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 6:00 PM ON MONDAY, OCTOBER 25, 2021

Please be advised that the HUB Online Network will record and broadcast or live stream today's Council meeting.

CALL TO ORDER

Due to the Public Health Officer Ministerial Order M0192, the Regular Meeting of Council is closed to the public but will be broadcast by the HUB Online Network.

"Mayor and Council wish to acknowledge that the meeting today is held within the traditional territory of the Nlaka'pamux people."

1. ADOPTION OF THE AGENDA

Motion to add or delete Agenda items
Motion to adopt the Agenda as presented or as amended
M/S
THAT, the Agenda for the Regular Meeting of Council held on Monday, October 25, 2021 be adopted as presented.

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Tuesday, October 12, 2021 *That the Minutes of the Regular Meeting of Council held Tuesday, October 12, 2021 be adopted as presented.*	P. 1-7

3. DELEGATIONS

3.1		

4. PUBLIC INPUT

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

5. BYLAWS

5.1		

6. STAFF REPORTS

REQUEST FOR DECISION		
6.1	CAO Report – Skate Park – Public Art Proposal *That, Council approves the installation of public art at the Ashcroft Skate Park to be completed in the spring of 2022 as per Public Art Policy A-01-2021.*	P. 8-19

6.2	CAO Report – Summary of Burning Bylaw Public Meetings *Motion Required*	P. 20-33
6.3	CAO Report – 2020 Annual Report *That, Council adopt the 2020 Annual Report as presented.*	P. 34-129
FOR INFORMATION		
6.4	CAO Report – Legacy Park – End of Season Report	P. 130-131
6.5	CAO Report – Pool – End of Season Report	P. 132-133

7. CORRESPONDENCE

FOR ACTION		
7.1	Ashcroft Fire Rescue Request for Donation of Ice Time *Motion Required*	P. 134
7.2	City of Victoria Council Motion – Paid Sick Leave – Request for UBCM Member Municipalities Support *Motion Required*	P. 135-136
7.3	Cathy Peters – Global Virtual Summit Impact of Pornography on Youth and Children *Motion Required*	P. 137
FOR INFORMATION		
7.4	Ministry of Education – 2021 Premier's Awards for Excellence in Education	P. 138-139
7.5	New St'uxwtews Training Institute partnering with NVIT – News Release	P. 140
7.6	UBCM – 2021 UBCM Convention – Mayor Roden's presentation and participation in *Global Warning: Lessons from the 2021 Heat Wave and Donation made to Angel Flight Network BC*	P. 141
7.7	Hon. Mike Farnworth, Minister of Public Safety and Solicitor General – Response to UBCM Convention Meeting regarding the matters of importance that relate to Emergency Management and Public Safety Portfolio	P. 142-144
7.8	Flip Chart	P. 145

8. UNFINISHED BUSINESS

8.1	Task Manager	P. 146

9. NEW BUSINESS

9.1		

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

10.1	Economic Development & Tourism WG Meeting Notes – Oct. 6, 2021	P. 147-148
10.2	Transit Meeting Minutes – October 20, 2021	P. 149-150

11. COUNCIL REPORTS

11.1	Mayor Roden - Report	P. 151-152
11.2	Councillor Anderson	
11.3	Councillor Anstett	
11.4	Councillor Davenport - Report	P. 153
11.5	Councillor Tuohey	

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

12.1	*That, Council move to a closed meeting under Section 90.1(c) labour relations or other employee relations.*	

13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1		

14. ADJOURNMENT

THE CORPORATION OF THE VILLAGE OF ASHCROFT

MINUTES

FOR THE MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS OF THE VILLAGE OFFICE AT 6:00 PM ON TUESDAY, OCTOBER 12, 2021

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

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

Media

EXCUSED: Councillor, Deb Tuohey

CALL TO ORDER

Due to the Public Health Officer Ministerial Order M0192, the Regular Meeting of Council is closed to the public but will be broadcast by the HUB Online Network.

Mayor Roden called the Regular Meeting of Council for Tuesday October 12, 2021 to order at 6:00 pm.

"Mayor and Council wish to acknowledge that the meeting today is held within the traditional territory of the Nlaka'pamux people."

1. ADOPTION OF THE AGENDA

Motion to add or delete Agenda items
Motion to adopt the Agenda as presented or as amended
M/S Anstett/Anderson
THAT, the Agenda for the Regular Meeting of Council held on Tuesday, October 12, 2021 be adopted as presented.
CARRIED – Unanimous – R-2021-219

2. MINUTES

2.1	Minutes of the Regular Meeting of Council held Monday, September 27, 2021 **M/S Davenport/Anstett** *That the Minutes of the Regular Meeting of Council held Monday, September 27, 2021 be adopted as presented.*	CARRIED Unanimous R-2021-220

3. DELEGATIONS

3.1		

4. PUBLIC INPUT

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

Questions and comments received by email from TNRD Area "I" resident Gloria Mertens are attached and form part of these minutes.

5. BYLAWS

5.1		

6. STAFF REPORTS

REQUEST FOR DECISION		
6.1		

FOR INFORMATION		
6.2	CAO Report – 2020 Annual Report **M/S Roden / Anderson** *That the 2020 Annual Report be received for information.*	CARRIED Unanimous R-2021-221

7. CORRESPONDENCE

FOR ACTION		
7.1	Heather Daniel, Headstart Coordinator, St'uxwtews Bonaparte First Nation – Request for Donation for Family Halloween Dance **M/S Anderson / Anstett** *That, the Village support the request for a donation of 10 cases water and 10 cases of juice boxes for the annual Halloween Party coordinated by Bonaparte FN Headstart program.*	CARRIED Unanimous R-2021-222
7.2	Craig Baird, Canadian History Ehx – Town Sponsorship Podcast Episode **M/S Roden / Davenport** *That, Council endorses the proposal from Craig Baird of Canadian History Ehx. and purchase one podcast episode for $250 featuring Ashcroft.*	CARRIED Unanimous R-2021-223
FOR INFORMATION		
7.3	Ambulance Paramedics of BC – Invitation to meet re: Initiatives and solutions available to communities	
7.4	Community Futures Alberni-Clayoquot – Venture Connect Celebrates 10 Years Helping Stay Open in Rural BC	
7.5	Flip Chart	
	M/S Anderson / Anstett *That, the information correspondence items be received and filed.*	CARRIED Unanimous R-2021-224

8. UNFINISHED BUSINESS

8.1	Task Manager **M/S Davenport / Anstett**	CARRIED Unanimous

	That the Task Manger for October 121, 2021 be received and filed.	R-2021-225

9. NEW BUSINESS

9.1		

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

10.1		

11. COUNCIL REPORTS

11.1	Mayor Roden – Report **M/S Anstett / Anderson** *That, Mayor Roden's Council Report be received and filed.*	CARRIED Unanimous R-2021-226
11.2	Councillor Anderson	
11.3	Councillor Anstett	
11.4	Councillor Davenport – Report **M/S Roden / Anstett** *That Councillor Davenport's Council Report be received for information.*	CARRIED Unanimous R-2021-227
11.5	Councillor Tuohey	

12. RESOLUTION TO ADJOURN TO CLOSED MEETING

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

12.1	Section 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality. **M/S Roden / Davenport**	CARRIED Unanimous R-2021-228

13. RESOLUTIONS RELEASED FROM CLOSED MEETING

13.1	**M/S Roden / Anderson** *That, the Closed Meeting Agenda Item 4.1 Motion to appoint the Fire Chief be released to the Regular meeting of Council for Tuesday October 12, 2021.* *CARRIED-Unanimous-C-2021-40* **4.1 Appointment of Fire Chief** Councillor Anstett recused himself being in a conflict of interest as a member of the Fire Department at 6:30 pm and returned to the meeting at 6:50pm. Council reviewed and discussed the Fire Chief applications at length and resolved the following motion to appoint the Fire Chief. **M/S Roden / Anderson** *That, Council appoint Josh White as the Fire Chief of the Ashcroft Fire Rescue for a four year term ending October 14, 2025 and that a meeting be scheduled with Chief White to select the Deputy Chief as per the Ashcroft Fire Rescue Constitution.* *CARRIED – Unanimous- C-2021-39*	

14. ADJOURNMENT

M/S Anstett / Davenport

That, the Regular Meeting of Council for Tuesday October 12, 2021 be adjourned at 7:07 pm.

CARRIED – Unanimous- R-2021-229

Certified to be a true copy of the
Minutes for the Regular Meeting of
Council held Tuesday October 12, 2021

_____	_____
Daniela Dyck,	Barbara Roden,
Chief Administrative Officer	Mayor

Att.

ASHCROFT REGULAR COUNCIL MEETING OCTOBER 12, 2021

FEEDBACK FROM PUBLIC GALLERY

6.2 CAO Report 2020 Annual Report
The Annual Report is mandated to come out in June. How long of an extension did municipalities get to prepare and send in the report?

Pg 17 Safety Committee: Is this part of WorkSafe BC for employees only? The blurb indicates that the committee "ensures all public owned properties and buildings are safe for staff and public". If this is the case, I am wondering if there have been any discussions to make the village office more accessible for seniors, including a simple change to replace the entrance door knob to a door lever or to work on the ramp so that it is more functional?

Pg 19 Council Meeting Listing for 2020
I would like to make a comment on my disappointment in this council changing the COTW structure so that open dialogue with the public is no longer enshrined in the procedural bylaw. I know that it was a unique opportunity for the public to engage openly with Council at Committee of the Whole meetings and that it was established by a former Council because of concerns with respect to public engagement. It is unfortunate that Council decided to follow this path.

I am, however, very pleased at the increase in the number of public notices and social media posts to outreach more of the populace. I have not seen regular posts at the Post Office as I thought was going to be implemented.

Pg 21 Financial Services
I note that the BI system has been in place now for about two years. As I have mentioned before, financials are very difficult to follow when the reports are made verbally and illegible from a citizen's perspective on screen. I think there should be a mention of this in the Annual Report and that upon request members of the public can receive printed reports.

Pg 22 Permissive Tax Exemptions
It looks like these exemptions will be maintained until 2024 because of the 5 year bylaw. I am wondering if any organizations can apply for a tax exemption before 2024 if they fill in the applicable application and go through the review process?

Pg 23 Human Resource Services
In 2019 Human Resources listed 2 summer students, but there was no mention of summer students in 2020. Were there no summer students employed in 2020? If there were summer students employed would this be additional to the 3 managers, 4 inside staff, 9 outside public works staff and 8 seasonal staff?

Should there not have been a mention of the termination of the last CAO, who was with the village for only six months, and cost to the village?

Pg 25 Planning Development Services
I would like to know where the photo was taken from? This shot is used many times by the Village and I am unable to identify it as a in the Village of Ashcroft.

Pg 26 Approving Officer Function

I notice that the approving officer function was contracted out in 2019 and now is done in-house by the Chief Administrative Officer. When did this occur and was there any resolution to this effect? What was the impetus for the change?

Pg 27 Operational Services
Water Treatment Plant
I am wondering why the village keeps perseverating on the supposed fact that the Water Treatment Plant came in under budget. The WTP budget was for two different water capacity plants: one at 125 L/s for $8.6 million and the other 100L/s for $7.9 million. Our WTP capacity is 100L/s so that should have cost taxpayers $7.9 million and that was with a contingency of close to 15%. I think it is disingenuous to declare the WTP as being under budget when on budget would have been, for what was received, $7.9 million and not $8.6 million.

In addition, the Village paid top dollar for a trial run of the WTP and the engineering company should have been held accountable for the sudden requirement for another $800 000 for sand separators.

Pg 29 Sewer Treatment Plant
In 2019, 22 tonnes of bulk effluent were hauled away and in 2020 50 tonnes of bulk effluent were hauled away. The population of Ashcroft did not double. Why did the effluent double?

Water Consumption Data
In 2019, it was stated that water consumption data would be available in 2020. I did not see any such data. This should be included in the report.

Pg 39 Protection Services
It is reported that Fire Chief Josh White retired, but as per the closed meeting released resolution, it was stated that he had resigned. Which was it?

Pg 45 Current Projects
In the list of current projects, it states under Evacuation Route Planning that a walking path escape route had been established in 2020. Where exactly is that pathway and how was the community informed about it?

I note also that in 2019 that the Off Leash Dog Park was mentioned, but no mention of it in 2020. Once again I think it disingenuous to not mention the fact that the community group backed away from the unreasonable commitment put upon the group in 2020.

7.3 Ambulance Paramedics
At the HUB Market a couple of weeks ago, ambulance paramedics indicated that there are two FTE now stationed in Ashcroft. Will the Village be communicating this information? If so, how and when? In addition, could it be clarified if the paramedics will be assisting in primary emergency care or will they only be providing transportation of emergency cases? Is there an agreement in place for weekend assistance when doctors are unavailable?

11.1 Mayor's Report
Under the **Economic Development and Tourism meeting**, it is mentioned that UniTea has received funding for Facade Improvement. UniTea has just moved into a new building, so I question why would that building need a facade improvement?

Gold Country Communities Society meeting

I see some work being done at the McAbee Fossil Beds. I am wondering if there was any discussion on this development?

11.4 Davenport Report

Could you explain the discussion on “Fair Equity of Fund Distribution”?

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: October 25, 2020

FROM: Daniela Dyck, Chief Administrative Officer

SUBJECT: Skate Park – Public Art Proposal

Purpose

To request Council approval of the installation of public art (street art) at the Skate Park.

Recommendation

That, Council approves the installation of public art at the Ashcroft Skate Park to be completed in the spring of 2022 as per Public Art Policy A-01-2021.

Alternatives

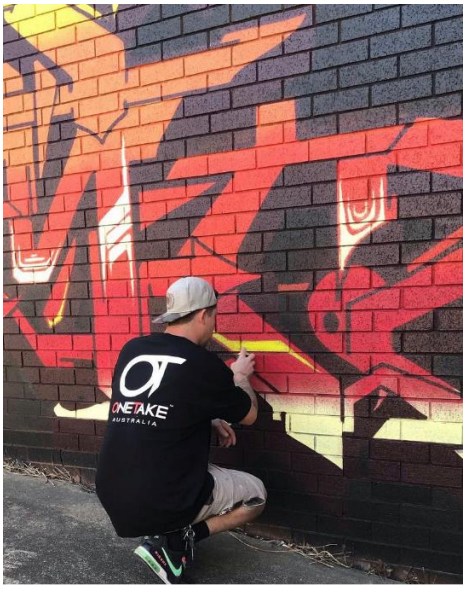
That, Council receives the application for information.

Discussion

The Village received an application from Robert Dekker to add some color and interest at the skate park for the kids in the form of "street art."

Robert is an accomplished street artist who recently relocated to Ashcroft from Australia with his wife and three children. Robert is asking for Council approval to paint street art on one of the ramps at the skate park to give the kids something more colorful to enjoy while at the park.

Street art somewhat fits into the guidelines of the Public Art Policy, keeping in mind, the policy was written for installation of artwork on public property and not as paint on existing infrastructure. Robert's application is attached for Council's review. Below are images of some of Robert's work.



Strategic/Municipal Objectives

Public Art in the Downtown Core

Legislative Authority

Policy A-01-2021

Financial Implications

N/A

Attachment Listing

Public Art Commissioning Contract and Maintenance Plan

Respectfully Prepared by:

Daniela Dyck,
Chief Administrative Officer

SCHEDULE "A"

Public Art Commissioning Contract

THIS PUBLIC ART COMMISSIONING CONTRACT the ("Agreement") is dated this _____ day of _____, _____.

BETWEEN:

VILLAGE	ARTIST
Village of Ashcroft 601 Bancroft St. Ashcroft, BC V0K 1A0 (the "Village")	ROBERT DEKKER (the "Artist")

BACKGROUND

a. The Village is of the opinion that the Artist has the necessary qualifications, experience and abilities to provide the services to the Village.
b. The Artist is agreeable to providing such services to the Village on the terms and conditions set out in this Agreement and the Village of Ashcroft's Public Art Policy # P-2021-01.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, as the Village and the Artist (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

SERVICES PROVIDED

1. The Village hereby agrees to engage the Artist to provide the Village with the following services (the "Services"):
    a. Name of Public Art Project STREET ART.
    b. Location of Public Art Project SKATE PARK.
    c. Type of work STREET ART SPRAY PAINTING.
    d. Date of completion _____ day of _____, _____.
2. The Services to be provided by the Artist in this Agreement are approved by Council for the Village of Ashcroft. Resolution No. _____.
3. The Services will also include any other tasks which the Parties may agree on. The Artist hereby agrees to provide such Services to the Village.

TERM OF AGREEMENT

4. The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect until the completion of the Services, subject to earlier termination as provided in this Agreement. The Term may be extended with the written consent of the Parties.
5. In the even that either Party wishes to terminate this Agreement prior to the completion of the Services, that Party will be required to provide ten (10) days written notice to the other Party.

PERFOMANCE

6. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

CURRENCY

7. Except as otherwise provided in the Agreement, all monetary amounts referred to in this Agreement are in CAD (Canadian Dollars).

COMPENSATION

8. The Artist will charge the Village for the Services as follows (the "Compensation"):
    a. The Village will pay the Artist _____.
9. Invoices submitted by the Artist to the Village are due within thirty (30) days of receipt.
10. In the event that this Agreement is terminated by the Village prior to completion of the Services but where the Services have been partially performed, the Artist will be entitled to pro rata payment of the Compensation to the date of the termination provided that there has been no breach of contract on the part of the Artist.
11. The Artist will not be reimbursed for any expenses incurred in connection with providing the Services of this Agreement.

CONFIDENTIALITY

12. Confidential information (the "Confidential Information") refers to any data or information relating to the Village, whether business or personal, which would reasonably be considered to be private or proprietary to the Village and this is not generally known and where the release of that Confidential Information could reasonably be expected to cause harm to the Village.
13. All written and oral information and material disclosed or provided by the Village to the Artist under this Agreement is Confidential Information regardless of whether it was provided before or after the date of this Agreement or how it was provided to the Artist.

OWNER OF INTELLECTUAL PROPERTY

14. The Village will be the sole owner of the public art work.
15. The Artist will own copyright and moral rights of the Artwork, when the Work is actualized the Artist grants the Village joint ownership of the copyright. All reproductions and exhibitions of the Work by the Village will contain credit to the Artist and an acknowledgement that the Work was made for the Village of Ashcroft.

RETURN OF PROPERTY

16. Upon the expiry or termination of this Agreement, the Artist will return to the Village any property, documentation, records, or Confidential Information which is the property of the Village.
17. In the event that this Agreement is terminated by the Village prior to completion of the Services the Artist will be entitled to recovery from the site or premises where the Services were carried out, of any materials or equipment which is the property of the Artist, or where agreed between the Partied, to compensation in lieu of recovery.

CAPACITY/INDEPENDENT CONTRACTOR

18. In providing the Services under this Agreement it is agreed that the Artist is acting as an independent contractor and not as an employee. The Artist and the Village acknowledge that this Agreement does not create a partnership or joint venture between them, and is exclusively a contract for service.

RIGHT OF SUBSTITUTION

19. Except as otherwise provided in the Agreement, the Artist may with the express written approval of the Village, engage a third-party sub-contractor to perform some or all of the obligations of the Artist under this Agreement, and the Village will not hire or engage any third parties to assist with the provision of the Services.
20. In the event that the Artist hires a sub-contractor:
    a. The Artist will pay the sub-contractor for its services and the Compensation will remain payable by the Village to the Artist.
    b. For the purposes of the indemnification clause of this Agreement, the sub-contractor is an agent of the Artist.

AUTONOMY

21. Except as otherwise provided in this Agreement, the Artist will have full control over working time, methods and decision making in relation to the provision of the Services in accordance with the Agreement. The Artist will work autonomously and not at the direction of the Village. However, the Artist will be responsive to the reasonable needs and concerns of the Village.

EQUIPMENT

22. Except as otherwise provided in this Agreement, the Artist will provide at the Artists own expense, any and all tolls, machinery, equipment, raw materials, supplies, workwear and any other items or parts necessary to deliver the Services in accordance with the Agreement.

NO EXCLUSIVITY

23. The Parties acknowledge that this Agreement in non-exclusive and that either Party will be free, during and after the Term, to engage or contract with third partied for the provision of services similar to the Services.

NOTICE

24. All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties at the following addresses:
    a. Village of Ashcroft - 601 Bancroft St. (PO Box 129) Ashcroft, BC V0K 1A0
    b. Artist: [redacted]

    Or to such other address as either Party may from time to time notify the other.

INSURANCE

25. The Village of Ashcroft requires all independent consultants and/or contractors to provide proof of insurance and to be named as additionally insured on the policy.
26. If the Artist, as an independent contractor for the Village of Ashcroft does not carry personal Workers Compensation or liability insurance, they will be covered under the Village of Ashcroft's policies for the installation of the artwork providing the art installation has been approved by Council under the MIA Associate Policy.

INDEMNIFICATION

27. Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective affiliates, officers, agents, employees and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of this Agreement.

ADDITIONAL CLAUSE

28. The Artist and Village agree that all aspects of this contract are subject to the conditions of the Village of Ashcroft Public Art Policy #P-01-2021.

MODIFICATION AGREEMENT

29. Any amendments or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

TIME OF ESSENCE

30. Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

ASSIGNMENT

31. The Artist will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Village.

ENTIRE AGREEMENT

32. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

ENUREMENT

33. This Agreement will enure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators, and permitted successors and assigns.

TITLES/HEADINGS

34. Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

GOVERNING LAW

35. This Agreement will be governed by and constituted in accordance with the laws of the Province of British Columbia.

SEVERABILITY

36. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

WAIVER

37. The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the following dates:

Signed, sealed and delivered by)
By_____ on the)
_____ day of _____, 202)
In the presence of:)
)
_____)
)
_____)

)
Artist

By the CORPORATION OF)
THE VILLAGE OF ASHCROFT, on the)
____ day of _____, 202)
in the presence of:)
)
_____)
)
_____)

)
Corporate Officer or Designate

SCHEDULE "B"

Public Art Maintenance Plan

To be completed by the Artist in collaboration with the Village of Ashcroft

PART 1 of the **PUBLIC ART MAINTENANCE PLAN** is due by final site plan approval and once artist selected is to be completed by the Artwork Owner (Village of Ashcroft). When possible, please supply brand names of materials used; product sheets; and, if necessary, attach additional pages to more fully complete this form.

Artist(s): ROBERT DEKKER

Type of Artwork: STREET ART

Location of Artwork: SKATEPARK

Artwork Owner *(responsible for maintenance and repair of artwork)*

Contact person: ROBERT DEKKER

Address: [redacted]

Email: [redacted]

Telephone: [redacted]

Commissioning Public Art Agent *(if different from owner)*

Contact person:

Address:

Email:

Telephone:

Artist(s) Contact Information *(attach additional pages if necessary)*

Address:

Email:

Telephone:

Webpage:

Artwork Owner Signature: Date:

PART 2 of the **PUBLIC ART MAINTENANCE PLAN** is due prior to art installation and is to be completed by the artist. When possible, please supply brand names of materials used; product sheets; and, if necessary, attach additional pages to more fully complete this form.

Medium and Technique

1. Principle materials used in fabrication, describe in detail (i.e., specific metal, brand name, source, manufacturer, etc.). If applicable, describe any electrical component used; their operation and supplier.

   SPRAY PAINT

2. Other materials used, such as screws, nails, glue, armatures, etc.:

3. Equipment used in construction:

4. Final work methods, describe in detail (i.e., cast, welded, carved, modeled, thrown, assembled, etc.):

   MANUAL APPLICATION

   a. If the work has been cast, specify how many have been and/or will be produced:

5. Describe how final surface/patina achieved:

6. Protective coating and method of application:

7. Where work was completed (i.e., name of studio, foundry, etc.):

8. Date work was completed:

9. Additional comments:

PART 2 CONTINUED

Installation

1. Are there any special installation considerations, (i.e., viewing height, measured distances from relative objects, etc.)? If work is comprised of more than one piece requiring special assembly, supply documentation on how to install correctly, please provide photographs or sketches.

Environmental Factors

1. Describe existing environmental factors which may affect the condition of the artwork and any precautionary measures which should be taken (e.g., direct sunlight, extremes of annual rain or snowfall, temperature, air moisture or dryness, acidity of rainfall. Flooding, wind, vibrations, air pollutants, vehicular and/or pedestrian traffic; animal interaction with artwork – potential for nesting, droppings, etc.; human interaction with artwork – touching, sitting, climbing, vandalism):

2. Describe normal changes in the materials that may occur as part of the normal process of being exposed to the environment:

POTENTIAL FADING

Desired Appearance

1. Describe in specific terms and, if necessary, with drawings or photographs, the physical qualities for which the responsible agency should strive to maintain the artist's intent (e.g., matte rather than glossy luster, color of patina). As related to natural aging of materials, what may be an acceptable alteration in form, surface, texture, coloration?

2. Is the work site specific?_____Yes __X__No

   If the work is site-specific, describe in detail the particular relationship of the work to its site, including any significant physical aspect of the site that if altered would significantly alter the intended meaning and/or appearance of the work. (e.g., landscaping, addition of new public artworks, seating, etc)

PART 2 CONTINUED

Maintenance/Conservation Instructions

Please provide detailed instructions regarding the methods and frequency of maintenance for the artwork (with observations regarding permanency/durability of materials and techniques).

1. Routine maintenance (e.g., removal of dust and dirt; maintenance of protective surfaces; tightening, adjusting, oiling, etc.):

2. Cyclical maintenance (less frequent and more extensive preventive measures, e.g., disassembly and inspection; reapplication of protective sealers, repainting, etc.):

Where repairs to a work are extensive and costly, and where there is no guarantee of positive results, the Village shall consult the artist or his/her estate to consider de-accessioning.

Additional Attachments:

1. Preliminary work methods (i.e., measured drawings, scale models, etc.).
2. Packing and Shipping Instructions (include diagrams) (if appropriate)
3. Conceptual information on the artwork, including subject, sources of inspiration.

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: October 25, 2020

FROM: Daniela Dyck, Chief Administrative Officer

SUBJECT: Summary - Burning Bylaw Public Engagement Process

Purpose

To seek Council direction regarding the proposed Notice of Motion to amend Ashcroft's Outdoor Burning Bylaw No. 811, 2017

Recommendation

No Recommendation

Discussion

This staff report is a summary of the process undertaken by Council to ensure public consultation during consideration of the Notice of Motion brought forward to Council at the January 23, 2020 Regular Meeting, asks Council to consider options and provide direction to staff.

The Notice of Motion asks Council to consider amending Ashcroft's Outdoor Burning Bylaw No. 811, 2017 to allow backyard burning and controlled burns by the Fire Department for the purpose of reducing fuel loads. The intent of the Notice of Motion is community safety, simplifying the process for the Fire Department to conduct controlled burns and providing alternative options to the current yard waste disposal. Council resolved the following motion:

> *"That Council direct staff to research burning bylaws and bring a report back to Council."*
> CARRIED Unanimous – R-2020-36

A staff report was presented to Council at the March 23, 2020 Regular Meeting where Council resolved the following:

> *"That Council defer the Outdoor Burning Bylaw Report until the COVID-19 pandemic is over and public is able to attend scheduled Council meetings."*
> CARRIED Unanimous – R-2020-86

As the COVID-19 pandemic impacts lasted longer than anticipated Council discussed option for public engagement to move the discussion forward, concluding that virtual meetings and a public survey be conducted. At the April 12, 2021 Regular Meeting, Council directed staff to distribute one survey to each residential post office box in the Village of Ashcroft to gather public input, 375 surveys were returned to the Village and survey results were presented to Council at a Committee of the Whole Meeting on June 14, 2021. Survey results indicated strong support to allow regulated campfires in the Village, however the majority of residents did not favour the provision of allowing back yard burning of any kind. Council directed staff to seek Fire Department input; the Fire Department input supports the survey results. The FD is in favour of regulated campfires but not burning back yard waste.

As COVID-19 restrictions were eased and public gathering were permitted, staff coordinated two public meetings on October 14, 2021. To accommodate those residents' working shifts, two meetings were hosted the first beginning at 1:00 pm and the second at 6:00 pm. Comments from residents in attendance reiterated the survey results with the majority favouring Council consider allowing regulated campfires.

Other discussions included:

- allowing back yard burning for a brief window in the spring and fall,
- considering the health and wellbeing of residents (i.e. Smoke),
- consider not regulating campfires and trust residents to be responsible,
- consider use of alternate fuels only in campfires such as Presto Logs,
- consider fire risk and be proactive for climate change,
- do not amend Bylaw 811, 2017,
- has Cache Creek been contacted to see if they have any concerns as a community that allows campfires,
- caution that not all residents follow the rules, some will have fires too large and will likely burn toxic items,
- FD response times,
- implementation FireSmart program,
- construct additional fire breaks
- reduce fuel loads in gullies.

