



**CARIBOO REGIONAL DISTRICT  
BOARD MINUTES**

**June 22, 2018**

**9:55 a.m.**

**Cariboo Regional District Board Room  
Suite D - 180 Third Avenue North  
Williams Lake, B.C.**

**PRESENT :** Chair M. Wagner, Vice-Chair J. Massier, Director T. Armstrong,  
Director J. Bruce, Director S. Forseth, Director A. Delainey, Director J.  
Sorley, Director A. Richmond, Director B. Anderson, Director B.  
Coakley, Director W. Cobb, Director B. Simpson, Director M.  
Campsall, Director B. Kuch

**ABSENT :** Director D. Cash, Director R. William

**STAFF :** J. MacLean, Chief Administrative Officer, S. Reid, Chief Financial  
Officer, L. Schick, Deputy Corporate Officer, M. Croft, Recording  
Secretary

**1. CALL TO ORDER**

**1.1 Adoption of Agenda**

Corporate Vote - Unweighted

**2018-6-1**

Moved Director Bruce

Seconded Director Campsall

That the agenda items be adopted as presented.

**Carried Unanimously**

**2. ADOPTION OF MINUTES**

**2.1 Minutes of the Cariboo Regional District Board Meeting - May 25, 2018**

Corporate Vote - Unweighted

**2018-6-2**

Moved Director Anderson  
Seconded Director Delainey

That the minutes of the Cariboo Regional District Board meeting, held May 25, 2018, be received and adopted.

**Carried Unanimously**

**3. DELEGATIONS/GUESTS**

**3.1 Memorandum of Business - Delegations**

Corporate Vote - Unweighted

**2018-6-3**

Moved Director Richmond  
Seconded Director Bruce

That the Delegations Memorandum of Business, as of June 22, 2018, be received.

**Carried Unanimously**

**2018-6-4**

Moved Director Forseth  
Seconded Director Sorley

That Janice Keyes, Senior Manager, Community Energy Engagement, for the Community Energy Association, be invited to attend as a delegation at an upcoming Board meeting to provide an update.

**Carried Unanimously**

**4. COMMUNITY SERVICES**

**4.1 NDIT Application – CCCTA Gold Rush Trail Post Wildfire Marketing**

Corporate Vote - Unweighted

**2018-6-5**

Moved Director Sorley  
Seconded Director Coakley

That the agenda item summary from Miriam Schilling, Regional Economic & Community Development Officer, dated May 25, 2018, regarding a grant

application from the Cariboo Chilcotin Coast Tourism Association/Gold Rush Trail Committee to the Northern Development Initiative for \$20,000 in funding from the Marketing Initiatives Program to support their Gold Rush Trail Post-Wildfire Marketing Initiative, be received. Further, that the application be supported.

**Carried Unanimously**

**5. FINANCE**

**5.1 Monthly Expenditures Board Summary Report and Mastercard Summary Report - May 2018**

Corporate Vote - Unweighted

**2018-6-6**

Moved Director Coakley

Seconded Director Delainey

That the Monthly Expenditures Board Summary Report and Mastercard Summary Report for the month of May 2018, in the amount of \$2,147,141.40, consisting of \$692,949.86 paid by cheque, \$1,331,059.38 paid through electronic funds, and \$123,132.16 paid by Mastercard, be received and ratified.

**Carried Unanimously**

**5.2 Grant for Assistance Application – Miocene Community Club**

Corporate Vote - Unweighted

**2018-6-7**

Moved Director Sorley

Seconded Director Forseth

That the agenda item summary from Lore Schick, Deputy Corporate Officer, dated June 6, 2018, regarding a Grant for Assistance Application from the Miocene Community Club in the amount of \$1,000, towards the costs of a surveillance system and installation, be received and that \$1,000 be approved from the Electoral Area F Grants for Assistant fund.

**Carried Unanimously**

**5.3 Grant for Assistance Application – Likely & District Volunteer Fire Department**

Corporate Vote - Unweighted

**2018-6-8**

Moved Director Sorley

Seconded Director Forseth

That the agenda item summary from Lore Schick, Deputy Corporate Officer, dated June 13, 2018, regarding a Grant for Assistance Application from the Likely & District Volunteer Fire Department, in the amount of \$1,000, to offset the costs of oxygen tanks be received. Further, that policy be waived and that \$1,000 be approved from the Electoral Area F Grants for Assistance fund.

**Carried Unanimously**

**5.4 Grant for Assistance Application – Mountain Spruce Community Centre Society**

Corporate Vote - Unweighted

**2018-6-9**

Moved Director Coakley

Seconded Director Sorley

That the agenda item summary from Lore Schick, Deputy Corporate Officer, dated June 6, 2018, regarding a Grant for Assistance Application from the Mountain Spruce Community Centre Society in the amount of \$500, to assist in costs of running the annual fishing derby scheduled for August 4, 2018, be received. Further, that policy be waived and that \$500 be approved from the Electoral Area L Grants for Assistance fund.

**Carried Unanimously**

**5.5 Grant for Assistance Application – Wildwood Recreation and Community Association**

Corporate Vote - Unweighted

**2018-6-10**

Moved Director Forseth

Seconded Director Delaine

That the agenda item summary from Lore Schick, Deputy Corporate Officer, dated June 13, 2018, regarding a Grant for Assistance Application from the Wildwood Recreation and Community Association in the amount of \$1,000 to

assist with costs of an event scheduled for June 23rd to recognize Randi Worsley's 30 years of service to the Wildwood Fire Department, be received. Further, that \$1,000 be approved from the Electoral Area D Grants for Assistance fund.

**Carried Unanimously**

**5.6 Grant for Assistance Application – Women's Contact Society**

Corporate Vote - Unweighted

**2018-6-11**

Moved Director Sorley

Seconded Director Forseth

That the agenda item summary from Lore Schick, Deputy Corporate Officer, dated June 6, 2018, regarding a Grant for Assistance Application from the Women's Contact Society in the amount of \$1,000, to assist in costs of hosting the "Breaking in Silence" two day conference in October 2018, be received. Further, that policy be waived and that \$1,000 be approved, split equally between the Electoral Areas D, E, F, G, and H Grants for Assistance funds.

