



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR AGENDA

FOR THE MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS
OF THE VILLAGE OFFICE AT 7:00 PM ON MONDAY, JUNE 26, 2017

1. **CALL TO ORDER**

 2. **MINUTES**
 - 2.1. Minutes of the Regular Meeting of Council held on Monday, June 12, 2017 **P. 1-7**

 3. **DELEGATIONS**
 - 3.1. None

 4. **ACCOUNTS PAYABLE**
 - 4.1. Accounts Payable Listing for the period ending June 19, 2017 **P. 8**

 5. **CORRESPONDENCE**
 - 5.1. Ashcroft HUB
 - Request for Letter of Support **P. 9**
 - 5.2. SILGA
 - Nomination of youth to attend 2017 UBCM Convention **P. 10-11**
 - 5.3. Esther Darlington
 - Confirmation that her paintings will remain at the Ashcroft Library **P. 12-13**
 - 5.4. Union of BC Municipalities
 - Call for Nominations for the UBCM Executive **P. 14-24**

 6. **UNFINISHED BUSINESS**
 - 6.1. Off Leash Dog Park Select Committee
 - Committee Update **P. 25-28**

 7. **NEW BUSINESS**
 - 7.1. 5th Annual Ashcroft Kids TRYathlon
 - Request for closure of Evans Road **P. 29-31**
 - 7.2. OCP & Zoning Bylaw Update
 - Development of Communication and Engagement Strategy **P. 32-36**
-

- 7.3. 2016 Annual Report (report provided to Council separately)
- Presentation and Request for Adoption

P. 37

8. **BYLAWS**

8.1. **Introduction and First Three Readings**

8.1.1. None

8.2. **Reconsideration and Final Adoption**

8.2.1. None

9. **INFORMATION CORRESPONDENCE**

- 9.1. Information Correspondence Listing for June 26, 2017

P. 38

10. **REPORTS**

Council Reports

- 10.1. **Finance Committee – Mayor Jeyes, Councillor Roden & Councillor Kormendy**

- 10.2. **Cache Creek Environmental Assessment Committee – Mayor Jeyes
& Councillor Kormendy**

- 10.3. **Northern Development Initiative Trust – Councillor Trill & Councillor Kormendy**

- 10.4. **Gold Country Communities Society – Councillor Trill & Councillor Roden**

- 10.5. **TNRD – Mayor Jeyes & Councillor Lambert**

The Current – Highlights from the Board of Directors' Meeting of June 15, 2017 P. 39-40

- 10.6. **Tourism – Councillor Roden & Councillor Lambert**

- 10.7. **School District No. 74 (Gold Trail) Liaison – Councillor Lambert & Mayor Jeyes**

- 10.8. **Economic Development & Chamber of Commerce - Councillor Roden & Mayor
Jeyes**

- 10.9. **Historic Hat Creek– Mayor Jeyes & Councillor Trill**

- 10.10. **Heritage – Councillor Roden & Councillor Kormendy**

- 10.11. **Transit – Councillor Kormendy & Councillor Roden**

- 10.12. **Wellness & Music (Kids) Festival – Councillor Trill & Councillor Roden**

- 10.13. **Seniors' Liaison – Councillor Lambert & Councillor Roden**

- 10.14. **Communities in Bloom – Councillor Trill & Councillor Roden**

10.15. Health Care – Mayor Jeyes & Councillor Lambert

10.16. Bifuka Sister City Relationship – Councillor Kormendy & Councillor Lambert

10.17. Other

(Motion to receive both verbal and written reports)

10.18. Administration

Chief Administrative Officer

10.18.1. None

Chief Financial Officer

10.18.2. None

11. INCAMERA

11.1. None

12. TERMINATION



THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR MINUTES

FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS
OF THE VILLAGE OFFICE AT 4:30 PM ON MONDAY, JUNE 12, 2017

PRESENT: Mayor John C. (Jack) Jeyes
Councillor Helen A. Kormendy
Councillor Doreen L. Lambert
Councillor Barbara H. Roden
Councillor W. Alfred Trill

J. Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer
Wayne Robinson, Deputy Corporate Officer

Press

1. **CALL TO ORDER**

Mayor Jeyes called the meeting to order at 4:30 pm.

2. **MINUTES**

2.1. **Minutes of the Committee of the Whole Meeting of Council held on Tuesday, May 23, 2017**

Mayor Jeyes declared the minutes adopted as presented.

2.2. **Minutes of the Regular Meeting of Council held on Tuesday, May 23, 2017**

Mayor Jeyes declared the minutes adopted as presented.

3. **DELEGATIONS**

3.1. None

4. **ACCOUNTS PAYABLE**

4.1. **Accounts Payable Listing for the period ending June 6, 2017**

M/S Councillor Roden / Councillor Trill

"That the accounts payable listing for the period ending June 6, 2017 be received and filed."

Carried. (01-06-17)

5. **CORRESPONDENCE**

5.1. **Desert Sands Community School – Invitation to Mayor Jeyes to address the 2017 Graduating Class**

M/S Councillor Roden / Councillor Lambert

“That Mayor Jeyes bring greetings from the Village of Ashcroft to the 2017 Desert Sands Community School Graduating Class.”

Carried. (02-06-17)

5.2. **Winding Rivers Arts & Performance Society – 2017 Canada Day Road Closure Request**

M/S Councillor Roden / Councillor Lambert

“That Winding Rivers Arts & Performance Society be advised that Mayor Jeyes or his designate will bring greetings from the Village at the July 1st celebrations that free public swimming will be permitted from 1:00 pm – 4:00 pm and that Railway Avenue be closed between 6th & 8th Streets during the event.”

Carried. (03-06-17)

5.3. **BC Assessment Authority – Invitation to Meet during 2017 UBCM Convention**

M/S Councillor Roden / Councillor Lambert

“That the correspondence from BC Assessment Authority inviting Council to meet with them during the 2017 UBCM Convention be received and filed.”

Defeated

M/S Councillor Kormendy / Councillor Roden

“That the Village of Ashcroft request a meeting with representatives from BC Assessment Authority during the 2017 UBCM Convention and further that the topics for discussion include commercial assessments, housing demands and how that impacts assessments and secondary suites.”

