



CARIBOO REGIONAL DISTRICT

BOARD MINUTES

June 2, 2023

10:07 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, Alternate Director D. Funk, Director R. Paull, Director S. Rathor, Director M. Pinkney

ABSENT: Director E. Coleman

STAFF: M. Daly, Chief Administrative Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, K. Erickson, Chief Financial Officer, N. Whitehead, Manager of Planning Services, G. Pinchbeck, Manager of Communications, C. Davis, Recording Secretary

1. CALL TO ORDER

1.1 Adoption of Agenda

Corporate Vote - Unweighted

2023-6-1

Moved Director Rathor

Seconded Director de Vries

That the agenda be adopted as presented.

Carried

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Regional District Board Meeting - May 5, 2023

Corporate Vote - Unweighted

2023-6-2

Moved Director Sjostrom

Seconded Director Pinkney

That the minutes of the Cariboo Regional District Board meeting held May 5, 2023, be received and adopted.

Carried

3. DELEGATIONS/GUESTS

3.1 Memorandum of Business - Delegations

Corporate Vote - Unweighted

2023-6-3

Moved Director Massier

Seconded Director Paull

That the Delegations Memorandum of Business, as of June 2, 2023, be received.

Carried

4. PLANNING BYLAWS FOR CONSIDERATION OF SECOND READING

4.1 Bouchie-Milburn Neighbourhood Plan – Consideration of Second Reading

Stakeholder Vote – Unweighted – All Electoral Areas

2023-6-4

Moved Director Bachmeier

Seconded Director Sjostrom

That the agenda item summary from Nigel Whitehead, Manager of Planning Services, dated May 18, 2023, regarding the Bouchie-Milburn Neighbourhood Plan, be received.

Carried

2023-6-5

Moved Director Bachmeier
Seconded Director LeBourdais

That Schedule “A” of Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5418, 2023 be amended as follows:

Removing “over 0.81 hectares (2 acres) and” from Section 8.2.1. Agricultural Policies.

Carried

2023-6-6

Moved Director Bachmeier
Seconded Director Massier

That Quesnel Fringe Area Official Community Plan Amendment Bylaw No. 5418, 2023 be read a second time, as amended, this 2nd day of June 2023.

Carried

2023-6-7

Moved Director Bachmeier
Seconded Director Sjostrom

That Quesnel Fringe Zoning Amendment Bylaw No. 5419, 2023 be read a second time, this 2nd day of June 2023.

Carried

2023-6-8

Moved Director Bachmeier
Seconded Director Glassford

That North Cariboo Area Rural Land Use Amendment Bylaw No. 5420, 2023 be read a second time, this 2nd day of June 2023.

Carried

5. PLANNING BYLAWS FOR CONSIDERATION OF ADOPTION

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)

Director Richmond

2023-6-9

Moved Director Richmond

Seconded Director Massier

That Lac La Hache Area Official Community Plan Amendment Bylaw No. 5409, 2022 be adopted, this 2nd day of June 2023.

Carried

2023-6-10

Moved Director Richmond

Seconded Director Glassford

That South Cariboo Area Zoning Amendment Bylaw No. 5410, 2022 be adopted, this 2nd day of June 2023.

Carried

6. AGRICULTURAL LAND COMMISSION APPLICATIONS

6.1 Area G – ALRG20230019

Stakeholder Vote – Unweighted – All Electoral Areas

5475 Scuffi Road

Lot 5, District Lot 358, Lillooet District, Plan 21582

(3015-20/G20230019 – Burleigh/van der Westhuizen)

Director Richmond

2023-6-11

Moved Director Richmond

Seconded Director Sjostrom

That the Provincial Agricultural Land Commission application for non-farm use pertaining to Lot 5, District Lot 358, Lillooet District, Plan 21582 be received and authorized for submission to the Provincial Agricultural Land Commission with a recommendation for approval, subject to rezoning.

