



AGENDA

Regular Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, September 10, 2025 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 dated August 13, 2025.	Page 4
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Delegations

	TNRD Film Commission - Terri Hadwin – Film Commissioner to provide an update about the activities of the film commission.	Page 9
	CCCTA – To provide updates on relevant tourism projects	Page 10

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

Correspondence and Reading File

Action	Clinton Minor Sports Association – Letter of Support Request	Page 12
	Clinton Quilters Group Request letter to VOC to act as Fiscal Sponsor for BCICF application	Page 13
	Annette R – Request Letter to VOC to act as Fiscal Sponsor for BCICF application	Page 17

Information	District of Squamish – Letter to Ministry of Transportation – Request for Consultation on CN's Amended Three-Year Rail Network Plan	Page 18
	Village of Cache Creek – Letter to Minister of Health re: Maternity Care Services at Royal Inland Hospital	Page 20

Reading File	August 7, 2025 to September 4, 2025	Page 22
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Administrative Reports

CAO	Section 57 Infraction – 837 Lagoon Court Road	Page 23
CFO	Purchase of a New Public Works Vehicle	Page 27
CDC	None	
DCO	None	
Public Works	None	
Fire Department	July & August Reports	Page 29
FireSmart Coordinator	None	
Bylaw Officer	Quarter 2 Report	Page 37
Committees	Accessibility Committee Meeting Minutes dated August 21, 2025 – For information	Page 38

Bylaws/Policies

	None	
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Council Reports

Mayor Stanke	Council Report – Written	Page 40
Councillor Burrage	Council Report – Verbal	
Councillor Kosovic	Council Report – Verbal	
Councillor Park	Council Report – Verbal	
Councillor Schapansky	Council Report – Written	Page 42

New Business

None

List of Outstanding Council Previous Action Items

	Current List of Motions	Page 44
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Calendar of Events

Sept 22 – Community Forest Chipping Event

Sept 27 – Community Forest Fall Field Tour 9am to 3pm

Sept 30 – High Bar First Nation Truth & Reconciliation Event @ Memorial Hall

Oct 18 – CADOSA Dinner and Dance 8pm to 1 am @ Memorial Hall

Oct 25 – CiB Annual Craft Fair @ Memorial Hall 10 am to 2 pm

Nov 08 – Senior's Marketplace @ Memorial Hall 10 am to 2 pm

Notice to Proceed to In-Camera

- Motion to proceed to Closed Meeting as per Section 90.1 (e), (f) & (j) of the Community Charter

Re-call Regular Meeting**Adjournment**



MINUTES

Regular Meeting of Council

Clinton Council Chambers, 1423 Cariboo Highway

Wednesday, August 13, 2025 at 6:30 pm

In Attendance: Mayor Stanke, Councilors: Burrage, Kosovic (by Zoom at 6:30 pm), Park, Schapansky

Absent:

Staff: CAO Doddridge, DCO Smith

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 meeting was called 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

R092-25 That Council approves the amended Agenda dated August 13, 2025, to include CFO Report Amendment to the Financial Plan Bylaw after Remuneration Bylaw and error in the Firetruck year as 2019 and not 2009. **CARRIED**

Adoption of the Minutes

Moved and Seconded

R093-25 That the Minutes of the Regular Council Meeting dated July 9, 2025, be adopted. **CARRIED**

Delegation

None

Question Period

None

Action Items

Clinton & District Community Forest 2025 Shareholders Resolution – For approval

Moved and Seconded

R094-25 THAT, Council approves the Clinton & District Community Forest 2025 Shareholders Resolution. **CARRIED**

Information

CN Notice – Changes to CN's Three-Year Rail Network Plan

Direction to Staff: See if CN will do a presentation to Council on future plans.

District of 100 Mile House – Letters to Ministers Farnworth & Freeland re: Cn's Proposed Discontinuance of Portions of the Lillooet and Squamish Subdivisions.

Received for information as presented.

Heritage Conservation Act Transformation Project – Update and Phase 3 Engagement Opportunities (summer-fall 2025)

Received for information as presented.

