



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, MARCH 26, 2018**

1. **CALL TO ORDER**
 2. **MINUTES**
 - 2.1. Minutes of the Regular Meeting of Council held on Monday, March 12, 2018 **P. 1-6**
 3. **DELEGATIONS**
 - 3.1. None
 4. **CORRESPONDENCE**
 - 4.1. Ashcroft/Cache Creek Rotary Club **P. 7**
 - 2017 Citizen of the Year Award
 - 4.2. Wendy Booth, President, Union of BC Municipalities **P. 8-9**
 - Provincial response to our 2017 resolution put forward by Council and endorsed by the UBCM membership
 - 4.3. Cariboo Chilcotin Coast Tourism Association **P. 10-13**
 - Invitation to attend 2018 Rural Tourism Summit "Beyond the Fire", April 13 – 15, 2018
 - 4.4. Mr. Mike Baldwin on behalf of Nina Baldwin **P. 14**
 - Plight of dogs in Ashcroft on Mesa Vista
 - 4.5. Community Connect Expo **P. 15-21**
 - Workshops & Presentations, April 14, 2018 at the Ashcroft HUB
 - 4.6. City of Maple Ridge **P. 22**
 - Letter to Minister of Finance regarding Employer Health Tax
 - 4.7. Working Group on Responsible Conduct of Elected Officials **P. 23-26**
 - Foundational Principles of Responsible Conduct
 5. **UNFINISHED BUSINESS**
 - 5.1. Off Leash Dog Park Select Committee of Council
 - New date for Community Presentation – May 3
 6. **NEW BUSINESS**
 - 6.1. Deb Arnott, Community Futures **P. 27-28**
 - BC Rural Centre Community Investment Co-Op
 - 6.2. Proposed Bylaw No. 817 – Council Procedure Bylaw **P. 29-41**
 - Opportunity to review bylaw prior to formal introduction and first two readings
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7. **BYLAWS**

7.1. **Introduction and First Three Readings**

7.1.1. None

7.2. **Reconsideration and Final Adoption**

7.2.1. Bylaw No. 816

P. 42-44

8. **INFORMATION CORRESPONDENCE**

8.1. Information Correspondence Listing for March 26, 2018

P. 45

9. **REPORTS**

Council Reports

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

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

9.3. **Northern Development Initiative Trust – Councillor Trill & Councillor Kormendy**

9.4. **Gold Country Communities Society – Councillor Trill & Councillor Roden**

Report from Gold Country Chair, Outgoing COO and Incoming COO

P. 46-47

9.5. **TNRD – Mayor Jeyes & Councillor Kormendy**

The Current – Highlights from the Board of Directors' meeting held on March 15, 2018

P. 48-49

9.6. **Tourism – Councillor Roden & Councillor Lambert**

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

The Board Bulletin – Highlights from the Board of Education Meeting held March 6, 2018

P. 50

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

9.9. **Historic Hat Creek– Mayor Jeyes & Councillor Trill**

9.10. **Heritage – Councillor Roden & Councillor Kormendy**

9.11. **Transit – Councillor Kormendy & Councillor Roden**

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

9.13. **Seniors' Liaison – Councillor Lambert & Councillor Roden**

- 9.14. Communities in Bloom – Councillor Trill & Councillor Roden
- 9.15. Health Care – Mayor Jeyes & Councillor Lambert
- 9.16. Bifuka Sister City Relationship – Councillor Kormendy & Councillor Lambert
- 9.17. Other
 - (Motion to receive both verbal and written reports)
- 9.18. Administration
 - Chief Administrative Officer
 - 9.18.1. None
 - Chief Financial Officer
 - 9.18.2. None
- 10. INCAMERA
 - 10.1. None
- 11. 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, MARCH 12, 2018**

PRESENT: Mayor John C. (Jack) Jeyes
Councillor Helen A. Kormendy
Councillor Doreen E. Lambert
Councillor Barbara H. Roden

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

Press

EXCUSED: Councillor Wm. Alfred Trill

1. CALL TO ORDER

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

2. MINUTES

2.1. Minutes of the Regular Meeting of Council held on Monday, February 26, 2018

Mayor Jeyes declared the minutes adopted as presented.

3. DELEGATIONS

3.1. None

4. CORRESPONDENCE

4.1. Jati Sidhu, MP, Mission – Matsqui – Fraser Canyon – Invitation for Mayor & Council to attend National Seniors Strategy Community Consultation, March 14, 2018 at 3:30 pm

M/S Mayor Jeyes / Councillor Kormendy

That Councillor Roden be authorized to attend the National Seniors Strategy Community Consultation on March 14, 2018 on behalf of Mayor Jeyes and Council.

Carried. (01-03-18)

4.2. New Pathways to Gold Society – Invitation to 10 Plus Celebrations, April 14-15, 2018

M/S Councillor Roden / Councillor Lambert

“That the invitation to attend the New Pathways to Gold 10 Plus Celebrations on April 14 & 15, 2018 be received and filed.”

Carried. (02-13-18)

4.3. BC Municipal Climate Leadership Council – High Impact Leadership on Climate Action Workshop, April 24 in Revelstoke

M/S Councillor Roden / Councillor Lambert

“That the information on the BC Municipal Climate Leadership Council workshop on April 24 be received and filed.”

Carried. (03-03-18)

4.4. Cariboo Chilcotin Coast Tourism Association – Invitation to attend 2018 Rural Tourism Summit, April 13-15, 2018

M/S Councillor Roden / Councillor Lambert

“That Mayor Jeyes or his designate be authorized to attend the CCCTA 2018 Rural Tourism Summit on April 13 – 15 in Williams Lake.”

Carried. (04-03-18)

5. UNFINISHED BUSINESS

5.1. Property Encroaching onto Village Lands – Authorization to Sign Agreement

M/S Councillor Roden / Councillor Lambert

“That the Mayor and the Chief Administrative Officer/Corporate Officer be authorized to sign the Encroachment Agreement (License to Occupy) for the property legally described as Lot C (being a consolidation of Lots 11 & 12 see CA5313527), Block 18, Plan 189, DL 423, KDYD.”

Carried. (05-03-18)

6. NEW BUSINESS

6.1. Ashcroft Volunteer Fire Department – Calls for Service Statistics for 2015, 2016 and 2017

M/S Councillor Roden / Councillor Kormendy

“That the Ashcroft Volunteer Fire Department Calls for Service report for 2015, 2016 and 2017 be received and filed.”

Carried. (06-03-18)

6.2. Planning Advisory Committee OCP & Zoning Bylaw Update – Appointment of Council member to committee

M/S Mayor Jeyes / Councillor Kormendy

“That Councillor Roden be appointed as the Council representative on the Planning Advisory Committee Official Community Plan and Zoning Bylaw Update.”

Carried. (07-03-18)

7. BYLAWS

7.1. Introduction and First Three Readings

7.1.1. Bylaw No. 816 – Village of Ashcroft Local Government and Other Voting Procedures Bylaw, 2018

M/S Councillor Roden / Councillor Lambert

“That Bylaw 816 be introduced and given first three readings.”

Carried. (08-03-18)

7.2. Reconsideration and Final Adoption

7.2.1. None

8. INFORMATION CORRESPONDENCE

8.1. Information Correspondence Listing for March 12, 2018

M/S Councillor Roden / Councillor Lambert

“That the information correspondence for March 12, 2018 be received and filed.”

Carried. (09-03-18)

9. REPORTS

Council Reports

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

Mayor Jeyes advised that the Finance Committee had met with the auditor prior to the meeting and reviewed the 2017 audited financial statements. We received a clean audit and are in a good financial position. Council congratulated CFO Bhalla on the excellent work.

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

Mayor Jeyes reported on the last meeting. The liner for the landfill has been ordered but not yet received.

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

No report.

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

Mayor Jeyes advised that the AGM is on Friday, March 16 and that is also COO Terri Hadwin's last day with Gold Country. Her replacement is John Hamilton and he will be in place shortly.

9.5. TNRD – Mayor Jeyes & Councillor Kormendy

Councillor Kormendy advised that she will attend the March 15, 2018 meeting on behalf of Mayor Jeyes.

9.6. Tourism – Councillor Roden & Councillor Lambert

Councillor Roden updated Council on local issues including a hotel room tax for the CCCTA area and the BC Ferry route from Port Hardy to Bella Coola.

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

Mayor Jeyes advised that he had attended the Community Engagement Meeting on March 7, 2018. There were very few elected officials and members of the public in attendance.

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

No report.

9.9. Historic Hat Creek– Mayor Jeyes & Councillor Trill

No report.

9.10. Heritage – Councillor Roden & Councillor Kormendy

Councillor Roden reported that the annual Heritage Event had been held on Sunday, March 11 and there were approximately 40 people in attendance. They provided backgrounds on 9 historical buildings within the community.

9.11. Transit – Councillor Kormendy & Councillor Roden

No report.

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

No report.

9.13. Seniors' Liaison – Councillor Lambert & Councillor Roden

Councillor Lambert advised Council that the senior's centre may close their doors this fall as they are having a difficult time finding people to fill the executive positions.

9.14. Communities in Bloom – Councillor Trill & Councillor Roden

Councillor Roden advised that she had attended the last meeting and a number of items had been discussed.

9.15. Health Care – Mayor Jeyes & Councillor Lambert

No report.

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

Councillor Kormendy advised that she had met with Mrs. Kanamaru and they had discussed a number of options to ensure that the sister city partnership continues.

9.17. Other

Councillor Roden advised Council that there would be a Community Expo held at the HUB on April 14th that will have a number of presentations and resources related to stress reduction and trauma recovery from last year's wildfires. Registration deadline is April 1 and the cost is \$20.

Councillor Kormendy advised council that the HUB is also hosting a Psychological First Aid Guide for Disaster Responders session on March 24, 2018. Deadline for registration is March 21 and the event is free.

M/S Councillor Roden / Councillor Lambert

"That Council receive the verbal and written reports as presented."

Carried. (10-03-18)

9.18. Administration

Chief Administrative Officer

9.18.1. The CAO advised Council that one of the river pumps had been replaced earlier in the day. This is the first step of the water treatment plant project.

Chief Financial Officer

9.18.2. No report.

10. INCAMERA

10.1. Review of Chief Financial Officer's Employment Contract

M/S Councillor Roden / Councillor Lambert

"That the regular meeting of Council move In-Camera to discuss an item under Section 90.(1).c of the Community Charter at 5:30 pm."

Carried. (11-03-18)

Staff was asked to leave the meeting at this point.

11. TERMINATION

The meeting terminated at 6:37 pm.

John C. (Jack) Jeyes, Mayor

Certified to be a true and correct copy of
the Minutes of the Regular Meeting of
Council held Monday, March 12, 2018.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw



Ashcroft/Cache Creek Rotary Club SERVICE Above Self

Box 11, Ashcroft, BC V0K 1A0

Phone 250 682.3232

Email theresatakacs@hotmail.com

March 15 2018

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

Attention: Mayor Jack Jeyes & Council

Dear Mayor and Council:

Re: 2017 Citizen of the Year Award

As you are aware, the Ashcroft/Cache Creek Rotary Club sponsors an annual Citizen of the Year Award. One award is presented for a Cache Creek and area resident and one award is presented to an Ashcroft and area resident and one more for the outstanding youth person in our district.

