



AGENDA

Regular Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, December 13, 2023 at 7:00 pm

Mission Statement: *"To Increase Economic Opportunity and Improve the Quality of Life for all Citizens."*

Vision Statement: *"Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities"*

Call to Order

"Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation"

Adoption of Agenda

Adoption of the Minutes

	Minutes of the COTW Meeting dated November 21, 2023	Page 4
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	Minutes of the Regular Meeting of Council dated November 22, 2023	Page 6

Delegations

	None	
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Question Period

Correspondence and Reading File

Action	None	
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Information	Office of the Minister of Housing – Letter re: New legislation to support local government housing initiatives	Page 11
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Reading File	November 18, 2022 to December 8, 2022	Page 16
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Administrative Reports

CAO	Letter to BC Assessment regarding the high assessments in Clinton – Verbal Report	
CFO	Year End Outstanding Tax and Utility Balance	Page 16
CDC	LOGO/Branding	Page 17
Public Works	None	
Fire Department	None	
Animal Control	None	
Committees	None	

Bylaws/Policies

CAO	Village of Clinton Traffic Control Amendment Bylaw No. 592, 2023 – For adoption	Page 20
CAO	Village of Clinton Bylaw Notice Enforcement Bylaw No. 593, 2021 – For adoption	Page 22
CAO	Village of Clinton Council Procedure Amendment Bylaw No. 594, 2023 – For first three readings	Page 23
CAO	UBCM Attendance Policy – For Approval	Page 25
CAO	Village of Clinton Strategic Plan – For approval	Page 27

Council Reports

Mayor Stanke	Council Report – Verbal	
Councillor Burrage	Council Report – Verbal	
Councillor Kosavic	Council Report – Verbal	
Councillor Park	Council Report – Verbal	
Councillor Schapansky	Council Report – Written	Page 39

New Business

Councillor Burrage – Request to consider live-streaming Council meetings

List of Outstanding Council Previous Action Items

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Calendar of Events

Dec 22 – Jan 2 Village Office will be closed for the Christmas Break

(office closes at noon on Dec 22, 2023 and re-opens at 8am on January 2, 2024)

Notice to Proceed to In-Camera

- Motion to proceed to Closed Meeting as per Section 90.1 (c) and (j) of the Community Charter

Re-call Regular Meeting

Adjournment



MINUTES

Committee of the Whole Meeting

Village of Clinton Council Chambers, 1423 Cariboo Highway

Wednesday November 21, 2023 at 6:00 pm

In Attendance: Mayor Stanke, Councillors: Burrage, Park, Schapansky, Kosovic

Absent:

Staff: CAO Doddridge, CFO McKague, PW Hansen, CDC Hawkins,
Consultant V. Mema

Public: 0

Mission Statement: "To Increase Economic Opportunity and Improve the Quality of Life for all Citizens."

Vision Statement: "Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities"

Call to Order Called to order at 7:00 pm.

"Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation"

Adoption of Agenda

Moved and Seconded

COTW 05-23 That Council approves the Agenda for the November 21, 2023 Committee of the Whole Meeting.

CARRIED

Adoption of Minutes

N/A

Administrative Reports

None

Correspondence

None

Notice to Proceed to In-Camera

Moved and Seconded

COTW 06-23 Motion to proceed to Closed Meeting as per Section 90.1 (I) of the Community Charter at 6:02 pm

CARRIED

Adjournment

Moved and Seconded

COTW 07-23 That the Committee of the Whole Meeting be adjourned at 8:43 pm.

CARRIED

MAYOR

Corporate Officer



MINUTES

Committee of the Whole Meeting

Village of Clinton Council Chambers, 1423 Cariboo Highway

Wednesday November 22, 2023 at 5:00 pm

In Attendance: Mayor Stanke, Councillors: Burrage, Park, Schapansky, Kosovic

Absent:

Staff: CAO Doddridge, CFO McKague, PW Hansen, CDC Hawkins,
Consultant V. Mema

Public: 0

Mission Statement: "To Increase Economic Opportunity and Improve the Quality of Life for all Citizens."

Vision Statement: "Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities"

Call to Order Called to order at 5:02 pm.

"Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation"

Adoption of Agenda

Moved and Seconded

COTW 08-23 That Council approves the Agenda for the November 22, 2023 Committee of the Whole Meeting.

CARRIED

Adoption of Minutes

N/A

Administrative Reports

None

Correspondence

None

Notice to Proceed to In-Camera

Moved and Seconded

COTW 09-23 Motion to proceed to Closed Meeting as per Section 90.1 (I) of the Community Charter at 6:02 pm.

CARRIED

Adjournment

Moved and Seconded

COTW 10-23 That the Committee of the Whole Meeting be adjourned at 6:26 pm.

