Ashcroft
Wellness Awaits You

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 4:30 PM ON MONDAY, March 11, 2019

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1. CALL TO ORDER

2. MINUTES

2.1. Minutes of the Committee of the Whole Meeting of Council held Monday, February 25, 2019 **P. 1-2**

2.2. Minutes of the Regular Meeting of Council held Monday, February 25, 2019 **P. 3-9**

3. DELEGATIONS

3.1. Regina Sadilkova, Director of Development Services and Pat Luscombe, Chief Building Inspector, Thompson Nicola Regional District
- Update and overview of the Building Services Function **P. 10**

4. CORRESPONDENCE

4.1. Northern Development Initiative Trust
- Approval of 2019 Business Façade Improvement Program up to $15,000 **P. 11**

4.2. Teck Highland Valley Copper Partnership
- Tailings Management at Teck Highland Valley Copper Operations **P. 12-13**

4.3. RCMP Day Vernon Committee
- Request for support to declare February 1st as Royal Canadian Mounted Police Appreciation Day **P. 14-15**

4.4. Information Correspondence Listing for March 11, 2019 **P. 16**

5. UNFINISHED BUSINESS

5.1. None

6. NEW BUSINESS

6.1. Annual Community Appreciation Barbecue
- Ashcroft Community “Thank You” event **P. 17**

6.2. Southern Interior Local Government Association
- Gift Basket for 2019 Conference **P. 18**

7. BYLAWS

7.1. Introduction and First 3 Readings

7.1.1. None

7.2. Reconsideration and Final Adoption

7.2.1. None

8. REPORTS

Council Reports

8.1. Finance Committee
Mayor Roden, Councillor Anderson, Councillor Davenport

8.2. Northern Development Initiative Trust
Councillor Anstett Alternate – Councillor Anderson

8.3. Gold Country Communities Society
Mayor Roden Alternate – Councillor Davenport

8.4. Historic Hat Creek
Councillor Roden Alternate – Councillor Anderson

8.5. Cache Creek Environmental Assessment
Mayor Roden Alternate – Councillor Tuohey

8.6. Thompson-Nicola Regional District
Mayor Roden Alternate – Councillor Anstett

8.7. Tourism
Councillor Davenport Alternate – Councillor Anstett

8.8. Economic Development
Councillor Davenport Alternate – Councillor Anstett

8.9. Heritage
Councillor Tuohey Alternate – Mayor Roden

8.10. Transit
Councillor Anstett Alternate – Councillor Davenport

8.11. Communities in Bloom
Councillor Tuohey Alternate – Mayor Roden

8.12. Health Care
Councillor Anderson Alternate – Councillor Tuohey

8.13. Seniors' Liaison
Councillor Anderson Alternate – Councillor Tuohey

8.14. Other

(Motion to receive both verbal and written reports)

9. CHIEF ADMINISTRATIVE OFFICER REPORTS

9.1 Notes from the Planning Session held on Monday, February 11, 2019 **P. 19-23**

10. CHIEF FINANCIAL OFFICER REPORTS

10.1 None

11. QUESTION PERIOD

12. INCAMERA

12.1. None

13. TERMINATION

Ashcroft
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THE CORPORATION OF THE VILLAGE OF ASHCROFT

COMMITTEE OF THE WHOLE MINUTES

FOR THE MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 6:00 PM ON MONDAY, FEBRUARY 25, 2019

PRESENT: **Mayor Barbara Roden**
Councillor Marilyn Anderson
Councillor Jonah Anstett
Councillor Nadine Davenport
Councillor Debra Tuohey

J. Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer

Press and Public

1. CALL TO ORDER

Mayor Roden called the meeting to order at 6:00 pm.

2. PRESENTATIONS

2.1. Kleo Landucci, Chief Commercial and Corporate Affairs Officer, Ashcroft Terminal – Update on Overall Operations

Ms. Landucci thanked Council for the opportunity to provide them with an update on the changes at Ashcroft Terminal and congratulated them on their election. She introduced the members of the Senior Management Team including the new Chief Executive Officer, Kelvin Tan. Ms. Landucci provided a brief history of the growth and development of Ashcroft Terminal from 1999 up to the present. In 2018 they sold 60% of the company to PSA International who have terminal operations worldwide and this level of expertise will guide the company through the next phases of development. The terminal currently has three business areas including bulk and trans loading (truck to rail car and rail car to truck), fleet management (storage of excess rail cars for various companies) and intermodal (containers). Ms. Landucci advised that Ashcroft Terminal would like to have regular updates with Mayor and Council and would appreciate their continued support with all levels of government and other agencies.

