



CARIBOO REGIONAL DISTRICT

BOARD MINUTES

November 15, 2019

9:45 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 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, M. Croft, Recording Secretary

1. CALL TO ORDER

1.2 Election of Chair and Vice-Chair

Election of Chair

First call for nominations for the position of Chair of the Cariboo Regional District Board of Directors.

Moved Director Richmond

That Director Margo Wagner be nominated as Chair of the Cariboo Regional District Board.

Director Wagner accepted her nomination.

Second call for nominations.

Third call for nominations.

There being no further nominations, A. Johnston, Manager of Corporate Services/Deputy CAO, declared nominations closed and declared Director Margo Wagner Chair for the Cariboo Regional District Board of Directors.

Election of Vice-Chair

First call for nominations for the position of Vice-Chair of the Cariboo Regional District Board of Directors.

Moved Director Bachmeier

That Director John Massier be nominated as Vice-Chair of the Cariboo Regional District Board.

Director Massier accepted his nomination.

Second call for nominations.

Third call for nominations.

There being no further nominations, A. Johnston, Manager of Corporate Services/Deputy CAO, declared nominations closed and declared Director John Massier Vice-Chair for the Cariboo Regional District Board of Directors.

1.1 Adoption of Agenda

Corporate Vote - Unweighted

2019-11-1

Moved Director Mernett

Seconded Director Sjostrom

That the agenda be adopted as presented.

Carried Unanimously

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Regional District Board Meeting - October 25, 2019

Corporate Vote - Unweighted

2019-11-2

Moved Director Delainey
Seconded Director Glassford

That the minutes of the Cariboo Regional District Board meeting held October 25, 2019, be received and adopted.

Carried Unanimously

3. DELEGATIONS/GUESTS

3.1 Memorandum of Business - Delegations

Corporate Vote - Unweighted

2019-11-3

Moved Director Fourchalk
Seconded Director LeBourdais

That the Delegations Memorandum of Business, as of November 15, 2019, be received.

Carried Unanimously

4. PLANNING BYLAWS FOR CONSIDERATION OF ADOPTION

4.1 Area E – Bylaw 5182

Stakeholder Vote – Unweighted – All Electoral Areas

3281 English Road

Lot 1, District Lots 3225, 8685 and 8686, Lillooet District, Plan KAP45337

From Resource/Agricultural (R/A) zone to Special Exception Rural 1-4 zone
(3360-20/20180049 – Fosbery / Austin)

Director Delainey

2019-11-4

Moved Director Delainey
Seconded Director Massier

That Cariboo Regional District Central Cariboo Area Rural Land Use Amendment Bylaw No. 5182, 2018 be adopted this 15th day of November, 2019.

Carried Unanimously

4.2 Area F – Bylaw 5197

Stakeholder Vote – Unweighted – All Electoral Areas

3395 Big Lake Road

Lot 9, District Lot 461, Cariboo District, Plan 27548

From Rural 1 (RR 1) zone to Rural 2 (RR 2) zone and Rural 3 (RR 3) zone
(3360-20/20190005 – Hooker) (Agent: Veronica Meister)

Director LeBourdais

2019-11-5

Moved Director LeBourdais

Seconded Director Sjostrom

That Cariboo Regional District Central Cariboo Area Rural Land Use Amendment
Bylaw No. 5197, 2019 be adopted this 15th day of November, 2019.

Carried Unanimously

5. DEVELOPMENT VARIANCE PERMIT APPLICATIONS

5.1 Area L – DVP20190049

Stakeholder Vote - Unweighted - All Electoral Areas

7235 Lakes Boulevard

Strata Lot 16, District Lot 4456, Lillooet District, Strata Plan KAS2220
(3090-20/20190049 – Khotan Holdings Ltd. Inc.) (Agent: Nigel Hemingway)

Director MacDonald

N. Hemingway, Agent, was present in support of this application.

2019-11-6

Moved Director MacDonald

Seconded Director LeBourdais

That the application for a Development Variance Permit pertaining to Strata Lot
16, District Lot 4456, Lillooet District, Strata Plan KAS2220 be received. Further,
that a Development Variance Permit be approved to vary the following:

1. Section 5.6.2 (b) (i) and 5.6.2 (b) (iii) of the South Cariboo Area Zoning Bylaw
No. 3501, 1999 as follows:

2. That the minimum required front yard setback be reduced from 7.6m (24.93 ft) to 3 m (9.84 ft) and that the interior side yard setback be reduced from 3.6 m (11.81 ft) to 0.5 m (1.64 ft) to allow the construction of three sets of storage units.

