



CARIBOO REGIONAL DISTRICT BOARD MINUTES

September 13, 2019

9:45 a.m.

Tatla Lake Community Hall

16451 Highway 20

Tatla Lake, BC

PRESENT : Chair M. Wagner, Vice-Chair J. Massier, Director M. Sjostrom, Director B. Bachmeier, Director S. Forseth, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director W. Cobb, Director B. Simpson, Director M. Campsall, Director G. Fourchalk

ABSENT: Director A. Delainey and Director W. MacDonald (for a portion of the meeting)

STAFF : J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, E. Epp, Manager of Communications, H. Surat, Manager of Development Services

1. CALL TO ORDER

1.1 Adoption of Agenda

Corporate Vote - Unweighted

2019-9-1

Moved Director Fourchalk

Seconded Director Kirby

That the agenda be adopted as presented.

Carried Unanimously

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Regional District Board Meeting - August 23, 2019

Corporate Vote - Unweighted

2019-9-2

Moved Director Richmond
Seconded Director Massier

That the minutes of the Cariboo Regional District Board meeting held August 23, 2019, be received and adopted.

Carried Unanimously

3. DELEGATIONS/GUESTS

3.1 Memorandum of Business - Delegations

Corporate Vote - Unweighted

Director Delainey joined the meeting.

2019-9-3

Moved Director Forseth
Seconded Director LeBourdais

That the Delegations Memorandum of Business, as of September 13, 2019, be received.

Carried Unanimously

Director MacDonald joined the meeting.

4. DEVELOPMENT VARIANCE PERMIT APPLICATIONS

4.1 Area F – DVP 1938

Stakeholder Vote - Unweighted - All Electoral Areas

Lot 26, District Lot 5986, Cariboo District, Plan 23980

B. and C. Weatherby, owners, were present in support of this application.

2019-9B-4

Moved Director LeBourdais
Seconded Director Richmond

That the application for a Development Variance Permit pertaining to Lot 26, District Lot 5986, Cariboo District, Plan 23980 be received.

- 1) Further, that a Development Variance Permit to vary Section 4.14 (e) of the Williams Lake Fringe and 150 Mile House Area Zoning Bylaw No. 3502, 1999 as follows:

- i) That the increase in maximum floor area for ancillary structures from 350 sq. m (3,767 sq. ft) to 525 sq. m (5,651.23 sq. ft) for constructing a new RV storage be rejected.
 - ii) That the increase in maximum floor area for ancillary structures from 350 sq. m (3,767 sq. ft) to 453.66 sq. m (4883.23 sq. ft) for legalizing the existing non-conforming ancillary structures be approved.
- 2) That a Development Variance Permit to vary Section 5.19.2(iii) of the Williams Lake Fringe and 150 Mile House Area Zoning Bylaw No. 3502, 1999 as follows:
 - i) That the application for a Development Variance Permit to reduce the minimum required interior yard setback on the southern property line from 7.6 m (24.93 ft) to 6.096 m (20 ft) for legalizing the existing non-conforming shop setback be approved.

Carried Unanimously

5. ENVIRONMENTAL SERVICES

5.1 Request from Ministry of Environment for Stakeholder Feedback on the Plastics Action Plan

Corporate Vote - Unweighted

2019-9B-5

Moved Director Massier

Seconded Director Glassford

That the agenda item summary from Tera Grady, Supervisor of Solid Waste Management, dated August 2, 2019, regarding stakeholder feedback on the Clean BC – Plastics Action Plan, be received.

Carried Unanimously

2019-9B-6

Moved Director Forseth
Seconded Director Massier

That the formal feedback letter to the Ministry of Environment and Climate Change Strategy regarding the Clean BC- Plastics Action Plan be submitted on behalf of the CRD Board.

Carried Unanimously

5.2 Request for CRD Chair Signature on Joint Submission to MOECCS Clean BC – Plastics Action Plan

Corporate Vote - Unweighted

2019-9B-7

Moved Director Fourchalk
Seconded Director Richmond

That the agenda item summary from Tera Grady, Supervisor of Solid Waste Management, dated September 4, 2019, regarding a joint submission concerning the Ministry of Environment and Climate Change Strategy's proposed amendments to the *Recycling Regulation*, be received.

Further, that the Cariboo Regional District Board supports and wishes to join the submission from the Districts of Squamish and Tofino in response to the Ministry of Environment and Climate Change Strategy's proposed amendments to the *Recycling Regulation* of the *Environmental Management Act*.