Council congratulated Ashcroft Terminal on their success and advised that they are here to support them whenever they can.

2.2. There were no other items to discuss

3. **TERMINATION**

M/S Councillor Tuohey / Councillor Anstett

"That the Committee of the Whole Meeting terminate at 6:36 pm."

Carried.

Barbara Roden, Mayor

Certified to be a true and correct copy of
the Minutes of the Committee of the Whole
Meeting held Monday, February 25, 2019.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw

Ashcroft
Wellness Awaits You

THE CORPORATION OF THE VILLAGE OF ASHCROFT

REGULAR MINUTES

FOR THE MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 7:00 PM ON MONDAY, FEBRUARY 25, 2019

PRESENT: **Mayor Barbara Roden**
Councillor Marilyn Anderson
Councillor Jonah Anstett
Councillor Nadine Davenport
Councillor DebraTuohey

J. Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer

Press and Public

1. CALL TO ORDER

Mayor Roden called the meeting to order at 7:00 pm.

2. MINUTES

2.1. Minutes of the Committee of the Whole Meeting of Council held Monday, January 28, 2019

Mayor Roden declared the minutes adopted as presented.

2.2. Minutes of the Regular Meeting of Council held Monday, January 28, 2019

It was noted that Mayor Roden was listed as Councillor Roden. The changes will be made and the minutes were adopted as amended.

3. DELEGATIONS

3.1. None

4. CORRESPONDENCE

4.1. Jackie Tegart, MLA Fraser Nicola – Information Session regarding Ashcroft Terminal, March 11, 2019

M/S Councillor Tuohey / Councillor Anstett

"That staff advise MLA Tegart's office that all members of Council will be in attendance at the March 11, 2019 information session regarding Ashcroft Terminal."

Carried. (01-02-19)

4.2. Clinton and District Annual Parade Committee – Invitation to participate in 2019 Clinton Annual Parade, May 25, 2019

M/S Mayor Roden / Councillor Anderson

"That Mayor Roden and any other member of Council who is available participate in the 2019 Clinton Annual Parade on May 25, 2019."

Carried. (02-02-19)

4.3. Gold Trail Recycling Ltd. – Commercial Recycling Program for local businesses

M/S Mayor Roden / Councillor Anderson

"That representatives from Gold Trail Recycling Ltd. be invited to attend a Committee of the Whole meeting to explain how their company operates and the benefits to local businesses."

Carried. (03-02-19)

4.4. Southern Interior Local Government Association – Community Excellence Awards Deadline for Submission extended to March 1, 2019

M/S Mayor Roden / Councillor Anderson

"That the information from Southern Interior Local Government Association regarding the Community Excellence Awards be received and filed."

Carried. (04-02-19)

4.5. Information Correspondence Listing for February 25, 2019

M/S Councillor Tuohey / Councillor Davenport

"That the information correspondence listing for February 25, 2019 be received and filed."

Carried. (05-02-19)

5. UNFINISHED BUSINESS

5.1. None

6. NEW BUSINESS

6.1. Desert Sands Community School – Invitation to provide bursaries to the 2019 Graduating Class

M/S Councillor Tuohey / Councillor Anderson

"That the Village of Ashcroft provide two $250 bursaries to the 2019 graduating class of Desert Sands Community School in accordance with Policy No. 1.5 Village of Ashcroft Annual Grade 12 Graduation Policy."

Carried. (06-02-19)

6.2. Grant Writing Support Services Funding Agreement – Ashcroft HUB and Village of Ashcroft

M/S Councillor Anstett / Councillor Tuohey

"That the Village of Ashcroft enter into a Funding Agreement with the Ashcroft HUB in the amount of $10,500 in exchange for 400 hours of grant writing services and the submission of grant applications with a total minimum value of $200,000."

Carried. (07-02-19)

6.3. Charge North EV Network – Level 2 Charging Stations – Opportunity to participate in Charge North Funding Application

M/S Mayor Roden / Councillor Davenport

"That the Village of Ashcroft advise the Community Energy Association that we would like to participate in the Charge North EV Network grant application and would commit to the location of 2 Level 2 charging stations on Village property within our boundaries."

