



AGENDA

Regular Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, November 27, 2024 at 6:30 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 Regular Meeting of Council dated November 13, 2024.	Page 4
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Delegations

	Dawson Roads – Winter Report	Page 8
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Question Period - *Only questions pertaining to this agenda will be accepted and answered

Correspondence and Reading File

Action	None	
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Information	New Provincial Cabinet	Page 9
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Reading File	November 8, 2024 to November 21, 2024	Page 22
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Administrative Reports

CAO	CAO Strategic Review	Page 23
	Canada Housing Infrastructure Fund	Page 31
CFO	None	
CDC	None	
Public Works	None	
Fire Department	None	
Committees	None	
Bylaw Officer	None	

Bylaws/Policies

	None	
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Council Reports

Mayor Stanke	Council Report - Verbal	
Councillor Burrage	Council Report - Verbal	
Councillor Kosovic	Council Report - LOA	
Councillor Park	Council Report - Verbal	
Councillor Schapansky	Council Report - Verbal	

New Business

None

List of Outstanding Council Previous Action Items

	Current List of Motions	Page 32
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Calendar of Events

- Dec 06 – Christmas Tree Light Up – In front of Village office 5pm sharp
- Dec 06 – “Embrace the Holiday Spirit” Late Night Shopping Event 5pm to 8pm
- Dec 08 – Bethel Pentecostal Annual Christmas Dinner @ Memorial Hall
- Dec 14 – High Bar First Nation Christmas Market @ Memorial Hall 10 am to 2 pm
- Dec 15 – Legion Kids Xmas Party @ Memorial Hall
- Dec 25 – Jan 1 – Annual Village office Christmas Closure
- Dec 31 – Cutoff Valley New Year’s Eve Rendezvous @ Memorial Hall

Notice to Proceed to In-Camera

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

Re-call Regular Meeting

Adjournment



MINUTES

Regular Meeting of Council

Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, November 13, 2024 at 6:30 pm

In Attendance: Mayor Stanke, Councilors: Burrage, Park, Schapansky
Absent: Councillor Kosovic
Staff: CAO Doddridge, CFO McKague
Media: 0 Public: 2

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 6:30 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

R123-24 That Council approves the amended Agenda dated November 13, 2024, to exclude Dawson Road Maintenance from the Delegation. CARRIED

Adoption of the Minutes

Moved and Seconded

R124-24 That the Minutes of the Regular Meeting of Council dated October 23, 2024, be adopted. CARRIED

Moved and Seconded

R125-24 THAT, the Minutes of the Committee of the Whole Meeting dated October 24, 2024, be adopted. CARRIED

Delegation

None

Question Period *Only questions pertaining to this agenda will be accepted and answered.

Q. Where will the Business Façade Grant improvement information be available?

A. Once approved, an application guide will be released.

Q. Can a vaccine clinic be an exception to the Community Assistance Policy?

A. This will be discussed at the meeting tonight.

Action Items

None

Information

Whispering Pines/Clinton Indian Band – Letter response to High Bar First Nation’s Letter of Support from the Village of Clinton.

Moved and Seconded

R126-24 THAT, Council prepares a respectful response to Whispering Pines/Clinton Indian Band’s letter. CARRIED

Reading File

Received for Information.

Administrative Reports

CAO

NDIT Business Façade Improvement Program 2025

No resolution needed as the funds will be carried over from 2024.

NDIT Grant Writer Grant

Moved and Seconded

R127-24 THAT, Council supports the application to Northern Development Initiative Trust for a grant of up to \$8,000 for grant writing support. CARRIED

Fire Safety Act Requirements

Moved and Seconded

R128-24 THAT, Council designates Wayne Walch, Karl Hansen, and Jordan Lawrence as Fire Inspectors and Fire Investigators. CARRIED

2025 Council Meeting Schedule

Moved and Seconded

R129-24 THAT, Council approves the 2025 Council Meeting Schedule without the June 11 meeting. CARRIED

Chief Financial Officer

None

Community Development Coordinator

None

Public Works

None

Fire Department

September Report

Receive for information.

October Report

Receive for information.

