation: \_\_\_\_\_  
\_\_\_\_\_
3. The topic of your presentation: \_\_\_\_\_  
\_\_\_\_\_
4. What are you seeking from Council as a result of your delegation's presentation? (i.e. funding, a letter of support, a change in a bylaw or policy, to provide information only):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. If you or your group are seeking some form of financial assistance, please explain why you feel that the Village should be funding your request:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. If seeking financial assistance please attach a budget for your project and expected sources of revenue.
7. If you require a power-point projector or other presentation tool, please advise staff in advance. Paper copies of your presentation should be brought as back up in case of system failure.
8. If you have additional printed materials that you would like Council to read as support for your presentation, please have 7 copies delivered to the office NO LATER THAN the Thursday morning prior to your date of presentation. This will ensure that all Council members receive your materials prior to the meeting and can be better informed as to the background of your presentation.
9. Date requested to make presentation: \_\_\_\_\_  
Alternate date (if necessary): \_\_\_\_\_
10. You should not expect a decision from Council the same night as your presentation unless it is a time sensitive item.

Thank you for taking the time to prepare yourself and Council members for your presentation. This form and attachments can be dropped off at the Village Office or emailed to [admin@ashcroftbc.ca](mailto:admin@ashcroftbc.ca)

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 886

---

A bylaw to provide for the determination of procedures for the conduct of local government elections and other voting.

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**WHEREAS**

Pursuant to the *Local Government Act*, RSBC 2015, c.1, as amended from time to time, Council may, by bylaw, determine various procedures and requirements for the conduct of local government elections and other voting;

AND WHEREAS Council has reviewed Bylaw No. 816, 2018 and Amendment Bylaw No. 853, 2022 and wishes to consolidate, modernize, and simplify those bylaws without materially altering election procedures;

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

**1. CITATION**

This bylaw may be cited as:

**“Village of Ashcroft Local Government Elections and Other Voting Procedures Bylaw No. 886, 2026.”**

**2. DEFINITIONS**

In this bylaw:

- “Act” means the *Local Government Act*, RSBC 2015, c.1, as amended from time to time;
- “Chief Election Officer” means the person appointed under section 58 of the Act;
- “Elector” means a person entitled to vote under Division 4 of Part 3 of the Act;
- “Election” means an election for local government office under Part 3 of the Act;
- “General Voting Day” means the date established under section 54 of the Act;
- “Other Voting” means voting on a matter under Part 4 of the Act.

**3. NUMBER OF QUALIFIED ELECTORS REQUIRED FOR NOMINATION**

As authorized under section 86 of the Act, the minimum number of qualified electors required to make a nomination is ten (10).

**4. PUBLIC ACCESS TO NOMINATION DOCUMENTS**

In accordance with section 89(7) of the Act:

---

- a. Nomination documents shall be available for public inspection from the time of delivery until 30 days after the declaration of results under section 146 of the Act;
- b. Documents will be:
  - Available electronically; and
  - Available for inspection at the Village Office during regular business hours.

## **5. ELECTOR REGISTRATION**

As authorized under section 69 of the Act:

- a. The Village shall use same-day voter registration only;
- b. A person may register as an elector only at the time of voting;
- c. Registration applies only to the voting opportunity for which the person is registering.

## **6. REQUIRED ADVANCE VOTING OPPORTUNITY**

As required under section 107 of the Act:

- a. A required advance voting opportunity shall be held on the 10th day before General Voting Day;
- b. The Chief Election Officer shall determine the location and voting hours in accordance with the Act.

## **7. ADDITIONAL ADVANCE VOTING OPPORTUNITIES**

As authorized under section 108 of the Act:

- a. The Chief Election Officer may establish additional advance voting opportunities;
- b. The Chief Election Officer may determine:
  - Dates;
  - Voting hours;
  - Locations;in accordance with the Act.

## **8. SPECIAL VOTING OPPORTUNITIES**

As authorized under section 109 of the Act:

- a. The Chief Election Officer may establish special voting opportunities for electors who may be unable to attend a voting place;
- b. These may include voting at:
  - Hospitals;
  - Care facilities;
  - Other locations as determined appropriate;
- c. The Chief Election Officer shall determine procedures, dates, and times in accordance with the Act.

## **9. MAIL BALLOT VOTING**

### **9.1 Authorization**

In accordance with section 110 of the Act, voting and elector registration may be conducted by mail ballot.

### **9.2 Application**

Electors may apply to vote by mail ballot within timelines established by the Chief Election Officer, which shall comply with the Act and be publicly communicated.

### **9.3 Mail Ballot Package**

The Chief Election Officer shall issue a mail ballot package containing materials required under section 110(7) of the Act and any additional instructions.

### **9.4 Register of Mail Ballots**

The Chief Election Officer shall maintain a Register of Mail Ballots in accordance with the Act.

### **9.5 Voting Procedure**

Electors must complete and return their mail ballot in accordance with the instructions provided and the requirements of the Act.

### **9.6 Ballot Acceptance**

The Chief Election Officer shall review and process mail ballots in accordance with section 110 of the Act, including determining acceptance or rejection.

### **9.7 Late Ballots**

Mail ballots received after the close of voting on General Voting Day shall be handled in accordance with the Act.

## **10. ORDER OF NAMES ON BALLOT**

As authorized under section 116 of the Act, candidates' names shall appear in alphabetical order.

## **11. SCRUTINEERS**

As authorized under section 120(2)(d) of the Act:

- Each candidate may appoint one (1) scrutineer per ballot box.

## **12. TIE VOTE**

In accordance with section 151 of the Act:

- A tie vote shall be resolved by lot.

## **13. ELECTOR CHALLENGES**

Elector challenges shall be conducted in accordance with section 126 of the Act.

## **14. PUBLIC NOTICE**

All public notice requirements shall be provided in accordance with the Act.

## **15. AUTHORITY OF CHIEF ELECTION OFFICER**

The Chief Election Officer may take all necessary actions to conduct elections and voting in accordance with the Act and this bylaw.

## **16. EXTRAORDINARY CIRCUMSTANCES**

Despite any provision of this bylaw, the Chief Election Officer may adjust procedures where necessary to comply with the Act or to address emergency or extraordinary circumstances.

## **17. OTHER VOTING (INCLUDING ASSENT VOTING)**

This bylaw applies to other voting conducted by ballot, including assent voting, in accordance with the Act.

The Chief Election Officer may establish procedures necessary for the conduct of other voting, including voting opportunities, locations, voting hours, and ballot administration.

Where a matter is not addressed in this bylaw, the Act applies.

## **18. REPEAL**

The following bylaws are hereby repealed:

- **Bylaw No. 816, 2018**
- **Bylaw No. 853, 2022**

## **19. SEVERABILITY**

If any portion of this bylaw is invalid, the remainder shall remain in force.

**20. EFFECTIVE DATE**

This bylaw comes into force upon adoption.

READ A FIRST TIME THIS	11 <sup>th</sup>	DAY OF	MAY	, 2026
READ A SECOND TIME THIS	11 <sup>th</sup>	DAY OF	MAY	, 2026
READ A THIRD TIME THIS	11 <sup>th</sup>	DAY OF	MAY	, 2026
ADOPTED THIS	th	DAY OF	MAY	, 2026

---

Barbara Roden, Mayor

---

Daniela Dyck, Chief Administrative Officer

Certified to be a true and correct copy  
of Bylaw No. 886 as adopted by  
Council.

---

Daniela Dyck Chief Administrative Officer

**THE CORPORATION OF THE VILLAGE OF ASHCROFT**

**FEES AND CHARGES BYLAW NO. 887, 2026**

---

A bylaw for the charging of rates for goods and services in the Village of Ashcroft

---

**WHEREAS** the Council of the Village of Ashcroft wishes to charge fees in accordance with Section 194 of the *Community Charter*; a Council may impose fees with respect to all or part of a service of the municipality, the use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements;

- (1) **NOW THEREFORE** the Council of the Village of Ashcroft, in open meeting assembled, enacts as follows:
- (2) This Bylaw may be cited as “Village of Ashcroft Fees and Charges Bylaw No. 887, 2026”.
- (3) The Village of Ashcroft Fees and Charges Bylaw No. 887, 2026 shall impose the fees and charges as specified in the Schedules “A” through “M” and forming part of this Bylaw;

Schedule “A” Administration and Miscellaneous Fees  
Schedule “B” Ashcroft Swimming Pool Rental Rates  
Schedule “C” Drylands Arena Rental Rates  
Schedule “D” Parks Rental Rates  
Schedule “E” Ashcroft Community Hall Rental Rates  
Schedule “F” Ashcroft Museum Research Fees  
Schedule “G” Dog Control and Pound Operation Fees  
Schedule “H” Cemetery Fees  
Schedule “I” Water Fees  
Schedule “J” Sewer Fees  
Schedule “K” Solid Waste Collection Fees  
Schedule “L” Development and Subdivision Fees  
Schedule “M” Public Works Equipment Rates

- (4) That any charge is subject to discount by the Chief Administration Officer up to \$250 per instance. Any discount over \$250 requires a resolution of Council.
- (5) The Chief Administrative Officer or designate may recover any recreation fees or charges for different business activities affecting property or recreation.
- (6) Upon adoption, this bylaw repeals the Village of Ashcroft Consolidated Fees and Charges Bylaw No. 869 and its amendments made thereto.
- (7) If any section, subsection sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

(8) This bylaw will take affect at adoption.

READ A FIRST TIME THIS	11 <sup>TH</sup> DAY OF	MAY, 2026
READ A SECOND TIME THIS	11 <sup>TH</sup> DAY OF	MAY, 2026
READ A THIRD TIME THIS	11 <sup>TH</sup> DAY OF	MAY, 2026
ADOPTED THIS	DAY OF	MAY, 2026

\_\_\_\_\_  
Daniela Dyck, Chief Administrative Officer

\_\_\_\_\_  
Barbara Roden, Mayor

Certified to be a true and correct copy of  
Bylaw No. 887 as adopted by Council.

\_\_\_\_\_  
Daniela Dyck, Chief Administrative Officer

**Schedule "A"**

**Administration and Miscellaneous Fees**

Rates include GST

<b>Administration</b>	<b>Unit of Charge</b>	<b>Rate</b>
NSF Cheque Service Charge		\$ 25.00
Property Tax Certificate Request		\$ 25.00
Building Information Request (BIR)	Per Request	\$ 75.00
Routinely Releasable Information	\$25.00/ first 30 minutes and \$12.50 per every ¼ hour afterwards)	\$50.00/hour
<b>Photocopies</b>		
Greyscale 8.5x11 per copy	Per page	.50
Greyscale 8.5x14 per copy	Per page	.50
Greyscale 11x17 per copy	Per page	1.00
Colour 8.5x11 per copy	Per page	1.00
Colour 8.5x14 per copy	Per page	1.25
Colour 11x17 per copy	Per page	2.00
Bulk copying may be negotiated		
Faxes and Scans, per page		.50
<b>Other Services</b>		
Official Community Plan	Per Document	\$ 10.00
Zoning Bylaw -photocopy	Per Document	\$ 10.00
Subdivision Servicing & Development Bylaw	Per Document	\$ 10.00
Reprinted Tax/Utility Bills or Business License	Per Document	\$ 5.00
Business License Listing	Per Document	\$ 5.00
Village Pins	Each	\$ 2.00

**Schedule "B"**  
**Ashcroft Swimming Pool – Rental Rates**  
**Rates include GST**

<b>Classification</b>	<b>Time Period</b>	<b>Rate 2025</b>	<b>Rate 2026</b>
Infant	N/A	Free	
Child	Public Swim	\$2.50	\$3.00
	Season Pass	\$50.00	\$50.00
	Punch Card*	\$30.00	\$36.00
Youth OR Senior Citizen OR Disabled Persons	Public Swim	\$3.00	\$4.00
	Season Pass	\$55.00	\$60.00
	Punch Card*	\$36.00	\$48.00
Adult	Public Swim	\$4.00	\$5.00
	Season Pass	\$75.00	\$80.00
	Punch Card*	\$48.00	\$60.00
Family (2 adults up to 3 child/youth)	Public Swim	\$15.00	\$15.00
	Season Pass	\$175.00	\$185.00
Group Rental Rate (includes 2 Lifeguards)	Per hour	\$150.00	n/c
Aqua Fit	Per Class	\$5.00	n/c
	Punch Card**	\$60.00	
<b>SWIMMING LESSONS</b>			
Preschool Level	Per level	\$50.00	n/c
Level 1-5	Per level	\$50.00	n/c
Level 6-10	Per level	\$60.00	n/c
Private Lessons per student	Per Hour	\$20.00	n/c
Bronze Cross	Per level	\$150.00	n/c
Bronze Medallion	Per level	\$150.00	n/c
Bronze Cross and Bronze Medallion		\$250.00	n/c

\* = 14 Sessions for the price of 12

\*\* = 2 free classes

**Schedule "C"**  
**Drylands Arena – Rental Rates**  
**Rates include GST**

<b>Classification</b>	<b>Time Period</b>	<b>Rate 2025</b>	<b>Rate 2026</b>
Infant	N/A	Free	Free
Child	Public Skate	\$2.50	\$3.00
	Season Pass	\$30.00	\$50.00
Youth OR Senior Citizen OR Disabled Persons	Public Skate	\$3.50	\$4.00
	Season Pass	\$50.00	\$60.00
Adult	Public Skate	\$4.00	\$5.00
	Season Pass	\$70.00	\$80.00
Family (2 adults – up to 3 child/youth)	Public Skate	\$10.00	\$15.00
	Season Pass	\$100.00	\$185.00
Drop-in Hockey /person		\$7.00	\$8.00
Mom & Tots Skating		\$2.50	\$3.00
Sticks & Pucks	Per user	\$3.00	\$4.00

<b>Classification</b>	<b>Definition</b>	<b>2025 Rate (per hour)</b>	<b>2026 Rate (per hour)</b>
Minor (Use of Ice)	Rentals where the majority of users are 18 years or younger	\$65.00	<b>\$75.00</b>
Adult (Use of Ice)	Rentals where the majority of users are 19 years or older	\$100.00	<b>\$120.00</b>
Ice Time Cancellation For Seasonal Ice Bookings	50% of fees refunded with minimum 2-week cancellation notice. If less than 2 week notice - no refund		
Minor (Dry Floor)	Rentals where the majority of users are 18 years or younger	\$30.00	<b>\$40.00</b>
Adult (Dry Floor)	Rentals where the majority of users are 19 years or older	\$40.00	<b>\$50.00</b>

Classification	Definition	Rate
Minor Special Events (Ice Use)	Rentals where the majority of users are 18 years or younger. These events could include tournaments, fundraising, exhibition games, etc.	6 Hours - \$325.00 8 Hours - \$400.00 12 Hours - \$575.00 16 Hours – \$725.00 Weekend - \$1500.00
Adult Special Events (Ice Use)	Rentals where the majority of users are 19 years or older. These events could include tournaments, fundraising, exhibition games, etc.	6 Hours - \$575.00 8 Hours - \$750.00 12 Hours - \$1100.00 16 Hours – \$1325.00 Weekend - \$2250.00
Special Events (Dry Floor) - Regular *	This covers a 3-day period - one day to setup, one day for event and one day for takedown. Beyond 3 days, \$50 will be charged per day	\$700.00
Special Events (Dry Floor) - Non- Profit*		\$300.00
Other Charges	Damage Deposit	\$500.00

### Lounge Rental

Per hour	\$10.00
Per Day	\$30.00
Per 2 Days	\$50.00
Per 3 Days	\$75.00

### Non-Resident Users

Ice users who do not physically reside within the boundaries of the Village of Ashcroft will be charged \$50.00 per person per season to a maximum of \$150.00 per family for any league play to use the Drylands Arena. Family rate applies to a maximum of five persons of an immediate family who all reside at the same physical address. These funds will be collected by their respective organization and remitted to the Village of Ashcroft along with a listing of their registered members. The payment and listing must be received by the Village by November 15<sup>th</sup> in each year.