CARRIED

MAYOR

Corporate Officer



MINUTES

Regular Meeting of Council

Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, November 22, 2023 at 7:00pm

In Attendance: Mayor Stanke, Councilors: Burrage, Kosovic, Park, Schapansky
Absent:
Staff: CAO Doddridge, CFO McKague, PW Hansen
Media: 0 Public: 0

Mission Statement: *"To Increase Economic Opportunity and Improve the Quality of Life for all Citizens."*

Vision Statement: *"Clinton is a lively resilient community, proud of its rich heritage while building a sustainable future with local Secwepemc and neighboring communities"*

Call to Order

The Mayor called the meeting to order at 7:00 pm

"Mayor and Council acknowledge that we are meeting on the traditional ancestral and unceded territory of the Whispering Pines/Clinton Indian Band and High Bar First Nation."

Adoption of the Agenda

Moved and Seconded

R138-23 That Council approves the amended Agenda dated November 22, 2023, to include the following late items:

- Report from CDC Hawkins regarding the Active Transportation Grant
- A decision to direct staff to prepare a Mill Rate Report under New Business
- Councillor Burrage's written report

CARRIED

Adoption of the Minutes

Moved and Seconded

R139-23 That the Minutes of the Committee of the Whole Meeting dated November 2, 2023, be adopted.

CARRIED

Moved and Seconded

R140-23 That the Minutes of the Regular Meeting of Council dated November 8, 2023, be adopted.

CARRIED

Moved and Seconded

R141-23 That the Minutes of the Committee of the Whole Meeting dated November 14, 2023, be adopted.

CARRIED

Delegation

Soren Christiansen – Cariboo Chilcotin Coast Tourism Association (CCCTA)
Mr. Christiansen presented an overview of CCCTA activities and plans.
Councillor Park suggested a future CCCTA Annual Summit be hosted in Clinton.

Question Period

Q. Is the Clinton Community Forest MOU with High Bar First Nation available for viewing?
A. It is on the agenda.

Action Items

None

Information

Clinton Accessibility Committee Minutes
Council asked about attracting additional members.
Received for information as presented.

Reading File

Received for Information.

Administrative Reports

CAO

Council Meeting Schedule for 2024 – For discussion and decision.
Council considered the implications of a reduced schedule.
Moved and Seconded

R142-23 **THAT, Council approves Option 2 as the 2024 Council Meeting Schedule without the August 28, 2024, meeting. CARRIED**

Chief Financial Officer

None

Community Development Coordinator

Active Transportation Grant

CAO Doddridge mentioned that the Village's contribution to the project was set aside for 2023 and will not come out of the 2024 budget. Public Works Foreman Hansen clarified the scope of the project.

Moved and Seconded

R143-23 **THAT, Council supports the application to the BC Active Transportation Infrastructure Fund for the improvement of the pedestrian corridor. CARRIED**

Public Works

None

Fire Department

October Report

Received for information.

Animal Control

None

Committees

None

Bylaw Officer

None

Bylaws/Policies

Traffic Control Bylaw No. 592, 2023 – Submitted for third reading.

Councillor Schapansky asked for clarification on the Bylaw's scope.

Moved and Seconded

- R144-23 THAT, Traffic Control Bylaw No. 592, 2023 be read a third time. CARRIED**
***Point of order from the CAO: Councillors who do not vote are recorded as voting in the affirmative.**

Bylaw Enforcement Amendment Bylaw No. 593, 2023 – Submitted for first 3 readings.

Moved and Seconded

- R145-23 THAT, Bylaw Notice Enforcement Amendment Bylaw No. 593, 2023, be read a first time. CARRIED**

Moved and Seconded

- R146-23 THAT, Bylaw Notice Enforcement Amendment Bylaw No. 593, 2023, be read a second time. CARRIED**

Moved and Seconded

- R147-23 THAT, Bylaw Notice Enforcement Amendment Bylaw No. 593, 2023, be read a third time. CARRIED**

Council Reports

Mayor Stanke – Verbal

Indigenous Cultural Safety Course

Budgeting 101 Course

Collaborative Governance

Will attend the Chasm Solar Open House on November 30, 2023.

Received for information as presented.

Councillor Burrage – Written

Received for information as presented.

Councillor Kosovic – Verbal

Attended the Mill Rate Committee of the Whole Meeting

Received for information as presented.

Councillor Park – Verbal

Unable to attend the Healthcare Alliance Meeting but reported that there will be a COVID/Flu clinic on Monday, November 27 at the Clinton Health Center from 10am to 2pm.

Attended the Transit Meeting.

Received for information as presented.