Carried. (08-02-19)

6.4. Environment Canada Surface Weather Station – Licensing Agreement

M/S Councillor Anstett / Councillor Anderson

"That Mayor Roden be authorized to sign the licensing agreement with Environment Canada to allow the weather station to remain at the Public Works yard for the period January 1, 2019 to December 31, 2033 with an annual fee payable of $1,200."

Carried. (09-02-19)

6.5. Ashcroft Fire Department Training Centre – Agreement to Location of Centre at Public Works Yard

M/S Mayor Roden / Councillor Tuohey

"That Council approves the Operating Agreement between the Village of Ashcroft and the Ashcroft Volunteer Firefighters' Association and further that staff be authorized to proceed with the preparation of a Development Variance Permit to allow two containers to be stacked and for the total floor are to exceed 30 m^2."

Carried. (10-02-19)

6.6. Memo from Chief Election Officer – Filing of Campaign Financing Documents

M/S Councillor Anderson / Councillor Tuohey

"That the staff report dated February 4, 2019 advising that all candidates in the 2019 Village of Ashcroft General Local Election have filed their campaign financing forms with Election BC so there are no disqualified candidates for the next general local election.

Carried. (11-02-19)

6.7. Report on Council Remuneration and Expenses for 2018 – As required under Section 168 of the *Community Charter*

M/S Councillor Anderson / Councillor Anstett

"That the staff report outlining the Council Remuneration and Expenses for 2018 as required under Section 168 of the *Community Charter* be approved as presented.

Carried. (12-02-19)

7. BYLAWS

7.1. Introduction and First 3 Readings

None

7.2. Reconsideration and Final Adoption

None

8. REPORTS

Council Reports

8.1. Finance Committee
Mayor Roden, Councillor Anderson, Councillor Davenport

The Finance Committee will be meeting with the Auditor on Wednesday, March 20, 2019.

8.2. Northern Development Initiative Trust
Councillor Anstett Alternate – Councillor Anderson

Councillor Anstett advised he will be attending the NDIT meeting in 100 Mile House on Tuesday, March 19, 2019.

8.3. Gold Country Communities Society
Mayor Roden Alternate – Councillor Davenport

Mayor Roden provided an update on a number of items including the wrap up of the Random Acts of Kindness program, the expansion of the Geo-Cache program to Phase 3 and that the annual symposium and FAM tour has been moved to April from May.

8.4. Historic Hat Creek
Councillor Roden Alternate – Councillor Anderson

No report.

8.5. Cache Creek Environmental Assessment
Mayor Roden Alternate – Councillor Tuohey

No report.

8.6. Thompson-Nicola Regional District
Mayor Roden Alternate – Councillor Anstett

Council reviewed The Current – Highlights from the Board of Directors' Meeting of February 14, 2019 and commented on the assignment of Gas Tax funding for the Ashcroft Legion to provide various upgrades.

8.7. Tourism
Councillor Davenport Alternate – Councillor Anstett

Councillor Davenport advised that she would be reviewing the log books from the Visitors Centre and would report back with any comments and/or recommendations that should be brought forward.

8.8. Economic Development
Councillor Davenport Alternate – Councillor Anstett

Councillor Davenport advised that she had met with Deb Arnott of Community Futures who advised that there were people interested in continuing with the formation of a Chamber. A further meeting will be held in the near future to keep this moving forward. Council was also advised that the McAbee Heritage Site will have indigenous students working there this summer, the committee is working on an agreement with Bonaparte Indian Band and a film maker will be attending the site to record some of the activities.

8.9. Heritage
Councillor Tuohey Alternate – Mayor Roden

Councillor Tuohey advised that the heritage event has been moved to Sunday, March 10 so there wasn't a conflict with the play Shrek. It is the first time a joint event has been held with Cache Creek and everyone is looking forward to a slightly expanded format.

8.10. Transit
Councillor Anstett Alternate – Councillor Davenport

Councillor Anstett provided an update on the meeting held on February 5, 2019 in Clinton. The next meeting will be on April 2 at the Cache Creek Village Office.

8.11. Communities in Bloom
Councillor Tuohey Alternate – Mayor Roden

No report however the Chair will be returning from vacation on March 5, 2019.

8.12. Health Care
Councillor Anderson Alternate – Councillor Tuohey

Councillor Anderson advised that she had met with Sheila Corneillie who is the Chair of the local Wellness and Health Action Committee (WHAC) and had been brought up to date on their activities.

