



## CARIBOO REGIONAL DISTRICT

### BOARD MINUTES

November 10, 2022

9:53 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 M. Neufeld, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director T. Pare, Director B. Anderson, Director E. de Vries, Director E. Coleman, Director R. Paull, Director S. Rathor, Director M. Pinkney

STAFF: K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, L. Schick, Deputy Corporate Officer/Executive Assistant, N. Whitehead, Manager of Planning Services, G. Pinchbeck, Manager of Communications

## 2. WELCOME

Virginia Gilbert, of the Williams Lake First Nation welcomed in the new Board of Directors.

## 1. CALL TO ORDER

### 1.1 Election of Chair

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

Moved Director Forseth

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

Director Wagner accepted the 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 of the Cariboo Regional District Board of Directors.

## **1.2 Election of Vice-Chair**

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

Moved Director Neufeld;

That Director Steve Forseth be nominated as Vice-Chair of the Cariboo Regional District Board.

Director Forseth accepted the nomination.

Second call for nominations.

Moved Director Anderson;

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

Director Massier accepted the nomination.

Third call for nominations.

There being no further nominations, A. Johnston, Manager of Corporate Services/Deputy CAO, declared nominations closed, both candidates spoke, a secret ballot was held, and Director John Massier was declared Vice-Chair of the Cariboo Regional District Board of Directors.

### **2022-11-1**

Moved Director Richmond

Seconded Director Sjostrom

That the ballots for the Vice-Chair election be destroyed.

**Carried**

The meeting recessed at 10:05 a.m.

PRESENT: Chair M. Wagner, Vice-Chair J. Massier, Director M. Sjostrom, Director B. Bachmeier, Director S. Forseth, Director M. Neufeld, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director T. Pare, Director B. Anderson, Director E. de Vries, Director S. Rathor, Director M. Pinkney

ABSENT: Director E. Coleman, Director R. Paull

STAFF: K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, L. Schick, Deputy Corporate Officer/Executive Assistant, N. Whitehead, Manager of Planning Services, G. Pinchbeck, Manager of Communications

The meeting reconvened at 2:05 p.m.

**1.3 Adoption of Agenda**

Corporate Vote - Unweighted

**2022-11-2**

Moved Director Rathor

Seconded Director Pinkney

That the agenda be adopted as presented.

CONTRARY TO THE MOTION: Director Forseth

**Carried**

**3. ADOPTION OF MINUTES**

**3.1 Minutes of the Cariboo Regional District Board Meeting - October 6, 2022**

Corporate Vote - Unweighted

**2022-11-3**

Moved Director Sjostrom

Seconded Director Glassford

That the minutes of the Cariboo Regional District Board meeting held October 6, 2022, be received and adopted.

**Carried**

**4. DELEGATIONS/GUESTS**

**4.1 Memorandum of Business - Delegations**

Corporate Vote - Unweighted

**2022-11-4**

Moved Director LeBourdais

Seconded Director Massier

That the Delegations Memorandum of Business, as of November 10, 2022, be received.

**Carried**

**5. PLANNING BYLAWS FOR CONSIDERATION OF FIRST AND SECOND READING**

**5.1 Area G – BL 5409 and 5410**

Stakeholder Vote – Unweighted – All Electoral Areas

4000 Cariboo Highway 97

Lot 11, District Lot 5, Lillooet District, Plan 4190, Except Parcel A (DD183362F)

From Commercial designation to Townsite Residential designation

From General Commercial (C 1) zone to Special Exception R 2-3 zone

(3360-20/20220054 – Lange) (Agent: Nigel Hemingway – Cariboo Geographic Systems Ltd.)

Director Richmond

**2022-11-5**

Moved Director Richmond

Seconded Director Glassford

That Lac La Hache Area Official Community Plan Amendment Bylaw No. 5409, 2022 be read a first and second time, this 10<sup>th</sup> day of November 2022.

**Carried**

**2022-11-6**

Moved Director Richmond

Seconded Director Massier

That South Cariboo Area Zoning Amendment Bylaw No. 5410, 2022 be read a first and second time, this 10<sup>th</sup> day of November 2022. Further, that adoption be subject to the following:

- i. Adoption of the Lac La Hache Area Official Community Plan Amendment Bylaw No. 5409, 2022.
- ii. The applicant submitting a permit application to the Ministry of Transportation and Infrastructure for residential access to Cariboo Highway 97 S.
- iii. The applicant offering to enter into and entering into a Section 219 covenant to ensure compliance with the CRD Shoreland Management Policy with respect to riparian protection.