**Schedule “D”  
Parks – Rental Rates  
Rates include GST**

**Ashcroft Pool Park**

**Annual Fees**

<b>Classification</b>	<b>Rates (per Year)</b>	<b>Rates 2026 (per year)</b>
All Users before 17:00 hours	Free	Free
Minor Soccer – 18 years old and younger after 17:00 hours	\$3.00 per player	\$5.00 per player
Adult Soccer – 19 years old and older after 17:00 hours	\$6.00 per player	\$7.50 per player
Minor Ball – 18 years old and younger after 17:00 hours		\$3.00 per player
Adult Ball – 19 years and older after 17:00 hours		\$6.00 per player

**Tournament Fees**

<b>Classification</b>	<b>Rates (per Day)</b>	<b>Rates 2026 (per day)</b>
Minor Soccer – Up to 16 teams (4 fields)	\$55.00	\$100.00
Minor Soccer – Over 16 teams (4 fields)	\$110.00	\$200.00
Adult Soccer – Up to 16 teams (4 fields)	\$110.00	\$200.00
Adult Soccer – Over 16 teams (4 fields)	\$220.00	\$300.00
Minor Ball – Up to 8 teams (2 fields)		\$50.00
Adult Ball – Up to 8 teams (2fields)		\$100.00

**Base Use Deposit**

Per set = \$200.00 per use

**Damage/Clean Up Deposit**

Per Tournament = \$300.00

**Other User Fees**

<b>Classification</b>	<b>Rates</b>
Gazebo – Private Function	\$25.00 per day
Green Space/Field – Private Function	\$25.00 per day

**Legacy Park**

<b>Classification</b>	<b>Rates</b>	<b>Rates 2026</b>
RV Sites	\$35.00 / night	\$40.00 / night
Weekly RV Site Rate	\$190.00	\$220.00
Monthly RV Site Rate (max 50% capacity)	\$750.00	\$820.00
Tenting Sites	\$20.00 / night	n/c
Sani Dump	\$5.00 /use	n/c

**Heritage Park**

<b>Classification</b>	<b>Rates (per Day)</b>
Gazebo	\$25.00
Park Event Use	\$100.00

\*\* ALL PUBLIC FACILITY RENTALS REQUIRE INSURANCE – SOLD SEPERATELY

**Schedule "E"**  
**Ashcroft Community Hall – Rental Rates**  
**Rates include GST**

<b>Type of Use</b>	<b>Time Period</b>	<b>Rate</b>	<b>Rates 2026</b>
Kitchen	Per Day	\$10.00	\$15.00
Not-for-Profit Use	Hourly	\$5.00	\$10.00
	Per Day	\$40.00	\$50.00
Commercial/Private Use – Adults	Hourly	\$10.00	\$15.00
	Per Day	\$80.00	\$100.00
Hall Cleaning Fee*	Hourly	\$50.00	n/c

\* = If complaint is received or public works does a random facility cleanliness inspection and cleaning is required, the last facility users will be invoiced accordingly.  
 During winter months and inclement weather throughout the year, floors must be swept and mopped after each use.  
 Facility users are required to clean the hall as per the user agreement.

**Schedule "F"**  
**Ashcroft Museum – Research Fees**  
**Rates include GST**

<b>Classification</b>	<b>Unit of Charge</b>	<b>Rate</b>
Research	\$25.00/first 30 minutes and \$12.50 per every ¼ hour afterwards	\$50.00/hour
Photocopying	Per Page	See Schedule "A"
Digital Imaging	Personal Commercial	\$15.00 \$30.00

**Schedule "G"**  
**Dog Control and Pound Operation Fees**  
**Rates include GST**  
**Consolidated - Bylaw 873, 2024**

<b>Annual License Fee</b>	<b>Rate</b>
Each Altered Dog	\$25.00
Each Unaltered Dog	\$45.00
Dangerous Dog	\$100.00
Replacement of lost or damaged tag	\$5.00
Kennel	\$150.00
Surcharge applied after February 28 each calendar year	\$5.00
<b>Impound Fees</b>	
<b>For seizing and impounding any LICENSED dog</b>	
Seized and returned immediately to the owner	\$10.00
First Impoundment	\$25.00
Second Impoundment	\$50.00
Third Impoundment	\$100.00
Fourth and subsequent impoundments	\$200.00
Daily boarding fee	\$10.00
<b>For seizing and impounding any UNLICENSED dog</b>	
First impoundment	\$50.00
Daily boarding fee	\$10.00
Dog license (must purchase upon return of animal)	See appropriate fee above
<b>For seizing and impounding any DANGEROUS dog</b>	
Each offence	\$200.00
Daily boarding fee	\$10.00
If unlicensed, Dangerous dog license must be purchased upon return of animal	\$100.00
<b>Animal Adoption</b>	
Animal adoption fee	\$100.00

**Schedule “H”  
Cemetery Fees  
Rates include GST**

<b>Grave Space</b>	<b>Rate</b>
Adult size grave space – resident (includes \$125.00 to Care)	\$500.00
Adult size grave space – non-resident (includes \$250.00 to Care)	\$1000.00
Cremated Remains – resident (includes \$50.00 to Care)	\$200.00
Cremated Remains – non-resident (includes \$100.00 to Care)	\$400.00
<b>Columbarium Space</b>	
Niche – resident (includes \$250.00 to Care)	\$1000.00
Niche – non-resident (includes \$375.00 to Care)	\$1500.00
<b>Services</b>	
Opening and closing for Burial - Adult size	\$500.00
Opening and closing - Cremated Remains	\$250.00
Exhumation for Burial – Adult size	\$1000.00
Exhumation for Cremated Remains	\$500.00
<b>After Hours Burials</b>	
Burials after 3:30 pm Monday – Friday – regular fee plus	\$350.00
Burials on Saturday, Sunday or Statutory Holiday – regular fee plus	\$500.00
<b>Transfer of License</b>	
Transfer of License (resident to non-resident)	\$200.00
Transfer of License (all other)	\$75.00
<b>Memorial Installation</b>	
Single: (30cm x 50 cm); (20 cm x 28 cm); (30 cm x 60 cm); (includes \$25.00 to Care)	\$150.00
Double: (45 cm – 75 cm); (includes \$50.00 to Care)	\$250.00
Engraving and handling of niche plates (includes \$62.50 to Care)	\$350.00
<b>Grave Liners</b>	
Full size grave (concrete)	\$800.00
Full size grave (poly)	\$625.00
Cremated Remains (poly)	\$150.00

**Schedule “I”****Water Fees****Rates include GST****Consolidated - Bylaw 882, 2026**

<b>Category</b>	<b>Rate</b>
Single Family Dwelling	\$577.50
Multi Family Dwelling – per single unit	\$577.50
Mobile Home	\$577.50
Hotel (including restaurant, beer parlour, rooms, lounge)	\$6,943.65
Restaurant 1–20 seats	\$735.00
Restaurant 21–50 seats	\$1,575.00
Restaurant 51+ seats	\$3,150.00
Licensed Lounge	\$1,861.65
Laundromat, per washer	\$247.80
Service Station	\$620.55
Clinic / Train Station	\$1,447.95
Commercial – 1–2 Washrooms	\$577.50
Post Office	\$1,117.20
Supermarket	\$1,861.65
Church / Community Hall	\$577.50
School, per classroom	\$577.50
Community Incubator (8 x SFD)	\$4620.00
Hospital, per bed	\$577.50
Industrial Plant – 1–2 Washrooms	\$3,644.55
RCMP Station	\$3,725.40
Curling Rink	\$577.50
Racquet and Leisure Centre	\$4,341.75
Courthouse	\$3,748.50
Unspecified – 1–2 Washrooms	\$577.50
Irrigation	\$5,251.05
Drip Irrigation	\$2,572.50
Car Wash – Per Bay	\$735.00
Water on/off for repair	\$50.00
Cross Connection Turn On Fee	\$200.00
2026 cost differential estimated at \$11,687 (small pit meter) less \$937 (Indoor 19mm meter)	Actual cost differential
Third Party Purchase of Bulk Water	No Bulk Water Sales
Application for Connection to Village Water Supply	\$1,575.00

**Enforcement and Cost Recovery – Water Regulation Bylaw**

Where the Village undertakes work to achieve compliance with the Water Regulation Bylaw, including work performed pursuant to an Order or where damage, misuse, or abuse of the Public Water System has occurred, the Owner and/or Occupier shall pay all costs incurred by the Village, including but not limited to:

- a) Public Works labour and equipment charged at the rates established in Schedule “M” of the Fees and Charges Bylaw, as amended from time to time<sup>32</sup>, including overtime rates where applicable.

- b) Contractor services charged at actual invoice cost plus a fifteen percent (15%) administration fee;
- c) Materials, supplies, removal, hauling, and disposal costs charged at actual cost plus a fifteen percent (15%) administration fee;
- d) Full repair or replacement costs for damage to the Public Water System, including meters, hydrants, valves, service connections, vehicles, or other Village property;
- e) An administrative and enforcement fee equal to fifteen percent (15%) of total costs incurred, or \$250.00, whichever is greater;
- f) Interest on outstanding amounts at the rate established annually by Council.

All unpaid amounts may be recovered in accordance with the Water Regulation Bylaw and applicable legislation.

**Schedule “J”**  
**Sewer Fees**  
**Rates include GST**  
**Consolidated - Bylaw 882, 2026**

<b>Category</b>	<b>Rate</b>
Single Family Dwelling	\$529.20
Multi Family Dwelling – per single unit	\$529.20
Mobile Home	\$529.20
Hotel (including restaurant, beer parlour, rooms, lounge)	\$2,428.65
Restaurant 1–20 seats	\$735.00
Restaurant 21–50 seats	\$1,575.00
Restaurant 51+ seats	\$3,150.00
Licensed Lounge	\$1,916.25
Laundromat, per washer	\$232.05
Service Station	\$529.20
Clinic / Train Station	\$529.20
Commercial – 1–2 Washrooms	\$529.20
Post Office	\$529.20
Supermarket	\$1,320.90
Church / Community Hall	\$284.55
School, per classroom	\$529.20
Community Incubator (8 x SFD)	\$4233.60
Hospital, per bed	\$529.20
Industrial Plant – 1–2 Washrooms	\$1,058.40
RCMP Station	\$1,058.40
Curling Rink	\$529.20
Racquet and Leisure Centre	\$3,302.25
Courthouse	\$3,433.50
Unspecified – 1–2 Washrooms	\$529.20
Car Wash – Per Bay	\$630.00
Sewer Disconnection / Re-connection	Actual cost
Video or Snake Sewer Lines on Private Property	\$131.25 per hour

**Enforcement and Cost Recovery – Sewer Regulation Bylaw**

Where the Village undertakes work to achieve compliance with the Sewer Regulation Bylaw, including work performed pursuant to an Order or where damage, misuse, or interference with the Public Sewer System has occurred, the Owner and/or Occupier shall pay all costs incurred by the Village, including but not limited to:

- a) Public Works labour and equipment charged at the rates established in Schedule “M” of the Fees and Charges Bylaw, as amended from time to time, including overtime rates where applicable;
- b) Contractor services charged at actual invoice cost plus a fifteen percent (15%) administration fee;
- c) Materials, supplies, removal, excavation, hauling, restoration, and disposal costs charged at actual cost plus a fifteen percent (15%) administration fee;

- d) Full repair or replacement costs for damage to the Public Sewer System, including mains, service connections, manholes, cleanouts, pumps, vehicles, equipment, or other Village property;
- e) An administrative and enforcement fee equal to fifteen percent (15%) of total costs incurred, or \$250.00, whichever is greater;
- f) Interest on outstanding amounts at the rate established annually by Council.

All unpaid amounts may be recovered in accordance with the Sewer Regulation Bylaw and applicable legislation.

**Schedule “K”**  
**Solid Waste Collection Removal and Disposal Fees**  
**Consolidated - Bylaw 882, 2026**

<b>Classification</b>	<b>Service Level / Item</b>	<b>Rate</b>
Collection Fees – Once per Week		
Solid Waste Residential Cart (240 litre)	Once per week collection	\$157.50
Solid Waste Business Container (360 litre)	Once per week collection	\$236.25
Solid Waste Commercial Container (1100 litre)	Once per week collection	\$722.40
Collection Fees – Twice per Week		
Solid Waste Residential Cart (240 litre)	Twice per week collection	N/A
Solid Waste Business Container (360 litre)	Twice per week collection	\$420.00
Solid Waste Commercial Container (1100 litre)	Twice per week collection	\$1,417.50
Additional Receptacle / Replacement Costs		
Solid Waste Residential Cart	Entire unit replacement	\$105.00
Solid Waste Residential Cart	Replacement lid	\$52.50
Solid Waste Residential Cart	Replacement wheels	\$31.50
Solid Waste Business Container	Entire unit replacement	\$157.50
Solid Waste Business Container	Replacement lid	\$63.00
Solid Waste Business Container	Replacement wheels	\$31.50
Solid Waste Commercial Container	Entire unit replacement	\$787.50
Solid Waste Commercial Container	Replacement lid	\$210.00

Replacement and additional receptacle fees apply where damage, loss, or replacement is required due to misuse or at the request of the owner.

**Schedule “L”**  
**Development and Subdivision Fees**  
**Rates include GST**

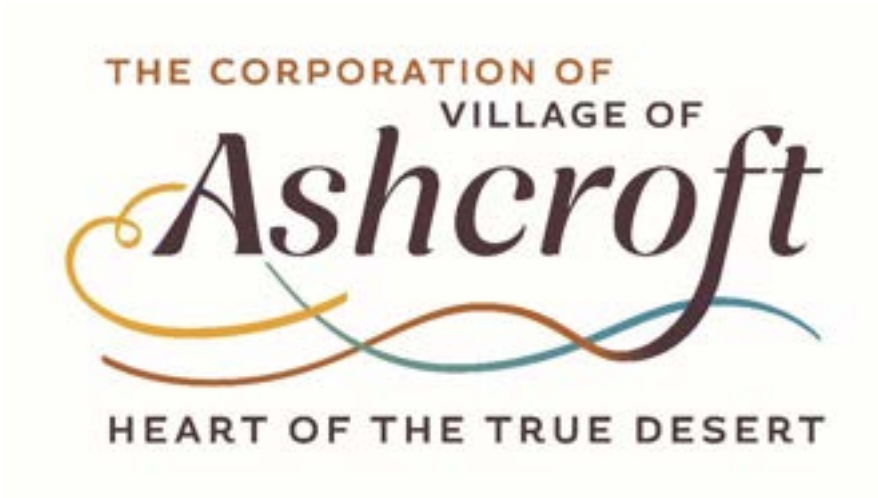
<b>Category</b>	<b>RATE</b>
Variance Permit Application	\$300.00
Temporary Use Permit	\$250.00
Official Community Plan Amendment (OCP)	\$1000.00
Zoning Bylaw Amendment	\$1000.00
Development Permit	\$500.00
If OCP and Zoning Amendments are in tandem, combined fee	\$1800.00
<b>Subdivision Application Fees</b>	
Preliminary Layout Approval (PLA):	
First Parcel	\$350.00
Subsequent Parcels	\$150.00
Final Plan Examination Fees:	
Base Fee	\$500.00
Final Plan or Document Re-signing	\$250.00
<b>Subdivision Application Fees (STRATA)</b>	
Form “P” Approval	\$350.00
Phased Strata Approval – application fee for each phase	\$350.00
Form “Q” – per each additional Strata lot	\$150.00
Bare Land Strata – application fee	\$350.00
- Per each Strata lot created	\$150.00
Strata Conversion - application fee	\$350.00
- Each Strata unit created	\$150.00
Form or Document Re-signing	\$150.00
Submission of a Contaminated Site Profile form	\$150.00
Preliminary Layout Approval Renewal	\$150.00

**Schedule "M"**  
**Public Works Equipment Fees**

<b>CLASSIFICATION</b>	<b>RATE 2025</b>	<b>RATE 2026</b>
Cat 430E Backhoe	\$105.00 / HR	\$105.00 / HR
CAT Front End Loader	\$85.00 / HR	\$85.00 / HR
CAT 1404 Grader	\$125.00 / HR	\$125.00 / HR
Single Axle Dump Truck	\$70.00 / HR	\$80.00 / HR
John Deere W/Flail Mower	\$80.00 / HR	\$80.00 / HR
Elgin Sweeper	\$160.00 / HR	\$160.00 / HR
Pick Up Truck W/Operator	\$65.00 / HR	\$65.00 / HR
Water Tanker	\$65.00 / HR	\$90.00 / HR
Compressor – Hourly	\$45.00 / HR	\$45.00 / HR
Compressor Per Day	\$125.00	\$125.00
Tamper VR12	\$20.00 / HR	\$20.00 / HR
Vibrator Roller	\$60.00 / HR	\$60.00 / HR
Sewer Flusher	\$75.00 / HR	\$85.00 / HR
Kubota (Sidewalk Snow Removal)	\$50.00/Incident	\$50.00/Incident
Labourer	\$40.00 / HR	\$50.00 / HR
Foreman (Crew Leader)	\$50.00 / HR	\$60.00 / HR
Sewer Line Inspection (Video Camera)		\$150.00 / HR

**CONDITIONS**

- All rentals are for a minimum of one (1) hour and invoiced in ½ hour increments thereafter.
- All equipment rates include an operator except the Tamper & Vibrator Roller.
- 5% Administration Fee added to all invoicing.
- 5% GST applicable



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VILLAGE OF ASHCROFT

BYLAW NO. 888, 2026

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A BYLAW TO ESTABLISH THE GENERAL PROCEDURES TO BE FOLLOWED  
BY COUNCIL AND COUNCIL COMMITTEES IN CONDUCTING THEIR BUSINESS

---

**WHEREAS**

Council is required under the Community Charter to establish rules of procedure for the conduct of its business;

AND WHEREAS Council wishes to consolidate Bylaw No. 834, 2020 and amendments thereto and incorporate updated procedures respecting delegations and public participation;

NOW THEREFORE the Council of the Corporation of the Village of Ashcroft enacts as follows:

**PART 1 – INTRODUCTION**

**Title**

1 This bylaw may be cited as the *“The Village of Ashcroft Council Procedures Bylaw No. 888, 2026”*.

**Interpretation**

2 (1) In this bylaw,

**“Committee”** means a Standing, Select, or other Committee of Council, but does not include COTW;

**“COTW”** means the Committee of the Whole of Council;

**“Corporate officer”** means the corporate officer for the Village or their designate;

**“Council”** means the Council of the Village of Ashcroft;

**“Village”** means the Corporation of the Village of Ashcroft;

**“Mayor”** means the Mayor of the Village;

**“Village Office”** means Ashcroft Village Office located at 601 Bancroft Street, Ashcroft British Columbia;

**“Public notice posting place”** means the notice board at the Village Office and Public Posting board on the exterior of the Village Office.