Councillor Tuohey attended the last WHAC meeting and advised that there will be a Wellness Fair held in April that is expected to have 27 information stations. The fair will run from 11 am – 7 pm and will provide child minding services. She also advised Council of the concerns regarding the Hospice/Respite room at the Ashcroft Hospital and how it is not always available as it is being used for other purposes. Mayor Roden will be meeting

with Interior Health representatives to discuss various matters including the hospice situation.

8.13. Seniors' Liaison
Councillor Anderson Alternate – Councillor Tuohey

Mayor Roden attended the Over 80 Luncheon on February 21 and reported that there were a large number of over 80 members in attendance.

8.14. Other

Councillor Tuohey advised that she had attended the Community Online Channel Project meeting at the Ashcroft HUB and that it will be a unique service for our community. The project will employ 2 people for an entire year and will provide a variety of information.

M/S Mayor Roden / Councillor Anstett

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

Carried. (13-02-19)

9. CHIEF ADMINISTRATIVE OFFICER REPORTS

9.1 Council was reminded to submit their SILGA registration forms prior to February 28, 2019.

10. CHIEF FINANCIAL OFFICER REPORTS

10.1 None

11. QUESTION PERIOD

There were no questions from the public.

12. INCAMERA

12.1. Motion to move in-camera to discuss an item under the *Community Charter* Section 90.1(c) (Personnel)

M/S Mayor Roden / Councillor Anstett

"That this meeting move In-Camera to discuss an item under Section 90.1. (c) of the Community Charter regarding personnel at 7:58 pm."

Carried. (14-02-19)

13. **TERMINATION**

M/S Mayor Roden / Councillor Anderson

"That the Regular Meeting of Council terminate at 8:25 pm."

Carried.

Barbara Roden, Mayor

Certified to be a true and correct copy of
the minutes of the Regular Meeting of Council
held Monday, February 25, 2019.

J. Michelle Allen, Chief Administrative Officer

JMA/kdw

Michelle Allen

From: Carolyn Hunter <chunter@tnrd.ca>
Sent: Tuesday, February 05, 2019 9:56 AM
To: 'Michelle Allen'
Cc: Regina Sadilkova; Patrick Luscombe
Subject: Request to be added to March 11th Council Meeting agenda

Good morning Michelle,

I am writing on behalf of Regina Sadilkova, Director of Development Services, and Pat Luscombe, Chief Building Inspector at the TNRD. Regina and Pat hope that you can find some time for them to make a short (15 to 20 minute) presentation at your **March 11th** Council Meeting in regards to Building Permitting, the BC Building Code, and TNRD Building Services contracts with your municipality. Specifically, they will cover:

1. Structure and scope of the TNRD Building Service
2. Fees and funding of the service
3. New Dec. 2018 BC Building Code and Step Code (Energy Efficiency Regulations) and changes to the Building Act
4. Customer service and municipal office hours
5. Building Bylaw Regulatory and Fee Consistency
6. What is working and what can be improved

They will also answer any of your Council's questions. Please advise us if this Council date will work for you.

We are also working with Cache Creek, with the hope of scheduling a presentation with both communities on the same date.

Sincerely,

Carolyn Hunter

THOMPSON-NICOLA TNRD REGIONAL DISTRICT
The Region of BC's Best

Carolyn Hunter
Administrative Assistant, Thompson-Nicola Regional District
300 - 465 Victoria Street | Kamloops, BC |V2C 2A9
Office 250 377-8673 | Direct 250 377-7194| Fax 250 372-5048

tnrd.ca

The information contained in this transmission may contain privileged and confidential information of the TNRD – Thompson-Nicola Regional District. It is intended for review only by the person(s) named above. Dissemination, distribution or duplication of this communication is strictly prohibited by all recipients unless expressly authorized otherwise. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message. Thank you.

Northern Development INITIATIVE TRUST

301 - 1268 Fifth Avenue
Prince George, BC V2L 3L2
Tel: 250-561-2525
Fax: 250-561-2563
info@northerndevelopment.bc.ca
www.northerndevelopment.bc.ca

January 30, 2019

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

Attention: **Mayor Barbara Roden**

Dear Mayor Roden:

Subject: **2019 Business Façade Improvement Program**
Northern Development Project Number 5851 40

Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that Northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Village of Ashcroft's Business Façade Improvement application has been approved up to $15,000 from the Cariboo-Chilcotin/Lillooet Regional Development Account on January 29, 2019. This approval is for the 2019 year (January 29, 2019 to December 31, 2019).