I am pleased to advise you that the 2017 Citizens of the Year are Joyce Buckland and Phyllis Rainey for Ashcroft and Sue Peters for Cache Creek and Khiara Archibald for Youth.

These individuals will be honoured at a Dinner from 5:00-9:00, dinner at 6:00 at the Cache Creek Community Hall Saturday April 7 2017 we would be pleased if Jack Jeyes, or in his absence a representative from Council was present to say a few words about the recipients, in general, and Phyllis and Joyce in particular.

Tickets for the lunch are available in advance online at Eventbrite, and in person at Interior Savings Credit Union in Ashcroft and Royal Bank in Cache Creek for \$20.

We look forward to seeing you there.

Sincerely,

Theresa Takacs,
President,
Ashcroft-Cache Creek Rotary Club

RECEIVED

MAR 20 2018

The Corporation
Village of Ashcroft

March 9, 2018

Mayor Jack Jeyes
Village of Ashcroft
Box 129
Ashcroft BC V0K 1A0

Dear Mayor Jeyes:

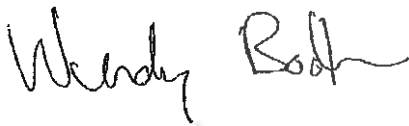
Re: 2017 Resolutions

Please find attached the provincial response to the 2017 resolution(s) put forward by your Council and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Jamee Justason, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,



President

Enclosure

RECEIVED

MAR 15 2018

The Corporation
Village of Ashcroft

2017 B78 Local Elections Campaign Financing Act

Ashcroft

Whereas local elections are conducted under the *Local Government Act*, the *Local Elections Campaign Financing Act*, the *School Act* and other bylaws and legislation;

And whereas effective in 2014 Elections BC administers campaign financing and advertising rules under the *Local Elections Campaign Financing Act*;

And whereas all candidates putting their name forward for local government elections must abide by the *Local Elections Campaign Financing Act* regardless of the size of the jurisdiction in which they are running and the amount of funds used in their campaign, which can be expensive, time consuming and intimidating, which could result in some potential candidates deciding not to put their name forward for local office:

Therefore be it resolved that the *Local Elections Campaign Financing Act* be amended to recognize that requirements to run a campaign in a community of 2,000 voters is considerably different than those required for a large centre;

And be it further resolved that changes to the *Local Elections Campaign Financing Act* be in place prior to the 2018 general local election.

Convention Decision: Endorsed

Provincial Response

Ministry of Municipal Affairs & Housing

In developing campaign financing rules for local elections, an important consideration has been to balance the unique attributes of local governments with consistency across British Columbia. Allowing local rules to vary according to community needs is important, but this flexibility must be balanced by principles like consistency, to ensure that basic democratic standards are the same and candidates and electors are treated fairly across communities. Balancing flexibility with consistency of rules has played an important role in guiding changes to local elections legislation.

The 2018 general local elections will be the first elections in which both expense limits and contribution limits will apply to local elections campaigns across the province. The experience of the 2018 general local elections will provide an opportunity to gather information and data about how the rules work in a variety of communities, which can then be used to inform further conversations and considerations for campaign financing rules.

There are a variety of resources and organizations dedicated to helping local elections participants in applying campaign financing rules to their local elections campaigns, including Elections BC, the Local Government Management Association and staff from the Ministry of Municipal Affairs and Housing. These organizations are working together to develop and update education materials, as well as organize outreach activities, to assist candidates, elector organizations, and other local elections participants in understanding and complying with the rules.

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MAR 15 2018

**The Corporation
Village of Ashcroft**



February 15, 2018

Mayor Jack Jeyes & Council
The Village of Ashcroft
Box 129
Ashcroft BC V0K 1A0

Dear Mayor Jeyes & Council:

Cariboo Chilcotin Coast Tourism wishes to extend you an invitation to join us at the Association's 2018 Rural Tourism Summit 'Beyond the Fire'. This event will be taking place April 13 – 15, 2018 in Williams Lake, British Columbia.

The Summit is open to everyone who has an interest in learning more about the tourism industry, finding supports for 2017 Wildfire recovery, and hearing about new opportunities.

We hope your busy schedule will allow you to be with us at some point during the event and look forward to your reply.

Yours truly,

Amy Thacker
Chief Executive Officer

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MAR 12 2018

The Corporation
Village of Ashcroft

2018 RURAL TOURISM SYMPOSIUM: BEYOND THE FIRES



(<http://industry.landwithoutlimits.com/wp-content/uploads/2018/03/20180314-2018-Rural-Tourism-Symposium-Cover-page-DRAFT-V2.0.jpg>) Join us and other professionals in and out of the tourism industry for our upcoming 2018 Rural Tourism Symposium. The summer of 2017 provided many learning opportunities which we will explore and share with the idea to create some best practices for our region. This also translates to other jurisdictions outside of tourism, and outside our region. The world is watching and wants to learn from our experiences.

The event will kick off Friday April 13th with a reception at the Tourism Discovery Centre, and hosted by the City of Williams Lake. The symposium itself will begin Saturday April 14th at 7am with a with a breakfast in the Gibraltar Room located at the Cariboo Memorial Complex. Saturday evening will feature a dinner theatre at the Maranatha Christian school sponsored by the City of Williams Lake and TRU Tourism Management. Sunday morning also brings breakfast beginning at 7am and through the day more learning opportunities.

Make sure to print, scan and return your **registration form here** (<http://industry.landwithoutlimits.com/wp-content/uploads/2018/03/20180306-Rural-Tourism-Summit-Registration-Form-FINAL.pdf>) to us as soon as possible to reserve your seat. Don't miss this chance to learn, network and look forward to strengthening our tourism sector and region!

Come back to this page regularly as we'll update more on the event as it becomes confirmed!



About Us (<http://industry.landwithoutlimits.com/about-ccc/>)

2018 Rural Tourism Symposium: Beyond The Fires
(<http://industry.landwithoutlimits.com/about-ccc/2018-rural-tourism-symposium-beyond-the-fires/>)

Mission/Vision Statement (<http://industry.landwithoutlimits.com/about-ccc/missionvision-statement/>)

Legal Doc's (<http://industry.landwithoutlimits.com/about-ccc/legal-docs/>)

Board Of Directors (<http://industry.landwithoutlimits.com/about-ccc/board-of-directors/>)

Staff (<http://industry.landwithoutlimits.com/about-ccc/staff/>)

AGM & Tourism Summit (<http://industry.landwithoutlimits.com/about-ccc/agm-tourism-summit/>)

Services (<http://industry.landwithoutlimits.com/services/>)

Newsletters (<http://industry.landwithoutlimits.com/newsletters/>)

Contact (<http://industry.landwithoutlimits.com/contact/>)

RECENT NEWSLETTERS

2018 Rural Tourism Summit – Beyond the Fires



**THOMPSON
RIVERS
UNIVERSITY**

Tourism
Management

- Full Registration - EARLY BIRD rate \$52.50 (\$50.00 plus GST - includes sessions, meals & Dinner Theatre)
- Full Registration - NORMAL rate \$105.00 (\$100.00 plus GST - includes sessions, meals & Dinner Theatre)
- Exhibitor Table \$52.50 (\$50.00 plus GST - includes space and table – in addition to Registration)

Company Name _____

Contact person _____

Address _____

City _____ Postal Code _____

Phone _____ Fax _____

Email _____

Attendee 1. _____ Attendee 3. _____

Attendee 2. _____ Attendee 4. _____

- Cheque enclosed (payable to CCCTA)
- Please send me an invoice, I will pay immediately upon receipt
- VISA Mastercard

Card No. _____ Expiry (MM/YY) _____

Name on Card _____

Signature _____

- Receipt required By Email By Snail Mail

Please send this form to:

CCCTA
Attn: Remco Wijnhorst
#204 – 350 Barnard Street
Williams Lake, BC V2G 4T9

Tel: 205.392.2226 ext. 205
Fax: 250.392.2838
Toll Free: 1.800.663.5885
remco@landwithoutlimits.com

*Thank you for
your support!*



Registration Fees (Attendee(s) x choice)

Full Registration(s): \$ _____

Exhibitor Table: \$ _____

Total Due \$ _____

Please advise us of your special and/or dietary needs prior to the event.

Please note that still photography, video and audio footage may be captured at the Tourism Summit events for us by the CCCTA. Your registration provides CCCTA permission to use your likeness, unless notified in writing.

The plight of dogs in Ashcroft on Mesa Vista

To the Village Council of Ashcroft

My name is Nina Baldwin and I am Mike Baldwin's canine companion. I have asked him to speak on behalf of myself and those of my species residing on Mesa Vista. Humans have many cultural and national differences and we accept and even celebrate that diversity. I am a foreign national having been born in Korea under the not most pleasant of circumstances. I was bred and being raised to be eaten. Someone, I do not remember who because I was too young to understand my plight, rescued me and brought me to my new home in Canada. I find myself being subjected to discrimination on the basis of my species right here in Canada, in fact in the Village of Ashcroft.

I understand the need for leash laws and I accept them although I would be far more comfortable off leash. The thing I find difficult to understand is why I am not allowed in the park area between Mesa Vista Drive and Cliff Crescent. My human companion Mike and I enjoy walking together and see no signs prohibiting any other species of animal (cats, deer, bear, coyote, etc.) from entrance to the park area. I find this ordinance unacceptable and would like to challenge it. I am asking the village council to revisit this unfair treatment of my canine companions and myself. We are residents of this area just as all other life forms and we deserve to be treated in a manner similar to that which you accord all others. My life thus far has not always been easy and I truly feel as though I have found my forever home here. Please consider our plea and change this unjust ordinance. There are citizens, both human and canine who are disabled and unable to make long sojourns out onto the Vista where I often go with Mike, and your opening your hearts to those less fortunate would be deeply appreciated by them and would pose little if any extra work for the village maintenance crew. Thank you for considering and hopefully acting on my plea. Do not punish all for the actions of a few less responsible citizens. We do not harm the environment, in fact our fertilizer may assist the growth of vegetation in the park.

MIKE BALDWIN
PO Box 912
ASHCROFT, BC V0K1A0
pjmb77@telus.net
250-453-9521

RECEIVED

MAR 12 2018

The Corporation
Village of Ashcroft

Michelle Allen

From: admin@ashcroftbc.ca
Sent: Thursday, March 08, 2018 12:44 PM
To: Michelle@ashcroftbc.ca
Subject: [FWD: Community Connect Expo]
Attachments: CCE poster.pdf; Community Expo Brochure - for email.pdf

----- Original Message -----

Subject: Community Connect Expo
From: Ashcroft HUB Society <ashcrofthub@gmail.com>
Date: Wed, March 07, 2018 12:49 pm
To:
Cc: Ashcroft HUB Society <ashcrofthub@gmail.com>

Hello,

The Ashcroft Hub is excited to be hosting a Community Connect Expo on Saturday April 14, 2018. This one day event includes an assortment of workshops, presentations and an expo full of local service providers with the focus on trauma recovery post wildfires. We would love for you to join us.