Carried. (04-06-17)

5.4. **Interior Health, Thompson Cariboo Rural – Invitation to meet with CEO Chris Mazurkewich, Thursday, July 6 at Ashcroft Hospital Meeting Room**

M/S Councillor Roden / Mayor Jeyes

“That Interior Health be advised that Mayor Jeyes, Councillor Roden and Councillor Trill will all attend the community meeting the CEO Chris Mazurkewich on Thursday, July 6, 2017.”

Carried. (05-06-17)

6. UNFINISHED BUSINESS

6.1. None

7. NEW BUSINESS

7.1. Union of BC Municipalities Convention – Confirmation of Members of Council who are attending

M/S Councillor Roden / Councillor Trill

“That the memo requesting confirmation of attendance at the 2017 UBCM Convention be received and filed, and further that Councillor Lambert advised that she is unable to attend.”

Carried. (06-06-17)

7.2. 4th Annual Resource Breakfast Series – Schedule of Topics for 2017 UBCM Convention

M/S Councillor Roden / Councillor Lambert

“That the information regarding the 4th Annual Resource Breakfast Series be received and filed.”

Carried. (07-06-17)

7.3. Union of BC Municipalities Convention – Meetings with Provincial Cabinet Ministers during 2017 Convention

M/S Councillor Roden / Councillor Trill

“That staff request meetings with the following Ministers during the 2017 UBCM Convention:

- Minister of Health
- Minister of Transportation & Infrastructure
- Minister of Advanced Education
- Minister of Forests, Lands & Natural Resource Operations

And further that staff contact Ashcroft Terminal to determine if there are ministers that Council should be contacting on their behalf.”

Carried. (08-06-17)

M/S Councillor Roden / Councillor Lambert

“That Administration contact Thompson Rivers University and request a member of the board make a presentation to council regarding the closure of the Ashcroft Cache Creek office and further that information be provided on how course selections are determined.”

Carried. (09-06-17)

7.4. Ashcroft & District Curling Club – Request for formation of a Select Committee

M/S Councillor Roden / Councillor Lambert

"That Councillor Lambert and Councillor Roden and the Chief Administrative Officer be appointed to a Select Committee of Council to review the Ashcroft & District Curling Club.

Carried. (10-06-17)

8. BYLAWS

8.1. Introduction and First Three Readings

8.1.1. None

8.2. Reconsideration and Final Adoption

8.2.1. None

9. INFORMATION CORRESPONDENCE

9.1. Information Correspondence Listing for June 12, 2017

M/S Councillor Roden / Councillor Lambert

"That the information correspondence listing for June 12, 2017 be received and filed."

Carried. (11-06-17)

10. REPORTS

Council Reports

10.1. Finance Committee – Mayor Jeyes, Councillor Roden & Councillor Kormendy

Council was reminded that the Asset Management presentation will be held at 5:00 pm on Thursday, July 20.

10.2. Cache Creek Environmental Assessment Committee – Mayor Jeyes & Councillor Kormendy

No report.

10.3. Northern Development Initiative Trust – Councillor Trill & Councillor Kormendy

Councillor Trill advised he will be attending the June 13 meeting in 100 Mile House.

10.4. Gold Country Communities Society – Councillor Trill & Councillor Roden

Councillor Trill advised that he had been unable to attend the last meeting however elections had taken place and he will report on this at the next meeting.

10.5. TNRD – Mayor Jeyes & Councillor Lambert

Mayor Jeyes advised that the next meeting was Thursday, June 15. The TNRD staff have been busy operating an EOC to assist area residents with the recent flooding.

10.6. Tourism – Councillor Roden & Councillor Lambert

Councillor Roden reported that the Visitor's Centre is now open and the summer student has started at the museum.

10.7. School District No. 74 (Gold Trail) Liaison – Councillor Lambert & Mayor Jeyes

Council reviewed the News Update for the Board of Education for School District No. 74

M/S Councillor Roden / Councillor Lambert

"That Council extend an invitation to the Board of Education for School District #74 to meet during the month of October."

Carried. (12-06-17)

10.8. Economic Development & Chamber of Commerce - Councillor Roden & Mayor Jeyes

Council reviewed the Notice of Public Speaking Engagement of Dr. Bruce Archibald regarding McAbee Fossil Beds

10.9. Historic Hat Creek– Mayor Jeyes & Councillor Trill

No report.

10.10. Heritage – Councillor Roden & Councillor Kormendy

Councillor Roden advised that the McAbee Fossil Bed Site was successful in obtaining a new Provincial Stop of Interest sign.

10.11. Transit – Councillor Kormendy & Councillor Roden

No report.

10.12. Wellness & Music (Kids) Festival – Councillor Trill & Councillor Roden

Councillor Trill confirmed that the Kids Tryathlon will be held on Saturday, July 15, 2017.

10.13. Seniors' Liaison – Councillor Lambert & Councillor Roden

No report.

10.14. Communities in Bloom – Councillor Trill & Councillor Roden

Councillor Roden advised she will be attending the next meeting on June 14, 2017.

10.15. Health Care – Mayor Jeyes & Councillor Lambert

No report.

10.16. Bifuka Sister City Relationship – Councillor Kormendy & Councillor Lambert

Councillor Kormendy advised that she had been invited to the mosaic studio and had viewed the piece that is a merger of original art by Royden Josephson and Kazuhiko Nagaki.

10.17. Other

Mayor Jeyes suggested to Council that it would be beneficial to prepare a backgrounder report on the motion regarding campaign financing that was recently passed at SILGA. Mayor Jeyes felt that if UBCM has more information it improved the chances of the motion passing. Councillor Kormendy advised that she could put together some information.

M/S Roden/Trill

That Council receive the verbal and written reports as presented.

Carried. (13-06-17)

10.18. Administration

Chief Administrative Officer

10.18.1. The Chief Administrative Officer advised Council of the following items:

1. There were a total of 7 entries for the colouring contest. Council agreed to award all participants a swim pass for the Ashcroft Pool for their age group.
2. Council was reminded that the MLA would like to meet with Council prior to the UBCM convention and please forward available dates
3. Council was reminded of the private tour of Ashcroft Terminal on Thursday, June 22
4. Council was reminded that the community barbecue will be held on Saturday, June 24 at Heritage Place Park. Council will be in attendance and will serve hamburgers, bottled water and a cake to celebrate our 65th year of incorporation. The event will take place from 11:00 am – 1:00 pm

Chief Financial Officer

10.18.2. None

11. INCAMERA

11.1. None

12. **TERMINATION**

M/S Councillor Roden / Councillor Lambert

"That the Regular Meeting of Council terminate at 5:50 pm.