Committees

None

Bylaw Officer

None

Bylaws/Policies

Quarterly Report

Received for information.

Council Reports

Mayor Stanke – Verbal

Attended the TNRD Budget Workshop.

Received for information as presented.

Councillor Burrage – Verbal

Hallowe'en Event went well.

Attended Gold Country's Awards of Excellence.

Attended Art & Cultural Society Meeting.

Attended Elizabeth Frye Meeting.

Will be attending the CiB AGM and Clinton for Kids Auction.

Received for information as presented.

Councillor Kosovic – LOA

No report.

Councillor Park – Written

Received for information as presented.

Councillor Schapansky – Verbal

Attended the Community Wildfire Roundtable, Asset management seminar, and Community Forest Meeting.

Will be attending the Community Forest Tree Lighting event on December 6.

Received for information as presented.

New Business

None

List of Outstanding Council Previous Action Items

Received for information.

Calendar of Events

Nov 16 – Clinton for Kids Auction @ Memorial Hall

Nov 19 – Flu/COVID Vaccine Clinic @ Memorial Hall

Dec 06 – “Embrace the Holiday Spirit” Late Night Shopping Event 5pm to 8pm

Dec 08 – Bethel Pentecostal Annual Christmas Dinner @ Memorial Hall

Dec 14 – High Bar First Nation Christmas Market @ Memorial Hall 10 am to 2 pm

Dec 15 – Legion Kids Xmas Party @ Memorial Hall

Dec 25 – Jan 1 – Village office will be closed.

Notice to Proceed to Closed Meeting

None

Adjournment

Moved and Seconded

R130-24 That the Regular Meeting of Council be adjourned at 7:51 pm.

CARRIED

MAYOR

CORPORATE OFFICER



DELEGATION REQUEST FORM

In order to appear before Council as a delegation, please take the time to complete this form. It will help in providing Council and staff with an overview of the presentation and the key points Council needs to be aware of. We ask that the presentation be **kept to a MAXIMUM of ten (10) minutes** so that there will be reasonable time for Council to ask questions, should they wish to do so.

PLEASE NOTE that the information contained on this form and any supporting materials will be included on the agenda (time permitting) and will be therefore made available to the public and the media at the time the agenda is published.

1. Name of Organization or Group

Dawson Road Maintenance

2. Name(s) and title(s) of Person(s) making presentation

Chris Rottluff - Operations Manager / Mohammad Hasani - Quality Manager

3. The topic of the presentation to Council

Winter Program - Road Maintenance for November 13,2024 Council meeting

4. What is the desired outcome of the presentation (funding, letter of support, change in bylaw or policy, to provide information only)

Information only on winter program

5. If funding assistance is requested, please explain why Council should be funding the request

6. If seeking funding please attach a budget for the project and expected sources of revenue

Budget attached including expected sources of revenue

The Corporation of The Village of Clinton
Phone: 250-459-2261
E-mail: admin@village.clinton.bc.ca

New cabinet ready to deliver on the priorities of British Columbians



(flickr.com)

Premier David Eby has appointed a new cabinet that is ready to listen to British Columbians and deliver on the core challenges people are facing – a team that combines years of experience and fresh perspectives from outside of government.

“At a time when there is a lot of worry and uncertainty about the future, British Columbians have asked us to work together and get things done that make a real difference in their daily lives,” said Premier Eby. “This experienced and capable team will be focused on addressing the priority issues we heard loud and clear from British Columbians. We’re honoured to have been given the opportunity to tackle these serious challenges.”

“These are big challenges and tackling them all will take time. Getting there will take listening and learning from British Columbians of different perspectives,” Premier Eby said. “While British Columbians may sometimes disagree, we all want the same basic things in life – a good paycheque, a home we can afford in a safe community and high-quality health care that’s there when we need it. By working together on these common challenges, we can build a brighter future for everyone.”

The new provincial cabinet reflects the diversity and strengths of British Columbia. There will be more women than men in cabinet. Key portfolios are also filled by people with relevant professional and community experience, which will bring a real-world perspective to tackling today’s big challenges.