Attached you will find a poster to display and brochure with complete expo workshop details.

Please share with your contacts.

For more information on this event please contact the Hub office @ 250-453-9177.

Thank you,

Leisa McAvany

Executive Assistant

--
Ashcroft HUB Society
711 Hill St., PO Box 599
Ashcroft, BC V0K 1A0
Phone: 250-453-9177

You are receiving this email because you have expressed interest in the Ashcroft HUB Society. If you no longer wish to receive emails from the Ashcroft HUB Society, please reply to this email with the subject line: "Please remove me from this list."

Thank you to all our partners



**CANADIAN
RED CROSS**



Elizabeth Fry Society
South Cariboo

**Better
at Home**

United Way helping seniors
remain independent.



Community Connect

EXPO

Saturday, April 14,
2018

Enjoy a full day of living well workshops, an expo full of local service providers and a lovely lunch.

Schedule

- 8:00 am Registration, Expo and Reception
 - 9:00 Opening and Keynote: Ann Gillies
 - 10:30 Expo and Break
 - 11:00 Breakout Session 1
 - 12:00 Lunch
 - 12:30 Expo
 - 1:00 Breakout Session 2
 - 2:00 Breakout Session 3
 - 3:00 Expo and Break
 - 3:30 Plenary, Ann Gillies
 - 4:14 Closing Remarks, Connecting in Community
- \$20 a person (includes lunch and snacks)
- Space is limited so please register before April 1st.
- Registration form can be found at centre of brochure.
- For more information, contact us at

Phone: (250) 453 9177

Email: ashcroftthub@gmail.com

Meet the Presenters



Dr. Ann Gillies

Professionally Dr. Gillies is trained jointly in counselling psychology and theology. She has worked primarily in the areas of complex trauma with adults who have been victimized as children through abuse, kidnapping, rape and torture as well as providing marriage and family therapy. Ann has several specializations including: Emotionally

Focused Couple Therapy; Registered in Adult Attachment Inventory; Multiple Critical Incident Stress trainings. She is a trauma therapist and registered as Marriage and Family Therapist.

Dr. Gillies is an ordained pastor, a chaplain co-ordinator with the Billy - Graham Rapid Response Team – leading chaplaincy teams into places of disaster and providing training seminars for this team as well as Samaritan’s Purse Disaster Relief and provides debriefing for medical staff returning from war zones.

Ann is a gifted speaker presenting an extensive range of workshops, seminars and conferences on trauma, marriage and family, attachment and sexuality.

In 2013 she launched Redeemed to Restore Ministries (r2rministries.ca) and along with her team presents conferences across Canada.

Her family life is full as she and her husband Bob have a blended family of six adult children and are proud parents of nine beautiful grandchildren with more on the way! Along with a busy family life Ann and Bob are enjoying this season of their lives camping with their horses and dog whenever possible.



Tara Hildebrand is the Support and Education Coordinator for the Alzheimer Society of B.C. Before working for the Alzheimer Society, Tara worked for many years in long-term care providing recreation therapy to individuals with all types and stages of dementia. This position gave her an enormous amount of experience caring for people with dementia that has been invaluable in helping caregivers understand their family member.

Tara has worked for the Alzheimer Society for over seven years, providing families with support, information and education. Her degree in education has been very beneficial when facilitating education sessions about dementia, and consequently helping to improve the quality of life of caregivers, families and the person with the diagnosis.



Diane Ogden has been an RN for 39 years, the past 25 of which has been in Ashcroft Home Health. She has lived in Ashcroft since 1988 and raised her 3 children here.



Sonja Sullivan moved to the area 2 years ago and has an emergency and medical surgery background. She is currently the primary care nurse in the Clinton office and casual nurse at the Ashcroft Home Health office.



As a Qualified Job Developer, Lana Rae Brooks is working full time for HVI in the Ashcroft offices. Lana Rae enjoys the ongoing opportunities for upgrading her skills, and demonstrates a great knowledge in working with clients with disabilities, or barriers to employment. Lana Rae facilitates case management for clients with barriers to employment and ensures that the client will have a successful labour market attachment. Providing services for Customized employment, Self-employment and facilitating workshops as well the marketing to employers, Lana Rae is very successful in her work activities and we as HVI are very thankful to have her and her talents on our team.



Ulli Vogler has been working over the last 14 years for HVI as a support worker, job coach, Life Skills Coach, program manager. Ulli has the position as Employer Services Manager for the last 4 years and is responsible for the marketing to employers and community services providers. The marketing of available Funding Streams and employer supports are the main focus. Allowing her to

travel through the region connecting Employers, Community Services Providers and clients with opportunities to achieve success, as well as providing support to Job Creation Projects, encouraging new ideas for Communities and Non-Profit Organizations makes this job quite remarkable and she enjoys every minute of it.



Wayne Richardson is the owner of Runner's Sole in Kamloops. He has been helping people find the right shoe since 2002.

Workshop Descriptions

Keynote Presentation

Understanding Trauma Levels

Dr. A. E. Gillies

The world of trauma can be confusing, not only to those experiencing it, but to those who choose to come alongside in a helping capacity. Differentiating between Acute Traumatic Stress (ATS); Posttraumatic Stress Disorder (PTSD) and Complex Traumatic Stress Disorder (CTSD) is paramount in assessing the needs of the individual in crisis.

Although this sounds like a monumental task, and of course you are not therapists or psychologists I provide helpful tips on identifying depth of current traumatic experience vs residual chronic trauma symptoms in order for you to be able to understand as much as possible what you may be dealing with.

Healing through Attachment

Dr. A. E. Gillies

This workshop is designed to help you as an individual understand the power of secure attachment; investing in relationship and the healing power of trust. I also delve into the area of God attachment and spiritual connection that brings healing.

Building Resilience

Tara Hildebrand

This session is all about hope. Those who have experienced much trauma in their lives can build levels of resilience that are much more pronounced and stronger than those who have not suffered such things. I will be sharing on how to build resilience (in your own life) as well as how to encourage others to look deeply for the ways they have overcome in the past.



Nicolle Molner is currently responsible for the supervision of the Community Health Workers who carry out Home Support duties in the communities and surrounding areas of Ashcroft, Lillooet and Lytton. She has been a nurse since 2005 spending approximately 8 years in extended care before joining Interior Health Home Support in 2013.



Juanita Little has been a registered nurse for 22 years - all in rural health. Juanita graduated with a Bachelor of Science in Nursing degree from Red Deer College/University of Alberta in 1996 and her career started in Hinton Alberta in a 17 bed facility. Being a rural facility allowed experience in medical-surgical nursing, emergency, labor and delivery, special care unit, palliative care and public health. The last 12 years have been in home health services. Juanita moved to Ashcroft 10 years ago and works out of the Ashcroft Home Health office.



Jo Petty is a working artist and art therapist. For the last 35 years she has been teaching adults and children to connect to the small voice within. Tapping into and listening to that voice allows thoughts feelings and experiences to emerge and come through in a non verbal creative way.

Understanding Dementia
Tara Hildebrand

Participants will receive basic information about dementia and the impact this disease has on the individual, caregivers and families. Through an exploration of how dementia affects the brain and behaviour across the progression of the disease, caregivers will learn what to expect throughout the journey with dementia.

WORK BC Wage Subsidy and Job Creation
Ulli Vogler and Lana Rae Brooks

Participants will learn about the application and funding processes for the Wage Subsidy and Job Creation Projects.

Services available at WORK BC
Lana Rae Brooks

Participants will learn about all the services Horton Ventures is providing clients and employers, including wage subsidy, self employment, skills training, job starts support, short-term occupational certificate training, customized employment, job development, case management and workshops.

Mental Health First Aid
Krista Mullaly

Participants will learn how to provide initial help to people who are showing signs of a mental health problem or experiencing a mental health crisis.

Healthy Feet
Runner's Sole

Have you ever wondered about the shoes on your feet? Come learn how the right shoe can make all the difference to the health and well being of your feet. Wayne will provide individual foot analysis and give your pointers on how to pick the right shoe for you.

Art from the Heart
Jo Petty

Come join us for a fun creative break. We will start painting with music and movement. The rhythm of the music will guide us in our mark making. This is a great way to open up the artist within us all. Working in collaboration with each other we will begin making marks in a lively non judgemental way. Using shapes and colour we will create individual and shared pieces.

Care at Home
Diane Ogden, Sonja Sullivan, Nicolle Molner and Juanita Little from
Interior Health

In our strive to be independent, there are services available locally to facilitate this. Find out about tools to promote health, assist with daily living and help plan for the future.

Community Connect Expo

April 14, 2018

Registration Form

\$20 (payable by cash, cheque or e-transfer)



Name:
Phone:
Email:
Food allergies:

Please select one session for each time slot.

Session 1 11 am to 12 pm	Session 2 1-2 pm	Session 3 2 –3 pm
1A. Employment Funding	2A. Paint a Song	3A. Understanding Dementia
1B. Healthy Feet	2B. Healthy Feet	3B. Paint a Song
1C. Understanding Dementia	2C. Healing through Attachment	3C. WORK BC Services
1D. Mental Health 1st Aid	2D. Care at Home	3D. Mental Health 1st Aid

I authorize pictures or videos, which may be taken of myself during the event, to be used for advertising or reporting of Ashcroft HUB programs.

Signature: _____ Date: _____

For office use only: Paid \$ _____



Office of the Mayor

March 14, 2018

Honourable Carole James
Minister of Finance
PO Box 9048 Stn Prov Govt
Victoria, BC V8W 9E2

RE: Employer Health Tax

Dear Minister Carole James,

We appreciate the recently announced Employer Health Tax is administratively more efficient and replaces a regressive form of taxation; however, it results in a significant cost increase to municipalities.

The direct impact of this change for the City of Maple Ridge will be a doubling of what was paid under Medical Service Plan (MSP) premiums. It is likely that there will also be indirect cost increases with Employer Health Tax implications being passed on by contracted service providers. Municipalities, unlike businesses, have not benefited from recent business tax reductions.

Municipalities have few options to cover cost increases. If unchanged, the payroll tax will result in increases to property taxes or reductions to municipal services resulting from funds being reallocated to cover the Employer Health Tax. School Districts have even fewer options to cover the increased costs, unless the Province decides to make exemptions or other adjustments to compensate.

Please consider options to attempt to make the transition to the Employer Health Tax cost neutral for municipalities.

