



**CARIBOO REGIONAL DISTRICT
POLICY COMMITTEE MINUTES**

May 31, 2022

10:00 am

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

PRESENT : Chair M. Sjostrom, Director J. Massier, Director S. Forseth, Director M. LeBourdais, Director A. Richmond

ABSENT : Director A. Delainey, Director W. Macdonald

STAFF : A. Johnston, Manager of Corporate Services/Deputy CAO, N. Whitehead, Manager of Planning Services (for a portion of the meeting)

1. CALL TO ORDER

1.1 Adoption of Agenda

PC.2022-05-1

Moved Director Forseth

Seconded Director Richmond

That the agenda be adopted as presented.

Carried

2. ADOPTION OF MINUTES

2.1 Minutes of the Policy Committee Meeting - February 24, 2022

PC.2022-05-2

Moved Director LeBourdais

Seconded Director Massier

That the minutes of the Policy Committee meeting, held February 24, 2022, be received and adopted.

Carried

3. REPORTS AND CORRESPONDENCE

3.1 Tower Siting Process

PC.2022-05-3

Moved Director Forseth

Seconded Director LeBourdais

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated May 26, 2022, with attached email from Robert Engel, A/Spectrum Manager, Spectrum Management Operations Branch Innovation, Science and Economic Development (ISED) Canada/Government of Canada, be received. Further, that staff research and draft a policy that states the CRD will follow the ISED standard with an expanded public notification radius, and which states that we reserve the right to request that the applicant hold a public information meeting. And further, that the draft policy be referred to the CRD's Connectivity Committee in addition to the Policy Committee, prior to being forwarded to the Board for consideration of adoption.

Carried

N. Whitehead, Manager of Planning Services, left the meeting.

3.2 Request to Rescind Policy 13-03B-30 Special Occasion Liquor License Advertisements Policy

PC.2022-05-4

Moved Director LeBourdais

Seconded Director Richmond

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated May 9, 2022, regarding Policy #13-03B-30 Public Special Occasion Liquor Licenses Advertisements Policy, be received. Further, that the aforementioned policy be rescinded.

Carried

3.3 Draft Board Correspondence Management Policy

PC.2022-05-5

Moved Director Richmond

Seconded Director LeBourdais

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated May 18, 2022, with attached draft Board Correspondence Management Policy, be received. Further, that staff continue development of the draft policy and bring it back for more discussion.

Carried

3.4 DRAFT – Email Records Policy

PC.2022-05-6

Moved Director Massier

Seconded Director LeBourdais

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated May 17, 2022, with attached draft Email Records Policy, be received. Further, that staff continue development of the draft policy and bring it back for more discussion.

Carried

4. ADJOURNMENT

PC.2022-05-7

Moved Director Richmond

Seconded Director Forseth

That the meeting of the Policy Committee be adjourned at 11:54 a.m., May 31, 2022.

Carried

Chair

Manager of Corporate Services