Carried Unanimously

6. COMMUNITY SERVICES

6.1 NDIT Application – Williams Lake Cycling Club Traditional Place Names and Kiosk Project

Corporate Vote - Unweighted

2019-9B-8

Moved Director Delainey
Seconded Director Cobb

That the agenda item summary from Anthony Okechukwu, Regional Economic/Community Development Officer, dated August 30, 2019, regarding a grant application from the Williams Lake Cycling Club to the Northern

Development Initiative Trust for \$30,000 from the Community Halls and Recreation Facilities Program to improve local trail networks with traditional place names and map kiosks, be received. Further, that the application be supported.

Carried Unanimously

7. PROTECTIVE SERVICES

7.1 FireSmart Program

Corporate Vote - Unweighted

2019-9B-9

Moved Director Glassford

Seconded Director Fourchalk

That the agenda item summary from John MacLean, Chief Administrative Officer, dated September 4, 2019, regarding a CRD FireSmart program, be received.

Carried Unanimously

8. FINANCE

8.1 Monthly Expenditures Board Summary Report and Mastercard Summary Report - August 2019

Corporate Vote - Unweighted

2019-9-10

Moved Director Forseth

Seconded Director Kirby

That the Monthly Expenditures Board Summary Report and Mastercard Summary Report for the month of August 2019, in the amount of \$5,003,527.29, consisting of \$2,312,042.09 paid by cheque, \$2,625,031.68 paid through electronic funds, and \$66,453.52 paid by Mastercard, be received and ratified.

Carried Unanimously

8.2 Grant for Assistance Application – McLeese Lake Volunteer Fire Department

Corporate Vote - Unweighted

2019-9B-11

Moved Director Forseth
Seconded Director Bachmeier

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated September 3, 2019, regarding a Grant for Assistance Application from the McLeese Lake Volunteer Fire Department, be received. Further, that funding in the amount of \$1,000 be allocated from the Electoral Area D Grants for Assistance fund towards the fire Prevention Week event being organized by the McLeese Lake Volunteer Fire Department.

Carried Unanimously

8.3 Grant for Assistance Application – Wildwood Community and Recreation Association

Corporate Vote - Unweighted

2019-9B-12

Moved Director Forseth
Seconded Director Delaine

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated September 3, 2019, regarding a Grant for Assistance Application from the Wildwood Community and Recreation Association, be received. Further, that funding in the amount of \$500 be allocated from the Electoral Area D Grants for Assistance fund to provide fire safety information and outdoor community activity for families.

Carried Unanimously

9. ADMINISTRATION

9.1 Release of In-Camera Resolution

Corporate Vote - Unweighted

2019-9B-13

Moved Director MacDonald
Seconded Director Massier

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated August 29, 2019, regarding the release of an in-camera resolution from the August 23, 2019 meeting, be received. Further, that

the resolution below is hereby released from in-camera and received in open meeting:

That the Board appoints Ms. Janis Bell to represent the Regional District on the Local Government Side Table for the NStQ treaty discussions. Further that Ms. Bell will report back to the Board through Director John Massier as the Board's Treaty Advisory Committee appointee. And further, that the Board authorizes the payment of Ms. Bell's expenses in relation to her duties and authorizes a meeting per diem of \$100 per day for meetings over four hours.

Carried Unanimously

10. BOARD REPORTS AND CORRESPONDENCE

10.1 Consent Calendar

Corporate Vote - Unweighted

2019-9-14

Moved Director Richmond

Seconded Director Fourchalk

That the consent calendar items, as of September 13, 2019, be received.

Carried Unanimously

11. COMMITTEE/COMMISSION MINUTES AND RECOMMENDATIONS

11.1 Policy Committee Minutes - August 22, 2019

Corporate Vote - Unweighted

2019-9B-15

Moved Director Sjostrom

Seconded Director LeBourdais

That the minutes of the Policy Committee meeting, held August 22, 2019, be received.

Carried Unanimously

11.1.1 Draft Grants for Assistance Policy

Corporate Vote - Unweighted

2019-9B-16

Moved Director Massier

Seconded Director Richmond

That the following recommendation from the Policy Committee meeting, held August 22, 2019, be endorsed:

That the agenda item summary from John M. Maclean, Chief Administrative Officer, dated August 15, 2019, regarding a proposed Grants for Assistance Policy, be received. Further, that the draft Grants for Assistance Policy be adopted.