Carried Unanimously

6. DEVELOPMENT PERMIT APPLICATIONS

6.1 Area F – DP20190048

Stakeholder Vote - Unweighted - All Electoral Areas

2995 Cariboo Hwy 97

Parcel 1, District Lot 12, Cariboo District, Plan BCP39918

(3060-20/20190048 – Smith Timber Works Ltd.) (Agent: Brad Smith)

Director LeBourdais

2019-11-7

Moved Director LeBourdais

Seconded Director Mernett

That the application for a Development Permit (Including Variance) pertaining to Parcel 1, District Lot 12, Cariboo District, Plan BCP39918 be received and approved based on Appendix B and supporting drawings. Further, that issuance be subject to the following conditions:

- a. The applicant is required to apply for a Structure Setback Permit from the Ministry of Transportation and Infrastructure ensuring legality of the setback to accommodate the proposed signage.
- b. The applicant offering to enter into and entering into a covenant to ensure that the CRD is not liable for any future consequences with respect to the construction.

Further, that the cost of registration of the covenant be borne by the applicant.

Carried Unanimously

7. AGRICULTURAL LAND COMMISSION APPLICATIONS

7.1 Area I – ALR 1950

Stakeholder Vote – Unweighted – All Electoral Areas

West Fraser Road

Parcel A, District Lots 7269, 9522, and 12453, Cariboo District, Plan PGP36005
(3015-20/I20190050 – Roddie Creek Ranch) (Agent: Jeremy Farmer)

Director Glassford

2019-11-8

Moved Director Glassford

Seconded Director MacDonald

That the Provincial Agricultural Land Commission application for non-farm use to allow gravel extraction and recontouring of the land within the Agricultural Land Reserve, pertaining to Parcel A, District Lots 7269, 9522, and 12453, Cariboo District, Plan PGP36005, be received and submitted to the Provincial Agricultural Land Commission with a recommendation for approval with the following conditions:

1. A search for active badger burrows should be conducted. Sites with natal dens or active burrows are to be avoided.
2. A nesting bird sweep should be conducted to prevent bird mortality. Work completed outside of the nesting season (March-August) will prevent the destruction of active bird nests that are protected under the Wildlife Act (s.34).

Carried Unanimously

7.2 Area L – ALR1944

Stakeholder Vote – Unweighted – All Electoral Areas

6262 Mulligan Drive

District Lot 3867, Lillooet District, Except Plans 20244 and KAP52993, Part Lying South of the Southerly Boundary of the Road Shown on Plan 20244

(3015-20/L20190044 – Bonafide Builders Ltd./Simore Developing Ltd.) (Agent: Maziar Rahmati)

Director MacDonald

2019-11-9

Moved Director MacDonald

Seconded Director Delainey

That the Provincial Agricultural Land Commission application to subdivide the parcel into seven agricultural lots within the Agricultural Land Reserve, pertaining to District Lot 3867, Lillooet District, Except Plans 20244 and KAP52993, Part Lying South of the Southerly Boundary of the Road Shown on Plan 20244, be rejected and not be submitted to the ALC.

Carried Unanimously

2019-11-10

Moved Director Massier

Seconded Director MacDonald

That the recent changes to Agricultural Land Reserve lands, specifically Bill 15 and Bill 52, be referred to the North Cariboo Agricultural Development Advisory Committee for comment.

Carried Unanimously

2019-11-11

Moved Director Delainey

Seconded Director MacDonald

That a letter be forwarded to the Honourable Lana Popham, Minister of Agriculture, advising of the Board's concerns with regard to the updated legislation to revitalize the Agricultural Land Reserve (ALR) and Agricultural Land Commission (ALC), specifically Bills 15 and 52, and the detrimental impact to northern rural farmers. Further, that an extension to the November 15th deadline be requested to allow the CRD time to consult with the North Cariboo Agricultural Development Advisory Committee. Further, that the letter be sent to other regional districts requesting support with a copy to the CEO of the ALC and MLAs.

Carried Unanimously

8. COMMUNITY SERVICES

8.1 Big Creek Community Hall Community Works Funding (CWF) Electrical and Roof Upgrades Project and Enabling Agreement

Corporate Vote – Weighted

2019-11-12

Moved Director Mernett

Seconded Director Massier

That the agenda item summary from Darron Campbell, Manager of Community Services, dated November 7, 2019, regarding a proposal from the Big Creek Community Association to perform electrical and roof upgrades and, if possible, any other related, minor services at the Big Creek Community Hall, be received. Further, that up to \$19,300 for the project be approved from the 2019 Community Hall Improvements envelope of the Community Works Fund and that the appropriate signatories be authorized to enter into the necessary contribution agreement.