Carried.

John C. (Jack) Jeyes, Mayor

Certified to be a true & correct copy
Of the Minutes of the Regular Meeting of
Council held Monday, June 12, 2017.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw

Cheque Register-Summary-Bank



Date : Jun 22, 2017

Time : 1:57 pm

Supplier : 150M15 To ZWP15
 Cheque Dt. : 07-Jun-2017 To 22-Jun-2017
 Bank : 1 - INTERIOR SAVINGS CU ACCT #014-260-4

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
34918	09-Jun-2017	AAC15	ASHCROFT ART CLUB	Issued	66	C	1,300.00
34919	12-Jun-2017	RGFN15	RECEIVER GENERAL FOR CANADA	Issued	68	C	14,547.99
34920	13-Jun-2017	ACEC15	A.C.E. COURIER SERVICES	Issued	69	C	268.28
34921	13-Jun-2017	ALIQ15	AIR LIQUIDE CANADA INC	Issued	69	C	176.17
34922	13-Jun-2017	ALSE15	ALS ENVIRONMENTAL	Issued	69	C	135.71
34923	13-Jun-2017	ASAI15	AQUAM SPECIALISTE AQUATIQUE INC	Issued	69	C	208.75
34924	13-Jun-2017	APAH15	ASHCROFT PLUMBING & HEATING 94	Issued	69	C	393.75
34925	13-Jun-2017	AVFA15	ASHCROFT VOLUNTEER FIREFIGHTER'S ASS	Issued	69	C	1,437.50
34926	13-Jun-2017	CUPE15	C.U.P.E. LOCAL 900	Issued	69	C	806.07
34927	13-Jun-2017	CLAU15	CANADIAN LINEN AND UNIFORM SERVICES	Issued	69	C	31.39
34928	13-Jun-2017	CESE15	CARO ANALYTICAL SERVICES	Issued	69	C	1,398.29
34929	13-Jun-2017	HORK15	HORSTING-MINNABARRIET, KYLA	Issued	69	C	250.00
34930	13-Jun-2017	JOUR15	JOURNAL (THE)	Issued	69	C	1,477.81
34931	13-Jun-2017	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	69	C	44.23
34932	13-Jun-2017	NLBL15	NL BROADCASTING LTD	Issued	69	C	393.75
34933	13-Jun-2017	PCFA15	PETTY CASH FUND - ADMINISTRATION	Issued	69	C	141.05
34934	13-Jun-2017	SAC16	SABYAN, COLTON	Issued	69	C	250.00
34935	13-Jun-2017	TNRD15	THOMPSON NICOLA REGIONAL DISTRICT	Issued	69	C	720.00
34936	19-Jun-2017	AESL15	ASSOCIATED ELECTRICAL SERVICES LTD	Issued	71	C	550.03
34937	19-Jun-2017	BCHA15	B C HYDRO & POWER AUTHORITY	Issued	71	C	16,510.18
34938	19-Jun-2017	BHAY15	BHALLA, YOGINDER	Issued	71	C	1,221.47
34939	19-Jun-2017	CLAU15	CANADIAN LINEN AND UNIFORM SERVICES	Issued	71	C	31.39
34940	19-Jun-2017	CSSY15	CHUBB EDWARDS	Issued	71	C	276.32
34941	19-Jun-2017	EMCO15	EMCO CORPORATION CREDIT DEPT	Issued	71	C	2,331.28
34942	19-Jun-2017	GALT15	GOLDER ASSOCIATES LTD	Issued	71	C	7,623.54
34943	19-Jun-2017	FULH15	HAYLEY FULTON	Issued	71	C	40.64
34944	19-Jun-2017	ICIE15	ICI ELECTRICAL ENGINEERING	Issued	71	C	1,575.00
34945	19-Jun-2017	KOSL15	KAMLOOPS OFFICE SYSTEMS LTD.	Issued	71	C	274.58
34946	19-Jun-2017	SILG15	SOUTHERN INTERIOR LOCAL GOVERNMENT	Issued	71	C	216.41
34947	19-Jun-2017	USLT15	URBAN SYSTEMS LTD	Issued	71	C	1,088.90
00190-0001	13-Jun-2017	BCPC15	BRITISH COLUMBIA PENSION CORPORATION	Issued	70	E	6,565.74

Total Computer Paid :	55,720.48	Total EFT PAP :	6,565.74	Total Paid :	62,286.22
Total Manually Paid :	0.00	Total EFT File :	0.00		

31 Total No. Of Cheque(s) ...



May 18, 2017

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

Dear Mayor Jeyes & Council,

Re: Request for letter of support

The Ashcroft HUB Society is an enterprising non-profit with a mandate to connect community with wellness, recreation & the arts. Over the past year and a half, the HUB has become a well-used & relevant place for the community. The HUB board is pleased with our progress to date, and we continue to strive to understand and meet the needs of community.

Two areas of focus this year are:

1. Research assessment and development of services/programs for Seniors
2. Upgrades for theatrical & musical performances

The HUB is largely run by a dedicated group of volunteers and much of our success is due to the generosity of individuals and grants. In order to gain credibility in our applications for funding, we require letters of support. It would be a great benefit to the HUB if the Village would provide a letter in support of the above mentioned focus areas to use for our grant applications.

Thank you for your consideration.

Yours Truly,

Juanita Little

RECEIVED

JUN 13 2017

**The Corporation
Village of Ashcroft**

Box 599, 711 Hill St., Ashcroft, BC V0K 1A0
250-453-9177 |
ashcrofthub@gmail.com | facebook/theashcrofthubsociety

Subject: SILGA Youth Participation at UBCM Convention

Good morning,

Please add this to your next board/council agenda. Thanks.

In order to promote youth participation and interest in local politics SILGA has established a policy to cover all expenses for up to 2 youth to attend the UBCM convention.

In this regard, please find attached our policy and guidelines for their participation.

August 7th will be the last day for members to nominate deserving youth. Please forward your nominees' names and a brief description of why they would be a good candidate to the SILGA email - yoursilga@gmail.com.

Thanks, Alison

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

POLICY MANUAL

Policy No. 8
Page No. 1 of 1

RE: YOUTH TRAVEL EXPENSES POLICY (August 31, 2016)

POLICY STATEMENT:

It is the policy of SILGA to reimburse up to 2 youth each year for the cost of travel, accommodation, meals and out of pocket expenses incurred to attend the UBCM convention.