Carried Unanimously

11.1.2 Proposed Media Relations Policy

Corporate Vote - Unweighted

2019-9B-17

Moved Director LeBourdais

Seconded Director Delainey

That the following recommendation from the Policy Committee meeting, held August 22, 2019, be endorsed:

That the agenda item summary from Emily Epp, Manager of Communications, dated August 9, 2019, regarding a proposed Media Relations Policy, be received. Further, that the proposed Media Relations Policy be adopted.

Carried Unanimously

11.1.3 Revised Social Media Policy

Corporate Vote - Unweighted

2019-9B-18

Moved Director Sjostrom

Seconded Director Delainey

That the following recommendation from the Policy Committee meeting, held August 22, 2019, be endorsed:

That the agenda item summary from Emily Epp, Manager of Communications, dated August 9, 2019, regarding a revised Social Media

Policy, be received. Further, that the revised Social Media Policy be adopted.

Carried Unanimously

11.1.4 Cariboo Regional District Director Credit Card Policy

Corporate Vote - Unweighted

2019-9B-19

Moved Director Forseth

Seconded Director Delainey

That the following recommendation from the Policy Committee meeting, held August 22, 2019, be endorsed:

That the agenda item summary from Kevin Erickson, Chief Financial Officer, dated August 8, 2019, regarding the Cariboo Regional District Director Credit Card Policy, be received. Further, that the CRD Credit Card Policy be adopted.

Carried Unanimously

12. INVITATIONS - NO FUNDING ALLOCATED

12.1 UNBC Donor Appreciation Evening Invitation

Corporate Vote - Unweighted

2019-9B-20

Moved Director Massier

Seconded Director Richmond

That the invitation from the University of British Columbia to attend UNBC's annual Donor Appreciation Evening in Prince George on October 3, 2019, be received.

Carried Unanimously

12.2 Invitation - Climate Strike and March

Corporate Vote - Unweighted

2019-9B-21

Moved Director Glassford
Seconded Director Fourchalk

That the invitation to attend the Climate Strike and March taking place in Williams Lake on Friday, September 20, 2019, be received.

Carried Unanimously

13. BYLAWS FOR CONSIDERATION OF THREE READINGS

13.1 Cariboo Regional District Barlow Creek Fire Protection Loan Authorization Bylaw No. 5237, 2019

Corporate Vote - Weighted

2019-9B-22

Moved Director Massier
Seconded Director Sjostrom

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated August 8, 2019, regarding Bylaw No. 5237, be received. Further, that Cariboo Regional District Barlow Creek Fire Protection Loan Authorization Bylaw No. 5237, 2019 be read a first, second and third time this 13th day of September, 2019.

Carried Unanimously

14. BYLAWS FOR CONSIDERATION OF THREE READINGS AND ADOPTION

14.1 Quesnel-Hixon Subdivision Erosion Protection Works Service Parcel Tax Bylaw No. 5243, 2019

Corporate Vote - Unweighted (Stakeholder weighted; however, only one participant so defaults to corporate unweighted.)

2019-9B-23

Moved Director Bachmeier
Seconded Director Massier

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated August 20, 2019, regarding Bylaw No. 5243, be received. Further, that Quesnel-Hixon Subdivision Erosion Protection Works Service Parcel Tax Bylaw No. 5243, 2019 be read a first, second and third time this 13th day of September 2019.

Carried Unanimously

2019-9B-24

Moved Director Bachmeier
Seconded Director Massier

That Quesnel-Hixon Subdivision Erosion Protection Works Service Parcel Tax Bylaw No. 5243, 2019 be adopted this 13th day of September 2019.

Carried Unanimously

15. BYLAWS FOR CONSIDERATION OF ADOPTION

15.1 Cariboo Regional District Electoral Area E Economic Development Service Establishment Bylaw No. 5235, 2019

Corporate Vote - Unweighted

2019-9B-25

Moved Director Delainey
Seconded Director LeBourdais

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated August 20, 2019, be received. Further, that Cariboo Regional District Electoral Area E Economic Development Service Establishment Bylaw No. 5235, 2019 be adopted this 13th day of September 2019.

Carried Unanimously

2019-9B-26

Moved Director Forseth
Seconded Director Mernett

That the Economic Development Services for Electoral Areas D, E F, J and K be merged as one function of the CRD.