- (2) Unless otherwise provided in this bylaw, words and phrases used herein have the same meaning as in the *Community Charter, Local Government Act* and the *Interpretation Act* as the context and circumstances may require.
- (3) A reference to an Act in the Bylaw refers to a statute of British Columbia, and a reference to any statute, regulation, bylaw or other enactment refers to that enactment as it may be amended or replaced from time to time.
- (4) Words in their singular include the plural and words in the plural include the singular
- (5) Headings are for convenience only and must not be construed as defining or limiting the scope or intent of the provisions.

**Application of rules of procedure**

- 3 (1) The provisions of this bylaw govern the proceedings of Council, COTW and all Standing and Select Committees of Council, as applicable.
- (2) In cases not provided for under this bylaw, The New Robert's Rules of Order, apply to the proceedings of Council, COTW, and all Standing and Select Committees of Council to the extent that those rules are
  - (a) applicable in the circumstances, and
  - (b) not inconsistent with provisions of this bylaw or the *Community Charter*.

**PART 2 – COUNCIL ROLES, RESPONSIBILITIES AND DUTY TO RESPECT CONFIDENTIALITY**

**Roles and responsibilities of Council members**

- 4 Every member of Council has the following responsibilities:
  - (a) to consider the well-being and interests of the Village and its community;
  - (b) to contribute to the development and evaluation of the policies and programs of the Village respecting its services and other activities;
  - (c) to participate in Council meetings, Committee meetings and meetings of other bodies to which the member is appointed;
  - (d) to carry out other duties assigned by the Council;
  - (e) to carry out other duties assigned under the *Community Charter, Local Government Act* or any other Act;
  - (f) to foster a positive working environment by treating other elected officials and staff members with mutual respect; and
  - (g) to appreciate diverse opinions brought forward for reflection and consideration.

### **Roles and responsibilities of the Mayor**

- 5 (1) The Mayor is the head and chief executive officer of the Village.
- (2) In addition to the Mayor's responsibilities as a member of Council, the Mayor has the following responsibilities:
- (a) to provide leadership to the Council, including by recommending bylaws, resolutions and other measures that, in the Mayor's opinion, may assist the peace, order and good government of the Village;
  - (b) to communicate information to the Council;
  - (c) to preside at Council meetings when in attendance;
  - (d) to provide, on behalf of the Council, general direction to municipal officers respecting implementation of municipal policies, programs and other directions of the Council;
  - (e) to establish Standing Committees in accordance with the provisions of the *Community Charter* and this bylaw;
  - (f) to suspend municipal officers and employees in accordance with the *Community Charter*;
  - (g) to reflect the will of Council and to carry out other duties on behalf of the Council;
  - (h) to carry out other duties assigned by the *Community Charter* or any other Act.

### **Duty to respect confidentiality**

- 6 (1) A Council member or former Council member must, unless specifically authorized otherwise by Council,
- (a) keep in confidence any record held in confidence by the Village, until the record is released to the public as lawfully authorized or required; and
  - (b) keep in confidence information considered in any part of a Council meeting or Council Committee meeting that was lawfully closed to the public, until the Council or the Committee discusses the information at a meeting that is open to the public or releases the information to the public.
- (2) If the Village suffers loss or damage because a person contravenes subsection (1) and the contravention was not inadvertent, the Village may recover damages from the person for the loss or damage.

## **PART 3 – CONFLICT OF INTEREST**

### **Application of this part**

- 7 This part applies to Council members in relation to:
- (a) Council and COTW meetings;

- (b) Committee meetings; and
- (c) meetings of any other Village body referred to in this bylaw.

#### **Declaration required**

8 If a Council member attending a meeting considers that they are not entitled to participate in the discussion of a matter, or to vote on a motion or question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter or another interest in the matter that constitutes a conflict of interest, the member must declare this and state in general terms the reason why the member considers this to be the case.

#### **Restrictions on participation following the declaration**

- 9 After making a declaration under section 8, the Council member must not:
- (a) remain or attend any part of a meeting referred to in section 7 during which the matter is under consideration;
  - (b) participate in any discussion of the matter at such a meeting;
  - (c) vote on a motion or question in respect of the matter at such a meeting; or
  - (d) attempt in any way, whether before, during or after such a meeting, to influence the voting on any question in respect of the matter.

#### **Withdrawal of declaration after legal advice**

- 10 (1) As an exception to section 9, if a Council member has made a declaration under section 8 and, after receiving legal advice on the issue, determines that they were wrong respecting their entitlement to participate in respect of the matter, the member may:
- (a) return to the meeting or attend another meeting of the same body;
  - (b) withdraw the declaration by stating in general terms the basis on which the member has determined that they are entitled to participate; and
  - (c) after this, participate and vote in relation to the matter.
- (2) For certainty, a Council member who makes a statement under subsection (1) remains subject to section 13 of this bylaw.

#### **Member must not be present**

11 After making a declaration under section 8, unless a statement is made under section 10, the person presiding at a meeting referred to in section 7 or any following meeting in respect of the matter must ensure that the member is not present at any part of the meeting during which the matter is under consideration.

#### **Recording of declaration in the minutes**

12 When a declaration or a statement is made under section 8 or 10, the person recording the minutes of the meeting must record the member's declaration or statement, the reasons given for it, and the time of the member's departure from the meeting room and, if applicable, of the member's return.

### **Restrictions on participation if in conflict whether or not a declaration is made**

- 13 (1) This section applies if a Council member has a direct or indirect pecuniary interest in a matter, whether or not the member has made a declaration under section 8.
- (2) The Council member must not:
- (a) remain or attend any part of a meeting referred to in section 7 during which the matter is under consideration;
  - (b) participate in any discussion of the matter at such a meeting;
  - (c) vote on a motion or question in respect of the matter at such a meeting; or
  - (d) attempt in any way, whether before, during or after such a meeting, to influence the voting on any question in respect of the matter.

### **Restrictions on inside influence**

- 14 A Council member must not use their office to attempt to influence in any way a decision, recommendation or other action to be made or taken at a meeting referred to in section 7, by an officer or an employee of the Village, or by a delegate under section 154 [*Delegation of Council authority*] of the *Community Charter*, if the member has a direct or indirect pecuniary interest in the matter to which the decision, recommendation or other action relates.

### **Restrictions on outside influence**

- 15 In addition to the restrictions in section 14, a Council member must not use their office to attempt to influence in any way a decision, recommendation or action to be made or taken by any other person or body, if the member has a direct or indirect pecuniary interest in the matter to which the decision, recommendation or other action relates.

### **Exceptions from conflict restrictions**

- 16 (1) Sections 7 to 15 do not apply if one or more of the following circumstances apply:
- (a) the pecuniary interest of the Council member is a pecuniary interest in common with the electors of the Village generally;
  - (b) in the case of a matter that relates to a local service, the pecuniary interest of the Council member is in common with other persons who are or would be liable for the local service tax;
  - (c) the matter relates to remuneration, expenses or benefits payable to one or more Council members in relation to their duties as Council members;
  - (d) the pecuniary interest is so remote or insignificant that it cannot reasonably be regarded as likely to influence the member in relation to the matter; or
  - (e) the pecuniary interest is of a nature prescribed by regulation.
- (2) Despite sections 7 to 15, if a Council member has a legal right to be heard in respect of a matter or to make representations to Council and is restricted by one or more of those sections from exercising that right in relation to the matter, the Council member may appoint another person as a representative to exercise the member's right on their behalf.

### **Disclosure of contracts with Council members and former Council members**

- 17 (1) If the Village enters into a contract in which a Council member or a person who was a Council member at any time during the previous six (6) months, has a direct or indirect pecuniary interest, this must be reported as soon as reasonably practicable at a Council meeting that is open to the public.
- (2) In addition to the obligation under sections 8 to 12, a Council member or former Council member must advise the Corporate Officer, as soon as is reasonably practicable, of any contracts that must be reported under subsection (1) in relation to that person.

### **Restrictions on use of insider information**

- 18 A Council member or former Council member must not use information or a record that was obtained in the performance of the member's office, and is not available to the general public, for the purpose of gaining or furthering a direct or indirect pecuniary interest of the Council member or former Council member.

### **Disqualification from holding office**

- 19 A Council member who contravenes sections 13, 14, 15, 16 or 18 of this bylaw is disqualified from holding office described in, and for the period established by, section 108.1 [*Disqualification from office for contravening conflict rules*] of the *Community Charter*, unless the contravention was done inadvertently or because of an error in judgement made in good faith.

## **PART 4 – COUNCIL MEETINGS**

### **Inaugural Meeting**

- 20 (1) Following a general local election, the first Council meeting must be held on the first Tuesday in November in the year of the election.
- (2) If a quorum of Council members elected at the general local election has not taken office by the date of the meeting referred to in subsection (1), the first Council meeting must be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.

### **Time and location of meetings**

- 21 (1) All Council meetings must take place within the Village Office except when Council resolves to hold meetings elsewhere.
- (2) Regular Council meetings will be held:
- (a) on the second Monday and the fourth Monday at 6:00 pm of each month, except:
    - i. the months of July and August, meetings will be held on the fourth Monday of that month at 6:00 pm;
    - ii. the months of September and December, meetings will be held on the second Monday of that month at 6:00 pm;

- (b) be adjourned at 10:00 p.m. on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with section 46; and
  - (c) when such meeting falls on a statutory holiday, be held on the next day the Village Office is open.
- (3) Regular Council meetings may, by a resolution of Council:
- (a) be cancelled, provided that two consecutive meetings are not cancelled; and;
  - (b) be postponed to a different day, time and place determined by the Mayor, provided the Corporate Officer is provided at least 2 days written notice.
- (4) Other Council meetings:
- (a) Council may choose to host a separate public meeting for the sole purpose of ensuring public process for development of the financial plan in compliance with the *“Section 166 of the Community Charter, Council must undertake a process of public consultation regarding the proposed financial plan before it is adopted.”*
  - (b) Council may at their discretion host:
    - i. Town Hall Meetings
    - ii. Community Forums
    - iii. Planning Sessions

**Electronic meetings and participation by Council members**

- 22 (1) Provided the conditions set out in section 128(2) [*Electronic meetings and participation by members*] of the *Community Charter* are met, a member of Council who is unable to attend a Council meeting, COTW or Committee meeting, as applicable, may participate by means of electronic audio or other communication facilities, if
- (a) the reason for the absence is due to a medical leave, or
  - (b) their participation is necessary to preserve quorum.
- (2) The member presiding at a Council meeting, COTW or a Committee meeting must not participate electronically.
- (3) No more than one (1) member of Council, COTW or Committee may participate electronically at any meeting.
- (4) In the event of a declared state of emergency and the public is advised not to congregate by orders of the Federal or Provincial government, Council may restrict public attendance at Council meetings, provided that alternate ways of public participation are established. Agendas are posted and available to the public, public engagement is permitted via email and telephone, and the meeting is broadcast online.
- (5) In the event of a declared state of emergency and if public gatherings are not permitted by orders of the Federal or Provincial government, in the interest of public safety, Council may

choose to participate in electronic meetings without the requirement for a quorum to be physically present in one location. Each member of Council may join the meeting electronically to conduct Village business.

#### **Notice of Council meetings**

- 23 (1) In accordance with section 127 [*Notice of Council meetings*] of the *Community Charter*, Council must make available to the public a schedule of the date, time and place of regular Council meetings and give notice of the availability of the schedule in accordance with section 94 [*Public notice*] of the *Community Charter* at least once a year and by posting the schedule at the Public Notice Posting Place and the Village website.
- (2) Where revisions are necessary to the annual schedule of regular Council meetings, the Corporate Officer must, as soon as possible, post a notice at the Public Notice Posting Place and Village website which indicates any revisions to the date, time and place or cancellation of a regular Council meeting.

#### **Notice of Special meetings**

- 24 (1) Except where notice of a special meeting is waived by unanimous vote of all Council members under section 127(4) [*Notice of Council meetings*] of the *Community Charter*, a notice of the date, hour, and place of a special Council meeting must be given at least 24 hours before the time of meeting, by
- (a) posting a copy of the notice at the Public Notice Posting Place and Village website, and
- (b) emailing a copy of the notice to each Council member.
- (2) The notice under subsection (1) must describe in general terms the purpose of the meeting and be signed by the Corporate Officer.

#### **PART 5 - DESIGNATION OF MEMBER TO ACT IN PLACE OF MAYOR**

- 25 (1) Following a general local election, at the first Council meeting of the newly elected Council, Council must designate Councillor's to serve on a rotating basis as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant.
- (2) If both the Mayor and the member designated under subsection (1) are absent from the Council meeting, the Council members present must choose a Councillor to preside at the Council meeting.
- (3) The member designated under subsection (1) or chosen under subsection (2) has the same powers and duties as the Mayor in relation to the applicable matter and must fulfill the responsibilities of the Mayor in his or her absence.

## PART 6 – COUNCIL PROCEEDINGS

### Community Charter provisions

26 Matters pertaining to Council proceedings are governed by the *Community Charter*.

### Attendance of public at meetings

- 27
- (1) Except where the provisions of section 90 [*Meetings that may or must be closed to the public*] of the *Community Charter* apply, all Council meetings must be open to the public.
  - (2) Before closing a Council meeting or part of a Council meeting to the public, Council must pass a resolution in a public meeting in accordance with section 92 [*Requirements before meeting is closed*] of the *Community Charter*.
  - (3) This section applies to all meetings of the bodies referred to in section 93 [*Application of rules to other bodies*] of the *Community Charter*, including without limitation:
    - (a) COTW;
    - (b) Standing and Select Committees;
    - (c) Parcel Tax Review Panel;
    - (d) Board of Variance;
    - (e) Commission created by Council.
  - (4) Despite section 27(1), the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 25 may expel or exclude from a Council, COTW, or any other Committee meeting, a person in accordance with section 133 [*Expulsion from meetings*] of the *Community Charter*.

### Minutes of meetings to be maintained and available to public

- 28
- (1) Minutes of the proceedings of Council must be
    - (a) legibly recorded;
    - (b) certified as correct by the Corporate Officer; and
    - (c) signed by the Mayor or other member presiding at the meeting.
  - (2) Subject to subsection (3), and in accordance with section 97(1)(b) [*Other records to which public access must be provided*] of the *Community Charter*, minutes of the proceedings of Council must be available for public inspection at the Village Office during its regular office hours.
  - (3) Subsection (2) does not apply to minutes of a Council meeting or that part of a Council meeting from which persons were excluded under section 90 [*Meetings that may or must be closed to the public*] of the *Community Charter*.

- (a) Reports and resolutions from Closed meetings will be released to the public as often as possible once confidentiality is no longer required.

### **Calling meeting to order**

- 29 (1) As soon after the time specified for a Council meeting as there is a quorum present, the Mayor must take the Chair and call the meeting to order; however, where the Mayor is absent, the Councillor designated as the member responsible for acting in the place of the Mayor in accordance with section 25 must take the Chair and call the meeting to order.
- (2) If a quorum of Council is present but the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 25 do not attend within 15 minutes of the scheduled time for a Council meeting
  - (a) the Corporate Officer must call to order the members present, and
  - (b) the members present must choose a member to preside at the meeting.

### **Adjourning meeting where no quorum**

- 30 If there is no quorum of Council present within 30 minutes of the scheduled time for a Council meeting, the Corporate Officer must:
  - (a) record the names of the members present, and those absent, and
  - (b) adjourn the meeting until the next scheduled meeting.

### **Agenda**

- 31 (1) Prior to each Council meeting, the Corporate Officer must prepare an agenda setting out all the items for consideration at that meeting, noting in short form a summary for each item on the agenda.
- (2) The Corporate Officer must make the agenda available to the members of Council on or before the Friday afternoon prior to the meeting.
- (3) The Corporate Officer must make the agenda available to the members of the public on the Friday afternoon prior to the meeting.
- (4) Council must not consider any matters not listed on the agenda unless a new matter for consideration is properly introduced as a late item pursuant to section 33.

### **Order of proceedings and business**

- 32 (1) The agenda for all regular Council meetings will contain the following headings:
  - 1. ADOPTION OF THE AGENDA
    - (a) Motions to Add or Delete Agenda Items
    - (b) Approval of the Agenda as Presented or Amended
  - 2. MINUTES

3. DELEGATIONS
4. PUBLIC INPUT
5. BYLAWS
6. STAFF REPORTS
  - (a) Request for Decision
  - (b) For Information
7. CORRESPONDENCE
  - (a) For Action
  - (b) For Information
8. UNFINISHED BUSINESS
9. NEW BUSINESS
10. REPORTS/RECOMMENDATIONS FROM COMMITTEES, COTW and COMMISSIONS
11. COUNCIL REPORTS
12. RESOLUTION TO ADJOURN TO CLOSED MEETING
13. REPORTS/RESOLUTIONS RELEASED FROM CLOSED MEETINGS
14. ADJOURNMENT

- (2) Particular business at a Council meeting must in all cases be taken up in the order in which it is listed on the agenda unless otherwise resolved by Council.

#### **Late Items**

- 33 (1) An item of business not included on the agenda must not be considered at a Council meeting unless introduction of the late item is approved by 2/3 of the Council members present at the time allocated on the agenda for such matters; and, the item is emergent or time sensitive requiring Council consideration prior to the next scheduled Council meeting.
- (2) If Council makes a resolution under subsection (1), information pertaining to late items must be distributed to the members.