POLICY BACKGROUND:

To promote youth involvement/interest in local government SILGA will pay for up to 2 youth to attend the UBCM convention until September 2018. Local member councils can nominate an individual from their community to attend, with SILGA board choosing the representatives. The local council of the selected individual(s) will mentor them during the week of the convention. The youth will be requested to provide a written report to SILGA outlining their experiences and the impact the week had for them.

SILGA will spend up to \$5,000/year for 3 years until September 2018 for a total of \$15,000. Receipts will be required.

POLICY DETAILS:

1. Transportation:
 - To pay compensation for air travel at the lowest available air fare; or
 - To pay compensation for the use of private vehicles at the rate equivalent to that paid by the Province of British Columbia¹, to a maximum of the lowest economy air fare.
 - Only the driver is entitled to reimbursement for car mileage; the driver must submit the names of the passengers with the expense account.
2. Accommodation (due to weather conditions/distance travelled/ other circumstances):
 - To pay compensation for hotel rooms at cost and with a receipt required; or
 - For private accommodation, in lieu of commercial accommodation, an allowance of \$30.00 per night may be claimed (no receipts required).
3. Other Expenses:
 - For all meetings and other authorized travel where required meals are not provided at the event, compensation for meals will be as follows:

Breakfast	\$15 including tips and tax
Lunch	\$25 including tips and tax
Dinner	\$35 including tips and tax

On the date of departure, travel must start before 7:00 am to claim breakfast; before 12:00 noon to claim lunch; and, on the date of return, travel must end after 6:00 pm to claim dinner.

- All other expenses occurred for hospitality expenses and other non-specified expenses shall be reimbursed at cost when receipts are provided, subject to Executive approval.

June 18, 2017

Village of Ashcroft Municipal Council, P.O. Box 129, Ashcroft,
B.C. V0K 1A0

Re: Art Collection, Ashcroft Library

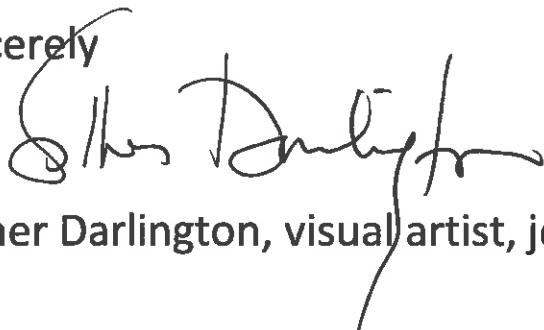
I am very pleased to have the permanence of the art collection in the Ashcroft Library assured by Judy Moore, Chief Librarian of the Thompson Nicola Regional District.

Her letter outlining the conditions is enclosed. I had explained the need to keep the collection of the townscapes intact. That is, individual paintings not be removed.

It was a relief to get the assurance. I enclose a copy of the letter from Judy Moore.

These paintings have become popular with out of town visitors, and resident users of the library have also expressed interest. Many of the buildings I painted in the early 1970's and in the late 1980's have long ceased to exist. The collection in its entirety, then, is a historical image of the village, as it was, as well as a collection of art.

Sincerely



Esther Darlington, visual artist, journalist.

RECEIVED

JUN 20 2017

The Corporation
Village of Ashcroft



Thompson-Nicola Regional District

THE REGION OF BC'S BEST



Department: Library System

June 15, 2017

Ms. Esther Darlington
Box 233
Ashcroft, BC
V0K 1A0

Dear Ms. Darlington,

Subject: Art Collection, Ashcroft Library

I am pleased to confirm receipt of your letters dated March 13th and May 31st, 2017 requesting assurance that the collection of Ashcroft townscapes remain intact. I am pleased to let you know that the collection will remain to be housed at the Ashcroft Library.

To recap the agreement with former Library Director, Kevin Kierans dated March 15, 2012,

- The paintings will be treated as a collection and should the paintings be temporarily exhibited outside the library, they will be treated as a collection,
- The library will continue to house the collection, and
- Should the library be unable to house the collection for reasons beyond its control, the library will work diligently with the Village of Ashcroft to ensure that the collection remains in Ashcroft and in a public space.

This also reiterates the original letter, from then Director of Libraries, Harry E. Newsom, and board minutes delivered in 1975, to accept the donation and house them permanently.

We thank you again for your generous contribution to the TNRD Library System and understand the historical interest that they hold for the residents of the district, particularly the Ashcroft area.

Sincerely,

Judy Moore, Chief Librarian

JM/led

Cc: Deanna Porter, Branch Head, Ashcroft Library

Melanie Rutherford, Manager of Community Libraries & Outreach

RECEIVED

JUN 20 2017

The Corporation
Village of Ashcroft



June 12, 2017

TO: UBCM Members
ATTN: ELECTED OFFICIALS

FROM: Chair Al Richmond
Chair, Nominating Committee

RE: **Call for Nominations for UBCM Executive**

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Monday July 31, 2017**.

1. Positions Open to Nomination

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

2. Qualifications for Office

Each candidate must be an elected official from a UBCM member local government.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

3. Nomination Process

A candidate must be nominated by two elected officials from a UBCM member local government, using the attached nomination and consent form (Appendix A).

The Nominating Committee reviews the qualifications of each candidate. The members of the 2017 Nominating Committee are:

- Chair Al Richmond, Immediate Past President, UBCM, Chair
- Councillor Laurey-Anne Roodenburg, North Central Local Government Association
- Councillor Chad Eliason, Southern Interior Local Government Association
- Chair Rob Gay, Association of Kootenay & Boundary Local Governments
- Councillor Jason Lum, Lower Mainland Local Government Association
- Councillor Barbara Price, Association of Vancouver Island & Coastal Communities

4. Advance Nominations & Nominating Committee Report

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **Monday July 31, 2017**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

5. Nominations Off the Floor

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Report on Nominations or the Convention Program for these times.

As with advance nominations, the candidate must be nominated by two elected officials from a UBCM member local government.