Additionally, staff was directed to contact the Village of Cache Creek to determine if they experience difficulty or regular complaints due to campfires. Chief Tom Moe and the Village Office were contacted and both responded positively. There are very few complaints received at the office or the fire department and both organizations report residents to be responsible when having campfires. Cache Creek does not require a permit for campfires and does allow category 2 burning which is to be restricted to half meter by half meter, have water and shovel onsite and never leave fire unattended.

Conclusion

The intent of the Notice of Motion brought before Council for consideration at the January 27, 2020 Regular Meeting clearly advocated for reconsideration to allow back yard waste burning and burning to reduce fuel loads in the community; however, community survey and community meeting responses indicate opposition to backyard burning, and favours allowing regulated campfires in the Village.

Council must consider all potential impacts prior to voting on the Notice of Motion.

The current Outdoor Burning Bylaw does not allow burning of any combustible material or combination of materials by any person within the Village boundaries.
Exceptions include:

- Interface burning to reduce fuel loads – permit and Council approval required (If applicant is not the Fire Department, the Fire Department must supervise)
- Fire Department Training with prior approval from Council
- Farm operation burning as per Right to Farm Act
- Fires for ceremonial or religious events, permit and Council approval required.

In addition, Council must consider the risk factor if campfires are permitted. Climate Change, property insurance, air quality and impacts to health, mental health impacts for residents experiencing anxiety or other symptoms due to recent wildfires, Ashcroft's landscape, and the possibility of irresponsible resident campfire behaviour.
The provincial direction is to reduce greenhouse gas emissions and support efforts to mitigate climate change, although regulated campfires appear to be the direction residents are favouring, this does not align with the province.

Alternately, campfires are a means of socializing in an outdoor setting and provide for friends and families to gather, eat and enjoy togetherness. Campfires can be regulated to reduce risk by requiring fire pits to be inspected and best

practices be signed off by the permit holder. Rules should mirror the BC Campfire Regulations and limit the size of the fire to half meter by half meter, shovel and water supply must be at hand, fires are not to be unattended by an adult and fires must be properly extinguished. The Bylaw could include a provision enabling Council or the Fire Chief (or designate) to impose a fire ban if fire risk is high; keeping in mind that if the province issues a campfire ban, this supersedes any municipal bylaw. Other restrictions such as seasonal campfires only could be included at Council's direction.

Options:

1. Receive and file the Notice of Motion – no changes to the Outdoor Burning Bylaw No. 811, 2017.

2. Direct staff to amend and consolidate the Outdoor Burning Bylaw No. 811, 2017 to allow regulated campfires within the village boundary.

3. Direct staff to draft a new Outdoor Burning Bylaw which will repeal Bylaw No. 811, includes a provision for regulated backyard campfires and provides for fuel load reduction in gullies and other areas of fire risk.

4. Other, as Council determines.

Strategic/Municipal Objectives
Governance
Financial Implications
N/A
Attachment Listing
Notice of Motion
Outdoor Burning Bylaw No. 811, 2017
Survey Results
BC Campfire Regulations

Respectfully Prepared by:

Daniela Dyck,
Chief Administrative Officer

COUNCIL COMMITTEE AND LIAISON REPORT

DATE: **January 27, 2020**

TO: **Council**

FROM: **Councillor Anstett**

Deputy Mayor – November 1, 2019 – October 31, 2020

Assigned Committees:	**Alternate:**
Transit	Tourism & Economic Development
Seniors Liaison	Northern Development Initiative Trust (NDIT)
	TNRD

Notice of Motion:
At the January 13, 2020 Regular Meeting of Council, I advised Council that I would be bringing a "Notice of Motion" to the January 27, 2020 Regular Council meeting.

I would like Council to consider re-writing or amending the existing Village of Ashcroft Outdoor Burning Bylaw No. 811, 2017.

Rationale:
The current bylaw does not allow for the burning of backyard waste. With the changes to the land fill and transfer station it is difficult for some residents to dispose of backyard waste. Even though the Village provides spring and fall cleanup days it is challenging to dispose of yard waste due to new Transfer Station restrictions, and the new charges have increased the Village's cost for this service substantially.

Community safety is the intent of this Notice of Motion; changing the bylaw to allow outdoor burning at certain times during the year, would enable the Fire Department to conduct controlled burns, thereby reducing the fuel load for potential wildfire in the community.

I propose that Council consider amending or re-writing the Outdoor Burning Bylaw to allow Backyard burning at certain times during the year with strict guidelines to control potential hazards.

Attachments:

1. Outdoor Burning Bylaw No. 811, 2017

Respectfully submitted,

Jonah Anstett
Councillor,

THE CORPORATION OF THE VILLAGE OF ASHCROFT

BYLAW NO. 811

A bylaw to prohibit outdoor burning within the boundaries of the Village of Ashcroft.

WHEREAS a municipal council may, by bylaw, regulate or prohibit the release of effluvia that is liable to foul or contaminate the atmosphere pursuant to Section 64(c), under the authority of Section 8(3)(h), of the Community Charter.

NOW THEREFORE the Council of the Corporation of the Village of Ashcroft, in open meeting assembled, ENACTS AS FOLLOWS:

1) That this Bylaw may be cited as "Village of Ashcroft Outdoor Burning Bylaw No. 811, 2017".

2) That Bylaw No. 651, cited as "Village of Ashcroft Fire Regulation Bylaw No. 651, 1999", and all amendments thereto, are hereby repealed.

Interpretation

3) In this Bylaw, unless the context otherwise requires,

   a) "Village" means the Village of Ashcroft;

   b) "Outdoor burning" means the burning of any material outside of an enclosed building;

   c) "Portable burning device" means a device, either manufactured or homemade for the purpose of containing or facilitating the combustion of any material or fuel;

   d) "Permit" means a permit issued by the Corporate Officer or designate in accordance with the provisions of this Bylaw.

   e) "Household" means a dwelling or property that contains one or more people or family units.

   f) "Fire Chief" means the Village Fire Chief or designate, as appointed by Village Council.

   g) "Applicant" means the owner of a property, or the tenant named on the current lease for that property who is applying for a permit.

Prohibition

4) All outdoor burning of any combustible material or combination of materials by any person is prohibited within the municipal boundaries of the Village.

Exceptions

5) Notwithstanding Section 4, the following is permitted within the Village boundaries:

   a) Interface burning to prevent the spread of fire. This burning shall be permitted only on prior approval of the Corporate Officer by recommendation of the Fire Chief, or designate, and the Ministry of Forests; and shall be supervised by the Fire Chief or his designate.

      i) Only natural fuels may be burned.
      ii) Burn piles must be located at a distance of 50 meters from any structure or as designated at the discretion of the Fire Chief.

iii) The Corporate Officer, under the recommendation of the Fire Chief may permit burning of land clearing materials subject to sections 5(a)(i) and 5(a)(ii) being met along with any other conditions listed on the permit.
iv) Where in the opinion of the Fire Chief a significant interface fire hazard exists on a private property and where all other avenues for removal of the hazardous fuels have been exhausted, the Fire Chief may recommend the Corporate Officer to grant the property owner permission for open burning subject to conditions specified by the Fire Chief through issuance of a permit set out in Schedule "C". Any such burning undertaken by the property owner shall be solely at the property owner's own risk and expense.

b) Fire Department training exercises on the approval of Council.

c) Burning lawfully conducted as part of a farm operation pursuant to the provisions of the *Farm Practices Protection (Right to Farm) Act.*

d) Fires for ceremonial or religious events subject to receiving prior approval from the Village through the issuance of a permit set out in Schedule "B".

e) Outdoor use of BBQ's or smokers that burn briquettes, charcoal, wood chips, propane or natural gas, for the purpose of cooking or preserving food.

f) Outdoor use of portable burning devices that operate with propane or natural gas for the purposes of warmth and ambiance, subject to the following provisions:
i) the device shall be situated at least 3 meters from any buildings, items constructed of wood, trees, and shrubs;
ii) no device shall be operated under trees, branches, or wires;
iii) the device shall be operated on a durable, non-combustible surface; and
iv) a person must adhere to the protective measures described in Section 11(g) of this bylaw.

Permits

6) Permits are issued from the Village office and are valid only during the date, time and location specified on the permit.

7) All persons applying for a permit shall pay a non-refundable $10.00 application fee.

8) A permit shall not be transferable.

9) A household may be issued a maximum of two (2) permits per year.

10) The Corporate Officer or designate has the sole authority to issue or deny a permit. The decision of the Corporate Officer will be based on the provisions contained within this Bylaw, consultation with the Fire Chief and the prevailing current conditions as declared by the Ministry of Forests, Lands, and Natural Resources Kamloops Fire Zone, and its successors; the decision made by the Corporate Officer is final and is not open to reconsideration.

11) The procedure to obtain a permit is as follows:

a) All persons wanting a burning permit for Ceremonial or Religious Events must complete the application located within Schedule "B" of this bylaw, prior to the proposed ceremony or religious event.
b) All persons wanting a burning permit for Interface Fuel Reduction must complete the application located within Schedule "C" of this bylaw, not less than 7 days prior to the proposed date for interface fuel reduction.

12) All persons approved for a permit for either Ceremonial and Religious Events or Interface Fuel Reduction are bound by the terms and conditions found within Schedule “B” and Schedule “C” respectively, of this bylaw.

Offence/Penalties

13) This bylaw is enforceable by any members of the RCMP, the Village Fire Chief, and any member of staff designated by Council. The aforementioned has the authority to enter onto private property as per the provisions contained in the Community Charter, Section 16(6)(a) and as amended.

14) Any person who contravenes any provision of the Bylaw, shall be deemed to be guilty of an infraction of the Bylaw and upon summary conviction, is liable to a fine not less than One Hundred Dollars ($100.00) nor more than the maximum penalty provided under the Offence Act, and as amended.

15) All persons shall be liable to pay all Charge Out Fees as outlined in Schedule “A” of this Bylaw; and the Village shall be able to recover from such persons all costs as a debt owing to the municipality under the authority provided by the Community Charter Section 17 and as amended, where any person:

a) fails to obtain a Permit required under this bylaw; or

b) obtains a Permit as provided for in the Bylaw but fails to follow the provisions of the Bylaw and those conditions outlined on the Permit or the Bylaw; or

c) contravenes any provision of this Bylaw; or

d) allows a fire to spread beyond the control of the person or another emergency results therefrom.

READ A FIRST TIME THIS	10th	DAY OF	April	, 2017
REA A SECOND TIME THIS	10th	DAY OF	April	, 2017
READ A THIRD TIME THIS	10th	DAY OF	April	, 2017
RECONSIDERED AND ADOPTED THIS	24th	DAY OF	April	, 2017

_____
John C. (Jack) Jeyes, Mayor

_____
J. Michelle Allen, Chief Administrative Officer

Certified to be a true and correct copy
of Bylaw No. 811 as adopted by Council.

_____
J. Michelle Allen, Chief Administrative Officer

JMA/kdw

VILLAGE OF ASHCROFT
BYLAW NO. 811
SCHEDULE "A"

Charge Out Fees

The following rates for services for manpower, vehicles and equipment shall be recoverable by the Village for violations of 301(2) and 701 and for equipment call-outs by the Province of British Columbia. Call-out rates for manpower by the Province of British Columbia shall be as negotiated with the Village.

Manpower

Minimum two (2) hour call out for each firefighter at the rate of pay assigned to him or her, or for more than two (2) hour duration, the number of hours worked for each firefighter at the hourly rate of pay assigned to him or her, to equal the costs as paid out by the Village.

Vehicles Per Hour Rate

Equipment	Active	Standby
Engines,	$500.00	$250.00
Rescue Vehicle – R1	$450.00	$225.00

Equipment

At replacement costs.

Permit Number_____

VILLAGE OF ASHCROFT

601 Bancroft Street, PO Box 129,
Ashcroft, BC V0K 1A0
PHONE: (250) 453-9161 / FAX: (250) 453-9664
EMAIL:admin@ashcroftbc.ca WEBSITE:
www.ashcroftbc.ca

Bylaw No. 811
SCHEDULE "B"
Village of Ashcroft
Ashcroft Volunteer Fire Department

Burning Permit – Ceremonial and Religious Events

Applicant: (Please Print) _____

Civic Address: _____

Mailing Address: _____

Telephone Number: Home: _____ Work: _____

Date of Burn: _____ From: _____ To: _____

Location: _____

Purpose: _____

Fire Department Conditions: _____

_____

Please see reverse for Conditions and Applicants Signature

Burning Permit Approved o **Yes** o **No**

_____
Corporate Officer or designate

Fee: $10.00 Payable to the Village of Ashcroft Fee Paid: Receipt # _____

VILLAGE OF ASHCROFT
BYLAW NO. 811
SCHEDULE "B"

1. An Open Burning Permit is for community events or rituals and is subject to the approval of the Corporate Officer or his designate.

2. Open burning is only permitted on private property unless through consent of Council. No Village property may be used other than by the Village of Ashcroft or its agent.

3. Open burning is to be carried out by the property owner, tenant or an agent acting on behalf of the property owner. The owner/occupant or agent accepts all responsibility for any liability as a result of the fire.

4. Any person who causes or through inadvertence, allows a fire to get beyond control and requires the assistance of the Ashcroft Volunteer Fire Department personnel shall be liable to a charge at cost for such assistance as specified in Schedule "A" of Bylaw No.

5. A competent person shall be in control of the fire until extinguishment.

6. Adequate appliances, equipment and personnel shall be provided by the permit holder so as to prevent the fire from getting beyond control.

7. Fires are to be extinguished or not started when wind and weather conditions are such that the fire becomes a hazard or creates a nuisance to surrounding properties.

8. Neighbors of adjoining properties are to be notified by the permit holder as to the times of the burn.

9. Conditions of fire:
   a) Fire area to be no larger than 1 metre by 1 metre.
   b) Fire to be kept a minimum of 3 metres to any house, tree, shrub or other combustible material.
   c) No burning in barrels or other appliances, the fire is to be on the bare ground in a shallow pit.
   e) Only seasoned wood, ceremonial branches/herbs or charcoal to be burned.

This permit can be revoked at any time with or without cause by
The Village of Ashcroft Corporate Officer, Fire Chief or Designate

I have read and fully understand the provisions of this permit and agree to all conditions.

Signature of Applicant: _____

Date: _____

Permit Number_____

VILLAGE OF ASHCROFT

601 Bancroft Street, PO Box 129,
Ashcroft, BC V0K 1A0
PHONE: (250) 453-9161 / FAX: (250) 453-9664
EMAIL:admin@ashcroftbc.ca WEBSITE: www.ashcroftbc.ca

Bylaw No. 811
SCHEDULE "C"
Village of Ashcroft
Ashcroft Volunteer Fire Department

Burning Permit – Interface Fuel Reduction

Property Owner (Please Print) _____

Civic Address: _____

Mailing Address: _____

Telephone Number: Home: _____ Work: _____

Dates (7 day window) from: _____ To: _____

Location: (please attach map or sketch of property highlight area to be burned)

Address: _____

Purpose: _____

Ignition method: _____

Method to control height of flames:
_____

Resources to limit/prevent escape of fire: _____

Is there a fuel break in place? _____

How will adjacent property owners be notified? _____

Please see reverse for Conditions and Applicants Signature

Fire Chief's conditions/comments: _____

_____

_____ _____
Corporate Officer or designate **Date**

Fee: $10.00 Payable to the Village of Ashcroft Fee Paid: Receipt # _____

VILLAGE OF ASHCROFT
BYLAW NO. 811
SCHEDULE "C"

1. The Interface Fuel Reduction Burning Permit may be issued only by the Corporate Officer or designate, after consultation with the Fire Chief, and is subject to immediate cancellation as weather, humidity or other conditions change.

2. Interface burning is only permitted on private property. No Village property may be used other than by the Village of Ashcroft or its agent(s).

3. Interface burning is to be carried out by the property owner, tenant or an agent acting on behalf of the property owner. The owner accepts all responsibility for any liability as a result of the fire.

4. Any person who causes or through inadvertence, allows a fire to get beyond control and requires the assistance of the Ashcroft Volunteer Fire Department personnel shall be liable to a charge at cost for such assistance as specified in Schedule "A" of Bylaw No. 811.

5. A competent person shall be in control of the fire until extinguishment.

6. Adequate appliances, equipment and personnel shall be provided by the permit holder so as to prevent the fire from getting beyond control.

7. Fires are to be extinguished or not started when wind and weather conditions are such that the fire becomes a hazard or creates a nuisance to surrounding properties.

8. Neighbors of adjoining properties are to be notified by the permit holder as to the times of the burn.

9. Conditions of fire:

    a) Fire to be kept of a minimum of _____ meters from any house, structure or property line.
    b) The Provincial Government Venting Index must be adhered to.
    c) No material is to be piled unless permission is granted in writing by the Fire Chief or designate.
    d) Thorough knowledge of prescribed burning practices must be demonstrated by the applicant
    e) Daylight hours only.

10. It is the applicant's responsibility to ensure "Optimum burning conditions" are present and likely to continue prior to starting any burns and extinguished immediately upon any indications that conditions are deteriorating.

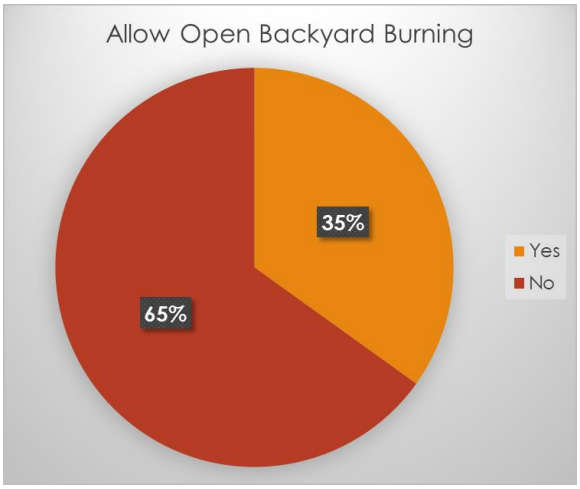
I have read and fully understand the provisions of this permit and agree to all conditions.

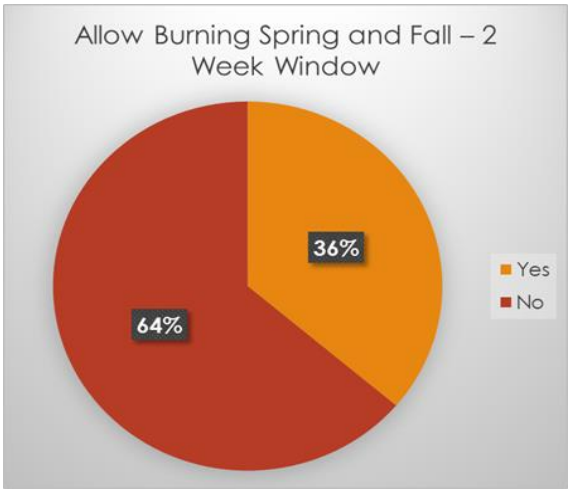
Signature of Applicant: _____

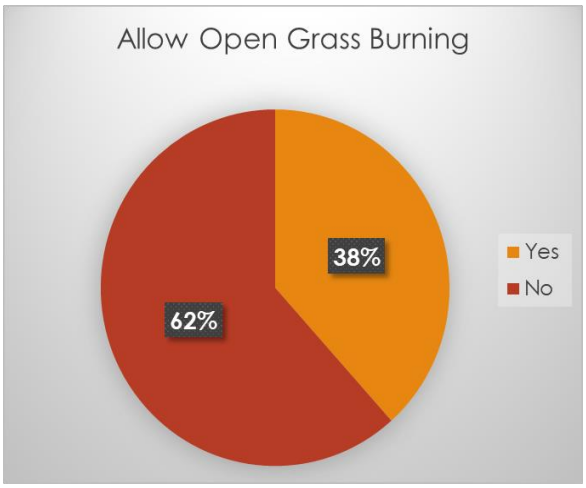
Date: _____

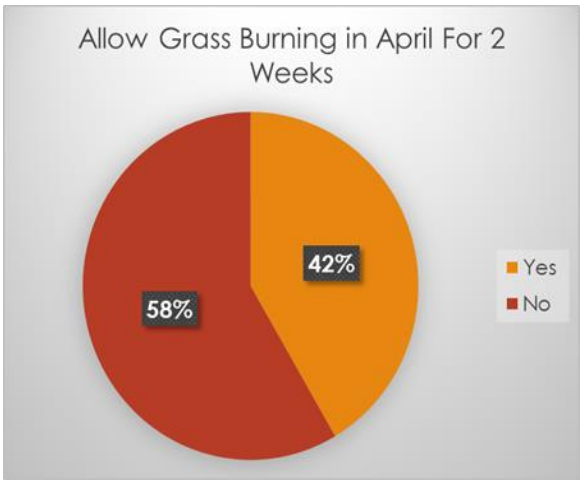
This permit can be revoked at any time with or without cause by the Village of Ashcroft Corporate Officer, Fire Chief or Designate.

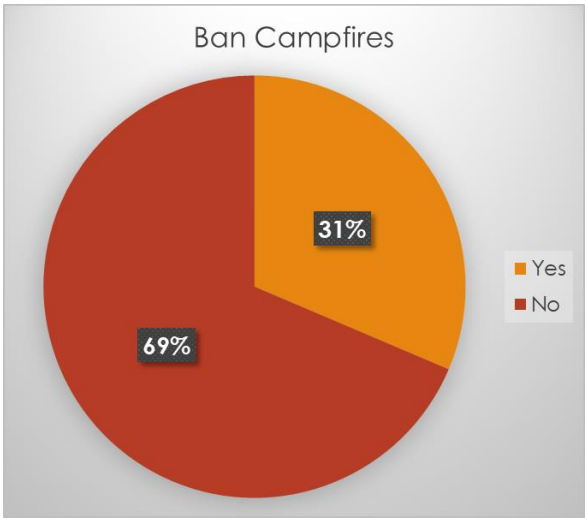
Outdoor Burning Bylaw Survey Results: 375 Respondents

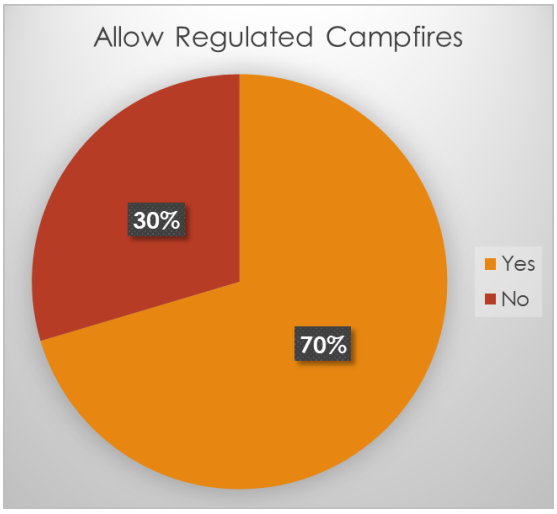












BRITISH COLUMBIA CAMPFIRE REGULATIONS

BRITISH COLUMBIA
BC Wildfire Service

Violating these regulations could cost you $1,150.

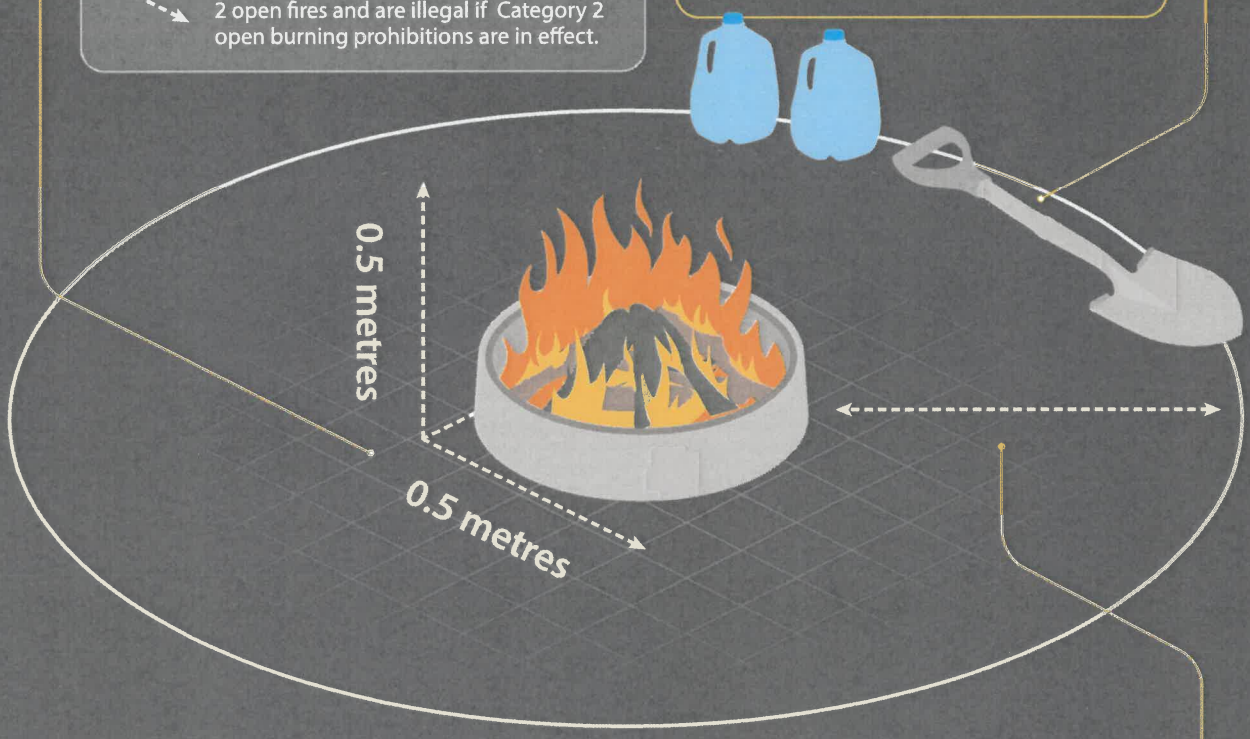
If a violation causes a wildfire, the person responsible may also be ordered to pay all firefighting and associated costs.

CAMPFIRE SIZE

A campfire is defined as a fire no larger than 0.5 metres high and 0.5 metres in diameter. Fires larger than that are considered Category 2 open fires and are illegal if Category 2 open burning prohibitions are in effect.

8 LITRES OR A HAND TOOL

You must keep at least eight litres of water or a hand tool on hand at all times while your campfire is lit.



PUTTING OUT YOUR FIRE

Before you leave the area for any amount of time, your campfire **MUST** be fully extinguished. The ashes of your fire must be cool to the touch.

FUEL BREAK

You must have a fuel break around your campfire. This area must be cleared of debris and anything combustible. It needs to be wide enough to stop the spread of the fire. A rock ring around the fire can also help prevent it from spreading.

You MUST NOT leave your fire unattended for ANY length of time.

Report wildfires, unattended campfires or violations of regulations by calling *5555 on a cell or 1 800 663-5555 toll-free.

BRITISH COLUMBIA FireSmart™

BC Wildfire Service | BCwildfire.ca | @BCGovFireInfo

FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre.

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: October 25, 2020

FROM: Daniela Dyck, Chief Administrative Officer

SUBJECT: 2020 Annual Report

Purpose

Host public meeting to present the 2020 Annual Report and request Council adoption.

Recommendation

That, Council adopt the 2020 Annual Report as presented.

Alternatives

That, Council adopt the 2020 Annual Report as amended.

Discussion

The draft 2020 Annual Report was presented to Council at the Regular Meeting held October 14, 2021 and made available for public inspections and comment on October 5, 2021. Some comments and amendments were requested by Council and members of the public at the October 14, 2021 meeting, these are highlighted in yellow. In addition, Appendix from the 2021-20222 Strategic Report was removed as this was duplicated in the 2019-2020 Strategic Report updates.

Each year, all municipalities in British Columbia must compile, make available for public inspection, an annual report that includes:

- The municipality's audited annual financial statements for the previous year
- A list of the permissive tax exemptions provided by the municipal council, and for each exemption, the amount of property tax that would have been imposed during the previous year if the exemption had not been granted
- A report on the municipality's services and operations for the previous year
- A progress report on the performance of the municipality with respect to established objectives and measures
- A statement of objectives and measures that will be used as the basis for determining the municipality's performance during the current year and following year
- The details of any declarations of disqualification made against individual council members during the previous year

Council may include any other information that it deems appropriate for the annual report. In the attached draft annual report for 2020, all requirements are included as well as other project and operational information. It is impossible to comment on each project or activity undertaken by Council and staff throughout the year; however, many are highlighted in the report.

Once completed, the annual report must be made available for public inspection. After making the report public, council must wait a minimum of 14 days before holding an annual meeting on the report. This provides citizens with time to review the annual report, ask questions and prepare submissions. Notice of the Annual Report presentation was advertised on Village social media sites, website, bulletin board and LED Sign.