Councillor Schapansky – Verbal

Will attend the Community Forest Meeting on December 5, 2023.

Will attend the Chasm Solar Open House on November 30, 2023.

Received for information as presented.

New Business

Mill Rate Meeting follow-up for Direction to Staff

Moved and Seconded

R148-23 THAT, Council directs staff to prepare a report on the Mill Rate discussion. CARRIED

List of Outstanding Council Previous Action Items

Received for information.

Calendar of Events

Dec 02 – Royal Canadian Legion Kids Christmas Party @ Memorial Hall 1-3pm

Dec 03 – Christmas Concert @ Memorial Hall 1-3pm

Dec 03 – Christmas Tree Light up – Across from the Village Office @ 5pm

Dec 09 – HBFN Holiday Market @ Memorial Hall 10am to 2pm

Dec 10 – Bethel Pentecostal Christmas Dinner @ Memorial Hall

Dec 22 – Jan 2 Village Office will be closed for the Christmas break.

(Office closes at noon on Dec 22, 2023 and re-opens Jan 2, 2024 at 8am)

Notice to Proceed to Closed Meeting

None

Adjournment

Moved and Seconded

R149-23 That the Regular Meeting of Council be adjourned at 8:16pm.

CARRIED

MAYOR

CORPORATE OFFICER



VIA EMAIL

Ref: 62641

November 9, 2023

Their Worship Roland Stanke
Mayor of the Village of Clinton
Email: mayor@village.clinton.bc.ca

Dear Mayor Roland Stanke:

RE: New legislation to support local government housing initiatives

Over the past week, I have introduced several pieces of legislation to support local governments to get more homes built faster while enabling updated and new tools to effectively fund the costs of infrastructure and amenities to support increased housing supply and growth. Taken together, these changes are critical to getting more of the right kind of housing built in the right places to provide homes for British Columbians.

Last week, I introduced Bill 44, to support communities to deliver the homes people need quickly by allowing small-scale multi-unit housing across BC. These homes, including townhomes, triplexes, and secondary suites, can generally be built in a reasonable timeframe and blend more seamlessly into neighbourhoods. The legislation will apply to many areas of the province, and we anticipate it will allow up to 4 units in single-detached and duplex zones (or 3 depending on the size/type of lot) and up to 6 units permitted in single-detached and duplex zones close to bus stops with frequent service. It will also allow secondary suites or an accessory dwelling unit on single-detached lots throughout BC.

Bill 44 will also speed up the approvals process by moving away from spot zoning to ensure more comprehensive upfront planning and zoning to meet current and future housing needs. The changes include using a robust, standard methodology for calculating long-term housing needs for all Housing Needs Reports to ensure consistency across the

.../2

**Office of the
Minister of Housing**

Website:
www.gov.bc.ca/housing

Mailing Address:
PO Box 9074 Stn Prov Govt
Victoria BC V8W 9E9
Phone: 236 478-3970

Location:
Parliament Buildings
Victoria BC V8V 1X4
Email: HOUS.Minister@gov.bc.ca

province. Municipalities will also be required to update Official Community Plans (OCPs) and zoning bylaws to ensure their communities have sufficient land designated and zoned to meet long-term housing needs and continue to make these updates on a regular basis. The new legislation will also remove the option for local governments to hold public hearings for rezonings for housing projects consistent with OCPs.

Today, I announced new legislation, Bill 47, to support new housing to get built near high-frequency transit, and yesterday Bill 46, to ensure local governments have tools to collect amenity and infrastructure contributions outside of the re-zoning process.

Bill 47 will require local governments to designate areas near high frequency transit stations as 'TOD Areas.' TOD Areas are near SkyTrain stations and busy bus exchanges and are expected to be identified in 29 municipalities in BC. This is different from the 6-unit requirements in the small-scale multi-unit housing legislation which will focus on properties within 400 metres of bus stops with frequent service. TOD areas will include minimum levels of density, size, and dimension prescribed by regulation. Similar to implementing small-scale multi-unit housing requirements, local governments will have a comprehensive provincial policy manual to assist in making bylaw amendments consistent with the TOD legislation. Off-street parking spaces in TOD areas will be determined by the market; local governments will not be able to require off-street residential parking, other than spaces for other uses like commercial, spaces for disabled persons and loading spaces. These changes will help get more of the right kind of housing built in the right places to provide homes for British Columbians. A subsequent letter will notify the identified municipalities in December.

The new legislation will expand the scope of infrastructure for which Development Cost Charges (DCCs) can be collected to include fire protection facilities, police facilities, and solid waste facilities. It also allows local governments to collect DCCs for provincial highway infrastructure projects where there is a cost-sharing arrangement between the municipality and the Province.