Respectfully,

Nicole Read
Mayor

cc: UBCM Members (via emails)
Maple Ridge Council
Paul Gill, Chief Administrative Officer
Kelly Swift, General Manager: Parks, Recreation & Culture
Frank Quinn, General Manager: Public Works & Development Services

City of Maple Ridge

11995 Haney Place, Maple Ridge, British Columbia V2X 6A9 CANADA

Telephone: 604-463-5221 • Fax: 604-467-7329 • Email: enquiries@mapleridge.ca • www.mapleridge.ca



March 6, 2018

RE: Update on the Working Group on Responsible Conduct

Dear Mayor and Council, Chair and Board and Chief Administrative Officers:

This letter provides an update on the status of the work being undertaken by the Working Group on Responsible Conduct (Working Group).

Responsible conduct -- which broadly refers to how local government elected officials conduct themselves with their elected colleagues, with staff, and with the public -- continues to be an important topic of interest in British Columbia. In fall 2016, the Working Group was formed to better understand issues related to responsible conduct and to explore how British Columbia's responsible conduct framework could be further strengthened. The Working Group is a staff level committee with members from the Union of British Columbia Municipalities (UBCM), the Local Government Management Association (LGMA) and the Ministry of Municipal Affairs and Housing (MAH).

At the 2017 UBCM Convention, UBCM members endorsed a policy paper prepared by the Working Group that included several recommendations to strengthen British Columbia's responsible conduct framework. The Working Group has since been collaboratively working to start implementing the recommendations.

Foundational principles of responsible conduct are now available for use

As its first priority, the Working Group has identified and defined four foundational principles -- *integrity, accountability, respect, and leadership and collaboration* -- that can be used as a resource to guide the conduct of both individual elected officials and the collective council/board. While the principles are already reflected in the actions of elected officials in communities across British Columbia, they will be of real value in enhancing everyone's shared understanding of expectations around responsible conduct.

We encourage each of you to use these principles by integrating them into your everyday actions, as well as your governments' policies and practices, as you see fit. As a start, for instance, there may be value in including these principles in information materials for prospective candidates, and in orientation materials for when new councils and boards are elected after October 2018.

Working Group members have begun to integrate the foundational principles into resources, such as education materials for the 2018 general local elections, and will continue to incorporate them into other guidance materials as opportunities arise. The LGMA will also be working with its members to determine how the foundational principles could be further embedded into other local government documents, such as oaths of office, procedure bylaws, and existing codes of conduct, in advance of the 2018 elections.

.../2

Moving towards developing a code of conduct framework

Moving forward, the Working Group will be focusing on developing a code of conduct framework – that means thinking not just about the content of a code of conduct but also about the mechanisms for implementing such a code.

Developing this framework needs to be done thoughtfully and carefully – it will involve a number of important design choices along the way as important questions are considered about, for example, how a code of conduct is reviewed and adopted, how a code of conduct is enforced, and what happens if it is breached. We know from UBCM’s and LGMA’s consultations with members in spring 2017 that while there is agreement that a code of conduct framework would be useful in enhancing responsible conduct, there is not yet any consensus on the specific design for such a framework.

The Working Group will be focusing on developing the content of a “default” or “model” code of conduct -- which could be of real value as new and returning elected officials come together after the October 2018 elections -- while starting to identify the many design questions that will need to be answered as the complete framework is developed. Input on this work will be sought from UBCM and LGMA members -- specifically about code of conduct content -- in the next few months. For the 2018 UBCM Convention, the Working Group is also aiming to have prepared a critical path of key questions and considerations for the development of a code of conduct framework.

We very much appreciate the collaborative work undertaken by the Working Group to date and expect that the code of conduct framework will be developed thoughtfully, and will lead to an approach that respects the autonomy of local governments, is supported by elected officials and provides confidence for the public.

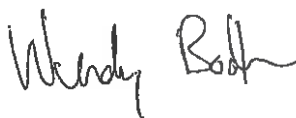
We look forward to the Working Group’s ongoing collaboration to further strengthen responsible conduct and support the good governance of local governments in British Columbia.

If you have any questions about the Working Group’s activities, please contact any of the member organizations.

Sincerely,



Selina Robinson
Minister of Municipal Affairs & Housing
LGgovernance@gov.bc.ca
250 387-4020



Wendy Booth
President, UBCM
UBCM@UBCM.ca
604 270-8826



Patti Bridal
President, LGMA
office@lgma.ca
250 383-7032

Foundational Principles Of Responsible Conduct

FOR B.C.'S LOCAL GOVERNMENTS

Key Foundational Principles

- ◇ INTEGRITY
- ◇ ACCOUNTABILITY
- ◇ RESPECT
- ◇ LEADERSHIP & COLLABORATION

PRODUCED BY THE WORKING GROUP ON RESPONSIBLE CONDUCT

January 2018

What are foundational principles?

This document outlines four key foundational principles -- *integrity, accountability, respect, and leadership & collaboration* -- to guide the conduct of local government elected officials in B.C.

The foundational principles provide a basis for how local government elected officials fulfill their roles and responsibilities, including in their relationships with each other, with local government staff and with the public.

These principles are intended to guide both the conduct of individual elected officials and the collective behaviour of the local government council or board. The principles are also meant to guide local governments in fulfilling their corporate functions and responsibilities to their communities.

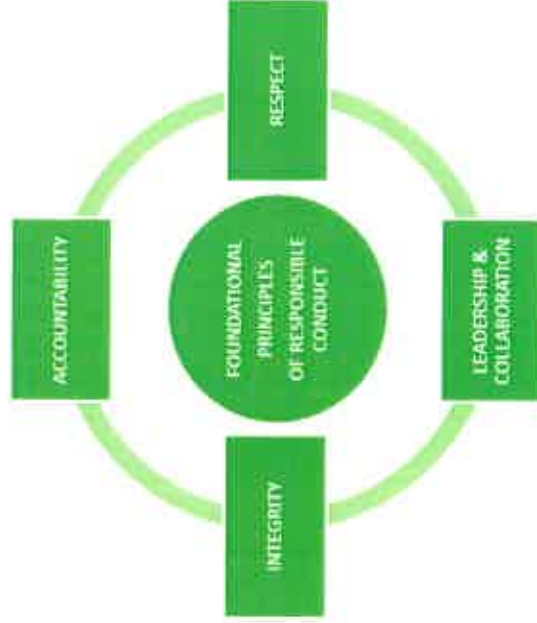
Responsible conduct at all of these levels is key to furthering a local government's ability to provide good governance to its community.

“The foundational principles provide a basis for how local government elected officials fulfill their roles and responsibilities, including in their relationships with each other, with local government staff and with the public.”

How do the principles “fit” with legal obligations?

It is the duty of elected officials to understand and abide by all legal requirements that apply to elected officials and local governments¹, and nothing in this document should be interpreted as taking precedence over such legal obligations.

Local government elected officials should interpret the principles described below in accordance with the responsibilities and obligations set out in B.C.'s local government legislation, other applicable legislation, the common law and the policies and bylaws of the local government.



¹ Many legal obligations apply to elected officials and local governments, including but not limited to rules about: ethical standards such as conflict of interest; open meetings; protecting confidential information; workplace safety such as harassment; and expenditure of local government funds.

Integrity: being honest and demonstrating strong ethical principles.

- Be truthful, honest and open in all dealings.
- Behave in a manner that promotes public confidence in local government, including actively avoiding any perceptions of conflicts of interest, improper use of office, or unethical conduct.
- Uphold the public interest, serving citizens diligently to make decisions in the best interests of the community.
- Ensure alignment between stated values and actions, including following through on commitments, engaging in positive communication with the community, and correcting errors in a timely, transparent manner.

Accountability: an obligation and willingness to accept responsibility or to account for one's actions.

- Be transparent in how an elected official individually, and a council/board collectively, conducts business and carries out their duties.
- Ensure information is accessible, and citizens can view the process and rationale behind each decision and action, while protecting confidentiality where appropriate or necessary.
- Accept and uphold that the council/board is collectively accountable for local government decisions, and that individual elected officials are responsible and accountable for the decisions they make in fulfilling their roles as council/board members.
- Listen to and consider the opinions and needs of the community in all decision making, and allow for discourse and feedback.

Respect: having due regard for others' perspectives, wishes, and rights; displaying deference² to the offices³ of local government, and the role of local government in community decision making.

- Treat every person, including other members of council/board, staff and the public, with dignity, understanding and respect.
- Show consideration at all times for colleagues and staff, including by honouring people's values, beliefs, ideas, roles, contributions and needs.
- Create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory.
- Value the role of diverse perspectives and debate in decision making.
- Act in a way that is respectful of the roles and responsibilities of the offices of Mayor/Chair and Councillor/Director.
- Value the distinct roles and responsibilities of local government staff and the community in local government considerations and operations, and commit to foster a positive working relationship between staff, the public and elected officials.
- Call for and expect respect from the community towards elected officials and staff, and their roles and responsibilities within the local government system.

² Displaying deference is acting in a way that is respectful of both the tradition and legacy enshrined in the various local government positions, as well as their intended functions.

³ 'Offices' of local government refers to the roles/responsibilities of the various roles and positions within the local government system, such as Mayor, Chair, Councillor or Director.

Leadership and Collaboration: an ability to lead, listen to, and positively influence others; coming together to create or meet a common goal through collective efforts.

- Demonstrate behaviour that builds and inspires public trust and confidence in local government.
- Calmly face challenges and provide considered direction on the issues of the day, while empowering colleagues and staff to do the same.
- Create space for open expression by others, take responsibility for one's own actions and reactions, and accept the decisions of the majority.
- Accept that it is the equal responsibility of the individual elected official, the council/board as a collective, the community and stakeholders to work together to achieve common goals.
- Be an active participant in ensuring the foundational principles are followed in all local government dealings (e.g., including among elected officials, between council/board members and staff, with community members, with other orders of government, in the decisions of a council/board, and in services and other activities of the local government).



LGMA



The Working Group on Responsible Conduct is a joint initiative between the UBCM, LGMA and the Ministry of Municipal Affairs & Housing. The Group was formed to undertake collaborative research and policy work around issues of responsible conduct of local government elected officials.

Michelle Allen

From: Deb Arnott <darnott@cfsun.ca>
Sent: Friday, March 09, 2018 12:30 PM
To: Michelle Allen; Keir Gervais
Subject: Community Investment Co-Op
Attachments: 20180309132455.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning, I have been approached by a community member that would like to look at the option of having this program in our community.

I have been in contact with Gordon Borgstrom and he would be prepared to come and do a presentation. Presentation is about 40 minutes followed by Q & A.

I believe it is important to have leaders at the session.

I am not sure what portfolio this would fall under for your Council Members, but I am hoping you will share with the respective member.

It is a given that both you and the Mayors would be invited.

If you can provide me with contact information for your respective offices, we will develop a doodle poll and start from there as I know how very busy everyone is...but need to start somewhere.

Thank you so much as I know you have a lot on your plate..