There will be separate ministries for Energy and Climate Solutions and Mining and Critical Minerals, reflecting the government’s commitment to leverage B.C.’s strength as a clean-energy powerhouse with the critical minerals that are essential to growing the clean economy.

The new cabinet includes 23 ministers and four ministers of state, and is supported in its work by 14 parliamentary secretaries. The cabinet is as follows:

Honourable David Eby



The Premier

Contact:

Premier@gov.bc.ca

Honourable Brittny Anderson



Minister of State for Local Governments and Rural Communities

- [Premier's appointment letter \(PDF, 109KB\)](#)
-

Honourable Lana Popham



Minister of Agriculture and Food

- [Premier's appointment letter \(PDF, 109KB\)](#)
-

Honourable Niki Sharma



Attorney General and Deputy Premier

- [Premier's appointment letter \(PDF, 109KB\)](#)
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Honourable Grace Lore

Minister of Children and Family Development

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable George Chow

Minister of Citizens' Services

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Lisa Beare

Minister of Education and Child Care

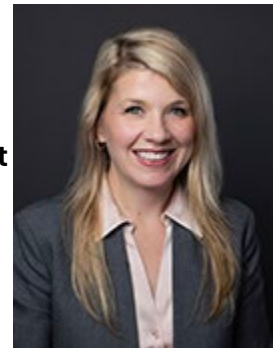
- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Jodie Wickens

Minister of State for Child Care and Children and Youth with Support Needs

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Kelly Greene

Minister of Emergency Management and Climate Readiness

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Adrian Dix

Minister of Energy and Climate Solutions and Minister responsible for Francophone Affairs

- [Premier's appointment letter \(PDF, 110KB\)](#)



Honourable Tamara Davidson

Minister of Environment and Parks

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Brenda Bailey

Minister of Finance

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Ravi Parmar

Minister of Forests

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Josie Osborne

Minister of Health

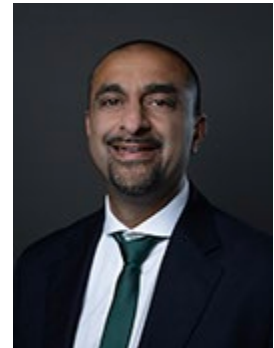
- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Ravi Kahlon

Minister of Housing and Municipal Affairs

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Christine Boyle

Minister of Indigenous Relations and Reconciliation

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Bowinn Ma

Minister of Infrastructure

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Diana Gibson

Minister of Jobs, Economic Development and Innovation

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Rick Glumac

Minister of State for Trade

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Jennifer Whiteside

Minister of Labour

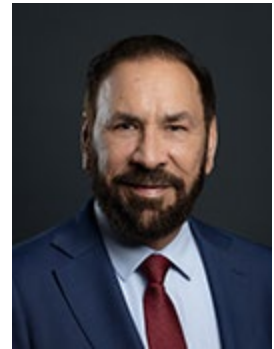
- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Jagrup Brar

Minister of Mining and Critical Minerals

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Anne Kang

Minister of Post-Secondary Education and Future Skills

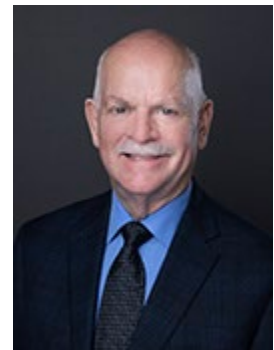
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Honourable Garry Begg

Minister of Public Safety and Solicitor General

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Terry Yung

Minister of State for Community Safety and Integrated Services

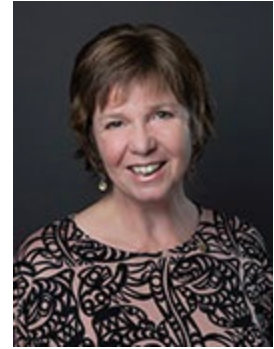
- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Sheila Malcolmson

Minister of Social Development and Poverty Reduction

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Spencer Chandra Herbert

Minister of Tourism, Arts, Culture and Sport

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Mike Farnworth

Minister of Transportation and Transit

- [Premier's appointment letter \(PDF, 109KB\)](#)



Honourable Randene Neill

Minister of Water, Land and Resource Stewardship

- [Premier's appointment letter \(PDF, 109KB\)](#)



Parliamentary Secretaries of B.C.