The new Amenity Cost Charges (ACCs) tool will allow local governments to collect monetary and in-kind contributions for amenities (e.g., community centres, recreation centres, libraries) to support liveable communities in areas where new housing is going. This tool will provide certainty and transparency for local governments and developers.

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We are aware that local governments require tools and supports to facilitate the delivery of affordable housing in their communities. We are currently exploring policy options and additional tools, including the potential for inclusionary zoning, and I look forward to sharing more about this in the coming months.

I know that the new housing initiatives announced over the past week will take work to implement and require additional resources for your local government to meet the requirements. We have committed to \$51 million in funding for local governments to support planning and capacity to meet these new requirements. The funding will be allocated based on population and the volume of work needed because there are different requirements for municipalities and regional governments. The funding will be distributed in early 2024.

The Province has also provided another \$10 million for a second intake of the Local Government Development Approvals Program (LGDAP), managed by the Union of B.C. Municipalities (UBCM). This funding is in addition to the \$1 billion provided to local governments through the Growing Communities Fund to support the delivery of infrastructure projects needed to support increasing density.

The Ministry of Housing is committed to working together and supporting every community as we move forward with new approaches and new ways to deliver the housing supply our province needs. In the coming weeks, we will be providing policy manuals detailing the site-level specifications for small-scale multi-unit housing and TOD areas. Further guidance will be coming in the new year to support implementation of the development finance tools and pro-active zoning requirements. Ministry of Housing staff will be in touch with your administration in the coming weeks to provide more detail about the changes and about funding and educational support and opportunities.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ravi Kahlon', written in a cursive style.

Ravi Kahlon
Minister of Housing

pc: Honourable Rob Fleming, Minister of Transportation and Infrastructure
Honourable Anne Kang, Minister of Municipal Affairs
Teri Collins, Deputy Minister, Ministry of Housing
Kaye Krishna, Deputy Minister, Ministry of Transportation and Infrastructure
Okenge Yuma Morisho, Deputy Minister, Ministry of Municipal Affairs
Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs
Bindi Sawchuk, Assistant Deputy Minister, Ministry of Housing
Kevin Volk, Assistant Deputy Minister, Ministry of Transportation and Infrastructure
Brian Doddridge, Chief Administrative Officer, Village of Clinton
(cao@village.clinton.bc.ca)

Links:

Local Government Housing Initiatives Webpage: [Local government housing initiatives - Province of British Columbia](#)

Bill 44 Announcement: news.gov.bc.ca/releases/2023PREM0062-001706

Bill 46 Announcement: news.gov.bc.ca/releases/2023HOUS0063-001737

Bill 47 Announcement: news.gov.bc.ca/releases/2023HOUS0063-001748

[illegible]



Staff Report to Council Open Meeting

Date: December 8, 2023
From: Chief Financial Officer
Subject: Year End Outstanding Tax and Utility Balance

Attachments:

Recommendations:
For information only.

Background:

The purpose of this report is to provide Council with an update on the status of property tax and utility collection for 2023. Staff produces this report annually to advise council of the year end tax and utility amounts.

The following is a summary of outstanding property taxes and utility fees at December 1, 2023 compared to the previous year's balances for the same period:

	2023	2022
Current Outstanding:	\$ 74,829.97	\$ 53,261.42
Arrears Outstanding:	<u>41,069.43</u>	<u>33,818.34</u>
Total:	\$115,899.40	\$ 87,079.76

Utilities Outstanding:	\$34,543.73	\$32,178.08
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Financial Impacts:

The total outstanding revenues for 2023 are **\$150,443.13**. In comparison to 2022 which had an outstanding balance of **\$119,257.84**, the amount owing is greater this year by **\$31,185.29**. This loss of revenue does not pose a cash flow issue.

Mandy McKague
Chief Financial Officer

CAO Initial 



Staff Report to Council Open Meeting

Date: Dec 6th, 2023

From: Community Development Coordinator

Subject: LOGO/ Branding

Attachments:

Recommendations:

For consideration

Background:

Branding is the foundation of the Village of Clinton's visual identity. Through grant funding, the Village has previously (2020), designed a complete guideline to our brand, including applications, color palette, icons, file formats, and typography.

New designs were presented to council earlier this year but were ***not intended to change*** the Village's logo. They were presented to have an option for promotional products which also say "B.C" or "British Columbia". These promotional products could potentially end up anywhere in the world and they are only effective if they have our location.

Unfortunately, it has become clear that there is no remaining funding through the original grant to rework the logos. This is being brought back to Council to consider options in light of the lack of funding to complete the project. Options are:

- 1) Approve one of the new promo logos
- 2) Provide input or correction on one of the designs so it can be amended once additional funding can be sourced.