6. Further Information

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Chair Al Richmond
Chair, Nominating Committee
60-10551 Shellbridge Way
Richmond BC V6X 2W9

Chair email: arichmond@cariboord.bc.ca
Chair tel: 250.395.0841 (cell)
250.791.5477 (home)

UBCM Contact:

Marie Crawford
Associate Executive Director

Email: mcrawford@ubcm.ca
Tel: 604-270-8226 ext. 104

1715/60/Call for Nominations-Items/Call for Nominations

1 NOMINATIONS FOR THE 2017/2018 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Elected Position (Mayor/Chief/Councillor/Director): _____

Mun/RD/First Nation: _____

Nominated for: _____

NOMINATED BY:

Name: _____ Name: _____

Elected Position: _____ Elected Position: _____

Mun/RD/First Nation: _____ Mun/RD/First Nation: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws². I will also forward by July 31, 2017 to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

* Photo and bio will be published in the Report on Nominations.

CANDIDATE:

Name: _____ Elected Position: _____

Mun/RD/First Nation: _____

Nominated for: _____

Signature: _____ Date: _____

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: mcrawford@ubcm.ca.

Submission Deadline: July 31, 2017

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].
Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.

2. UBCM EXECUTIVE STRUCTURE

Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Healthy Communities
- Indigenous Relations
- Community Economic Development

Each Executive member generally serves on two committees.

3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2nd or 3rd week of November (2 days)
- 2nd or 3rd week of January (2 days)
- 2nd or 3rd week of April (2-3 days)
- 3rd full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a delegate from a local government.

UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

13 Elected Positions

President
 First Vice-President
 Second Vice-President
 Third Vice-President
 Director at Large (5 positions)
 Small Community Representative
 Electoral Area Representative
 Vancouver Metro Area Representative (2 positions)

8 Appointed Positions

Immediate Past President
 Vancouver Representative
 GVRD (Metro Vancouver) Representative
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

NOMINATION PROCESS

May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

July 31, 2017

Advance nominations close.

Following the July 31st advance nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the advance nominations deadline will be included in the Report on Nominations.

Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

ELECTION PROCESS

Step 1 – Election of Table Officers

WEDNESDAY, SEPTEMBER 27

- 9:20 a.m. Nominating Committee presents the list of advance nominees for Table Officer positions: President, First Vice-President, Second Vice-President, and Third Vice-President.
- 11:55 a.m. Nominations from the floor for Table Officer positions.
- 1:45 p.m. Candidate speeches *(if there is more than one candidate for a position)*
- 2:30-5:00 p.m. Elections for Table Officer positions *(if there is an election)*.

THURSDAY, SEPTEMBER 28

- 8:00-9:00 a.m. Elections continue for Table Officer positions *(if there is an election)*.

Step 2 – Election of Remaining Executive Positions

THURSDAY, SEPTEMBER 28

- 8:30 a.m. Nominating Committee presents the list of advance nominees for the remaining Executive positions: Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative.
- 11:35 a.m. Nominations from the floor for the remaining Executive positions.
- 11:40 a.m. Candidate speeches *(if there is more than one candidate for a position)*
- 2:30-5:00 p.m. Elections for the remaining Executive positions *(if there is an election)*.

FRIDAY, SEPTEMBER 29

- 7:30-8:30 a.m. Elections continue for the remaining Executive positions *(if there is an election)*.

For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.

**EXTRACT FROM THE UBCM BYLAWS:
EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS**

UBCM BYLAWS SECTIONS 2 TO 5

2. OFFICERS:

The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

3. EXECUTIVE:

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives ("Vancouver Metro Area Representatives") who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

(b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).

(c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.

- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
 - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
 - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;
 - encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;

- review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
 - accept qualified nominees nominated by two elected officials of members of the Union;
 - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GVRD Representative and the names of the five Area Association Directors who have each been appointed to assume the office of Area Association Director by the respective Area Association;
 - at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
 - that each general area of the Province is represented on the Executive nominated or appointed.

The Nominating Committee shall not recommend any nominee or group of nominees.

- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;
 - Electoral Area Representative;
 - for the five positions of Director at Large; and
 - the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.
- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

5. ELECTION OF OFFICERS AND EXECUTIVE:

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.
- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small

Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.

- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.
- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

June 26, 2017

To: Mayor and Council

From: Select Standing Off Lease Dog Park Committee

Ashcroft Off Leash Dog Park Select Committee

History

Council appointed a previous Committee to examine this issue using almost the exact Terms of Reference the current Committee is charged with fulfilling. That Committee produced an undated report after considerable effort. The Conclusion to that Report was:

Conclusion:

The Off Leash Dog Park Select Committee believes that an OLDP in the Village of Ashcroft would be beneficial to many people: not only residents but visitors. It would tie in with the Ashcroft's "Wellness Awaits You" brand, and increase our attractiveness to potential residents and visitors.

The OLDP Select Committee believes that a Stewardship group should be formed and enter into discussion with the Village of Ashcroft about the eventual use of the north end of the Lower pool park as an OLDP. This would make use of a current underutilized piece of park land, with minimal impact on those who do use it, if the soccer posts can be moved to the other end of the field. It would impact few residences, and would not impede students on their way to school via Western Drive.

The Stewardship group would, before approaching the Village, produce a plan setting out a timeline, funding initiatives, and a proposal for a formal agreement with the Village regarding the construction and maintenance of an OLDP.

Next Steps

The current Select Committee believes that the previous Committee did good work and examined all the feasible options available to them. The new Committee should begin their work from the previous Committee's Conclusion.

The new Committee has produced a new Terms of Reference for their work and would like Council to approve them.

Proposed Terms of Reference for the Select Committee examining an Off Leash Dog Park for Ashcroft

Committee Mandate

The Committee will use the Conclusion of the Report submitted by the previous Select Committee to proceed with their work towards the establishment of an Off-Leash Dog Park in Ashcroft, as detailed in the proposed Program below.

Committee Members

The Committee will be composed of four (4) members of the public and two (2) members of Council.

Meeting Schedule

The Committee may establish regular meeting dates, however the final report should be completed and presented to Council by (to be determined by the committee)

Program Outline.

- The proposed Program is focused on moving the issue forward by providing Council with advice and assistance concerning issues that will help to see an off leash dog park provided in Ashcroft. Among those challenges are:
 - Confirm the appropriate location.

- Identify and deliver public involvement/consultation that will educate residents about the benefits of the proposed development so that the public supports the Off Leash Dog Park in the proposed location. This could involve meetings, open houses, leaflets or any other cost effective means of engagement that can help.
- Propose solutions for real conflicts.
- Identify facilities required to make the facility function, including essential elements and enhancements that can come later.
- Identify capital costs
- Identify operational costs
- Suggest initiatives that could be accessed to secure outside funding.
- Identify roles that the Village must commit to, like supporting fund raising with Administrative support to meet donor needs.