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

**Carried**

## **6. PLANNING BYLAWS FOR CONSIDERATION OF ADOPTION**

### **6.1 Area D – BL 5338**

Stakeholder Vote – Unweighted – All Electoral Areas

5131 Cariboo Highway 97

District Lot 1931, Cariboo District, Except Plans H406, 13384, 13419, 19648, 22654 and 24686

From Resource/Agricultural (R/A) zone to Rural 1 (RR 1) zone

(3360-20/20210042 – Dunlevy Ranch Ltd.) (Agent: Veronica Meister - Exton and Dodge Land Surveying Inc.)

Director Forseth

#### **2022-11-7**

Moved Director Forseth

Seconded Director LeBourdais

That Central Cariboo Area Rural Land Use Amendment Bylaw No. 5338, 2021 be adopted this 10<sup>th</sup> day of November 2022.

**Carried**

**6.2 Area L – BL 5390**

Stakeholder Vote – Unweighted – All Electoral Areas

7736 High Country Road

Lot 1, District Lot 1887, Lillooet District, Plan KAP48900

From Tourist Commercial (C 2) zone to Special Exception C 2-26 zone  
(3360-20/20220015 – Wettstein/Wettstein-Rolefson)

Director De Vries

**2022-11-8**

Moved Director de Vries

Seconded Director Sjostrom

That South Cariboo Area Zoning Amendment Bylaw No. 5390, 2022 be adopted  
this 10<sup>th</sup> day of November 2022.

**Carried**

**6.3 Area A – BL 5392 and 5393**

Stakeholder Vote – Unweighted – All Electoral Areas

1381 Sam Toy Road

Lot 12, District Lot 3140, Cariboo District, Plan 19032

From Institutional designation to Highway Service Commercial designation

From Institutional (P) zone to Service Commercial (C 4) zone

(3360-20/20220023 – Renyard Holdings Inc.)

Director Sjostrom

**2022-11-9**

Moved Director Sjostrom

Seconded Director Massier

That Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5392,  
2022 be adopted this 10<sup>th</sup> day of November 2022.

**Carried**

**2022-11-10**

Moved Director Sjostrom

Seconded Director Glassford

That Quesnel Fringe Area Zoning Amendment Bylaw No. 5393, 2022 be adopted this 10<sup>th</sup> day of November 2022.

**Carried**

**7. AGRICULTURAL LAND COMMISSION APPLICATIONS**

**7.1 Area L – ALRL20220056**

Stakeholder Vote – Unweighted – All Electoral Areas

6252 Banks Road

Lot A, District Lot 3793, Lillooet District, Plan 23263

(3015-20/L20220056 – Mutch)

Director De Vries

**2022-11-11**

Moved Director de Vries

Seconded Director LeBourdais

That the Provincial Agricultural Land Commission application for non-adhering residential use, pertaining to Lot A, District Lot 3793, Lillooet District, Plan 23263, be received and authorized for submission to the Provincial Agricultural Land Commission, with a recommendation for approval.

**Carried**

**8. TEMPORARY USE PERMIT APPLICATIONS**

**8.1 Area H – TP20180051**

Stakeholder Vote – Unweighted – All Electoral Areas

2750 Bradley Creek Road

District Lot 8333, Lillooet District

(3070-20/20180051 – Davies)

Director Wagner

**2022-11-12**

Moved Chair Wagner

Seconded Director Glassford

That the application pertaining to District Lot 8333, Lillooet District, requesting a renewal of Temporary Use Permit No. 20180051 to allow the subject land and buildings thereon to be used to allow for hosting of mud racing events, a seasonal campground for recreational use, other outdoor recreational events or fundraising events for the community and trails for riding, be approved for an additional three years.

**Carried**

**8.2 Area B – TP20220052**

Stakeholder Vote – Unweighted – All Electoral Areas

Duncan Road

Lot 1, District Lot 6195, Cariboo District, Plan 31056  
(3070-20/20220052 – Mesher)

Director Bachmeier

**2022-11-13**

Moved Director Bachmeier

Seconded Director Glassford

That consideration of the application pertaining to Lot 1, District Lot 6195, Cariboo District, Plan 31056 requesting the issuance of a Temporary Use Permit to allow the subject property to be used for the residential use of an RV, be deferred until the December 9, 2022, CRD Board meeting.