Enjoy the sunshine



Community Futures
1988 - 2018

Debra Arnott

General Manager

203 Railway Avenue | Ashcroft, BC

Office [250.453.9165](tel:2504539165) | Cell [250.457.7132](tel:2504577132)

www.cfsun.ca



Local Investments for Local Benefits

“Experience in other jurisdictions has demonstrated that increasing access to rural investment capital is absolutely critical to rural economic revitalization. We also know that when given the opportunity, many people want to invest in their own communities. This is why the BC Rural Centre, Kootenay Employment Services and the Creston & District Community Investment Co-operative have joined forces to help other rural communities form investment co-op organizations.” – Gordon Borgstrom

The Need for Rural Investment Capital in BC

Access to financing was the leading barrier to business expansion identified by business owners in recent surveys conducted by the Columbia Basin Rural Development Institute.

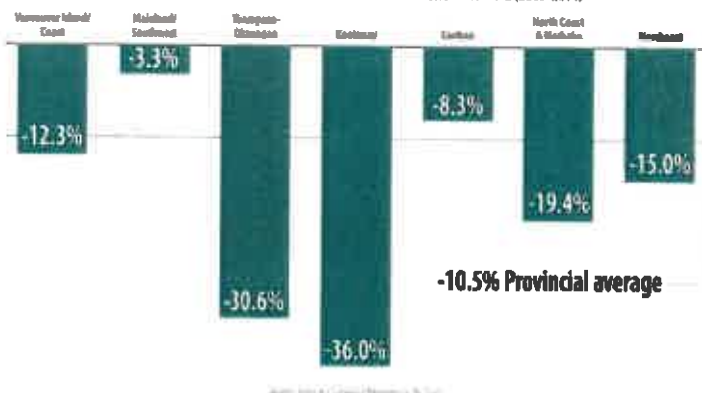
Access to investment capital is crucial to business and economic development anywhere – but is especially important in rural areas. However, research completed by BC Rural Centre and others has noted that it is often difficult to access business financing –specifically patient equity investment financing – in rural areas.

For the past two decades, rates of business creation and expansion have been much slower in many rural regions of Canada and BC. Indeed, many rural communities in BC have lost a significant number of small businesses. To make matters worse, it is projected that over half of current rural business owners would like to retire in the next five years but anticipate some difficulty in selling their business.

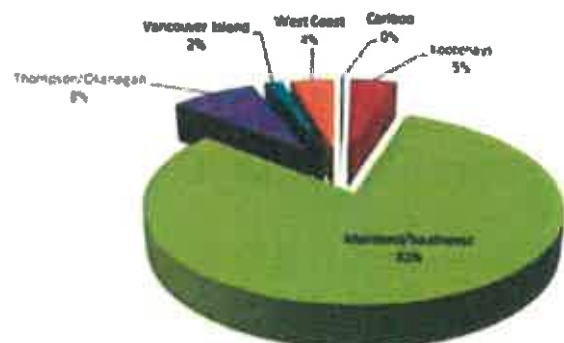
The BC Rural Centre website has a variety of case studies, PowerPoint presentations and videos of successful models from across Canada and the United States. These can be accessed under the ‘Resources-Investment’ tab of the BC Rural Centre website www.bcruralcentre.org/focus/community-investment

For more than twenty years, the Province of BC has supported a very successful venture capital program to help stimulate the development of emerging industries in BC. While very successful, the vast majority of funds raised through this program are invested in urban areas.

FIGURE 4.2: REGIONAL FOCUS: SELF-EMPLOYMENT GROWTH RATE (2009-2014)



Eligible Business Corporation Participation by Region in VCC Program 2015 (EBCs only)



From: BC Small Business Profile 2015, Ministry of Small Business & Red Tape Reduction

From: BC Venture Capital Branch 2015

MEMO TO: Mayor Jeyes & Council

MEMO FROM: Michelle Allen, Chief Administrative Officer

DATE: March 21, 2018

SUBJECT: BYLAW NO. 817 – ASHCROFT COUNCIL PROCEDURE BYLAW

Background

Section 124 of the Community Charter states that a council must, by bylaw, establish the general procedures to be followed by council and council committees in conducting their business.

Discussion

As council is aware the date for the general local election has been changed from the third Saturday in November to the third Saturday in October. As a result of this change in legislation our current Procedure Bylaw must be amended.

Administration has taken the opportunity to review the current bylaw and have prepared the attached draft. In addition to the amendments that are required, due to the changes in election dates, we have made the following proposals:

Order of Proceedings and Business

- Section 6.5
- removed the Accounts Payable Listing
 - separated the CAO and CFO Reports into individual sections
 - added a Question Period

We suggest that a new section be added following Section 6.28 as follows

Question Period

- 6.29 A question period will be held at the end of all council meetings immediately preceding termination. The question period will be no longer than 15 minutes. Any member of the public who is in the public gallery may ask a question of Council however the question must relate to an item that was on the agenda for the current meeting. Members of the public may only ask one question unless everyone who wishes to address Council has done so and there is still time remaining in the question period. All questions must be posed in a respectful manner.

In addition Administration is suggesting that Council include a reference to the Foundational Principles of Responsible Conduct as developed by the Provincial Government and UBCM. This reference could be included under Section 6.9.

Administration is bringing the bylaw forward for Council to consider and discuss prior to introducing the bylaw and giving it first two readings. As required under legislation, once the bylaw has had second reading Council must advise the public that a new Procedure Bylaw is being considered by placing an ad in the local newspaper for two consecutive issues. A copy of the bylaw will be available at the front council for the public to review. This permits the public an opportunity to review the bylaw and provide their comments and concerns prior to the bylaw being adopted.

Recommendation

Administration is seeking direction from Council regarding the proposed Procedure Bylaw prior to presenting the document to introduction and first two readings.

Respectfully submitted,



J. Michelle Allen,
Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 817

A bylaw to provide for the procedures of Council Meetings and Committees of Council

Section 124 of the *Community Charter* states that a council must, by bylaw, establish the general procedures to be followed by council and council committees in conducting their business; the Council of the Village of Ashcroft, in open meeting assembled enacts as follows:

PART 1 – INTRODUCTION

Citation

1.1 This Bylaw may be cited as the “Village of Ashcroft Council Procedure Bylaw No. 817, 2018”.

Interpretation

1.2 In this bylaw,

“Acting Mayor” means a Council Member appointed to assume the role of the Mayor in the duly elected Mayor’s absence or their inability to act;

“Clerk” is synonymous with “Corporate Officer” and means the Chief Administrative Officer (CAO), or Deputy Corporate Officer in the absence of the Chief Administrative Officer;

“Chair” means the Mayor, or Member of Council presiding at a meeting;

“Community Charter” means the BC legislation *Community Charter [SBC 2003] C. 26* and as amended;

“Council” means the Council of the Village;

“Council Committee” means a standing, select, or other committee of Council, but does not include Committee of the Whole;

“Corporate Officer” means the CAO who is identified as the Corporate Officer for the Village of Ashcroft in *The Village of Ashcroft Officers and Employees Bylaw No. 807, 2016* and designate;

“COTW” means the Committee of the Whole Council;

“Delegate” means a person, group of people with a common interest, business representatives, government officials, special interest groups, societies, community service groups, or petitioner with the intention to address Council;

“Local Government Act” means the BC legislation *Local Government Act [RSBC 2015] Ch. 1*, and as amended;

“Mayor” means the Mayor of the Village or Acting Mayor in the Mayor’s absence;

“Public Notice Board” means the notice board located adjacent to the Village Office entrance;

“Robert’s Rules of Order” means *Robert’s Rules of Order, 11th Edition*, and as amended;

“Village” means the Village of Ashcroft;

“Village Office” means the Village of Ashcroft Administrative Office located in the building located at 601 Bancroft Ave. Ashcroft, BC;

“Website” means the Village website located at the address: www.ashcroftbc.ca

Application of rules of procedure

- 1.3 The provisions of this bylaw govern the proceedings of Council, COTW, and all Council Committees, as applicable.
- 1.4 In cases not provided for under this Bylaw, *Robert’s Rules of Order*, apply to the proceedings of Council, COTW, and Council Committees 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 – SCHEDULE AND NOTICE OF COUNCIL MEETINGS

Inaugural Meeting

- 2.1 Following the general election for Mayor and Council, the first Council meeting known as the Inaugural Meeting, must be held on the first Monday of November immediately after the general municipal election.
- 2.2 If a quorum of council members elected at the general municipal election has not taken office by the date of the meeting referred to in section 2.1, 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 Council Meetings

- 2.3 All Council meetings must take place in the Council Chambers located within the Village Office except when Council resolves to hold meetings elsewhere.
- 2.4 Regular Council meetings will be held;
 - a) on the second Monday at 4:30 pm and the fourth Monday at 7 pm of each month, except:
 - i) any designated Monday that falls on a statutory holiday, the meeting will then be held on the following Tuesday;
 - ii) the months of July and August, meetings will be held on the fourth Monday of each month at 7 pm;
 - iii) the month of December, meetings will be held on the second Monday of that month at 4:30 pm;
- 2.5 Regular Council meetings shall adjourn at 11:00 p.m. on the day scheduled for the meeting unless Council resolves to proceed beyond that time with a unanimous affirmative vote.
- 2.6 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 Clerk is given at least 2 days written notice.

Notice of Council Meetings

- 2.5 In accordance with sections 94 and 127 of the Community Charter, the Clerk must post on the Notice Board the schedule of times and place of Council Meetings at least once annually.
- 2.6 Where revisions are necessary to the annual schedule of Regular Council Meetings, the Clerk must, as soon as possible, post to the Notice Board and website any revisions to the date, time, place, or cancellation of a Council Meeting.
- 2.7 At least 72 hours before a Council Meeting, the Clerk must give public notice on the Notice Board detailing the time, place and date of the meeting.
- 2.8 The Clerk shall post the agenda for the Council Meeting in accordance with the provisions stated in section 2.14.

Notice of Special Meetings

- 2.9 The Mayor may call a special meeting at their discretion.
- 2.10 Two or more members of Council may, in writing, request that the Mayor call a special meeting.
- 2.11 If the Mayor or Acting Mayor is absent or unable to act within 24 hours after receiving a request under Section 2.10, then two or more members of the Council may themselves call for a Special Meeting to be held within the next 7 days.
- 2.12 Notice of any Meeting called under Section 2.11 will be signed by the Clerk in the place of the Mayor.
- 2.13 Except where a notice of a special meeting is waived by the unanimous vote of all Council Members, the Clerk must give the public notice of a Special Meeting:
 - a) at least 24 hours before the scheduled start of the meeting;
 - b) including the time, place and date of the special meeting;
 - c) by posting a notice and a copy of the agenda on the Notice Board and website;
 - d) by advising Members of Council of the special meeting by email.

Agenda

- 2.14 The Clerk must prepare an agenda before every Council Meeting and shall:
 - a) circulate a copy to each Council Member at least seventy-two (72) hours before the meeting.
 - b) make copies available to the public at the Village Office prior to 2 pm on the Friday before the Meeting.
- 2.15 Any person with items to be placed on the Agenda must provide the items to the Clerk no later than 3:30 pm on the Tuesday preceding the Council Meeting the agenda is applicable to.