**Carried Unanimously**

**5.7 Grant for Assistance Application – Tyee Lake Community Association**

Corporate Vote - Unweighted

**2018-6-12**

Moved Director Forseth

Seconded Director Coakley

That the agenda item summary from Lore Schick, Deputy Corporate Officer, dated June 6, 2018, regarding a Grant for Assistance Application from the Tyee Lake Community Association in the amount of \$999, to assist in the costs of the Association's AGM and BBQ/picnic in July 2018, be received. Further, that policy be waived and that \$1,000 be approved from the Electoral Area D Grants for Assistance fund.

**Carried Unanimously**

**6. ADMINISTRATION**

**6.1 UBCM – Call for Nominations for 2018/2019 Executive**

Corporate Vote - Unweighted

**2018-6-13**

Moved Director Richmond  
Seconded Director Forseth

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 1, 2018, regarding UBCM’s Call for Nominations for the 2018/2019 Executive, be received.

**Dealt with by the following resolution**

**2018-6-14**

Moved Director Sorley  
Seconded Director Delainey

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 1, 2018, regarding UBCM’s Call for Nominations for the 2018/2019 Executive, be received. Further, that the Board supports Director Forseth's name being put forward for a Director at Large position on the 2018/2019 UBCM Executive.

**Carried Unanimously**

**6.2 Request for Support from the Canim Lake Band**

Corporate Vote - Unweighted

**2018-6-15**

Moved Director Richmond  
Seconded Vice-Chair Massier

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 6, 2018, regarding a request from the Canim Lake Band, be received. Further, that a “no-concerns letter” be provided from the CRD indicating support and no concerns with regard to the addition to reserve (ATR) process and the Band obtaining lands described as All of Block A of District Lot 4204 as shown on Plan EPC1218.

**Carried Unanimously**

**6.3 Results of South Cariboo Recreation Assent Vote**

Corporate Vote - Unweighted

**2018-6-16**

Moved Director Campsall

Seconded Director Richmond

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 13, 2018, reporting the results of the South Cariboo Recreation Centre Expansion Assent Vote conducted on June 9, 2018, be received.

**Carried Unanimously**

**6.4 FCM Special Advocacy Fund – Request for Contribution**

Corporate Vote – Weighted

**2018-6-17**

Moved Director Forseth

Seconded Director Coakley

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 12, 2018, regarding a request from the Federation of Canadian Municipalities (FCM) for a contribution of \$1,800 plus GST to its two-year Special Advocacy Fund, be received and that the request be denied.

**Carried Unanimously**

The meeting recessed at 10:51 a.m.

The meeting reconvened at 11:10 a.m.

PRESENT	Chair M. Wagner, Vice-Chair J. Massier, Director T. Armstrong, Director J. Bruce, Director S. Forseth, Director A. Delainey, Director J. Sorley, Director A. Richmond, Director B. Anderson, Director B. Coakley, Director B. Simpson, Director M. Campsall, Director B. Kuch
ABSENT	Director D. Cash, Director R. William, Director W. Cobb (for a portion of the meeting)
STAFF	J. MacLean, Chief Administrative Officer, S. Reid, Chief Financial Officer, L. Schick, Deputy Corporate Officer, M. Croft, Recording Secretary

**6.5 Request for CRD to Submit Emotive Grant Proposal**

Corporate Vote - Unweighted

**2018-6-18**

Moved Director Forseth

Seconded Vice-Chair Massier

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 14, 2018, with attached request from the Community Energy Association for the CRD to take the lead on the submission of a grant proposal to Emotive's Community Outreach Incentive Program, be received.

**Carried Unanimously**

**2018-6-19**

Moved Director Forseth

Seconded Vice-Chair Massier

That the CRD take a lead in submission of a grant proposal to Emotive's Community Outreach Incentive Program.

**Carried Unanimously**

**6.6 Request for Support from ABC Communications to Preserve Broadband Connectivity in Rural Areas**

Corporate Vote - Unweighted

**2018-6-20**

Moved Director Coakley

Seconded Director Richmond

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 19, 2018, regarding a request from ABC Communications for the CRD's support for the preservation of the spectrum that enables broadband connectivity in rural areas, be received and that a letter of support be provided as requested.

**Carried Unanimously**

**6.7 Request for Support from ABC Communications for its Connecting BC Funding Program Application**

Corporate Vote - Unweighted



**2018-6-21**

Moved Director Kuch  
Seconded Vice-Chair Massier

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 19, 2018, regarding a request from ABC Communications, for support of its application to the Connecting BC funding program, be received and that support be provided as requested.

**Carried Unanimously**

**7. BOARD REPORTS AND CORRESPONDENCE**

**7.1 Financial Consent Calendar – Project Payment Reports/Updates**

Corporate Vote - Unweighted

**2018-6-22**

Moved Director Richmond  
Seconded Director Forseth

That the correspondence regarding updates on funding applications submitted for various projects within the Cariboo Regional District, as presented to the Board on June 22, 2018, be received.

**Carried Unanimously**

**7.2 Union of BC Municipalities (UBCM)/North Central Local Government Association (NCLGA)/Federation of Canadian Municipalities (FCM) Member Items**

Corporate Vote - Unweighted

**2018-6-23**

Moved Vice-Chair Massier  
Seconded Director Simpson

That the Union of BC Municipalities', North Central Local Government Association and Federation of Canadian Municipalities member items, as of June 22, 2018, be received.

**Carried Unanimously**

### **7.3 Responses to Board Correspondence**

#### **7.3.2 UBCM - 2018 Resolutions**

Corporate Vote - Unweighted

**2018-6-24**

Moved Director Simpson

Seconded Director Armstrong

That the letter from Director Wendy Booth, President of the Union of BC Municipalities, dated June 1, 2018, regarding NCLGA endorsement of the CRD 2018 resolutions, be received.