Harwinder Sandhu, MLA

Parliamentary Secretary for Agriculture

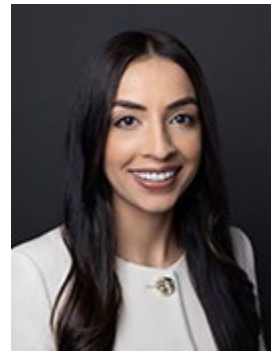
- [Premier's appointment letter \(PDF, 109KB\)](#)



Jessie Sunner, MLA

Parliamentary Secretary for Anti-Racism Initiatives

- [Premier's appointment letter \(PDF, 109KB\)](#)



Jennifer Blatherwick, MLA

Parliamentary Secretary for Gender Equity

- [Premier's appointment letter \(PDF, 109KB\)](#)



Steve Morissette, MLA

Parliamentary Secretary for Rural Development

- [Premier's appointment letter \(PDF, 109KB\)](#)



Susie Chant, MLA

Parliamentary Secretary for Seniors' Services and Long-Term Care

- [Premier's appointment letter \(PDF, 109KB\)](#)



Debra Toporowski, MLA

Parliamentary Secretary for Rural Health

- [Premier's appointment letter \(PDF, 109KB\)](#)



Amna Shah, MLA

Parliamentary Secretary for Mental Health and Addictions

- [Premier's appointment letter \(PDF, 109KB\)](#)



Paul Choi, MLA

Parliamentary Secretary for Asia-Pacific Trade

- [Premier's appointment letter \(PDF, 109KB\)](#)



Darlene Rotchford, MLA

Parliamentary Secretary for Labour

- [Premier's appointment letter \(PDF, 109KB\)](#)



Sunita Dhir, MLA

Parliamentary Secretary for International Credentials

- [Premier's appointment letter \(PDF, 109KB\)](#)



Dana Lajeunesse, MLA

Parliamentary Secretary for Accessibility

- [Premier's appointment letter \(PDF, 109KB\)](#)



Joan Phillip, MLA

Parliamentary Secretary for Community Development and Non-profits

- [Premier's appointment letter \(PDF, 110KB\)](#)



Nina Krieger, MLA

Parliamentary Secretary for Arts and Film

- [Premier's appointment letter \(PDF, 109KB\)](#)



George Anderson, MLA

Parliamentary Secretary for Transit

- [Premier's appointment letter \(PDF, 109KB\)](#)



Responsibilities of new ministries

- **Energy and Climate Solutions**
 - Responsible for British Columbia's electricity, alternative energy and petroleum resource sectors.
 - Increase and expand electricity and low-carbon energy projects in the province.
 - Responsible for energy policies to ensure they align with climate goals.
 - The Climate Action Secretariat will be part of the new ministry.
 - Oversight of the North Coast Transmission Line and BC Hydro's Capital Plan.

- **Housing and Municipal Affairs**
 - Oversight of housing policy and municipal infrastructure needs.
 - Responsibility for community charters and other local government policy and legislation.
 - Immigration settlement services from Municipal Affairs will move to Post Secondary Education and Future Skills.
 - Union of British Columbia Municipalities and local government relationships will move to the Intergovernmental Relations Secretariat in the Office of the Premier.

- **Infrastructure**
 - Bringing capital planning and procurement into a single ministry will allow for better co-ordination at a time when government is building schools, hospitals and other infrastructure to support growing communities.
 - Responsible for major capital project planning, procurement and delivery for things such as schools, post-secondary institutions, court houses, correctional facilities and health facilities.
 - Infrastructure BC and BC Infrastructure Benefits Inc. will be part of this ministry.

- **Mining and Critical Minerals**
 - Responsible for advancing the provincial strategy for mining and critical mineral projects.
 - Provide oversight and support for 17 new critical minerals projects working toward starting construction in the coming years.
 - Responsible for overseeing the ongoing Mineral Tenure Act reform and other regulatory processes and timelines.