Funding under the 2019 Business Façade Improvement program is provided as a reimbursement upon Northern Development's receipt of reporting documents. A complete final report is due by January 31, 2020. The Business Façade Improvement program reporting form can be found on Northern Development's website at www.northerndevelopment.bc.ca/funding-programs/community-development/business-facade-improvement/.

We wish you every success with your project. We are excited to see how your Business Façade Improvement projects will stimulate economic growth and strengthen our region.

Sincerely,

Joel McKay
Chief Executive Officer

c: Michelle Allen, Chief Administrative Officer, Village of Ashcroft
Wayne Robinson, Deputy Corporate Officer, Village of Ashcroft

RECEIVED
FEB - 7 2019
THE CORPORATION VILLAGE OF ASHCROFT

660

Geoff Brick
General Manager
Geoff.brick@teck.com

Teck Highland Valley Copper Partnership
P.O. Box 1500
Logan Lake, BC Canada V0K 1W0

+1 250 523 3201 Dir
+1 250 523 2443 Tel
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www.teck.com

Teck

February 11, 2019

Re: Tailings Management at Teck Highland Valley Copper Operations

In light of increased public interest in mine tailings facilities following the tragic incident at a non-Teck operation Brazil, I wanted to provide you with some information on how we ensure the safety and security of the tailings facilities at Highland Valley Copper operations (HVC).

Teck Highland Valley Copper is committed to ensuring the safe operation of our tailings facilities and accompanying dam structures. We have comprehensive systems and procedures in place that follow best practices, organized around six levels of protection:

1. Constant monitoring using subsurface and surface instrumentation technology;
2. Staff inspections on at least a daily basis, and more frequently for our larger facilities;
3. Annual Dam Safety Inspections (DSIs) conducted by the engineer of record;
4. More detailed Dam Safety Reviews (DSRs) conducted periodically by a different, third-party engineer;
5. An HVC Tailings Review Board comprised of four independent experts, which meets several times during the year to conduct an additional review of design, operation and maintenance of our facilities; and,
6. Internal audits and governance reviews by Teck's corporate Tailings Working Group.

Taken together, this comprehensive, multi-level approach exceeds government regulations and meets industry best practices, including guidance provided by the Canadian Dam Association and the Mining Association of Canada.

We also engage regularly with local communities to discuss tailings management. This includes annual meetings with to discuss dam safety, facility tours, and stakeholder participation in emergency preparedness planning and testing.

The various levels of review conducted for HVC's tailings facilities have confirmed that they are stable and secure, and that our monitoring and surveillance practices meet or exceed industry standards. Further, in light of the incident in Brazil, we are conducting a special review of our key tailings facilities and procedures to be doubly certain that such an incident could not occur at our operations.

At Highland Valley Copper, nothing is more important than the safety of people, communities and the environment. We continually review and improve our facilities and procedures and are committed to meeting the highest standards for tailings management.

Please let me know if you would like to arrange a briefing to answer any questions you may have regarding the operation, maintenance and monitoring of our tailings facilities. Recent copies of Dam Safety Inspections reviews of our tailings facilities are also publicly available through: http://mines.nrs.gov.bc.ca/p/highland-valley-copper-hvc/docs.

Best regards,

Geoff Brick
General Manager
Highland Valley Copper

RECEIVED
FEB 2 1 2019
THE CORPORATION VILLAGE OF ASHCROFT

RCMP APPRECIATION DAY in BC - FEBRUARY 1 February 28, 2019

On February 1st, 1920, the Parliament of Canada created the Royal Canadian Mounted Police, combining the Northwest Mounted Police (1873) and the Dominion Police (1868).

At this time, Manitoba is the only Province in Canada to have February 1st designated RCMP Appreciation Day.

February 1st, 2020 is their 100th Anniversary

We are a group of Canadian citizens residing in Vernon, BC, who formed a committee to acknowledge February 1st each year as a day to honor and recognize the men and women of the RCMP for their dedication and service.

We are asking for a letter of support from the Mayor and Council of your city or town. We will compile this support with other cities, municipalities, BC MLA's and BC Members of Parliament and present it to the Legislative Assembly of British Columbia to ultimately acknowledge February 1st as Royal Canadian Mounted Police Appreciation Day.