**Carried**

**9. DEVELOPMENT SERVICES - OTHER BUSINESS**

**9.1 Request from Property Owner for Removal of Two Restrictive Covenants**

Stakeholder Vote – Unweighted – All Electoral Areas

4858 Pierreroy Cres.

Lot A, District Lot 199, Lillooet District, Plan KAP55211

(4600-20/2050 – Cariboo Resorts Ltd.) (Current Owners: Carol and Arnold  
Ducsay)

Director Richmond



**2022-11-14**

Moved Director Richmond  
Seconded Director Sjostrom

That the agenda item summary dated October 26, 2022, from Nigel Whitehead, Manager of Planning Services, regarding an owner's request for removal of covenant KJ032869 from the title of Lot A, District Lot 199, Lillooet District, Plan KAP55211, be received.

**Carried**

**2022-11-15**

Moved Director Richmond  
Seconded Director Bachmeier

That staff be directed to discharge covenant KJ032869 from the title of Lot A, District Lot 199, Lillooet District, Plan KAP55211.

**Carried**

**10. COMMUNITY SERVICES**

**10.1 NDIT Application – Business Façade Improvement Program 2023**

Corporate Vote - Unweighted

**2022-11-16**

Moved Director Bachmeier  
Seconded Director Sjostrom

That the agenda item summary from Beth Holden, Regional Economic & Community Development Officer, dated October 27, 2022, regarding a grant application from the Cariboo Regional District to the Northern Development Initiative Trust, for \$20,000 in funding from the Business Façade Improvement program to encourage private sector investment in local business improvements in the region, be received. Further, that the application be submitted as attached.

**Carried**

**10.2 NDIT Application – Cariboo Ski Touring Club – Hallis Lake Project 2023**

Corporate Vote - Unweighted

**2022-11-17**

Moved Director Massier

Seconded Director Sjostrom

That the agenda item summary from Beth Holden, Regional Economic & Community Development Officer, dated October 31, 2022, regarding the Cariboo Ski Touring Club's application to Northern Development Initiative Trust's Recreation Infrastructure stream for \$30,611 to the Hallis Lake cross country ski facility, be received. Further, that the grant application be supported.

**Carried**

**10.3 Nimpo Lake Community Association Community Works Funding (CWF) Energy Efficiency Project and Enabling Agreement**

Corporate Vote – Weighted

**2022-11-18**

Moved Director Pare

Seconded Director LeBourdais

That the agenda item summary from Darron Campbell, Manager of Community Services, dated November 2, 2022, regarding a proposal from the Nimpo Lake Community Association to install a new, on-demand hot water system at the Nimpo Lake Community Hall, be received. Further, that \$8,000 for the project be approved from the 2022 Community Halls Improvements envelope of the Community Works Fund and that the appropriate signatories be authorized to enter into the necessary contribution agreement.

**Carried**

**11. PROTECTIVE SERVICES**

**11.1 Request Approval for Grant Submission to UBCM**

Stakeholder Vote – Weighted – Electoral Areas A, B, C, D, E, F, G, H, I & L

**2022-11-19**

Moved Director Richmond

Seconded Director Forseth

That the agenda item summary from Michael Navratil, Manager of Protective Services, dated October 18, 2022, regarding a request to a submit a grant application to UBCM through its Community Emergency Preparedness Fund for up to \$30,000 for each CRD Volunteer Fire Department, be received. Further, that the Board give approval to apply for, receive and provide overall grant management.

**Carried**

**12. FINANCE**

**12.1 Monthly Expenditures Board Summary Report and Mastercard Summary Report - October 2022**

Corporate Vote - Unweighted

**2022-11-20**

Moved Director Glassford

Seconded Director Massier

That the Monthly Expenditures Board Summary Report and Mastercard Summary Report for the month of October 2022, in the amount of \$2,510,223.32, consisting of \$128,558.77 paid by cheque, \$2,270,665.85 paid through electronic funds, and \$110,998.70 paid by Mastercard, be received and ratified.