Carried

7. DEVELOPMENT SERVICES - OTHER BUSINESS

7.1 Area A – Notice on Title – Parcel B (Plan B64570 of District Lot 668 Cariboo District)

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

2023-6-12

Moved Director Sjostrom

Seconded Director Glassford

That the agenda item summary from Virgil Hoefels, dated May 24, 2023, regarding Notice on Title – Parcel B (Plan B6457) of District Lot 668 Cariboo District; PID: 015-182-789, be received. Further, that the Manager of Corporate Services of the Cariboo Regional District be directed to file Notice in the Land Title Office, in accordance with Section 57 of the Community Charter. Further, that upon confirmation from the Chief Building Official that the matter has been resolved and an approved final inspection issued, the Notice may be discharged from the title upon receipt of the fee stipulated in the Building Bylaw.

Carried

7.2 Request to Purchase Scanner/Plotter for Quesnel Office with Capital Reserve Funds

Corporate Vote - Weighted

2023-6-13

Moved Director Massier

Seconded Director Bachmeier

That the agenda item summary from Virgil Hoefels, Chief Building Official, dated June 1, 2023, regarding a Capital Reserve Expenditure request, be received. Further, that up to \$15,000 of Capital Reserve Funds from the Building Inspection Service be authorized for the purchase of a replacement plotter.

Carried

8. PROTECTIVE SERVICES

8.1 Request for Community Works Fund from the 108 Mile VFD to Upgrade Truck Bay Lighting

Corporate Vote - Unweighted

2023-6-14

Moved Director Richmond

Seconded Director Glassford

That the agenda item summary from Larry Loveng, Manager of Procurement, dated May 29, 2023, regarding a request from the 108 Mile House VFD, for \$8,927.71 from Community Works Funds, to upgrade truck bay lighting, be received. Further, that the request for funds be approved.

Carried

9. FINANCE

9.1 2023 Resolutions for Protective Services Equipment Loan Borrowing

Corporate Vote - Weighted

2023-6-15

Moved Director de Vries

Seconded Director Richmond

That the agenda item summary from Kevin Erickson, Chief Financial Officer, dated May 28, 2023, regarding the resolutions for equipment loan borrowing for the Lone Butte VFD and the 150 Mile House VFD, be received. Further, that up to \$98,000.00 be borrowed from the Municipal Finance Authority, for the purpose of purchasing a 1-ton Pickup truck, and that the loan be repaid within 5 years with no rights of renewal.

Carried

2023-6-16

Moved Director LeBourdais

Seconded Director Glassford

That up to \$88,000.00 be borrowed from the Municipal Finance Authority for the purchase of a F550 pickup truck, and that the loan be repaid within 5 years with no rights of renewal.

Carried

9.2 Year-Round Grant for Assistance Application – Logan Parent Foundation

Corporate Vote – Unweighted

2023-6-17

Moved Director Bachmeier

Seconded Director Richmond

That the agenda item summary from Kathie Vilkas, Regional Economic & Community Development Officer, dated May 11, 2023, regarding a Year-Round Grant for Assistance application from the Logan Parent Foundation, requesting \$1000 to assist with costs for the 2nd Annual Memorial Bulls and Barrels Event, be received. Further, that the funds be split equally between Electoral Areas G, H, and L Grants for Assistance funds.

Carried

9.3 Year-Round Grant for Assistance Application – Horsefly Quilt Club

Corporate Vote - Unweighted

2023-6-18

Moved Director LeBourdais

Seconded Director Massier

That the agenda item summary from Kathie Vilkas, Regional Economic & Community Development Officer, dated May 24, 2023, regarding a Year-Round Grant for Assistance application from the Horsefly Quilt Club requesting \$1000 to

purchase quilting materials to make comfort quilts, be received. Further, that funds be allocated from Electoral Area F Grants for Assistance funds.

Carried

9.4 Year-Round Grant for Assistance Application – Bridge Lake Community Club

Corporate Vote - Unweighted

2023-6-19

Moved Director de Vries

Seconded Director Forseth

That the agenda item summary from Kathie Vilkas, Regional Economic & Community Development Officer, dated May 25, 2023, regarding a Year-Round Grant for Assistance application from the Bridge Lake Community Club requesting \$1000 for their Annual Bridge Lake Stampede, be received. Further, that the funds be allocated from the Electoral Area L Grants for Assistance funds.

