



CARIBOO REGIONAL DISTRICT BOARD MINUTES

May 3, 2019

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 M. Sjostrom, Director S. Forseth, Director A. Delainey, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director W. MacDonald, Director B. Simpson, Director M. Campsall, Director G. Fourchalk, Alternate Director E. Montgomery, Alternate Director J. Ryll

ABSENT : Director B. Bachmeier, Director W. Cobb

STAFF : J. MacLean, Chief Administrative Officer, K. Erickson, Manager of Financial Services, A. Johnston, Manager of Corporate Services/Deputy CAO, H. Surat, Manager of Development Services, M. Croft, Recording Secretary

1. CALL TO ORDER

1.1 Adoption of Agenda

Corporate Vote - Unweighted

2019-5A-1

Moved Director Forseth

Seconded Director Richmond

That the agenda be adopted as presented.

Carried Unanimously

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Regional District Board Meeting - April 12, 2019

Corporate Vote - Unweighted

2019-5A-2

Moved Director Delaine
Seconded Director Sjoström

That the minutes of the Cariboo Regional District Board meeting, held April 12, 2019, be received and adopted.

Carried Unanimously

3. DELEGATIONS/GUESTS

3.1 Memorandum of Business - Delegations

Corporate Vote - Unweighted

2019-5A-3

Moved Director Forseth
Seconded Director Kirby

That the Delegations Memorandum of Business, as of May 3, 2019, and response from BC Hydro, dated April 26, 2019, regarding the Board's invitation for BC Hydro to attend as a delegation to speak about their street light replacement program, be received. Further, that BC Hydro respectfully be requested to present in person.

Carried

4. PLANNING BYLAWS FOR CONSIDERATION OF FIRST AND SECOND READING

4.1 Area B – BL 5199 and 5200

Stakeholder Vote - Unweighted - All Electoral Areas

4325 Quesnel-Hixon Road

Lot A, District Lot 6185, Cariboo District, Plan 8661

From Institutional designation to Rural Residential designation

From Institutional (P) zone to Rural 3 Special Exception 3 (RR 3-3) zone
(3360-20/20190008 – Jones)

Director Bachmeier

J.A. Jones, Owner, was present in support of this application.

2019-5A-4

Moved Alternate Director Montgomery
Seconded Director Sjostrom

That the Cariboo Regional District Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5199, 2019 be read a first and second time this 3rd day of May, 2019.

Carried Unanimously

2019-5A-5

Moved Alternate Director Montgomery
Seconded Director Glassford

That the Cariboo Regional District Quesnel Fringe Area Zoning Amendment Bylaw No. 5200, 2019 be read a first and second time this 3rd day of May, 2019.

Carried Unanimously

5. PLANNING BYLAWS FOR CONSIDERATION OF THIRD READING AND ADOPTION

5.1 Area E – BL 5195 and 5196

Stakeholder Vote - Unweighted - All Electoral Areas

1405 Hodgson Road

Parcel A of District Lots 550 and 2055, Cariboo District, Plan 34219

Rural Residential 2 (RR2) designation to Rural Residential 3 (RR3) designation and Community Residential designation

Rural 2 (RR 2) zone to Rural 3 (RR 3) zone and Rural 2 (RR2) zone

(3360-20/20190002 – Stewart/Jones) (Agent: Veronica Meister)

Director Delainey

2019-5A-6

Moved Director Delainey
Seconded Director Glassford

That Cariboo Regional District Williams Lake Fringe Area Official Community Plan Amendment Bylaw No. 5195, 2019 be read a third time, this 3rd day of May, 2019.

Carried Unanimously

2019-5A-7

Moved Director Delaine

Seconded Director LeBourdais

That Cariboo Regional District Williams Lake Fringe and 150 Mile House Area Zoning Amendment Bylaw No. 5196, 2019 be read a third time this 3rd day of May, 2019.

Carried Unanimously

2019-5A-8

Moved Director Delaine

Seconded Director Mernett

That Cariboo Regional District Williams Lake Fringe Area Official Community Plan Amendment Bylaw No. 5195, 2019 be adopted this 3rd day of May, 2019.

Carried Unanimously

2019-5A-9

Moved Director Delaine

Seconded Director Kirby

That Cariboo Regional District Williams Lake Fringe and 150 Mile House Area Zoning Amendment Bylaw No. 5196, 2019 be adopted this 3rd day of May, 2019.