- **Transportation and Transit**
 - Focus on the ways in which people move around the province, including transportation networks.
 - Continue delivering on major projects such as the widening of the Highway 1, Surrey to Langley SkyTrain, George Massey Tunnel replacement and new Pattullo Bridge.

CAO Strategic Update

This report is intended to provide Council with an update on some of the Village's major strategic priorities and projects. I have also included information on how Administration plans to forward Council's strategic goals for the next year. This update will provide some background to a strategic plan update which Administration is planning for early in 2025.

Operational Considerations

CDC Recruitment

The Village is in the process of hiring a new CDC. High turnover in the position has meant the Village's many strategic priorities and economic development projects have been carried on by other staff or put on hold. Administration is hopeful that we will have a new CDC in place before the end of the year.

Organizational Review

The Village is in the process of assessing our capacity through a "risk-based" organizational review. This will yield a report and findings that will help us to assess whether current operational priorities are leading us in the right direction. This should be completed in early 2025.

Diverse Economy

Tourism Plan

Before going on leave, the Village's CDC was working with the business community, Cariboo Chilcotin Coast Tourism, and a consultant to develop a tourism plan, which will lay out how the Village can promote local tourism opportunities and support the sector better. Administration is not satisfied with the consultant's work and feels some tweaks should be made before the plan is put to Council for your feedback. This opportunity was grant funded.

The CAO attended the South Cariboo Tourism Forum in November. Tourist trends, industry challenges, and available resources were discussed, and there was an emphasis on the role of local government in facilitating action-oriented groups to help strategic plans become reality.

Economic Development Plan Update

The CAO and interim CDC have initiated an update to our Economic Development Plan, which will help improve the Village's strategic direction. Due to high turnover in the CDC position, the existing plan was not fully implemented, and will be central to the role of the CDC going forward. The project is funded through NDI's Economic Development Capacity Building Program.

Business Walk

The Village undertook a business walk in August to assess the current state and needs of our business sector. This information will help guide future economic development programs the Village considers. Business walks will be carried out annually.

Facility Utilization

The Village is pursuing opportunities to better utilize our existing community amenities, including off-season recreation at the arena and curling club, a feasibility study for the development of a community recreation gathering place, and marketing materials.

OCP Review

A project to review the OCP has been started. It will ensure the OCP is in line with Council's desire for a business-friendly community. This project is funded through the Province of BC's Housing Capacity Fund.

Downtown Revitalization

The Village's Bylaw Enforcement Officer has been able to be proactive in encouraging downtown property owners to remediate nuisance properties. Also, the Village has replaced the brick sidewalks and installed new directional signage. The business Façade Improvement program is again being offered in 2025 and program guidelines have been relaxed to allow for greater uptake. Administration is considering options for the development of a downtown revitalization plan and a beautification strategy.

Partnerships/Collaboration

Whispering Pines/Clinton Indian Band

The Village has had a Council to Council meeting with the band, and is building relationships on the Council and Staff levels. Staff are pursuing an Emergency Management Protocol with the band which will ensure we are engaging in proactive communication on matters of emergency management. The new territorial stewardship office has opened up other opportunities for the Village to collaborate with Whispering Pines/Clinton Indian Band on issues of wildfire risk reduction which will be discussed in 2025.

High Bar First Nation

The Village has held a Council to Council meeting with High Bar and established an MOU communication protocol. Out of this, staff from both governments have been working to forward common projects. Most notably, we have an emergency management sub-committee which has established collaborative procedures in the event of an emergency, and considers the sharing of resources.

Spirit of Clinton

Before going on leave, the CDC was working to reimagine the purpose of the committee. This will be a primary goal of the new CDC. The intention is to provide a framework that encourages volunteerism in Clinton.

Community Groups

Administration maintains good working relationships with the Village's community groups and frequently collaborates with them to enhance their offerings and services. The new Grant in Aid process has been redesigned to better fit the expressed needs of the volunteer community, while being mindful of the need to collect facility revenue.