The Vernon City Council voted unanimously to endorse our motion and their letter is attached.

The Maple Leaf Forever.

Thank you for your earliest reply and consideration in this matter.

Sincerely,

Martin von Holst RCMP Day - Vernon Committee Chair
RCMPappreciationday@gmail.com
Contact # - 250-241-5000

Guy Bailey RCMP Day - Vernon Committee Secretary

File: 0220-01

THE CORPORATION OF THE CITY OF VERNON

3400 - 30TH STREET VERNON, BRITISH COLUMBIA V1T 5E6
TELEPHONE (250) 545-1361 FAX (250) 545-4048

August 16, 2018

OFFICE OF THE MAYOR

Email: martin@3pr.ca

RE: RCMP Appreciation Day

Dear Mr. Von Holst:

Council, at their Regular meeting of August 13, 2018 passed the following motion:

> "THAT Council authorize the Mayor, on behalf of Council to provide a letter of support to the RCMP Day Committee for their efforts to move forward with a petition signed by Canadian citizens that will be directed to the Province of British Columbia and the Government of Canada to ultimately acknowledge February 1st as 'Royal Canadian Mounted Police Day'
>
> **CARRIED"**

On behalf of Council, we support the initiative that February 1st be recognized as Royal Canadian Mounted Police Day to acknowledge and recognize the men and women of the RCMP who have given much to our communities in terms of service and sacrifice.

Sincerely,

Akbal Mund
Mayor

copy: Council
Eric Foster, MLA
Mel Arnold, MP
Supt. S Baher, RCMP Vernon

INFORMATION CORRESPONDENCE
FOR THE MARCH 11, 2019 COUNCIL MEETING

Creative BC
- Impact Report 2017/2018

Wood Design & Building
- Winter 2018/19 Magazine

/kw

MEMO TO: **Council**

MEMO FROM: **Mayor Roden**

DATE: **March 6, 2019**

SUBJECT: **ANNUAL COMMUNITY APPRECIATION BARBECUE**

Kiera Bolton, who is six, asked to meet with me, as she wanted to propose that Ashcroft hold a 'thank you' day where people could express thanks to people who have helped them. She also wants to collect donations for the local Food Bank.

I met with Kiera and her mother Shauna, and suggested that we incorporate Kiera's suggestions into the annual community barbecue, which could be called the Ashcroft Community Thank You barbecue. In the promotion of the event we could state that donations to the Food Bank, while not mandatory, will be collected at the event. Kiera and Shauna are happy to sit at a table and collect the donations, then take them to the Food Bank.

CAO Allen has also suggested that Village have 'Thank You' postcards printed up and given to the people who attend, so that they can then give them to someone else as a way of saying thanks.

I think this is an excellent initiative, and it would be a very simple matter to tie it to the community barbecue. Kiera and Shauna were very happy with this proposal.

Sincerely,

Barbara Roden,
Mayor

MEMO TO: **Mayor Roden & Council**

MEMO FROM: **Michelle Allen, Chief Administrative Officer**

DATE: **March 6, 2019**

SUBJECT: **GIFT BASKET FOR 2019 SILGA CONFERENCE**

Background

In an effort to promote the communities within the Southern Interior Local Government Association (SILGA) area communities are encouraged to bring a gift basket with local products to the conference.

Discussion

For the past several years the Village of Ashcroft has provided a gift basket with a value up to $75 to the SILGA conference. Recently Council has used a local business to put together the gift basket and bring it to the office shortly before the conference.

Recommendation

Administration is seeking direction from Council regarding this item.

Respectfully submitted,

J. Michelle Allen,
Chief Administrative Officer

Ashcroft
Wellness Awaits You

THE CORPORATION OF THE VILLAGE OF ASHCROFT

PLANNING SESSION NOTES

FOR THE PLANNING SESSION TO BE HELD IN THE COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 3:00 PM ON MONDAY, FEBRUARY 11, 2019

PRESENT: **Mayor Barbara Roden**
Councillor Marilyn Anderson
Councillor Jonah Anstett
Councillor Nadine Davenport
Councillor Debbie Tuohey

Michelle Allen, Chief Administrative Officer
Yoginder Bhalla, Chief Financial Officer
Brian Bennewith, Foreman

Mayor Roden welcomed everyone at 3:00 pm and thanked them for making time to attend this important meeting.