Carried Unanimously

6. DEVELOPMENT VARIANCE PERMIT APPLICATIONS

6.1 Area E – DVP20190001

Stakeholder Vote – Unweighted – All Electoral Areas

2516 Chimney Lake Road, Williams Lake

Lot 9 Section 24 Township 44, Lillooet District, Plan KAP26815

(3090-20/20190001 – Moxey)

Director Delaine

2019-5A-10

Moved Director Delaine

Seconded Director Glassford

That the application for a Development Variance Permit pertaining to Lot 9, Section 24, Township 44, Lillooet District, Plan KAP26815, be received. Further that a Development Variance Permit be approved to vary Section 7.13(e) of the Central Cariboo Area Zoning Bylaw No. 3503, 1999 as follows:

- i) That the combined maximum floor area for ancillary buildings and structures on properties between 0.4 ha (0.99 ac) to less than 2.0 ha (4.94 ac) be increased from 300 sq. m (3,229 sq. ft) to 319.97 sq. m (3444.13 sq. ft) to allow for additional space for personal storage.

Carried Unanimously

7. DEVELOPMENT SERVICES - OTHER BUSINESS

7.1 Request for Inclusion of the Stanley / Lightning Hotel on the Cariboo Regional District Heritage Registry

Stakeholder Vote - Unweighted - All Electoral Areas

2019-5A-11

Moved Director Massier

Seconded Director Sjostrom

That the agenda item summary from Havan Surat, Manager of Development Services, dated April 24, 2019, pertaining to inclusion of a property on the Cariboo Regional District Heritage Registry, be received. Further, that property commonly known as the Stanley / Lightning Hotel and legally described as District Lot 12634, Cariboo District, be included on the Cariboo Regional District Heritage Registry.

Carried Unanimously

7.2 Cariboo Regional District and Municipalities Building Statistics Reports

Corporate Vote – Unweighted

2019-5A-12

Moved Director Richmond

Seconded Director Mernett

That the agenda item summary from Todd Conway, Chief Building Official/Deputy Manager of Development Services, dated April 10, 2019, with attached Cariboo Regional District Building Statistics Report, Municipalities

Building Statistics Report and the Inspection Activity Report for March 2019, be received.

Carried Unanimously

8. PROTECTIVE SERVICES

8.1 Red Bluff Fire Protection Budget Amendment

Corporate Vote - Weighted

2019-5A-13

Moved Director Sjostrom

Seconded Director MacDonald

That the agenda item summary from Stephanie Masun, Manager of Protective Services, dated April 24, 2019, regarding a Red Bluff Fire Protection budget amendment, be received. Further, that \$35,000 be taken from Red Bluff Two Mile Fire Protection Service budget reserves, to accommodate the Cariboo Regional District's portion of the facility renovation or relocation assessment.

Carried Unanimously

9. FINANCE

9.1 Grant for Assistance Application – 108 Mile Ranch Wildlife Safety Group

Corporate Vote - Unweighted

2019-5A-14

Moved Director Richmond

Seconded Director Forseth

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated April 25, 2019, regarding a Grant for Assistance Application from the 108 Mile Ranch Wildlife Safety Group, for supplies for meetings, public education and presentations, be received. Further, that funding in the amount of \$500 be authorized from the Electoral Area G Grants for Assistance fund.

Carried Unanimously

10. ADMINISTRATION

10.1 Results of Willoughby Place Streetlighting Establishment Petition

Corporate Vote - Unweighted

2019-5A-15

Moved Director Delainey

Seconded Director MacDonald

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated April 19, 2019, with attached results of the Willoughby Place Streetlighting Establishment Petition advising that it failed, be received.

Carried Unanimously

11. BOARD REPORTS AND CORRESPONDENCE

11.1 Consent Calendar

Corporate Vote - Unweighted

2019-5A-16

Moved Director Richmond

Seconded Director MacDonald

That the consent calendar items, as of May 3, 2019, be received.

Carried Unanimously

11.2 Responses to Board Correspondence/Meeting Follow-up

11.2.1 Ministry of FLNRORD - Adoption of Geographical Names in Tsilhqot'in Traditional Territory

Corporate Vote - Unweighted

2019-5A-17

Moved Director Forseth

Seconded Director Fouchalk

That the letter from Carla Jack, Provincial Toponymist, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, dated April 4, 2019, advising of adoption of 13 geographical names within the Tsilhqot'in traditional territory, be received.