General Information

Please remember:

- Recommendations are not binding
- Be respectful of the opinions of others
- All contact with Village personnel must be done through Michelle Allen, CAO
- Membership on the Committee does not permit trespassing on Village property or interaction with crew

Final Report

The Committee will automatically dissolve upon delivery of the Final Report to Council.

Information Update on Functioning Off Leash Dog Parks.

All committee members have experienced Off Leash Dog Parks in many different communities and have not experienced any challenges and believe that many citizens/residents are not fully informed or aware of how a fully functioning OLDP operates. An example of a park that all committee members saw as having many of the elements that make a successful OLDP is on Ord Road in Kamloops. Issues of enforcement

seem to be a major concern and all members state the same thing: **those people that use the park enforce the rules.**

Ord Road Rules:

- 1. All dogs must be licensed, current with all shots, healthy, wearing a collar with identification at all times.**
- 2. All dogs must be leashed upon entering and existing.**
- 3. Leads must be in owners hands at all times.**
- 4. All dogs must be in view and in voice control at all times. Leaving dogs unattended is prohibited.**
- 5. Owners must clean up after their dogs. Waste receptacles and doggy bags are provided.**
- 6. Aggressive dogs are not permitted. Owners must remove their dogs at the first sign of aggression.**
- 7. Dogs must be discouraged from digging. Owners must fill in holes.**
- 8. Food, beverages, smoking are not permitted.**
- 9. Dogs that are ill, injured or in heat prohibited.**
- 10. Owners are responsible for their dogs and injuries caused by them.**
- 11. Puppies under four months are prohibited.**
- 12. Limit 3 dogs per person.**
- 13. Be cautious with dog toys some dogs don't like to share.**

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: June 20, 2017

SUBJECT: 5th ANNUAL ASHCROFT KIDS TRYATHLON

Background

This will be the 5th year that the Kids Triathlon will be held in Ashcroft. The date of the event is Saturday, July 15, 2017.

Discussion

While the Annual Wellness Festival is no longer held, the Desert Hills Tri Club continue to host the kids TRYathlon. The TRYathlon has been very successful with approximately 50 local youths taking part in the event. The race is held in the morning so that participants are done before it becomes too hot. The organizers have approached the Village again and are requesting the following:

1. They would like to hold the swimming portion from 9 am – 11 am. The cost to have 2 lifeguards at the pool for 3 hours (8:30 am – 11:30 am) would be approximately \$250. In past years the Village donated the lifeguard's wages toward the event.
2. They request that Evans Road be closed for from 9:00 am – 12:00 pm to allow the bicycling portion to take place on that road in a safe and controlled environment. The race organizers must ensure that the race route remains on the public road and does not trespass onto private property.
3. They no longer require any closure of Railway Avenue as the running portion will be done on the field at the Ashcroft HUB.
4. Insurance for the event must be provided to the Village prior to July 15th.

The local triathlon is an excellent event and encourages our youth to take part in a new activity. The organizers have been promoting the race for a number of weeks at other triathlons and as a result expect to have more participants in previous years. Historically, events such as these continue to grow and bring visitors to our community. The events have no waste generated, have relatively low costs and should this event continue to grow it could be considered as a qualifier for larger races.

In anticipation of this request, staff has installed a notice at the beginning of Evans Road advising of the pending road closure. Letters will be sent to both Ashcroft Terminal and Koppers Inc. advising of the closure so that they may advise their customer and schedule their shifts accordingly.

Recommendation

Administration recommends that the Village of Ashcroft provide support for the 5th Annual TRYathlon on Saturday, July 15, 2017 by donating the cost of providing lifeguards at the Ashcroft Pool, and authorizing the closure of Evans Road for the bicycling portion of the event.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer



June 12, 2017

Dear Mayor Jeyes & Council

We are asking to have Evans Road closed once again for our annual kid's triathlon on Saturday, July 15, 2017. We are requesting the road be closed from 9-12. We will move the barricade as soon as our last racer is through to open the road if done sooner. We will not be needing to close Railway Avenue this year as we are going to utilize the field at the Ashcroft HUB for the running portion of the race this year. We enjoyed bringing the race to the downtown core, but felt this change would alleviate the conflict for businesses with the road closed, reduce the numbers of volunteers needed to man intersections, and provide better safety for the kids.

This will be the 5th year of the Ashcroft Try-athlon. We really appreciate all the support the Village of Ashcroft has given us over the years.

Please feel free to contact me at 250-453-9407 or email at motorinmomma@gmail.com.

Thank you.

Juanita Little

Desert Hills Tri Club

RECEIVED

JUN 13 2017

The Corporation
Village of Ashcroft

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: June 19, 2017

SUBJECT: OCP AND ZONING BYLAW UPDATES

Background

On May 8, 2017 Dylan Houlihan of Urban System Ltd. made a presentation to council regarding the next steps for the Official Community Plan (OCP) and Zoning Bylaw updates. Council has requested that the new bylaws be ready for adoption no later than April 2018.

Discussion

During Mr. Houlihan's presentation a number of items were raised that Council should consider, including but not limited to, secondary suites, models for short term rentals, cannabis regulations, signage, off street parking and lot sizes. Mr. Houlihan advised that some communities are structuring their OCP to focus primarily on land use while other communities are including general community development issues in addition to land use. This is a fundamental question that Council will have to address.

Mr. Houlihan advised Council that having a diverse approach to the project should capture the thoughts and comments from a broader range of residents. A Communication and Engagement Strategy will be a critical portion of the project and, with the expedited timeline that Council requested, this should be put together as soon as possible.

The strategy would include developing terms of reference for an OCP Committee with representatives from teens, seniors, young families and the business community. Comments from First Nation neighbours, area industries and various government agencies will also be solicited. Mr. Houlihan suggested that he could work with staff to develop the draft document that could then be brought back to Council for approval.

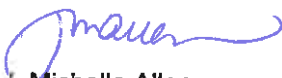
There are a number of engagement opportunities that can be used to gather input from the community. Council had indicated that they were in favour of a second, and possibly a third, community survey. The questions for these surveys will have to be developed. Mr. Houlihan advised Council that they have found an OCP Planning week to be successful in other communities and he is suggesting October 16 – 20 for this event. During this week, USL representatives will be available to meet with groups, organizations, businesses on a formal basis but will also attend various community functions in an effort to collect the opinions of a broad range of residents.