Strategic/Municipal Objectives

Annual Reporting

Legislative Authority

Community Charter Section 98

Financial Implications

N/A

Attachment Listing

Village of Ashcroft 2020 Annual Report - Draft

Respectfully Prepared by:

Daniela Dyck,
Chief Administrative Officer

2020 ANNUAL MUNICIPAL REPORT

Village of Ashcroft

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Village of Ashcroft

Municipal Office

601 Bancroft Street
PO Box 129
Ashcroft, BC V0K 1A0
Telephone: (250) 453-9161
Fax: (250) 453-9664
Email: admin@ashcroftbc.ca
Website: www.ashcroftbc.ca
Facebook: https://www.facebook.com/VillageofAshcroft

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2020 ANNUAL REPORT

Ashcroft

Wellness Awaits You

Located on the banks of the Thompson River, just 5 minutes off Hwy. 1, where the Gold Rush Trail and the Railway meet. Residents enjoy the charm, history, outdoors, parks, a variety of visual and performing arts, mosaic art walk, shops and fresh locally sourced produce. Truly a community kissed by the sun!

MESSAGE FROM THE MAYOR

I am pleased to share with you the Village of Ashcroft's 2020 Annual Report. Council and I are proud of the achievements the Village has accomplished through the course of the year.

To say 2020 was a challenging year is truly an understatement. As it became apparent that a pandemic was sweeping the entire globe, local governments immediately took steps to keep their communities and residents safe. COVID-19 brought challenges that the Village of Ashcroft could not have foreseen, but we persevered. Our community remained strong and found ways to support each other, with volunteers stepping forward to help others get groceries, medications, and more. People supported local businesses, and our business community found new and innovative ways to keep operating.

The Village realized early on that while life "as normal" had to change, it was important to keep as many services open as possible. We consulted with staff and employees and kept our parks, pool, and museum open. When fall came, we opened the arena so that youth hockey could continue as much as possible. After being closed for a year, we were thrilled to see the curling rink re-open in November.

Even with the impacts of COVID-19 our community continues to grow, and we chose to move forward and advance projects that were in progress, and initiate new ones, to create a better quality of life for the residents of Ashcroft. I am proud of the hard work of Village staff and employees in what was a truly extraordinary year. They all rose to challenges that could not have been imagined, and took them in their stride.

Staff and council focused on reducing debt and the financial burden on taxpayers, maintaining services, minimizing disruptions, and seeing many projects through to completion. At year end, the Village is in an excellent financial position, and we look forward to planning for 2021.

To the residents, volunteers, frontline workers, village staff, and the business community: thank you. The resilience and spirit of this community never ceases to amaze me. As we look forward to a new year, we hope for brighter days, and the return of what is now called our "old normal".

……

Mayor Barbara Roden

2018-2022 MAYOR AND COUNCIL

Councillor Nadine Davenport, Councillors Deb Tuohey, Councillor Marilyn Anderson, Councillor Jonah Anstett
Mayor Barbara Roden

ASHCROFT COUNCIL

The Village of Ashcroft is governed by an elected Council comprised of the Mayor and four Councillors. The Mayor and Councillors elected October 20, 2018 will serve the Village of Ashcroft through till October 2022. Members of Council are elected at large meaning they each represent the community as a whole, rather than only one specific geographic portion of the community.

Regular Council meetings are scheduled for the first and fourth Monday each month beginning at 6:00 pm in Council Chambers and are livestreamed through the HUB Online Network. Meetings are open to the public; however, due to COVID-19 restrictions some meetings were only accessible by the public through the HUB Online livestreaming service. In addition to Council meetings, the Village of Ashcroft may schedule less formal Committee of the Whole meetings whereby Council may consider items but not decide on business matters. These meetings are at Council's discretion and are generally scheduled prior to a Regular Council meeting. The Committee of the Whole meeting is limited to providing direction to staff and preliminary consideration of matters (prior to Council consideration and adoption).

MISSION STATEMENT:

The Village of Ashcroft is a welcoming, safe and attractive community characterized by an exceptional climate and a strong sense of history and opportunity.

As stewards of the community, Village Council is committed to providing accountable leadership by addressing our fiscal reality through strategic planning and building effective relationships.

VISION:

"The Village of Ashcroft is a welcoming, safe and attractive community where citizens have a strong sense of wellbeing, embrace their history, and believe in their future."

GUIDING PRINCIPLES:

"As Stewards of the Public Trust, we serve All Citizens in a fair and transparent manner through:

Accountable Leadership
Financial Sustainability
Social Responsibility
Balanced Decision Making."

"We will act with Integrity, Fairness and Compassion."

COUNCIL APPOINTMENTS

Mayor Roden

Finance Committee
Gold Country Communities Society
Historic Hat Creek Ranch
Cache Creek Environmental Assessment
Thompson Nicola Regional District
Municipal Insurance Association
Heritage Committee
Communities in Bloom Committee

Councillor Anderson

Northern Development Initiative Trust
Health Care
Finance Committee

Councillor Davenport

Tourism & Economic Development
Finance Committee
Gold Country Communities Society
Ashcroft-Cache Creek-Clinton Transit

Councillor Tuohey

Heritage Committee
Seniors Liaison
Communities in Bloom
HUB Board
Cache Creek Environmental Assessment
Health Care
Municipal Insurance Association

Councillor Anstett

Ashcroft-Cache Creek-Clinton Transit
Tourism & Economic Development
Seniors Liaison
Northern Development Initiative Trust (Alt)
Thompson Nicola Regional District

Board of Variance

Mandate: To consider minor variances in siting dimensions or size requirements (side yard, back, front height and area coverage) where compliance with the Village of Ashcroft Zoning Bylaw would cause hardship.

Safety Committee
Mandate: To review and discuss safety concerns, promote safe work practices and ensure all public owned properties and buildings are safe for staff and public.

Labour / Management Committee
Mandate: to provide a forum in which Union and Management concerns or problems may be addressed and discussed informally outside of the legislated negotiations, or grievance procedures.

APPOINTED OFFICIALS

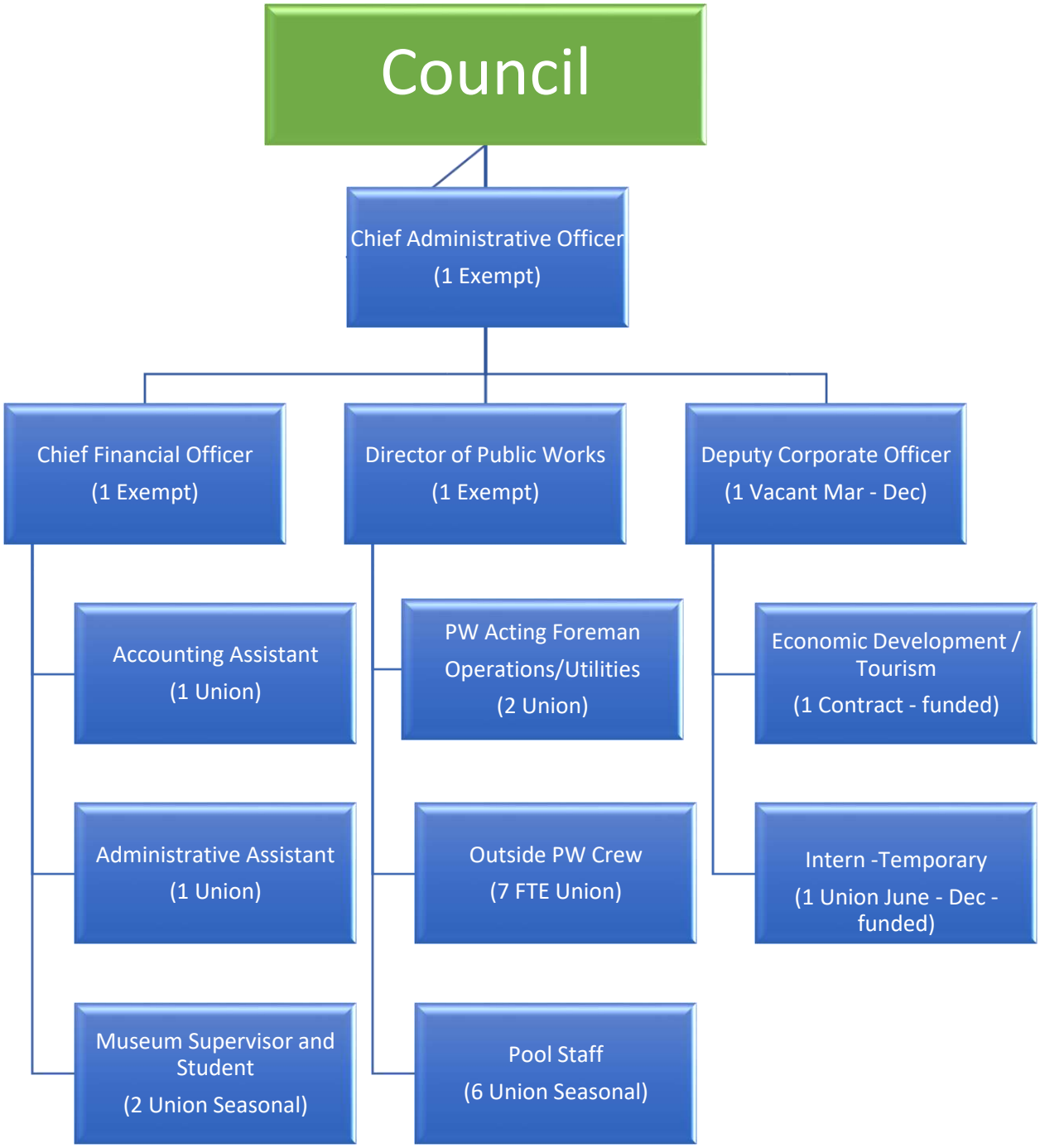
Village Officers

Chief Administrative Officer (Jan 1- March 4) ……Anne Yanciw
Interim Chief Administrative Officer (March 4 – June 4). ……..Daniela Dyck
Chief Administrative Officer (June 4 - ongoing) ……..Daniela Dyck
Chief Financial Officer ……..Yoginder Bhalla
Director of Public Works (June 4 – ongoing)……..Brian Bennewith
Fire Chief (Jan. 1 – Nov. 30)…….. Josh White
Acting Fire Chief / Deputy Fire Chief (Dec 1 – 31)……..Tyler Bell
Deputy Fire Chief (Jan 1 – Nov. 30)…….. Steve Anderson

Municipal Auditors ……. Daley & Company LLP
Municipal Bankers…….. Interior Savings
Municipal Engineers…… Urban Systems
Municipal Solicitors…… Fulton & Company

MP Brad Vis, meeting with Council members

VILLAGE OF ASHCROFT ORGANIZATIONAL CHART 2020



ROLES AND RESPONSIBILITIES:

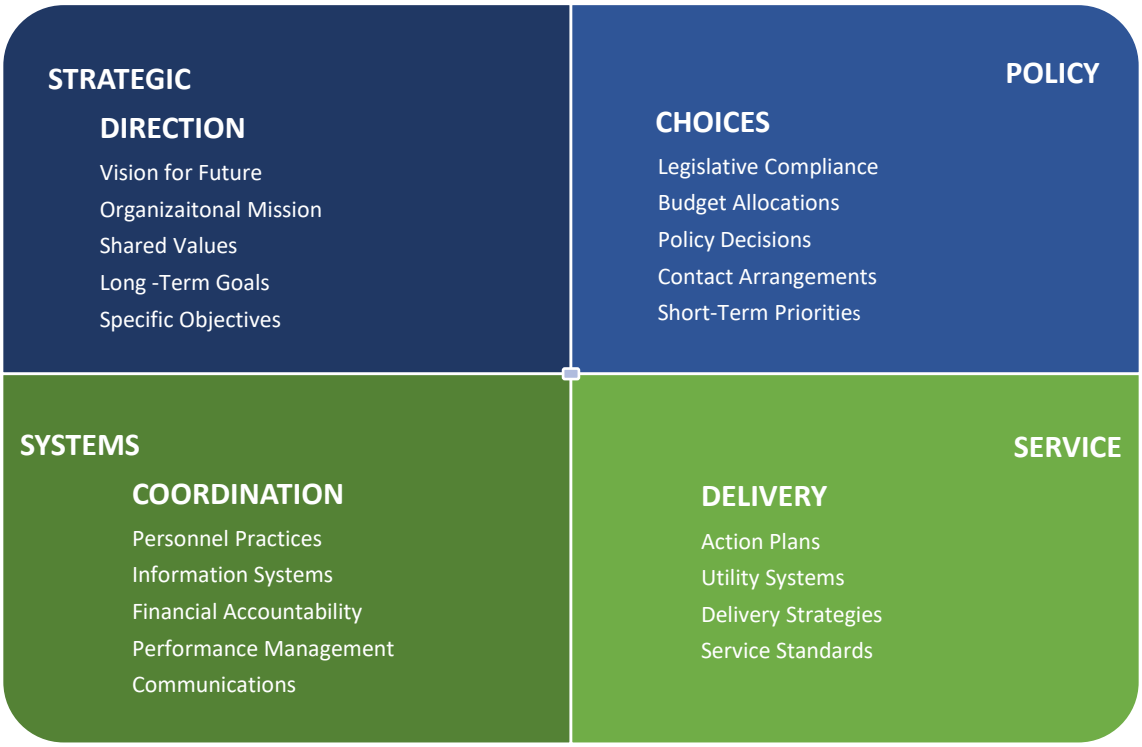
Local Government Functions

The Local Government Function Framework depicts the political realm as revolving around the Village's strategic directions and policy choices. It portrays service delivery and system coordination as the primary function in the administration realm.

The Elected Official Role

The Council, in the political realm, is responsible for interpreting the public interest into strategic direction and policy. Council represents, advocates, strategizes, monitors and leads the community.

POLITICAL REALM



ADMINISTRATIVE REALM

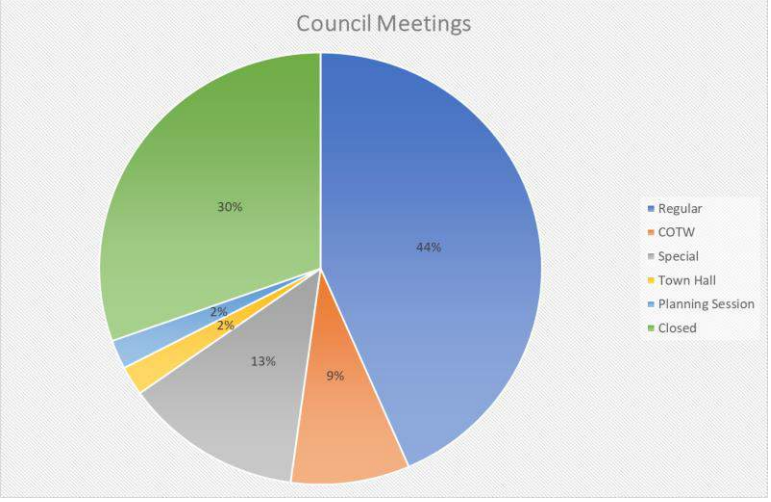
The Administrative Role

The administrative realm is shielded from political interference to ensure efficient services. Administration provides policy advice, implements direction given by Council and provides expertise.

The CAO position is the link between the Council and staff. Council makes the decisions, sets municipal direction and engages with the public, the CAO interfaces and coordinates Council's wishes to staff, staff implement Council directions, provide information and share knowledge.

ADMINISTRATION SERVICES:

Project work and staffing changes have dominated much of the organizational activity again for 2020. Ashcroft's Chief Administrative Office, Anne Yanciw resigned the position in March, leading to the interim Chief Administrative Officer appointment of Daniela Dyck who was the Deputy Corporate Officer. Ms. Dyck was appointed as Chief Administrative Officer in June 2020 with the Deputy Corporate Officer position remaining vacant. Other staffing changes includes the development of a new exempt position, the Director of Public Works. Long term employee and Foreman of the Public Works department, Brian Bennewith accepted the promotion to the Director position prompting structure changes to the Public Works Department which are discussed later in this report. Further organizational staffing changes were proposed for the office which will be implemented in January 2021.



Council Meeting Listing for 2020

Regular	20
COTW	4
Special	6
Town Hall - virtual	1
Planning Session	1
Closed	14
Total	46

The chart above breaks down the types of Council meetings organized by the Village in 2020.

2020 Public Notices	
Newsletters	9
Other Notices / advertisements	33
Social Media Notices	139
Website Notices	46
Total	**227**

To facilitate governance of the Village, Council hosted 32 meetings open to the public for engagement and 14 closed meetings as permitted by the Community Charter Section 90(1).

The impacts of COVID-19 redirected Council's engagement with the community. As the pandemic swept the globe, government-imposed restrictions closing Council meetings to the public for many months. Provisions for alternative public participation at Council meetings were included in the Council Procedure Bylaw enabling video conferencing and live streaming capabilities. The HUB Online Network provided the live streaming service and Council Chambers was equipped with audio and video technology to facilitate the new method of public participation.

COVID-19:

Ashcroft's approach to COVID-19 simply put is "from risk to resilience".

The impacts of COVID-19 over the course of the year were substantial. As a level of government, the Village is required to follow and adhere to all Public Health Orders and Legislation implemented in the fight to curb the spread of the virus. COVID-19 Safety Plans were developed and implemented for all facilities. Operationally staff adapted to meet safety protocols as directed by WorkSafeBC, this included no more than two employees wearing masks in a vehicle, social distance, if unable to social distance masks were required. Additional cleaning was implemented in all facilities, some facilities were closed indefinitely, others minimized or restricted public access such as the arena, which was only open for Minor Hockey skill development (no games). The Village office closed temporarily in the spring, at reopening, public attendance at the office was discouraged and other means of bill payment and public engagement were established.

Other impacts included reduced hours at the Museum, the Pool and Legacy Park opening later in the season, closed playgrounds and skate park, community hall closure to all extra curricular activity and last but certainly not least, Council meetings moved to a digital platform.

Staff strived to ensure service delivery in all aspects of administration and operation and look forward to brighter days in 2021.

COLLABORATIONS:

The Village successfully applied for funding to host a Community-to-Community Forum (C2C) which was scheduled for March 4, 2020 and hosted at the Ashcroft Indian Band's (AIB) new Round House.

Funded by a grant from the Union of British Columbia Municipalities, the C2C was very successful. Members of Council, administration, fire department, Chief and Council and AIB administration spent the day sharing strategic plans and priorities, project updates and discussed possible collaborations under the direction of the facilitator Mike Simpson from Fraser Basin Council. The end result of the C2C delivered a Protocol Agreement between the two communities with a focus on:

- Establishing ongoing communication
- Bringing the communities together
- Encouraging collaboration; and
- Promote utilization of various community resources, organizations and infrastructure

The Protocol Agreement was signed by both communities and guides us as we move forward to deliver services and grow our communities.

FINANCIAL SERVICES:

The finance department at the Village is composed of 2 full time staff with support from the Administrative Assistant (AA) - Accounts Payable/Payroll, Chief Financial Officer and the Accounts Receivable/Cashier (AA).

2020 was a very busy and productive year where the finance department kept Ashcroft's daily operations running smoothly but also successfully managed a number of capital projects and applied for grant funding to begin new projects. The Water Treatment Plant, was fully operational for all of 2020; however, through daily operations it was noted that some enhancements were required to increase efficiency and reduce wear and tear of the equipment. The province approved remaining grant funds to be allocated for two projects, the construction of a pump chamber and installation of sand separators. As both of these projects require low water levels in the Thompson River, the projects will begin in 2020 and complete in 2021.

A detailed planning and budgetary process conducted with Council yielded excellent results through an improved fiscal position for the Village. All through the year, quarterly updates and discussion took place with Council using the visual Business Intelligence interface to highlight any areas of concern.

Asset Management is a function mandated by the Provincial government for municipalities to undertake. Ashcroft successfully concluded a second phase of asset management, integrating it into the budgetary process and into regular reporting. This is a key component of good stewardship of assets, and will help guide the Council in making decisions around buildings, and renewing and decommissioning of physical assets to ensure long term sustainability of the organization and its services.

The finance department continued to develop the Geographic Information Systems (GIS) in 2020 as part of our asset management by enhancing community maps identifying assets in our village, parcel maps, tourism maps and cemetery maps. Ashcroft's audited financial statement is attached and forms part of this Annual Report.

DID YOU KNOW:

Of the 2020 property taxes collected, only 54.2 % are added to the Village budget. The remainder is forwarded to other levels of government, such as the Regional District and the Province. Grant funding allows the Village to initiate projects such as the Water Treatment Plant.

A great deal of Finance Department resources is required for grant management. In addition to the major grant reporting for the Water Treatment Plant and grant management of ongoing projects, the table below indicates applications submitted in 2020 for other projects.

Grants & Applications

Source	Project	Grant Status
UBCM	Gas Tax for capital projects	Approved
	North Ashcroft Drainage Study	Considering
FCM	Asset Management Collaborative	Approved
Provincial & Federal Govt.	Water Treatment Plant Intake & Separators	Approved
	Fire Department Training & Equipment	Approved
	Carbon Taxes	Approved
	Hot Tub	Approved
	Lift Station #1 Replacement	Approved
	Level 3 EV Station	Declined
	Level 2 EV Stations	Approved
	Legacy Park enhancements	Considering
	Wayfinding signage and marketing	Considering
NDIT	Economic Development & Tourism Strategy	Approved
	Love Ashcroft	Approved
	Façade Improvements	Approved
	Grant Writer	Approved

2020 PERMISSIVE TAX EXEMPTIONS:

Under Section 227 of the *Community Charter* the Village of Ashcroft Council bylaw provides exemption of the total assessed value of the land and improvements of designated properties.

Permissive tax exemption is available for qualifying, Ashcroft-based, registered non-profit organizations using property for municipal, recreational, religious, cultural or charitable purposes. All applicants are required to complete the appropriate permissive tax exemption application which can be accessed by contacting Ashcroft's finance department. All applications will be administered on a five-year cycle; however, applications may be submitted to the Chief Financial Officer for Bylaw approval prior to October 31 the preceding year.

Council approved the Permissive Tax Exemption Bylaw No. 831 (2020-2024) on Monday June 24, 2019 for the following properties:

Roll Number	Registered Owner	Legal Description	Assessment Class	2020 Assessed Value	2020 Municipal Rate	2020 Municipal Tax Exemption
00070.001	Ashcroft & District Curling Club	Lot 8, Plan 21058, DL 423	6	247,900	17.8404	$4,422.65
00077.010	Fraser Basin Property Society (St. Alban's Anglican Church)	Lot 1, Block 10, Plan 189, DL 423	8	146,800	8.9632	$1,315.79
00095.000	Roman Catholic Bishop of Kamloops	Lot 7, Block 11, Plan 189, DL 423	8	109,900	10.2034	$1,121.36
00116.010	Trustees of Zion United Church	Lot 1, Block 14, Plan 189, DL 423	8	135,900	8.9632	$1,218.10
00173.000	Royal Canadian Legion #77 (Cenotaph Site)	Lot 6, Block 19, Plan 189, DL 423	6	38,800	17.8404	$692.21
00327.000	Interior Health Authority (Ashcroft & District Hospital)	Lot 56 Plan 12400, DL 378 and Lot 1 KAP81072, DL 378 and pt of Lot 56 (B15126), DL378	6	2,599,000	17.8404	$46,367.32
00327.025	Interior Health Authority (Ashcroft & District Hospital)	Lot 56 (B15126), DL378	6	500,100	17.8404	$8,922.01
00327.030	Interior Health Authority (Ashcroft & District Hospital)	Lot 1 KAP81072, DL 378	1	482,000	4.3703	$2,106.50
00381.361	Trust of the Congregation of Sage Hills Evangelical Free Church	Lot A, Plan KAP51944, DL 423	8	332,800	8.9632	$2,982.94
				4,593,200		$69,148.88

DID YOU KNOW:

In 2020 the Village employed 24 people in 3 exempt, 11 full time union, 8 seasonal union and 2 grant funded positions (Intern & Ec. Dev. Tourism)

2020 Employee Movement	
Left	2
Joined	2
Moved internally	2

HUMAN RESOURCES SERVICES:

The Village of Ashcroft administration and operations team for 2020 consisted of 3 managers, 2 inside staff, 2 inside grant funded staff, 9 outside staff (public works), and 8 seasonal pool and museum staff. With a small compliment of staff, we strive to maintain a municipality of 1,560 residents as of the 2016 Statistics Canada Census. The public works staff operates the water and sewer treatment plants, all Village properties including parks and recreational facilities, cemetery and buildings, 23,486 metres of roadway, 17,424 metres of sewer lines (wastewater), 26,103 metres of potable water lines and 2,485 metres of storm water lines.

The promotion of the Public Works Foreman to the Director of Public Works (DPW) triggered some organizational structure changes in the public works department. During the DPW's six-month probationary period, the public works department operated under the leadership of two crew leaders: 1- operations and 2 – utilities, these changes were in consultation with CUPE Local 900, Council and senior staff. Dividing the responsibilities between two leadership positions, enables the village to utilize the expertise and specific skill sets of the senior employees that successfully bid on the position, in addition, this provides an excellent opportunity for training of newer staff, knowledge sharing and succession planning.

Administrative staff research and compile reports and agendas, carry out Council instructions, plan, budget, correspond with the community and other levels of government, project manage and oversee the day-to-day operations of the Village. In 2020 administrative staff prepared agendas for 32 public meetings and 14 closed meetings of Council, revised and developed policies and bylaws, applied for grant funding, developed COVID-19 protocols and safety plan for all facilities, developed COVID-19 staff safety policies, and administered in excess of 15 projects some of which will complete in 2021. The addition, two grant funded positions were introduced to village administration team in 2020: 1 – Intern and 2 – Economic Development and Tourism Coordinator; both positions are funded by Northern Development Initiative Trust. Regrettably the Intern position did not complete the full year rotation.

Human resources are our greatest asset, staff longevity, the provision of a safe vibrant work environment where employees feel valued, challenged to exceed and are given opportunities to learn, grow and share knowledge is key to a thriving work force. Many of our staff members have made working for the Village a lifelong career and are nearing retirement, as such, succession planning and knowledge sharing has been driving the public works and administration departments. Often, we don't think about staff as assets, but without knowledgeable staff and a succession plan we could find ourselves in a lurch if not for asset management.

PLANNING AND DEVELOPMENT SERVICES

GUIDING PRINCIPLES from the Official Community plan *(condensed)*

Community Building – *improving the quality of life in Ashcroft;*
Common Sense – *increase awareness of municipal financial literacy and development processes with a common-sense approach to development;*
Innovation – *encourage new technologies, processes and concepts that lead to the strengthening of our community;*
Partnerships – *leverage partnerships with non-profits, local, provincial and federal governments, businesses and Indigenous communities to achieve key community aspirations;*
Reconciliation – *support ongoing efforts of reconciliation with Indigenous communities;*
Economic Development – *aim to improve the economy of Ashcroft in a sustainable manner that results in jobs and expands the community tax base;*
Role of the Municipality – *not necessarily responsible for leading the implementation of the Official Community Plan but can be a sponsor, supporter, facilitator, and/or funder depending on the initiative;*
Maintain the Character of the Community – *combine history and the natural environment to create a unique community that encourages new development to fit within the existing character of Ashcroft.*

2020 Land Administration Permits and Applications	
Development Permit	1
Development Variance Permit	1
Temporary Use Permit	0
Official Community Plan Amendment	1
Zoning Amendment	1
Subdivision	0

2020 Building Permits			
Accessory Building	1	$	20,000
Residential	1	$	200,000
Commercial	1	$	100,000
Industrial	1	$	2,056,315
Temp. Bldg.	1	$	303,150

The Zoning and OCP Bylaws adopted in 2018 provide clarity on property inquires and application of zoning regulations, the new Subdivision and Development Servicing Bylaw adopted in December 2020 will provide clarity to new developments on infrastructure requirements, and is the first phase of a longer-term storm drainage plan. Grant funding opportunities are being sourced to complete the Ashcroft Storm Drainage and Run Off Study.