Carried Unanimously

11.2.2 Ministry of Transportation and Infrastructure - Bus Service to the Cariboo Chilcotin

Corporate Vote - Unweighted

2019-5A-18

Moved Director Forseth

Seconded Director Fourchalk

That the letter from the Honourable Claire Trevana, Minister of Transportation and Infrastructure, dated April 10, 2019, regarding passenger transportation to the Cariboo Chilcotin, be received.

Carried Unanimously

12. COMMITTEE/COMMISSION MINUTES AND RECOMMENDATIONS

12.1 South Cariboo Joint Committee Minutes - April 8, 2019

Corporate Vote - Unweighted

2019-5A-19

Moved Director Campsall

Seconded Director MacDonald

That the minutes of the South Cariboo Joint Committee meeting, held April 8, 2019, be received.

Carried Unanimously

12.1.1 100 Mile House Curling Club Use and Occupancy Agreement Renewals

Corporate Vote - Weighted

2019-5A-20

Moved Director Campsall

Seconded Director Richmond

That the following recommendation from the South Cariboo Joint Committee meeting, held April 8, 2019, be endorsed:

That the agenda item summary dated March 1, 2019 from Darron Campbell, Manager of Community Services, regarding a proposed renewal of the operating and occupancy agreements with the 100 Mile House Curling Club, be received. Further, that the agreements be

renewed for a five-year term with the current conditions, including an annual fee of \$12,000 payable by the club and that the appropriate signatories be authorized to execute the agreements.

Carried Unanimously

12.1.2 Use and Occupancy Agreement Renewal with the 100 Mile Agriplex Society

Corporate Vote - Weighted

2019-5A-21

Moved Director Campsall

Seconded Director LeBourdais

That the following recommendation from the South Cariboo Joint Committee meeting, held April 8, 2019, be endorsed:

That the agenda item summary from Darron Campbell, Manager of Community Services, dated March 1, 2019, regarding renewal of the Use and Occupancy Agreement with the 100 Mile Agriplex Society for the agriplex building adjacent to the South Cariboo Recreation Centre, be received. Further, that the agreement be renewed for three years at the current terms and conditions until March 31, 2022 and that the appropriate signatories be authorized to enter into the renewal agreement.

Carried Unanimously

12.1.3 District of 100 Mile House - 100 Mile House and District Soccer Assoc. Lease

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

2019-5A-22

Moved Director Campsall

Seconded Director Richmond

That the following recommendation from the South Cariboo Joint Committee meeting, held April 8, 2019, be endorsed:

That the memo from Roy Scott, CAO, District of 100 Mile House, regarding the 100 Mile House & District Soccer Association Lease, be received. Further, that the lease renewal between District of 100 Mile

House and the 100 Mile House & District Soccer Association at the stipulated annual fee of \$10,000, be approved.

Carried Unanimously

12.2 North Cariboo Rural Directors Caucus Minutes - March 12, 2019

Corporate Vote - Unweighted

2019-5A-23

Moved Director Glassford

Seconded Director Massier

That the minutes of the North Cariboo Rural Directors Caucus meeting, held March 12, 2019, be received as corrected.

Carried Unanimously

12.3 North Cariboo Rural Directors Caucus Minutes - April 9, 2019

Corporate Vote - Unweighted

2019-5A-24

Moved Director Sjostrom

Seconded Director Glassford

That the minutes of the North Cariboo Rural Directors Caucus meeting, held April 9, 2019, be received.

Carried Unanimously

12.4 Emergency Preparedness Committee Minutes - April 11, 2019

Corporate Vote - Unweighted

2019-5A-25

Moved Director Forseth

Seconded Director Kirby

That the minutes of the Emergency Preparedness Committee meeting, held April 11, 2019, be received.

Carried Unanimously

12.4.1 Crisis Communication Plan

Corporate Vote - Unweighted

2019-5A-26

Moved Director Sjostrom

Seconded Director Forseth

That the following recommendation from the Emergency Preparedness Committee meeting, held April 11, 2019, be endorsed:

That the agenda item summary from Emily Epp, dated April 4, 2019, with attached CRD Crisis Communications Plan, be received. Further, that the CRD Crisis Communication Plan be endorsed as presented.

Carried Unanimously

13. BYLAWS FOR CONSIDERATION OF ADOPTION

13.1 Cariboo Regional District Kersley Fire Protection Loan Authorization Bylaw No. 5186, 2018

Corporate Vote - Weighted

2019-5A-27

Moved Director Sjostrom

Seconded Director Glassford

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated April 16, 2019, regarding the results of the Alternative Approval Process conducted for Bylaw No. 5186, be received. Further, that Cariboo Regional District Kersley Fire Protection Loan Authorization Bylaw No. 5186, 2018 be adopted this 3rd day of May 2019.