Ministry of Health – Letter response to Mayor's letter re: new Kamloops Cancer Center.

Received for information as presented.

Reading File

Received for Information.

Administrative Reports

CAO

Annual Report - For Adoption

Moved and Seconded

R095-25 THAT, Council adopts the Annual Report.

CARRIED

Strategic Priorities Fund – Asset Management Improvements – For Resolution

Moved and Seconded

R096-25 THAT Council authorizes the Village of Clinton's Application to the Strategic Priorities Fund, Capacity Building Stream for Asset Management Program Improvements and commit to any cost overruns.

CARRIED

Strategic Priorities Fund – Fire Truck Replacement – For Resolution

Moved and Seconded

R097-25 THAT, Council supports the application to the Strategic Priority Fund Capital Projects Stream for the Fire Department Modernization Project and commit to any cost overruns.

CARRIED

Local Community Accessibility Grant – For Resolution

Moved and Seconded

R098-25 THAT, Council supports the application to SPARC BC for Built Environment Improvements from the Local Community Accessibility Grant.

CARRIED

Chief Financial Officer

None

Community Development Coordinator

NDIT Marketing Program 20245 – For Resolution
Moved and Seconded

- R099-25 THAT, Council supports the application to Northern Development Initiative Trust from the Village of Clinton for a grant of up to \$14,000 for the Marketing Program 2025 from the Cariboo-Chilcotin Lillooet Regional Development Account. CARRIED**

AgriSpirit Grant – Hall Improvements – For Resolution
Moved and Seconded

- R100-25 THAT, Council Authorizes the Village of Clinton’s Application for FCC AgriSpirit for the Food Processing Incubator Hub Project. CARRIED**

Deputy Corporate Officer

None

Public Works

None

Fire Department

June 2025 Report
Received for information as presented.

FireSmart Coordinator

None

Bylaw Officer

None

Committees

None

Bylaws/Policies

Remuneration Bylaw Amendment Bylaw No. 603, 2025
Take no action.

Five Year Financial Plan 2025-2029 Bylaw No. 604, 2025
Moved and Seconded

- R101-25 THAT, Council adopts the amended Five-Year Financial Plan Bylaw No. 604, 2025.**

CARRIED

Council Reports

Mayor Stanke – Written

Added that the TNRD Library is looking for a Branch Head for the Clinton Library and that the library will be adding another day of opening. Clinton library will be open Tuesdays, Wednesdays, Thursdays and every other Saturday. No timeline of when that will begin has been announced.

Received for information as presented.

Councillor Burrage – Verbal

July 10 – Attended the Gold Country Meeting – A geo-cache crawl was set up for the Poker ride which was attended by 250 people and was very successful.

Excellence awards nominations deadline was August 8th, and the awards night will be November 15.

Aug 02 – Attended the Art Show (this year was just one day). It was a big success.

Aug 02 – In the evening, showed up to David Stoddart School to do a bat count.

Received for information as presented.

Councillor Kosovic – Verbal

Aug 06 - attended the Special Meeting of Council.

Received for information as presented.

Councillor Park – Verbal

No meetings attended.

Received for information as presented.

Councillor Schapansky – Verbal

July 21 – Attended the FireSmart Committee meeting. Was not well attended. Next FireSmart Meeting will be October 6.

Aug 26 – Community Forest Meeting

Sept 16 – NDIT meeting

Sept 21-26 – Will be attending UBCM

Received for information as presented.

New Business

None

List of Outstanding Council Previous Action Items

Received for information.

Calendar of Events

Sept 9-11 – Clinton Quilter’s Group Retreat @ Memorial Hall
Sept 30 – High Bar First Nation Truth & Reconciliation Event @ Memorial Hall
Oct 18 – CADOSA Dinner and Dance @ Memorial Hall
Oct 25 – CiB Annual Craft Fair @ Memorial Hall 10 am to 2 pm

Notice to Proceed to Closed Meeting

Moved and Seconded

**R102-25 Motion to proceed to Closed Meeting as per Section 90.1 (e) & (k) of the Community Charter
at 7:38pm. CARRIED**