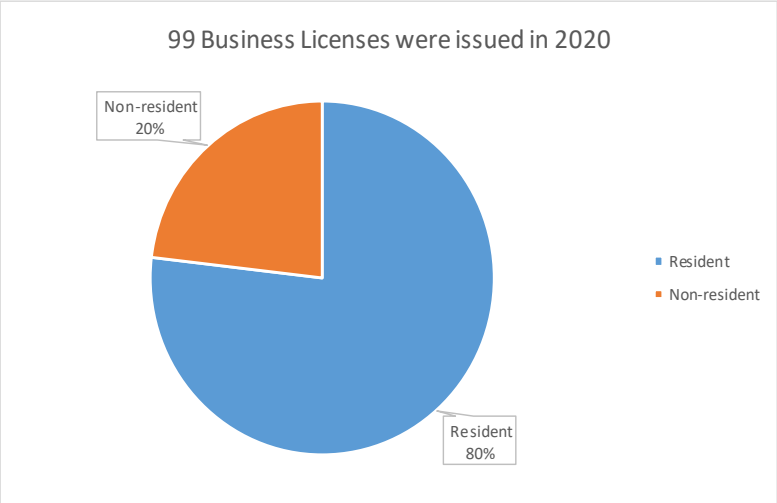
Of the three proposed developments in 2019 only the Ashcroft Terminal has moved forward with expansion during 2020. The two proposed residential developments in North Ashcroft are moving through the process of subdivision approval; however, one requires the Storm Drainage and Run Off Study to be completed and the other is waiting for Agricultural Land Commission and BC Archeology Branch mapping updates.

Ashcroft's first Sign Bylaw was adopted on November 9, 2020. The purpose of a Sign Bylaw is to regulate the number, size, location and form of signs within the village.

Two additional projects in this department are land tenure acquisition projects. Both the Mesa Vista Water Reservoir and the North Ashcroft Reservoir are situated on land to which the Village does not have tenure. The process of acquiring tenure to the Mesa Vista land is in final review and sign off by Provincial authorities. The process of acquiring tenure to the North Ashcroft Reservoir, on the other hand, has only just begun and will be considerably more complicated as it is on private land situated in the Agricultural Land Reserve. Agreement on the parcel size and cost was reached in a meeting with the landowner and a survey of the parcel is completed, application to exclude the surveyed portion of the property to the Agricultural Land Reserve is in progress.

Twinning of the North Ashcroft Reservoir, which will be a requirement if significant development occurs in Ashcroft, is also a priority, but cannot move forward until land tenure is secured.

Approving Officer functions are managed in house as duties assigned to the Chief Administrative Officer.

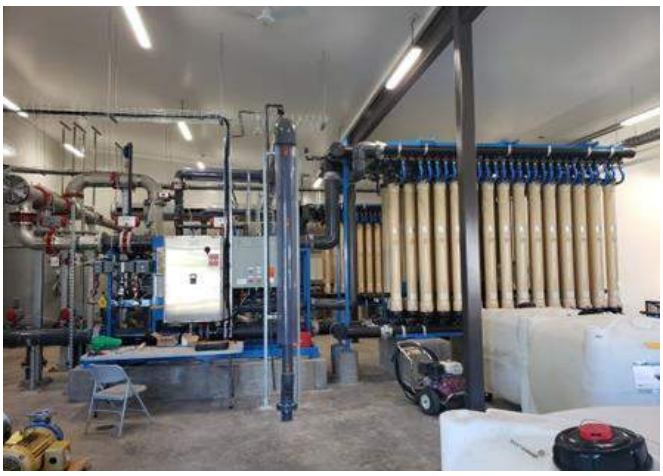


OPERATIONAL SERVICES:

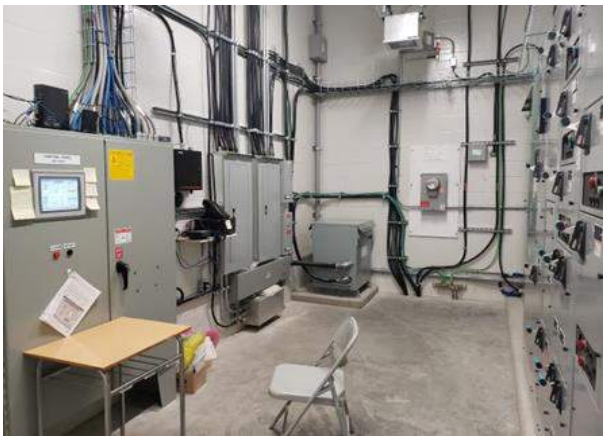
The public works staff operates the water and sewer treatment plants, all Village properties including parks and recreational facilities, cemetery and buildings, 23,486 metres of roadway, 17,424 metres of sewer lines (wastewater), 26,103 metres of potable water lines and 2,485 metres of storm water lines.

The Water Treatment Plant (WTP) completed its first full year of operation in 2020 and the project to construct the WTP came in under budget by approximately $800,000. Revising design deficiencies and completing warranty work was the priority for project completion; however, as spring and freshet started, it became apparent the 2020 freshet season was not going to be normal. The NTU (turbidity) spiked quickly and above average seasonal rains caused tributaries flowing into the Bonaparte watershed to rise before the Thompson River freshet, causing high silt conditions at the WTP. The silt and sand conditions caused premature wear of strainer parts and backing plates on the pumps at the WTP. The freshet determined sand separators are required to be installed on the intake side of the WTP.

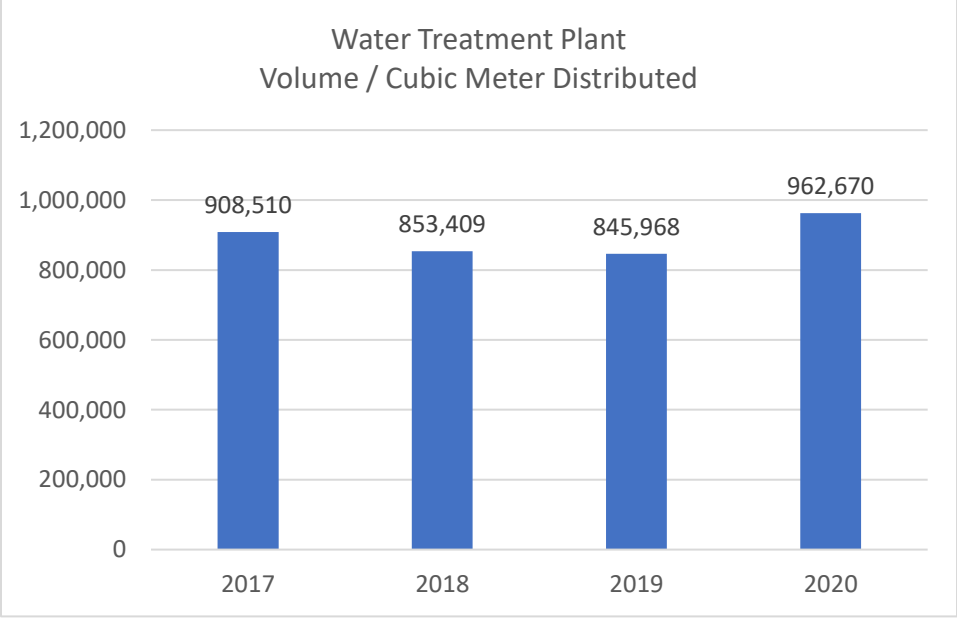
The Village received approval from the province to carry over and allocate the remaining grant funding towards the sand separator and intake chamber projects. The Sand separators will filter the majority of the silt from the water prior to intake and the Pump Chamber will provide public works year-round access to the water intake pumps. Urban Systems was asked to design the additional features with anticipated project completion in 2021.



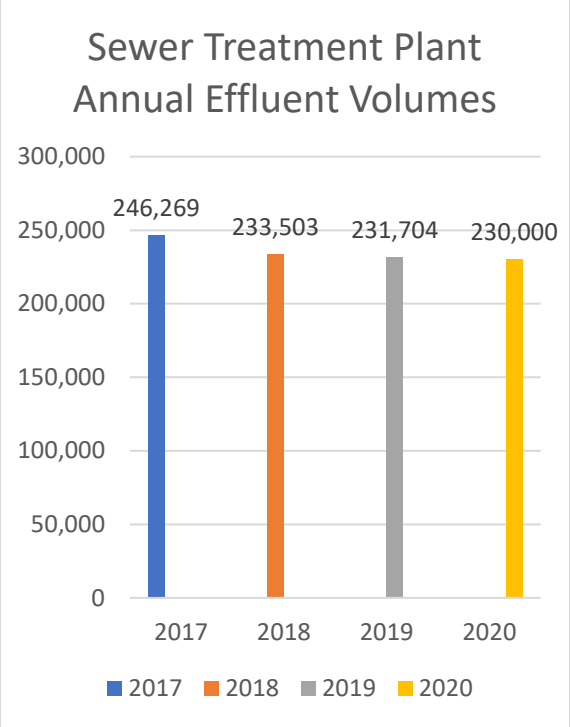
Inside the water treatment plant



The table below indicates the volume of water pumped into the water treatment plant annually, however the volume is not a clear indicator of consumption for 2020 due to system flushing and commissioning as well as additional cleaning due to a longer than usual freshet with prolonged high turbidity levels.



Effluent volumes from the Sewer Treatment Plant have been trending downward for a number of years. With the increase in development within the Village, it is thought that the decrease in flow is related to diligence with sanitary sewer repairs, and the increased awareness within the community to reduce water consumption.



In addition to day-to-day sewer treatment plant operations, upgrades at the sewer treatment plant in 2020 included the installation of a new cover-all for storage of BIO Solids.

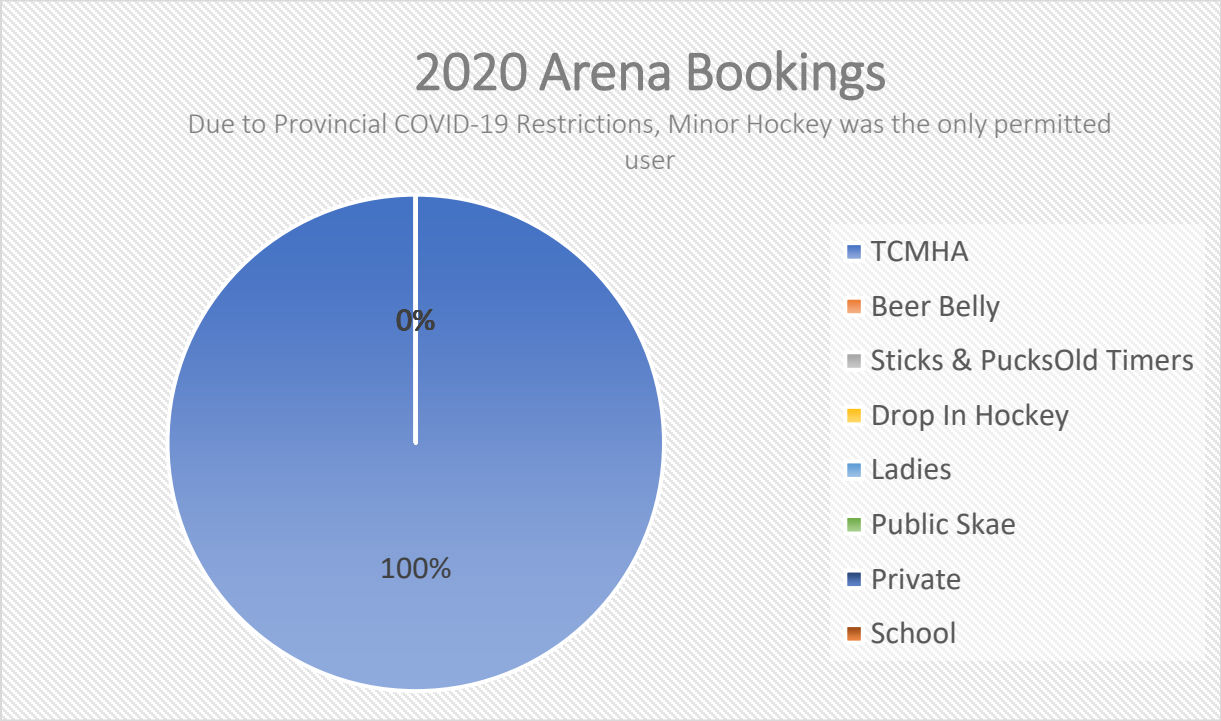
DID YOU KNOW:

In 2020, 50 bulk tonnes of biosolids were hauled from the Sewer Treatment Plant for land application

Curling Club Ice Plant replacement project was completed in 2020 which includes the installation of new roof support, new roof, new Condenser, compressor (x2), brine pump and chiller with electrical upgrades. This project was funded with a donation of $30,000 from TRND Area “I”, $30,000 grant funding from Northern Development Initiative Trust, Curling Rink Reserve account approximately $50,000 and the remainder from the Village. Costs were higher than anticipated due to WorkSafeBC requirements.

The Drylands Arena operated at a reduced capacity for 2020 due to COVID-19. Thompson Cariboo Minor Hockey Association were the only users of the facility. Minor Hockey participants and parents were exceptionally accomodating during the season. COVID regulations did not allow for dressing room access, kids arrived in full gear, following the COVID-19 Safety Plan, parents and family members were not permitted in the arena in 2020. Games and tournaments for minor hockey also not permitted under the COVID-19 Public Health Order restrictions, but minor hockey organizers and participants were resilient and committed to skill development for the season.

Ladies, Adult and BeerBelly Hockey was not permitted under the Provincial Health Orders due to COVID-19.



Other Public Works projects of note include:

Complete review of Subdivision Development and Servicing Bylaw; installation of new roof at pool; new water intake design at the Water Treatment Plant this includes the pump chamber and sand separators; design for #1 Lift Station; install back up generation at #2 Water Pump Station; IHA Hot Tub replacement approval.

COVID-19 impacted all components of operations in 2020, new safety protocols were implemented in compliance with WorkSafeBC and the Provincial Health Officer requirements. Staff was exceptionally diligent in safely providing all essential services to the community.

PARKS AND RECREATIONAL SERVICES:

Heritage Park remains a favourite with visitors and residents alike. It is an oasis in the downtown core. As you stroll along the pathways, you can imagine Ashcroft's history and the days long ago.

The operation and maintenance of the parks and recreational facilities fall under the public works department.

Ashcroft operates and maintains four parks: Mesa Vista Park, Heritage Park, Legacy RV Park and the Ashcroft Pool Park as well as the Pool and Drylands Arena, and maintains the Ashcroft Curling Rink in collaboration with the Curling Club.

VISITOR INFO CENTRE:

Due to COVID-19 the Visitor Info Centre was not able to open in 2020.

ASHCROFT POOL:

COVID-19 restrictions caused the Village to open the pool later than the usual May long weekend, although the delayed opening enabled senior pool staff to give the facility a fresh new look with a coat of paint and updated landscaping at the front of the building.

A COVID-19 Safety Plan was developed for the facility as well as procedures for staff. Staff training was ongoing throughout the season as COVID regulations were amended by other levels of government.

This was the first pool season that Debit was offered as a payment option, this was very well received and pool staff are looking forward to future IT upgrades.

Despite the restrictions imposed by COVID-19, the pool was busy after opening on July 4, 2020, almost six weeks later than usual. Capacity at the pool under the restriction is 50 swimmers, group lessons and social distancing was challenging and staff is strategizing to develop processes for next year if COVID restrictions remain.

The ongoing leaking roof issues were also resolved at the close of the season with the installation of a new roof at the pool building.

CURLING RINK:

Members of the Curling Club were excited to open for the 2020/2021 season after being closed for the 2019/2020 season due to much needed repairs and upgrades to the roof, building and chiller. The curling club hosted a grand opening and were excited for increased registration, regrettably, shortly after opening COVID-19 restrictions caused the Curling Club to close the rink as adult sports were not permitted by order of the Public Health Officer. The Curling Club members are looking forward to a busy and fun filled 2021/2022 season of curling.

ASHCROFT MUSEUM:

The Ashcroft Museum hosted another eventful season under the direction of Curator Kathy Paulos and summer student Breana. The ladies were challenged to think outside the box this year as COVID restrictions delayed Museum opening to June 15th, reduced hours and limited visitor attendance at the Museum. Museum staff developed Facebook and web pages to engage with the public both young and old, organizing many fun and interactive events throughout the season.

In addition, Museum staff continued to focus on digital archive updates for much of the season to provide better information availability and data integrity. This project will be ongoing as we hope to develop a publicly accessible database.

DID YOU KNOW:

The Ashcroft Museum had 537 visitors during the summer of 2020, but thanks to the ingenuity of Museum staff, virtual participation enabled many others to experience a little Ashcroft history from afar.

Further community engagement enabled museum staff to work with “Mark of Distinction” by selecting photos to be displayed at the Interior Savings.

The chart below demonstrates that attendance at the Museum continues to increase each year since the 2017 Wildfires; however, the impacts of COVID-19, museum closures and limited capacity clearly reduced the number of visitors for 2020.

Year	April	May	June	July	August	September	October	TOTAL
2011	41	145	144	381	381	240	102	1434
2012	72	136	228	309	417	172	70	1403
2013	51	118	292	356	427	193	117	1554
2014	87	122	335	356	369	171	90	1530
2015	79	119	143	293	330	208	109	1281
2016	91	123	149	381	388	176	109	1417
2017	54	149	183	205	279	184	103	1157
2018	122	190	330	331	403	136	57	1569
2019	48	285	302	428	452	124	136	1775
2020	0	0	73	127	165	125	47	537

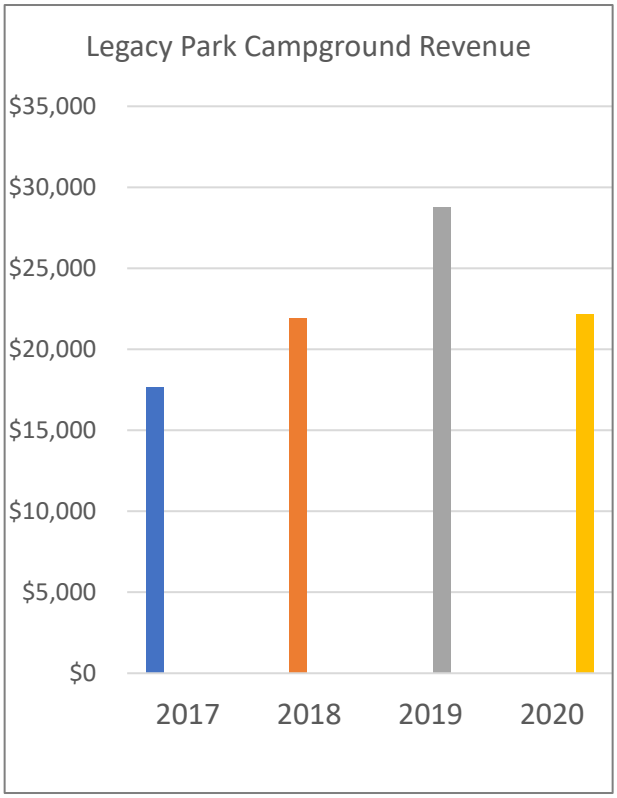
LEGACY RV PARK:

Legacy RV Park opening was delayed to May 15th enabling staff to develop a COVID-19 Safety Plan and procedures for the park. The new washroom and laundry facilities remained closed and only self-contained RV units were permitted in the park.

Legacy Park Campground revenues are trending upward, bearing in mind that 2017 was a wildfire year, 2018 was impacted by smoke and mudslides, and 2019 had a number of WTP construction workers using the park and in 2020 COVID-19 restrictions at the park did not allow any access to the washrooms, showers and laundry facility therefore fees charged to park users were reduced. All things considered, once campers realized the park was open, there was a steady stream of visitors some of which extended their stay and other returned multiple times throughout the season.

Park revenues from May 15 – September 30, 2020 totalled $22,139.

Throughout the season, regular maintenance and repair was undertaken by the Camp Host as is required in the contract. Public Works assists when items need repairs outside of the contract.



ECONOMIC DEVELOPMENT

One of Council's priorities for 2020 was to establish Economic Development and Tourism support for the community. Council's vision was made possible through funding from Northern Development Initiative Trust (NDIT) under the Economic Development Capacity Funding stream. Upon funding approval, Council

contracted the Economic Development and Tourism Coordinator (EDTC) to establish the service. Margaret Moreira was the successful applicant bringing a strong tourism background to the position, however, Margaret recognized that economic development would require a steep learning curve.

To provide support for the EDTC in developing economic development and tourism strategies and actions, Council established a Select Committee. The committee included Council members, staff members and members from the business community. Once established, the committee met on a monthly basis to distinguish and implement priorities set out in the Economic Development and Tourism Strategy Matrix. Priorities included promoting the Hotel Study, the Love Ashcroft Program, marketing opportunities through videos and radio ads, updating Economic Development and Tourism website pages and supporting the businesses with in-person visit and via telephone to encourage their participation in the various funding streams that were made available through government Recovery and Resilience Funding.

Additionally, various grants were applied for the 2021 year. These grants included Business Façade Improvement, NDIT Marketing Initiative Grant, Economic Development Capacity Building, Love Northern BC and the CERI Program Grant.

2020 HIGHLIGHTS

Promotional Videos

Two promotional videos were created with Mastermind Studios to promote the Hotel/Motel Studio and to showcase Ashcroft as a great place to Live, Work & Play. These videos were promoted on social media, posted on the municipal website, shared at events and to local and regional realtors.

Radio Advertising

Four radio ads were developed inviting visitors to come and discover the many amenities Ashcroft has to offer. These ads ran simultaneously on three Stingray stations throughout the month of August.

Training Session

In October the Village hosted a BCEDA Economic Development for Local Leaders-Post-COVID19 Version training session at the Community Hall for the EDT Committee and Council. The workshop was to establish

guidelines and direction for the committee in their role to support the EDTC.

Love Ashcroft Program

In 2020, an assessment was completed of the "Love Ashcroft" website. The assessment determined the need to update participating business profiles with the most current information. To expand on the Love Ashcroft website, staff engaged with the business community, in person or by phone, throughout the year encouraging participation in the program.

We promoted the Love Ashcroft Program by engaging the business community to participate in the Plaid Friday and SHOP LOCAL BUY LOCAL campaigns through contests, social media blasts and newspaper articles. This project has been ongoing and will continue to be funded through the NDIT Love Northern BC program grant funding.

Economic Development and Tourism plans for 2021 include:

- Continued promotion of Ashcroft for tourism and economic opportunities
- Support businesses through Recovery and to Resiliency
- Continuing to interact with local business to help build a relationship between municipality and businesses
- Continue to develop the Economic Development and Tourism webpages to facilitate ease of functionality.
- Reaching out to neighbouring communities and Ashcroft Indian Band for opportunities to collaborate on future projects.
- Seek funding opportunities for ongoing and future projects.

COMMERCIAL FILMING:

February and March were busy months with the arrival of the Radio Nowhere film crew. Ashcroft was selected as the site to film an episode of the Twilight Zone. The magic of Hollywood transformed parts of Railway Ave. and 4th Street. A replica of Ashcroft's United Church was constructed beside the Mascon Building, the Post Office was green screened and made to look like a dinner, the Central Café received a coat of peach paint and the Museum was transformed into an apartment building. The filming included car and foot chases ending with an asteroid flattening the front end of a car near the Museum.

Residents embraced the activity and were often seen spectating as filming commenced, the film crew was exceptionally appreciative of community members feeling very welcomed by the residents. Upon completion of the episode, Radio Nowhere presented the Village with a $5000 donation to be used for shade structures at the pool. Once Hot Tub installment and building repairs are complete, shade awnings will be installed.

L – replica construction
B – CAO Yanciw receiving the Radio Nowhere donation.

PROTECTIVE SERVICES:

Under the leadership of Fire Chief Josh White and his team, the Ashcroft Volunteer Fire Department consists of 20 members. The fire station is located at 210 Railway Ave in the heart of downtown Ashcroft and serves 1560 residents. The service area for the fire protection is 210 square kilometers and highway rescue is in excess of that.

2020 Fire Department Call Outs	
Structure Fire	1
Grass / Wildland Fires	3
Vehicle Fires	2
Fire / CO Alarms	7
Lines Down	1
Highway Rescue	14
Other	2
TOTAL	**50**

Within Ashcroft Fire Rescue's structural fire protection boundary lies the Ashcroft Indian Reserve, a roughly 100 square kilometer area of the TNRD, and the Village of Ashcroft itself. With such a

large area to oversee and three distinct levels of government to navigate affairs with, we recognize our mission is not without challenge. Our goal, and the duty we have undertaken, is to provide well-trained firefighters to protect this area for years to come.

This year, the Fire Department successfully applied for grant funding from Red Cross through the Fire Commissioners office. The Fire Department received $52,000 of which over 90% was allocated for training to achieve the required Firefighter Certification. Members of the Fire Department committed many hours during 2020 for training in addition to the weekly parctice nights.

Another service the Ashcroft Fire Department provides is Highway Rescue. Not all members of the Fire Department participate in providing this service; highway rescue is completely voluntary. To develop skills, those members providing the service use the jaws of life and other extraction equipment when vehicles are provided for extraction practice.

Public engagement and community education are a large part of the Fire Service. Each year the Department participates in Fire Prevention Week and teaches children in preschool to grade 6 basic fire prevention skills. In addition to Fire Prevention Week, community participation and education is the best course of fire prevention and the Fire Department is committed to teaching and engaging with the communities they protect.

Not all time spent at the Fire Hall is hard work, learning and practice; sometimes a little challenge comes along that ignites a rival spirit. That was certainly the case as members of the Fire Department began planning for the first of hopefully many Charity Hockey games starring firefighters versus RCMP. Planning started in August of 2019; however, the game was hosted at Drylands Arena in January 2020. The stands at the arena were full of eager fans cheering for their favorite team while the players were instigating all kinds of fun filled shenanigans on the ice aside from playing hockey. A fun time was had by all with proceeds going to a great cause. The fire department

DID YOU KNOW:

20 Volunteer Firefighters in the Ashcroft Fire Department dedicated 1316 hours to training in 2020.

hopes to coordinate more of these events in the future.

In addition to the yearly call outs, the Fire Department meets Tuesdays at 7:00 pm for weekly fire practices. If becoming a volunteer fire fighter is something that interests you, please contact the Fire Department at: firedept@ashcroftbc.ca

Fire Chief Josh White Retires from the Fire Service

Chief White's years of commitment and sacrifice to serve Ashcroft are exemplary and very much appreciated. On behalf of the Village of Ashcroft residents and Council we would like to express our deep gratitude and appreciation for your commitment as a fire department member of 21 years and most recently as the Fire Chief.

Additionally, we share our appreciation to Chief White's family, for the sacrifices they made as he protected the community.

We wish you the very best in your retirement from the Fire Department.

Above: First Responders Mosaic on display at Fire Hall #2

MISCELLANEOUS COMMUNITY SERVICES:

Planning for a new Bylaw Enforcement Officer shared service between the communities of Ashcroft, Cache Creek and Clinton began in 2020. A working group was established with representation from all communities consisting of the CAO's and one Council member. By years end, a draft bylaw to establish the shared service, draft budget and draft postings are under development and the intended implementation of the service is mid 2021.

A Whistle Cessation Study for the CN Railway Crossing at Old Cariboo Road was completed in 2020, and an Operation Life Saver "look before you cross" sign was installed on the road before the crossing. Costs to move forward with whistle cessation is approximately $800,000.

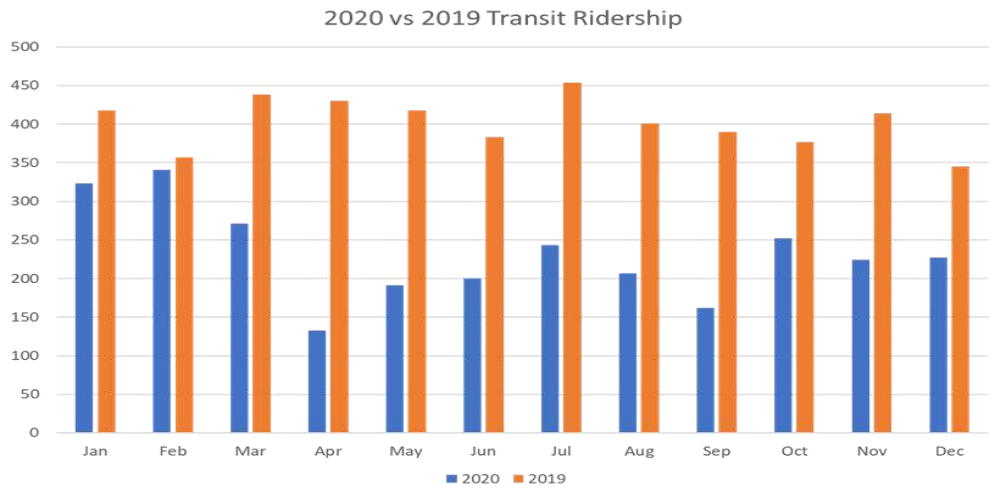
A smaller grant from Interior Health was received by the Village to design and pilot a Heat Alert Response System. This project was assigned to Ashcroft's Intern. Public notices, alerts and processes were developed and implemented as weather required. Suggestions of the installation of misting stations was added to the project; however, supply chain interruptions due to COVID, the misters are on backorder.