Carried Unanimously

13.2 Cariboo Regional District Lone Butte Fire Protection Loan Authorization Bylaw No. 5187, 2018

Corporate Vote - Weighted

2019-5A-28

Moved Director MacDonald
Seconded Director Delainey

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated April 16, 2019, regarding the results of the Alternative Approval Process conducted for Bylaw No. 5187, be received. Further, that Cariboo Regional District Lone Butte Fire Protection Loan Authorization Bylaw No. 5187, 2018 be adopted this 3rd day of May 2019.

Carried Unanimously

13.3 Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018

Corporate Vote - Weighted

2019-5A-29

Moved Director Richmond
Seconded Director Massier

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated April 16, 2019, regarding the results of the Alternative Approval Process conducted for Bylaw No. 5188, be received. Further, that Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018 be adopted this 3rd day of May 2019.

Carried Unanimously

13.4 CRD Solid Waste Management Services Merge Bylaw No. 5194, 2019

Corporate Vote - Unweighted

2019-5A-30

Moved Director Richmond
Seconded Director MacDonald

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated April 18, 2019, regarding Bylaw No. 5194, be received. Further, that Cariboo Regional District Solid Waste Management Services Merge Bylaw No. 5194, 2019 be adopted this 3rd day of May, 2019.

Carried Unanimously

The meeting recessed at 10:20 a.m.

The meeting reconvened at 10:39 a.m.

PRESENT:	Chair M. Wagner, Vice-Chair J. Massier, Director M. Sjostrom, Director S. Forseth, Director A. Delainey, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director W. MacDonald, Director B. Simpson, Director M. Campsall, Director G. Fourchalk, Alternate Director E. Montgomery, Alternate Director J. Ryll
ABSENT :	Director B. Bachmeier, Director W. Cobb
STAFF :	J. MacLean, Chief Administrative Officer, K. Erickson, Manager of Financial Services, A. Johnston, Manager of Corporate Services/Deputy CAO, H. Surat, Manager of Development Services, K. Welsh, Manager of Financial Services, M. Croft, Recording Secretary

3. DELEGATIONS/GUESTS

3.2 Delegation - PMT Chartered Professional Accountants LLP

JoAnn Francis from PMT Chartered Professional Accountants LLP, presented the Audited 2018 CRD Financial Statements.

3.2 Delegation - PMT Chartered Professional Accountants LLP

3.2.1 CRD 2018 Audit Findings Letter

Corporate Vote - Unweighted

2019-5A-31

Moved Director Campsall

Seconded Director Fourchalk

That the CRD 2018 Audit Findings letter from JoAnn M. Francis, CPA, CA, PMT Chartered Professional Accountants LLP, be received.

Carried Unanimously

3.2.2 Audited 2018 Cariboo Regional District Financial Statements

Corporate Vote - Unweighted

2019-5A-32

Moved Director Campsall

Seconded Director Kirby

That the Audited 2018 Financial Statements for the Cariboo Regional District, prepared by PMT Chartered Professional Accountants LLP, be received and approved as presented.

Carried Unanimously

14. DIRECTORS' REQUESTS, REPORTS AND APPOINTMENTS

14.1 Request from Director Sjostrom – Funding Support for Access BC

Corporate Vote - Unweighted

2019-5A-33

Moved Director Sjostrom

Seconded Director Glassford

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated April 18, 2019, regarding a request from Director Sjostrom to discuss funding support for Access BC (a program of Spinal Cord Injury BC), be received. Further, that a contribution of \$3,000 be provided from the Grants for Assistance funds, either over one year at \$250 per Electoral Area or over a two year period at \$125 each.

Dealt with by the following resolution

2019-5A-34

Moved Director Sjostrom

Seconded Director Massier

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated April 18, 2019, regarding a request from Director Sjostrom to discuss funding support for Access BC (a program of Spinal Cord Injury BC), be deferred to the May 24th Board meeting for further consideration.

Carried Unanimously

14.2 Request from Director Forseth – FireSmart Employee Program

Stakeholder Vote - Weighted - All Electoral Areas

2019-5A-35

Moved Director Forseth

Seconded Director Richmond

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated April 24, 2019, regarding a request from Director Forseth for a FireSmart Employee program, be received. Further, that staff be requested to investigate options for a more thorough discussion at a future meeting.