**Carried Unanimously**

#### **7.3.4 Ministry of Forests, Lands, Natural Resource Operations and Rural Development - Rural Dividend Special Circumstances Submission for Animal Hosting Facility in Quesnel**

Corporate Vote - Unweighted

**2018-6-25**

Moved Director Simpson

Seconded Director Armstrong

That the letter from the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development, dated June 15, 2018, acknowledging receipt of the CRD's Special Circumstances submission for the construction of an Animal Hosting Facility in Quesnel, be received.

**Carried Unanimously**

#### **7.3.6 Minister of Forests, Lands, Natural Resource Operations and Rural Development - Special Circumstances Consideration for Ski Trail Lighting Project at 100 Mile Nordics Ski Facility**

Corporate Vote - Unweighted

**2018-6-26**

Moved Director Simpson  
Seconded Director Armstrong

That the letter from the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development, dated June 15, 2018, acknowledging receipt of the CRD's Special Circumstances submission for the Ski Trail Lighting Project at 100 Mile Nordics Ski Facility, be received.

**Carried Unanimously**

**7.3.1 Ministry of Citizens' Services - Telus' Enhanced Broadband Connectivity Applications to CTI Program**

Corporate Vote - Unweighted

**2018-6-27**

Moved Director Forseth  
Seconded Director Sorley

That the letter from the Honourable Jinny Jogindera Sims, Minister of Citizens' Services, dated May 30, 2018, regarding Telus' enhanced broadband connectivity applications to the federal Connect to Innovate (CTI) Program, be received. Further, that a letter be forwarded to the federal Minister of Economic Development regarding this issue.

**Carried Unanimously**

**7.3.3 Office of the Prime Minister - Funding for City of Quesnel to Establish a Chilcotin War Chiefs Historical Site**

Corporate Vote - Unweighted

**2018-6-28**

Moved Director Simpson  
Seconded Vice-Chair Massier

That the letter from S. Russell, Executive Correspondence Officer for the Office of the Prime Minister, dated May 28, 2018, regarding funding for City of Quesnel to establish a Chilcotin War Chiefs Historical Site, be received.

**Carried Unanimously**

**7.3.5 Ministry of Forests, Lands, Natural Resource Operations and Rural Development - Agricultural Dams**

Corporate Vote - Unweighted

**2018-6-29**

Moved Director Sorley

Seconded Director Anderson

That the letter from the Honourable Doug Donaldson, Minister of Forests, Lands and Natural Resource Operations, dated June 15, 2018, regarding the financial burden for agricultural dam owners due to costs associated with dam safety requirements, be received. Further, that the letter be forwarded to the BC Cattlemen and Cariboo Cattlemen Associations inviting them to engage further.

**Carried Unanimously**

The meeting recessed at 11:00 a.m.

The meeting reconvened at 11:29 a.m.

PRESENT	Chair M. Wagner, Vice-Chair J. Massier, Director T. Armstrong, Director J. Bruce, Director S. Forseth, Director A. Delainey, Director J. Sorley, Director A. Richmond, Director B. Anderson, Director B. Coakley, Director B. Simpson, Director M. Campsall, Director B. Kuch
ABSENT	Director D. Cash, Director R. William, Director W. Cobb
STAFF	J. MacLean, Chief Administrative Officer, S. Reid, Chief Financial Officer, L. Schick, Deputy Corporate Officer, M. Croft, Recording Secretary

**3. DELEGATIONS/GUESTS**

**3.2 Delegation - BC Hydro**

Sabrina Locicero, Mark Alexander and Jeff Walker from BC Hydro appeared before the Board to discuss the Peace to Kelly Lake Capacitors Project.

The meeting recessed for lunch at 11:56 a.m.

The meeting reconvened at 12:45 p.m.

PRESENT	Chair M. Wagner, Vice-Chair J. Massier, Director T. Armstrong, Director J. Bruce, Director S. Forseth, Director A. Delainey, Director J. Sorley, Director A. Richmond, Director B. Anderson, Director B. Coakley, Director B. Simpson, Director M. Campsall, Director B. Kuch
ABSENT	Director D. Cash, Director R. William, Director W. Cobb
STAFF	J. MacLean, Chief Administrative Officer, S. Reid, Chief Financial Officer, L. Schick, Deputy Corporate Officer

**14. IN-CAMERA SESSION**

**14.1 In-Camera Session**

Corporate Vote - Unweighted

**2018-6-30**

Moved Director Bruce

Seconded Director Forseth

That the meeting be closed to public to discuss items suitable for discussion in-camera pursuant to Section 90 (1) (c), (e) and (k) of the *Community Charter*.

**Carried Unanimously**

The meeting recessed at 12: 45 p.m. to go in-camera.

The meeting reconvened at 2:11 p.m.

PRESENT	Chair M. Wagner, Vice-Chair J. Massier, Director T. Armstrong, Director J. Bruce, Director S. Forseth, Director A. Delainey, Director J. Sorley, Director A. Richmond, Director B. Anderson, Director B. Coakley, Director W. Cobb, Director M. Campsall, Director B. Kuch
ABSENT	Director D. Cash, Director R. William, Director B. Simpson
STAFF	J. MacLean, Chief Administrative Officer, S. Reid, Chief Financial Officer, L. Schick, Deputy Corporate Officer, M. Croft, Recording Secretary

**8. COMMITTEE/COMMISSION MINUTES AND RECOMMENDATIONS**

**8.1 Emergency Preparedness Committee Minutes - April 16, 2018**

Corporate Vote - Unweighted

**2018-6-31**

Moved Director Richmond  
Seconded Director Simpson

That the minutes of the Emergency Preparedness Committee meeting, held April 16, 2018, be received.