#### **Voting at meetings**

- 34 The following procedures apply to voting at Council meetings:
  - (a) When debate on a matter is closed, the presiding member must put the matter to a vote of Council members;
  - (b) When the Council is ready to vote, the presiding member must put the matter to a vote by stating:

*"On the motion, those in favour, and then; those opposed?"*

- (c) When the presiding member is putting the matter to a vote under paragraphs (a) and (b), a member must not
  - (i) cross or leave the room;
  - (ii) make a noise or other disturbance; or
  - (iii) interrupt the voting procedure under paragraph (b) unless the interrupting member is raising a point of order;
- (d) After the presiding member finally puts the question to a vote under paragraph (b), a member must not speak to the question or make a motion concerning it;
- (e) The presiding member's decision about whether a question has been finally put is conclusive;
- (f) The presiding member must declare the result of the voting by stating that the question is decided in either the affirmative or the negative.

#### **Delegations, Petitions and Correspondence**

- 35 (1) Delegation requests, submitted in writing or on the form prescribed by the Village, must be received by the Corporate Officer by 12:00 p.m. (noon) on the Tuesday prior to the meeting date requested and must include any presentation material(s).
- (2) Subject to subsection (1), a limit of two (2) delegations per regular Council meeting is preferred. Each delegation is limited to fifteen (15) minutes including time for questions unless a longer period is agreed to by a 2/3 vote of the members present. Presentation materials such as video and slides by a delegation are included in the time permitted for the delegation.
- (3) Where written application has not been received by the Corporate Officer as prescribed in subsection (1), an individual or delegation may address the meeting if approved by a 2/3 vote of the members present.
- (4) Council shall not act on a request from a delegation until the next regular meeting.
- (5) Council must not permit a delegation to address a Council meeting regarding a bylaw in respect of which a public hearing has been held.
- (6) The Corporate Officer must refuse delegation requests in the following circumstances:
  - (a) If the matter is regarding an issue that is the subject of a staff report not yet presented at a Council meeting;
  - (b) If the matter is regarding an issue for which a public consultation has been held, is ongoing, or is scheduled to be held;
  - (c) If the delegation has previously addressed Council, or a Committee, on the same issue and no new material information is being provided;

- (d) If the matter is regarding the Village's labour relations or other employee relations;
  - (e) If the matter is the subject of a Closed meeting discussion that has not been authorized for release by Council; or
  - (f) If the matter is regarding legal action commenced by the Village or in which the Village has been named as a respondent, and for which judgement has not been rendered.
- (7) For certainty, a person or organization must not address Council on any matter involving an application, project or other initiative that will be or has been dealt with through another process under this bylaw.
- (8) The Corporate Officer may schedule delegations to another Council meeting, COTW or advisory body as deemed appropriate according to the subject matter of the delegation.
- (9) The Corporate Officer may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of Council. If the delegation wishes to appeal the Corporate Officer's decision, the information must be distributed under separate cover to Council for their consideration.
- (10) In accordance with the requirements of the *Community Charter*, a petition filed with the Corporate Officer shall be deemed as presented to Council and must include the full name and residential address of each petitioner.
- (a) Communications addressed to Council which relate to matters that fall within the responsibility of a Village department may be referred directly to that department by the Corporate Officer.
  - (b) If a matter is referred under subsection 10(a), a copy of the communication shall be distributed to each Council member and to the appropriate staff. Upon receipt of the communication, an acknowledgement shall be provided to the writer advising where the matter has been referred.
  - (c) The Corporate Officer has the authority to forward correspondence items to the meeting considered to be most appropriate according to the subject matter.
  - (d) An appeal from any referral under subsections 10(a) and 10(c), may be made to the Chief Administrative Officer who shall determine the final disposition of the matter.
  - (e) All petitions or other written communications which require a report may be referred to the Chief Administrative Officer through a formal motion.
- (11) Following a presentation by a delegation, and prior to the delegation being dismissed, the presiding member may at their discretion, provide members of the public in attendance, including those participating electronically, with an opportunity to ask questions of the delegation.

- (12) At the time of application, delegations shall be advised that they may be asked questions by members of the public following their presentation.
- (13) A delegation may indicate at the time of application whether their presentation is:
  - (a) open to questions from the public; or
  - (b) for information only, in which case no public questions will be permitted.
- (14) All questions from the public shall:
  - (a) be directed through the presiding member;
  - (b) be limited in time and scope consistent with the rules governing Public Input under section 36; and
  - (c) not include debate, commentary, or grandstanding, as determined by the presiding member.
- (15) The presiding member may:
  - (a) determine who may ask questions and the order of speakers;
  - (b) limit the number and duration of questions; and
  - (c) terminate the question period where it is not conducted in accordance with this bylaw or becomes disruptive.

**Public Input**

- 36 (1) The following conditions apply to all Public Input:
  - (a) No more than 15 minutes will be allocated to Public Input;
  - (b) Input should be limited to 2 minutes per question or point each and respect equal opportunity for other community members in the gallery;
  - (c) Should only be regarding an item on the current Council agenda;
  - (d) Items put forth must not be regarding topics which are normally dealt with by Village staff as a matter of routine;
  - (e) Individuals must state their name and address for identification purposes;
  - (f) Public Input shall be addressed through the Chair and answers given likewise;

- (g) Debates with or by individual Council members, staff members or members of the public are not allowed;
- (h) No commitments shall be made by Council in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council.

#### **Points of order**

- 37 (1) Without limiting the presiding member's duty under section 132(1) [*Authority of presiding member*] of the *Community Charter*, the presiding member must apply the correct procedure to a motion
- (a) if the motion is contrary to the rules of procedure in this bylaw; and
  - (b) whether or not another Council member has raised a point of order in connection with the motion.
- (2) When the presiding member is required to decide a point of order
- (a) the presiding member must cite the applicable rule or authority if requested by another Council member;
  - (b) another member must not question or comment on the rule or authority cited by the presiding member under paragraph (a);
  - (c) the presiding member may reserve the decision until the next Council meeting.

#### **Conduct and debate**

- 38 (1) A Council member may speak to a question or motion at a Council meeting only if that member first addresses the presiding member.
- (2) Members must address the presiding member by that person's title of Mayor, acting Mayor, or Councillor.
- (3) Members must address other non-presiding members by the title Councillor.
- (4) A member must not interrupt a member who is speaking except to raise a point of order.
- (5) If more than one member speaks the presiding member must call on the member who, in the presiding member's opinion, first spoke.
- (6) Members who are called to order by the presiding member
- (a) must immediately stop speaking;
  - (b) may explain their position on the point of order; and
  - (c) may appeal to Council for its decision on the point of order in accordance with section 132 [*Authority of presiding member*] of the *Community Charter*.
- (7) Members speaking at a Council meeting

- (a) must use respectful language;
  - (b) must not use offensive gestures or signs;
  - (c) must speak only in connection with the matter being debated;
  - (d) may speak about a vote of Council only for the purpose of making a motion that the vote be rescinded; and
  - (e) must adhere to the rules of procedure established under this bylaw and to the decisions of the presiding member and Council in connection with the rules and points of order.
- (8) If a member does not adhere to subsection (7), the presiding member may order the member to leave the member's seat, and
- (a) if the member refuses to leave, the presiding member may cause the member to be removed by a peace officer from the member's seat; and
  - (b) if the member apologizes to Council, Council may, by resolution, allow the member to retake the member's seat.
- (9) A member may require the question being debated at a Council meeting to be read at any time during the debate if that does not interrupt another member who is speaking.
- (10) The following rules apply to limit speech on matters being considered at a Council meeting:
- (a) a member may speak more than once in connection with the same question only
    - (i) with the permission of Council, or
    - (ii) if the member is explaining a material part of a previous speech without introducing a new matter;
  - (b) a member who has made a substantive motion to Council may reply to the debate;
  - (c) a member who has moved an amendment, or an instruction to a Committee may not reply to the debate;
  - (d) a member may speak to a question, or may speak in reply, for longer than a total time of 10 minutes only with the permission of Council.

**Motions generally**

- 39 (1) Council may debate and vote on a motion only if it is first made by one Council member and then seconded by another.
- (2) A motion that deals with a matter that is not on the agenda of the Council meeting at which the motion is introduced may be introduced with Council's permission.
- (3) A Council member may make only the following motions, when Council is considering a question:

- (a) to refer to Committee;
  - (b) to amend;
  - (c) to lay on the table;
  - (d) to postpone indefinitely;
  - (e) to postpone to a certain time;
  - (f) to move the previous question;
  - (g) to adjourn.
- (4) A motion made under section (3)(c) to (g) is not amendable or debatable.
  - (5) Council must vote separately on each distinct part of a question that is under consideration at a Council meeting if requested by a Council member.
  - (6) A Council member who voted affirmatively for a resolution adopted by Council may at any time move to rescind that resolution subject to the restrictions set out in Section (4).

**Motion to commit**

- 40 Until it is decided, a motion made at a Council meeting to refer to Committee precludes an amendment of the main question.

**Motion for the main question**

- 41 (1) In this section, "main question", in relation to a matter, means the motion that first brings the matter before Council.
- (2) At a Council meeting, the following rules apply to a motion for the main question, or for the main question as amended:
  - (a) if a member of Council moves to put the main question, or the main question as amended, to a vote, that motion must be dealt with before any other amendments are made to the motion on the main question; and
  - (b) if the vote is decided in the negative, Council may again debate the question, or proceed to other business.

**Amendments generally**

- 42 (1) A Council member may, without notice, move to amend a main question that is being considered at a Council meeting.
- (2) An amendment may propose removing, substituting for, or adding to the words of a main question.
- (3) A proposed amendment must be reproduced in writing by the mover if requested by the presiding member.

- (4) A proposed amendment must be decided or withdrawn before the motion being considered is put to a vote unless there is a call for the main question.
- (5) An amendment may be amended once only.
- (6) An amendment that has been negated by a vote of Council cannot be proposed again.
- (7) A Council member may propose an amendment to an adopted amendment.
- (8) The presiding member must put the main question and its amendments in the following order for the vote of Council:
  - (a) a motion to amend a motion amending the main question;
  - (b) a motion to amend the main question, or an amended motion amending the main question if the vote under paragraph (a) is positive; and
  - (c) the main question.

**Notice of Motion**

- 43 (1) Any Council member may give a "Notice of Motion" respecting an item which he or she intends to present by giving a copy of the motion to the Corporate Officer during a Council meeting and upon the Council member being acknowledged by the Mayor and the Notice of Motion being read to the meeting.
- (2) A copy of the motion presented under Section 43.1 shall appear in the Minutes of that meeting as a "Notice of Motion". The Corporate Officer shall place the motion on the Agenda of the next Council meeting, or other future meeting designated by the Council member bringing forward the Notice of Motion.

**Reconsideration by Mayor**

- 44 (1) Without limiting the authority of Council to reconsider a matter, the Mayor may require Council to reconsider and vote again on a matter that was the subject of a vote.
- (2) As restrictions on the authority under subsection (1),
  - (a) the Mayor may only initiate a reconsideration under this section
    - (i) at the same Council meeting as the vote took place, or
    - (ii) within the 30 days following that meeting, and
  - (b) a matter may not be reconsidered under this section if
    - (i) it has had the approval of the electors or the assent of the electors and was subsequently adopted by Council, or
    - (ii) there has already been a reconsideration under this section or section 43 in relation to the matter.

- (3) On a reconsideration under this section, Council
  - (a) must deal with the matter as soon as convenient; and
  - (b) on that reconsideration, has the same authority it had in its original consideration of the matter, subject to the same conditions that applied to the original consideration.
- (4) If the original decision was the adoption of a bylaw or resolution and that decision is rejected on reconsideration, the bylaw or resolution is of no effect and is deemed to be repealed.

**Reconsideration by Council member**

- 45 (1) Subject to subsection (6), a Council member may, at the next Council meeting,
  - (a) move to reconsider a matter on which a vote, other than to postpone indefinitely, has been taken; and
  - (b) move to reconsider an adopted bylaw after an interval of at least 24 hours following its adoption.
- (2) A Council member who voted affirmatively for a resolution adopted by Council may at any time move to rescind that resolution.
- (3) Council must not discuss the matter referred to in subsection (1) unless a motion to reconsider that matter is adopted in the affirmative.
- (4) A vote to reconsider must not be reconsidered.
- (5) Council may reconsider a matter only when it has not
  - (a) had the approval or assent of the electors and been adopted;
  - (b) been reconsidered under subsection (1) or section; or
  - (c) been acted on by an officer, employee, or agent of the Village.
- (6) If the original decision was the adoption of a bylaw or resolution and that decision is rejected on reconsideration, the bylaw or resolution is of no effect and is deemed to be repealed.
- (7) A bylaw, resolution, or proceeding that is reaffirmed under subsection (1) or section 44 is as valid and has the same effect as it had before reconsideration.

**Privilege**

- 46 (1) In this section, a matter of privilege refers to any of the following motions:
  - (a) fix the time to adjourn;
  - (b) adjourn;

- (c) recess;
  - (d) raise a question of privilege of Council; and
  - (e) raise a question of privilege of a member of Council.
- (2) A matter of privilege must be immediately considered when it arises at a Council meeting.
- (3) For the purposes of subsection (2), a matter of privilege listed in subsection (1) has precedence over those matters listed after it.

### **Reports from Committees**

- 47 Council may take any of the following actions in connection with a recommendation it receives from COTW, a Committee, or other body of Council:
- (a) adopt or affirm the recommendation;
  - (b) amend the recommendation;
  - (c) refer the recommendation back to the COTW or other Committee or body of Council which made the recommendation; and
  - (d) postpone its consideration of the recommendation.

### **Adjournment**

- 48 (1) A Council may continue a Council meeting after 10:00 p.m. only by an affirmative vote of 2/3 of the Council members present.
- (2) A motion to adjourn either a Council meeting or the debate at a Council meeting is always in order if that motion has not been preceded at that meeting by the same motion.
- (3) Subsection (2) does not apply to either of the following motions:
- (a) a motion to adjourn to a specific day; or
  - (b) a motion that adds an opinion or qualification to a preceding motion to adjourn.

## **PART 7 – BYLAWS**

### **Copies of proposed bylaws to Council members**

- 49 A proposed bylaw may be introduced at a Council meeting only if a copy of it has been delivered to each Council member at least 24 hours before the Council meeting or if all Council members unanimously agree to waive this requirement.

### **Form of bylaws**

- 50 A bylaw introduced at a Council meeting must
- (a) be printed;

- (b) have a distinguishing name;
- (c) have a distinguishing number;
- (d) contain an introductory statement of purpose; and
- (e) be divided into sections.

**Bylaws to be considered separately or jointly**

- 51 Council must consider a proposed bylaw at a Council meeting either
- (a) separately when directed by the presiding member or requested by another Council member; or
  - (b) jointly with other proposed bylaws in the sequence determined by the presiding member.

**Reading and adopting bylaws**

- 52 (1) A bylaw must receive three readings before it can proceed to final adoption. This process allows Council to provide input into the bylaw and make necessary changes before it is adopted. The various “readings” are taken to mean:
- (a) first reading – tabling or introduction;
  - (b) second reading – discussion in principle and on the content of the bylaw;
  - (c) third reading – final discussion, including any changes made along the way.
- (2) The readings of the bylaw may be given by stating its title and object.
- (3) A proposed bylaw may be debated and amended at any time during the first three readings unless prohibited by the *Community Charter*. Once third reading is complete changes can still be made to the bylaw, however, third reading must be repealed and the bylaw read a third time again.
- (4) Subject to section 477 [*Adoption procedures for official community plan*] of the *Local Government Act*, each reading of a proposed bylaw must receive the affirmative vote of a majority of the Council members.
- (5) In accordance with section 135 [*Requirements for passing bylaws*] of the *Community Charter*, Council may give two or three readings to a proposed bylaw at the same Council meeting.
- (6) Bylaws that do not require provincial or other approval, must have at least one clear day between third reading and final adoption of a bylaw.
- (7) Despite section 135(3) [*Requirement for passing bylaws*] of the *Community Charter*, and in accordance with section 480 [*Adoption of municipal zoning bylaw*] of the *Local Government Act*, Council may adopt a proposed official community plan bylaw or zoning bylaw at the same meeting at which the bylaw passed third reading.

### **Bylaws must be signed**

- 53 After a bylaw is adopted and signed by the Corporate Officer and the presiding member of the Council meeting at which it was adopted, the Corporate Officer must have it placed in the Village 's records for safekeeping and endorse upon it
- (a) the dates of its readings and adoption; and
  - (b) the date of ministerial approval or approval of the electorate if applicable.

## **PART 8 - RESOLUTIONS**

### **Copies of resolutions to Council members**

- 54 A resolution may be introduced at a Council meeting only if a copy of it has been delivered to each Council member at least 24 hours before the Council meeting or if all Council members unanimously agree to waive this requirement.

### **Form of resolution**

- 55 A resolution introduced at a Council meeting must be printed.

### **Introducing resolutions**

- 56 The presiding member of a Council meeting may
- (a) have the Corporate Officer read the resolution; and
  - (b) request a motion that the resolution be introduced.