If council is not satisfied with logos as is or with small changes, it is important to get clear input from Council to pass on to the designer when funding becomes available.

Financial Impacts:

None

CFO Initial 

CAO Initial 

Trina Hawkins
Community Development Coordinator





— WHERE —

HISTORY

MEETS ADVENTURE

— British Columbia —

CLINTON

BRITISH COLUMBIA

— WHERE —

HISTORY

MEETS ADVENTURE

— SINCE 1863 —



THE VILLAGE OF CLINTON
Village of Clinton Traffic Control Amendment Bylaw No. 592, 2023

A Bylaw to amend "Village of Clinton Traffic Control By-Law No. 209, 1985"

The Council of the Village of Clinton, in open meeting assembled, enacts as follows:

1. TITLE

This Bylaw may be cited as the "Village of Clinton Traffic Control Amendment Bylaw No. 592, 2023".

2. AMENDMENTS

Village of Clinton Traffic Control By-Law No. 209, 1985 is hereby amended as follows:

- i. By adding the following to Section 3 in alphabetical order:

" "Abutting" means on the front, back, or sides of a property parcel;"

" "Owner" means any person who is the registered owner, or owner under agreement, of real property, and includes a person in actual or apparent possession of real property under a lease, licence or agreement with another owner;"

" "Sidewalk" means that part of a highway designed primarily for public pedestrian use, including, without limitation, a sidewalk, walkway, stairway, ramp or curb letdown, and any customarily travelled footpath, including without limitation, any footpath made of gravel, asphalt, dirt, or other material and the unpaved edge adjoining any asphalt road surface where no finished sidewalk exists;"

" "Snow Event" means any weather occurrence that results in the accumulation of snow, ice, or the mixture thereof.
- ii. By adding the following to the introductory section, immediately following the title:

"WHEREAS, Section 39 of the Community Charter provides that a Council may require persons to take specific actions for the purposes of maintaining the cleanliness or safety of a highway that is next to property that they own or occupy, or that is affected by property they own or occupy;"
- iii. By replacing Part IV, Section 5 with the following:

"Every owner, occupier or tenant of real property shall remove or cause the removal of snow and ice from sidewalks abutting the property within 12 hours of the cessation of the *Snow Event* that resulted in the deposition of ice and snow irrespective of the cause for the accumulation of snow or ice."
- iv. By replacing PART VI - PENALTIES with the following:

PART VI – ENFORCEMENT AND OFFENCES

- "1. Every person who:
- (a) Contravenes, violates or fails to comply with any provision of this Bylaw;
 - (b) Suffers or allows any act or thing to be done in contravention of this Bylaw; or
 - (c) Fails or neglects to do anything required to be done under
 - (i) this Bylaw; Or
 - (ii) any permit or order issued under this Bylaw:
- commits an offence and upon conviction shall be liable to paying a fine of up to Ten Thousand Dollars (\$10,000) and to pay any further amounts that may be ordered under the Offence Act, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.
2. For certainty, in the case of offences of a continuing nature, an offence is committed on each day during which the offence continues, and the maximum penalties imposed under this bylaw apply to each such offence.
3. Every person who commits an offence is liable on summary conviction to a fine not exceeding \$10,000.
4. This Bylaw may be enforced by means of a ticket issued under the Village's Bylaw Notice Enforcement and Dispute Adjudication System."

READ A FIRST TIME	this 8 th day of November , 2023
READ A SECOND TIME	this 8 th day of November, 2023
READ A THIRD TIME	this 22 nd day of November, 2023
RECONSIDERED and FINALLY ADOPTED	this ____ day of ____, 2023

Mayor

Corporate Officer

THE VILLAGE OF CLINTON
Village of Clinton Bylaw Notice Enforcement Amendment Bylaw No. 593, 2023

A Bylaw to amend "Village of Clinton Bylaw Notice Enforcement Bylaw No. 581, 2022"

The Council of the Village of Clinton, in open meeting assembled, enacts as follows:

1. TITLE

This Bylaw may be cited as the "Village of Clinton Bylaw Notice Enforcement Amendment Bylaw No. 593, 2023".