**Carried Unanimously**

**8.1.1 2017 Wildfire Reports Recommendations**

Stakeholder Vote - Weighted - All Electoral Areas

**2018-6-32**

Moved Director Armstrong  
Seconded Director Delainey

That the following recommendation from the Emergency Preparedness Committee meeting, held April 16, 2018, be endorsed:

That priorities be assigned to the following recommendations from the 2017 Wildfire Reports Recommendations as noted below:

Priority #1:

PERMITS: Create an access permit system which allows residents to pre-qualify and obtain permits for travel based upon the emergency and a strict set of conditions. Residents would be required to renew the permits annually prior to wildfire season. This would reduce resources staff issuing permits, and calls overwhelming the call centre.

Priority #1:

Ensure agriculture permits are included within the permitting process, and include representatives from the agriculture industry and other important agencies as part of the process.

Priority #1:

Not prequalify, but arrange for qualification ASAP at onset of Emergency, and make qualification good for a few days (not one-offs). Have permittees sign a document stating that they agree with the terms of the permit.

Pre-qualify stores, accommodations, food, and suppliers annually to ensure they are able to stay open when supplying emergency services.

Priority #1:

During emergencies, permits should be accessible at various locations, potentially including all CRD offices and community liaisons.

Priority #4:

Single provincial registration system for province and all regional districts, Red Cross, and ESS. Based on answers, the form will be customized to collect all information for each agency. Some permits would be issued instantly, while others would require approval.

1/2 - No Media tours should be given before residents have viewed losses

**STRUCTURE LOSS IDENTIFICATION:** Examination and improvement of system to identify and connect with those who experience structure loss. The result must be a system which connects the property with contact info for the owner, which can be updated annually at the responsibility of the owner.

Priority #3:

Look into breaking the RD into polygons and develop information about each

**EVACUATION PLANS FOR COMMUNITIES:** Evacuation plans with trigger events should be prepared and practiced in table top exercises for all communities within the CRD.

Priority #1:

**CULTURE OF PREPAREDNESS:** Resident-based initiatives to prevent fires and floods in their communities should be undertaken annually, with

definitive and realistic actions undertaken annually in every community. These will include cleaning up slash piles, reduction of fuels, and understanding the impacts of changing climate through education events.

Priority #3:

Instead of this, include awareness statements in OCP's, and look into firesmart covenants for new developments

Legally limiting development in high-risk areas. This will include areas which previously allowed development and may have been impacted by fire or flood or at risk of fire or flood, and aimed at not repeating expensive mistakes. It will also look to create fire breaks in newly developed areas.

Priority #0:

Bylaws requiring clean-up of high-hazard properties. This will limit properties within the wildland-urban interface, which is the majority of properties in the CRD, from leaving waste to burn at a greater intensity if a wildfire were to come through the area.

Priority #4:

Creating and maintaining fire breaks around communities. These will decrease the probability of fires jumping into communities and destroying properties.

Priority #1 for Education Program

Priority #0 for remainder:

FireSmart to be a requirement around every structure within wildland-urban interface. With a focus on those communities most at risk, education programs and a requirement within five years to FireSmart all properties within the interface.

Priority #2:

“forest health program” instead of prescribed burn program

Advocacy for the Province of British Columbia to immediately begin an extensive prescribed burn program to reduce risk to communities and wildland.

Priority #1:

Change monthly to “timely”



Monthly training for staff and associates who would be required during an emergency. This will include tabletop exercises to improve responses, and identification of and elimination of gaps in emergency response.

Priority #1:

Identification of trained and experienced people to fill roles in emergency operations if an emergency was to run for 77 days.

Priority #1:

Individuals and communities must lead preparedness efforts, and approach municipality for guidance, training and assistance.

Priority #4:

Examine the process related to burn permits. Improvements must be made, as the window for residents to burn brush is extremely limited under current rules

Priority #1:

Change annually to regularly (every 2nd year in the absence of an event)

Full preparedness exercises must be undertaken annually, and include removing people from typical roles and placing them in other positions, which is likely in early hours of emergencies. These preparedness exercises should closely align with reality, they are not simple tabletop exercises, and test all aspects of response to ensure they uncover any weak areas.

Priority #2:

1. Defining difference between remote, rural, and urban dwellings.
2. Standards for communication with each dwelling type included in crisis communication plan.
3. Mapping, evacuation plan with routes and trigger points.
4. Guidelines to support “stay and prepare” operations by residents in remote areas.
5. Supporting resources and supplies to maintain a standard of survival for residents and animals in their care.
6. A recovery plan with specific dwelling, transportation and other support standards for live-off-the-land/off-the-grid, remote and some connection, rural and some connection, rural connected, and urban.

**Carried Unanimously**

## **8.2 Emergency Preparedness Committee Minutes - May 1, 2018**

Corporate Vote - Unweighted

**2018-6-33**

Moved Director Delainey

Seconded Director Forseth

That the minutes of the Emergency Preparedness Committee meeting, held May 1, 2018, be received.

**Carried Unanimously**

### **8.2.1 2017 Wildfire and 2014 Mnt Polley Reports Recommendations**

Stakeholder Vote - Weighted - All Electoral Areas

**2018-6-34**

Moved Director Richmond

Seconded Vice-Chair Massier

That the following recommendation from the Emergency Preparedness Committee meeting, held May 1, 2018, be endorsed:

That priorities be assigned to the following recommendations from the 2017 Wildfire Reports Recommendations as noted below:

Priority/notes

Recommendations

Priority #2: – Develop a Policy to prevent abuse of ID's

**IDENTIFICATION FOR FIRST RESPONDERS:** Providing a universal identification to First Responders, prior to emergencies when possible. The identification should be provided to all firefighters, search and rescue, ESS, and emergency operations staff, and be hung from mirrors of vehicles, and be accompanied with a bracelet.

Priority #1:

**EVACUATION GUIDE FOR RESPONDERS:** A short and simple set of guides for responders in various roles including road blocks, door-to-door evacuation notifications, firefighting, emergency operations centre, and other roles.

The guides will include region overview, basic maps, emergency operations structure, terminology, FAQ, key contacts, distances between communities, and where they can connect to updated information.

Priority #3:

**INCREASED RESOURCES FOR WILDFIRE FIREFIGHTING IN ISOLATED COMMUNICATIONS:** Work with communities to identify needs and create a plan to fill needs. The plan should be in place within one year.