1. **ELEPHANT HILL WILDFIRE MOSAIC FOR FIRE HALL**

Council reviewed the background information provided regarding the history of the Elephant Hill Wildfire Mosaic project. Council agreed that the approved budget of $3,500 should be sufficient, at least for the first mosaic.

Council would like to see the project completed and have an unveiling celebration on Sunday, July 7, 2019 which would be the 2nd Anniversary of the fire.

2. **ASHCROFT FIRE DEPARTMENT TRAINING CENTRE**

Council agreed in principle with the proposed training centre. They reviewed the comments and waiver presented by Municipal Insurance Association of BC and believe that the training centre will be a valuable asset for all regional fire departments. An agreement will be drafted between the Ashcroft Volunteer Firefighters' Association and the Village of Ashcroft and will be brought forward to the next meeting of council.

3. **HARMONY BELL PROJECT**

The previous Council had agreed to the installation of a time capsule at the site of the Harmony Bell project and the current Council has no concerns with allowing it to continue. The Foreman advised that the crew should be able to have the benches install and the time capsule prepared in time for the April 7th celebration with the Bishop.

4. **NDIT GRANT WRITING SUPPORT PROGRAM**

Council was advised that the Village has been awarded $8,000 under the NDIT Grant Writing Support Program. It was agreed that a partnership with the Ashcroft HUB to contract the grant writing services under this program would be beneficial to everyone. Staff was directed to prepare an agreement that would outline the roles and responsibilities of both parties and this agreement will be brought forward to the next regular meeting of council.

5. **SPECIAL GARBAGE PICK UP – SPRING & FALL**

Council reviewed the spring and fall special garbage pickup service. The service is for residential addresses and now that tipping fees are in place the Village receives a number of requests from commercial and multi-family complexes requesting to be included. The current service provides collection of yard waste and items that do not incur a tipping fee at the transfer station.

Council advised that they wish to see this service continue for 2019. They directed staff to ensure that the advertisements clearly state that this is for residential properties only and commercial and multi-family complexes are not eligible for the service.

6. **COMMUNITY APPRECIATION BARBECUE**

Council was advised that the Village started Community Appreciation Barbecues in 2017 and it is an opportunity to Council to say thank you to our residents. The event is very simple, we provide hamburgers, bottled water and cake. There is no entertainment provided. Residents are encouraged to bring their lawn chairs and sit and visit with friends and neighbours. The food is served from 11 am – 1 pm.

In order to speed up the process the Village will contact the fire department and borrow one of their barbecues.

All members of Council are requested to attend if possible.

7. **WATER CONSERVATION**

The Village implemented watering restrictions that commence on May 1. Drinking Water Week is generally the first part of May, which is an excellent segue into promoting watering restrictions. The Village has held a colouring contest for children within the community with the prizes being pool passes. In addition, residents are reminded that the Village has water conservation kits available.

Council agreed to continue with the contests for children and to send out notices to all residents reminding them of that the Stage 1 watering restrictions come into effect on May 1st.

8. **SNOW REMOVAL ON SIDEWALKS**

Council has been asked recently to provide snow clearing on all sidewalks within the Village boundaries. The Foreman advised that the crew is currently responsible for approximately 1.6 kms of sidewalk and to undertake clearing of all sidewalks would add an additional 3 kms. The additional sidewalks would more than double the time spent and would require purchasing more appropriate equipment.

Council agreed that they did not feel they could justify the additional financial cost to provide this service and directed staff to continue to advertise that property owners are responsible for clearing sidewalks that are adjacent to their property.

9. **NEW WEBSITE**

Council advised that they liked the new website however felt that the pictures did not adequately advertise and promote all that the Village has to offer. Council was advised that we have entered into a contract with a local photographer to obtain pictures of the events and activities over the next 12 months so that our website will be more interesting. The new website is currently populated

with stock photos provided by the Thompson Nicola Regional District and Gold Country Communities Society.

10. INTERNET UPGRADES

Council agreed that the lack of fiber optic internet options was hindering our economic development options. They directed staff to invite representatives from Mascom and Telus to a future Committee of the Whole meeting to discuss the current services provided and how long it will be before we have better connectivity.