2. AMENDMENTS

Village of Clinton Bylaw Notice Enforcement Bylaw, no. 581, 2022 is hereby amended as follows:

By replacing Section 9.2(e) with the following:

"to provide for payment of a reduced penalty, where the reduced amount may equal up to the total fine amount in accordance with Village policies or procedures, if a compliance agreement is entered into under section 10.";

By replacing Section 10.1 with the following:

"The Screening Officer may enter into a compliance agreement in respect of any bylaw contravention indicated in Column 3 of Schedule "A"";

By replacing in Schedule A the row with the description, "Allow accumulation of snow and ice to remain on sidewalk of premise by owner or occupier" in the table labelled "Traffic Control Bylaw No. 209, 1985" with the following:

Fail to remove or cause the removal of snow and ice from sidewalks abutting the owner's property	Part IV Section 5	Yes	\$130	\$90	\$170
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READ A FIRST TIME

this 22nd day of November, 2023

READ A SECOND TIME

this 22nd day of November, 2023

READ A THIRD TIME

this 22nd day of November, 2023

RECONSIDERED and FINALLY ADOPTED

this ____ day of ____, 2023

Mayor

Corporate Officer



Staff Report to Council Open Meeting

Date: December 13, 2023

From: CAO

Subject: Procedure Bylaw Amendment - Council Meeting Schedule

Attachments:

Draft Council Procedure Amendment Bylaw no. 594, 2023

Recommendations:

THAT Village of Clinton Council Procedure Amendment Bylaw no. 594, 2023 be introduced and read a first time;

THAT Village of Clinton Council Procedure Amendment Bylaw no. 594, 2023 be read a second time;

THAT Village of Clinton Council Procedure Amendment Bylaw no. 594, 2023 be read a third time;

Background:

At the Regular Meeting of Council held Nov 22, 2023 Council approved a change to the Council Meeting Schedule in order to reduce the number of meetings in the Summer, and set meeting start time to 6:30. The procedure bylaw requires an update to allow these changes to be implemented.

The Community Charter does not require a procedure bylaw to indicate the time or frequency of meetings so Administration proposes removing the restraints laid out in the bylaw. This is mostly a formality, but will formally allow Council to make the decision on their schedule year-over-year.

CURRENT WORDING:

"Regular Council meetings must:

- a. Be held on the second and fourth Wednesday of each month, and
- b. Begin at 7:00 pm;
- c. Be adjourned at 10:00 pm on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with Part 4 Section 46;
[This section is redundant, as it is also written elsewhere in the bylaw]
- d. When such meeting falls on a statutory holiday, it shall be held on the next day the Village Office is open, which is not a statutory holiday."

NEW WORDING:

"Notice of Regular Council Meetings shall be published in accordance with the *Community Charter*."

Financial Impacts:

None

CFO Initial 


Brian Doddridge
CAO

THE VILLAGE OF CLINTON
"Village of Clinton Council Procedure Amendment Bylaw No. 594, 2023"

A Bylaw to amend "Village of Clinton Council Procedure Bylaw No. 547, 2017"

The Council of the Village of Clinton, in open meeting assembled, enacts as follows:

1. TITLE

This Bylaw may be cited as the "Village of Clinton Council Procedure Amendment Bylaw No. 594, 2023".

2. AMENDMENTS

Village of Clinton Council Procedure Bylaw No. 547, 2017 is hereby amended as follows:

2.1 Under Part 2, TIME AND LOCATION OF MEETINGS, by deleting section 4 in its entirety and replacing it with the following:

"Notice of Regular Council Meetings shall be published in accordance with the *Community Charter*."

READ A FIRST TIME	this _____ day of _____, 202__
READ A SECOND TIME	this _____ day of _____, 202__
READ A THIRD TIME	this _____ day of _____, 202__
RECONSIDERED and FINALLY ADOPTED	this _____ day of _____, 202__

Mayor, Roland Stanke

Corporate Officer



The Village of Clinton

UBCM ATTENDANCE POLICY

Adopted By:	Council	POLICY NO. F-08-2023
APPROVAL Date:		Effective date:
Amendment Dates:		Next Review Date:
SUBJECT:	UBCM ATTENDANCE	Policy Type: FINANCIAL
Associated Forms:	None	
Responsible Officer:	Chief Administrative Officer	

PURPOSE:

The purpose of this policy is to govern the number of elected officials to attend UBCM in order to maximize the convention's outcomes and minimize the cost.

POLICY:

The policy provides a framework for UBCM attendance in order to ensure elected officials are given fair and reasonable opportunity to attend the convention while maintaining budgetary oversight.