Priority #1: (Community Liaisons)

Priority #3: (firefighting training)

**TURNING A LIABILITY INTO AN ASSET:** Understand that residents in rural areas served an important role in past years to assist in emergency response, and can in the future. While their roles may be limited to reduce liability, they should not be completely eliminated from being a resource. They can be used to transport messages, parts, and supply resources. This is not an endorsement to stay and defend, as that has resulted in many deaths in Australia where the program was implemented. Residents should only be used where it is safe to do so, and improves upon resources available.

1/2 – delete reference to municipalities and bylaw

**RURAL ADDRESSING:** A standardized rural addressing signage program must be launched by the municipalities, with a focus on those in rural areas. The program will be backed by a bylaw requiring property owners to participate in the program by a certain date. Rural addressing program sample.

Priority #3:

**MENTAL HEALTH:** No person let down. Strong advocacy for increased resources to match demand are immediately required from the Province of British Columbia.

Priority #3:

Tracking of mental health metrics in the community, which will target areas needing attention.

Priority #3:

Mental health community outreach for at least 12 months after the emergency ended, including in schools and with elderly. Community support groups which meet regularly should be established as part of this outreach.

Priority #3:

Targeted outreach and programs for first responders including volunteers from fire departments, ESS, and other organizations, as well as emergency operations team members.

Priority #4:

**FINANCIAL ASSISTANCE FOCUSED ON SURVIVAL NEEDS:**

Advocacy to the Province of British Columbia to ensure aid is immediately in place for individuals and organizations. This is not a political need and should not be treated as one. It should only be measured on the substantial needs of the region, which have been heavily impacted by the wildfires, in regards to employment, operational ability, length of the emergency and damage to property.

Many have been done already, too late to do more

**THANK YOU EVENTS:** Thank you events should be held in at least Nimpo Lake, Riske Creek, Williams Lake, Quesnel, Nazko, Interlakes, 100 Mile House, and 108 Mile Ranch with a focus on thanking all who responded. For those unable to attend, communities should ensure they receive their thanks through a creation such as video, art, or a gift. These events should be held in early spring, and be organized by the CRD, and may be able to access funds through the Canadian Red Cross.

Priority #1- Advocacy

**TOURISM:** Additional resources and funding to promote the entire region, with specific promotion focused on those sectors hit the hardest.

Resources to transition sustainable businesses to another area or into a new area of business.

Preparing to use tourism operators for resource in future emergencies, including accommodations, food and supplies. This preparation will include planning to ensure they can remain supplied when road closures are hampering deliveries.

Done

The facilitator, in his opening remarks, made it clear that he was unprepared and unfamiliar with the community. He referred concerns and comments to the Manager of Protective Services, and at least twice, she argued with residents as to the validity of their concerns or suggestions. We should ensure that procedures for community debriefs are included in the emergency plan update. If an outside facilitator is used, he/she must be prepared and objective, and our procedure should include a process to ensure he/she is briefed in advance of the meeting. If Cariboo Regional District staff conduct the community debrief, we should consider providing training for them to do so in an objective manner. I also think it is not fair to ask Emergency Operations Centre staff to fill this role as it would be extremely difficult for them to remain objective.

Priority #1:

The emergency plan update should include a process for ensuring that first responders receive critical incident debriefing. Additionally, the plan should provide for requesting extra resources from outside agencies as appropriate, eg. RCMP, Victim Services, trauma counselling, etc., as well as for communicating with senior government ministries.

Done

We should consider holding community awareness sessions in our rural communities, and working with Emergency Management BC to develop materials for these sessions. These sessions could provide information about community preparedness, individual and community responsibilities for the immediate emergency, and the role of the community first responders as well as gather information about local expertise, resources, and volunteers to inform our files.

Done

When people are not evacuated, and the emergency continues to affect the community, we should implement an on-site command centre, with an on-site commander who is a Cariboo Regional District employee. The role of this centre is multipurpose: to co-ordinate the response on the ground, to co-ordinate with local experts, resources and volunteers, to liaise with our EOC, to provide verification of local reports, as well as to provide information and reassurance to impacted residents. Our emergency plan

should provide procedures for activating, as well as de-activating this centre.

Done

In addition to the emergency communication improvements currently being implemented, we should consider placing a communication bulletin board dedicated to the emergency in a central location in the community. We should also work with Emergency Management BC to provide a website and/or Facebook page dedicated to the emergency, and to update it at least daily. Our plan update should provide for various communication measures, including providing information door-to-door, holding community meetings, posting and removing signs, and mailing flyers.

Priority #3:

Our emergency plan should identify procedures for delivering potable water to residents when their water source is impacted. We should work with Emergency Management BC to clarify the authorization procedure for supplying water, as well as other resources and services. We should work with EMBC to provide a list of pre-authorized services in order to remove the uncertainty, and to improve our response time.

Priority #1:

We should work with Emergency Management BC to identify sources and pricing for showers and logistics requirements, as well as for other specialized equipment and supplies specific to emergencies (eg. Sandbags, sprinkler trailers). If we are not successful in that effort, we should ensure that they are identified in our emergency plan.

Done

Our emergency plan should include a role for the Area Director as the public face of the Cariboo Regional District for the community, and provide for regular briefings. Additionally, we should consider re-instating the Emergency Planning Committee to assist the Board with setting policy and guiding the emergency plan updates.

Done

We should report back to Likely with decisions as to changes we are making to our plan as a result of this debrief, and of our experiences with

this emergency. This could be part of an awareness/information-gathering session.

**Carried Unanimously**

**8.3 North Cariboo Rural Directors Caucus Minutes - May 22, 2018**

Corporate Vote - Unweighted

**2018-6-35**

Moved Director Armstrong

Seconded Director Delainey

That the minutes of the North Cariboo Rural Directors Caucus meeting, held May 22, 2018, be received.