Carried Unanimously

8.2 Quesnel Regional Airport – Contribution Agreement

Corporate Vote - Weighted

2019-11-13

Moved Director Glassford

Seconded Director Bachmeier

That the agenda item summary from Darron Campbell, Manager of Community Services, dated November 4, 2019, regarding a contribution agreement with the City of Quesnel to support operation of the Quesnel Regional Airport, be received. Further, that the appropriate signatories be authorized to execute the proposed agreement, which has a term of three years and includes an annual payment to the City of \$66,000.

Carried Unanimously

9. PROTECTIVE SERVICES

9.1 UBCM 2019 CEPF Application – Volunteer and Composite Fire Department Training and Equipment

Corporate Vote - Unweighted

2019-11-14

Moved Director Forseth

Seconded Director Sjostrom

That the agenda item summary from Stuart Larson, Manager of Protective Services, dated November 6, 2019, regarding the 2019 UBCM Community Emergency Preparedness Fund application, be received. Further, that the Cariboo Regional District apply for funding in the amount of \$115,000, and manage the 2019 UBCM Community Emergency Preparedness Fund – Volunteer and Composite Fire Department Training and Equipment.

Carried Unanimously

10. FINANCE

10.1 Monthly Expenditures Board Summary Report and Mastercard Summary Report - October 2019

Corporate Vote - Unweighted

2019-11-15

Moved Director Fourchalk

Seconded Director Glassford

That the Monthly Expenditures Board Summary Report and Mastercard Summary Report for the month of October 2019, in the amount of \$2,904,035.00, consisting of \$936,847.96 paid by cheque, \$1,880,762.99 paid through electronic funds, and \$86,424.05 paid by Mastercard, be received and ratified.

Carried Unanimously

10.2 Grant for Assistance Application – Rocky Mountain Rangers RCACC Parent Support Committee

Corporate Vote - Unweighted

2019-11-16

Moved Director Forseth

Seconded Director MacDonald

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated October 31, 2019, regarding a Grant for Assistance Application from the Rocky Mountain Rangers RCACC Parent Support Committee, requesting \$960 for alternate casual uniforms/hoodies for cadet comradery and uniformity, be received. Further, that \$960 be authorized as requested, split equally between the Electoral Areas E, G, H, K and L Grants for Assistance funds.

Carried Unanimously

10.3 Grant for Assistance Application – Junior Cadet Society of BC

Corporate Vote - Unweighted

2019-11-17

Moved Director Forseth

Seconded Director LeBourdais

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated October 31, 2019, regarding a Grant for Assistance Application from the Junior Cadet Society of BC, requesting \$624.71 to purchase a replacement computer, be received. Further, that \$624.71 be authorized as requested, split equally between the Electoral Areas E, H, K and L Grants for Assistance funds.

Carried Unanimously

10.4 Grant for Assistance Application – Big Creek Community Association

Corporate Vote - Unweighted

2019-11-18

Moved Director Mernett

Seconded Director Massier

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated November 6, 2019, regarding a Grant for Assistance Application from the Big Creek Community Association, requesting

\$800 towards costs of the Big Creek Roundup dinner and solar lights to illuminate the grounds surrounding the hall, be received. Further, that \$800 be authorized as requested from the Electoral Area K Grants for Assistance fund.

Carried Unanimously

11. ADMINISTRATION

11.1 Deferred Item - Corporation of the Village of Pouce Coupe - Support for City of Enderby Resolution re Fostering Transportation Network Services in Small Communities

2019-11-19

Moved Director Delainey

Seconded Director Kirby

That the letter from the Corporation of the Village of Pouce Coupe requesting support for City of Enderby's resolution regarding Fostering Transportation Network Services in Small Communities, as deferred at the October 25, 2019 CRD Board meeting and previously rejected by the Union of British Columbia Municipalities as stated in the September 27, 2019 Vancouver Courier article, be received.

Carried Unanimously

12. BOARD REPORTS AND CORRESPONDENCE

12.1 Consent Calendar

Corporate Vote - Unweighted

2019-11-20

Moved Director Cobb

Seconded Director LeBourdais

That the consent calendar items, as of November 15, 2019, except 12.1.5, be received.

