



CARIBOO REGIONAL DISTRICT

BOARD MINUTES

July 11, 2025

9:50 a.m.

Cariboo Regional District Board Room

Suite D - 180 Third Avenue North

Williams Lake, B.C.

PRESENT: Chair M. Wagner, Vice Chair M. Neufeld (for a portion), Director M. Sjostrom, Director B. Bachmeier, Director J. Massier, Director S. Forseth, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director T. Pare, Director B. Anderson, Director E. de Vries, Director E. Coleman (for a portion), Director M. Pinkney, Director R. Paull

ABSENT: Director S. Rathor

STAFF: M. Daly, Chief Administrative Officer, A. Johnston, Corporate Officer/Deputy CAO, K. Erickson, Chief Financial Officer, S. Masun, Manager of Intergovernmental Relations, D. Campbell, Manager of Community Services, S. Sajwan, Planning Officer, C. Norman, Communications Specialist, B. Holden, Regional Economic Community Development Officer, G. Hilliard, Recording Secretary

1. CALL TO ORDER

1.1 Adoption of Agenda

Corporate Vote - Unweighted

2025-07-01

Moved Director Forseth

Seconded Director Pare

That the agenda be adopted as presented.

Amended by the following resolution

Amendment:

2025-07-02

Moved Director de Vries

Seconded Director Richmond

That item 10.2 be deferred until after the in-camera session.

Carried

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Regional District Board Meeting - June 20, 2025

Corporate Vote - Unweighted

2025-07-03

Moved Director LeBourdais

Seconded Director Glassford

That the minutes of the Cariboo Regional District Board meeting held June 20, 2025, be adopted.

Carried

3. PLANNING BYLAWS FOR CONSIDERATION OF FIRST, SECOND AND THIRD READING

3.1 Area B – Bylaw 5509

Stakeholder Vote – Unweighted – All Electoral Areas

1909 Backer Rd

Lot 22, District Lot 904, Cariboo District, Plan 27927

From Rural 2 (RR 2) zone to Special Exception RR 2-1 zone

(3360-20/20250013 – Carboneau) (Agent: Matt Jaccard – TRUE Land Surveying)

Director Bachmeier

2025-07-04

Moved Director Bachmeier

Seconded Director de Vries

That Quesnel Fringe Area Zoning Amendment Bylaw No. 5509, 2025 be read a first, second, and third time this 11th day of July 2025. Further, that adoption be subject to the following:

- i. Applying for and receiving a Development Variance Permit for the exterior side yard setback;
- ii. The applicant offering to enter into and entering into a Wildfire Interface covenant encouraging land owners to use Fire Smart wildfire mitigation practices for building construction and land management on the subject property;
- iii. Discharge of the temporary dwelling covenant #BB952960 registered on title.

Further, that the cost of discharge of the temporary dwelling covenant and the cost of wildfire interface covenant registration be borne by the applicant.

Carried

4. PLANNING BYLAWS FOR CONSIDERATION OF THIRD READING

4.1 Area J – Bylaw 5504

Stakeholder Vote – Unweighted – All Electoral Areas

4880 McGhee Rd

Lot 2, District Lot 181, Range 2, Coast District, Plan 43802

From Rural 1 (RR 1) zone to Rural 2 (RR 2) zone

(3360-20/20250008 – Whitehead) (Agent: Veronica Meister – Exton and Dodge Land Surveying Inc.)

Director Pare

2025-07-05

Moved Director Pare

Seconded Director Richmond

That Chilcotin Area Rural Land Use Amendment Bylaw No. 5504, 2025 be read a third time, this 11th day of July 2025.

Carried

5. DEVELOPMENT VARIANCE PERMIT APPLICATIONS

5.1 Area L – DVP20240003

Edward White, the acting agent, spoke on behalf of the applicant.

Stakeholder Vote – Unweighted – All Electoral Areas

7645 Beazley Road

Lot 22, District Lot 3721, Lillooet District, Plan 21667

(3090-20/20240003 – Peckenpaugh) (Agent: Edward White)

Director de Vries

2025-07-06

Moved Director de Vries

Seconded Director Richmond

That the application for a Development Variance Permit pertaining to Lot 22, District Lot 3721, Lillooet District, Plan 21667 be rejected as approval would further noncompliance and may encourage the continuation of the non-permitted use of the property.