**Carried Unanimously**

**8.4 North Cariboo Joint Planning Committee - May 22, 2018**

Corporate Vote - Unweighted

**2018-6-36**

Moved Vice-Chair Massier

Seconded Director Cobb

That the minutes of the North Cariboo Joint Planning Committee meeting, held May 22, 2018, be received.

**Carried Unanimously**

**8.4.1 West Fraser Centre - Liquor Primary License**

Stakeholder Vote - Weighted – Electoral Areas A, B, C, I and City of Quesnel

**2018-6-37**

Moved Vice-Chair Massier

Seconded Director Armstrong

That the following recommendation from the North Cariboo Joint Planning Committee meeting, held May 22, 2018, be endorsed:

*That staff be directed to proceed with application for a Liquor Primary License for the West Fraser Centre.*

**Carried Unanimously**

#### **8.4.2 West Fraser Centre Banner and Memorabilia**

Stakeholder Vote - Weighted – Electoral Areas A, B, C, I and City of Quesnel

**2018-6-38**

Moved Director Bruce

Seconded Vice-Chair Massier

That the following recommendation from the North Cariboo Joint Planning Committee meeting, held May 22, 2018, be endorsed:

*That the West Fraser Centre Banner and Memorabilia Policy be approved, as presented at the May 22/18 North Cariboo Joint Committee meeting;*

*Further, that staff be directed to continue to work with the arena user groups to explore options and opportunities to better display memorabilia in the West Fraser Centre and Arena 2, including working with a local donor who has offered to sponsor an exhibit of the history of ice sport in Quesnel;*

*And still further, that staff be direct to secure the services of a consultant to provide an artistic concept for display of banners and memorabilia in the West Fraser Centre.*

**Carried Unanimously**

#### **8.5 Policy Committee Minutes - May 24, 2018**

Corporate Vote - Unweighted

**2018-6-39**

Moved Director Richmond

Seconded Vice-Chair Massier

That the minutes of the Policy Committee meeting, held May 24, 2018, be received.

**Carried Unanimously**

#### **8.6 Emergency Preparedness Committee Minutes - May 24, 2018**

Corporate Vote - Unweighted



**2018-6-40**

Moved Director Richmond  
Seconded Director Cobb

That the minutes of the Emergency Preparedness Committee meeting, held May 24, 2018, be received.

**Carried Unanimously**

**8.6.1 George Abbott 2017 Flood and Wildfire Report**

Corporate Vote - Unweighted

**2018-6-41**

Moved Vice-Chair Massier  
Seconded Director Sorley

That the following recommendation from the Emergency Preparedness Committee meeting, held May 24, 2018, be referred back to the Emergency Preparedness Committee:

*That the "Addressing the New Normal: 21st Century Disaster Management in British Columbia" report, and corresponding Executive Summary, as submitted by George Abbott on April 30, 2018, be received. Further, that correspondence be forwarded to George Abbott, expressing the Cariboo Regional District's disappointment with the report.*

**Carried Unanimously**

**8.6.2 2017 Wildfire Reports Recommendations**

Stakeholder Vote - Weighted - All Electoral Areas

**2018-6-42**

Moved Director Richmond  
Seconded Vice-Chair Massier

That the following recommendation from the Emergency Preparedness Committee meeting, held May 24, 2018, be endorsed:

That priorities be assigned to the following recommendations from the 2017 Wildfire Reports Recommendations as noted below:

## Priority Recommendations

### Priority #1/2:

The electoral areas should be supported by a Regional Community Emergency Support program that facilitates the community preparation and response to emergencies. This outreach program would be supported and function under the direction of the Regional Emergency Program. This approach would significantly enhance the coordination of community responses in the electoral areas and increase the overall effectiveness of the CRD emergency program.

### Priority #1:

Fire services in electoral areas need better support and coordination with respect to information sharing and resources from the CRD EOC during emergency response events that overwhelm local services. This could be facilitated through the Regional Community Emergency Support program concept recommended above.

### Priority #1:

The emergency programs in the electoral areas should be exercised regularly in conjunction with the CRD EOC and Regional Emergency Program to practice information sharing and coordination processes.

### Priority #1/2:

Work closely with the agriculture community to identify the largest and most vulnerable livestock operations and farms. Plans should be developed collaboratively with that community that identify individual site needs and expected lead time necessary to support an effective evacuation of livestock.

### Priority #1:

A review and updating of CRD EOC policies and processes should be undertaken to incorporate lessons learned from the 2017 wildfire season activation. Once updated, these should be socialized with staff and practiced as part of an ongoing training and exercise regime.

### Priority #1:

Based on the experience gained at the EOC during this recent event, it would be important to identify the key liaisons that would be involved in a

large-scale event and incorporate those agency representatives into ongoing CRD EOC exercises and training.

Priority #1:

Consider investigating the procurement of situational awareness and emergency management software that will enhance record keeping related to position logs and decisions made in the EOC using electronic forms and allow the establishment of a common operating platform for information sharing between the CRD and stakeholder representatives. This would allow a more effective approach to the collection and sharing of important information thereby enhancing collaborative decision-making efforts. Public facing communications could also be enhanced by this type of software.

Priority #2:

Develop and retain in the EOC a series of maps that show the respective jurisdictions for those agencies that do not align with the regional area boundaries i.e., RCMP, Health Authority, BC Wildfire Agency.

Priority #1/2:

Develop a plan in collaboration with key stakeholders for the identification and evacuation of livestock from alert and order areas. This plan should include pre-identifying non-commercial farm operators, potential partnerships and reciprocal agreements with other regions and agricultural operations to receive livestock, and resources for the transport of livestock. This plan should also predict amount of time and the resources necessary to evacuate the identified sites.

Priority #1:

During future EOC activations, staff should be rotated out regularly for a break after 10-14 days on an EOC activation. This is especially the case if the EOC operating hours are extended as they were in the initial stages of this activation.

Priority #1:

Ensure that a CRD EOC representative can be accessed 24/7 during EOC activations. A regional duty officer program during normal periods would enhance regional preparedness and responsiveness if not currently in place.