The Ashcroft, Clinton and Cache Creek Transit System saw a steady increase in riders from Cache Creek throughout the year as the service was re-established. However, COVID-19 restrictions brought the overall ridership down by over 2000 riders for the year. BC Transit waived and reduced fees to offset the shortfalls.

DID YOU KNOW:

The Ashcroft/Clinton/Cache Creek Transit service had a total of 2804 riders in 2020 , which is a reduction of 2006 riders from the previous year, largely due to COVID-19 restrictions. Ashcroft's portion of the service totaled $3603.83

A new clearer form for reporting transit ridership has been implemented for 2020 to ease the complexity of reporting on a three-partner transit system, and to help the communities understand their specific ridership numbers. The table below illustrates transit ridership impact due to COVID-19



STRATEGIC PRIORITIES 2020

A well-drafted strategic plan is the guiding document for any organization but especially for Council. This process allows Council to build a budget around the objectives. It ensures that Council, CAO and staff are all working towards the common goals and are not easily distracted by additional items. The CAO will use the Strategic Plan to ensure that they are meeting the organization's goals and objectives

In 2020 Council and staff focused on the following priorities and projects:

GOAL #1	***UPDATE EMERGENCY RESPONSE AND EVACUATION PLAN***
INTENT:	Review the existing Emergency Response Plan (ERP) and develop a more defined/detailed document
ACTIONS:	
STEP #1: BACKGROUND INFORMATION	

• Gather all existing documents including
  ○ Village of Ashcroft Emergency Response and Evacuation Plan 2013, Updated 2017
  ○ Village of Ashcroft Emergency Measures Bylaw No. 735, 2004
  ○ TNRD Bylaws
  ▪ TNRD Emergency Management Program Regulatory Bylaw No. 1905, 2002
  ▪ TNRD Emergency Program Service Establishment Bylaw No. 1818, 2000 and
  ▪ TNRD Emergency Program Service Establishment Amending Bylaw No. 2016, 2004
  ▪ Emergency Management and Protective Services Committee Establishment and Regulation Bylaw No. 2215, 2008	

• Gather all fire protection agreements:
  ○ TNRD Fire Protection Agreement
  ○ Ashcroft Indian Band Fire Protection Agreement
  ○ Logan Lake, Merritt, Ashcroft Fire Protection Agreement
  ○ Cache Creek/Ashcroft Mutual Aid Agreement with fire departments	

• Discussions with key stakeholders:
  ○ Emergency Management BC
  ○ Nick Quigley, TNRD Emergency Program Coordinator
• Discussions with industry/institutional stakeholders:
  ○ RCMP
  ○ Fire Department
  ○ BC Ambulance Service
  ○ Ashcroft Terminal
  ○ Koppers
  ○ IG Machine & Fibres
  ○ School District #74 (Gold Trail)
  ○ Interior Health
  ○ Dawson Road Maintenance (formerly Interior Road Maintenance)
  ○ Desert Hills Ranch
  ○ Blue Goose Cattle (Ashcroft Ranch)	

○ Bradner Farms • With neighbours ○ Village of Cache Creek ○ Ashcroft Indian Band ○ TNRD Area I – Director Rice ○ Bonaparte Indian Band ○ District of Logan Lake • With community ○ Ashcroft Moving Forward
Step #2: UPDATING/MOVING FORWARD
• Plan Development ○ Review/amend existing Emergency Response Plan ○ Review the identified risk priorities and action plans ○ Develop checklists for each risk and action plan
• Financial Planning ○ Identify annual action items and budget requirements ○ Identify training requirements and costs ○ Identify infrastructure/supplies that must be acquired and a replacement program
• Community Committee ○ ESS or local committee ○ Mandate – designed to support the official roles of the Emergency Response Plan ○ Structure – One point of contact ○ Community members or Council as well ○ Terms of reference and roles and responsibilities for the committee
STEP #3: REPORTING OUT
• Public meeting to review new Emergency Response Plan ○ Educate public on importance of developing their own Emergency Response Plan ▪ Ensure all family members are involved in the plan • Develop public handout ○ Maintain a print supply ○ Place on website
• Obtain samples of Grab ‘n’ Go Kits ○ Hold community workshop on developing/customizing kits
• Annual Review of Emergency Response Plan

Goal #1 Update:

Review of the current Emergency Response Plan (ERP) began in 2019 with a full document review. A stakeholder meeting was hosted by the Village at the Ashcroft Community Hall in March with representation from the Regional District (TNRD), Ministry of Transportation and Infrastructure, Emergency Management BC, Ashcroft Indian Band, Village of Cache Creek, Ashcroft and Cache Creek Fire Departments, Dawson Road Maintenance, BC Ambulance Service, RCMP, IHA and industry representatives. The meetings intent was to establish a list of service providers, define responsibilities

and develop a list of available resources in the event of emergency. It was concluded by all in attendance that quarterly meetings would be beneficial and as resources are identified, updated lists be shared to all attendees.

The outbreak of the COVID-19 pandemic shifted administration focus and the project will remain as an ongoing priority.

GOAL #2	***STORM DRAINAGE – PHASE I***
INTENT:	Review existing drainage concerns in North Ashcroft area and develop a plan. This is a priority due to the planned residential development for the Government and Elm Street areas

ACTIONS:

STEP #1: IDENTIFY CURRENT CONCERNS/CHALLENGES

- Drainage from Highway 97C onto Village lands
- Climate change
- Culverts undersized/filling in
- Residents filling ditches in to increase parking but not installing culverts
- Increased residential development

STEP #2: ACTION PLAN

- Complete the Subdivision Servicing and Development Bylaw
- Have discussions with potential developers/Approving Officer/engineers
    - Advise developers of additional studies that may be required
- Engage engineers to develop a work plan and budget for a Storm Drainage Plan – to be implemented in phases

STEP #3: MOVING FORWARD

- Establish development costs and identify potential funding opportunities
- Develop a process to address lack of culverts in existing residential areas
    - Determine costs to remove existing driveways and install adequate culverts
        - Establish process for assessing costs – will property owners be responsible for entire cost to remove inadequate culverts and replacement or will village cost share
    - Contact property owners
    - Educate the public on importance of drainage
    - Prepare a public handout outlining steps property owner should take to ensure proper access and drainage is maintained

STEP #4: REPORTING OUT

- Public meeting
- Provide public handout and CIB Planting Guide to new building permit applicants

Goal #2 Update:

There are two potential developments in north Ashcroft that have sparked further drainage and run off discussions. Research is underway to ensure accurate consideration of storm water flow is addressed to protect the natural environment and private property. Goal #2 was to be completed in 2020; however, the scope of this project was shifted to include run off calculations from Elephant Hill Park, Highway 97C and rain water impacting Government Street and surrounding properties. Administration researched grant funding opportunities and collaborated with Ashcroft's Engineers on record to apply for funding. Successful applicants will be notified of approval by summer 2021.

CURRENT PROJECTS:

WHAT WE SAID WE WOULD DO vs. WHAT WE DID

PROJECT NAME	***What We Said We Would Do***	***What We Did***
Water Treatment Plant	• Complete and bring online	• Online and operational • Project complete • Sand separators required
Asset Management Program	• Phase 1 completed • Phase 2 underway • Council and employee orientation sessions to be completed 2019/20	• Phase 2 Complete • Collaborations with neighbouring communities in 2020
Housing Needs Assessment	• Implement strategies when opportunity arises	• Discuss possible collaborations with E-Fry and HUB
Subdivision Development and Servicing Bylaw	• Draft Bylaw complete • Waiting for Legal Review to be finalized	• Complete
Evacuation Route Planning	• In- progress • To be completed in 2020	• Walking path escape route established • Continue to seek funding to construct secondary egress
Lift Station #1 Replacement	• Village has submitted 2 applications under the Investing in Canada Infrastructure Program • Funding awards have not yet been announced • Project cost - $1,380,000	• Grant funding pending • Project to span 2020/2022
Hot Tub Replacement	• Application under the Investing in Canada Infrastructure Program for $175,000	• Grant funding approved

	• Project to be completed in 2020	• IHA approval and permits pending • Project carried over to 2021
Land Tenure for Mesa Vista Reservoir	• Application for Province of BC Land Tenure submitted • Advertisement and staking done July 2019	• Ongoing- waiting for final approval from the Province • Province contacted – COVID seems to have delayed finalization
Residential Subdivisions	• Small (7-8 parcel) residential subdivision being proposed for corner of Government and Elm Streets – 1 in 25-year return run off calculations pending • Large subdivision for residential development is ongoing and requires OCP and Zoning amendments	• Seek funding to complete Storm run off study • Continue to work with property owners to complete OCP and Zoning amendments
Pump Chamber Option for River Pump house	• Preliminary plans under development • Would permit river pumps to be accessed/serviced without the use of divers • Involves excavation into river bank and building concrete chamber in parking area	• Preliminary investigation complete • Funding secured • To be completed low freshet 2021
Twinning North Ashcroft Reservoir	• This was identified as a priority in the Water Master Plan • Currently on the edge of being able to provide adequate fire flows – all large institutional buildings are in North Ashcroft • New housing development will put more pressure on water demands	• Actively sourcing grant funding opportunities • Collaborate with AIB
North Ashcroft Reservoir – Securing Site	• Reservoir built on Desert Hills Property – outside village boundaries • No formal agreement in place • Porters willing to work with Village to secure • Survey and appraisal done – value of land $20,000 • Land is in ALR so may be difficult to get removed • May have to look at having an easement or right of way filed on title to protect investment	• Research process to exclude property from ALC • Work towards subdivision • Agree to fair market value purchase price • Move timeline for competition to 2021

Heat Alert & Response System (HARS)	• Village chosen by Interior Health and Health Canada for pilot project • Initial guidelines, protocols and notices prepared and under review • Goal is to have draft HARS document done by July 31, 2019	• Project complete and implemented.

PRIORITIES IDENTIFIED IN THE OFFICIAL COMMUNITY PLAN:

PROJECT NAME	***PRIORITY***	***LEADERSHIP***	***STATUS***
Develop marketing materials for tourism	Moderate	Gold Country	Ongoing
Restart the Chamber of Commerce	Moderate	Business Community	No Change
Review feasibility of a Mexican Sister City	Low	Village	No Change
Install visually attractive signs on Highway 1	Moderate	Village/MOTI/Gold Country	No Change
Develop an Agricultural Strategy for leveraging agriculture as an economic development driver	Moderate	BC Ministry of Agriculture	No Change
Support Urban Tree Program	Moderate	Communities in Bloom/Village	No Change
Educate residents on reducing Greenhouse Gas Emissions	Low	Village	working on EV level 2 charger installation
Consider Adoption of Anti-Idling Program	Low	Village	No Change
Develop Trails Master Plan	Moderate	Village	To be considered at next Strategic Planning Session
Develop Community Energy Plan – Options for alternative energy	Moderate	Village	No Change
Review feasibility of a community compost system	Low	Village	No Change
Develop more community events	Moderate	Community Groups/Village	No Change
Develop a community garden	Low	Community Groups/Village	Consider at next Strategic

			Planning Session
Develop a community food security program	Low	Community Groups/Village/Interior Health	No Change
Develop a community heritage register	Low	Village	No Change
Install gateway signage and landscape entrances to community	Low	Village	No Change
Review the feasibility of downtown revitalization tax exemption	Moderate	Village	No change
Develop a parks and recreation master plan	Moderate	Village	To be considered at the next strategic planning session
Upgrade pedestrian connections throughout community where feasible and warranted	Moderate		To be considered at the next strategic planning session
Review options for CP and Highway 97C crossing	Moderate	Village/MOTI/CP Rail	Explore options with CP when they are available
Implement a maximum traffic speed of 30 km/h on all non-arterial roads	Moderate	Village	No Change
Develop a Safe Routes to School program	Moderate	School District #74 (Gold Trail)/Village	No Change

SCHEDULE A – 2021 – 2022 STRATEGIC PLAN

The following document is the 2021-2022 Strategic Plan for the Village of Ashcroft.

Ashcroft Sunset, photo credit Yogi Bhalla

VISION, MISSION, VALUES, STRATEGY

Ashcroft
Wellness Awaits You

2021 - 2022 STRATEGIC PLAN

INTRODUCTION 2021-2022 STRATEGIC PLAN

The Village of Ashcroft created a Strategic Plan in 2019, which provided a framework to assist Council and staff in keeping a focused and committed approach community priorities and major projects. 2019 was a transition year for the Village of Ashcroft with the retirement of long time CAO Michelle Allen and the arrival of a new CAO.

The 2019 Strategic Plan was purposely developed to complete in 2020 enabling the new CAO and Council to undertake strategic planning initiatives. The plan identified three (3) priorities for Council and staff to undertake:

1. Update the Emergency Response and Evacuation Plan – carried over to new plan
2. Storm Drainage – evolved to include storm run off, carried over to new plan
3. Portable Digital Sign – community feedback from survey indicated this is not a community priority

In addition to above noted priorities, Council and staff strived to implement or move forward project items identified by Council during the 2019 Strategic Planning session and projects identified in the Official Community Plan.

The following information provides a recap of the strategic planning discussions and outlines new priorities and objectives. Council and staff look forward to the challenges that come with the implementation of these new projects and remain committed to ensuring the goals and projects identified by Council advances the long-term sustainability of the Village of Ashcroft.

A well-drafted strategic plan is the guiding document for any organization but especially for Council. This process allows Council to build a budget around the objectives. It ensures that Council, CAO and staff are all working towards the common goals and are not easily distracted by additional unplanned projects. The CAO will use the Strategic Plan to ensure that they are meeting the organization's goals and objectives.

OUR MISSION - OUR CORE PURPOSE; WHY WE EXISTS

The Village of Ashcroft is a welcoming, safe and attractive community characterized by an exceptional climate and a strong sense of history and opportunity.

As stewards of the community, Village Council is committed to providing accountable leadership by addressing our fiscal reality through strategic planning and building effective relationships.

BUILDING PARTNERING RELATIONSHIPS	Council and staff cannot do everything alone. By initiating, nurturing and maintaining meaningful relationships with our community, our neighbours and other agencies, we can achieve common objectives and build on complementary strengths and resources.

	Council will work to build partnering relationships with: 4. Residents and volunteers 5. Business Community 6. Village staff 7. First Nations 8. Neighbouring Communities 9. TNRD 10. Major industry/employers 11. Senior Government
PROVIDING STRONG AND ACCOUNTABLE LEADERSHIP	One of the keys to effective leadership is to have the confidence of the community to make sound decisions on their behalf. This means maintaining the trust of the electorate by: • Ensuring transparency through open, regular communication with the community; • Acting responsibly to ensure delivery of services meets the needs and expectations of taxpayers; • Working toward consistency on our approach; • Keeping Ashcroft as an attractive place to live.
ADDRESSING OUR FISCAL REALITY	Balancing taxation and revenue generation with efficient operations, maintenance and service delivery costs are on-going challenges. As such, Council is looking to undertake a practical approach to ensuring fiscal responsibility while at the same time addressing necessary upgrades to Village infrastructure. Council will consider: • Infrastructure need and provision of services; • Level of service desired; • Taxes and user fees; • New sources of income (e.g. boundary expansion); • Alternative sources of income (e.g. grants); • New development
TAKING A PLANNED APPROACH TO OUR BUSINESS RESPONSIBILITIES	One of Council's primary goals is to provide top quality services to taxpayer by setting direction and policies to assess the Village's current finances and capital infrastructure. Given the needs and demands anticipated in the coming years, Council will undertake a business plan that includes: <u>Management Plan</u> – reviewing current business operations and responsibilities by: • Evaluating the Village's core business (water, sewer roads, garbage & fire safety); • Considering new requirements as identified by other levels of government; • New Council initiatives (e.g. economic development); • Accessory business outside core responsibilities (e.g. arena, pool); <u>Capital Infrastructure Plan</u> – developing an investment strategy by: • Assess and analyse infrastructure needs;

Cont.	• Address infrastructure upgrades required by senior government; • Identify capital projects; • Outline an affordable cost recovery strategy. These two plans combined, form the Village of Ashcroft's Asset Management Plan

OUR VISION - WHERE WE ASPIRE TO BE IN THE FUTURE[1]

Ashcroft is a vibrant, active and creative community that fosters healthy well-being and a collaborative inter-generational approach to our community's development.

GUIDING PRINCIPLES

"As Stewards of the Public Trust, we serve All Citizens in a fair and transparent manner through:

- Accountable Leadership
- Financial Sustainability
- Social Responsibility
- Balanced Decision Making.

We will act with Integrity, Fairness and Compassion."

We Will:

- Value our Staff and invest in their development
- Plan for the maintenance and replacement of our critical infrastructure
- Manage our assets and infrastructure for today and the future
- Ensure we are fully optimizing our existing assets
- Understand the value of our natural environment and resources and make decisions consistent with these values
- Continue to pursue grants that align with our priorities
- Explore opportunities in relation to village owned lands
- Attract new residents to Ashcroft
- Attract new business/industry to Ashcroft
- Increase Tourism
- Advocate for Ashcroft with other levels of government
- Support volunteerism
- Collaborate with internal and external stakeholders
- Focus on enhancing quality of life in Ashcroft
- Explore options to diversify our funding sources
- Provide effective leadership

[1] Official Community Plan 2018 4.1

OUR ROLE IN THE COMMUNITY

The idea of local government is founded on the principle that the best people to make decisions on local services and issues are locally-elected officials. Local government powers and responsibilities are outlined in the *Local Government Act* and the *Community Charter,* which are determined by the Provincial Government of British Columbia.

Role of Council

12. A Council is elected to provide leadership for the good governance of the municipal district and the local community.

13. The role of a Council includes—

- acting as a representative government by taking into account the diverse needs of the local community in decision making;
- providing leadership by establishing strategic objectives and monitoring their achievement;
- maintaining the viability of the Council by ensuring that resources are managed in a responsible and accountable manner;
- advocating the interests of the local community to other communities and governments;
- acting as a responsible partner in government by taking into account the needs of other communities;
- fostering community cohesion and encouraging active participation in civic life.

Objectives of a Council

- The primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of decisions.

- In seeking to achieve its primary objective, a Council must have regard to the following facilitating objectives—

  - to promote the social, economic and environmental viability and sustainability of the municipal district;
  - to ensure that resources are used efficiently and effectively and services are provided in accordance with the Best Value Principles to best meet the needs of the local community;
  - to improve the overall quality of life of people in the local community;
  - to promote appropriate business and employment opportunities;
  - to ensure that services and facilities provided by the Council are accessible and equitable;
  - to ensure the equitable imposition of rates and charges;
  - to ensure transparency and accountability in Council decision making.

Village Responsibilities

1. Legislation – bylaws, policies, meetings
2. Fiscal Responsibility and Management
3. Protective Services (Fire Department & Emergency Planning)
4. Extended Fire Protection / Fire Rescue
5. Roads and Sidewalks
6. Parks and Recreational Facilities
7. Sewer Treatment
8. Water Treatment and Distribution
9. Economic Development
10. Bylaw Enforcement
11. Animal Control
12. Transit – Ashcroft, Cache Creek, Clinton, TNRD Area E
13. Asset Management
14. Infrastructure Liability
15. Records Management
16. Planning and Land Use
17. Cemetery Services
18. Garbage Collection
19. Accountability – transparency & public input
20. Housing Needs Assessment
21. Building Inspection - TNRD

Village Optional Responsibilities

22. Inter-municipal services
23. Community Events
24. Liaise with Societies and Associations
25. Collaborate with First Nations
26. Collaborate with Neighbouring Communities
27. Regional District/UBCM/SILGA
28. Advocate for Health Services
29. Advocate for Education
30. Advocate for Seniors Housing and Subsidized Housing
31. Trails
32. Library Services - TNRD
33. Advocate for Internet/Cell Service Improvements
34. Other

WHAT IS A STRATEGIC PLAN?

A local government's strategic plan is a long-term vision of where a municipality wants to be in the future, as well as the steps it will take to get there. The strategic plan serves as the roadmap in prioritizing objectives and initiatives, as well as looking at important metrics and key performance indicators (KPI's) to ensure they are on the path to success.

By definition:

Strategy: A method or plan chosen to bring about a desired future, such as achievement of a goal or solution to a problem.

Planning: A basic management function involving formulation of one or more detailed plans to achieve optimum balance of needs or demands with the available resources.

Therefore:

Strategic Plan: A systematic process of envisioning a desired future, and translating this vision into broadly defined goals or objectives and the sequence of steps to achieve them using the available resources.

PLANNING PROCESS SUMMARY

Prior to Council participation in a strategic planning session, administration coordinated a staff meeting and guided staff through the strategic planning process. Staff was provided with a basic budget presentation and was asked to consider gaps in the organization, needs and wants to meet service delivery requirements and suggest items to enhance the community quality of life. The information gathered was collected and presented to Council during their planning session.

Council and Senior Staff met on Monday October 19, 2020 to:

14. Review the existing Strategic Plan;
15. Review status of all current projects;
16. Review list of projects identified in the 2019 Annual Report;
17. Review priorities listed in the Official Community Plan;
18. Review staff recommendations;
19. Identify current priorities not completed and should be carried over;
20. Identify gaps;
21. Develop list of needs to maintain service delivery and sustainability;
22. Develop list of wants for the community;
23. Identify priorities.

Once Council identified the top priorities, staff was asked to research costs and develop a budget for each priority, assign status ranging from critical - low and identify potential funding sources (e.g. grants, partnerships). Council met a second time to review costs, proposed budget impacts, critical need status and funding opportunities of the identified priorities on October 26, 2020, at which time after the financial impact considerations, the top seven (7) choices were named as Strategic Priorities for 2021- 2022.

The 2021 – 2022 Strategic Plan will direct and implement Council's vision to the end of Council's elected term. A well-drafted strategic plan is the guiding document for any organization but especially for Council. This process allows Council to build a budget around the objectives. It ensures that Council, CAO and staff are all working towards the common goals and are not easily distracted by additional items. The CAO will use the Strategic Plan to ensure that they are meeting the organization's goals and objectives.

Council previously identified a number of projects that they would like to see advanced. These have been listed in the 2019 Annual Report as well as priorities in the Official Community Plan. Many of these have been started and are at various stages of development. A listing of these are included as Appendix A in the 2021-2022 Strategic Plan.

In addition, priorities that have been identified in the Official Community Plan have been listed in Appendix B. These items are included so that Council and staff can watch for future funding opportunities that may relate to these projects.

To ensure fulfillment of the 2021-2022 Strategic Plan, we will:

- Develop a working group for each priority consisting of Council members, staff and when needed community experts;
- Build a communication or roll out plan;
- Provide updates to Council as milestones are achieved;
- Hold the working group members accountable;
- Review regularly.

2021-2022 STRATEGIC PRIORITIES

PRIORITY #1	***UPDATE EMERGENCY RESPONSE AND EVACUATION PLAN***		
OBJECTIVE:	Review the existing Emergency Response Plan (ERP) and develop a more defined/detailed document		
ESTABLISH WORKING GROUP – Members of Council, Staff and Stakeholders as needed			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	TBD	Working Group
STEP #2	EXISTING DOCUMENT REVIEW	TBD	Staff/Council
STEP #3:	STAKEHOLDER/COMMUNITY ENGAGEMENT	TBD	Working Group
STEP #4:	DEVELOP PLAN	TBD	Working Group
STEP #5:	REPORTING OUT/ PUBLIC EDUCATON	TBD	Staff
STEP #6:	DETERMINE MEASURABLES	TBD	Working Group
STEP #7:	REVIEW ANNUALLY		Staff/Council
The working group will establish the timelines for completion once the scope of the project is identified.			

Priority #1 is a carry over from the 2019-2020 Strategic Plan. Review of the current Emergency Response Plan (ERP) is underway but not completed. Emergency Response falls under the umbrella of the TNRD, as such, the Village will collaborate with the TNRD Emergency Management department to complete the plan update.

PRIORITY #2	***STORM DRAINAGE / RUN OFF***		
OBJECTIVE:	Review existing drainage concerns in North Ashcroft and develop a Storm Drainage and Run Off plan. Ongoing changes to weather patterns and recent severe storm events along with proposed development in North Ashcroft have made this a priority.		
ESTABLISH WORKING GROUP – Members of Council, Staff and Stakeholders			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	TBD	Working Group
STEP #2:	DETERMINE AND SECURE FUNDING	TBD	Staff
STEP #3:	SELECT ENGINEER TO COMPLETE STUDY	TBD	Working Group
STEP #4:	MITIGATE EXISTING DRAINAGE ISSUES	TBD	Engineer/Staff
STEP #5:	PUBLIC EDUCATION	TBD	Working Group
STEP #6:	SOURCE FUNDING TO INSTALL STORM DRAINAGE INFRASTRUCUTRE	TBD	Engineer/Staff
The working group will establish the timelines for completion once the scope of the project is identified.			

Priority #2 is a carry over from the 2019-2020 Strategic Plan and has evolved to include storm run off calculations as required by the Subdivision Development and Servicing Bylaw (SDSB). An updated draft SDSB is complete and has undergone Legal review. The Bylaw will be brought to Council for consideration in 2020. There are two potential developments in north Ashcroft that have sparked further drainage and run off discussions. Research is underway to ensure accurate consideration of storm water flow is addressed to protect the natural environment and private property.

PRIORITY #3	*POTABLE WATER TO ASHCROFT INDIAN BAND*		
OBJECTIVE:	The Water Treatment Plant has the capacity to supply potable water to AIB. As the Village is expanding the project and looking at twinning the North Ashcroft Reservoir, there is an opportunity to collaborate with AIB to provide the service.		
ESTABLISH WORKING GROUP – Members of Council, Staff and AIB Council and Staff			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	TBD	Working Group
STEP #2:	DETERMINE AND SECURE FUNDING	TBD	Staff
STEP #3:	WORK WITH VOA AND AIB ENGINEERS	TBD	Working Group
STEP #4:	MITIGATE EXISTING ISSUES (North Ashcroft Reservoir)	TBD	VOA Staff
STEP #5:	IMPLEMENT CONSTRUCTION PHASE	TBD	Working Group
STEP #6:	CONNECT HOMES ON RESERVE TO SYSTEM	TBD	AIB
The working group will establish the timelines for completion once the scope of the project is identified.			

Supplying potable water to the Ashcroft Indian Band has been a discussion between the two communities for years. The construction of the new Water Treatment Plant and subsequent phases of further development due to remaining grant funding have provided an opportunity for the two communities to collaborate for the supply of water from the Village to AIB. The water treatment plant has the capacity to supply water to AIB with some minor upgrades. This project would be the first project completed since both communities signed the current Protocol Agreement.

PRIORITY #4	*NORTH ASHCROFT RESERVOIR*		
OBJECTIVE:	Work with existing property owner to purchase property for the expansion of the North Ashcroft Reservoir.		
ESTABLISH WORKING GROUP – Members of Council, Staff			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	TBD	Working Group
STEP #2:	DETERMINE BUDGET/SOURCE FUNDING	TBD	Working Group
STEP #3:	PURCHASE LAND	TBD	Staff
STEP #4:	ENGAGE ENGINEERS	TBD	Working Group
STEP #5:	DEVELOP PLANS	TBD	Working Group
STEP #6:	CONSTRUCTION PHASE	TBD	Staff
The working group will establish the timelines for completion once the scope of the project is identified.			

To meet the growing demand of water supply in North Ashcroft and in consideration of possible new subdivision developments including the provision of water to the Ashcroft Indian Band, the Village has researched the prospect of twinning the existing reservoir. During a property survey, it was determined that only the original above ground reservoir is on Village land. To rectify this issue, the property owner has been contacted, land purchase discussions are underway and the property has been surveyed.

A second reservoir is required to meet the future demand for water in North Ashcroft and AIB.

PRIORITY #5	***TRAILS MASTER PLAN***		
OBJECTIVE:	Develop a Trails Master Plan and collaborate with AIB to connect trail network.		
ESTABLISH WORKING GROUP – Members of Council, Staff and AIB Council and Staff			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	TBD	Staff/Council
STEP #2	SOURCE FUNDING	TBD	Working Group
STEP #3	ENGAGE TRAIL PLANNER/BUILDER	TBD	Working Group
STEP #4:	STAKEHOLDER/COMMUNITY ENGAGEMENT	TBD	Working Group
STEP #5:	DEVELOP PLAN	TBD	Working Group
STEP #6:	REVIEW ANNUALLY		Staff/Council
The working group will establish the timelines for completion once the scope of the project is identified.			

Quality of life and providing recreational opportunities is a priority for the Village. There are many existing natural trails that resident and visitors use in the area, a Trails Master Plan will provide the means to develop trail infrastructure that is planned and connects the three distinct areas of Ashcroft with trail heads. The Ashcroft Indian Band has expressed an interest in collaborating on this priority to include linking our two communities with a walking path and link existing AIB trails into the trail network.

An independent trail planner/builder will be engaged to develop the plan.