DEFINITIONS:

UBCM means the annual convention of the Union of BC Municipalities

POLICY STATEMENT:

1. The Mayor shall have the opportunity to attend UBCM each year;
2. The Village shall not send more than three elected officials to UBCM each year, with the following exceptions;
 - a. The Village shall permit all newly elected Councillors serving their first term to attend the first UBCM after their election;
 - b. If the Village is able to successfully
 - i. obtain meetings with ministers and ministry staff deemed by Council to be extraordinarily important and relevant to the Village's Strategic Priorities, and/or
 - ii. successfully put forward a resolution deemed by Council to be extraordinarily important and relevant to the Village's Strategic Priorities, Council may pass a resolution to permit one additional member to attend UBCM;

3. To the best of its ability, Council shall attempt to ensure each Councillor is given at least two opportunities to attend UBCM during a 4-year term;
4. If a Councillor's travel expenses including fees associated with actual and anticipated non-UBCM education and conference attendance throughout the year are to exceed one fifth of the Council Travel and Training Budget, that Councillor shall not attend UBCM in that year.
5. Council shall not attend study tours, forums, delegate lunches, the annual banquet and other events that occur at extra cost unless that event can be shown to directly relate to the Village's strategic priorities;

Resolution Date and Council Approval:

Mayor

Corporate Officer



Strategic Plan

2024-2026

INTRODUCTION

The following pages outline the Village of Clinton's strategic focus for the next few years. These areas of impact reflect the community's aspirations towards an enhanced quality of life for the Village of Clinton.



Roland Stanke
Mayor



Sandi Burrage
Councilor



Nick Kosovic
Councilor



David Park
Councilor



Darrell Schapansky
Councilor

**Mayor and Council
2022 - 2026**

MISSION STATEMENT

"To increase Economic Opportunity and Improve the
Quality of Life for all Citizens"



THE VILLAGE OF CLINTON, BC

Nestled half-way between Vancouver and Prince George, along highway 97, the Village of Clinton is home to a diverse and warm community.

The Village of Clinton is a growing community and business center that has embraced a unique and

balanced mix of urban and rural amenities. A simple walk down the street will lead to a network of trails, parks, sporting facilities, a vibrant business center, eateries and accommodations.

A strong community spirit abounds!

HOW TO READ THIS STRATEGIC PLAN

This strategic plan has been developed using the Futurist's Framework for Strategic Planning. There are three building blocks; **Strategic Themes, Strategic Initiatives and Tactics.**

Strategic Themes:

Strategic themes are descriptions of a future state or outcome through a visioning process. In this case, strategic themes describe how some aspect of the Village of Clinton will be or look like in the future.

Strategic Initiatives:

These are impact actions that will result in the realization of strategic themes. These can be single or a combination of actions.

Tactics:

These are immediate to medium term actions that build up to strategic initiatives. These form individual projects or priorities that are included in annual priority lists. This document does not include such a list. Such will form part of annual business plans and budgets.

‘Council is committed to carrying out this strategic plan in accordance with principles of good governance and responsible financial stewardship, with a focus on affordability of life for residents and businesses’.

STRATEGIC THEMES

1.

DIVERSE ECONOMY

The Village of Clinton has a diverse economy and opportunities for new businesses providing needed services, products and employment opportunities.

2.

PARTNERSHIP/ COLLABORATIONS

The Village of Clinton fosters relations with First Nations communities, other governments, local businesses and community groups aimed at enriching quality of life.

STRATEGIC THEMES

3.

COMMUNITY

The Village of Clinton residents, visitors and tourists enjoy a variety of targeted seasonal programming that allows all to have access and experience diverse community events, civic engagement and socially conscious encounters.

4.

HOUSING

The Village of Clinton is collaborating with other stakeholders in providing and increasing housing options that are both affordable and sustainable.

1.

DIVERSE ECONOMY

STRATEGIC INITIATIVES

OFFICIAL COMMUNITY PLAN REVIEW

Initiate the review of OCP and align with zoning by-law to promote business enterprise options across all sectors to support local entrepreneurs and attract in-bound investors.

DESTINATION PROMOTION

Develop and implement a destination marketing strategy to increase patronage of local attractions, events and businesses aiming for one major event each quarter.

BUSINESS COMMUNITY ENGAGEMENT AND PROMOTION

Establish an engagement forum with local businesses.

2.

PARTNERSHIPS/ COLLABORATION

STRATEGIC INITIATIVES

FIRST NATIONS RELATIONS

Engage local First Nations in Reconciliation and Relationship building through mutually agreed collaboration.

SHARED SERVICES

Explore expansion of shared services with other local governments.

COMMUNITY ENGAGEMENT

Re-engage community groups to re-imagine the Spirit of Clinton.

3.

COMMUNITY

STRATEGIC INITIATIVES

CIVIC ENGAGEMENT

Augment opportunities for the Village of Clinton to engage with residents.

COMMUNITY EVENTS

Expand distribution of annual community calendar of events.

INFRASTRUCTURE/ AMENITIES

Construct, repair and/or update infrastructure and amenities to promote community well being and recreation options.



HOUSING

STRATEGIC INITIATIVES

HOUSING STRATEGY

Develop a housing strategy.