TNRD Shared Services

The Village has entered into Shared Service Agreements with the TNRD for the development of GIS services. This has yielded a new myRegionView service with improved function and embedded zoning information, which is standardized across the region:

<https://tnrd.apps.vertigisstudio.com/web/?app=cff8821de28f48af84adc6bb93bc3b19>

The TNRD and member municipalities have also partnered on the development of a new housing needs report to meet new provincial requirements. The report will be brought to Council in December.

The region's CAOs gathered in October to discuss challenges, share ideas, and consider shared Services. Administration expressed interest in sharing any service which will reduce costs and/or improve service, but these will be brought to Council for consideration once a plan is more developed. So far, the areas of IT management and Finance Software have been identified as the services most likely to be improved through a shared method.

Ashcroft/Cache Creek – Shared Serviced

We continue to share bylaw enforcement services with Ashcroft and Cache Creek, which has proved to be an effective program, both in terms of cost efficiency and community improvement.

Sharing a regional transit service with Ashcroft and Cache Creek is likewise cost effective, although provincial decisions are putting financial stress on the system. Administration is always on the lookout for ways to improve service delivery or cost through partnerships.

Other Collaboration

The CAO has made connections with other government entities such as MOTI, RCMP for updates and sharing of information, and the TNRD to discuss cost sharing for recreation services. Administration continues to maintain an excellent working relationship with Community Forest staff, and we have brought some projects to completion together.

Community

Civic Engagement

During the preparation of the budget, Village staff prepared thorough public presentations on the Mill Rate and then on the draft Budget, and hosted a public meeting with BC Assessment in response to public feedback. The Village has also passed a Public Notice Bylaw to improve the method by which residents get their information.

The Village has implemented a new, official Facebook page that will replace the old “Clinton Chatter” page. This is because Clinton Chatter was set up as a page designed to represent a person, rather than one designed for an organization. The update means that we now have better advertisement and administration tools.

Before her leave, the CDC was working on issuing a communications survey to determine the most effective ways to reach our residents about important issues. This will be another priority of the new CDC once hired.

The CAO recognizes the importance of proactive communication with residents. Steps taken to improve this include requiring more robust engagement in community plans (OCP, Economic Development Plan), providing more thorough public meetings on matters of importance such as the budget, providing up-front information to community groups (proposed hall renovation, grant-in-aid process, attending meetings to give staff-level updates), increasing the use of Voyent Alert to broadcast information, and working on the beginning stages of a communications strategy.

More work needs to be done on this and it remains a high priority for staff.

Community Events

The Village’s Admin Assistant has been proactive in updating the new LED sign to promote Village events. Events are also included in the Village’s Council Agendas.

Infrastructure

The Village has completed an Asset Management Inventory, and will seek further grant opportunities to establish an Asset Management plan and 5-year Capital Replacement Plan.

This year for infrastructure projects, the Village has improved sidewalks with the help of an active Transportation grant, and made upgrades to Elliott Park through a Destination Development Fund Grant.

The Village has applied to the provincial Government’s REDIP program to upgrade the hall to a commercial kitchen and establish policies that allow locals to produce commercially marketable foods.

Housing

Housing Strategy

The Village continues to look for grant opportunities to establish a housing Strategy. In the interim, Administration is preparing a report for Council on the option of establishing a housing authority or society as a method of delivering housing.

Vacant Property Tax

Administration is preparing options for Council to consider which may discourage property owners from allowing their homes and businesses to remain vacant.

Zoning Bylaw

The Village is pursuing a re-work of its draft zoning bylaw which will take place in 2025 and be accompanied by significant public and Council consultation.

Property Acquisition

Administration continues to look at the option of acquiring crown land from the province for the development of housing. Council has decided to pursue acquisition of 220 Smith Ave, which will require significant archaeological and consultative work to be completed. These costs will be brought to Council for consideration in the preliminary budget meetings.

Administration has approached the province with the request to purchase the old BC Hydro Property for a nominal fee. Though there has been no response, Administration is continuing to pursue this option.