PART 3 - DESIGNATION OF MEMBER TO ACT IN THE PLACE OF THE MAYOR

Acting Mayor

- 3.1 At the first regular meeting held in November each year, or at the inaugural meeting held immediately after the General Municipal Election, Council must designate Councillors to serve as Acting Mayor for portions of the year in the place of the Mayor when:
 - a) the Mayor is absent;
 - b) is unable to act; or
 - c) if the office of the Mayor is vacant.
- 3.2 The Acting Mayor must fulfill the responsibilities of the Mayor in their absence.
- 3.3 If both the Mayor and the Acting Mayor are absent from a Council Meeting, the Council Members present must choose a member to preside at the Council Meeting in accordance to section 6.3.
- 3.4 The Council Member designated under section 3.1 or chosen under section 3.3 has the same powers and duties of the Mayor in relation to the applicable matter.

PART 4 – PUBLIC ATTENDANCE AT COUNCIL MEETINGS

Meetings to be Open to the Public

- 4.1 Except where the provisions of Section 90 the *Community Charter* apply, all Council Meetings must be open to the public.
- 4.2 Before closing a meeting or a part of a meeting to the public, Council must, by resolution passed in a public meeting, state the reason, as provided Section 90 of the *Community Charter*, the meeting or a portion of it is to be closed to the public.
- 4.3 This section applies to all meetings of the bodies referred to in Section 93 of the *Community Charter*, including:
 - a) COTW,
 - b) standing and select committees,
 - c) parcel tax review panel,
 - d) board of variance, and
 - e) commissions created by Council.
- 4.4 Despite section 4.1, the Mayor or the Acting Mayor may expel or exclude from a Meeting any person pursuant to section 133 of the *Community Charter*.
- 4.5 The Chair presiding may request assistance from a peace officer to remove any person ordered to leave the meeting, pursuant to section 4.4, if that person refuses to leave the meeting.

Delegations

- 4.6 COTW and Delegations shall be subject to the rules and procedures as outlined in this section of the Bylaw, unless explicitly stated otherwise.
- 4.7 COTW shall be an opportunity for dialogue between delegates or the public in the gallery with Council.
- 4.8 COTW will be held at 6 pm, before Regular Meetings that are scheduled to begin at 7 pm.
- 4.9 In addition to section 4.7, at any time, during a Council meeting, Council may, by resolution, go into a COTW for the purpose of discussing an issue thoroughly.

- 4.10 Delegations shall be scheduled during Regular Council Meetings and any delegate wanting to address Council during this section of the Meeting must:
- a) provide notice to the clerk as outlined in section 4.14; and
 - b) submit the subject matter the delegate wishes to bring forward to Council in writing to the Clerk.
- 4.11 No delegate will be provided an opportunity to address Council during any Regular Council Meeting without providing notice, as outlined in section 4.14.
- 4.12 A delegate must not address Council for more than 15 minutes during a Regular Council Meeting or COTW, unless Council, through a unanimous vote, resolves to allow that presenter to exceed the time limit.
- 4.13 A delegate wishing to address Council during a COTW, without providing the notice described in section 4.14, may be given the opportunity to address Council, provided there is sufficient time to do so, so as not to interfere with the Regular Council Meeting beginning at 7 pm.
- 4.14 The order of priority to address Council during the COTW is given to delegates who provide notice to the Clerk prior to 3:30 pm on the Tuesday prior to the meeting and are therefore indicated on the Council Meeting Agenda.
- 4.15 The Clerk may refuse to place a matter on the agenda brought forward by a potential delegate if the issue is considered to fall outside the jurisdiction of Council.
- 4.16 Notwithstanding section 4.15, a delegate may appeal the Clerk's decision and the Clerk must distribute the information, under separate cover, to Council for their consideration.
- 4.17 The Clerk may schedule delegations to another Council Meeting or advisory body as deemed appropriate according to the subject matter of the delegation.
- 4.18 Council shall not make any decisions in regards to any topic discussed or questions asked by the delegate or the public in the gallery during the COTW or during the Regular Council Meeting where the delegation was made.
- 4.19 Notwithstanding section 4.18, Council may direct the Clerk to investigate and report on a matter brought forward during the COTW or a Regular Council Meeting.
- 4.20 Council must not permit a person to address Council regarding a bylaw where a public hearing has been held, or where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw.
- 4.21 Every petition presented to Council shall include of each petitioners':
- a) legal name;
 - b) civic address or legal description of the property of which they are the owner or which they occupies in the municipality;
 - c) in the case of a corporation, the authority given by the corporation for that person to speak on behalf of the corporation.

PART 5 – MEETING MINUTES

Minutes of Meetings to be Maintained and Available to the Public

- 5.1 Minutes of every Council meeting must be:
- a) legibly recorded;
 - b) certified as correct by the Clerk; and
 - c) signed by the Mayor at the next meeting at which the minutes are adopted.

- 5.2 In accordance with section 97(1)(b) of the *Community Charter*, minutes of the proceedings of Council must be open for inspection at the Village Office during its regular office hours.
- 5.3 Notwithstanding Section 5.2, minutes of a Council meeting or that portion of the meeting which persons were excluded under section 90 of the *Community Charter*, will not be available for public inspection.

PART 6 – COUNCIL PROCEEDINGS

Community Charter Provisions

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

Calling Meeting to Order

- 6.2 At the time specified for a Council meeting or immediately after when a quorum is present, the Mayor must take the Chair and call the Council Meeting to order.
- 6.3 If a Quorum of Council is present but the Mayor or Acting Mayor does not attend within 15 minutes of the scheduled time for a Council Meeting to begin:
 - a) the Clerk 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 is Present

- 6.4 If there is no quorum of Council present within 15 minutes of the scheduled time for a Council Meeting, the Clerk must:
 - a) record the names of the members present, and those absent; and
 - b) adjourn the meeting until the next scheduled meeting.

Order of Proceedings and Business

- 6.5 Unless the Mayor or two-thirds of the Council otherwise directs, the business at all regular meetings of the Council shall be proceeded with in the following order:

- 1st Call to Order
- 2nd Minutes
- 3rd Petitions and Delegations
- 4th Correspondence
- 6th Unfinished Business
- 6th New Business
- 7th Bylaws and Resolutions
- 8th Council Reports
- 9th CAO Reports
- 10th CFO Reports
- 11th Question Period
- 12th Termination

- 6.6 When any Order, Resolution or Question is lost by reason of the Council or any Committee losing quorum, the order, resolution or question lost must be the first item of business to be proceeded with and disposed of at the next meeting of the Council or Committee under that particular heading.

Rules of Conduct and Debate

- 6.7 Every Council member shall address themselves to the Chair before speaking to any question or motion.
- 6.8 Council members shall address the Mayor as "MAYOR (Surname)" and shall refer to other members as "COUNCILLOR (Surname)".
- 6.9 No Council member shall:
- a) speak disrespectfully of Her Majesty the Queen, any of the Royal Family, the Governor-General, Lieutenant-Governor, or persons administering the Government of Canada or the Province of British Columbia;
 - b) use offensive words in or against the Council or against any member;
 - c) reflect upon any vote of Council except for the purpose of moving that such vote be rescinded;
 - d) resist the rules of the Council, disobey the decision of the Mayor, or the interpretation of the rules of the Council;
 - e) resist or disobey, if ordered by the Mayor, to leave their seat for that meeting, subject to section 133 of the *Community Charter*, but in case of apology being made by the offender, they may, by an unanimous vote of the remaining Council members present, be permitted to re-take their seat.
- 6.10 No member may speak more than once to the same question except:
- a) by leave of the Council;
 - b) for explanation of a material part of their speech which may have been misconceived;
 - c) when replying to a member who has made a substantive motion to Council, but not a member who has moved an amendment.
- 6.11 Notwithstanding section 6.10(b), a Council member must not introduce a new matter.
- 6.12 After a question is finally put by the Mayor, no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared.
- 6.13 The decision of the Mayor as to whether the question has been finally put shall be conclusive.

Points of Order

- 6.12 The Mayor shall preserve order and decide all points of order which may arise, but subject to an appeal by the other Council members present.
- 6.13 If an appeal is made by a member of the Council arising from the decision of the Mayor, the question shall be immediately put, and decided without debate.
- 6.14 The Mayor shall be governed by the majority vote of the remaining Council members when the question "Shall the Chair be sustained?" is put, and the names of the members of the Council voting for or against the question shall be recorded on the minutes.
- 6.15 If the Mayor refuses to put the question "Shall the Chair be sustained?", Council must appoint one of its numbers to preside temporarily in lieu of the Mayor, and the member of Council so temporarily appointed shall proceed in accordance with Section 3.2.
- 6.16 In the event of the votes being equal, relating to the provisions in sections 6.14 and 6.15, the question shall pass in the affirmative.

Reports

- 6.17 A standing or select committee of Council may report to the Council at any regular meeting or shall report at the point of time as required by Council.
- 6.18 Reports from staff and committees shall be submitted to the Clerk subject to section 2.15, who shall approve each report, make copies and attach a copy to the agenda of the next regular Council meeting before it is circulated to the members of Council.

Motions

- 6.19 Motions other than routine motions shall be put in writing by the Clerk and seconded before being debated or put from the Chair.
- 6.20 When a question is under consideration, no motion shall be received except for the following:
- a) to commit;
 - 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; or
 - g) to terminate.
- 6.21 The motions indicated in Section 6.20 shall have precedence in the order in which they are named, and the last five shall be neither amendable nor debatable.
- 6.22 Amendments shall be recorded in writing by the Clerk and shall be decided upon before the main question is put to a vote.
- 6.23 Only one amendment shall be allowed to an amendment.
- 6.23 A motion to commit the subject matter to a Committee, until it is decided, shall preclude all amendments of the main question.
- 6.24 A motion to adjourn the Meeting or to adjourn the debate shall always be in order, but if such motion is negative, no second motion to the same effect shall be made until the intermediate business or matter has been disposed of.

Voting at Meetings

- 6.25 The following rules apply to voting at Council meetings:
- a) When debate on a matter is closed, the Chair must put the matter to a vote of Council members;
 - b) When the Council is ready to vote, the Chair must put the matter to a vote by stating: "Those in favor raise your hand." and then "Those opposed raise your hand."
 - c) When the Chair has put the matter to a vote under paragraphs (a) and (b) a member must not:
 - i) Cross or leave the room,
 - ii) Make noise or a disturbance, or
 - iii) Interrupt the voting procedure unless the interrupting member is raising a point of order.
 - d) After the Chair 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 Chair's decision about whether a question has been finally put to vote is conclusive;

- f) A vote of a Council member is deemed as a vote in the affirmative by raising their hand or in absence of doing so as per provision 6.28; and
 - g) The Chair must declare the result of the voting by stating that the motion is "Carried" in the affirmative or "Defeated" in the negative.
- 6.26 Every Council member present when a question is put shall be required to vote unless they declare themselves in a conflict of interest pursuant to Section 100 of the *Community Charter*.
- 6.27 A member of Council who declares a conflict of interest shall not vote but shall leave their chair, vacate the Council Chambers during the discussion and while the vote is conducted, and return to the meeting immediately thereafter.
- 6.28 Should any member refrain from voting when any question is put, for any reason other than that mentioned in section 6.26, they shall be regarded as having voted in the affirmative and their vote shall be counted accordingly:
- a) All acts authorized or required by the *Local Government Act* and *Community Charter* are to be done by the Council, and all other questions that may come before the Council, shall be decided by the majority vote of the members of the Council who are present at the meeting, unless stipulated otherwise in legislation.
 - b) In all cases where the votes of the members of Council present, including the vote of the Mayor are equal for and against a question, the result shall be negative, and it shall be the duty of the Mayor to so declare.