VACANT PROPERTY TAX

Adopt a vacant property tax framework to encourage development of vacant properties.

ZONING BY-LAW UPDATE

Update zoning by-law to support affordable housing options.





Council Report

Agenda: December 13th 2023
Date: December 7th 2023
To: Mayor, Council & CAO
From: **SANDI BURRAGE, COUNCILLOR**
Subject: Council Report

Portfolio\Working Groups Update:

- Clinton communities in Bloom (CIB)
- Spirit of Clinton
- Parks and Recreation Working Group
- Economic Development/Business Development Committee
- Friends of Hat Creek Society Board Member
- Alternate For: NDIT, Emergency Planning, CCCTA, Gold Country Community

Meetings Attended:

Nov 21st & 22nd – Strategic Planning sessions.

Other Activities:

November 26th – Attended the First Responders Food Drive representing Elizabeth Fry. I was on popcorn and collecting cash donations duty. Was a decent turnout. Watch next year for added fun!

December 3rd – Christmas Tree Light Up. Debut of the Ranchettes (with Trixie) singing a couple of holiday songs. This is a group made up from kids in the ASSAI program. Watch next year for more performances out of these youngsters.

December 6th – CADOSA meeting. My first meeting with the new executive installed. In the New Year there will be more exciting projects to work on and events.



We tired Santa out, he had to have a rest on the stretcher!



Ladies and Gentlemen, introducing "The Ranchettes"



Council Report

Planned Activities:

December 12th – CIB Christmas get together

December 16th – Holiday Train in Ashcroft representing E. Fry board and handing out cookies and hot chocolate.

December 20th – Cooking Christmas lunch for DSS annual grandparents/elders luncheon

Comments\Observations:

Wishing everyone a very relaxing Christmas with the hope you can spend time with loved ones near and far.

Financial Implications:

n/a

Respectfully submitted,

Sandi Burrage



Council Report

Agenda: Dec 13 2023
Date: Dec 6 2023
To: Mayor, Council & CAO
From: **DARRELL SCHAPANSKY, COUNCILLOR**
Subject: Council Report from

Portfolio\Working Groups Update:

Clinton Community Forest
Clinton Creek Estates
NDIT

Meetings Attended:

Chasm Solar Open House
Memorial Hall Nov.30 3 pm

- This is an Environmental Assessment by the province of British Columbia
- This assessment has been in its early stages of the process for the past 2 years approx.
- This assessment is projected to take 3 to 5 years yet to complete with more open houses to follow.
- 1st Nations have been involved since “day one “and are still strongly involved.
- More info go to ...EAOinfo@gov.bc.ca

High Bar Band /Village of Clinton Meeting
Dec.5 2pm High Bar Band office in town

- Informal meeting
- Introduction to new additions to High bar band, Ku'kpi7 (chief),/council/staff as well as Village Mayor/council/staff .Its good to put faces to the names.
- High bar band expressed desire to working together and becoming more inclusive and visible within the Village of Clinton and surrounding area.
- Next meeting to move forward on collaboration will be early Jan./24.

Clinton Community Forest
Dec 6 - 7pm Council chambers

- Lots of conversations participated by all that were present.
- Overall, we all were happy with the ‘tree lighting’ on Dec 3rd.
- Day-to-day operations are ongoing and are presently waiting for final approval for harvesting cut block CP-012.



Council Report

- Apparently still waiting for final paperwork /registration on the legal access of Lee sawmill road.
- NOTE. The new deadline for the annual grant application is March 31st /24
- Next meeting will be Jan 16th.
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Other Activities:

Went to the old-time fiddlers/ tree lighting on dec3.

Comments\Observations:

Planned Activities:

Christmas at home.

Financial Implications:

_none

Respectfully submitted,

Darrell Schapansky

Action items arising from Council Meetings

Date updated: December-7-23

Resolution/Direction to Staff	WHO/DONE
November 2023	
Zoning Bylaw Public Consultation – <i>Direction to Staff: Plan an open house to address concerns with the Zoning Bylaw and gather public input</i>	CAO In progress
Public Notice Bylaw – <i>Direction to Staff: Prepare a draft Public Notice Bylaw that includes the Display Case and Voyent Alert as alternative methods of publication. Waiting for display case</i>	CAO In progress
Council Travel Budget – <i>Direction to staff: To create a UBCM Travel Policy</i>	CAO Completed
Historic Hat Creek Ranch – <i>Request for letter of support. Direction to staff: Write a letter of support to Friends of Historic Hat Creek Ranch Society for their bid to the province.</i>	CAO Completed
Mill Rate Meeting – <i>Direction to Staff: Report to Council to provide information on the Mill Rate discussion.</i>	CAO/CFO In progress