Governance and Other Priorities

Staffing

The Village maintains an excellent complement of staff and continues to provide professional development opportunities in order to bring the best ideas and methods to Clinton. We have been able to increase our staffing on grant funding, providing the Village increased capacity without an increase in tax rate.

Policy Committee

The Village has established a policy committee to review existing policies and establish drafts for new policies. So far, the committee has met once and is in the process of updating some of the Village's oldest and most out-of-date policies. Though the committee has met only once, it will begin again in the new year.

Sign Bylaw Committee

The Committee has not met since it was struck earlier this year. Administration plans to get this started in early 2025.

Accessibility Committee

The Accessibility Committee has had some discussions about strategic direction and will be considering a draft Accessibility plan in the coming days.

Emergency Preparedness and Planning

The Village has hired a FireSmart Coordinator, who will also assist to develop the Village's Emergency Management Program. We are in the process of purchasing Structure Protection Equipment, and carrying out preventative work outlined in the Community Wildfire Resiliency Plan. We are also anticipating an update to the Village's Evacuation Plan in 2025.

Financial Services

Administration chose to take a more open and transparent approach to financial planning this year, including taking the time and putting in the work to better inform Council and the Public of the details of the Financial Plan. We will continue on this trajectory and aim to produce a financial plan earlier and solicit feedback even more effectively for 2025.

Financial Planning

Administration has brought options to Council for the Growing Communities Fund and continues to research options.

Also, Administration has made steps to reconsider the financial direction of the Village by beginning to save for major purposes and redirecting Community Forest money to a dedicated account with spending restrictions.

Staff are hopeful that the Village will be able to receive grant funding for a 10 year asset management plan in 2025 or 2026.

Contract Administration

Administration has been working to update lease agreements to reflect the increased cost of providing services and to better use our facilities. There are many contracts that will be coming up for renewal at the end of 2024 and in 2025, which will be put before Council for approval.

Emergency Management

Village Staff participated in both formal and casual emergency management exercises this year. The CAO attended the TNRD EOC in the summer to observe and form professional connections with the team. New regulations are expected to be released in 2025, at which time Administration will begin work on meeting the new requirements.

The Village has made some progress on implementing emergency communications protocols with local First Nations, which form part of the Provincial Emergency Management requirements, but which are also best practice for engaging in productive and respectful dialogue.

FireSmart

The Village was successful in its application to UBCM for FireSmart funding. With the funding, we have hired a FireSmart Coordinator who is being trained to perform assessments, carry out public engagement activities, and administer the Village's FireSmart program. In 2025, we expect to establish a FireSmart Committee, begin community and volunteer engagement activities, and start the process toward performing wildfire risk reduction activities.

The FireSmart grant has also allowed the Village to purchase Structure Protection Equipment, which is part of a larger four phase program to outfit our Fire Department with a Structure Protection Unit (SPU). A SPU is instrumental in improving our wildfire resilience.

Grant Overview

The following is a list of active Grants the Village is managing.

Dam Safety Review – Investment Agriculture Foundation

The Village is required to complete a safety review of the dam at the upper reservoir every 10 years. The Village received a grant of just over \$30,000 to assist with this cost. It is expected to be completed mid-2025.

Economic Development Capacity Fund

This grant covers wages for the CDC and project costs for special economic development initiatives. This year, the funding is allowing the Village to refresh our Economic Development Plan.

Elliott Park Upgrades – Destination Development Fund

This grant has produced a walking path, a bike track assembly, infield and parking area upgrades, sprinkler system repair, and refurbishments to the dugouts and concession at Elliott Park. Finding contractors for this grant was a challenge at times, but we are on schedule to complete it on time in the spring of 2025.

FireSmart Funding

The Village has received \$400,000 to hire a FireSmart Coordinator, engage in education activities, establish a Structure Protection Unit Program, and carry out other fuel mitigation activities. The Village has begun these activities, and will attempt to renew the grant for 2026.

Flood Mitigation

A consultant is preparing a detailed report that outlines the likelihood of flooding in Clinton and providing mitigation strategies for preventing damage to property. This grant will be complete in 2025.