Priority #1:

Debriefing and support counselling for all staff and volunteers involved in the event should be considered and accessed early during any EOC activation. This is especially important when personnel staffing the EOC are also potential victims of the emergency. All personnel involved in an emergency of this nature should be offered and encouraged to access post incident support services. This opportunity should be offered to support staff that came from external authorities and agencies to ensure that they are given opportunity for appropriate follow-up post event.

Priority #1:

Increase the expansion and enhancement of the CRD's Emergency Notification system to the public. This will improve the ability for the region to get messaging out quickly. Understanding and ability to activate the system should be given to a number of key staff to ensure that it can be utilized in the event that there are staff absences.

Priority #1:

Consideration should be given to establishing a protocol with key stakeholders on how the CRD EOC will communicate with evacuees to ensure that displaced persons have ready access to status of their situations.

(# 19)

**Carried Unanimously**

## **8.7 Emergency Preparedness Committee Minutes - June 11, 2018**

Corporate Vote - Unweighted

**2018-6-43**

Moved Director Armstrong

Seconded Director Bruce

That the minutes of the Emergency Preparedness Committee meeting, held June 11, 2018, be received.

**Carried Unanimously**

### **8.7.1 Emergency Preparedness Recommendations**

Corporate Vote – Unweighted

**2018-6-44**

Moved Director Richmond  
Seconded Director Bruce

That the agenda item summary from Stephanie Masun, Manager of Protective Services, dated June 12, 2018 regarding emergency preparedness recommendations, be received. Further, that the recommendations presented in the 2018 action priority list be endorsed.

**Carried Unanimously**

**8.7.2 2017 Wildfire Reports Recommendations**

Stakeholder Vote - Weighted - All Electoral Areas

**2018-6-45**

Moved Director Richmond  
Seconded Vice-Chair Massier

That the following recommendation from the Emergency Preparedness Committee meeting, held June 11, 2018, be endorsed:

*That priorities be assigned to the following recommendations from the 2017 Wildfire Reports Recommendations as noted below:*

Priority	Recommendations
1 – remove “electoral areas”	The CRD needs to develop and document clear processes to establish and rescind alerts and orders in conjunction with the electoral areas and key agency stakeholders (BCWFS, First Nations, EMBC, RCMP).
1	Work collaboratively with agencies such as the RCMP and regional SAR to develop clear and agreed upon roles, processes and approach to evacuations. This plan should be practiced at least annually prior to the fire season to familiarize evacuation teams with their expected responsibilities and actions.

1	Enhance public education with respect to necessary preparations and processes to improve response to evacuations alerts and orders and to enhance community preparedness and resiliency.
1	Pre-planning should be undertaken to address the support and re-supply needs of those residents that are in communities on alert or non-alert status that have been cut off from access to supplies by areas under evacuation order. This can be planned based on scenarios using the predesignated evacuation zones model recommended in #19. (this is number 24)
1	Work closely with other adjacent regional districts to enhance collaboration during emergencies. This should include collaborative training and cross jurisdictional exercises. Consider establishing a process whereby staff resources can be shared during single region activations to allow cross pollination of information and processes which would improve coordination during larger events.
1	Relationships with First Nations should be developed and enhanced to incorporate First Nations in regional planning and preparedness efforts. This should include joint training and exercises and can be facilitated in conjunction with EMBC efforts to support First Nations preparedness and response under the new agreement with the federal government.

<p>1 – Change “The Regional Community” to “in rural areas”</p>	<p>The Regional Community Emergency Support program should enhance ESS capability in rural areas to support their communities in the event of emergencies. This type of program is often developed through community volunteer initiatives and operates as extensions of the CRD Regional Emergency Program and would be supported by the CRD EOC. These local resources can provide excellent depth for the region as a whole as ESS team members in unaffected areas can be drawn on to provide support depth to any regional response to impacted areas.</p>
<p>Dealt with by Butterfly Effects Recommendation (Community Liaisons)</p>	<p>Enhance and promote Fire Smart activities in areas that are at the greatest risk of interface fire. This activity should include encouraging the public to adhere to Fire Smart guidelines for personal property.</p>
<p>3</p>	<p><b>EMERGENCY SOCIAL SERVICES (ESS):</b> Two ESS guides - One for ESS staff/volunteers which will provide information on their role and simple flow charts to help them assist residents. The second guide will be for residents and provide them general information which can be updated with specific information related to the emergency.</p>
<p>1</p>	<p>ESS kits to provide basic supplies to set up an initial reception centre, with guides on what they may need to add to their kit for their emergency, and where to obtain those items. Kits will also include signage and copies of documents to support the first 24 hours of an emergency.</p>

1	Establishing a Cariboo Regional District business registry - economic stability is a cornerstone of recovery. Outreach to businesses impacted by the 2017 fire season is complicated by the lack of business registry information in the outlying rural areas. Collecting and organizing this data would assist in future emergency and communications planning, recovery operations, and close potential gaps earlier.
4	Communication coordination - consider stream lined and simplified early recovery communication to ensure accessibility. Consistent symbols could be used to indicate reception/resiliency centre locations.

**Carried Unanimously**

## **8.8 South Cariboo Joint Committee Minutes - June 11, 2018**

Corporate Vote - Unweighted

**2018-6-46**

Moved Director Richmond  
Seconded Director Coakley

That the minutes of the South Cariboo Joint Committee meeting, held June 11, 2018, be received.

**Carried Unanimously**

### **8.8.1 Preliminary Results - South Cariboo Recreation Centre Expansion Assent Vote**

Stakeholder Vote - Weighted - Electoral Areas G, H, L and District of 100 Mile House



**2018-6-47**

Moved Director Campsall  
Seconded Director Richmond

That the following recommendation from the South Cariboo Joint Committee meeting, held June 11, 2018, be endorsed:

*That the next steps in recreation services development for the South Cariboo be included in the 2019 Business/Financial Plan process.*

**Carried Unanimously**

**9. BYLAWS FOR CONSIDERATION OF THREE READINGS AND ADOPTION**

**9.1 Election and Assent Voting Bylaw No. 5149, 2018**

Corporate Vote - Unweighted

**2018-6-48**

Moved Director Forseth  
Seconded Director Richmond

That the agenda item summary from Alice Johnston, Corporate Officer, dated May 29, 2018, regarding Bylaw No. 5149, be received. Further, that Election and Assent Voting Bylaw No. 5149, 2018 be read a first, second and third time this 22<sup>nd</sup> day of June, 2018.