## **PART 9 - COMMITTEE OF THE WHOLE**

### **Going into COTW**

- 57 (1) At any time during a Council meeting, Council may by resolution go into COTW.
- (2) In addition to subsection (1), a meeting, other than a Standing or Select Committee meeting, to which all members of Council are invited to consider but not to decide on matters of the Village 's business, is a meeting of COTW.
- (3) A COTW meeting may be scheduled at the discretion of the Corporate Officer or at the request of a majority of Council to provide an opportunity for open dialogue in regard to a matter prior to consideration at a future Council meeting.

### **Notice for COTW meetings**

- 58 (1) Subject to subsection (2), a notice of the day, hour and place of a COTW meeting must be given at least 24 hours before the time of the meeting by
- (a) posting a copy of the notice at the Public Notice Posting Place and Village website, and

- (b) emailing a copy of the notice to each Council member.
- (2) Subsection (1) does not apply to a COTW meeting that is called, in accordance with section 57, during a Council meeting for which public notice has been given under sections 23 or 24.
- (3) A COTW meeting for which public notice has been given under sections 23 or 24 may be cancelled by resolution of Council or at the discretion of the Mayor with the consent of the majority of Council members, provided the Corporate Officer is given at least two (2) days written notice.

**Minutes of COTW meetings to be maintained and available to public**

- 59 Minutes of the proceedings of COTW must be
- (a) legibly recorded;
  - (b) certified by the Corporate Officer;
  - (c) signed by the member presiding at the meeting; and
  - (d) open for public inspection in accordance with section 97(1)(c) [*Other records to which public access must be provided*] of the *Community Charter*; and
  - (e) be included on the agenda of the next regularly scheduled meeting of Council.

**Presiding members at COTW meetings and quorum**

- 60
- (1) The Deputy Mayor shall be presiding member of the COTW.
  - (2) If the Deputy Mayor is not present, the members of Council attending a meeting of the COTW must appoint a presiding member for the COTW meeting.
  - (3) The quorum of COTW is the majority of Council members.

**Points of order at meetings**

- 61 The presiding member must preserve order at a COTW meeting and, subject to an appeal to other members present, decide points of order that may arise.

**Conduct and debate**

- 62 The following rules apply to COTW meetings:
- (a) a member may speak any number of times on the same question; and
  - (b) a member must not speak longer than a total of 10 minutes on any one question.

**Voting at meetings**

- 63
- (1) Votes at a COTW meeting must be taken by a show of hands if requested by a member.
  - (2) The presiding member must declare the results of voting.

## **Reports**

- 64 (1) COTW may consider reports and bylaws only if
- (a) they are printed and the members each have a copy; or
  - (b) a majority of the Council members present decide without debate that the requirements of paragraph (a) do not apply.
- (2) A motion for COTW to rise and report to Council must be decided without debate.

## **Rising without reporting**

- 65 (1) A motion made at a COTW meeting to rise without reporting
- (a) is always in order and takes precedence over all other motions;
  - (b) may be debated; and
  - (c) may not be addressed more than once by any one member.
- (2) If a motion to rise without reporting is adopted by COTW at a meeting constituted under section 57(1), the Council meeting must resume and proceed to the next order of business.

## **PART 10 – COMMITTEES**

### **Duties of Standing Committees**

- 66 (1) Standing Committees must consider, inquire into, report, and make recommendations to Council about all of the following matters:
- (a) matters that are related to the general subject indicated by the name of the Committee;
  - (b) matters that are assigned by Council; and
  - (c) matters that are assigned by the Mayor.
- (2) Standing Committees must report and make recommendations to Council at all of the following times:
- (a) in accordance with the schedule of the Committee's meetings; and
  - (b) on matters that are assigned by Council or the Mayor
    - (i) as required by Council or the Mayor, or
    - (ii) at the next Council meeting if Council or the Mayor does not specify a time.

### **Duties of Select Committees**

- 67 (1) Select Committees must consider, inquire into, report, and make recommendations to Council about the matters referred to the Committee by Council.
- (2) Select Committees must report and make recommendations to Council at the next Council meeting unless Council specifies a different date and time.

### **Schedule of Committee meetings**

- 68 (1) At its first meeting after its establishment, a Standing or Select Committee must establish a regular schedule of meetings if the meeting schedule has not been set out in the Committee's terms of reference.
- (2) The chair of a Committee may call a meeting of the Committee in addition to the scheduled meetings or may cancel a meeting.

### **Notice of Committee meetings**

- 69 (1) Subject to subsection (2), after the Committee has established the regular schedule of Committee meetings, including the times, dates and places of the Committee meetings, notice of the schedule must be given by
- (a) posting a copy of the schedule at the Public Notice Posting Place and the Village website; and
- (b) providing a copy of the schedule to each member of the Committee.
- (2) Where revisions are necessary to the annual schedule of Committee meetings, the Corporate Officer must, as soon as possible, post a notice at the Public Notice Posting Place and Village website which indicates any revisions to the date, time and place or cancellation of a Committee meeting.
- (3) The chair of a Committee must cause a notice of the day, time and place of a meeting called under section 68(2) be given to all members of the Committee at least 24 hours before the time of the meeting.

### **Attendance at Committee meetings**

- 70 Council members who are not members of a Committee may attend the meetings of the Committee.

### **Minutes of Committee meetings to be maintained and available to public**

- 71 Minutes of the proceedings of a Committee must be
- (a) legibly recorded;
- (b) certified by the Corporate Officer;
- (c) signed by the chair or member presiding at the meeting; and
- (d) open for public inspection in accordance with section 97(1)(c) [*Other records to which public access must be provided*] of the *Community Charter*; and

- (e) be included on the agenda of the next regularly scheduled meeting of Council.

### **Quorum**

72 The quorum for a Committee is a majority of all of its members.

### **Conduct and debate**

- 73 (1) The rules of the Council procedure must be observed during Committee meetings, so far as is possible and unless as otherwise provided in this bylaw.
- (2) Council members attending a meeting of a Committee, of which they are not a member, may participate in the discussion.

### **Voting at meetings**

74 Council members attending a meeting of a Committee of which they are not a member must not vote on a question.

## **PART 11 - COMMISSIONS**

### **Schedule of commission meetings**

- 75 (1) At its first meeting after its establishment, a commission must establish a regular schedule of meetings if the meeting schedule has not been set out in the Committee's terms of reference.
- (2) The chair of a commission may call a meeting of the commission in addition to the scheduled meetings or may cancel a meeting.

### **Notice of commission meetings**

- 76 (1) Subject to subsection (2), after the commission has established the regular schedule of commission meetings, including the times, dates and places of the commission meetings, notice of the schedule must be given by
  - (a) posting a copy of the schedule at the Public Notice Posting Place and Village website; and
  - (b) providing a copy of the schedule to each member of the commission.
- (2) Where revisions are necessary to the annual schedule of the commission meetings, as soon as possible, post notice at the Public Notice Posting Place and Village website which indicates any revisions to the date, time and place or cancellation of a commission meeting.
- (3) The chair of a commission must cause a notice of the day, time and place of a meeting called under section 75(2) to be given to all members of the commission at least 24 hours before the time of the meeting.

### **Minutes of commission meetings to be maintained and available to the public**

77 Minutes of the proceedings of a commission must be:

- (a) legibly recorded;
- (b) signed by the recording secretary;
- (c) signed by the chair or a member presiding at the meeting, and open for public inspection in accordance with section 97(1)(c) [*Other records to which public access must be provided*] of the *Community Charter*; and
- (d) be included on the agenda of the next regularly scheduled meeting of Council.

**Quorum**

78 The quorum of a commission is a majority of all of its members.

**Conduct and Debate**

79 The rules of the Council procedure must be observed during commission meetings, so far as is possible and unless as otherwise provided in this bylaw.

**PART 12 – GENERAL**

80 If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

81 This bylaw may not be amended or repealed and substituted unless Council first gives notice in accordance with section 94 [*Requirements for public notice*] of the *Community Charter*.

82 “Village of Ashcroft Council Procedures Bylaw No. 834, 2020”, and amendments made thereto, is hereby repealed.

83 This bylaw comes into force and effect as of the date of adoption.

READ A FIRST TIME this	11 <sup>th</sup>	MAY	,2026
READ A SECOND TIME this	11 <sup>th</sup>	MAY	,2026
READ A THIRD TIME this	11 <sup>th</sup>	MAY	,2026
ADOPTED this		MAY	,2026

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Daniela Dyck, Chief Administrative Officer

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Barbara Roden, Mayor

*Certified to be a true and correct copy of  
Bylaw No. 888 as adopted by Council.*

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Daniela Dyck, Chief Administrative Officer

## STAFF REPORT TO COUNCIL – OPEN MEETING

**DATE:** May 25, 2026  
**FROM:** Reggie Amyotte, BEO  
**SUBJECT:** Q1 Report to Council

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### **RECOMMENDATION**

*For Information Only*

#### **Purpose:**

The purpose of this report is to provide Council with a summary of bylaw enforcement activity for the first quarter of 2026.

Prepared by:



Reggie Amyotte,  
Inter-Community Bylaw Enforcement Officer,

Approved for submission to Council:



Daniela Dyck,  
Chief Administrative Officer

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### **Discussion**

This report presents bylaw enforcement complaint activity for the first quarter of 2026 (January through March).

January recorded the highest volume of incoming complaints with 19 carried over and 4 new, while February and March each saw lower incoming totals of 12 and 13 carried over respectively. Resolution activity was strongest in January (11 resolved) and March (7 resolved), with February showing the lowest resolution count at 3.

#### **Complaint Activity by Category**

##### **Dog Complaints**

Dog complaints were active in every month of the quarter. January opened with 4 carried-over complaints and 2 new ones, with 3 resolved by month end. February carried forward 3 and added 1 new complaint, though none were resolved that month. March again carried 4 complaints, received 2 new ones, and resolved 3, ending the quarter with 3 still outstanding. This category remains one of the most consistently active enforcement areas and warrants continued monitoring.

##### **Unightly Premises**

Unightly premises complaints show a persistent backlog with no resolution activity in January or February, and only 1 resolved in March. Six complaints were carried into January, and this number held steady through February with no new complaints or resolutions. March added 2 new complaints and resolved 1, leaving 7 outstanding at quarter end.

### **Vehicles, Trailers, and RVs**

This category was consistently active throughout the quarter. January carried 5 complaints, received 2 new ones, and resolved 4. February carried 3, received 1, and resolved 2. March carried 2 with no new complaints and resolved 2, ending March with no outstanding complaints in this category. The downward trend in active complaints over the quarter reflects effective resolution.

### **Overgrown, Dry, or Dead Trees**

Tree-related complaints were minimal in January and February, with 1 carried over and resolved in January and no activity in February. However, March saw a notable spike of 5 new complaints received, with none resolved during the month. This increase likely reflects seasonal conditions as spring approaches and may require proactive communication to residents prior to the summer fire season.

### **Zoning**

Zoning complaints were limited to January, which opened with 2 carried-over complaints, both of which were resolved with no new complaints received. February and March recorded no zoning activity, suggesting these matters were dealt with effectively.

### **Fire Hazard**

Fire hazard complaints were low in volume but appeared across January and February. January carried 1 complaint and resolved it, while February received 1 new complaint which was also resolved, ending each month with no outstanding fire hazard files. March recorded no fire hazard activity.

### **Traffic Control**

Traffic control complaints emerged for the first time in March, with 2 new complaints received. As these were not resolved within March, they will carry forward into April.

### **Rooster**

Rooster complaints, while low in volume, appeared in both February and March. One new complaint was received in February, and March carried that complaint forward while receiving no new ones; however, 1 was resolved by the end of the first quarter.

### **Categories with No Activity**

The following categories recorded no complaints in any month during the first quarter of 2026: Watering Restrictions, Noise, Snow Removal, Outdoor Burning, Sign Bylaw, and Business License. While no enforcement action was required, these categories will continue to be tracked and reported.

### **Fire Pit Inspections**

Fire pit inspections were conducted across all three months of the quarter. First-time inspections totalled 5, with 2 completed in January, none in February, and 3 in March. Renewals totalled 7, with 3 processed in January, 2 in February, and 2 in March. The absence of first-time inspections in February may reflect scheduling or seasonal demand and is not considered

## **Conclusion**

As we transition into the second quarter and the arrival of spring, the community has come together with a shared commitment to fire safety and the protection of the Village. In partnership with the FireSmart Coordinator, a proactive initiative has been launched to identify and address fire hazards across village properties, with a particular focus on cedar and juniper trees and bushes, which are known to carry a significant fire load. A thorough drive-through of the Village was conducted to document properties with these fire-prone species, laying the groundwork for a coordinated, community-wide response.

Through this collaborative effort, the FireSmart Coordinator has arranged for a chipping truck to visit the Village, offering residents a practical and accessible way to reduce fire risk right at their doorstep. Properties identified as carrying a higher risk due to dead and dried trees were contacted directly by letter, providing owners with a clear timeline for removal and ensuring no one is left without support or options. This is truly a community-driven initiative, one where residents, local coordinators, and service providers are working side by side to make our Village safer for everyone. The chipping days were scheduled for April 20-23, 2026, and were a huge success.

## **Strategic/Municipal Objectives**

### **Legislative Authority**

### **Financial Implications**

### **Attachment Listing**

Bylaw Actionable Items Table

### Bylaw Actionable Items Table

Task	Jan-26			Feb-26			Mar-26		
	Carried Over	New	Resolved	Carried Over	New	Resolved	Carried Over	New	Resolved
Dog Complaints	4	2	3	3	1	0	4	2	3
Unightly Complaints	6	0	0	6	0	0	6	2	1
Watering	0	0	0	0	0	0	0	0	0
Vehicles/trailers/RV	5	2	4	3	1	2	2	0	2
Overgrown/dry/dead Trees	1	0	1	0	0	0	0	5	0
Zoning	2	0	2	0	0	0	0	0	0
Noise	0	0	0	0	0	0	0	0	0
Snow Removal	0	0	0	0	0	0	0	0	0
Traffic control	0	0	0	0	0	0	0	2	0
Fire Hazard	1	0	1	0	1	1	0	0	0
Outdoor Burning	0	0	0	0	0	0	0	0	0
Sign bylaw	0	0	0	0	0	0	0	0	0
Business license	0	0	0	0	0	0	0	0	0
Rooster	0	0	0	0	1	0	1	0	1
<b>TOTAL</b>	<b>19</b>	<b>4</b>	<b>11</b>	<b>12</b>	<b>4</b>	<b>3</b>	<b>13</b>	<b>11</b>	<b>7</b>
Fire Pit Inspections (1st time)		2			0			3	
Fire Pit Renewals		3			2			2	

## **LGCEA Conference Summary – April 14–17, 2026**

BC Local Government Bylaw Officers

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### **APRIL 14 – Pre-Conference Training Day**

*Building Trust & Achieving Compliance: Conflict Communication Skills for Bylaw Officers* Instructor: Sabina Smith (Bylaw Officer & Registered Adjudicator) | 8:30 am – 4:30 pm

- Conflict behaviour stems from a defensive response to perceived threat
- Covered the flight, fight, freeze, and fawn responses and how to work through them
- Practiced distinguishing valuing statements from deciding statements in group exercises
- Emphasized responding thoughtfully rather than reacting instinctively

Evening: Dinner and meet-and-greet with vendor tables (safety equipment, AI education, animal behaviour programs, SPCA) and networking with new and returning members.

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### **APRIL 15 – Conference Day One**

Session 1: Bylaw Adjudication: The Rules, the Roles, the Reality Presenter: Sabina Smith

- Hearing rooms should be informal and non-threatening – neutral lighting, same-level seating, clear exits
- Evidence packages must be clear, relevant, and properly sequenced with the ticket at the front
- Common mistakes: wrong bylaw section, unmatched evidence, vague wording
- Offences must reference a specific date, not a period of time
- Screening officers: use a leader statement, pause, then state the decision – provide recourse before rationale

Session 2: Making Reasonable and Fair Local Government Decisions Presenter: Matthew Voell, Lidstone & Company

- Strong documentation is essential: detailed descriptions, accurate dates, and ample photographs
- Voluntary compliance should be exhausted before fines are issued
- Evidence quality and continuity are critical for court proceedings
- Will assess likelihood of success before proceeding to trial

Session 3: How I Learned to Stop Worrying and Love the Bot – AI for Bylaw Enforcement Presenter: Zach Currie, GovLaw

- AI has legitimate uses, including drafting correspondence
- AI-generated evidence from defendants is increasingly difficult to detect
- Methods exist to challenge AI-fabricated evidence in court

- Reliability of AI output must be carefully considered before use in enforcement

Session 4: BC's Community Integration Services Branch – Collaborating with Local Government  
Presenters: BC CISB Representatives

- Provides services for unhoused and vulnerable populations across BC
- Offers housing support and healthcare connections
- Works alongside police agencies and local governments
- Good opportunity to identify local contacts and build community partner networks

Session 5: BC's Short-Term Rental Compliance and Enforcement Unit Presenters: BC STCEU

- Updates and Q&A on short-term rental enforcement across BC
- Most relevant for communities with significant short-term rental activity

Evening: Dinner provided, followed by a social event hosted by GovLaw.