Housing Capacity Funding

The Province of BC has imposed new zoning requirements for municipalities. In order to carry out these changes, the Village was given \$150,000. With this funding, the Village is in the process of completing a Housing Needs Report and has started an OCP and Zoning Bylaw update which will mostly take place in 2025. There are still some funds remaining after these projects, which will be directed towards other eligible planning-related tasks that help the Village meet our obligations under the new legislation. The money must be spent by the end of 2025.

Next Gen 9-1-1

New technology is required for call centres, and 9-1-1 services must also be upgraded to meet the new legislation. The money the Village has received for this purpose will be used in conjunction with the TNRD and other member municipalities to ensure we meet our new obligations.

Shop Local Program

The Village received \$10,000 from NDIT to transition to a locally managed shop local program. The money was used to start the Driftscape App, <https://visitandadventure.ca/> and carry out several shop local events. After the Christmas event this year, the grant will be complete and the new CDC will continue to market and administer the program.

Indigenous Engagement Requirements Funding

The Province of BC imposed new requirements for engagement with First Nations on matters of Emergency Management. These requirements came with \$40,000 to facilitate agreements. Administration has begun the process of establishing these agreements.

Business Façade Program

The Village continues to administer the Business Façade Improvement Program thanks to this grant from NDIT.

Recently Completed:

Vision Zero Road Safety

This grant provided funding for speed signs to be put up on Cariboo Ave.

Active Transportation

The Village received over \$200,000 to replace the brick sidewalks with concrete.

Wayfinding Signage

This grant provided funding for some of the new signage in the Village including the park signs, civic addressing signs, and the new bus shelter.

Upcoming:

Food Processing Incubator Hub

The Village has applied to the REDIP program to upgrade the Memorial Hall kitchen to allow user groups to produce and market food on a commercial scale. If the Village is successful, we should be notified in the early Spring.

Grant Writer

The Village will be applying for a Grant Writer in December. This will allow a contractor to be hired who will assist the Village and our community groups to leverage more funding from granting organizations.

Canada Housing Infrastructure Fund

This fund will assist in the development of services and infrastructure to lot 9.



Staff Report to Council Open Meeting

Date: November 27, 2024

From: CAO

Subject: Canada Housing Infrastructure Fund

Attachments:

None

Recommendations:

That the Village of Clinton issue letters to Whispering Pines Clinton Indian Band and High Bar First Nation informing them of plans to develop Lot 9 and to apply for the Canada Housing Infrastructure Fund

Background:

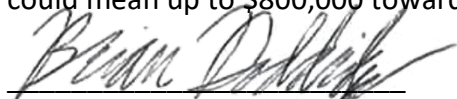
The Canada Housing Infrastructure Fund is available for Municipalities looking to upgrade housing-related infrastructure such as sewer and water systems. The grant can provide up to 50% of a project's costs, between \$1M and \$100M. Though the grant will not cover the construction of a road, Lot 9 water and sewer infrastructure is eligible, as are costs related to water and sewer lines, environmental assessments, indigenous consultation, and engineering and design.

Approval of this grant could allow the Village to complete the road and services to Lot 9 in one phase.

The grant requires extensive indigenous engagement and asks that local governments begin the conversation before applying. The application process is extensive so it will be some time before an application can be submitted. In the meantime, starting the work of informing our indigenous neighbours of the project will help the project go more smoothly when construction is ready to begin.

Financial Impacts:

Early estimates indicate that the completion of lot 9 road and services will cost approximately \$2.1M. approximately 1.6M of that amount is eligible for funding under this grant. At 50%, that could mean up to \$800,000 towards the project.


Brian Doddridge, CAO

CFO Initial 

Action items arising from Council Meetings

Date updated: November-20-24

Resolution/Direction to Staff	WHO/DONE
October 2024	
Yellowhead Community Services – <i>That, Council writes a letter of support to YCS in support of their efforts to revise regionalization.</i>	CAO Completed
Whispering Pines Clinton Indian Band – <i>Staff to prepare a respectful response to Whispering Pines Clinton Indian Band’s letter.</i>	CAO Completed