PRIORITY #6	*COMMUNITY GARDEN - HERITAGE PARK AND TREE ASSESSMENT*		
OBJECTIVE:	Develop a community garden near Heritage Park, assess Heritage Park and Trees		
ESTABLISH WORKING GROUP – Members of Council, Staff, Stakeholders as needed			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	TBD	Staff/Council
STEP #2	SOURCE FUNDING	TBD	Working Group
STEP #3	COLLABORATE / PARTNER WITH COMMUNITY GROUPS	TBD	Working Group
STEP #4:	STAKEHOLDER/COMMUNITY ENGAGEMENT	TBD	Working Group
STEP #5:	CONSTRUCT GARDEN	TBD	Working Group
The working group will establish the timelines for completion once the scope of the project is identified.			

The ongoing development of green space as well as the maintenance and enhancement of existing green spaces in Ashcroft is a priority for Council. Heritage Park was constructed to celebrate Ashcroft's historical roots in recognition of Ashcroft's 50th anniversary of incorporation. To celebrate Ashcroft's 70th anniversary in 2022 this priority will comprehensively assess all structures and trees at Heritage Park and develop plans to construct a community garden between the park and the big blue dump truck.

PRIORITY #7	***ASHCROFT VOLUNTEER FIRE DEPARTMENT SUSTAINABILITYY***		
OBJECTIVE:	Support AVFD Sustainability		
ESTABLISH WORKING GROUP – Members of Council, Staff, Fire Department members			
Actions:		Timeline for Completion	Primary Responsibility
STEP #1:	DETERMINE SCOPE OF THE PROJECT	TBD	Working Group
STEP #2	UPDATE CONSTITUTION AND BYLAW	TBD	Working Group
STEP #3	DEVELOP OPERATIONAL PROCEDURES & GUIDELINES	TBD	Working Group
STEP #4:	DEVELOP REPORTING TEMPLATES	TBD	Working Group
STEP #5:	SOURCE GRANT FUNDING	TBD	Working Group
The working group will establish the timelines for completion once the scope of the project is identified.			

The Ashcroft Volunteer Fire Department is undergoing leadership changes and retirement of long-time members leaving the department vulnerable during the transition period. New leadership approached the Village to request support as the department continues to provide fire protection and highway rescue services to the community and surrounding area. The current Constitution and Bylaw are outdated and not reflecting the current needs or actions of the department. Updating the establishing documents, developing operational procedures, guidelines and reporting templates are daunting tasks that the Fire Department members do not have the capacity to fulfill.

The working group will provide the venue for discussion and identify ways to support the Fire Department to sustainable levels.

PROJECT LIST BY STATUS OF PRIORITY

Area	Description	Priority	Cost	Est. Grant	Staffing	Strat Priority Votes
Admin	Public Art Review & Policy	Critical	Staff time		Intern/CAO	2
Admin	Emergency Plan Update	Critical	Staff time		CFO/CAO	carry over
Admin	Good Neighbour Bylaw	Critical	Staff time		CAO/Intern	2
Admin	Voyent Alert System	Critical	1,200		All Admin Staff	ongoing
Collaboration	Asset management collaborative	Critical	50,000	50,000	CFO	ongoing
Collaboration	AIB Water Sharing & Trails	Critical	30,000		CAO/CFO/DPW	5
Collaboration	Intercommunity Bylaw Enforcement Officer	Critical	21,333		CAO	ongoing
Economic Development	Capacity Building & Ec Dev Officer	Critical	50,000	50,000	CAO/EDTC	ongoing
Economic Development	Business Façade	Critical	20,000	20,000	CAO/Intern/EDTC	ongoing
Economic Development	Update MOTI and Hwy. Signage	Critical	20,000.00	20,000.00	EDTC/CAO/CFO	2
Economic Development	Love Ashcroft	Critical	1,200	1,200	CAO/EDTC	ongoing
Economic Development	Grant Writer	Critical	10,500	8,000	CFO	ongoing
Environment	EV Charging Lvl2 & Fast Charger	Critical	75,000	40,000	CFO/CAO	in-progress
Equipment	Sweeper -	Critical	350,000		CFO/DPW	4
Equipment	Front end bucket for John Deer Tractor	Critical	6,000		CFO/DPW	
Fire	Fire Training/equipment	Critical	52,000	52,000	FD/CAO/CFO	ongoing
HARS	Heat Alert	Critical	25,000	25,000	CAO/Intern	ongoing
Parks & Playgrounds	Legacy Park Upgrades to Sewer & Elec & Playground	Critical	100,000		CFO/DPW	in-progress
Parks & Playgrounds	Update old fire hall	Critical	5,000		DPW/PW	
Parks & Playgrounds	Hot Tub	Critical	172,000	126,000	CFO/DPW/PW	ongoing

Parks & Playgrounds	Trails Master Plan	Critical	30,000		CFO	5
Parks & Playgrounds	Community Garden - Fencing, soil, planters & boxes, water line	Critical	35,000		CFO/DPW/PW	2
Sewage	STP Grating on Walkway	Critical	6,400		DPW/PW	
Sewage	Lift station	Critical	1,380,000	1,380,000	CFO/DPW/CAO	ongoing
Subdivision	Concluding	Critical	5,000		CAO	ongoing
Subdivision	Storm Sewer - Storm Run Off	Critical	80,000		CAO/CFO	5
Transport	Rainbow Crosswalk	Critical	7,500		DPW/PW	ongoing
Transport	Sidewalk access	Critical	10,000		DPW/PW	1
Water	Reservoir Desert Hills property	Critical	5,000		CFO/CAO	ongoing
Water	Reservoir Ladder replacement & repairs	Critical	8,000		DPW/PW	
Water	WTP Intake project	Critical	833,000	533,333	CFO/DPW	ongoing
Water	WTP Separator Project	Critical	175,000		CFO/DPW	ongoing
Water	Reservoir - Survey, Land Purchase & ALC	Critical	10,000		CAO/CFO/DPW	in-progress
Buildings	Fire Hall Roof leak between truck bay and hall	High	25,000		DPW/PW	
Buildings	Community Hall Signage -Mosaic	High	5,000		CAO	
Collaboration	Housing Needs Coordinator	High	7,000 VOA Contribution	50,0000	CAO	in - progress
Collaboration	Service Agreements/Shared Services	High			CAO/CFO/DPW	1
Parks & Playgrounds	Tree Inventory--CIB Urban	High	-		CAO/CFO/DPW	2
Parks & Playgrounds	Dog Park - Hub Initiative	High	-		CAO	
Parks & Playgrounds	Evaluation of Heritage Park	High	-		DPW/PW	3
Transport	Road Infrastructure	High	50,000		CFO/DPW	ongoing
Water	Rural Pump Station Upgrade Motor	High	6,000		DPW	

Water	Generators for remaining pump station	Medium	120,000		CFO/DPW	
Cemetery	Upgrade Irrigation & beautification	Medium	60,000		DPW/PW	
Equipment	Mower	Medium	50,000		CFO/DPW	
Equipment	Loader	Medium	250,000		CFO/DPW	
Parks & Playgrounds	Pool Shade Covers	Medium	35,000		CAO/CFO/DPW	in-progress
Sewage	UV upgrades to self cleaners	Medium	50,000		CFO/DPW	2
Storm drainage	Remediate flooding near fire hall	Medium	5,000		DPW/PW	
Buildings	Lady Minto- Fire Alarm -pull station	Low	30,000		DPW/CFO	
Buildings	Pave Apron	Low	7,000		DPW/CFO	
Buildings	Lady Minto - Automatic Door	Low	15,000		DPW/PW	
Buildings	New Fire Hall	Low	6,000,000		CFO/CAO/FC	3
Equipment	Electric Zamboni	Low	150,000		DPW/CFO	
Equipment	Replace Tanker & Rescue	Low	700,000		CFO/FC	
Parks & Playgrounds	Splash Park	Low	85,000		CAO/CFO/DPW	1
Parks & Playgrounds	Parks and Rec Coordinator	Low	50,000		CAO/CFO/DPW	2

STRATEGIC PLAN 2021 - 2022

VILLAGE OF ASHCROFT MAYOR AND COUNCIL

APPROVAL

_____

Barbara Roden, MAYOR

_____

Marilyn Anderson, Councillor

_____

Jonah Anstett, Councillor

_____

Nadine Davenport, Councillor

_____

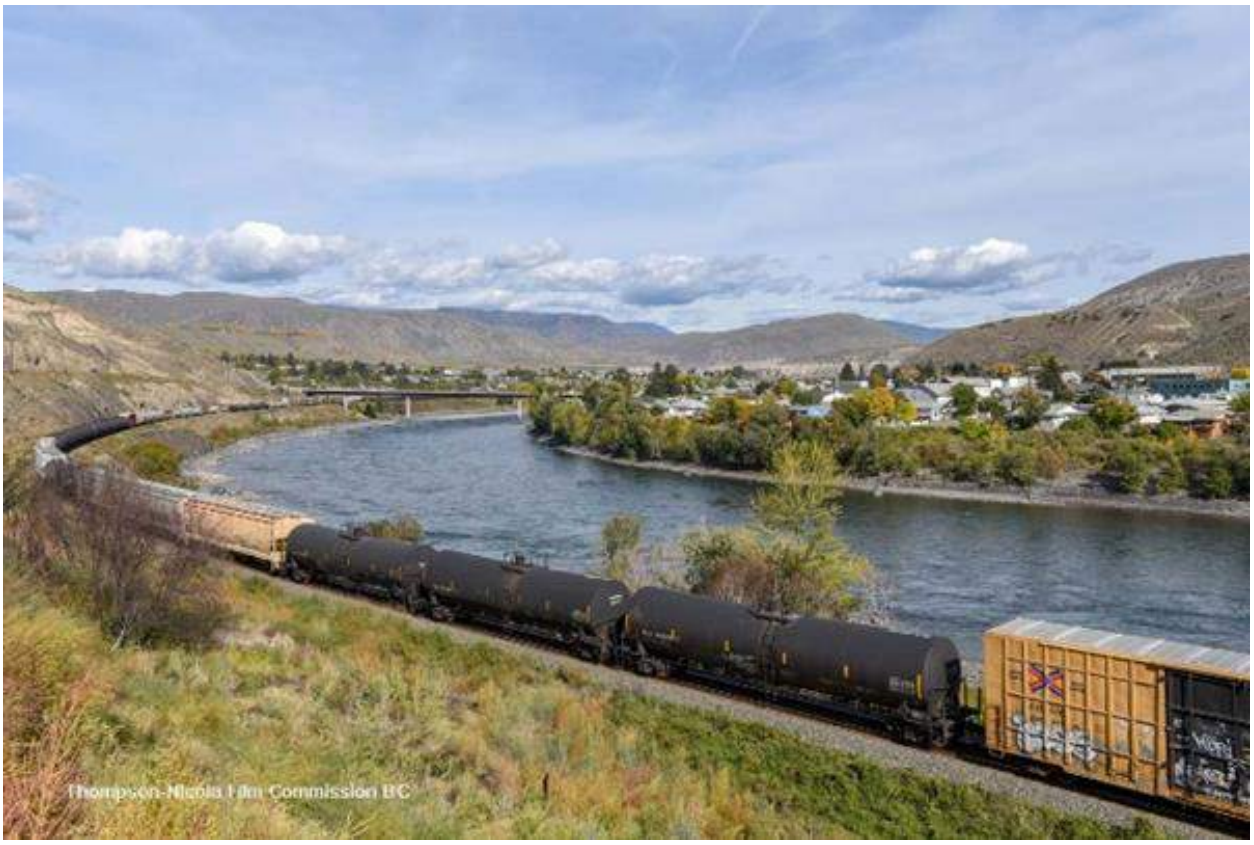
Deb Tuohey, Councillor

_____

Date

SCHEDULE B – AUDITED FINANCIAL STATEMENTS

The following document is the Audited 2020 Financial Statement for the Village of Ashcroft



THE CORPORATION OF THE VILLAGE OF ASHCROFT

FINANCIAL STATEMENTS

December 31, 2020

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING	
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CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS	
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MANAGEMENT'S RESPONSIBILITY FOR REPORTING

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the financial statements are presented fairly, in all material respects.

The Village maintains systems of internal accounting and administrative controls of high quality, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the Village's assets are appropriately accounted for and adequately safeguarded.

The Village Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements.

The Audit Committee reviews the Village's financial statements and recommends their approval to Village Council. The Audit Committee meets periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the financial statements and the external auditors' report. The Mayor and Council take this information into consideration when approving the financial statements for issuance to the residents. The Mayor and Council also consider the engagement of the external auditors.

The financial statements have been audited by Grant Thornton LLP in accordance with Canadian generally accepted auditing standards on behalf of the ratepayers. Grant Thornton LLP has full access to the Council and management.

On behalf of The Corporation of the Village of Ashcroft

DocuSigned by:
Yoginder Bhalla
752545E23F834C8...
Yoginder Bhalla, CFO

2021-04-14 | 10:37:32 EDT
Date

Grant Thornton

INDEPENDENT AUDITOR'S REPORT

Grant Thornton LLP
Suite 200
206 Seymour Street
Kamloops, BC
V2C 6P5

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To the Mayor and Council,
THE CORPORATION OF THE VILLAGE OF ASHCROFT

Opinion

We have audited the accompanying consolidated financial statements of THE CORPORATION OF THE VILLAGE OF ASHCROFT (the Village), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of accumulated surplus, consolidated statement of operations, consolidated statement of change in net financial assets and consolidated statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of THE CORPORATION OF THE VILLAGE OF ASHCROFT as at December 31, 2020, and the results of its consolidated operations, consolidated changes in its net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter

We draw attention to the fact the supplementary information included in Schedules 1 through 9 do not form part of the financial statements. We have not audited or reviewed this supplementary information and, accordingly, we do not express an opinion, a review conclusion or any other form of assurance on this supplementary information.

The consolidated financial statements of the Village for the year ended December 31, 2019, were audited by Daley & Company CPA LLP who expressed an unmodified opinion on those statements on March 25, 2020. The partners and staff of Daley & Company CPA LLP joined Grant Thornton LLP on January 4, 2021.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Grant Thornton LLP

Chartered Professional Accountants

Kamloops, BC
April 12, 2021

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
December 31, 2020

FINANCIAL ASSETS	**2020**	2019
Cash (Note 5)	**$ 1,251,692**	$ 3,895
Restricted cash (Note 5)	**3,451,004**	3,708,718
Accounts receivable (Note 6)	**473,600**	1,489,510
Taxes and utilities receivable	**162,630**	223,979
	5,338,926	5,426,102
LIABILITIES		
Accounts payable and accrued liabilities	**426,567**	379,562
Tax sale proceeds payable	**283,958**	-
Deferred revenue (Note 7)	**23,801**	25,733
Demand loans (Note 8)	**-**	1,367,789
	734,326	1,773,084
NET FINANCIAL ASSETS	**4,604,600**	3,653,018
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 9)	**15,234,763**	14,610,962
Prepaid expenses	**24,541**	112,734
	15,259,304	14,723,696
ACCUMULATED SURPLUS (Note 10)	**$ 19,863,904**	$ 18,376,714

COMMITMENTS AND CONTINGENCIES (Note 11)

APPROVED ON BEHALF OF MAYOR AND COUNCIL:

DocuSigned by:
Yogi Bhalla
Yogi Bhalla, CFO

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF ACCUMULATED SURPLUS
Year ended December 31, 2020

		2020	2019
ACCUMULATED SURPLUS, beginning of year	**$**	**18,376,714**	$ 13,429,904
ANNUAL SURPLUS		**1,487,190**	4,946,810
ACCUMULATED SURPLUS, end of year	**$**	**19,863,904**	$ 18,376,714

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF OPERATIONS
Year ended December 31, 2020

	Budget (Note 17)	**2020**	2019
REVENUES:			
Municipal taxation (Note 13)	$ 1,476,462	**$ 1,472,191**	$ 1,474,508
Sales of services	1,001,906	**1,168,406**	1,057,668
Government transfers (Note 14)	3,103,961	**2,092,640**	5,363,783
Licenses, permits, penalties and fines	139,650	**123,097**	153,747
	5,721,979	**4,856,334**	8,049,706
EXPENSES:			
General government services	468,729	**450,940**	431,955
Protective services	175,459	**119,714**	154,943
Transportation services	715,537	**563,896**	533,534
Environmental and public health services	298,604	**270,886**	370,611
Recreational and cultural services	796,006	**760,340**	734,365
Water and sewer services	1,000,285	**1,203,368**	877,488
	3,454,620	**3,369,144**	3,102,896
ANNUAL SURPLUS	$ 2,267,359	**$ 1,487,190**	$ 4,946,810

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
Year ended December 31, 2020

	Budget	**2020**	2019
ANNUAL SURPLUS	$ 2,267,359	**$ 1,487,190**	$ 4,946,810
Acquisition of tangible capital assets	(2,613,000)	**(1,138,310)**	(5,620,488)
Amortization of tangible capital assets	307,146	**514,509**	287,435
Change in prepaid expenses	-	**88,193**	(95,556)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(38,495)	**951,582**	(481,799)
NET FINANCIAL ASSETS, beginning of year	3,653,018	**3,653,018**	4,134,817
NET FINANCIAL ASSETS, end of year	$ 3,614,523	**$ 4,604,600**	$ 3,653,018

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED STATEMENT OF CASH FLOWS
Year ended December 31, 2020

	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES:		
Annual surplus	**$ 1,487,190**	$ 4,946,810
Non-cash changes to operations:		
Amortization	**514,509**	287,435
(Increase) decrease in:		
Accounts receivable	**1,015,910**	(39,068)
Taxes and utilities receivable	**61,349**	(44,287)
Prepaid expenses	**88,193**	(95,556)
Increase (decrease) in:		
Accounts payable	**47,005**	(335,118)
Tax sale proceeds payable	**283,958**	-
Deferred revenue	**(1,932)**	(944,213)
Cash flows from operations	**3,496,182**	3,776,003
CASH FLOWS FROM CAPITAL ACTIVITIES:		
Acquisition of tangible capital assets	**(1,138,310)**	(5,620,488)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Proceeds from demand loan	**-**	1,000,000
Repayment of demand loan	**(1,367,789)**	(14,401)
Cash flows from (used in) financing	**(1,367,789)**	985,599
CASH FLOWS FROM INVESTING ACTIVITIES:		
Statutory reserve fund	**(196,913)**	(198,446)
Reserve for future expenditures	**454,627**	(14,309)
Cash flows from (used in) investing	**257,714**	(212,755)
INCREASE (DECREASE) IN CASH RESOURCES	**1,247,797**	(1,071,641)
CASH RESOURCES, beginning of year	**3,895**	1,075,536
CASH RESOURCES, end of year	**$ 1,251,692**	$ 3,895

See accompanying notes to financial statements.

NOTE 1. ENTITY:

The Corporation of the Village of Ashcroft was incorporated in 1952 under the Municipal Act, a statute of the Province of British Columbia. Its principal activities include the provision of local government services to the residents of the incorporated area. These services include administrative, protective, transportation, environmental, recreational, water, sewer and fiscal services.

On March 11, 2020, the World Health Organization officially declared the COVID-19 outbreak a pandemic. The pandemic has forced governments to implement extraordinary measures to slow the progress of infections and to stabilize disrupted economies and financial markets. The Village has deployed initiatives in order to protect the health and safety of its employees, to support its customers and mitigate the impact of the crisis while ensuring continuity of its activities. The pandemic has not had a significant impact on the Village's financial statements to date. As of this time, it is difficult to assess the impact on the Village's future results as it is dependent on the length and severity of the pandemic. Management will continue to monitor and assess the situation and respond accordingly.

NOTE 2. SIGNIFICANT ACCOUNTING POLICIES:

Basis of Presentation:
The consolidated financial statements are the responsibility of and prepared by management in accordance with Canadian public sector accounting standards (PSAS). The preparation of these consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods. These consolidated financial statements include the operations of the General, Water, Sewer, and Reserve Funds.

Basis of Accounting:
The resources and operations of the Village have been separated for accounting and financial reporting purposes into four funds. Each fund is treated as a separate entity which is identified in its statements of financial position and where applicable, its statements of operations and accumulated surplus. Fund statements are presented as supplementary information to the consolidated financial statements.

a) General Revenue Fund:
The purpose of the General Revenue Fund is to reflect the operating activities, administration, protection, transportation, environmental & public health, and recreation and cultural services functions of the Village.

b) Water Revenue Fund:
The purpose of the Water Revenue Fund is to reflect the operating activities related to the treatment and distribution of water throughout the Village.

c) Sewer Revenue Fund:
The purpose of the Sewer Revenue Fund is to reflect the operating activities related to the treatment of sewage and transportation network of sewer mains and pump stations.

d) Reserve Funds:
Under the Community Charter of British Columbia, the Council may, by bylaw, establish reserve funds for specified purposes. Money in a reserve fund, and interest earned thereon, must be expended by bylaw only for the purpose for which the fund was established. If the amount in a reserve fund is greater than required, the Council may, by bylaw, transfer all or part of the amount to another reserve fund.

Principles of Consolidation:
The consolidated financial statements include the accounts of all funds of the Village. Interfund balances and transactions have been eliminated.

NOTE 2. **SIGNIFICANT ACCOUNTING POLICIES (continued):**

Cash and Short-term Investments:
The Village's cash equivalents and pooled bond funds are recorded at cost, which approximates market value. Short-term investments are held with the Municipal Finance Authority and are held in short term bonds and a money market fund.

Non-financial Assets:
Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the Change in Net Financial Assets for the year.

a) Tangible Capital Assets:
Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Major Asset Category	
Buildings	20 to 70 years
Machinery and equipment	5 to 25 years
Pool, arena and other facilities	50 to 100 years
Roads	25 to 75 years
Storm sewer	100 years
Plants and facilities	20 to 70 years
Underground networks	100 years

The Village reviews the useful lives and the carrying values of its tangible capital assets at least annually or more frequently if events or changes in circumstances indicate that the assets might be impaired, by reference to the assets' contribution to the Village's ability to provide services. When assets no longer have any long-term service potential to the Village, the assets are considered to be impaired. An impairment loss is measured at the amount by which the carrying amount of the assets exceeds their fair value, which is estimated as the expected service potential of the assets.

b) Contributions of Tangible Capital Assets:
Tangible capital assets received as contributions are recorded at their fair value at the date of receipt.

c) Leases:
Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

Revenue Recognition:
Taxation for municipal purposes is recorded as revenue in the period the taxes are levied. Interest is recorded on the accrual basis and is recognized when earned. Grants are recognized as revenue in the period they are receivable, eligibility criteria, if any, has been met and a reasonable estimate of the amount to be received can be made. All other sources of revenue are recorded as services are provided.

NOTE 2. **SIGNIFICANT ACCOUNTING POLICIES (continued):**

Government Transfers:

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Retirement Benefits:

The Village's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred. See Note 11 for further details.

Demand Loans/Callable Debt:

The Village's demand loans are classified as current liabilities because the lender has the right to demand repayment within one year.

Expense Recognition:

Expenses are recorded on the accrual basis and are recognized as they are incurred as a result of the receipt of goods and services or the creation of a legal obligation to pay.

Deferred Revenue:

Grants, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired.

Use of Estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting periods. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. A significant area requiring management estimates includes the useful life of tangible capital assets. Management reviews these estimates on a periodic basis and, where necessary, makes adjustments prospectively.

Contaminated Sites:

Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standard, the government has responsibility for remediation, future economic benefits will be given up and a reasonable estimate can be made. The Village has not recognized any liabilities for remediation of contaminated sites.

NOTE 3. FUTURE ACCOUNTING CHANGES

PS 3280 Asset retirement obligations
This section revises and replaces the existing Section PS 3270 Solid Waste Landfill Closure and Post-Closure Liability. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

PS 3400 Revenues
This section establishes standards on how to account for and report on revenue. This section applies to fiscal years beginning on or after April 1, 2023, with early adoption permitted.

PS 3450 Financial instruments
This section establishes standards for recognizing and measuring financial assets, financial liabilities and non-financial derivatives. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted. Adoption of this standard requires corresponding adoption of PS 1201 Financial Statement Presentation, PS 2601 Foreign Currency Translation and PS 3041 Portfolio Investments in the same fiscal period.

PS 1201 Financial Statement Presentation
This section revises the general reporting principles and standards for the disclosure of information in the financial statements. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

PS 2601 Financial Currency Translation
This section revises and replaces the existing Section PS 2600 Foreign Currency Translation. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

PS 3401 Portfolio investments
This section revises and replaces the existing Section PS 3040 Portfolio Investments. This section applies to fiscal years beginning on or after April 1, 2022, with early adoption permitted.

NOTE 4. FINANCIAL INSTRUMENTS:

Fair Values of Financial Assets and Financial Liabilities:

The carrying values of cash and restricted cash, accounts receivable, and accounts payable and accruals approximate their fair value due to the relatively short periods to maturity of these items. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant currency or credit risks arising from its financial instruments.

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Village manages exposure through its normal operation and financing activities. It is management's opinion that the Village is not exposed to significant interest rate risk by its demand loan.

NOTE 5. **CASH AND RESTRICTED CASH:**	**2020**	2019
Statutory Reserve Fund	**$ 2,253,707**	$ 2,056,794
Reserve for future expenditures	**1,197,297**	1,651,924
Restricted cash	**3,451,004**	3,708,718
Unrestricted cash	**1,251,692**	3,895
	$ 4,702,696	$ 3,712,613
Consists of:		
Cash	**$ 3,147,330**	$ 2,187,896
Investments in pooled bond funds (Market Value: $1,576,091)	**1,555,366**	1,524,717
	$ 4,702,696	$ 3,712,613

NOTE 6. **ACCOUNTS RECEIVABLE:**	**2020**	2019
Province of BC - Water Treatment Plant grant	**$ 247,530**	$ 1,342,677
Province of BC - Sewer Treatment Plant grant	**27,934**	-
Other	**198,136**	146,833
	$ 473,600	$ 1,489,510

NOTE 7. **DEFERRED REVENUE:**	**2020**	2019
Federal Gas Tax Agreement - Community Works Fund:		
Opening balance of unspent funds	**$ 5,733**	$ 849,097
Add: Amount received during the year	**120,735**	247,765
Interest earned	**5,568**	16,637
Less: Revenue recognized during the year	**(120,735)**	(1,107,766)
Closing balance of unspent funds	**11,301**	5,733
Other Funding:		
Interior Health - Heat Alert & Response Planning Project	**12,500**	12,500
Union of BC Municipalities - Housing Needs Assessment Project	**-**	7,500
	12,500	20,000
Sewer Revenue - Clean Water and Wastewater Fund:		
Opening balance of unspent funds	**-**	108,349
Less: Revenue recognized during the year	**-**	(108,349)
Closing balance of unspent funds	**-**	-
Total	**$ 23,801**	$ 25,733

NOTE 7. **DEFERRED REVENUE (continued):**

a) Community Works Fund:
Community Works funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the local government and the Union of British Columbia Municipalities. Community Works funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements.

b) Other Funding:
Other funding has been deferred until related expenses are incurred.

NOTE 8. **DEMAND LOANS:**	**2020**	2019
Municipal Finance Authority of BC loan, repaid during the year.	**$ -**	$ 367,789
Municipal Finance Authority of BC loan, repaid during the year.	**-**	1,000,000
	$ -	$ 1,367,789

NOTE 9. **TANGIBLE CAPITAL ASSETS:**	**2020**	2019
Tangible capital assets consist of the following:		
Land	**$ 600,280**	$ 600,280
Pool, arena and other facilities	**959,901**	957,502
Buildings	**598,730**	381,096
Machinery and equipment	**986,111**	1,051,285
Roads	**447,863**	491,644
Storm sewer	**367,472**	372,717
Plants and facilities	**10,350,221**	9,766,894
Underground networks	**924,185**	989,544
	$ 15,234,763	$ 14,610,962

For additional information, see the Consolidated Schedule of Tangible Capital Assets (Appendix 1).

NOTE 10. **ACCUMULATED SURPLUS:**

Accumulated surplus consists of individual fund surpluses and reserves as follows:

	2020	2019
Surplus from operations	**$ 1,178,137**	$ 1,424,823
Invested in tangible capital assets	**15,234,763**	13,243,173
Statutory reserve funds:		
Capital works reserve	**2,090,626**	1,896,488
Machinery and equipment replacement reserve	**163,081**	160,306
	2,253,707	2,056,794
Reserves for future expenditure:		
General	**360,500**	360,500
Fire department	**385**	333,649
Curling club	**3,423**	56,940
Transit	**89,328**	77,769
Water	**549,702**	706,966
Sewer	**193,959**	116,100
	1,197,297	1,651,924
	$ 19,863,904	$ 18,376,714

NOTE 11. **COMMITMENTS AND CONTINGENCIES:**

a) Operation and Maintenance Agreement:
The Village has an operating and maintenance agreement for the water treatment plant.