PART 7 - BYLAWS

- 7.1 Every bylaw shall be read three times on three separate days and may be referred to a COTW between second and third reading, unless otherwise ordered by a two-thirds vote of the members of the Council present at the meeting.
- 7.2 Notwithstanding the provisions of Section 7.1, a bylaw may receive up to three readings at one meeting upon the affirmative vote of at least two-thirds of the members of Council present at the meeting, excluding any provisions identified in the *Community Charter* and the *Local Government Act* requiring the input or approval of the electorate, or approval of the Inspector of Municipalities.
- 7.3 First reading of every bylaw shall include an introduction with the title and intended object of the bylaw, and the question of the first reading shall be decided without amendment or debate.
- 7.4 Second reading of the bylaw shall consist of debate upon the general principles of the bylaw.
- 7.5 If the bylaw has been referred to a COTW as specified in Section 7.1, the Committee shall proceed by first postponing the preamble of the bylaw and then every clause shall be considered individually in its proper order; the preamble and title to be last considered.
- 7.6 The Chair of the COTW shall report the bylaw to the Council once the Regular Meeting has resumed and the bylaw may then be read a third time and passed upon motion, provided that upon request by any member of the COTW, any part of the bylaw be read again before the motion is put.
- 7.7 Every bylaw passed shall be reconsidered not less than one clear day after it has received third reading; however, that if a bylaw must be approved by the electorate or the Inspector of Municipalities, pursuant to the *Community Charter*, *Local Government Act*, or any other Act, it shall not be reconsidered until such approval has been obtained.
- 7.8 One copy of every bylaw bearing evidence of approval, if any, and one copy of every adopted bylaw signed, sealed and bearing evidence of registration in the office of the Inspector of Municipalities, if required, shall be kept among the records of the Village.

- 7.9 The Mayor may, at any time within one month after the adoption of a bylaw, may intervene and return for reconsideration any bylaw, resolution or proceeding of the Council provided the bylaw or resolution:
- a) has not been given the assent of the electors;
 - b) has not been reconsidered by the Council in the manner mentioned in Section 7.7; or
 - c) has not been acted upon by any officer, servant or agent of the Village.
- 7.10 Referring to section 7.9, the Mayor may state his objections to the Council, and the Clerk shall record in the minutes of such objections which includes suggestions or proposed amendments of the Mayor.
- 7.11 The Council shall, as soon as convenient, consider such objections, and either:
- a) reaffirm the bylaw, resolution or proceeding; or
 - b) reject the bylaw, resolution or proceeding; in which case it is deemed to be absolutely vetoed, rescinded and repealed, and is of no force or affect whatsoever, and shall not be reintroduced into the Council within a period of six months except with the unanimous consent of Council; or
 - c) the conditions which applied to the passage of the original bylaw, resolution or proceeding apply to rejection thereof.

PART 8 – STANDING AND SELECT COMMITTEES

- 8.1 The Mayor shall establish standing Committees for any purpose which he considers would be better regulated and managed by means of such committees, and he shall appoint members of Council to serve on the committee.
- 8.2 The Council may from time to time appoint a select committee to enquire into any matter and to report its findings and opinions to the Council.
- 8.3 Any member of the Council may be placed on a standing or select committee, notwithstanding the absence of such member at the time of being named upon such committee; the first named of any committee shall be the Chair of that committee.
- 8.4 Members of the Council may attend the meetings of any of its committees with the following exceptions:
- a) a quorum is not present;
 - b) members shall not be allowed to vote, but may be allowed to take part in any discussion or debate by permission of a majority of the committee.
- 8.5 The general duties of all the standing committees of the Council shall be as follows:
- a) to investigate and consider topics requested by the Mayor or Council; and
 - b) to report to Council any findings or recommendations as deemed necessary by the committee in relation to the subject matter put to them at a Regular Meeting at a time as determined by Council.
- 8.6 Every member who introduces a motion upon any subject which requires the appointment of a select committee shall be one of the committee.
- 8.7 No standing or select committee shall have a number of Council members greater than or equal to quorum.
- 8.8 All standing and select committees shall adhere to the rules governing proceedings in a Regular Council meeting.

8.9 A select committee shall, on completion of its assignment or on submitting its final report to the Council, be automatically dissolved.

PART 9 - ATTENDANCE AND EXAMINATION OF WITNESSES

- 9.1 The Council, or any standing or select committee shall have power, under the hand of the Mayor, and seal of the municipality, to summon witnesses for examination on oath in any and all matters connected with or relating to the administration of the municipality, and shall have the same power to enforce the attendance of such witnesses and compel them to give evidence as is vested in any court of law in civil cases.
- 9.2 Any member of Council may administer the oath to any witness called before Council or select committee, and such witness may be examined, cross-examined and re-examined according to the rules and practice of the Supreme Court in civil cases.
- 9.2 In all unspecified cases in the proceedings of the Council or in committees *Robert's Rules of Order* shall be followed.

PART 10 - REPEAL AND AMENDMENTS

- 10.1 Bylaw No. 731, cited as "Village of Ashcroft Procedures Bylaw" is hereby repealed in its entirety.
- 10.2 In respect to Section 124(3) of the *Community Charter*, this bylaw may not be amended, or repealed and substituted unless Council first gives notice in accordance with section 94 of the *Community Charter*.

READ A FIRST TIME THIS	DAY OF	, 2018
READ A SECOND TIME THIS	DAY OF	, 2018
PUBLIC NOTICE PROVIDED TO THE ELECTORS THIS	DAY OF	, 2018
READ A THIRD TIME THIS	DAY OF	, 2018
RECONSIDERED AND ADOPTED THIS	DAY OF	, 2018

John C. (Jack) Jeyes, Mayor

J. Michelle Allen, Chief Administrative Officer

Certified to be a true and correct copy
of Bylaw No. 817 as adopted by Council.

J. Michelle Allen, Chief Administrator

WR/kw

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 816

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

Whereas under the *Local Government Act*, Council may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

And whereas Council wishes to establish voting procedures and requirements under the authority;

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

1. **DEFINITIONS**

In this bylaw:

“Elector” means a person eligible to vote as defined under Part 3, Division 4 of the *Local Government Act [RSBC 2015]*, and as amended;

“Election” means an election for the number of persons required to fill a local government office, as defined in Part 3, Division 1 of the *Local Government Act [RSBC 2015]*, and as amended;

“General Local Election” means the elections held for the Mayor and all Councillors of the Village which must be held the year 2014 and in every fourth year after that;

“General Voting Day” means:

- a. for a general local election, the third Saturday of October in the year of the election;
- b. for other elections, the date set under Sections 74(5), 55(1) or 55(3) of the *Local Government Act [RSBC 2015]*, and as amended;
- c. for the other voting, the date set under Section 174 of the *Local Government Act [RSBC 2015]*;

“Jurisdiction” means, in relation to an election, the municipality for which it is held;

“Local Government” means, in relation to the municipality, the Council;

“Local Government Act” means the *Local Government Act of British Columbia [RSBC 2015]* and as amended and may be referred to as ‘*the Act*’.

“Other Voting” means voting on a matter referred to in Section 170 of the *Local Government Act*.

“Village Office” means the Village of Ashcroft Administrative Office located at 601 Bancroft Street in Ashcroft, British Columbia.

2. NUMBER OF QUALIFIED ELECTORS REQUIRED FOR NOMINATION

- a. The minimum number of qualified electors required to make a nomination for the office as a member of Council shall be ten (10).

3. PUBLIC ACCESS TO NOMINATION DOCUMENTS

- a. As authorized under Section 89(7) of the *Local Government Act*, public access to nomination documents will be provided electronically on the Village of Ashcroft website from the time of delivery until 30 days after the declaration of the election results under Section 146 of *the Act*.
- b. Nomination documents will be available for public inspection during regular business hours, Monday through Friday, excluding statutory holidays, at the Village Office for the time period as stated in paragraph "3.a." of this bylaw.

4. VOTING DAY REGISTRATION ONLY

- a. For the purposes of all elections and other voting under Part 3 and 4 of the *Local Government Act*, a person may register as an elector only at the time of voting.
- b. Registration as an elector under paragraph "4.a." of this bylaw is effective only for the voting or other matters for which the opinion of the electors is being sought at that time of voting.

5. REQUIRED ADVANCE VOTING OPPORTUNITY

- a. The required advance voting opportunity as authorized under Section 107 of the *Local Government Act*, is as follows:
 - i. The required advance voting opportunity will be held at the Ashcroft Community Hall on the 10th day before General Voting Day; and
 - ii. The voting hours for the required advance voting opportunity will be from 8:00 a.m. to 8:00 p.m.

6. ADDITIONAL ADVANCE VOTING OPPORTUNITIES

- a. In addition to the required advance voting opportunity on the 10th day before general voting day, the following days are hereby established as additional advance voting opportunities:
 - i. The 4th, 3rd and 2nd day before general voting day
- b. The additional advance voting opportunities specified in section "6.a." shall be held at the Ashcroft Community Hall as follows:
 - ii. From 8:00 a.m. to 4:00 p.m.
- c. Additional advance voting opportunities specified in section "6.a." shall not be held on any statutory holiday recognized within the Province of British Columbia.

7. ORDER OF NAMES ON BALLOT

As authorized under Section 116 of the *Local Government Act*, the order of names of candidates on the ballot will be determined by alphabetical order.

8. NUMBER OF SCRUTINEERS AT VOTING PLACES

As authorized under Section 120(2)(d) of the *Local Government Act*, the number of scrutineers for each candidate that may attend at a voting place is a maximum of one (1) scrutineer for each ballot box in use.

9. TIE VOTE

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 151 of the *Local Government Act*.

10. CITATION

This bylaw may be cited for all purposes as "Village of Ashcroft Local Government Elections and Other Voting Procedures Bylaw No. 816, 2018".

11. REPEAL

Bylaw No. 790, cited as "Local Elections and Other Voting Procedures Bylaw No. 790, 2014" is hereby repealed in its entirety.

READ A FIRST TIME THIS	12th	DAY OF	March	, 2018
READ A SECOND TIME THIS	12th	DAY OF	March	, 2018
READ A THIRD TIME THIS	12th	DAY OF	March	, 2018
RECONSIDERED AND ADOPTED THIS		DAY OF		, 2018

Jack Jeyes, Mayor

J. Michelle Allen, Chief Administrative Officer

Certified to be a true and correct copy
of Bylaw No. 816 as adopted by
Council.