Carried Unanimously

2019-11-21

Moved Director Forseth

Seconded Director Massier

That agenda item 12.1.5, regarding the NCLGA Board Meeting Highlights for November 1-2, 2019, be received.

Carried Unanimously

12.2 Responses to Board Correspondence/Meeting Follow-up

12.2.1 Ministry of Transportation and Infrastructure - Request for Streetlights on Maple Drive in Quesnel

Corporate Vote - Unweighted

2019-11-22

Moved Director Sjostrom

Seconded Director Bachmeier

That the letter from the Honourable Claire Trevena, Minister of Transportation and Infrastructure, dated October 30, 2019, in response to the CRD's request for support for the installation and operation of streetlights on Maple Drive in Quesnel, be received.

Carried Unanimously

The meeting recessed at 10:54 a.m.

The meeting reconvened at 11:01 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
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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, M. Croft, Recording Secretary
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3. DELEGATIONS/GUESTS

3.2 Delegation - Enbridge

Rikki Beaudet, Community and Indigenous Engagement Advisor with Enbridge, appeared before the Board to provide an update.

3.3 Delegation - Ministry of Transportation and Infrastructure

Todd Hubner, District Manager for the Ministry of Transportation and Infrastructure, appeared before the Board to provide an information session on the Ministry's operations.

The meeting recessed for lunch at 12:27 p.m.

The meeting reconvened at 1:15 p.m.

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

13. COMMITTEE/COMMISSION MINUTES AND RECOMMENDATIONS

13.1 South Cariboo Rural Directors Caucus Minutes - October 21, 2019

Corporate Vote - Unweighted

2019-11-23

Moved Director Fourchalk
Seconded Director Kirby

That the minutes of the South Cariboo Rural Directors Caucus meeting, held October 21, 2019, be received.

Carried Unanimously

13.2 South Cariboo Joint Committee Minutes - October 21, 2019

Corporate Vote - Unweighted

2019-11-24

Moved Director Richmond
Seconded Director Delainey

That the minutes of the South Cariboo Joint Committee meeting, held October 21, 2019, be received.

Carried Unanimously

Director Simpson returned to the meeting.

13.2.1 District of 100 Mile Soccer Fields and Martin Exeter Hall Agreements

Corporate Vote - Weighted

2019-11-25

Moved Director Campsall
Seconded Director Richmond

That the following recommendation from the South Cariboo Joint Committee meeting, held October 21, 2019, be endorsed:

That the contribution agreement with the District of 100 Mile House for the soccer fields be renewed at the current amount of \$61,000 per year and that the agreement for Martin Exeter Hall be renewed with an increase of \$5,000 to \$60,000 per year as reflected in the 2020-2024 financial plan.

Further, that the appropriate signatories be authorized to execute the agreement.

Carried Unanimously

13.3 Heritage Steering Committee Meeting Notes - October 22, 2019

Corporate Vote - Unweighted

2019-11-26

Moved Director Kirby

Seconded Director Glassford

That the meeting notes of the Heritage Steering Committee meeting, held October 22, 2019, be received.

Carried Unanimously

13.3.1 Application to the Canada Cultural Investment Fund - Strategic Initiatives Fund - Create a Regional Heritage Marketing Initiative

Stakeholder Vote - Weighted - All Electoral Areas

2019-11-27

Moved Director Kirby

Seconded Director Massier

That the following recommendations from the Heritage Steering Committee meeting, held October 22, 2019, be endorsed:

That the Heritage Steering Committee join with other regional partners in an application to the Canada Cultural Investment Fund – Strategic Initiatives Fund to: create a regional heritage marketing initiative, to host a regional gathering of heritage partners in order to facilitate mutual support and collaborative projects, and to develop heritage signage within the region.

Further, that the Heritage Steering Committee use up to \$3,500 of its annual budget to support the possible CCIF application.

Carried Unanimously

13.4 Central Cariboo Rural Directors Caucus Minutes - October 23, 2019

Corporate Vote - Unweighted

2019-11-28

Moved Director Forseth

Seconded Director Mernett

That the minutes of the Central Cariboo Rural Directors Caucus meeting, held October 23, 2019, be received.

Carried Unanimously

13.5 Central Cariboo Joint Committee Minutes - October 23, 2019

Corporate Vote - Unweighted

2019-11-29

Moved Director Fourchalk

Seconded Director Forseth

That the minutes of the Central Cariboo Joint Committee meeting, held October 23, 2019, be received.