## **APRIL 16 – Conference Day Two**

Session 1: Top Ten Punches That Derail Your Legal Action Presenter: Troy Desouza, GovLaw (25 years in local government law)

1. Proving the elements of your offence – address evidence gaps, hearsay, and cross-examination issues
2. Multiple lawsuits can derail injunctions – expose inconsistencies and contradictions
3. Exhaust all administrative processes before going to court
4. Capacity issues – engage the Public Guardian & Trustee of BC
5. Elected officials reacting to media – manage expectations and provide regular updates
6. Jordan's Principle – file early, confirm waiver of prejudice, obtain early hearing dates
7. Evidence from other authorities – contact agencies like ALC or MoTH for supporting material
8. Dual dangerous dog processes – keep the dog application and owner charges separate, join for trial
9. Delays favour the defence – fix hearing dates and request case conferences with the judge
10. Judges with minds made up – the only remedy is appeal

Session 2: Investigation and Enforcement of Building Bylaws and Codes Presenters: Sara Dubinsky & Matthew Voell, Lidstone & Company

- Document everything; respect privacy expectations and provide advance notice before accessing property
- Obtain warrants and ensure they are properly completed
- Demand letters and compliance orders must be correctly prepared
- Stay in your lane – bylaw officers should not provide building inspector advice
- Notices on title and Remedial Action Requirements require thorough and complete processes
- Building code decisions can be appealed to the Independent Administrative Tribunal under Part 4 of the Building Act

Final Session: Getting Around "Grandfather Clauses" – the Law of Lawful Non-Conforming Use  
Presenters: Elizabeth Anderson & Nathan Ruston, Young Anderson

- Covered definitions and application of lawful non-conforming use in zoning and land use planning
- Extensive use of case law to illustrate key principles
- Useful reference for handling non-conforming use issues in the field

Evening: Annual banquet with awards for long-serving officers and special recognition for officers who performed life-saving interventions.



Committee Member, Ashcroft Plein Air 2026  
Winding Rivers Arts and Performance Society (WRAPS)  
BOX 1265 Ashcroft BC

May 14, 2026

Re: Request for Door Prizes in support of Ashcroft Plein Air 2026

Dear Mayor and Council:

WRAPS and Ashcroft Plein Air 2026 would be delighted to partner with you for this year's celebration of art, creativity, and community. We are seeking in-kind door prize donations to support the weekend's activities, taking place June 5-7.

Each year, Ashcroft Plein Air brings up to across the province 50 artists from—and beyond—to be inspired by our landscapes and heritage buildings. Over the weekend, artists fill the village with colour and creativity as they paint, sketch, photograph, and film outdoors. On June 7, the community gathers at St. Alban's Hall for the Wet Paint Show and Sale, accompanied by live local music.

Last year, eleven local businesses and organizations contributed in-kind support, and two youth artists participated through sponsorship from Desert Sands Community School and Ashcroft Plein Air. We are excited to continue offering youth the chance to learn, create, and exhibit alongside professional artists from across Canada and internationally.

Your in-kind support would help make this event even more meaningful for our community.

Please feel free to contact me at 780 264 3405 if you have any questions.

Thank you in advance for considering this exciting partnership.

Sincerely,

Heidi Adler  
Committee Member



**From:** Maya Stodola <[mstodola@tnrd.ca](mailto:mstodola@tnrd.ca)>

**Sent:** Wednesday, May 20, 2026 8:43 AM

**Cc:** Marnie Jeremiah <[mjeremiah@tnrd.ca](mailto:mjeremiah@tnrd.ca)>; Jamie Vieira <[jvieira@tnrd.ca](mailto:jvieira@tnrd.ca)>

**Subject:** TNRD Search and Rescue Service Establishment and Loan Authorization AAP

Good morning,

As of May 26th, the TNRD will be posting notice about the Alternative Approval Process (AAP) for the TNRD Search and Rescue Service Establishment and Loan Authorization. We are asking for your support and assistance in sharing notice and information about the TNRD Search and Rescue Service AAP with your residents.

We kindly ask that you:

- Designate a contact person in the municipal office for this process
- Display information sheets about the TNRD Search and Rescue Service AAP at your municipal office front desk
- Display posters about the TNRD Search and Rescue Service AAP on public notice boards
- Share TNRD information through your social media channels and your website
- Maintain a stock of electoral approval forms so residents who may not be as tech-savvy can pick up hard copies
- Receive signed electoral approval forms and store them securely in the envelope provided by the TNRD
- Encourage all residents to complete forms online and email them directly to the TNRD in order to avoid any additional work at the municipal office

TNRD staff will check in with the designated municipal staff on a weekly basis. In addition, the TNRD may request that forms be scanned and sent in, or we will coordinate the pickup of signed forms, depending on how many are received.

Please share this message with other staff responsible for communications.

Thank you



The Region of BC's Best

## Maya Stodola

Student, Policy and External Relations,  
Thompson-Nicola Regional District

300 - 465 Victoria Street | Kamloops, BC | V2C 2A9

Office: (250) 377-8673

[tnrd.ca](http://tnrd.ca)

*Located on the traditional Tk'emlúps te Secwépemc territory,  
within the unceded, ancestral lands of the Secwépemc Nation.*

The information contained in this transmission may contain privileged and confidential information of the TNRD – Thompson-Nicola Regional District. It is intended for review only by the person(s) named above. Dissemination, distribution or duplication of this communication is strictly prohibited by a he intended recipient, please contact the sender by reply email and destroy all copies of the original message. Thank you.

**From:** FOR Thompson Okanagan Region FLP FOR:EX <[TORegionFLP@gov.bc.ca](mailto:TORegionFLP@gov.bc.ca)>  
**Sent:** May 20, 2026 2:46 PM  
**To:** Courtney Dash <[admin@ashcroftbc.ca](mailto:admin@ashcroftbc.ca)>  
**Subject:** Thompson River Watersheds Forest Landscape Plan - Public Open House & Survey

Hello,

You are invited to participate in the Thompson River Watersheds Forest Landscape Plan - Public Open House & Survey! Survey details can be found in the email below.

The Province of BC in collaboration with 17 First Nation communities within the Secwepemc, Nlaka’pamux, Syilx, and St’at’imc Nations are working together to co-lead the development of a Forest Landscape Plan (FLP) overlapping your municipality.

The FLP area is located within the Thompson Okanagan Region. The area includes the South Thompson River Watershed within the Okanagan Timber Supply Area (TSA) and the Kamloops TSA excluding the Nicola River Watershed.



The next step in our process is engaging with the public to understand the values and priorities for forest ecosystems in the Thompson area. To do so we will be hosting open houses from 6:30pm to 8:00pm at the following locations:

Date	Location	Address
01-Jun-26	Clearwater	Dutch Lake Community Centre - 209 Dutch Lake Road
02-Jun-26	Barriere	The Ridge Gym - 4936 Barriere Town Road
03-Jun-26	Chase	Chase Community Hall - 547 Shuswap Ave
04-Jun-26	Salmon Arm	Little Mountain Fieldhouse - 250 30 St SE
08-Jun-26	Vernon	Coldstream Community Hall - 9909 Kalamalka Rd
09-Jun-26	Kamloops	Sandman Centre (Kamloops Kia Lounge) - 300 Lorne St
10-Jun-26	Ashcroft	Ashcroft Community Hall - 601 Bancroft Street

The Vernon, Kamloops, and Ashcroft Open Houses will also include information for the tmíx<sup>w</sup> naqscn FLP, adjacent to the Thompson River Watersheds FLP and overlaps with the Nicola Watershed Governance Partnership and has complementary values and management strategies. The tmíx<sup>w</sup> naqscn FLP includes the Nicola, Similkameen and Nicomen watersheds in the southern interior of the province beginning south of Lillooet and Kamloops and continuing south to the US border, between, but not including Hope nor Penticton/Kelowna (more info can be found here [tmíx<sup>w</sup> naqscn Forest Landscape Plan - Project Details - Planning in Partnership](#)).

We are also asking the public to complete the following survey: [Thompson River Watersheds Forest Landscape Plan - govTogetherBC](#)

More information can be found in the following links:

- planning in partnership: [Home - Planning in Partnership](#)
- Info-bulletin: [BC Gov News](#)

We invite you to attend or to contact this email if you would like a more intimate level of engagement.

Thank you for your time,



Strategic Initiatives Branch | Thompson Okanagan Region  
Ministry of Forests



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 8, 2026

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

**Attention: Mayor Barbara Roden**

**Subject: 2026 Economic Development Capacity Building  
Northern Development Project Number IA-12804**

Thank you for your application to the 2026 Economic Development Capacity Building program. Northern Development is pleased to advise you that your application has been approved up to \$50,000 to support wages for the Economic Development & Tourism Coordinator position.

Funding under this program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Complete reporting is due by February 28, 2027. Reporting materials can be found on Northern Development's website at [www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/](http://www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/).

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 & Tourism Coordinator, Village of Ashcroft

# Seasonal Readiness

A message from our Chief Medical Health Officer



Health and well-being for all | Quality | Compassion | Safety | Integrity |



May 14, 2026

Dear Community Leader,

## Is your community ready for heat and wildfire smoke?

The Government of Canada predicts 2026 will be [one of the hottest years](#) on record. Temperatures in B.C. are increasing, and heat events are longer, hotter, and more frequent. Heat is a major weather-related cause of death in Canada. Poor air quality due to wildfire smoke also has harmful health effects.

Interior Health's Medical Health Officers are emphasizing preparedness. Interior Health has a [Heat and Smoke Readiness for Community Leaders web page](#) which will help you prepare including:

- Steps communities can take to prepare for heat and wildfire smoke.
- Ways Interior Health can support your community and actions we are taking.
- Funding opportunities for heat and smoke planning, including the 2026 [Financial Assistance Standards](#) from Ministry of Emergency Management and Climate Readiness for extreme heat and air quality emergency response.
- Information regarding the upcoming 2026 3-tiered colour-coded weather alerts from Environment and Climate Change Canada (ECCC) and upcoming updates from BC Provincial Heat Alert and Response System (BC HARS) for recommended actions for local heat planning.
- Heat and air quality messages you can share with your community.
- How to sign up to receive notifications for heat warnings and air quality issues.

## Preparing for extreme heat:

- **Be familiar with the latest BC HARS and how the different warnings impact your response planning.**
- **Follow BC HARS guidance and consider:**
  - Extending operating hours of indoor cooling spaces. Consider using a local school, meeting hall or other gathering place as a temporary cooling space.
  - Opening overnight cooling centers. These centres help support community members experiencing vulnerabilities as high overnight temperatures can be dangerous.
  - Extending operating hours and expanding access to outdoor amenities, including drinking water stations, spray parks, and shaded outdoor areas.
  - Encouraging heat check-ins in neighbourhoods and communities, especially for older adults, people who are socially isolated, and those who are unhoused.
  - Access to drinking water, outdoor shaded areas, or misting stations for people who are unhoused.

- **Protect outdoor workers.** Follow WorkSafe BC guidance on [heat-related](#) workplace safety.

Early season heat can be more dangerous because people aren't acclimatized. In spring and early summer people can experience health impacts at temperatures up to 3°C lower than they would in mid-to-late summer.

The use of well fitted respirators (e.g. N95) when people are outdoors minimizes exposure to wildfire smoke health risks.

### Preparing for wildfire smoke:

- **Support, establish, and promote cleaner air spaces.** Identify publicly accessible locations (e.g. libraries, malls, community centres) and publicize their locations and hours.
- **Support public spaces in improving air filtration.** Support operators with upgrading HVAC systems for the summer. [MERV 13 or higher and HEPA filters](#) provide protection from wildfire smoke.
- **Protect outdoor workers.** Follow WorkSafe BC guidance on [smoke-related](#) workplace safety, including the option of well-fitted respirators (e.g. N95) to reduce exposure to wildfire smoke.
- **Check air quality in the region.** Visit [BC Air Quality](#) or [AQ Map](#) and be familiar with Ministry of Environment [Air Quality Warnings](#).
- **Review the need for local monitors** per the [AQ Map](#) and where possible procure and implement local PM 2.5 monitors through [BC Lung's Carter's Project](#).
- **Utilize information from Air Quality Warnings, provincial Air Quality Health Index (AQHI), or modified AQHI from local monitors** to guide decisions around:
  - outdoor activities for the general and at-risk population;
  - cancelling outdoor events in the event of severely reduced air quality;
  - implementing cleaner air shelters.

For more information about Interior Health's emergency response plans for extreme weather events contact [ihextremeweatherresponse@interiorhealth.ca](mailto:ihextremeweatherresponse@interiorhealth.ca).

To learn how inclusive, health-conscious community planning can support climate adaptation and resiliency planning, or to learn more about how Interior Health can support communities in seasonal readiness planning (for heat and smoke), contact [healthycommunities@interiorhealth.ca](mailto:healthycommunities@interiorhealth.ca).

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Dăkelh Dené, Ktunaxa, Nlaka'pamux, Secwépemc, St'át'imc, syilx, and Tšilhqot'in Nations where we live, learn, collaborate, and work together.



**Mayor**

Ross Siemens

**Councillors**

Les Barkman

Kelly Chahal

Patricia Driessen

Simon Gibson

Dave Loewen

Patricia Ross

Dave Sidhu

Mark Warkentin

May 8, 2026

File: 0530-003/0400-30

Via email - [FIN.Minister@gov.bc.ca](mailto:FIN.Minister@gov.bc.ca)

The Honourable Brenda Bailey  
Minister of Finance  
Province of British Columbia

Dear Minister Bailey:

**Re: Provincial Sales Tax Expansion**

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The City of Abbotsford has received a copy of your April 30, 2026 response to the Village of Zeballos regarding the expansion of the Provincial Sales Tax (PST). We appreciate your explanation of the Government of BC's rationale, including the goal of broadening the tax base to better reflect the modern, service-oriented economy.

On behalf of Abbotsford City Council, I am writing to respectfully reinforce concerns raised by local governments across British Columbia regarding the application of PST to professional and related services, and to request further consideration of measures that would mitigate the impacts on municipalities.

As reflected in the City of Abbotsford's proposed 2026 UBCM resolution, local governments already face substantial fiscal pressures, including infrastructure renewal, climate adaptation, and housing delivery, with limited revenue tools available. Applying PST to required professional services represents an internal cost shift within the public sector that constrains the ability of local governments to effectively deliver provincially mandated and essential community services. Professional services are crucial for municipal infrastructure delivery, regulatory compliance, and long-term capital planning.

While we acknowledge that the tax will apply to only a portion of certain service costs, the cumulative financial impact on local governments remains significant and creates upward pressure on project budgets and property taxation without improving service outcomes.

We also note the province's reference to broader tax policy alignment across jurisdictions and measures taken to reduce costs for businesses and local governments. While these measures are appreciated, they do not directly offset the specific and immediate financial impacts of the PST expansion on municipal capital and operating budgets.

Consistent with Abbotsford's UBCM resolution and the concerns raised by other communities such as the Village of Zeballos, we respectfully request that the province consider one of the following approaches:

1. Exempt local governments from the application of PST on professional and related services;  
or
2. Implement a rebate or offset mechanism, similar to the GST model, to avoid intergovernmental cost downloading and mitigate impacts on affordability and infrastructure delivery.

We believe these approaches would maintain the broader tax objectives while recognizing the distinct role of local governments as public service providers operating within constrained fiscal frameworks.

The City of Abbotsford values its strong partnership with the Government of BC and remains committed to working collaboratively on solutions that support sustainable infrastructure investment, housing delivery, and community well-being. We would welcome the opportunity to engage further with you and your ministry to explore options that address these concerns.

Thank you for your consideration.

Sincerely,



Ross Siemens  
Mayor

- c. Hon. Christine Boyle, Minister of Housing and Municipal Affairs  
Bruce Banman, MLA Abbotsford South  
Harman Bhangu, MLA Langley - Abbotsford  
Reann Gasper, MLA Abbotsford-Mission  
Heather Maahs, MLA Chilliwack North  
Korky Neufeld, MLA Abbotsford West  
Union of British Columbia Municipalities  
British Columbia Regional Districts  
Council members  
Peter Sparanese, City Manager



VIA EMAIL  
May 19, 2026

The Honourable David Eby, Premier  
The Honourable Adrian Dix, Minister of Energy and Climate  
The Honourable Kelly Greene, Minister of Emergency Management and Climate Readiness  
The Honourable Christine Boyle, Minister of Housing and Municipal Affairs  
The Honourable Brenda Bailey, Minister of Finance

Email: [Premier@gov.bc.ca](mailto:Premier@gov.bc.ca), [ECS.Minister@gov.bc.ca](mailto:ECS.Minister@gov.bc.ca), [EMCR.Minister@gov.bc.ca](mailto:EMCR.Minister@gov.bc.ca),  
[HMA.Minister@gov.bc.ca](mailto:HMA.Minister@gov.bc.ca), [FIN.Minister@gov.bc.ca](mailto:FIN.Minister@gov.bc.ca)

Dear Premier Eby, Minister Dix, Minister Greene, Minister Boyle, and Minister Bailey:

**RE: BC Local Government Climate Action Program (LGCAP) – Funding Continuation**

On May 11, 2026, Saanich Council passed the following motion:

*That Council direct the Mayor to send a letter to the Province and Local MLA's, as per the draft provided, outlining the need for continued Local Government Climate Action Program (LGCAP) funding and share this letter with the Capital Regional District Board of Directors, other BC municipal elected officials and Chief Administrative Officers.*

On behalf of Saanich Council, I'm respectfully requesting your consideration for the need for the Province to continue to fund the Local Government Climate Action Program (LGCAP). In February 2026, the Provincial Government released the 2026/27–2028/29 Service Plan for the Ministry of Energy and Climate Solutions. The plan does not appear to include funding for the renewal of the LGCAP. As long-standing local government partners of the Province, we are concerned that the implications of allowing this funding to lapse may not be fully understood.