To engage the community over the summer it was suggested that the Village hold a photo contest and invite residents to submit photos of their favorite places and activities within our community. These photos would become the property of the Village and could be used within the final OCP document as well as on our website, etc.

Recommendation

Administration recommends that staff be authorized to work with Urban Systems Ltd. to develop the terms of reference for a Communication and Engagement Strategy and further that staff develop a photo contest with a focus on "My Favorite Place or Thing to Do in Ashcroft".

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

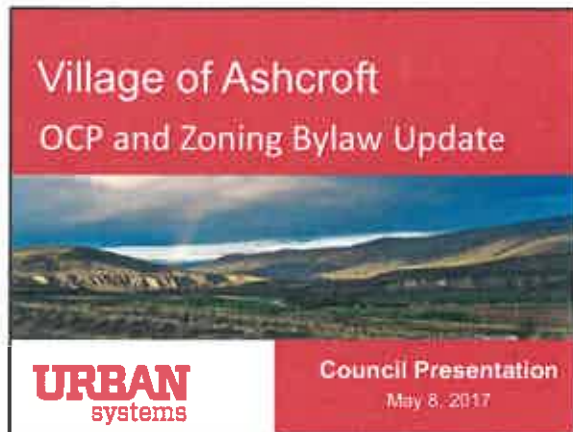
THE VILLAGE OF ASHCROFT

SUMMER PHOTO CONTEST

“MY FAVORITE PLACE OR THING TO DO IN ASHCROFT IS...”

The Village of Ashcroft is inviting residents to submit photos of their favorite place or favorite thing to do in Ashcroft. The contest will run from July 1 to November 15, 2017 and the details are below:

- Photos must be within the Village limits
- Photos of activities must be taken within the past 12 months
- Photos should be submitted as a .jpeg format, however high quality prints will also be accepted
- No photos of private property should be submitted without the permission of the property owner
- The photographer will retain ownership of all photos however they grant the Village of Ashcroft unrestricted use and unlimited reproduction rights
- Photos may be used on the Village website as well as in other promotional materials including the website
- A random draw for \$100 in local business gift certificates will be made from all submissions
- Residents may submit more than one photograph however only one entry per person will be permitted for the draw



Purpose of Presentation

- Review proposed work program
- Collect initial thoughts on proposed process and potential directions

How did we get here?

- OCP and Zoning Bylaw are over 10 years old
- Economic Development Plan recommended the update of these documents
- Reviewed OCP and Zoning Bylaw in detail to understand components that could be updated
- Had community survey (178 respondents)

OCP Potential Gaps and Opportunities

- **Key Developments and Evolution of Ashcroft**
 - Ashcroft Terminal
 - Arts community
 - Rebranding
 - Solar initiatives
 - Infrastructure planning and upgrades
 - Revised Economic Development Strategy
- **Other Types of Issues**
 - Air BnB
 - Secondary Suites
 - Backyard Hens
 - **Downtown Commercial**
 - Allowing residential and Industrial uses in the downtown

OCP Continued

Opportunities for OCP Expansion

- Land Use Plan vs. Community Plan
- Relationship with local First Nations
- Food security
- Sharing economy
- Carriage suites
- Parks and Recreation – trails
- Change in ALR policies

Zoning Issues

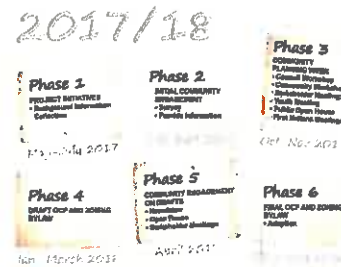
- Animal Control
- Secondary Suites
- Marihuana Facilities
- Home Based Businesses
- Day cares
- Regulation of bed and breakfasts
- Manufactured homes
- Signage
- Parking regulations

Terms of Reference

- Key Principles
 - Broad look at issues such as existing land use, local and regional land use priorities, relationships with Indigenous communities economic development, housing, education, health and social welfare
 - Communications and engagement strategy to involve the entire community
 - A timely and affordable process

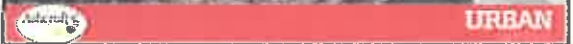


OCP and Zoning Bylaw Update Process



Key Questions

- How to engage younger adults in process
- How to engage local First Nations
- Timing for Planning Week
- Should there be a Community Advisory Committee
- What questions should be asked on the survey
- How should the OCP be structured:
 - Focus on land use?
 - Focus on land use and general community development issues?



2017/18

Phase 1

- PROJECT INITIATIVES**
- Background Information Collection

May - July 2017

Phase 2

- INITIAL COMMUNITY ENGAGEMENT**
- Survey
 - Provide Information

July - Sept 2017

Phase 3

- COMMUNITY PLANNING WEEK**
- Council Workshop
 - Community Workshop
 - Stakeholder Meetings
 - Youth Meeting
 - Public Open House
 - First Nations Meetings

Oct - Nov 2017

Phase 4

- DRAFT OCP AND ZONING BYLAW**

Nov - Dec 2017

Phase 5

- COMMUNITY ENGAGEMENT ON DRAFTS**
- Newsletter
 - Open House
 - Stakeholder Meetings

January 2018

Phase 6

- FINAL OCP AND ZONING BYLAW**
- Adoption

Feb - April 2018

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: June 14, 2017

SUBJECT: 2016 ANNUAL REPORT

Background

Section 98 of the *Community Charter* states that before June 30th of each Council must prepare an annual report, have the annual report available for public inspection and have Council consider the report at an open meeting.

Discussion

Section 98 states that the annual report must include the following:

- a. The audited financial statement for the previous year
- b. For each tax exemption provided by Council, the amount of property taxes that would have been imposed on the property in the previous year if the exemption had not been granted
- c. A report respecting municipal services and operations for the previous year
- d. A progress report respecting the previous year in relation to the objectives and measures established for that year
- e. Any declarations of disqualification in the previous year, including identification of the council member or former council member involved and the nature of the disqualification
- f. A statement of municipal objectives, and the measures that will be used to determine progress respecting those objectives for the current and next year
- g. Any other information the council considers advisable.