J. Michelle Allen, Chief Administrative Officer

WR/kw

**INFORMATION CORRESPONDENCE
FOR THE MARCH 26, 2018 COUNCIL MEETING**

Association of Vancouver Island & Coastal Communities

- 2018 Resolution – Asset Management

Firewise Consulting

- Proposed framework providing governance for the provision of road rescue in the province

The Ashcroft Hub

- Community Connect Expo & Conference-Saturday, April 14, 2018

Ministry of Finance

- Response to letter sent re: local governments sharing in provincial cannabis taxation revenue

UBCM

- UBCM Membership

The Corporation of the Township of Spallumcheen

- 2018 Resolution – Asset Management

The Corporation of the Township of Spallumcheen

- Human Trafficking Task Force

WorkBC Employment Services Centre

- Program Information for Employers

Municipal World –March 2018 Publication

Cultures West – Winter 2017/2018 Publication

Mineral Exploration – Spring 2018 Publication

/nc



A Message From our Chair

Hello Stakeholders,

We all share in our success and under Terri's leadership we have been able to accomplish far more than we could have hoped.

On another note I had the opportunity to chat with our new COO and we didn't save the world but we came close! We talked style, we talked substance. We talked process, we talked policy. We talked about Gold Country.

It was nice to get to know John a little better and I am saddened that Terri will be leaving but excited that John is truly vibrating with enthusiasm to get started.

Thanks again for all that you do.

Steve

A fond farewell from our COO, Terri Hadwin

Dear Stakeholders and tourism partners,
Thank you for the time that you have shared with me during my time with Gold Country. With this message I am letting you know that my term with Gold Country has come to an end. My final day with the Society is March 16th. I have been the Chief Operating Officer for Gold Country Communities Society for 6 years. It truly was a very difficult decision for me to leave this wondrous job. I have enjoyed coming to work every day, I have tremendous love for this organization, the region and rural British Columbia. I will miss working so closely with the Board Members of the Society. I must say, you have selected an elite team to represent your communities and businesses. These people are 1st class and I will miss them dearly. On a happy note, I am elated to be moving forward with my career in tourism and am thrilled to begin a new chapter of my life working for Shuswap Tourism. So, instead of goodbye I would like to say,
Until our paths cross again, I wish you all the very best and an exceptionally bright future.
Terri Hadwin

Welcome to our new COO, John Hamilton

John inherited the tourism bug from his parents who couldn't stay on the same continent for more than two years. He first joined Trafalgar Tours in London but was soon banished to New York and Toronto to put in a reservation and accounting system. Overstaying his welcome, he fell in love with Canada and held various sales and marketing roles with Trafalgar and later, became the VP of Sales and Marketing for the newly created Travel Corporation whose brands include Trafalgar, Contiki, Destination America and many others. His next role was with the British Columbia Automobile Association (BCAA) where he was tasked with rebuilding their travel business where he created CANescapes, a receptive tour operator to Canada. After BCAA, John was recruited by WestJet to create and run their vacations division. John then made the mistake of moving out east to help Fredericton Airport to attract more airlines but soon realized he loved Western Canada too much. He returned to Victoria to complete a post graduate certificate in Tourism Management at Royal Roads. In addition, he holds a Bsc. in Biology from the University of Toronto. He is delighted to find himself in one of the most beautiful parts of the world and is looking forward to market and promote the region to those unfortunate people that live elsewhere.





The Region of BC's Best

The Current



Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of March 15, 2018

Amending Bylaw Allows for "Dry Cabins" in WildFire-Ravaged Area

Zoning Amendment Bylaw 2645, 2018, was given first reading by the Board and referred to homeowners impacted by the summer's wildfire on the south shore of Loon Lake.

The amending bylaw for "dry cabins" — seasonal cabins without pressurized plumbing that do not require connection to an on-site sewerage disposal system — sprung from a number of recommendations passed by the Committee of the Whole in the fall to assist wildfire-impacted property owners.

The bylaw rezones 50 water-access parcels along the south shore of Loon Lake, allowing owners of seasonal recreational property with no road access and no servicing to reconstruct a cabin without plumbing and onsite sewerage disposal system.

The "dry cabin" zone is intended only for hardship cases in the case of water access, off-grid, seasonally used parcels where a lack of access and limited developable land area makes conventional residential construction impractical. Any new construction on the south side of Loon Lake, regardless of zone, will require additional geotechnical assessment and mitigation works.

The amending bylaw will now be mailed to the impacted Loon Lake property owners for input.

Bylaw Anticipates Recreational Pot Sales

Zoning Amendment Bylaw 2646, 2018, was given first and second reading by the Board and will go to a public hearing at a future

Board meeting.

The amending bylaw addresses federal and provincial regulatory changes for recreational cannabis sales and will regulate commercial sales in the context of local government land-use jurisdiction. It will end sales in commercial zones ahead of the provincial and federal changes, thereby ensuring that potential operations do not have an argument for legal non-conformity or "grandfathering".

The amendment will exclude the sale of cannabis as a part of retail commercial use in rural areas and direct these ventures to municipalities that have broader authority and powers, such as business licensing. Alternatively, it would compel a retail sales outlet to apply for rezoning to be lawful in the TNRD.

Further bylaw changes are likely once higher orders of government settle into a stable regulatory regime and the relevant issues are identified.

Once Bill C-65, the Cannabis Act, becomes law, British Columbians older than 19 will be able to buy non-medical cannabis through privately run retail stores or government-operated stores and government online sales.

McLure Fire Department Looks to Become a TNRD-managed Fire Service

The Board authorized staff to begin the formal process of establishing a TNRD-administered fire protection service in McLure. This entails holding public information meetings to determine if there is general support for service establishment.

Continued on Page 2

Board of Directors

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 "I"
(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

Dieter Dudy
City of Kamloops

Tina Lange
City of Kamloops

Arjun Singh
City of Kamloops

Pat Wallace
City of Kamloops

Dennis Walsh
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

Regular Board Meeting — Thursday, March 29, 1:30 p.m.

Hospital District Board Meeting — Thursday, March 29, 10 a.m.

Economic Development & Recreation Committee Meeting — Wednesday, March 28, 1:30 p.m.



The Region of BC's Best

The Current



Board of Directors

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 "I"

(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)

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Village of Clinton

Ken Christian

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City of Kamloops

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Village of Lytton

Neil Menard

City of Merritt

Al Raine

Sun Peaks Mountain Resort

Continued from Page 1

In response to the Board's recent decision to cease funding to society-run volunteer fire departments effective 2022, the McLure Volunteer Fire Fighters and Recreation Society (MVFFRS) requested that the TNRD consider moving fire protection services for McLure and Vinsulla to a TNRD-directed fire department model.

The new model will help reduce the legal risk to TNRD volunteer fire protection committees and create a safer environment for volunteer firefighters through mandatory fire training, fire ground operations and administration.

Contract Awarded for New Entrance to Kamloops Civic Building

The contract for the construction of a front entrance addition to the Civic Building in Kamloops was awarded to N & H Contracting Ltd. The total contract price for the project is \$865,845.80 (excluding GST).

An addition to the front entrance of the Civic Building at 465 Victoria St. was anticipated as part of the upgrades being done to the Kamloops Library, which includes the addition of a café space. The addition will create a more visible, accessible entrance that faces Victoria Street and will resolve a number of safety issues with the old entrance.

Kamloops Libraries Change Hours

The Board approved changes to hours of operations at the Kamloops and North Kamloops libraries. They will now close at 8 p.m. Tuesdays, Wednesdays and Thursdays effective May 1, 2018.

The change comes after a review of evening hours of operation at both branches, which noted that visits to the library and circulation of library materials dropped off dramatically during the 8-9 p.m. period. Kamloops and

North Kamloops Libraries are currently open until 9 p.m. Tuesday through Thursday.

The change will improve public service by bolstering staffing levels for times of library operation when there is higher public demand. This change will also enhance staffing levels during break periods, and reduce costs associated with replacements/casual hours.

Bookmobile Schedule Revamped

As part of the replacement of the existing bookmobile and in preparation for the launch of the new "Mobile Library" service, the Library has developed an improved schedule to better serve TNRD residents, expand stop locations and create efficiencies.

In formulating the new schedule, the following guiding principles were adopted:

- Maximizing routes, staff time and use by the public
- Assessing areas of the region that are currently underserved

While no stops were eliminated, new stops have been added in Quilchena, the Lower Nicola, Lac Le Jeune, Thompson River Estates, and four new stops have been added in Kamloops — the Tournament Capital Centre, BC Wildlife Park, Sahali Mall and Juniper Ridge.

The new schedule will be adopted when the new "Mobile Library" is deployed, likely in early May.

Pritchard Fire Hall Gets Gas Tax Help

The Board approved the expenditure to a maximum of \$55,000 from Federal Gas Tax Revenues - Community Works Fund component (split evenly by allocations of up to \$27,500 from both Electoral Area "L" and "P") to fund development of a potable water supply at the Pritchard Fire Hall. The Hall is currently under a boil water order after attempts to find a new source of potable water failed.



The Board Bulletin

News from School District No. 74

Highlights from the Board



The Board of Education met at the School District Office in Ashcroft on March 6, 2018.

Financial Information

As required by the Ministry of Education, boards of education must submit a balanced Amended Budget by the end of February. At the Special Open Board meeting on February 19, the Board approved the 2017/18 Amended Budget bylaw which is a total budget amount of \$21,966,870.

Three Year District Calendar

The Board adopted the 2018-2021 District Calendar. The calendar includes a two week spring break and complies with the *School Act* for instructional days and collective agreement and the Ministry of Education requirements for professional development days. For the 2018/19 school year there are seven professional development days and six for each of the 2019/20 and 2020/21 school years.

To access the calendar please visit the website at www.sd74.bc.ca under the section entitled, Reports and Publications.

Trustee Election

The Board appointed Lynda Minnabarriet as Chief Election Officer and Lois Miller as Deputy Election Officer for the October 2018 Trustee Election.

District of Lillooet

The Board received an invitation to join the Advisory Committee for the District of Lillooet's Active Community Master Plan and Senior Housing and Age Friendly Action Plan. At the Special Open on February 19, Trustee Storkan was appointed to represent the Board on the advisory committee.

Policy

The board adopted revisions to the following policies:

- *Policy 1.50 Research (Other than Ministry)*
- *Policy 6.30 Curricular/Extra-Curricular Field Trips*
- *Policy 3.10 Board Authority/Authorized Courses*
- *Policy 1.30 Board Committees*

Policies can be viewed on the district website at www.sd74.bc.ca

Upcoming Board Meeting

April 3 @ District Administration Office time 2:00 pm

School District No. 74 Board of Education

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Rural Area A	Larry CASPER	lcasper@sd74.bc.ca
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