Carried Unanimously

13.5.1 Central Cariboo Arts & Culture Society's Fee for Service Management Committee - 2020-2022 Recommendations Report

Corporate Vote - Weighted

2019-11-30

Moved Director Forseth

Seconded Director MacDonald

That the following recommendation from the Central Cariboo Joint Committee meeting, held October 23, 2019, be endorsed:

That the report of the Central Cariboo Arts & Culture Fee for Service Management Committee be received and the Joint Committee approve entering into Arts and Culture Fee for Service agreements for a three-year term, effective January 1, 2020 to December 31, 2022, with annual payments as follows:

- *Museum of the Cariboo Chilcotin - \$38,000*
- *Station House Studio and Gallery Society - \$20,000*

- *Community Arts Council of Williams Lake - \$7,000*
- *Horsefly Historical Society (Horsefly Pioneer Museum) - \$4,000*
- *Likely Chamber of Commerce (Cedar City Museum) - \$4,000*
- *150 Mile Greenbelt, Trail & Heritage Society (150 Mile Schoolhouse) - \$2,500*
- *Scout Island Nature Centre (Art in Nature / Nature in Art) - \$2,500*
- *Women's Contact Society (Williams Lake Children's Festival) - \$2,000*
- *Arts on the Fly Festival Society (Arts on the Fly Festival) - \$3,000*
- *Cariboo Festival Society (Cariboo Festival) - \$1,500*
- ***Total = \$84,500***

Carried Unanimously

13.5.2 Letter from Williams Lake Daybreak Rotary Club re Annual Williams Lake Stampede Parade

Stakeholder Vote - Weighted

2019-11-31

Moved Director Forseth

Seconded Director Delainey

That the following recommendation from the Central Cariboo Joint Committee meeting, held October 23, 2019, be endorsed and referred back to the Central Cariboo Joint Committee for consideration to reallocate to Cariboo Strong funds:

That the letter from the Rotary Club of the Williams Lake Daybreak dated July 25, 2019, together with the presentation of Club President Ken O'Brien, regarding the annual Williams Lake Daybreak Rotary Stampede Parade be received and a contribution to the 2020 Stampede Parade of up to \$10,000 be allocated in the 2020 Central Cariboo Arts and Culture budget; and further, that the Daybreak Rotary Club be requested to submit a formal proposal in consultation with City Staff, and Staff be directed to investigate options for grant funding and insurance coverage and bring a report back to a future Joint Committee Meeting.

Carried Unanimously

14. DIRECTORS' REQUESTS, REPORTS AND APPOINTMENTS

14.1 Report from Director Richmond - Municipal Finance Authority Report for the Period Ended September 2019

Corporate Vote - Unweighted

2019-11-32

Moved Director Richmond

Seconded Director Massier

That the Municipal Finance Authority report to members on activities for the period of May 2019 to September 2019, as provided by Director Richmond, be received.

Carried Unanimously

14.2 Request from Director Bachmeier to Access Electoral Area B Director Initiative Funds

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

Director Glassford left the meeting.

2019-11-33

Moved Director MacDonald

Seconded Director Massier

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated October 31, 2019, regarding a request from Director Bachmeier to access funds up to \$2,500 from Electoral Area B Director Initiative Funds to attend the Broadband Conference scheduled for April 21st and 22nd, 2020, be received and authorized as requested.

Carried

15. CHAIR REPORT/CAO REPORT

Corporate Vote - Unweighted

2019-11-34

Moved Director Forseth

Seconded Director LeBourdais

That the report from Chair Margo Wagner, for the period up to and including November 14, 2019, be received.

Carried Unanimously

16. DIRECTORS' ROUNDTABLE

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

17. IN-CAMERA SESSION

17.1 In-Camera Session

Corporate Vote - Unweighted

2019-11-35

Moved Director LeBourdais

Seconded Director Campsall

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

Carried Unanimously

The meeting recessed at 2:14 p.m. to go in-camera.

The meeting reconvened at 2:44 p.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 G. Kirby, Director C. Mernett, Director W. MacDonald, Director W. Cobb, Director M. Campsall, Director G. Fourchalk
ABSENT:	Director J. Glassford, Director B. Simpson
STAFF :	J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, E. Epp, Manager of Communications

18. ADJOURNMENT

Corporate Vote - Unweighted

2019-11-36

Moved Director Fourchalk

Seconded Director Kirby

That the meeting of Cariboo Regional District Board be adjourned at 2:45 p.m.

November 15, 2019.

Carried Unanimously

Chair

Manager of Corporate Services