For more than 15 years, the Province has provided consistent annual climate action funding to local governments, recognizing our essential role in meeting provincial greenhouse gas (GHG) reduction targets and climate adaptation goals. LGCAP and its predecessor, the Climate Action Revenue Incentive Program (CARIP), have provided a critical and reliable source of dedicated funding that enables municipalities to resource staff capacity, support community climate initiatives, deliver key GHG reduction and adaptation programs, and leverage other utility funding and provincial and federal grants. Many of these initiatives directly support the goals of the CleanBC Roadmap and the Climate Preparedness & Adaptation Strategy.

This funding arrangement and the projects and programs enabled have led to a nearly 50% reduction in Saanich's corporate GHG emissions and a nearly 20% reduction in Saanich's community-wide GHG emissions from our 2007 baseline. We have realized significant transportation mode shifts, from 17% of trips taken by transit and active transportation in 2011, to 26% today; we have seen over 2,300 Saanich households replace their fossil fuel heating systems with heat pumps to deliver efficient heating and protective cooling; we have completed

comprehensive climate risk assessments of Saanich infrastructure to ensure we are planning and investing effectively for the climate changes ahead. Provincial investments in local government action have been working, but there is more to do. Local government partners have valuable insights that should inform the next iteration of this successful program.

Municipal budgets are under significant pressure to fund core services and respond to the increasingly costly impacts of accelerating climate changes, including devastating floods, wildfires, and extreme heat. Removing dedicated Provincial climate action funding will create a shortfall that cannot be replaced without significant impacts to local taxpayers. While we appreciate the various climate-related grants currently available through the Province, these programs are competitive, time-limited, and often difficult to access due to requirements for matching funds and the staff capacity needed to prepare and manage applications and implement projects. They have also been reduced in recent years. LGCAP has been the stable foundation that allows local governments to pursue these opportunities. Without it, many municipalities will be unable to apply for competitive grants or deliver community-focused climate programming that supports provincial objectives.

Over the last three years Saanich received approximately \$1.1 million from LGCAP, which staff successfully leveraged to secure approximately **\$1.0 million in additional external grant funding** (this excludes other major grants for capital projects such as corporate building retrofits and EV charging infrastructure which are in the \$multiple millions). This has contributed to a wide range of climate programs and projects that benefit Saanich residents and community including:

- Corporate and Community Climate Risk Assessments
- Community emissions inventories
- Strata Energy Advisor Program
- Top-up incentives for EV Ready Plans and retrofits in MURBs
- Climate Plan Update
- Fleet E Bike Program
- Tillicum Green Infrastructure Project
- Energy & Carbon Emissions reporting
- Gorge Coastal Flood Adaptation Strategy
- One Planet Saanich
- School climate education programs
- Rental Apartment Retrofit Accelerator
- Zero Waste initiatives
- Oil removal policy review

Local governments are on the front lines of planning for and responding to climate impacts and have direct or indirect influence over more than half of B.C.'s GHG emissions. The Province cannot meet its CleanBC targets, achieve its climate adaptation goals and protect BC residents from the increasing impacts of climate change without strong, resourced municipal partners.

LGCAP funding is essential to ensuring that local governments can continue to deliver climate action and prepare for climate impacts at the scale required.

Despite our long-standing partnership, local governments, including Saanich, were not consulted on the decision to cease funding for LGCAP. To staff's knowledge, no local government was engaged prior to the release of the Service Plan. While several months of LGCAP funding remains from the pre-payment for the 2026/27 year, many climate actions are multi-year projects, most external grants take months or years to determine, and many local governments fund staff using LGCAP, so work is already underway to prepare for the 2027-28 year and beyond based upon continued LGCAP funding. Certainty related to consistent, continuous funding is paramount.

As we collectively work to build a stronger, more sustainable Province, Council requests that the Province confirm their commitment to consistent, continuous LGCAP funding and we look forward to further collaboration on climate action and preparedness.

Sincerely,

A handwritten signature in black ink that reads "Dean Murdock". The signature is written in a cursive, flowing style.

Dean Murdock  
Mayor

cc:

Hon. Nina Krieger, MLA Victoria Swan Lake <Nina.Krieger.MLA@leg.bc.ca>  
Hon. Diana Gibson, MLA Oak Bay Gordon Head <Diana.Gibson.MLA@leg.bc.ca>  
Hon. Lana Popham, MLA Saanich South <Lana.Popham.MLA@leg.bc.ca>  
Saanich Council <[council@saanich.ca](mailto:council@saanich.ca)>  
CRD Board of Directors <[crdboard@crd.bc.ca](mailto:crdboard@crd.bc.ca)>  
All BC Municipalities



# BOARD BULLETIN

## Local Education Agreement Signing

Co-Chairs Casper and Ranta signed the recently agreed upon Local Education Agreement between School District No. 74 (Gold Trail) and the St'át'imc Nations: Sekw'el'was (Cayoose Creek), T'ít'q'et (Lillooet), Ts'kw'aylaxw (Pavilion), Tsal'alh (Seton Lake) and Xaxli'p (Fountain).

## Approved Policies

As part of its regular cycle, the following policies were reviewed and approved for circulation:

- Policy 1.40 Trustee Remuneration
- Policy 2.100 Community Consultation
- Policy 2.150 Engagement of Contractors
- Policy 2.50 Accumulated Operating Surplus
- Policy 2.60 Reimbursement of Expenses
- Policy 2.70 Capitalization
- Policy 4.20 Process for Registering a Concern

The Board also approved a motion to adopt the recommendations of the BCSTA Policy Review Committee.

Bylaw 6-1 Elections was approved with amendments to the Trustee Electoral Areas. Newly developed Bylaw 7-1 Indemnification was approved for circulation.

## 2026-2027 Annual Facilities Grant (AFG) Spending Plan

Director of Operations Chuck Morris presented the AFG Spending Plan. The Ministry grant is intended for annual facility projects required to maintain facility assets through their anticipated economic life and to prevent premature deterioration of these assets. The spending plan can be viewed [here](#).

## BCSTA Substantive Motion

On April 11, 2026 BCSTA adopted Motion #9 Active Transportation Safety for Schools on Provincial Rural Roads. The Board discussed District-wide rural roadway safety concerns requiring Ministry collaboration. Recent progress includes new traffic signage installed with the Ministry of Transportation and Transit's support and an invitation from the Village of Cache Creek to engage in further discussions on traffic safety issues.

## 2026-2027 Board Meeting Schedule

The Board approved next year's schedule of board meetings. Members of the public and school community are always invited to attend online, by phone or in person. View the schedule [here](#).

## 2026-2027 Annual Budget

The Board received an update on the preliminary budget from the Secretary-Treasurer. The Budget bylaw will be presented for approval at the June Open Meeting of the Board of Education.

The Board would like to thank those who took the time to respond to the recent Strategic Plan and Proposed Name Change Surveys



## Student Success

Congratulations to the students who recently displayed their art at the Ashcroft Art Show. Congratulations to students Nathan English, Shelby Patterson, Spencer Patterson, and Lyle Franklin for their performances in “The Lion, The Witch and The Wardrobe.” Teacher Jennifer Martin did a wonderful job, playing the role of the Unicorn.



## Truth & Reconciliation



Ms. Miskenack’s class planted tobacco as part of a land-based learning initiative. Tobacco is a sacred traditional medicine, used in offerings when going out on the land and when respectfully seeking knowledge or guidance from Elders and knowledge holders, in accordance with established protocols. Cultivating and harvesting tobacco is an important step toward reducing reliance on commercially produced products that may contain harmful chemicals. This practice supports our broader goal of fostering self-sustainability while maintaining a respectful and reciprocal relationship with the land.

They also went out to the Split Rock Restoration site of Sát’atqwa7 and learned from St’át’imc Elder Linda McDonald. The students learned about rationality, the interconnection between plants and humans, cooperation, communication, made observations about the landscape and traditional plant medicines, and worked on letting go of the negative and keeping positive thoughts. Curriculum connections included: Applied Design, Skills & Technology, Social Studies, Art, English Language Arts, Math, Science, Career and Physical & Health Education.

## Communication

On April 23, family and community members were invited to Lillooet Secondary’s Indigenous Learning Exhibition where students were able to communicate and demonstrate their learning in many subject areas.



## Team

SD74 thanks the St’át’imc Government and BC Hydro for hosting a Career Awareness Day that provided LSS students with hands-on experience with power line techs, engineering, environment, archaeology, AI and drones, dam safety and more. Additionally, SD74 appreciates Annette and Dale Turley. They visited Kumsheen ShchEma-meet and talked to students about social work and highway maintenance professions.

## Sustainability

On April 27, support staff, teachers and cooks gathered to learn how to provide students with more opportunities to grow their own food and make community connections to make our food programs more sustainable.



**From:** [southern-interior.info](mailto:southern-interior.info)  
**Subject:** UBCM Meeting Request Form  
**Date:** May 20, 2026 11:28:34 AM

---

Dear Mayor Roden and Council,

Once again, BC Hydro will be participating in the 2026 UBCM Convention in Vancouver the week of September 14. During the convention, our executives and senior staff will be available to meet with local government officials. These meetings offer a valuable opportunity for focused discussions on topics that matter most to your community.

To request a meeting, please complete and submit our [Meeting Request Form](#) by **Tuesday, June 30**. Meeting times are limited to 20 minutes to accommodate as many local governments as possible. As time is limited, we ask you to focus on a single topic to ensure a productive and meaningful discussion.

While we welcome the chance to connect at UBCM, please know you never need to wait for the convention to meet with us or to raise issues important to your community - we're always available to connect whenever it is helpful. Feel free to reach out to me at any time to schedule a meeting.

For questions related to the [Meeting Request Form](#), please contact Matt Lahti, [matt.lahti@bchydro.com](mailto:matt.lahti@bchydro.com).

Full meeting details, including date, time and location, will be shared in early September.

Sincerely,

Dag Sharman  
Manager, Community Relations Southern Interior  
BC Hydro  
1401 Kalamalka Lake Road,  
Vernon, BC V1T8S4

M 250 308 7633  
E [dag.sharman@bchydro.com](mailto:dag.sharman@bchydro.com)

Smart about power in all we do.

---

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The Corporation of the  
District of Central Saanich

May 21, 2026

Honourable Christine Boyle, Minister of Housing and Municipal Affairs  
Parliament Buildings Victoria, BC V8V 1X4  
Via email: [HMA.minister@gov.bc.ca](mailto:HMA.minister@gov.bc.ca)

The Honourable Brenda Bailey, Minister of Finance  
PO Box 9048 Stn Prov Govt, Victoria, BC V8W 9E2  
Via email: [FIN.Minister@gov.bc.ca](mailto:FIN.Minister@gov.bc.ca)

Dear Ministers Boyle and Bailey,

**RE: Request for Dedicated Provincial Funding to Support Municipalities That Achieve Provincially Mandated Housing Targets**

---

On behalf of the Council of the District of Central Saanich, I am writing to acknowledge the Province of British Columbia's leadership in addressing the housing crisis through the establishment of mandatory housing targets for local governments. We share the Province's commitment to increasing housing supply and supporting complete, livable communities across British Columbia.

The District of Central Saanich has proactively responded to provincial housing initiatives and requirements. Council and staff have undertaken significant planning, policy, and regulatory work to facilitate increased housing supply, including substantive housing-related land use policy changes, zoning bylaw amendments, and updates to our Official Community Plan. These actions required considerable municipal resources and reflect Council's strong commitment to meeting, and in several cases exceeding, our provincially mandated housing targets.

While Central Saanich is proud of its progress, the rapid pace and scale of housing delivery required to meet provincial targets generates corresponding growth-related pressures on municipal operations, neighbourhood livability, and community infrastructure. Increased development activity places added demands on staff capacity, traffic and transportation systems, water, sewer, stormwater, and utility infrastructure, as well as parks, recreation facilities, and other public amenities that support a high quality of life.

Local governments that demonstrate leadership and compliance with provincial housing mandates play a critical role in achieving shared provincial objectives. To that end, Council respectfully requests that the Province establish a dedicated funding stream for municipalities that have successfully implemented housing-enabling policy and regulatory changes and achieved or exceeded their housing targets. Such a program would recognize municipal leadership, incentivize continued housing creation, and ensure communities have the tools necessary to manage growth responsibly.

---

Specifically, the District of Central Saanich urges the Province to consider funding that may be allocated to:

- Municipal operational capacity, including staffing and systems required to manage increased development activity and service demands;
- Neighbourhood infrastructure improvements, such as traffic calming initiatives, pedestrian safety enhancements, and active transportation infrastructure;
- Civil infrastructure upgrades, including water, sewer, stormwater, and utility capacity expansions required to support additional housing; and
- Public amenities, including parks, recreation facilities, community spaces, and other infrastructure that contributes to complete, livable, and resilient neighbourhoods.

Central Saanich has demonstrated strong alignment with provincial housing objectives through timely policy implementation and regulatory reform. However, without dedicated growth-related funding, municipalities risk falling behind in delivering the infrastructure and services needed to support the very housing supply the Province seeks to accelerate.

We would welcome the opportunity to work collaboratively with the Province to further refine this approach and to share Central Saanich's experience as a community that has embraced housing reform. Council also intends to share this correspondence with the Union of British Columbia Municipalities and neighbouring local governments to support broader regional and provincial advocacy on this matter.

Thank you for your continued partnership and leadership in addressing British Columbia's housing challenges. We look forward to your consideration of this request and to ongoing collaboration to support sustainable growth and livable communities. Should you have any further questions please do not hesitate to contact our Director of Planning and Building Services, at [Jarret.Matanowitsch@csaanich.ca](mailto:Jarret.Matanowitsch@csaanich.ca).

Sincerely,

Mayor Ryan Windsor

cc: Union of British Columbia Municipalities (UBCM)

## Snow Survey and Water Supply Bulletin – May 15, 2026

The May 15, 2026 snow survey is now complete. Data from 16 manual snow courses and 118 automated snow weather stations around the province (collected by the Ministry of Environment and Parks’ Snow Survey Program, BC Hydro and partners), and climate data from Environment and Climate Change Canada (ECCC) and the provincial Climate Related Monitoring Program have been used to form the basis of the following report.

### Executive Summary

- As of May 15, 2026, the provincial mountain snowpack is at 71% of normal (29% below normal), decreasing from 83% of normal on May 1. In 2025, it was 61% of normal.
- The May 15 Snow Bulletin provides a mid-month update of the seasonal snowmelt progression. Typically, it highlights if snow is melting earlier than normal, delayed, or at seasonal rates.
- By May 15, about one quarter of the seasonal mountain snowpack has typically melted. So far this year, approximately 40% of the peak snowpack has melted, primarily driven by warmer than normal temperatures in April and early May.
- Regions with near to above normal snowpack levels continue to have an elevated hazard for spring snowmelt related flooding.
- Low snowpack, early snowmelt and warm seasonal weather forecasts are elevating drought hazards for this upcoming season, particularly along the southern coast and southern interior.
- Visit [B.C. Drought Information Portal](#).

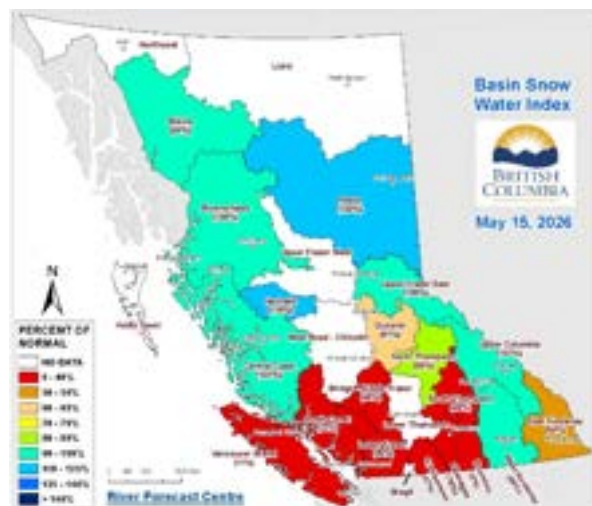


Figure 1. May 15, 2026 Basin Snow Water Index Map of British Columbia. Larger and colour-friendly versions available in full report.

Table 1. May 15, 2026 Snow Basin Indices in B.C.

Basin	% of Normal	Basin	% of Normal	Basin	% of Normal
Upper Fraser East	105	North Thompson	88	South Coast	33
Upper Fraser West	N/A	South Thompson	49	Vancouver Island	11
Nechako	116	Fraser River	71	Central Coast	107
Middle Fraser	53	Upper Columbia	107	Skagit	N/A
Lower Thompson*	N/A	West Kootenay	96	Peace	120
Bridge*	44	East Kootenay	54	Skeena-Nass	108
Chilcotin*	N/A	Boundary	0	Liard	N/A
Quesnel*	61	Okanagan	16	Stikine	94
Lower Fraser	35	Similkameen	47	Northwest	N/A
<b>British Columbia 71% of Normal</b>					

\* Sub-basin of Middle Fraser # Insufficient data to calculate a Snow Basin Index

Next scheduled snow bulletin release: between June 9 and June 10, or sooner

# Site C dam receives official name: The John Horgan Dam and Generating Station

## New name honours former B.C. premier

Share

News Release

### *Summary*

- *The Site C dam and generating station has been officially named The John Horgan Dam and Generating Station*
- *The reservoir will be named Nááchę mege (Dreamer Lake), a name chosen with local First Nations*

---

The Province and BC Hydro have announced that the Site C dam will officially be known as The John Horgan Dam and Generating Station.