11. UPDATE OF GRANT PROJECTS

Council received a status update on the following projects:

- Water Treatment Plant
- Sewer Treatment Plant
- Family Day Event
- EV Charging Station
- Child Care Strategy
- Housing Strategy
- Trees for new WTP

12. COMMUNITIES IN BLOOM – REQUESTED PROJECTS

Council was advised that staff will endeavour to arrange a meeting with the chair of the local CIB committee when she returns from vacation to discuss projects in Heritage Place Park. Council was advised that costs have been obtained to install LED lights in the park and this will be brought forward during budget discussions.

Staff suggested that the trees in Mesa Vista Park could be removed and replaced with a species that was better suited to the area. It was also suggested that rather than install the trees around the perimeter of the park that they be planted together in a cluster. This new pattern would be in keeping with Fire Smart recommendations and would eliminate leaves, etc. falling into neighbours' years. Staff was directed to prepare a grant application for this project.

13. GRANT IN AID FOR ASHCROFT HUB

Council discussed whether or not a Grant in Aid for the Ashcroft HUB would be appropriate and the general feeling was that the HUB is doing fine at this point in time. Council will revisit the suggestion should the situation with the HUB change.

14. SUGGESTIONS BROUGHT FORWARD BY MS. MERTENS

Council has received a number of suggestions from Ms. Gloria Mertens regarding Village operations and procedures. The following items were discussed:

- Bylaw Enforcement Officer
  - Council cannot justify the expense of a Bylaw Enforcement Officer at this time
  - Council does not believe that the volume of requests or complaints requires a tracking system to be included as part of the new website. People who submit a comment or complaint will get a notice acknowledging their message was sent

- Maintain a log of visitors and their requests, feedback and action taken
  - Council does not believe that there is sufficient value in this task to justify the cost.
  - Reports would have to be severely redacted to comply with the protection of privacy legislation
- Identification of village vehicles, lift stations and pump houses
  - All Village vehicles now have identification decals on them
  - The Village, and most communities, do not identify their various pump houses and lift stations as they do not wish to draw attention to the facilities
- Digital sign board
  - This was discussed and is on the mid to long term agenda. Should a funding program be released and a suitable location be determined this item will be revisited
- Improve access to the Village Office by installing a lift and changing door handles
  - Overall accessibility to the Lady Minto Building has been identified as a long term priority
- Pathways for community connectivity
  - This will be discussed in the new subdivision servicing bylaw.

Council directed staff to respond to Ms. Mertens and advise that they are referencing the community surveys that were done during the review of the Official Community Plan and Zoning Bylaw Project. The priorities that were identified at that time are being reviewed by Council on a regular basis.

15. TABLE TOPICS FOR COMMUNITY FORUM

The Spring Community Forum will be held on Thursday, April 11, 2019 at 7:00 pm in the Ashcroft Community Hall. Suggested topics for the forum include:

1. CFO Presentation on proposed 5 year plan
2. Urban Systems Ltd. – Provide an update on the Water Treatment Plant
3. TNRD – Update on the recycling facility and future changes

There is room on the agenda for one or two more items. Council is encouraged to bring suggestions forward to the next regular meeting for discussion.

16. DATES FOR OTHER MEETINGS

Council agreed to the following additional meeting dates:

- Tuesday, February 19 – Budget Discussions @ 6:00 pm
- Monday, March 4 – Budget Discussions @ 3:00 pm
- Monday, April 15 – Annual Report Discussion @ 6:00 pm

17. OTHER TOPICS

Council received an update on the following topics:

- Water Conservation Charts
  - Charts show that during the months of May to September water use is generally down across the community
- Update on Deputy Corporate Officer posting
  - Council was advised that there are several applications for the job. The posting closes on Friday, February 22, 2019
- Off Leash Dog Park

- Councillor Tuohey inquired into the status of the project. Council advised that it is now up to the committee to bring forward more information

- Pool Passes
  - Councillor Tuohey inquired if the Village would consider selling pool passes in advance at 50% off to encourage more people to purchase the passes. Council was not in favour of discussing this item further
- Crosswalks
  - Councillor Tuohey advised that she felt there should be more crosswalks in the downtown area. This will be brought forward during budget discussions.
- More garbage cans along Brink Street
  - Councillor Tuohey asked why there are not more public garbage cans along Brink Street. This item will also be brought forward during budget discussions

The Planning Session ended at 7:11 pm.

Michelle Allen, Chief Administrative Officer