Future minimum monthly payments as at December 31, 2020, are as follows:

2021	$ 40,800
2022	23,800
	$ 64,600

NOTE 11. **COMMITMENTS AND CONTINGENCIES (continued):**

b) The employer and its employees contribute to the Municipal Pension Plan (a jointly trusteed pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 40,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry - age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a $2.866 million funding surplus for basic pension benefits on a going concern basis.

The Village paid $85,937 (2019 - $85,633) for employer contributions to the plan in 2020. Active members include approximately 12 contributors from the Village.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

c) The Village was approved for a Small Communities Fund grant in 2017 for construction of a water treatment plant. The total project is expected to cost $9.873 million over four years, with the grant covering 2/3 of this amount for a total of $5.725 million. Cumulative costs on this project to the year-end date are $8.731 million. Cumulative grant amounts received from the Small Communities Fund to the year-end date are $5.476 million. The remaining cost of the project is to be covered by Village sources.

d) The Village was approved for a Rural and Northern Communities program grant in the current year for the replacement of a sewer lift station. The total project is expected to cost $1.38 million over five years, with the grant from the Province covering 100% of the amount. Total costs on this project to the year-end date are $75,817. Total amounts received as revenue from the grant to the year-end date are $75,690.

NOTE 12. **PERPETUAL CARE TRUST FUND:**

The Village operates a cemetery in accordance with the Cemetery and Funeral Services Act. The Village is required to maintain a trust fund which is not included in these consolidated financial statements. Details of the trust funds are as follows:

	2020	2019
BALANCE, beginning of year	**$ 61,566**	$ 58,349
Add:		
Proceeds from sale of plots and monuments	**2,024**	2,074
Interest earned	**464**	1,143
BALANCE, end of year	**$ 64,054**	$ 61,566
The perpetual care trust fund is represented by:		
Cash and short-term investments	**$ 63,954**	$ 61,466
Due from General Revenue Fund	**100**	100
	$ 64,054	$ 61,566

NOTE 13. **TAXATION REVENUE:**

The Village is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below:

	2020	2019
Tax collected:		
General purposes	**$ 1,472,191**	$ 1,474,508
Collections for other governments	**1,032,465**	1,013,526
	2,504,656	2,488,034
Less transfers to other governments:		
Province of BC - school taxes	**627,253**	629,456
Thompson-Nicola Regional District	**208,538**	202,870
Thompson Regional Hospital District	**102,358**	96,896
Municipal Finance Authority	**48**	43
BC Assessment Authority	**12,389**	10,492
Policing	**81,879**	73,769
	1,032,465	1,013,526
	$ 1,472,191	$ 1,474,508

NOTE 14. **GOVERNMENT TRANSFERS:**

Government transfers are a major source of transfers to the Village. Government transfers received are for completed projects that meet the required criteria as set out by the Government body providing the funding. Government transfers do not include grants in lieu of taxes received from the Federal and Provincial governments. Due to the completion of projects in 2020 there are no deferred revenue balances related to these transfers. In 2020 the Village received and recorded as revenue the following transfers:

	2020	2019
Operating transfers:		
Federal	**$ 120,735**	$ 1,132,766
Provincial	**1,215,292**	479,952
Other governments	**257,612**	254,390
	1,593,639	1,867,108
Capital transfers:		
Provincial	**469,001**	3,496,675
Other governments	**30,000**	-
	499,001	3,496,675
	$ 2,092,640	$ 5,363,783

NOTE 15. **SEGMENTED INFORMATION:**

The Village of Ashcroft is a diversified municipal government institution that provides a wide range of services to its citizens. Distinguishable functional segments have been separately disclosed. The nature of the segments and the activities they encompass are as follows:

Government Services – Mayor & Council, Finance, and Human Resources:
The Departments within General Government Services are responsible for adopting bylaws; adopting administrative policy; levying taxes; acquiring, disposing and managing Village assets; ensuring effective financial management; monitoring performance and ensuring that high quality service standards are met.

Protective Services – Fire Protection:
Fire Protection includes all of the operating activities for fire prevention and suppression.

Transportation Services - Public Transit and Street Maintenance:
Public Transit and Street Maintenance involve the repair and maintenance of the road network and traffic services.

Environmental and Public Health Services - Waste Management:
Waste Management includes all of the revenue and expenses related to the collection and disposal of solid waste and community development, tourism and promotional activities.

Recreational and Cultural Services - Parks, Recreation and Culture:
The Parks, Recreation and Culture Department is responsible for providing, facilitating the development of, and maintaining high quality parks, recreation facilities, and cultural services.

Water Services - Water Department:
The Water Department includes all the operating activities related to the treatment and distribution of water throughout the Village.

NOTE 15. **SEGMENTED INFORMATION (continued):**

Sewer Services - Sewer Department:
The Sewer Department operates network sewer mains and pump stations.

Reserve Funds - Statutory Reserve Funds:

The Statutory Reserve Fund is comprised of the machinery and equipment replacement reserve and capital works reserve.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 2. For additional information see the Statement of Financial Activities - Segmented (Appendix 2).

NOTE 16. **CASH FLOW INFORMATION:**

During the year, the Village received $46,017 (2019 - $74,048) in interest income.

NOTE 17. **BUDGET:**

The Financial Plan Bylaw adopted by Council included capital transactions such as acquisition of tangible capital assets, borrowing proceeds for the purchase of capital assets, and debt principal repayments. In addition, internal transfers between services, transfers to reserves, and transfers from surplus were included.

These capital transactions and transfers have been removed from the Financial Plan and presented as the budget in these Financial Statements as follows:

	Financial Plan Bylaw	Adjustments for capital transactions and transfers	Budget
REVENUES:			
Municipal taxation	$ 1,476,462	$ -	$ 1,476,462
Sales of services	1,001,906	-	1,001,906
Government grants	3,103,961	-	3,103,961
Borrowings, licenses, permits, penalties and fines	139,650	-	139,650
Transfer from Surplus	714,701	(714,701)	-
	6,436,680	(714,701)	5,721,979
EXPENSES:			
General government services	468,729	-	468,729
Protective services	175,459	-	175,459
Transportation services	715,537	-	715,537
Environmental and public health services	298,604	-	298,604
Recreational and cultural services	796,006	-	796,006
Water and sewer services	1,000,285	-	1,000,285
Debt principal repayment	18,550	(18,550)	-
Acquisition of tangible capital assets	2,614,000	(2,614,000)	-
Transfer to reserves	349,510	(349,510)	-
	6,436,680	(2,982,060)	3,454,620
ANNUAL SURPLUS	$ -	$ 2,267,359	$ 2,267,359

THE CORPORATION OF THE VILLAGE OF ASHCROFT
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS
Year ended December 31, 2020

	General						Water		Sewer		Totals	
	Land	Pool, Arena and Other	Buildings	Machinery & Equipment	Roads	Storm Sewer	Plants & Facilities	Underground Networks	Plants & Facilities	Underground Networks	**2020**	2019
Cost												
Balance, beginning of year	$ 600,280	$ 2,203,106	$ 1,747,086	$ 2,548,820	$ 7,268,341	$ 530,323	$ 9,498,077	$ 1,305,053	$ 2,491,328	$ 816,683	**$ 29,009,097**	$ 23,406,626
Add: Additions during the year	-	39,287	247,479	36,515	-	-	673,440	-	141,589	-	**1,138,310**	5,620,488
Transfers	-	-	-	-	-	-	-	-	44,686	(44,686)	**-**	-
Less: Disposals during the year	-	-	-	-	-	-	-	-	-	-	**-**	(18,017)
Balance, end of year	600,280	2,242,393	1,994,565	2,585,335	7,268,341	530,323	10,171,517	1,305,053	2,677,603	771,997	**30,147,407**	29,009,097
Accumulated amortization												
Balance, beginning of year	-	1,245,604	1,365,990	1,497,535	6,776,697	157,606	1,367,925	703,873	854,586	428,319	**14,398,135**	14,128,717
Add: Amortization	-	36,888	29,845	101,689	43,781	5,245	212,778	12,985	63,610	7,688	**514,509**	287,435
Less: Disposals during the year	-	-	-	-	-	-	-	-	-	-	**-**	(18,017)
Balance, end of year	-	1,282,492	1,395,835	1,599,224	6,820,478	162,851	1,580,703	716,858	918,196	436,007	**14,912,644**	14,398,135
Net Book Value of Tangible Capital Assets	$ 600,280	$ 959,901	$ 598,730	$ 986,111	$ 447,863	$ 367,472	$ 8,590,814	$ 588,195	$ 1,759,407	$ 335,990	**$ 15,234,763**	$ 14,610,962

Included in Plants & Facilities (Water) is $614,531 (2019 - $7.764 million) of tangible capital assets under construction. These assets have not been amortized.
Included in Plants & Facilities (Sewer) is $75,817 (2019 - $Nil) of tangible capital assets under construction. These assets have not been amortized.
The Village paid interest of $17,191 (2019 - $19,558) which has been added to the cost of Plant & Facilities (Water).

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATEMENT OF FINANCIAL ACTIVITIES - SEGMENTED
Year ended December 31, 2020

	Government Services	Protective Services	Transportation Services	Environmental & Public Health Services	Recreational & Cultural Services	Water Services	Sewer Services	Reserve Funds	**Total 2020**	Total 2019
REVENUES:										
Municipal taxation	$ 1,306,299	$ -	$ -	$ -	$ -	$ 83,597	$ 82,295	$ -	**$ 1,472,191**	$ 1,474,508
Sales of services	18,812	13,455	-	127,877	76,768	529,046	403,210	-	**1,169,168**	1,057,878
Government grants	1,273,974	27,200	1,319	230,412	-	484,046	75,690	-	**2,092,641**	5,363,783
Borrowings, licences, permits, penalties and fines	25,188	-	-	-	-	-	-	-	**25,188**	26,172
Interest income	19,458	-	-	-	-	12,144	837	13,578	**46,017**	74,048
Donations and miscellaneous	34,031	745	-	-	14,737	1,616	-	-	**51,129**	53,317
	2,677,762	41,400	1,319	358,289	91,505	1,110,449	562,032	13,578	**4,856,334**	8,049,706
EXPENSES:										
Consulting and professional	78,248	3,531	21,082	39,770	-	5,972	17,298	-	**165,901**	122,819
Grants	3,539	-	-	-	-	-	-	-	**3,539**	8,258
Insurance	16,971	2,731	343	-	27,763	32,690	10,838	-	**91,336**	74,580
Interest	-	6,940	-	-	-	-	-	-	**6,940**	9,393
Office and administration	161,579	472	308	16,413	10	4,203	1,958	-	**184,943**	233,794
Amortization	217,448	-	-	-	-	225,764	71,297	-	**514,509**	287,436
Repairs and maintenance	17,110	-	73,764	109,685	135,903	139,148	46,516	-	**522,126**	585,276
Salaries and benefits	521,488	1,403	301,532	50,716	352,653	124,901	72,027	-	**1,424,720**	1,377,601
Supplies and materials	-	68,207	75,884	746	1,268	12,755	-	-	**158,860**	175,178
Utilities and telephone	23,097	7,594	58,343	-	69,715	106,197	31,324	-	**296,270**	228,561
Overhead allocations	(588,540)	28,836	32,640	53,556	173,028	137,856	162,624	-	**-**	-
	450,940	119,714	563,896	270,886	760,340	789,486	413,882	-	**3,369,144**	3,102,896
EXCESS (DEFICIENCY) REVENUES OVER EXPENSES	2,226,822	(78,314)	(562,577)	87,403	(668,835)	320,963	148,150	13,578	**1,487,190**	4,946,810
INTERFUND TRANSFERS	(2,365,658)	78,314	562,577	(87,403)	668,835	960,000	-	183,335	**-**	-
ANNUAL SURPLUS	$ (138,836)	$ -	$ -	$ -	$ -	$ 1,280,963	$ 148,150	$ 196,913	**$ 1,487,190**	$ 4,946,810

See accompanying notes to financial statements.

THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATEMENT OF FINANCIAL ACTIVITIES - SEGMENTED
Year ended December 31, 2019

	Government Services	Protective Services	Transportation Services	Environmental & Public Health Services	Recreational & Cultural Services	Water Services	Sewer Services	Reserve Funds	**Total 2019**
REVENUES:									
Municipal taxation	$ 1,307,053	$ -	$ -	$ -	$ -	$ 84,380	$ 83,075	$ -	**$ 1,474,508**
Sales of services	3,727	10,374	-	130,539	96,955	456,712	359,571	-	**1,057,878**
Government grants	502,997	24,000	2,256	230,390	-	4,116,644	487,496	-	**5,363,783**
Borrowings, licences, permits, penalties and fines	26,172	-	-	-	-	-	-	-	**26,172**
Interest income	44,493	-	-	-	-	13,514	931	15,110	**74,048**
Donations and miscellaneous	31,778	516	-	-	20,770	253	-	-	**53,317**
	1,916,220	34,890	2,256	360,929	117,725	4,671,503	931,073	15,110	**8,049,706**
EXPENSES:									
Consulting and professional	48,330	7,849	3,918	47,631	-	-	15,091	-	**122,819**
Grants	8,258	-	-	-	-	-	-	-	**8,258**
Insurance	17,623	2,679	400	-	26,401	18,616	8,861	-	**74,580**
Interest	-	9,393	-	-	-	-	-	-	**9,393**
Office and administration	194,369	2,741	-	31,105	410	3,213	1,956	-	**233,794**
Amortization	222,039	-	-	-	-	24,186	41,211	-	**287,436**
Repairs and maintenance	15,509	-	71,708	176,482	125,400	119,794	76,383	-	**585,276**
Salaries and benefits	463,154	3,975	294,116	64,409	341,537	92,596	117,814	-	**1,377,601**
Supplies and materials	-	92,421	77,262	932	2,543	507	1,513	-	**175,178**
Utilities and telephone	12,705	8,933	61,734	-	76,362	40,052	28,775	-	**228,561**
Overhead allocations	(550,032)	26,952	24,396	50,052	161,712	131,280	155,640	-	**-**
	431,955	154,943	533,534	370,611	734,365	430,244	447,244	-	**3,102,896**
EXCESS (DEFICIENCY) REVENUES OVER EXPENSES	1,484,265	(120,053)	(531,278)	(9,682)	(616,640)	4,241,259	483,829	15,110	**4,946,810**
INTERFUND TRANSFERS	(1,460,989)	120,053	531,278	9,682	616,640	-	-	183,336	**-**
ANNUAL SURPLUS	$ 23,276	$ -	$ -	$ -	$ -	$ 4,241,259	$ 483,829	$ 198,446	**$ 4,946,810**

See accompanying notes to financial statements.

SCHEDULE 1

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2020
(Unaudited)

FINANCIAL ASSETS	**2020**	2019
Cash	**$ 3,147,330**	$ 2,187,896
Investments in pooled bond funds	**319,708**	315,618
Receivables:		
Taxes and utilities	**162,630**	223,979
General	**198,136**	146,833
	360,766	370,812
	3,827,804	2,874,326
LIABILITIES		
Accounts payable and accrued liabilities	**236,297**	218,723
Accrued wages and employee benefits	**190,282**	160,854
Tax sale proceeds payable	**283,958**	-
Deferred revenue	**23,801**	25,733
Demand loan	**-**	367,789
Due to (from) Own Funds:		
Water Revenue Fund	**515,127**	(401,163)
Sewer Revenue Fund	**220,487**	171,398
Machinery and Equipment Replacement Reserve Fund	**33,968**	33,968
Perpetual Care Trust Fund	**100**	100
Capital Works Reserve Fund	**1,588,013**	1,404,678
	3,092,033	1,982,080
NET FINANCIAL ASSETS	**735,771**	892,246
NON-FINANCIAL ASSETS		
Tangible capital assets	**3,960,356**	3,854,524
Prepaid expenses	**24,541**	112,734
	3,984,897	3,967,258
ACCUMULATED SURPLUS	**$ 4,720,668**	$ 4,859,504

SCHEDULE 2

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2020
(Unaudited)

	Budget	**2020**	2019
REVENUES:			
Municipal taxation	$ 1,307,962	**$ 1,306,299**	$ 1,307,053
Sales of services	146,500	**236,912**	241,595
Government transfers:			
Unconditional transfers from Provincial Government	450,000	**437,703**	423,532
Unconditional transfers from Local Government	230,000	**230,412**	230,390
Conditional transfers from regional and other governments	382,628	**864,789**	105,721
Borrowings, licenses, permits, penalties and fines:			
Professional and business licenses	10,000	**9,130**	10,760
Other	700	**745**	516
Animal violation	150	**-**	-
Interest received	50,000	**19,458**	44,493
Penalties and interest on taxes	12,500	**25,188**	26,172
Rentals	16,000	**13,567**	17,155
Donations and other	31,000	**26,072**	24,633
	2,637,440	**3,170,275**	2,432,020
EXPENSES (Schedule 3)	2,454,335	**2,165,776**	2,225,408
EXCESS OF REVENUES OVER EXPENSES	183,105	**1,004,499**	206,612
TRANSFER TO WATER REVENUE FUND	(1,000)	**(960,000)**	-
TRANSFER TO STATUTORY RESERVE FUNDS	(240,109)	**(183,335)**	(183,336)
ANNUAL SURPLUS (DEFICIT)	(58,004)	**(138,836)**	23,276
ACCUMULATED SURPLUS, beginning of year	4,859,504	**4,859,504**	4,836,228
ACCUMULATED SURPLUS, end of year	$ 4,801,500	**$ 4,720,668**	$ 4,859,504

THE CORPORATION OF THE VILLAGE OF ASHCROFT
GENERAL REVENUE FUND
STATEMENT OF EXPENSES
Year ended December 31, 2020
(Unaudited)

	Budget	**2020**	2019
General Government Services:			
Legislative Expense:			
Council indemnities and expenses	$ 46,875	**$ 47,835**	$ 47,435
General Administration Expenses:			
Office	69,300	**70,277**	50,799
Building operation and maintenance	43,500	**41,144**	28,935
Legal and professional	99,000	**78,248**	48,330
Salaries and employee benefits	449,250	**521,488**	463,154
Other General Government Expenses:			
Amortization	241,000	**217,448**	222,039
Asset management program	25,000	**102**	25,163
Travel	5,000	**2,573**	4,691
Insurance	20,631	**16,971**	17,623
Election and referendum	-	**-**	348
Grants to organizations	10,908	**3,539**	8,258
Sundry	46,800	**39,855**	65,209
Less amounts transferred to other services	(588,535)	**(588,540)**	(550,029)
	468,729	**450,940**	431,955
Protective Services:			
Administration	30,948	**27,922**	28,520
Volunteer stipends and benefits	25,100	**16,965**	22,206
Building operation and maintenance	10,700	**7,594**	8,933
Equipment	43,200	**32,866**	55,886
Emergency measures	27,200	**4,079**	1,578
Building inspection	4,414	**3,311**	4,414
Animal pest control	8,000	**221**	3,435
Sundry	25,897	**26,756**	29,971
	175,459	**119,714**	154,943
Transportation Services:			
Administration	342,170	**292,927**	280,011
Equipment operation and maintenance	116,000	**66,348**	69,718
Building operation and maintenance	79,500	**61,706**	66,948
Road and street maintenance	99,367	**72,376**	59,480
Street lighting	48,000	**46,551**	41,627
Traffic services	28,500	**23,988**	15,750
Sundry	2,000	**-**	-
	715,537	**563,896**	533,534
Environmental and Public Health Services:			
Garbage and waste collection	126,338	**108,554**	153,096
Cemetery	21,191	**17,522**	17,914
Planning and zoning	1,000	**4,795**	20,205
Community development	78,700	**103,217**	138,088
Natural resource development	8,796	**8,204**	15,011
Tourism and promotion	3,000	**-**	367
Sundry	59,579	**28,594**	25,930
	298,604	**270,886**	370,611
Recreational and Cultural Services:			
Administration	272,779	**291,047**	248,104
Community hall	31,400	**24,831**	11,310
Lady Minto building	21,410	**15,456**	16,239
Swimming pool	169,570	**129,580**	130,679
Arena	162,100	**151,087**	181,461
Parks and playgrounds	77,511	**65,998**	77,362
Historic sites	5,613	**8,533**	3,142
Museum	55,623	**54,175**	48,581
Curling club	-	**19,633**	17,487
	796,006	**760,340**	734,365
TOTAL EXPENSES	$ 2,454,335	**$ 2,165,776**	$ 2,225,408

SCHEDULE 4

THE CORPORATION OF THE VILLAGE OF ASHCROFT
WATER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2020
(Unaudited)

FINANCIAL ASSETS	**2020**	2019
Investments in pooled bond funds	**$ 565,013**	$ 552,869
Accounts receivable	**247,530**	1,342,677
Due to Own Funds:		
General Revenue Fund	**515,127**	(401,163)
	1,327,670	1,494,383
LIABILITIES		
Demand loan	**-**	1,000,000
NET FINANCIAL ASSETS	**1,327,670**	494,383
NON-FINANCIAL ASSETS		
Tangible capital assets	**9,179,009**	8,731,333
ACCUMULATED SURPLUS	**$ 10,506,679**	$ 9,225,716

SCHEDULE 5

THE CORPORATION OF THE VILLAGE OF ASHCROFT
WATER REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2020
(Unaudited)

	Budget	**2020**	2019
REVENUES:			
Municipal taxation - water levy	$ 85,000	**$ 83,597**	$ 84,380
Sale of services	482,726	**528,284**	456,502
Government transfers	661,333	**484,046**	4,116,644
Other revenues	16,300	**14,522**	13,977
	1,245,359	**1,110,449**	4,671,503
EXPENSES:			
Maintenance and administration	527,708	**563,722**	406,058
Amortization	24,935	**225,764**	24,186
	552,643	**789,486**	430,244
EXCESS OF REVENUES OVER EXPENSES	692,716	**320,963**	4,241,259
TRANSFER FROM GENERAL REVENUE FUND	-	**960,000**	-
ANNUAL SURPLUS	692,716	**1,280,963**	4,241,259
ACCUMULATED SURPLUS, beginning of year	9,225,716	**9,225,716**	4,984,457
ANNUAL SURPLUS	$ 9,918,432	**$ 10,506,679**	$ 9,225,716

SCHEDULE 6

THE CORPORATION OF THE VILLAGE OF ASHCROFT
SEWER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2020
(Unaudited)

FINANCIAL ASSETS	**2020**	2019
Investments in pooled bond funds	**$ 38,920**	$ 38,084
Account receivable	**27,934**	-
Due from Own Funds:		
General Revenue Fund	**220,487**	171,398
TOTAL FINANCIAL ASSETS	**287,341**	209,482
NON-FINANCIAL ASSETS		
Tangible capital assets	**2,095,398**	2,025,107
ACCUMULATED SURPLUS	**$ 2,382,739**	$ 2,234,589

SCHEDULE 7

THE CORPORATION OF THE VILLAGE OF ASHCROFT
SEWER REVENUE FUND
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
Year ended December 31, 2020
(Unaudited)

	Budget	**2020**	2019
REVENUES:			
Municipal taxation - sewer levy	$ 83,500	**$ 82,295**	$ 83,075
Sale of services	372,680	**403,210**	359,571
Government transfers	1,380,000	**75,690**	487,496
Other revenues	3,000	**837**	931
	1,839,180	**562,032**	931,073
EXPENSES:			
Maintenance and administration	406,431	**342,585**	406,033
Amortization	41,211	**71,297**	41,211
	447,642	**413,882**	447,244
ANNUAL SURPLUS	1,391,538	**148,150**	483,829
ACCUMULATED SURPLUS, beginning of year	2,234,589	**2,234,589**	1,750,760
ACCUMULATED SURPLUS, end of year	$ 3,626,127	**$ 2,382,739**	$ 2,234,589

SCHEDULE 8

THE CORPORATION OF THE VILLAGE OF ASHCROFT
STATUTORY RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
December 31, 2020
(Unaudited)

	Machinery and Equipment Replacement Reserve	Capital Works Reserve	**Total 2020**	Total 2019
FINANCIAL ASSETS				
Investments in pooled bond funds	$ 129,113	$ 502,613	**$ 631,726**	$ 618,147
Due from General Revenue Fund	33,968	1,588,013	**1,621,981**	1,438,647
	$ 163,081	$ 2,090,626	**$ 2,253,707**	$ 2,056,794
RESERVES				
BALANCE, beginning of year	$ 160,306	$ 1,896,488	**$ 2,056,794**	$ 1,858,348
REVENUE:				
Interest earned	2,775	10,803	**13,578**	15,110
TRANSFERS:				
From General Revenue	-	183,335	**183,335**	183,336
BALANCE, end of year	$ 163,081	$ 2,090,626	**$ 2,253,707**	$ 2,056,794

SCHEDULE 9

THE CORPORATION OF THE VILLAGE OF ASHCROFT
COVID-19 SAFE RESTART GRANTS FOR LOCAL GOVERNMENTS
STATEMENT OF GRANT EXPENDITURES
Year ended December 31, 2020
(Unaudited)

	2020
REVENUES:	
Initial funds received	**$ 659,000**
EXPENSES:	
Additional cleaning supplies	**15,000**
Additional vehicle	**38,220**
Budgetary revenue shortfall - Arena Revenue	**10,000**
Budgetary revenue shortfall - Facility Rentals	**5,000**
Budgetary revenue shortfall - Legacy Park Campground	**8,500**
Budgetary revenue shortfall - Pool Revenue	**8,500**
Computer & technology	**28,875**
Enhanced business contact	**9,660**
Enhanced cleaning contracts	**5,000**
Emergency measures - preventative & operational	**1,839**
	130,594
EXCESS OF REVENUES OVER EXPENSES, being funds remaining	**$ 528,406**

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: October 25, 2020

FROM: Daniela Dyck, Chief Administrative Officer

SUBJECT: Legacy Park - End of Season Report

Purpose

To provide Council with an end of season report for Legacy Park.

Recommendation

For Information

Alternatives

N/A

Discussion

May Revenues $ 5880.00

The Park underwent a major facelift and upgrade in the spring of 2021. We incorporated 30-amp electrical service and sewer drops to each R.V. site and developed 4 new tent camping sites, complete with 110 electrical service. The WIFI service was also upgraded. Our public works department did an outstanding job on these upgrades and the park was able to open on schedule, May 1st. We had B.C. hydro tie in the new 30-amp power on May 12th. The Village purchased new picnic tables to go along with the new look. New signage was also purchased. Washrooms and showers remain closed to start the season. At this point we are only open for totally self-contained R, V. and there isn't any tent camping. New rates were put in place to reflect the upgrades. We are still on the low side of average in the area. The new rates are: $35.00 per night, $190.00 per week and $750.00 per month. Tent camping will become $20.00 per night. We have been operating under the lockdown restrictions put in place by the provincial government to battle the spread of the corona virus. We are only allowed to host visitors from within our local health authority. This lockdown will hopefully end on June 15 and we can return to offering a first-class camping experience to everyone.

June Revenues $ 8515.00

Our first full month of full 30-amp power was very hectic with a number of nights being completely sold out. We actually had three nights of using the new tent sites as overflows for RV's. The four new tent sites were completed in June. The provincial travel restrictions were lifted on the 15th which enabled people outside our health authority to visit the park. Our new signs were put up in June, and they look fabulous. We're finding that our new rates are being accepted without question. Visitors are recognizing the efforts of our public works department in regards to the upgrades and are very appreciative of the upgrades.

Phone calls have been the method of choice for making reservations. We are still having people show up without reservations but in smaller numbers than before. The last week of the month brought an unprecedented heat wave and with it 14 cancellations.

July Revenues $ 6929.00

The month of July, although having a very promising start, ended falling far short of our expectations. The first week of the month brought with it an unprecedented heat wave that broke many records throughout the central interior of the province. This heat wave created wildfires, smoke and road closures that prompted more than thirty booking cancellations.

We offered the park to the Wildfire Protection Service as a campground for the fire crews battling the fires in our area. Over a period of seven days, we had 145 tenters from as far away as New Brunswick. We opened up the washrooms and showers to accommodate the fire fighters and opened up the park for tent camping following their departure for the first time since the 2019 season. We also took in two evacuees through the Provincial ESS program. We continue taking reservations while plagued with cancellations.
There are better days ahead....

August Revenues $ 9801.00
Although the bottom line doesn't reflect it, we were hit with numerous cancellations and an abnormal number of "no shows" August was the first full month of washrooms, showers and laundry facilities. It appears the laundry machines were a popular benefit. During the month we had 8 fire evacuees stay with us ranging from a single night to 10 days. Once the Canadian border opened to fully vaccinated Americans, we had visitors from Michigan. We also had out of province visitors from as far away as Quebec and Ontario.
Other than the disruption from wildfires, smoke and road closures, the month was pretty uneventful.