Carried

10. ADMINISTRATION

10.1 2023 UBCM Convention – Provincial Appointment Book and Meeting Request Process for Meeting with Provincial Government

Corporate Vote - Unweighted

2023-6-20

Moved Director Forseth

Seconded Director Bachmeier

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated May 25, 2023, regarding the 2023 UBCM Convention meeting request process for meeting with Provincial Government Ministers and staff, be received. Further, that staff work to schedule meetings with Ministers and Staff.

Carried

10.2 Support in Principle - School District 27 / Marie Sharpe Fieldhouse

Corporate Vote - Unweighted

2023-6-21

Moved Director Glassford

Seconded Director LeBourdais

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated June 1, 2023, regarding a request from School District 27 for support in principle for the new Fieldhouse project for Marie Sharpe Elementary School, be received. Further, that support in principle be provided.

Dealt with by the following resolution

2023-6-22

Moved Director Forseth

Seconded Director Rathor

That the Support in Principle - School District 27 / Marie Sharpe Fieldhouse be referred to the Central Cariboo Joint Committee.

Defeated

Amendment:

2023-6-23

Moved Director LeBourdais

Seconded Director Anderson

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated June 1, 2023, regarding a request from School District 27 for support in principle for the new Fieldhouse project for Marie Sharpe Elementary School, be received. Further, that support in principle be provided, and further discussion be added to the next Central Cariboo Joint Committee agenda.

Carried

CONTRARY TO THE MOTION: Director Forseth

The meeting recessed at 11:02 a.m.

The meeting reconvened at 11:31 a.m.

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

ABSENT: Director E. Coleman, Director S. Forseth (for a portion of the meeting)

STAFF: M. Daly, Chief Administrative Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, K. Erickson, Chief Financial Officer, N. Whitehead, Manager of Planning Services, G. Pinchbeck, Manager of Communications, C. Davis, Recording Secretary

3. DELEGATIONS/GUESTS

3.2 Interior Health

Anita Ely, Healthy Built Environment Specialist, Marnie Brenner, Community Health Facilitator and Marion Masson, Specialist Environmental Health Officer (via telephone) were in attendance and provided information about water protection legislation, best practice in policy development, best practice examples in other communities and how IH can support staff moving forward.

The meeting recessed at 12:20 p.m.

The meeting reconvened at 1:00 p.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, Alternate Director D. Funk, Director R. Paull, Director S. Rathor, Director M. Pinkney

ABSENT: Director E. Coleman

STAFF: M. Daly, Chief Administrative Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, K. Erickson, Chief Financial Officer, N. Whitehead, Manager of Planning Services, G. Pinchbeck, Manager of Communications, C. Davis, Recording Secretary

15. IN-CAMERA SESSION

15.1 In-Camera Session

Corporate Vote - Unweighted

2023-6-24

Moved Director Forseth

Seconded Director Bachmeier

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

Carried

The meeting recessed at 1:00 p.m. to go in-camera.

The meeting reconvened at 2:36 p.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, Alternate Director D. Funk, Director R. Paull, Director S. Rathor, Director M. Pinkney

ABSENT: Director E. Coleman, Director S. Rathor

STAFF: M. Daly, Chief Administrative Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, K. Erickson, Chief Financial Officer, N. Whitehead, Manager of Planning Services, G. Pinchbeck, Manager of Communications, C. Davis, Recording Secretary

11. BOARD REPORTS AND CORRESPONDENCE

11.1 Consent Calendar

Corporate Vote - Unweighted

2023-6-25

Moved Director Pare

Seconded Director Pinkney

That the consent calendar items, as of June 2, 2023, be received.

Carried

12. COMMITTEE/COMMISSION MINUTES AND RECOMMENDATIONS

12.1 Committee/Commission Minutes

Corporate Vote - Unweighted

2023-6-26

Moved Director Bachmeier

Seconded Director LeBourdais

That the Committee/Commission minutes, as of June 2, 2023, be received.