Carried

5.2 Area G – DVP20250021

Stakeholder Vote – Unweighted – All Electoral Areas

5439 Scuffi Rd

Lot A, District Lot 358, Lillooet District, Plan 30468

(3090-20/20250021 – Porter) (Agent: Michael Kidston Land Surveying)

Director Richmond

2025-07-07

Moved Director Richmond

Seconded Director Glassford

That the application for a Development Variance Permit pertaining to Lot A, District Lot 358, Lillooet District, Plan 30468 be approved. Further, that a Development Variance Permit be issued to vary Section 5.12.3.1 (c) of the South Cariboo Area Zoning Bylaw No. 3501, 1999 as follows:

That the minimum watercourse setback be reduced from 45.72 m (150 ft) to 30.48 m (100 ft) to allow the construction of a 139.23 sq m (1498.66 sq ft) single-family dwelling with a 48.96 sq m (527.00 sq ft) attached deck.

Carried

7. COMMUNITY SERVICES

7.1 Year-Round Grant for Assistance Application – 108 Mile Ranch Community Association

Corporate Vote - Unweighted

2025-07-08

Moved Director Richmond

Seconded Director Glassford

That a Grant for Assistance in the amount of \$1,000 from Electoral Area G be provided to the 108 Mile Ranch Community Association, to assist with costs to host a Family-Friendly Fun Day.

Carried

7.2 Year-Round Grant for Assistance Application – Big Creek Community Association

Corporate Vote - Unweighted

2025-07-09

Moved Director Anderson

Seconded Director LeBourdais

That a Grant for Assistance in the amount of \$1,000 from Electoral Area K be provided to the Big Creek Community Association, to assist with costs for the annual Big Creek Roundup.

Carried

7.3 Year-Round Grant for Assistance Application – Tatlayoko Field Station Society

Corporate Vote - Unweighted

2025-07-10

Moved Director Pare

Seconded Director Glassford

That a Grant for Assistance in the amount of \$1,000 from Electoral Area J be provided to the Tatlayoko Field Station Society, to assist with costs for the Tatlayoko Lake Bird Observatory project.

Carried

7.4 Year-Round Grant for Assistance Application – Chimney & Felker Lakes Landholders Association

Corporate Vote - Unweighted

2025-07-11

Moved Director Neufeld

Seconded Director LeBourdais

That a Grant for Assistance in the amount of \$700 from Electoral Area E be provided to the Chimney & Felker Lakes Landholders Association, to assist with costs for the Music on the Fairways event.

Carried

7.5 Year-Round Grant for Assistance Application – 100 Mile & District Arts Council

Corporate Vote - Unweighted

2025-07-12

Moved Director de Vries

Seconded Chair Wagner

That a Grant for Assistance in the amount of \$500 split equally from Electoral Areas G, H and L be provided to the 100 Mile & District Arts Council, to assist with costs for venue rental, event promotion and advertising for the Jenny Lester's Hillbilly Choir Band music workshop event.

Carried

7.6 Make the Move Project Update

2025-07-13

Moved Director Forseth

Seconded Director Richmond

Corporate Vote - Unweighted

That Procurement Policy No. 2023-9-32 be waived, permitting the direct award of a consulting services agreement for the Rural Workforce Retention and Expansion project to Will Creative Inc. for up to \$200,000 plus applicable taxes, based on the firm's foundational work already completed for this project which will maximize efficiency and value.

Carried

2025-07-14

Moved Director Richmond

Seconded Director Forseth

Corporate Vote - Weighted

That the appropriate signatories are hereby authorized to execute the consulting services agreement for the Rural Workforce Retention and Expansion project with Will Creative Inc.

Carried

8. FINANCE

8.1 Monthly Expenditures Board Summary Report and Mastercard Summary Report - June 2025

Corporate Vote - Unweighted

2025-07-15

Moved Director Glassford

Seconded Director de Vries

That the Monthly Expenditures Board Summary Report and Mastercard Summary Report for the month of June 2025, in the amount of \$2,714,637.55, consisting of \$26,958.32 paid by cheque, \$2,557,816.68 paid through electronic funds, and \$129,862.55 paid by Mastercard, be ratified.

Carried

8.2 Request for Permissive Tax Exemption for St. Jude's Parish – 5691 Horse Lake Road

Corporate Vote - Unweighted

2025-07-16

Moved Director de Vries

Seconded Director Richmond

That a permissive tax exemption be authorized for St. Jude's Parish at 5691 Horse Lake Road, and that the necessary tax exemption bylaw be brought forward at the next Board meeting.