Advertisements have been placed in *The Journal* advising the public that the 2016 Annual Report will be presented to Council and formally adopted at the regular meeting on June 26, 2017. A copy of the report has been placed on our website and copies have been available at the front counter.

Recommendation

Administration is requesting that Council adopt the 2016 Annual Report as presented.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

**INFORMATION CORRESPONDENCE
FOR THE JUNE 26, 2017 COUNCIL MEETING**

Wilderness Committee

- Tar Sands Expansion

Cathy Peters

- Prevention of Youth/Child Sexual Exploitation

Western Canada Theatre Company

- 2017/18 Season Line Up

Auditor General for Local Government Annual Report

TNRD

- Library, Wildlife Park Announce Partnership
- Adult Summer Reading Club Offers Prizes

Salish Sea Trust

- ▣ BC, Canadians, the UN, and World Oceans Day

CiB

- ▣ May 2017 Publication

Transition – The Magazine of Disability Alliance of BC – Summer 2017

Municipal World Magazine – June 2017

/kw

Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of June 15, 2017

Housekeeping Amendments Approved for Zoning Bylaw

After a public hearing, the Board of Directors adopted Zoning Bylaw 2400 Housekeeping Amendments Bylaw 2591, 2017.

The omnibus amendment, which updates and improves Zoning Bylaw 2400, covers a range of planning issues, including: general housekeeping; items in response to bylaw enforcement; concordance with B.C. legislation changes; temporary dwelling use; and proposed livestock and build-out limits for small acreages.

Adjustment Made to Maple Mission Water System Fees

Thompson-Nicola Regional District Water Utility Rates Amendment Bylaw No 2621, 2017, was adopted by the Board.

The bylaw adjusts the user fee rate currently being charged by the Maple Mission Community Water System as embodied in Bylaw 2507, 2015, retroactive to the beginning of 2017.

This rate was increased to \$125 per month effective January 1, 2017, via Bylaw 2589. Parcel taxes were also to increase by an additional \$60 over the 2016 rate, to \$180 per parcel per year.

This change follows public consultation with the property owners in the service

area. The change is part of an overall Utility Systems strategy to ensure that TNRD water system services are being managed efficiently, for as low a cost as possible, and also charged in a way that is fair and equitable.

New Invasive Plant Committee Struck

The Board voted to adopt Thompson-Nicola Invasive Plant Management Committee Bylaw No. 2622, 2017.

The Bylaw establishes the Terms of Reference for the new Thompson-Nicola Invasive Plant Managed Committee (TNIPMC) and dissolves the existing TNRD Invasive Plant Committee. The TNIPMC will administer invasive plant management with the TNRD boundaries.

The membership of the TNIPMC includes representatives from the major land managers in the TNRD as well as key organizations with invasive plant expertise. Funding for the program delivery of the TNIPMC will come primarily from provincial agencies and the TNRD Invasive Plant Control Service.

Board Approves Beer Garden for Blue River Community Park

The Lakes District Maintenance Inc. was given approval by the Board to host a beer garden at the Blue River Community Park at Eleanor Lake on Aug. 19, 2017.

Continued on Page 2

Chair: John Ranta
Village of Cache Creek

Directors

Carol Schaffer

*Electoral Area "A"
(Wells Gray Country)*

Willow Macdonald

*Electoral Area "B"
(Thompson Headwaters)*

Sally Watson

*Electoral Area "E"
(Bonaparte Plateau)*

Steven Rice

*Electoral Area "T"
(Blue Sky Country)*

Ronaye Elliott

*Electoral Area "J"
(Copper Desert Country)*

Ken Gillis

*Electoral Area "L"
(Grasslands)*

Randy Murray

*Electoral Area "M"
(Beautiful Nicola Valley — North)*

Herb Graham

*Electoral Area "N"
(Beautiful Nicola Valley — South)*

Bill Kershaw

*Electoral Area "O"
(Lower North Thompson)*

Mel Rothenburger

*Electoral Area "P"
(Rivers and the Peaks)*

Jack Jeyes

Village of Ashcroft

Virginia Smith

District of Barriere

Rick Berrigan

Village of Chase

John Harwood

District of Clearwater

Jim Rivett

Village of Clinton

Ken Christian

City of Kamloops

Tina Lange

City of Kamloops

Peter Milobar

City of Kamloops

Arjun Singh

City of Kamloops

Marg Spina

City of Kamloops

Pat Wallace

City of Kamloops

Robin Smith

District of Logan Lake

Jessoa Lightfoot

Village of Lytton

Neil Menard

City of Merritt

Al Raine

Sun Peaks Mountain Resort



The Current

50th
ANNIVERSARY
1967 - 2017

Thompson-Nicola Regional District

Board of Directors

Chair: John Ranta

Village of Cache Creek

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Sun Peaks Mountain Resort

Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of June 15, 2017

Continued from Page 1

Because the park is owned by the TNRD, the approval comes with the following requirements:

- LDM must meet or exceed all requirements of the TNRD's Special Event Permit.
- LDM must complete the Thompson Headwaters Park Use Application.
- LDM must meet the Commercial General Liability requirements of \$3,000,000, with the TNRD being identified as an additional insured.
- The consumption of alcoholic beverages must be restricted to a specified area of the park, with a clearly marked perimeter and one controlled access point.
- No glass containers are permitted to be served.
- All garbage generated must be removed from the park by the Association.

Funds Allocated to Build Bridge in Herb Bilton Way Park

Based on a recommendation from the Thompson Headwaters Services, the Board approved the allocation of up to \$75,000 from the 2017 Area "B" Community Parks capital budget to finance the construction of a pedestrian

bridge within the Herb Bilton Way Park.

Gas Tax Money Approved for North Thompson Hall

The Board approved the expenditure to a maximum of \$25,000, allocated to Electoral Area "O" (Lower North Thompson), in Federal Gas Tax - Community Works Fund revenues, to fund roof resurfacing and insulation upgrades at the North Thompson Valley Legion Hall.

Development Survey Results Positive

The Board received a report from Development Services summarizing the customer-satisfaction surveys of the previous year.

The surveys were initiated to better communicate with and seek input from customers who have been through the planning and building application process.

The surveys indicated that our service was excellent or acceptable over 90% of the time. Over this next year Development Services will try to address any weaknesses and areas for improvement.

Regular Board Meeting — Thursday, July 20, 1:15 p.m.