Carried

12.2 Committee/Commission Recommendations

12.2.1 Cariboo Ski-Touring Club

Stakeholder Vote - Weighted - Electoral Areas A, B, C & I

2023-6-27

Moved Director Sjostrom

Seconded Director Bachmeier

That the following recommendation from the North Cariboo Rural Directors Caucus meeting on May 16, 2023, be endorsed:

That the letter from Cariboo Ski-Touring Club dated May 5, 2023, regarding funding for the 2024 BC Winter Games, be received. Further, that \$10,000 be provided from the 2023 North Cariboo Economic Development function budget for construction of a new biathlon venue. And further still, that recognition signage for the funding be requested.

Carried

12.2.2 Amendment to Donations Policy

Corporate Vote - Unweighted

2023-6-28

Moved Director Forseth
Seconded Director Neufeld

That the following recommendation from the Policy Committee meeting on May 16, 2023, be endorsed:

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated February 15, 2023, with attached amended Donations Policy, be received. Further, that the Donations Policy be adopted, as amended.

Carried

2023-6-29

Moved Director Forseth
Seconded Director Glassford

That the following recommendation from the Policy Committee meeting on May 16, 2023, be endorsed:

That staff look into a policy to define donations surrounding volunteer fire departments factoring in financial implications, budgeting and the financial plan to bring back the August 22, 2023, meeting.

Carried

12.2.3 Email Records Policy

Corporate Vote - Unweighted

2023-6-30

Moved Director Forseth
Seconded Director LeBourdais

That the following recommendation from the Policy Committee meeting on May 16, 2023, be endorsed:

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated May 17, 2022, with attached draft Email Records Policy, as deferred at the Policy Committee meeting held on

May 31, 2002, be received. Further, that the Policy be adopted as attached.

Carried

12.2.4 Board Correspondence Policy

Corporate Vote - Unweighted

2023-6-31

Moved Director Forseth

Seconded Director Sjostrom

That the following recommendation from the Policy Committee meeting on May 16, 2023, be referred back to Policy Committee:

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, as deferred at the Policy Committee meeting held on May 31, 2022, be received. Further, that the Policy be adopted with the following amendments:

- section 2 - Remove a) & b) and use the ALTERNATIVELY portion of the policy.

- section 3b - Add staff with Chair for determination of whether correspondence is shared with Board members at all.

Carried

12.2.5 Display of Materials in CRD Office Foyers Policy

Corporate Vote - Unweighted

2023-6-32

Moved Director Forseth

Seconded Director Anderson

That the following recommendation from the Policy Committee meeting on May 16, 2023, be endorsed:

That the agenda item summary from Alice Johnston, Manager of

Corporate Services/Deputy CAO, dated February 28, 2023, with attached draft policy entitled, Display of Materials in CRD Office Foyers Policy, be received. Further, that the policy be adopted as presented.

Carried

12.2.6 Fire Protection Area Inclusion Requests Policy

Corporate Vote - Unweighted

2023-6-33

Moved Director Forseth

Seconded Director Massier

That the following recommendation from the Policy Committee meeting on May 16, 2023, be endorsed:

That the agenda item summary from Michael Navratil, Manager of Protective Services, dated March 2, 2023, with attached draft policy entitled, Fire Protection Area Inclusion Requests Policy, be received. Further, that the policy be adopted as presented.

Carried

13. CHAIR REPORT/CAO REPORT

13.1 Chair Report - May 31, 2023

Corporate Vote - Unweighted

2023-6-34

Moved Director Massier

Seconded Director Pinkney

That the Chair Report up and including May 31, 2023, be received.

Carried

14. DIRECTORS' ROUNDTABLE

The Directors may provide any brief reports/updates/appointments at this time.

2023-6-35

Moved Director Neufeld

Seconded Director Richmond

That Allen Schaad be appointed to the Electoral Area E Advisory Planning Commission.

Carried

16. ADJOURNMENT

Corporate Vote - Unweighted

2023-6-36

Moved Director Forseth

Seconded Director Massier

That the meeting of Cariboo Regional District Board be adjourned at 2:49 p.m. June 2, 2023.

Carried

Chair

Manager of Corporate Services