Amended by the following resolution

Amendment:

2025-07-17

Moved Director de Vries

Seconded Director Massier

That a permissive tax exemption request for St. Jude's Parish at 5691 Horse Lake Road be referred to the next Policy Committee meeting. Further, that a draft policy be prepared and presented at that time.

Carried

CONTRARY TO THE MOTION: Director Forseth

8.3 Security Fencing for the Williams Lake Building

Corporate Vote - Weighted

2025-07-18

Moved Director Forseth

Seconded Director de Vries

That up to \$90,000 be allocated for a security fence with gates around the exterior Williams Lake Library seating area, the Williams Lake office loading dock,

and the alcove at the main entrance to the Williams Lake office. And further, that the necessary budgets be amended accordingly.

Carried

9. INFORMATION ITEMS

9.5 UNBC - President Payne to Assume New Leadership Role

2025-07-19

Moved Chair Wagner

Seconded Director Bachmeier

That a letter be written to Dr. Geoff Payne wishing him success in his new position and thanking him for his supportive relationship with the Cariboo Regional District in his role at the University of Northern BC.

Carried

The meeting recessed at 10:56 a.m.

The meeting reconvened at 11:03 a.m.

6. DELEGATIONS/GUESTS

6.1 11:00 a.m. Delegation - Enbridge

Seanna McDonald, Project Coordinator, Community and Indigenous Engagement with Enbridge, was in attendance to provide an update on Enbridge's Sunrise Expansion Project.

6.2 11:30 a.m. Delegation - Esk'etemc

Kukpi7 (Chief) Fred Robbins was in attendance to discuss potential advocacy partnerships for Dog Creek Road upgrades in addition to extending an invitation to continue to build relationships in the spirit of reconciliation.

2025-07-20

Moved Director Coleman

Seconded Director Bachmeier

That a letter of support for significant paving/improvements of Dog Creek Road to Esk'etemc be provided to Kukpi7 Fred Robbins as requested.

Carried

The meeting recessed at 12:06 p.m.

The meeting reconvened at 12:46 p.m.

10. COMMITTEE/COMMISSION RECOMMENDATIONS

10.1 UBCM Meeting Requests – MOTT Staff

Corporate Vote - Unweighted

2025-07-21

Moved Director Neufeld

Seconded Director Sjostrom

That the following recommendation from the Committee of the Whole meeting on June 19 2025, be endorsed:

That a UBCM meeting request be submitted with Ministry of Transportation and Transit staff to discuss the following three topics:

1) Durrell Road and other closures (sustainability of fire services)

2) Active transportation routes (Highway 24 tenureship, Mountview School, Bouchie Lake)

3) Road safety

Carried

10.3 Asset Management Strategy

Corporate Vote - Unweighted

2025-07-22

Moved Director Forseth

Seconded Director Pare

That the following recommendation from the Committee of the Whole meeting on June 19, 2025, be endorsed:

That the Asset Management Strategy be adopted as presented.

Carried

10.4 Interior Health Harm Reduction Activities in Vicinity of Williams Lake Public Library

Corporate Vote - Unweighted

2025-07-23

Moved Director Neufeld

Seconded Director LeBourdais

That the following recommendation from the Central Cariboo Joint Committee meeting on June 18, 2025, be endorsed:

That an invitation be extended to Interior Health for representatives to attend the September 17, 2025 Central Cariboo Joint Committee meeting to discuss locations for harm reduction activities within the community; and further, that staff be requested to communicate the concerns of both organizations as soon as possible and request the Williams Lake Public Library and Cariboo Memorial Recreation Complex not be used as sites for harm reduction activities going forward.

Carried

11. DIRECTORS' REQUESTS, REPORTS AND APPOINTMENTS

11.1 Request from Director Sjostrom to Access Electoral Area A Initiative Funds

Corporate Vote - Unweighted

2025-07-24

Moved Director Sjostrom

Seconded Director Glassford

That up to \$1,000 be authorized from the Electoral Area A Director Initiative Fund to enable Director Sjostrom's attendance at the 2026 Natural Resources Forum in Prince George.

Carried

12. DIRECTORS' ROUNDTABLE

2025-07-25

Moved Director Massier

Seconded Director Richmond

That a letter of support be provided for the Heritage Committee's nomination of Robin Sharpe for a Heritage BC Lifetime Achievement Award for career professionals, posthumously.

Carried

2025-07-26

Moved Director Richmond

Seconded Director Pinkney

That Lisbeth Leibgott be appointed to the 108 Greenbelt Commission.