September Revenues $ 11,757.00
The final month of the 2021 season proved to be the busiest and most profitable of a crazy summer. We bounced back from a crippled July and part of August after experiencing a record number of cancellations and no shows. Our visitors for the month were mostly from British Columbia. We had visitors from across the country from as far as Ontario and Americans from as far away as Texas.
Although our European influence was almost non-existent, we did have a couple from Holland. Many of the visitors this month arrived without reservations, somehow not believing that they would be required this late in the season. Unfortunately, some had to be turned away. The majority of the bookings that were made were done by phone.

Miscellaneous Revenues	$ 2900.00 (Fire fighter tents)
	$ 760.00 (4 FSS evacuation weeks)

Total 2021 Revenues **$ 46,542.00**

For comparison purposes, 2019 was Legacy Park's best year on record with revenues totalling $ 28,765.00. This season, although plagued with many challenges, was exceptional!

Additionally, the park is rented for the month of October and possibly in to early November by Emil Anderson Road Construction (paving crew).

Respectfully Submitted on
Behalf of Barry Tripp by:

Daniela Dyck,
Chief Administrative Officer

STAFF REPORT TO COUNCIL – OPEN MEETING

DATE: October 25, 2020

FROM: Daniela Dyck, Chief Administrative Officer

SUBJECT: End of Season Pool Report

Purpose

To provide Council with a summary of the pool season.

Recommendation

For Information

Alternatives

N/A

Discussion

The information provided below is from Julia Franes Head Lifeguard at the pool for the 2021 season.

General Overview

This year was a success! Lessons fully booked up with returning swimmers as well as new swimmers. The swim lesson's waitlist was long but adding group sessions meant that the majority of people seeking lessons were able to take them. We reached capacity several times and continued to have a busy pool throughout the season. We enjoyed having the Ashcroft HUB society include the pool in their daily activities. There was an increase in community engagement between the pool staff and pool patrons. Swim to Survive day was a huge success and I hope the program will be a yearly event. Having a substitute Water Safety Instructor was great as it meant being able to cover sick and other leave easily.

COVID-19 NOTE

The staff handled Covid-19 restrictions and procedures well throughout the season. It was an exciting day when the mats and pool toys were available to the public again. Covid-19 precautions for swim lessons were updated as per the Red Cross recommendations which were executed wonderfully by the Water Safety Instructors. We continued with physical distancing, screening, and requirements for parented and un-parented classes.

Wildfires NOTE

The fires/evacuation warnings were stressful for the pool staff but they handled the circumstances well. Fire evacuation simulations were incorporated into lifeguard training to prepare the lifeguards for such events. There was also an increase of out of town pool patrons when areas in BC were evacuated and the pool staff were glad to be able to offer an activity for displaced people.

Suggestions

Evening Aquafit Classes with River.

Perhaps another evening Aquafit class and weekend class should be offered. Although it is important to have evening lane swims, Aquafit classes attract more participants and we could adjust the schedule to accommodate this.

Neutral Washroom Signs

The plaques/signs on the lobby washrooms should be changed to just say "washroom" and not have man/woman designation. The reason is that we often have lineups for one washroom, despite them being single washrooms with no difference between them, people feel uncomfortable using the washroom with the wrong gender designation. These washrooms could also be used as family change rooms with perhaps the addition of changing tables. The last reason is that it would add a gender-neutral washroom option for those who don't feel comfortable using the men/women change rooms. This is an easy and simple thing to do that shows the Ashcroft Pool and the Village of Ashcroft supports all genders.

Advertising

We often have people comment on how nice of a pool we have and I think it would be amazing if there was a sign coming into Ashcroft that said Pool. If more people passing through Ashcroft in the summer knew that there was a super nice pool here, they would definitely stop.

Things We Need:

- Water bottle holders on lifeguard chairs.
- AED trainer.
- Manikins (we have been borrowing Cache Creek's).
- Adult lifejackets.
- Online swim registration.
- Change Table in men's change room and maybe in the front washrooms.

Respectfully Submitted on
Behalf of the Pool Staff by:

Daniela Dyck,
Chief Administrative Officer

Ashcroft
Wellness Awaits You

ASHCROFT FIRE RESCUE

PHONE: 250-453-2233 FAX: 250-453-2260 Fire Dept. Cell 250-457-0470 **PO BOX 129**
EMERGENCY ONLY: 911 **ASHCROFT, BC V0K 1A0**
EMAIL: afd1@telus.net

OFFICE OF THE FIRE CHIEF

October 14, 2021

RE: Letter of request for donation of ice time at The Drylands Arena

Dear Mayor and Council:

Ashcroft Fire Rescue, in conjunction with Ashcroft RCMP detachment, our local BCAS, and Cache Creek Fire are holding a charity hockey game. We are asking for a donation of ice time, from 6-9pm on Saturday, January 22, 2022. This will be a fun-filled comedy evening among all the first responders. We would also like to request an additional 2-hour session earlier in January for a practice/rehearsal of our comedy routine. This could be a date decided closer to the time.

As you are aware, the community of Lytton was devastated this summer by a fire that destroyed the community. We feel that we would like to support our fellow first responders and a local fire department, therefore the proceeds from this event will be put towards the Lytton Fire Department rebuilding efforts and/or equipment purchases.

On behalf of all first responders, we thank you for your consideration.

Kindest regards,

Joshua White
Fire Chief/Local Assistant to the Fire Commissioner's Office of BC
Ashcroft Fire Rescue

THE CITY OF VICTORIA OFFICE OF THE MAYOR

October 14, 2021

Dear UBCM member local governments,

On behalf of Victoria City Council, I am writing today to share the City of Victoria's resolution entitled *Paid Sick Leave For Workers.*

The City of Victoria endorsed and submitted a motion for debate at the 2021 UBCM convention which called for 10 days of universally accessible, permanent paid sick leave for workers. Unfortunately, the City of Victoria's paid sick leave resolution was not considered at UBCM as time did not allow, meaning the resolution will be forwarded to the UBCM executive for consideration. The resolution reads as follows:

Resolution: Paid Sick Leave For Workers

> *Whereas one year into a global pandemic that has killed thousands of British Columbians and millions of people worldwide, there is no legislation ensuring adequate, employer-paid sick days with the Canada Recovery Sickness Benefit being temporary, sometimes inaccessible, and not of use for the crucial first few days of an illness;*
>
> *And whereas if paid sick day legislation had been in place before the global pandemic, lives would have been saved because infection rates would have been reduced; And whereas the lack of legislated paid sick days has especially hurt Black, Indigenous, workers of colour and women workers who are over-represented in frontline jobs, with low pay, few benefits, and without the ability to work from home:*
>
> *Therefore be it resolved that UBCM ask the Province of British Columbia to legislate a minimum of ten (10) accessible, universal, and permanent, paid sick days for all workers and additional days during public health outbreaks.*

Since the time that the City of Victoria's paid sick leave resolution was first submitted, the BC Provincial Government has committed to bringing paid sick leave legislation by the beginning of 2022. On September 22, 2021, the Provincial government released three options for paid sick leave approaches and consultation is being conducted until October 25, 2021.

1 Centennial Square Victoria British Columbia Canada V8W 1P6
Telephone (250) 361-0200 Fax (250) 361-0348 Email mayor@victoria.ca
www.victoria.ca

Therefore, we are requesting favourable consideration and motions of support from all UBCM member local governments, noting the above deadline for consultation from the BC Ministry of Labour.

Thank you in advance for your consideration. Please feel free to reach out should you have any questions relating to this letter.

Sincerely,

Lisa Helps
Victoria Mayor

The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work "Hay swx qa"

From: ca.peters@telus.net [mailto:cathy@telus.net]
Sent: October 8, 2021 9:12 PM
Subject: Re: Cathy Peters' presentation to Global Virtual Summit on the impact of Pornography on Youth and Children "Connect to Protect"- please attend; October 13-15, 2021.

Update: The Global Summit Connecting to Protect has been postponed to February 16-18.
ASK: that Council could attend and/or share this information with appropriate community stakeholders.
Sincerely, Cathy Peters
BC anti-human trafficking educator, speaker, advocate
Be Amazing; Stop Sexual Exploitation
1101-2785 Library Lane,
North Vancouver, BC
V7J 0C3
604-828-2689

On Sun, Sep 26, 2021 at 2:41 PM ca.peters@telus.net <cathy@telus.net> wrote:
Dear Mayor Barbara Roden and Ashcroft Village Council,
I had the opportunity to present this past spring to many City Councils and Regional Districts including policing committees, police boards, school boards and wellness committees about the issue of Human Trafficking, Sexual Exploitation and Child Sex Trafficking in BC and How To Stop It.
I am available for more presentations in February, including "deeper dive" presentations for Councils, Indigenous bands, frontline service providers and stakeholders.

ASK: Please share the link (connectingtoprotect.org) and information for the inaugural Global Virtual Summit called "Connect to Protect" with your contacts, staff and stakeholders.

This Summit is first of its kind internationally and will address the impact of pornography on youth and children.
I will be presenting along with University Student Tagen Marshall.
There is a general admission fee and group rates.
This Summit is sponsored by the University of Calgary, Department of Social Work, and offers course university credits as well (for additional fee).

Please contact me for more information and for information about future presentations to your area.

Attached is my updated brochure.
Sincerely, Cathy Peters
BC anti-human trafficking educator, speaker, advocate
Be Amazing; Stop Sexual Exploitation
1101-2785 Library Lane, North Vancouver, BC
V7J 0C3
604-828-2689

Attachments area

BRITISH COLUMBIA

RECEIVED
OCT 13 2021
THE CORPORATION VILLAGE OF ASHCROFT

September 27, 2021

Ref: 250032

To: All Mayors

I am pleased to announce the launch of the 2021 Premier's Awards for Excellence in Education, effective today. Following the cancellation of the 2020 Awards due to the COVID-19 global pandemic, our government is once again proud to have an opportunity to recognize the enormous contributions of British Columbia's exceptional teachers, administrators and support staff that are vital to the cultural, economic and social well-being of the province. The Awards recognize all outstanding education professionals who have made exceptional contributions to benefit their school, students and their communities.

The Awards are open to all education professionals within the BC K–12 public, independent, and First Nations school systems. This year, Awards will be given in the following categories:

- Community Engagement
- District Leadership
- Extracurricular Leadership
- Indigenous Education
- Outstanding New Teacher
- Outstanding Support (School Community)
- Outstanding Support (Teaching Assistant)
- Outstanding Team Collaboration
- School Leadership
- Social Equity and Diversity

Nominations are now open and are welcomed from all BC citizens, including students, parents, teachers, administrators, trustees and community organizations. The deadline for nominations is January 7, 2022.

Additional information on the Awards, including a downloadable poster, can be found on the Premier's Awards for Excellence in Education website at www.gov.bc.ca/excellenceineducation.

.../2

Ministry of Education | **Office of the Minister** | Mailing Address: PO Box 9045 Stn Prov Govt Victoria BC V8W 9E2 | Location: Parliament Buildings Victoria

Thank you in advance for your participation in promoting the Premier's Awards for Excellence in Education, and in assisting to ensure that British Columbia's very best receive the recognition that they deserve.

Sincerely,

Jennifer Whiteside
Minister

Enclosure

INTRODUCING....

ST'UXWTÉWS TRAINING INSTITUTE

"Empowering adults through education and job-training that is accessible, culturally significant and relevant to the community..."

IN COLLABORATION WITH....

UPCOMING PROGRAMS FOR ADULTS:

Winter 2021- 2022: *Adult Basic Education Diploma*

Summer 2022: *Secwepemctsin Language Certificate*

Fall 2022: *Trades Certificate and Diploma Programs*

CALL PARVESH CHAINANI 250-457-9624 EXT. 240 OR EMAIL PRINCIPAL@BONAPARTE.BAND FOR FURTHER INFORMATION AND FUNDING OPPORTUNITIES!

UBCM Union of BC Municipalities

October 18, 2021

Mayor Barbara Roden
Village of Ashcroft
P.O. Box 129
Ashcroft, B.C. V0K 1A0

Re: 2021 UBCM Convention

Dear Mayor Roden,

On behalf of the UBCM Executive and membership, I would like to express our appreciation for your presentation and participation as part of the session, *Global Warning: Lessons from the 2021 B.C. Heat Wave*.

UBCM appreciates the time and effort you devoted to making this an educational and informative session for our members.

As a thank you gift, UBCM has made a donation in your honour to the Angel Flight Network British Columbia. This charity is entirely volunteer led, with no paid employees. Their mission is to provide free air transportation to ambulatory cancer patients, including children accompanied with a parent, requiring travel for treatment at clinics and hospitals. For more information, please visit their website at http://www.angelflight.ca/

Thank you very much for your support and involvement in the UBCM Convention.

Sincerely,

Bhar Sihota
UBCM Senior Policy Analyst

BRITISH
COLUMBIA

VIA EMAIL

Ref. 623558

October 19, 2021

Her Worship Barbara Roden
Mayor of the Village of Ashcroft
PO Box 129
Ashcroft BC V0K 1A0
Email: broden@ashcroftbc.ca

Dear Mayor Roden and Council:

We are writing to follow-up on our September 8, 2021, virtual meeting at this year's Union of BC Municipalities Convention. It was a very good opportunity for us to hear first-hand from your delegation the matters of importance to you and your community that relate to the emergency management and public safety portfolio.

We certainly appreciate your keen interest in emergency management given the responsibilities that local governments have under the *Emergency Program Act* (EPA), as well as your commitment for the safety and security of the people of the Village of Ashcroft. As you well know, the global pandemic has been a significant challenge to us all, and the wildfires this summer have been particularly challenging. We want to recognize the leadership you have demonstrated to your residents and community during this particularly difficult time.

We appreciate your concerns with respect to how vacancies and extended leaves have resulted in resource pressures at the Ashcroft RCMP Detachment. While we acknowledge the contributions of the RCMP's Provincial Support Team (PST) to maintain public safety and mitigate the risks of these resource shortages, we recognize the PST's mandate for temporary relief is not a substitute for addressing these pressures permanently. As staffing policies fall within the internal management and control of the RCMP, we have included Chief Superintendent B.D. (Brad) Haugli, District Commander for the RCMP Southeast District on this response for his awareness of how these issues have impacted your municipality.

.../2

Ministry of
Public Safety
and Solicitor General

Office of the Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

With respect to increasing the authorized strength in Provincial Detachment Units, the RCMP maintains internal processes by which local detachments identify resource pressures to BC RCMP Headquarters. These pressures are then prioritized and considered in the context of the larger needs of the Provincial Service. Should the RCMP advance any business cases to increase resources at the Ashcroft Provincial Unit to the ministry, in accordance with the terms of the *Provincial Police Service Agreement*, we can assure you it will be carefully considered by the ministry. We have asked that Executive Director of Indigenous, Core Policing and Contract Management, Ward Lymburner, reach out to your staff to better understand the concerns you raised and discuss possible options which may be available. His contact information is Ward.Lymburner@gov.bc.ca and telephone number of 778-572-3761.

Regarding emergency management, the volunteer first responders in our communities provide essential life-saving services to locals and travelers across the province, and we cannot understate our appreciation for these efforts. We also appreciate the exposure our volunteers have to trauma while responding to these incidents. As discussed in our meeting, the Province has, through Emergency Management BC (EMBC) and the Office of the Fire Commissioner (OFC), alongside the Fire Chiefs' Association of BC, undertaken a review of the provincial road rescue program. This review is exploring a variety of issues and has identified several areas of improvement, including in governance and funding mechanisms. Reimbursement rates are also part of the review and it is one of multiple areas that will be further explored to improve the program.

As discussed, critical incident stress management for volunteers is an available resource that can be accessed by getting into contact with Emergency Management BC staff. Assistant Deputy Minister Madeline Maley committed in the meeting to connecting Chief Administrative Officer Daniela Dyck with EMBC staff in the Central Region office who can assist the Village with access to supports.

You may be aware that the Honourable Josie Osborne, Minister of Municipal Affairs, made an announcement at the Convention of a new round of funding intakes under the Community Emergency Preparedness Fund (CEPF) for the winter of 2021/2022 (www.ubcm.ca/about-ubcm/latest-news/new-emergency-preparedness-funding-intake). We remain committed to working with our colleagues to explore further financial opportunities to support communities with their emergency management priorities.

Lastly, we would like to once again mention that the Province is continuing work on the modernization of our emergency management legislation, using the valuable and varied feedback provided by local authorities and other key partners. As you know, we had to pause broad

…/3

engagement over the summer due to severe wildfire activity. That has shifted our target for introducing new legislation to fall 2022 to allow adequate time for this critical work. When broad engagement resumes this fall, we will provide an update on the overall legislative direction, which will be followed by a phased approach to regulation development and implementation planning. As always, your support and participation in this process is deeply valued.

Again, thank you and your delegation for taking the time to meet.

Sincerely,

Mike Farnworth
Minister of Public Safety
and Solicitor General

Jennifer Rice
Parliamentary Secretary
for Emergency Preparedness

pc: Lori Pilon, Constituency Assistant to MLA Jackie Tegart
Tara Richards, Deputy Minister, EMBC
Madeline Maley, Assistant Deputy Minister, Regional Operations, EMBC
Chief Superintendent Brad Haugli, District Commander, Southeast District
Ward Lymburner, Executive Director

INFORMATION CORRESPONDENCE – FLIP CHART

OCTOBER 25, 2021 – REGULAR COUNCIL MEETING

BC Government News Release

- Mask Mandate to reduce transmission, protect people in public places
- Province investing in proposed world-leading clean fuels plant in Merritt

Office of the Seniors Advocate

- October 2021 Monthly Update

BC Communities in Bloom

- September 2021 Newsletter

CN Announces CEO Jean-Jacques Ruest's Planned Retirement

Actionable Motion and Task List Tracker - 2021		October			
Motion No.	Motion	Staff Responsible	Comments	Time line	Status
	2020 MOTIONS				
R-2020-160	"That Council approve staff to research and develop an updated Business License Bylaw for the Village of Ashcroft and bring it back to Council for consideration."	CAO/EA/AA	Research and draft ongoing		in-progress
	2021 MOTIONS				
R-2021-80	"That Council direct staff to develop a communication strategy for public engagement and not amend Bylaw No. 834, and include a guideline of what and how information can be communicated by Council on social media."	CAO	Develop a communication strategy for public engagement including guideline for information communicated by Council on social media		in-progress
R-2021-195	CAO Report – Water and Sewer Rate Changes - That, items 5.2 and 5.3 be deferred to a future meeting and that legal advice be requested.	CAO	Request for clarification submitted to lawyers, waiting for written response. Legal opnion presented to Council in a Closed Meeting. To be brought back to Council at a future date for full fess and charges review.		completed
R-2021-222	That, the Village support the request for a donation of 10 cases water and 10 cases of juice boxes for the annual Halloween Party coordinated by Bonaparte FN Headstart program.	CAO	Contact Headstart coordinator to coordinate the donation		completed
R-2021-223	That, Council endorses the proposal from Craig Baird of Canadian History Ehx. and purchase one podcast episode for $250 featuring Ashcroft.	CAO	Arrange purchase of one podcast		completed

ECONOMIC DEVELOPMENT AND TOURISM – Working Group

Meeting Notes

Wednesday, October 6, 2021 – 10:00 am

In Attendance: Margaret Moreira, EDT
Daniela Dyck, CAO
Mayor Roden
Councillor Anderson

The Economic Development and Tourism Working Group meeting began at 10:15 a.m.

1. **Discussion**

   - **Plaid Friday**
     - EDT to participate the Santa Parade meetings at the HUB to perhaps coordinate Plaid Friday with Santa Parade
     - Recommendations:
       - Plaid Friday be on November 26th as a late shopping day (until 8 or 9)
       - Plaid Friday can be the kick off and carry perhaps a contest over the week to end with the parade.
       - Restaurants could offer specials
       - Family event at the park
       - Christmas Event: (combined community thank you) Christmas carols, cookies.
       - Businesses on main street can decorate trees throughout the downtown or businesses sponsor a decorated tree.
       - Dec 3: the parade be after stores close
       - Could create a "Light up Heritage Park" event. Ever year more lights could be added to create a winter attraction
       - Community Christmas tree
   - **Ashcroft Pocket Guide**
     - Recommendations:
       - Create an app for the guide
       - Include an Indigenous aspect to the guide
         - Option: invite AIB to do a two-page spread in the guide at a minimal cost

2. **New Business**

   - **Community/Investment Profile**
     - Recommendations:
       - Community/Investment Profile or separate documents?
       - If individual documents, Community Profile first and Investment Profile in 2022

- **Next Steps**

    - Research app for Ashcroft Pocket Guide
    - Send email out to working group with samples of Community Profiles
    - Confirm with BCEDA that project can be complete by December, if not the EDT to send request to NDIT for an amendment to extend project completion date until January 2022 if BCEDA cannot complete before December.

3. Date for Next Meeting

November 3, 1:00 p.m.

4. Adjournment @ 3:00

Joint Para- Transit Committee

Minutes

Thursday October 21, 2021 - 11:00 am
Ashcroft Village Office - ZOOM

Present: Councillor Wendy Coomber, Village of Cache Creek
Nikki Vincent, Chief Operating Officer YCS
Jamie Fisher, Transit Manager YCS
Seth Wright, BC Transit Community Liaison
Murray Daly, CAO, Village of Clinton
Yogi Bhalla, CFO Village of Ashcroft
Daniela Dyck, CAO, Village of Ashcroft

Regrets: Councillor David Park, Village of Clinton
Councillor Jonah Anstett, Village of Ashcroft
Damian Couture, CAO, Village of Cache Creek

1. **Welcome**

2. **Introductions**
Welcome Damian Couture, CAO Village of Cache Creek
Councillor Coomber forwarded CAO Couture's regrets; he was unable to attend due to schedule conflict.

3. **Review of Notes from April 14, 2021 meeting**
(Distributed previously)

4. **Unfinished Business**
   a. **COVID-19 Response** – ongoing
   b. **Installation of Bus Shelter** – complete
   Bus shelter installed on opposite side of the street from existing bus stop due to Village property and right of way. Installation was completed in collaboration with BC Transit to ensure all requirements were met. Bus Stop sign was moved to the bus shelter location.

5. **Business**
   a. **PHO Mandatory Face coverings** – Effective August 25, 2021
   Drivers and riders continue to wear face coverings as mandated by the PHO.
   b. **Free Transit for Children Under 12**

This was originally announced in the Throne Speech in April 2021. Province initiated the plan and compensates Local Governments for lost revenues. Youth ridership is minimal for the Para-Transit service, as a result we receive more revenues from the province than we would actually collect.

c. BC Transit Mandatory Proof of Vaccination for Employees

The province announced mandatory vaccination for all provincial employees including transit and ferry staff. Intent is to ensure public and staff safety. To date, there have not been any COVID breakouts on a transit system; however, some drivers have contracted the virus. The implementation date allows time for those un-vaccinated drivers choosing to be vaccinated to meet the timeline. BC Transit is working with operators as this requirement is implemented with the priority focus on maintaining service delivery.

d. Job Posting for Ashcroft-Cache Creek-Clinton Bus Driver

Current driver has provided resignation notice.
Resumes are coming in; some are very promising. Completion of Criminal Record checks could cause a delay as these can take 1-3 month to receive.
Relief driver application also received.

6. New Business

a. Relief Driver – YCS was able to reinstate a temporary relief driver to fill in while the current driver was off. The relief driver is available to cover the service until a new driver is hired.

7. Summary of Ridership/Financial

a. May – September Budget and Ridership
COVID impacts are visible in the revenues and ridership and will impact the budget. The Provinces Safe Restart funds provided 2 years of support but will not be a provision for the 2022 budget. The 2-year funding support is coming to a close. Ridership is not yet at pre-COVID levels, BC Transit will continue to work with staff to mitigate revenue and budget shortfalls. New budget and Annual Operating Agreement will be in effect April 1, 2022

b. 2020 Year End Billings – for information

8. **Date for Next Meeting** – January 20, 2022 at 11:00 am - Village of Ashcroft - Zoom

9. Termination

The Transit committee meeting was terminated at 11:28 am

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

Daniela Dyck, Chief Administrative Officer
Village of Ashcroft

COUNCIL COMMITTEE AND LIAISON REPORT

DATE: **October 25, 2021**

TO: **Council**

FROM: **Mayor Roden**

Assigned Committees:	**Alternate Committees:**
Finance Committee	Health Care
Gold Country Communities Society (GCCS)	Communities in Bloom (CiB)
Historic Hat Creek Ranch	**Working Groups:**
Cache Creek Environmental Assessment	Economic Development/Tourism WG
TNRD	Storm Drainage & Run Off WG
Municipal Insurance Association (MIA)	Trails Master Plan WG
	Fire Department Sustainability WG

October 11: Interview with CKNW Radio

Spoke on the Jas Johal show about the recurring closures to the Ashcroft emergency department (six of the nine weekends since the first closure on Aug. 13-15 have seen partial closures of the ED).

October 13: RCMP meeting

CAO Dyck, Bylaw Officer Sam Sidal, and I met with acting RCMP detachment commander Cpl. Cory Lepine about staffing and other issues in the community. Cpl. Lepine said that two new general duty members have taken up positions here; a third will be here within the next few weeks; and a fourth will be arriving from depot by the end of the year. Including Lepine, this means the detachment is at full general duty staffing levels.

October 13: Landfill monitoring committee tour

Along with Meghan Powers of the Campbell Hill landfill, Cache Creek CAO Damian Couture, and Cache Creek councillor Wendy Coomber, I toured the Campbell Hill landfill as part of the quarterly monitoring of the site and completed a questionnaire about what we found. The site has been open for a little over a year and is currently accepting between 8,000 and 10,000 tonnes of waste per month.

October 13: Gold Country Communities Society closed meeting

October 14: Ministry of Municipal affairs meeting

Regional mayors/board chairs/CAOs met virtually with Minister of Municipal Affairs Josie Osborne to discuss challenges and concerns. I mentioned the need for more/better information about heat wave resources (i.e. PreparedBC publications); the importance of messaging re: this region being 'open for business', especially next year as tourist season begins; ongoing closures at the Ashcroft emergency department; and the expense of FireSmart initiatives, the difficulty some people will face in affording those measures, and the need for more funding for local governments to not only do FireSmart studies/education but pay for 'boots on the ground'.

October 14: Burning bylaw public meetings
Two public meetings were held to discuss, and get public feedback about, the burning bylaw and possible changes to it. Some 20 members of the public attended the 1 p.m. session, while 18 people attended the 6 p.m. session.

October 14: Interview with *Kamloops This Week*
Did a lengthy interview with Jessica Wallace about the recent Emergency Department closures in Ashcroft and their impact, plus possible remedies. https://www.kamloopsthisweek.com/local-news/health-care-shortages-impacting-rural-towns-4534549

October 20: TNRD Utilities committee meeting
The committee heard extensive reports about the near completion of the installation of water meters for the 11 small water systems (seven of which have an average between them of 39 customers) the TNRD oversees. It cost $3.4 million over two+ years to install about 1,000 meters in total.

October 20: Meeting with AIB regarding supply of water

October 21: Mayors' vaccine roundtable
As they coordinate public vaccine clinics throughout the region, Interior Health has established a regular roundtable with IH clinical operations leadership and area mayors to answer questions and give operational guidance around the COVID-19 vaccine.

October 21: TNRD regular board meeting
The meeting took place after this report was filed. There were no items on the agenda as presented that pertained to Ashcroft or area.

October 22: TNRD Committee of the Whole meeting
The meeting took place after this report was filed. Among the items to be discussed were scheduling of public hearings, number of regular board meetings per month, the TNRD Regional Growth Strategy, and the concerns surrounding sea-cans and regulation of same on residential and rural properties within the TNRD.

Respectfully submitted,

Barbara Roden,
Mayor

COUNCIL COMMITTEE AND LIAISON REPORT

DATE: **October 25, 2021**

TO: **Council**

FROM: **Councillor Davenport**

Deputy Mayor – November 1, 2020 – October 31, 2021

Assigned Committees/WG:	**Alternate:**
Finance Committee	Heritage
Bylaw Enforcement Officer WG	Gold Country Communities Society (GCCS)
NDIT	Transit
Emergency Plan Update WG	
Water to AIB WG	
Fire Dept. Sustainability WG	

I attended a two Zoom Roundtable at UBCM Virtual last month - discussions on **Moving Forward: Growing the Economy in a Post-Pandemic World in British Columbia**

The two roundtable discussions focused on:
• Safe, Inclusive Communities: A discussion on the impacts of crime and underlying causes on communities across the province

• Affordable, Livable and Healthy Communities: A discussion on the need for housing, childcare, access to healthcare, transportation and other supports for British Columbians.

Very informative and feel positive about our region.

Respectfully submitted,

Nadine Davenport
Councillor