The official name honours former premier John Horgan and recognizes his leadership and commitment to serving the people of British Columbia.

“We’re proud to name the Site C dam and generating station in honour of former premier John Horgan,” said Premier David Eby. “John’s leadership and his decision to complete Site C through tough challenges helped secure B.C.’s clean-energy future.”

The naming milestone marks the conclusion of more than a decade of construction and the beginning of a new chapter in clean-energy production. The

John Horgan Dam and Generating Station construction began in July 2015, with all six generating units entering service in August 2025.

“Former premier John Horgan approached Site C with a strong sense of responsibility for British Columbia’s long-term energy needs, and with a real commitment to listening and working with Treaty 8 First Nations and affected communities,” said Adrian Dix, Minister of Energy and Climate Solutions. “As electricity demand continues to grow, his decision to move forward with Site C has proven critical to securing reliable, clean power for the future, and it reflects his strong belief in stewardship, public service and making tough decisions in the public interest.”

### **Reflecting enduring First Nations connections to the land**

The reservoir will be named Nááchę mege (Dreamer Lake), a name chosen with local First Nations to reflect the deep history, language and cultural connections Indigenous Peoples have to the region and the Peace River.

The John Horgan Dam and Generating Station and Nááchę mege reservoir-area holds deep cultural and historical significance for Treaty 8 First Nations who once shared the land.

BC Hydro invited First Nations to participate in the naming process, with language recommendations developed through workshops and meetings. The final reservoir name was put forward by Doig River First Nation and Blueberry River First Nations as part of the former Fort St. John Beaver Band. Selected in the Beaver (Dane-zaa) language, the reservoir is called Nááchę mege (pronounced nah chay meegeh), which translates to Dreamer Lake.

“In our culture, Dreamers hold a place of the highest respect and play a vital role as cultural leaders and knowledge holders,” said Chief Sherry Dominic of Blueberry River First Nations. “Our members continue to carry their teachings and songs forward to this day. The name Nááchę mege reflects our history and our enduring connection to this land. It honours the cultural legacy of our people and ensures it will be recognized for generations to come.”

### **Partnerships and powering the future**

“Former premier John Horgan played a key role in moving Site C forward and ensuring B.C. has the clean, reliable power we need today and into the future,” said Charlotte Mitha, president and CEO, BC Hydro. “We’re also grateful for the guidance shared by Treaty 8 First Nations through our naming engagement, which began in 2023 and reflects the importance of collaboration and respect every step of the way.”

The new names reflect the leadership that helped deliver one of British Columbia’s most significant infrastructure projects, and the partnerships that will continue to shape its legacy. The John Horgan Dam and Generating Station stand as a foundation for a cleaner energy future, supporting communities, advancing reconciliation and helping ensure reliable power for generations to come.

### **Quick Facts:**

- The John Horgan Dam and Generating Station project provides clean electricity for 500,000 homes annually, increases BC Hydro’s total electricity supply by 8%, and will serve the province for the next 100 years.
- The reservoir is 83 kilometres long between Fort St. John and Hudson's Hope, with a total surface area of about 9,330 hectares.
- The final depth of the reservoir varies: 52 metres close to the dam, 36 metres at Halfway River, and 18 metres near Hudson's Hope.

### **Learn More:**

- For more information on The John Horgan Dam and Generating Station, visit: <https://www.sitecproject.com/>
- To learn about the commissioning of the sixth and final generating unit on The John Horgan Dam and Generating Station, visit: <https://www.sitecproject.com/sitec-comes-into-full-operation>

<https://news.gov.bc.ca/33784>

### **Related Articles**

[New plan helps people save money, reduce energy use](#)

May 19, 2026 11:57 AM

**Strong response to 2025 call for power, delivering clean, affordable energy**

May 13, 2026 1:15 PM

**Electrifying the economy, building energy resilience**

May 12, 2026 12:30 PM



## **Connect with the Ministry**

### **Photos**

View the Ministry's latest photos on Flickr.

### **Videos**

Watch the Ministry's latest videos on YouTube.

**From:** Maxwell Bauer <[mbauer@enviro-ex.com](mailto:mbauer@enviro-ex.com)>  
**Sent:** May 21, 2026 2:42 PM  
**To:** Maxwell Bauer <[mbauer@enviro-ex.com](mailto:mbauer@enviro-ex.com)>  
**Subject:** Sackum Overhead - Delays June 8 to June 25, 2026

To whom it may concern,

My name is Maxwell Bauer, Project Manager with Enviro-Ex Contracting Ltd. We are the general contractor for the Sackum Overhead Replacement project on Highway 1, approximately 22km east of Lytton and 13km south of Spence's Bridge.

I am reaching out to update you on construction progress that will have traffic impacts and potential delays. The construction speed zone is still set up and 24/7 Single Lane Alternating Traffic continues.

Temporary road closures for the movement of construction equipment and materials will be occurring from June 8, 2026 to June 25, 2026. Please expect up to 15 minute stoppages during some bridge delivery and construction elements. The delays will be limited as much as possible throughout the day.

Thank you for your patience with upcoming traffic impacts.

**Maxwell Bauer**  
Enviro-Ex Contracting Ltd.  
c: 250.415.3319

Actionable Motion and Task List Tracker 2026

MAY

Motion No.	Motion	Staff Responsible	Comments	Time line	Status
<b>2026 MOTIONS</b>					
R-2026-74	THAT, the Five-Year Financial Plan Bylaw No. 884, 2026 be adopted as presented.	CAO	Prepare Bylaw for Signatures		Complete
R-2026-75	THAT, the Tax Rates Bylaw No. 885, 2026 be adopted as presented	CAO	Prepare Bylaw for Signatures		Complete
R-2026-76	THAT Council give first, second, and third readings to "Village of Ashcroft Local Government Elections and Other Voting Procedures Bylaw No. 886, 2026.	CAO	Prepare Bylaw for adoption		Complete
R-2026-77	THAT Council give first, second, and third readings to Village of Ashcroft Fees and Charges Bylaw No. 887, 2026 as amended.	CAO	Update bylaw with amendments and prepare for adoption		Complete
R-2026-78	THAT Council give first, second, and third readings to "Village of Ashcroft Council Procedure Bylaw No. 888, 2026 as amended	CAO	Update bylaw with amendments and prepare for adoption		Complete
Dir. to Staff	YMCA - Child Care Resource & Referral - Council is requesting further details as this event conflicts with AIB's Indigenous Day Celebration	CAO/AA	Request further information and bring item back to council for consideration		Complete
Dir. to Staff	Dawson Road Maint. Bridge Repair - Council noted that the delay in repairing the railing on the bridge is a safety hazard and would like to see a temporary fix to reduce risk to the public - Staff to forward concerns to Dawson.	CAO	Forward council concerns to Dawson Road Maintenance		Complete



## MEMO

**DATE:** My 25, 2026  
**FROM:** Daniela Dyck, Chief Administrative Officer  
**SUBJECT:** YMCA - Child Care Resource and Referral – Teddy Bear Picnic – Follow up from May 11, 2026

---

At the May 11, 2026 Regular Meeting, Council requested that staff obtain additional information from the organizers regarding the Village’s potential participation and support for the upcoming Teddy Bear Picnic event. As such, this memo is being included on the agenda for Council’s consideration. The Ashcroft Child Care Resource & Referral program will be hosting its first annual Teddy Bear Picnic on Friday, June 19, 2026, from 10:00 a.m. to 12:00 p.m.

The organizers are requesting support from the Village for the event in the form of:

- Complimentary use of the park facilities – estimated value \$25.00
- Donation of freeze pops for attendees – estimated value \$5.00
- Donation of a family pool day pass as a door prize – estimated value \$15.00

In addition, the organizers have indicated they would greatly appreciate it if Mayor Roden would be willing to attend and read a story during the event. Organizers have suggested a tentative timeframe between 11:00 a.m. and 11:30 a.m.; however, they have noted they are flexible and willing to accommodate a time that works best for the Mayor.

As this is the inaugural year for the event, organizers have noted that community support is invaluable as they work to build and expand the Teddy Bear Picnic in future years.

Respectfully Submitted by:

Daniela Dyck,  
Chief Administrative Officer



**Joint Para- Transit Committee  
Meeting Minutes  
May 21, 2026-11:00am  
Cache Creek - Zoom**

**In Attendance:** Daynika White, BC Transit Govt Relations Manager  
Damian Couture, VoCC  
Daniela Dyck, VoA  
Cnclr. Peters, VoCC  
Cnclr. Anstett, VoA  
Nikki Vincent, YCS

**Regrets:** Brian Doddridge, VoC  
Cnclr. Park, VoC  
Michelle Wall, YCS

**1. Welcome**

The meeting was called to order at 11:00 am.

**2. Review of Notes from November 20, 2025, Meeting**

Distributed previously and attached.

**3. Additions to or Deletions from the Agenda**

No additions or deletions were noted.

**4. Delegation:**

N/A

**5. Unfinished Business**

a. None

**6. Business**

a. BC Transit Government Relations Manager – Daynika White – update

The Committee received an update regarding the Annual Operating Agreement for the 2026–2027 fiscal year. It was noted that BC Transit continues to face budget pressures

related to increased fuel costs and limited funding flexibility. Daynika noted that the current budget is based on a fuel cost estimate of \$1.40/L. AOA requires sign-off by June 30, 2026

An update was provided regarding the Service Review process. Public engagement is anticipated to begin in September 2026 and will coincide with local community events and festivals. Engagement materials and surveys will be circulated to the Committee for review prior to launch.

The Committee was advised that the annual performance summary for the 2025–2026 fiscal year is expected to be presented at the next meeting.

Discussion occurred regarding opportunities to promote transit services and increase ridership throughout the region.

Ideas discussed included:

- Installation of route and schedule information in bus shelters;
- Joint regional marketing initiatives;
- Participation in local farmers markets and community events;
- Promotional outreach materials; and
- Hosting a future Committee meeting onboard a transit route between participating communities.

The Committee discussed the importance of demonstrating positive ridership trends as part of future service and funding discussions.

Daynika advised that promotional materials must comply with branding standards and offered assistance with the development of bus shelter posters, route information displays, and promotional materials.

Daynika will do her best to provide promotional items including magnets and stickers for future outreach initiatives.

- b. YCS – Transit Manager – Michelle Wall sent her regrets, and Nikki Vincent presented the update.

The Committee received an operational update regarding Health Connections and transit services.

Updates included:

- Recruitment of a new driver for the Lillooet route;
- Continued use of replacement drivers during staff leave periods;
- Delivery and replacement of new transit buses received in November with the old buses being retired and returned to BC Transit;
- Nikki noted that YCS will be providing transit services to the Clinton Rodeo May 22–24, 2026.

The Committee was also advised of internal staffing changes and updated transit contact procedures.

Discussion occurred regarding communication gaps associated with special transit service requests (STR). Concerns were raised that approvals and driver confirmations are not consistently being communicated to back to Ashcroft who is responsible for the invoicing of the STR's. Follow-up will occur to improve notification procedures.

c. Community Updates:

- Clinton – n/a
- Cache Creek – n/a
- Ashcroft – Transit Cost Sharing Agreement – Renewal

The Committee discussed the need to update the current Transit Cost Sharing Agreement to better reflect current operational and billing practices between participating communities.

It was agreed that further discussion would occur at the next meeting when all participating communities are represented.

Positive feedback was shared regarding Simon's commitment to the condition and maintenance of the transit vehicles and appreciation was expressed for ongoing operational support.

**7. Summary of Ridership/Financial**

a. Report of Revenue and Ridership to April 30, 2026

- The Committee reviewed current ridership and revenue information to April 30, 2026.
- Ridership numbers were noted as remaining generally stable and consistent.
- Year-end ridership statistics for 2025 will be circulated to the Committee.

**8. New Business**

No new business was brought forward.

**9. Date for Next Meeting** – August 20, 2026, at 11:00 am – Village of Clinton (Virtual option)

Daniela will submit a Special Transit Request (STR) to allow the Committee meeting to be held onboard the bus, providing members with an opportunity to experience the transit service firsthand.

**10. Adjournment**

The meeting was adjourned at 11:30 am.

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

Daniela Dyck, CAO, Ashcroft

Attachments: AOA Cover Letter  
Annual Operating Agreement (AOA)



March 26, 2026

**BY EMAIL:**

Dear Daniela Dyck,

**Re: 2026-27 Annual Operating Agreement – Village of Ashcroft**

As we provide you with your 2026-27 Annual Operating Agreement (AOA), we want to take the opportunity to update you on items reflected in your system budget and highlight key pieces of information for your consideration.

BC Transit's operating budget for the coming fiscal year reflects our current economic climate and was developed through a lens of sound financial management and with an effort to contain costs associated with the delivery of public transit services. The risks associated with fuel price volatility and general economic uncertainty will require ongoing monitoring and potential mitigation efforts as the year unfolds. While our operating budget of \$457.4M (\$195.1M in Provincial funding) will allow BC Transit to maintain core services around the province, it does not provide the opportunity for service expansion in the coming year. However, we continue to focus on ways to improve service delivery and look for operational efficiencies that will have a meaningful impact on our customers.

Your transit system continues to benefit from funding provided by the Province to compensate for foregone fare revenue in conjunction with the Free Transit for Children 12 and Under program. As a result of new systems being incorporated into the program, and through the introduction of a more simplified methodology to allocate revenue, you will see an adjustment to this revenue line in your 2026-27 budget. As the total amount of funding to support this program is fixed, the allocation for your individual system may change.

Finally, a reminder that the information contained in your Detailed AOA budget (which is distributed to you separately from your AOA) 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 Regional District Boards, or any discussions which may be made within the public realm must be limited to the 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 AOAs must be signed and returned to BC Transit no later than June 30, 2026.

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

Sincerely,

A handwritten signature in grey ink, consisting of the letters 'D' and 'W' in a cursive style.

Daynika White  
Government Relations Manager

Enclosed: 2026-27 Annual Operating Agreement – Ashcroft

ANNUAL OPERATING AGREEMENT

between

**Village of Ashcroft**

and

**British Columbia Transit**

Effective  
**April 1, 2026**

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## ANNUAL OPERATING AGREEMENT

April 1, 2026 – March 31, 2027

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) "*Incurring*" 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, 2026, 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, 2027, 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 10.
  - 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 effective July 2, 2019 and a copy of the Community Transit Partnership Agreement between the Municipality and the Interior Health Authority 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 those 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 those 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: 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 10: 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 11: 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, Planning 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 \_\_\_\_\_, 2026.

**Village of Ashcroft**

\_\_\_\_\_  
  
\_\_\_\_\_

**British Columbia Transit**

\_\_\_\_\_  
Vice President, Strategy, Planning and Public Affairs  
  
\_\_\_\_\_  
Vice President, Finance and Chief Financial Officer

SCHEDULE A: FARES

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:

All	\$5.00
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**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:

<b>Exception Day</b>	<b>Service Level</b>
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	No 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**

	<b>OFFICIAL AOA 2026/27</b>
TOTAL REVENUE	16,317
TOTAL OPERATING COSTS	271,271
TOTAL COSTS (including Local Government Share of Lease Fees)	309,936
<b>NET LOCAL GOVERNMENT SHARE OF COSTS</b>	<b>205,492</b>



## ACCESSIBILITY ADVISORY COMMITTEE Meeting Minutes

Thursday, May 21, 2026 – 9:00 am

**Members Present:** Cnlr. Jonah Anstett, Julie Ells, Cliff Marsh, Tami Jones, Margaret Moreira, EDT

**Regrets:** CAO, Daniela Dyck, Chair, Marvene Lyte

1. **Call to Order:**

Meeting called to order at 9:04 am.

2. **Minutes**

Previously meeting minutes were distributed and approved by Council

3. **Discussion Items:**

a. **Terms of Reference**

The revised Terms of Reference was distributed and approved by Council

b. **Committee Members:**

New members, Tami Jones and Cliff Marsh, were introduced and welcomed to the group.

c. **Priority Projects:**

The Village Office was determined to be the priority project due to the high number of users accessing the building throughout the year.

d. **Access in Motion Services Proposal (Powered by Rick Hansen Foundation)**

Due to the limited time available to review the proposal prior to the meeting, the group requested additional time to review and understand the document. It was agreed that another meeting would be scheduled within the next few weeks to discuss the options and determine the best path forward.

The Working Group also requested that a representative from the Rick Hansen Foundation attend the next meeting via Zoom to provide additional clarification regarding the proposal and answer questions from the committee.

4. **Discussion Items Added During Meeting:**

- a. Cnl. Anstett recommended reaching out to Dominico Lepri as a resource for certified architects.



## ACCESSIBILITY ADVISORY COMMITTEE Meeting Minutes

Thursday, May 21, 2026 – 9:00 am

### 5. Next Steps

- Reach out to Rick Hansen Foundation to see if they are able to attend a AAC Mtg via Zoom to answer questions the WG had about the proposal.
- Follow up with Marvene to see if there are grants available to assist with the cost of the proposal.
- Set a new meeting for early June.

### 6. Adjournment

Meeting was adjourned at 9:55 am

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

Margaret Moreira, Economic Development & Tourism Coordinator  
Village of Ashcroft