Carried

2025-07-27

Moved Director Richmond

Seconded Director Glassford

That the 108 Greenbelt Commission Bylaw be amended to increase the number of Directors at Large by two.

Carried

2025-07-28

Moved Chair Wagner

Seconded Director Massier

That Curt McIvor be appointed to the Area H Advisory Planning Commission. Further, that the appointment of Jack Dafoe be rescinded.

Carried

14. IN-CAMERA SESSION

14.1 In-Camera Session

Corporate Vote - Unweighted

2025-07-29

Moved Director Glassford

Seconded Director Pare

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

Carried

The meeting recessed to go in-camera at 1:03 p.m.

The meeting reconvened at 2:06 p.m.

Director Neufeld was not in attendance.

2025-07-30

Moved Director Forseth

Seconded Director LeBourdais

That the following resolution from the in-camera CRD Board meeting held today, is hereby confirmed in open meeting:

That the Cariboo Regional District engage a realtor to sell the property legally identified as Block A, District Lot 9834, Cariboo Land District, Except Plan H407 & 20762, PID 015-455-025. Further, that public notice be provided in accordance with sections 285 & 286 of the Local Government Act.

Carried

Director Coleman left the meeting.

10. COMMITTEE/COMMISSION RECOMMENDATIONS

10.2 Community Works Prioritization Policy Update

2025-07-31

Moved Director Glassford

Seconded Director Richmond

Corporate Vote - Unweighted

That the following recommendation from the Committee of the Whole meeting on June 19, 2025, be endorsed as amended to include the following limits discussed and authorized for release from today's in-camera meeting:

1. *That the new Community Works Funding Prioritization Policy be adopted as amended to include limits of up to 75% for water/sewer systems and solid waste, up to 45% for CRD-owned firehalls, and up to 45% for any other CRD-owned infrastructure. Further, that Policy 2020-1B-29 be rescinded.*

Carried

2025-07-32

Moved Director Massier

Seconded Director LeBourdais

Corporate Vote - Weighted

That the following recommendation from the Committee of the Whole meeting on June 19, 2025, be endorsed:

1. *That one-third (33%) of the balance of Community Works Funds as of January 1, 2025 be restricted for the CWF Community Impact Projects Stream as described in the new Community Works Funding Prioritization Policy, with the remainder restricted for the CWF Infrastructure Reinvestment Stream.*

Carried

2025-07-33

Moved Director Sjostrom

Seconded Director Bachmeier

Corporate Vote - Weighted

That the following recommendation from the Committee of the Whole meeting on June 19 2025, be endorsed:

1. *That \$200,000 per year for fiscal years 2026-2029 from the Community Works Funds be approved for the Community Halls Green Infrastructure*

Upgrades program, funded from the Community Impact Projects Stream, for a total allocation of \$800,000.

Carried

2025-07-34

Moved Director de Vries

Seconded Director Pinkney

Corporate Vote - Weighted

That the following recommendation from the Committee of the Whole meeting on June 19, 2025, be endorsed, as amended, to reflect the new policy limits:

(*approximate amounts, subject to policy limits and as presented to the Board)

1. *That the following allocation of Community Works Funds be approved from the Infrastructure Reinvestment Stream:*
 - a. *\$ 250,000 for the Pine Valley Sewer Treatment System Upgrade – Feasibility Study & Design (2025);*
 - b. *\$ 155,000 for the Lac La Hache Lift Station & Force Main Replacement Detailed Design (2025);*
 - c. *\$1 million to Red Bluff Firehall*
 - d. *\$1,500,000 – 150 Mile Firehall Replacement (2025);*
 - e. *\$1,500,000 – Forest Grove Firehall 1 Replacement (2025);*
 - f. *\$1,000,000 – 108 Low Pressure Mains Upgrade (2025);*
 - g. *\$ 113,000 – SCADA Upgrade, Russett Bluff Water (2025);*
 - h. *\$ 91,900 – SCADA Upgrade, Benjamin Water (2025); and*
 - i. *\$ 625,000 for the Asset Management Planning Project Base Funding for software, consulting services and staffing at \$125,000 per year from 2025-2029.*
 - j. *\$ 1 million to Horse Lake Water*

Carried

15. ADJOURNMENT

Corporate Vote - Unweighted

2025-07-35

Moved Director Glassford

Seconded Director de Vries

That the meeting of Cariboo Regional District Board be adjourned at 2:28 p.m. July 11, 2025.

Carried

Chair

Corporate Officer