Carried Unanimously

Director Simpson left the meeting.

3. DELEGATIONS/GUESTS

3.3 Delegation - Janice Keyes, Community Energy Association

Janice Keyes, Senior Manager - Community Energy Engagement, for the Community Energy Association, joined the meeting via teleconference, to provide an update.

The meeting recessed for lunch at 11:53 p.m.

The meeting reconvened at 12:30 p.m.

PRESENT:	Chair M. Wagner, Vice-Chair J. Massier, Director M. Sjostrom, Director S. Forseth, Director A. Delainey, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director W. MacDonald, Director M. Campsall, Director G. Fourchalk, Alternate Director E. Montgomery, Alternate Director J. Ryll
ABSENT:	Director B. Bachmeier, Director W. Cobb, Director B. Simpson
STAFF :	J. MacLean, Chief Administrative Officer, K. Erickson, Manager of Financial Services, A. Johnston, Manager of Corporate Services/Deputy CAO, M. Croft, Recording Secretary

14. DIRECTORS' REQUESTS, REPORTS AND APPOINTMENTS

14.3 Request from Director Forseth - Amendment to Directors' Remuneration Bylaw

Corporate Vote - Unweighted

2019-5A-36

Moved Director Richmond

Seconded Director Glassford

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated April 24, 2019, regarding a request from Director Forseth for amendments to the Directors' Remuneration Bylaw, be received. Further, that staff prepare an amendment to the Director Remuneration Bylaw restoring the 75% Travel Advance clause for consideration at a future Board meeting. Further, that discussion of a Corporate Credit Card System for CRD Electoral Area Directors be referred to a future Policy Committee meeting.

Carried Unanimously

2019-5A-37

Moved Director Forseth

Seconded Chair Wagner

That staff bring forward an amendment to the Directors' Remuneration Bylaw stating that the Chief Administrative Officer will be responsible to approve expenses of the Chair.

Carried Unanimously

15. CHAIR REPORT/CAO REPORT

Corporate Vote - Unweighted

2019-5A-38

Moved Director Forseth

Seconded Director Massier

That the report from Chair Margo Wagner, for the period up to and including May 1, 2019, be received.

Carried Unanimously

17. IN-CAMERA SESSION

17.1 In-Camera Session

Corporate Vote - Unweighted

2019-5A-39

Moved Director Forseth

Seconded Director Campsall

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

Carried Unanimously

The meeting recessed at 12:55 p.m. to go in-camera.

The meeting reconvened at 12:58 p.m.

PRESENT:	Chair M. Wagner, Vice-Chair J. Massier, Director M. Sjostrom, Director S. Forseth, Director A. Delainey, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director W. MacDonald, Director M. Campsall, Director G. Fourchalk, Alternate Director E. Montgomery, Alternate Director J. Ryll
ABSENT:	Director B. Bachmeier, Director W. Cobb, Director B. Simpson
STAFF:	J. MacLean, Chief Administrative Officer, K. Erickson, Manager of Financial Services, A. Johnston, Manager of Corporate Services/Deputy CAO, M. Croft, Recording Secretary

16. DIRECTORS' ROUNDTABLE

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

2019-5A-40

Moved Director MacDonald

Seconded Director Massier

That John Grieves be appointed as a member of the Electoral Area L Advisory Planning Commission.

Carried Unanimously

2019-5A-41

Moved Director Delainey

Seconded Director Forseth

That an Economic Development Service be established for Electoral Area E.

Carried Unanimously

17. IN-CAMERA SESSION

17.2 Release of Items from In-Camera Session

2019-5A-42

Moved Director Richmond

Seconded Director Campsall

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

That the proposed five-year recreation management agreement with Canlan Ice Sports for operating the South Cariboo Recreation Centre and related community activity programming, be approved as presented, including an annual increase in the operating subsidy target of two percent per year (2019-2023) and an increase in the management fee of 10 percent in 2019 and three percent each year thereafter and that the appropriate signatories be authorized to execute the agreement.

Carried Unanimously

18. ADJOURNMENT

Corporate Vote - Unweighted

2019-5A-43

Moved Director Glassford

Seconded Director Massier

That the meeting of Cariboo Regional District Board be adjourned at 1:33 p.m., May 3, 2019.

Carried Unanimously

Chair

Manager of Corporate Services