**Carried**

**13. ADMINISTRATION**

**13.1 2022 CRD Local Election Results**

Corporate Vote - Unweighted

**2022-11-21**

Moved Director Richmond

Seconded Director Anderson

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO and Chief Election Officer, dated November 1, 2022, regarding the official results of the 2022 general local elections, as follows:

*Elected by voting:*

Area E – Melynda Neufeld

Area I – Jim Glassford

Area J – Tolin Pare

Area K – Betty Anderson

*Elected by acclamation:*

Area A – Mary Sjostrom

Area B – Barb Bachmeier

Area C – John Massier

Area D – Steve Forseth

Area F – Maureen LeBourdais

Area G – Al Richmond

Area H – Margo Wagner

Area L – Eric De Vries

be received.

**Carried**

**14. BOARD REPORTS AND CORRESPONDENCE**

**14.1 Consent Calendar**

Corporate Vote - Unweighted

**2022-11-22**

Moved Director Sjostrom

Seconded Director LeBourdais

That the consent calendar items, as of November 10, 2022, be received.

**Carried**

**14.2 Working Group on Responsible Conduct**

Corporate Vote - Unweighted

**2022-11-23**

Moved Director Forseth  
Seconded Director Pinkney

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO dated October 21, 2022, with attached letter from the Working Group on Responsible Conduct (a partnership of UBCM, LGMA and the Ministry of Municipal Affairs) regarding an eLearning course for elected officials which introduces the learner to the foundational principles for responsible conduct, be received.

**Carried**

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

**15.1 Anahim Lake Airport Commission Meeting - October 5, 2022**

Corporate Vote - Unweighted

**2022-11-24**

Moved Director Pare  
Seconded Director Pinkney

That the minutes of the Anahim Lake Airport Commission meeting held on October 5, 2022, be received.

**Carried**

**15.2 Central Cariboo Joint Committee Minutes - October 19, 2022**

Corporate Vote - Unweighted

**2022-11-25**

Moved Director Forseth  
Seconded Director LeBourdais

That the minutes of the Central Cariboo Joint Committee meeting held on October 19, 2022, be received.

**Carried**

### 15.2.1 Central Cariboo Arts & Culture Society's Fee for Service Management Committee 2023-2025 Recommendations Report

Corporate Vote - Weighted

**2022-11-26**

Moved Director Forseth

Seconded Director LeBourdais

That the following recommendation from the Central Cariboo Joint Committee meeting on October 19, 2022, be endorsed:

*That the Central Cariboo Arts & Culture Society's 'Fee for Service Management Committee 2023-2025 Recommendations Report' be received and the Joint Committee approve entering into Arts and Culture Fee for Service agreements for a three-year term, effective January 1, 2023 to December 31, 2025, with annual payments as follows:*

- *Museum of the Cariboo Chilcotin - \$38,000*
- *Station House Studio and Gallery Society - \$22,500*
- *Community Arts Council of Williams Lake - \$5,000*
- *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) - \$3,000*
- *Scout Island Nature Centre (Art in Nature / Nature in Art) - \$2,500*
- *Women's Contact Society (Williams Lake Children's Festival) - \$2,000*
- *Cariboo Festival Society (Cariboo Festival) - \$1,500*
- *Williams Lake Studio Theatre - \$2,000*
- ***Total = \$84,500***

**Carried**

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

**16.1 Request from Director Sjostrom to Access Electoral Area A Director Initiative Funds to Attend the Minerals North Conference**

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

**2022-11-27**

Moved Director Sjostrom

Seconded Director Bachmeier

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated October 31, 2022, regarding a request from Director Sjostrom to access up to \$290 from the Electoral Area A Director Initiative Fund to attend the Minerals North Conference in Quesnel on May 31 – June 2, 2023, be received. Further, that the funds be authorized as requested.

**Carried**

**17. CHAIR REPORT/CAO REPORT**

**17.1 Chair Report - November 9, 2022**

Corporate Vote - Unweighted

**2022-11-28**

Moved Director Richmond

Seconded Director Glassford

That the Chair Report up to November 9, 2022, be received.

**Carried**

**18. DIRECTORS' ROUNDTABLE**

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

Director Forseth left the meeting.

**19. ADJOURNMENT**

Corporate Vote - Unweighted

**2022-11-29**

Moved Director Sjostrom

Seconded Director Richmond

That the meeting of Cariboo Regional District Board be adjourned at 3:10 p.m.  
November 10, 2022.

**Carried**

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Chair

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Manager of Corporate Services