Carried Unanimously

15.2 Forest Grove Fire Protection Service Area Expansion Bylaw No. 5240, 2019

Corporate Vote - Unweighted

2019-9B-27

Moved Chair Wagner

Seconded Director Richmond

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated September 6, 2019, regarding Bylaw No. 5240, be received. Further, that Forest Grove Fire Protection Service Area Expansion Bylaw No. 5240, 2019 be adopted this 13th day of September 2019.

Carried Unanimously

16. DIRECTORS' REQUESTS, REPORTS AND APPOINTMENTS

16.1 Request from Director Forseth – Crime Activity in Rural Areas

Corporate Vote - Unweighted

2019-9B-28

Moved Director Forseth

Seconded Director Delainey

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated September 5, 2019, regarding a request from Director Forseth to discuss and possibly take action on the issue of increasing crime in the electoral areas, be received.

Carried Unanimously

The meeting recessed at 11:17 a.m.

the meeting reconvened at 11:34 a.m.

PRESENT:	Chair M. Wagner, Vice-Chair J. Massier, Director M. Sjostrom, Director B. Bachmeier, 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 W. Cobb, Director B. Simpson, Director M. Campsall, Director G. Fourchalk
STAFF :	J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, E. Epp, Manager of Communications, H. Surat, Manager of Development Services

3. DELEGATIONS/GUESTS

3.2 Delegation - John Kerr, Tatlayoko Think Tank

John Kerr and Deborah Stevens-Kerr, representing Tatlayoko Think Tank, appeared before the Board to discuss rural broadband issues.

The meeting recessed for lunch at 12:22 p.m.

The meeting reconvened at 12:56 a.m.

PRESENT:	Chair M. Wagner, Vice-Chair J. Massier, Director M. Sjostrom, Director B. Bachmeier, 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 W. Cobb, Director B. Simpson, Director M. Campsall, Director G. Fourchalk
STAFF :	J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, E. Epp, Manager of Communications, H. Surat, Manager of Development Services

16. DIRECTORS' REQUESTS, REPORTS AND APPOINTMENTS

16.1 Request from Director Forseth – Crime Activity in Rural Areas

16.1.1 Request from Director Forseth – Crime Activity in Rural Areas (Cont'd)

2019-9B-29

Moved Director Richmond

Seconded Director Bachmeier

That an invitation be extended to the Williams Lake, Quesnel and 100 Mile House RCMP District Commanders to attend an upcoming Board meeting as delegations to discuss policing issues and to request what assistance the CRD Board may be able to provide.

Carried Unanimously

16.2 Request from Director Forseth – Director Initiative Fund Use for Signage

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

2019-9B-30

Moved Director Forseth

Seconded Director Delainey

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated September 4, 2019, regarding a request from Director Forseth to access Electoral Area D Director Initiative funds, be received. Further, that policy be waived and that up to \$1,000 be authorized from the Electoral Area D Director Initiative funds for the installation of “Rural Crime Watch” signage in the McLeese Lake community to be completed by the McLeese Lake Recreation Society.

Dealt with by the following resolution

2019-9B-31

Moved Director Forseth

Seconded Director Glassford

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated September 4, 2019, regarding a request from Director Forseth to access up to \$1,000 from Electoral Area D Director Initiative funds for the installation of "Rural Crime Watch" signage in the McLeese Lake community to be completed by the McLeese Lake Recreation Society, be deferred to the Policy Committee for consideration.

Carried Unanimously

17. CHAIR REPORT/CAO REPORT

17.1 Chair Report - Up to and including September 11, 2019

Corporate Vote - Unweighted

2019-9B-32

Moved Director Forseth

Seconded Director Richmond

That the report from Chair Margo Wagner, for the period up to and including September 11, 2019, be received.

Carried Unanimously

18. DIRECTORS' ROUNDTABLE

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

2019-9B-33

Moved Director Massier

Seconded Director Richmond

That the previous appointment of Fran McPherson to the Electoral Area C Advisory Planning Commission, be rescinded.

Carried Unanimously

19. ADJOURNMENT

Corporate Vote - Unweighted

2019-9-34

Moved Director Bachmeier

Seconded Director Glassford

That the meeting of Cariboo Regional District Board be adjourned at 1:42 p.m.
September 13, 2019.

Carried Unanimously

Chair

Manager of Corporate Services