**Carried Unanimously**

**2018-6-49**

Moved Director Richmond  
Seconded Vice-Chair Massier

That Election and Assent Voting Bylaw No. 5149, 2018 be adopted this 22<sup>nd</sup> day of June, 2018.

**Carried Unanimously**

**10. BYLAWS FOR CONSIDERATION OF ADOPTION**

**10.1 Benjamin Water Service Establishment Bylaw No. 5127, 2018 and Benjamin Water Loan Authorization Bylaw No. 5128, 2018**

Corporate Vote - Unweighted

**2018-6-50**

Moved Director Armstrong  
Seconded Director Coakley

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 6, 2018, regarding Statutory Approval of Bylaws No. 5127 and 5128, be received. Further, that Benjamin Water Service Establishment Bylaw No. 5127, 2018 be adopted this 22<sup>nd</sup> day of June, 2018.

**Carried Unanimously**

Corporate Vote - Weighted

**2018-6-51**

Moved Director Armstrong  
Seconded Director Coakley

That Benjamin Water Loan Authorization Bylaw No. 5128, 2018 be adopted this 22<sup>nd</sup> day of June, 2018.

**Carried Unanimously**

**11. DIRECTORS' REQUESTS, REPORTS AND APPOINTMENTS**

**11.1 Report from Director Forseth - Community Energy Association Advisory Committee Meeting - June 5, 2018**

Corporate Vote - Unweighted

**2018-6-52**

Moved Director Forseth  
Seconded Director Armstrong

That the report from Director Forseth, dated June 11, 2018, reporting on the Community Energy Association Advisory Committee Meeting, held on June 5, 2018, be received.

**Carried Unanimously**

**11.2 Request from Director Sorley to Access Electoral Area F Director Initiative Funds**

Policy requires 2/3rds of Electoral Area Directors in Favour

**2018-6-53**

Moved Director Sorley  
Seconded Director Forseth

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 11, 2018, regarding a request from Director Sorley to access up to \$1,000 from Electoral Area F Director Initiative funds to supply an official bulletin board in Horsefly, which will be mounted on the community hall, be received. Further, that policy be waived and that up to \$1,000 from the Electoral Area F Director Initiative fund be approved.

**Carried Unanimously**

**11.3 Request from Director Forseth to Access Electoral Area D Director Initiative Funds**

Policy requires 2/3rds of Electoral Area Directors in Favour

**2018-6-54**

Moved Director Forseth  
Seconded Vice-Chair Massier

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 11, 2018, regarding a request from Director Forseth to access \$1,000 from the Electoral Area D Director Initiative Fund to cover the cost of three community bulletin boards in McLeese Lake, be received. Further, that policy be waived and that \$1,000 be approved from the Electoral Area D Director Initiative Fund.

**Carried Unanimously**

**11.4 Request from Director Coakley – 100 Mile Library Hours**

Corporate Vote - Unweighted

**2018-6-55**

Moved Director Coakley  
Seconded Director Delainey

That the agenda item summary from Alice Johnston, Corporate Officer, dated June 12, 2018, regarding a request from Director Coakley for the 100 Mile House Library to be open on Mondays, be received. Further, that consideration of this request be deferred to allow staff time to report back to the Board on the financial implications of opening the 100 Mile House Library on Mondays.

**Carried Unanimously**

**11.5 Report from Director Sorley - Red Cross Meeting June 1st**

Corporate Vote - Unweighted

**2018-6-56**

Moved Director Sorley

Seconded Director Delainey

That the report from Director Sorley regarding the Red Cross meeting held on June 1, 2018, be received.

**Carried Unanimously**

**11.6 Fraser Basin Council Board Highlights - June 14, 2018**

Corporate Vote - Unweighted

**2018-6-57**

Moved Vice-Chair Massier

Seconded Director Forseth

That the Board Highlights of the Fraser Basin Council Board of Directors meeting, held June 14, 2018, as provided by Director Massier, be received.

**Carried Unanimously**

**12. CHAIR REPORT/CAO REPORT**

Corporate Vote - Unweighted

**2018-6-58**

Moved Director Forseth

Seconded Director Bruce

That the report from CAO John MacLean, for the period ending June 15, 2018, and the report from Chair Margo Wagner, up to and including June 18, 2018, be received.

**Carried Unanimously**

**13. DIRECTORS' ROUNDTABLE**

The Directors were given the opportunity to provide any brief reports/updates and/or appointments at this time.

**Appointments to the Electoral Area D Advisory Planning Commission**

**2018-6-59**

Moved Director Forseth  
Seconded Vice-Chair Massier

That Torey Lee and Kathy Rourke be appointed to the Electoral Area D Advisory Planning Commission.

**Carried Unanimously**

**Release of Item from In-Camera Session**

**2018-6-60**

Moved Director Kuch  
Seconded Vice-Chair Massier

That the following resolution is hereby released from in-camera and confirmed in open meeting:

*That the Village of Clinton’s Cariboo Strong Grant Application in the amount of \$36,000, for Trail Development, be approved, subject to the approval of District of 100 Mile House Council. Further, that the District of Wells’ Cariboo Strong Grant Application in the amount of \$14,000, for website packages, be approved.*

**Carried Unanimously**

**15. ADJOURNMENT**

Corporate Vote - Unweighted

**2018-6-61**

Moved Director Bruce  
Seconded Vice-Chair Massier

That the meeting of Cariboo Regional District Board be adjourned at 3:09 p.m. June 22, 2018.

**Carried Unanimously**

\_\_\_\_\_

Chair

\_\_\_\_\_

Corporate Officer