Adjournment

Moved and Seconded

R103-24 That the Regular Meeting of Council be adjourned 8:21 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

Thompson-Nicola Film Commission

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

Terri Hadwin, Film Commissioner

3. The topic of the presentation to Council

Updating TNRD Municipalities about the activities of the film commission

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

Information only

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

N/A

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

Village of Clinton
Regular Council Meeting
September 10, 2025
Page 9



Sept 10^m

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

Cariboo Chilcotin Coast Tourism Association

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

Jacqueline Harper - Destination and Experience Manager

3. The topic of the presentation to Council

Relevant tourism project updates

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

Provide information - transparency and see if any potential collaboration opportunities

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

N/A

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

Village of Clinton

Regular Council Meeting

September 10, 2025

Page 10



DELEGATION GUIDELINES

1. In order to schedule a date to appear before Council, delegations must provide minimum information, identified on the form for inclusion in the agenda. The provision of this information clarifies the purpose of the delegation to Council. A maximum of two (2) delegations are heard, and delegations are usually heard at the beginning of the meeting.
2. Delegations are permitted a maximum of fifteen (15) minutes with Ten (10) minutes allocated for the presentation and five (5) minutes are allocated for the Council to ask questions
3. Delegations will be heard and may then be asked questions by Council. After all the questions are finished, Council will not debate the issue and any recommendations will be brought forward at the next Regular Council meeting unless Council as a whole agrees to proceed with a decision. Once the presentation has been completed the members of the delegation cannot speak, while Council discusses the issues. Once the presentation is complete the delegation is free to leave the meeting or stay and listen to the remainder of the meeting.
4. The Village has the ability to provide electronic presentations, should the delegation require the equipment please notify staff for assistance. Powerpoint presentations should be either sent via email in order to test on Village equipment and should be received no later than 10:00 am two (2) days prior to the meeting. Paper copies of your presentation should be brought as backup in case of system failure.
5. If you have additional printed materials that the delegation would like Council to read as support to the presentation, please deliver a copy of the material to the Chief Administrative Officer (CAO) NO LATER THAN nine (9) days prior to the meeting. This will ensure Council will receive your material prior to the meeting and be better informed as to the background of the presentation. Additional copies should be printed and made available to the media on the day of the presentation.

ALL DELEGATIONS ARE BOOKED THROUGH THE CAO/CORPORATE OFFICER

Telephone: (250) 459-2261 or by Fax: (250) 459-2227

Email: admin@village.clinton.bc.ca



Clinton Minor Sports Association

Box 212, Clinton BC, V0K 1K0

250-608-1873

To the Village of Clinton Council,

This letter is to request a letter of support for Clinton Minor Sports Association. We are working with the Spirit of Clinton's grant writer applying for grants for archery equipment, funding for training archery coaches, and special event funding. The funding will allow us to continue to keep costs down for all families while enhancing opportunities and experiences.

Thank you for your consideration.

Sincerely,

Melissa Painter

Clinton Minor Sports Association President

RECEIVED
Sept 3/25

ACTION CORRESP.
GENERAL CORRESP.
READING FILE
MAYOR/COUNCIL/STAFF
FINANCE

2nd September 2025

Dear Village of Clinton Council members, Honourable Mayor
and Chief Administrative Officer

As you may be aware, The Clinton Quilters group is a small but dedicated group of skilled community volunteers whose mission is to create and donate high quality, age and need appropriate handmade quilts for vulnerable and in-need community members.

Responding to requests from community organizations and nominations of people in need from individuals within the community, these quilts are given unconditionally. The recipients find comfort in being able to hug the quilts, having something they can hold on to. Cuddling up to a soft, handmade quilt, made with craftsmanship, care and compassion is a great pleasure especially for vulnerable and in need community members.

Requests for quilts from community groups are received for all age of recipients and include neo-natal babies, children, families, the elderly and hospice patients. Notable community partnerships include the Villa (Clinton Senior Services), RCMP Victim Services, Ashcroft Jackson House, David Stoddard School and Indigenous residential school survivors.

With the assistance of the Clinton Grant Writer, we have already submitted one application for funding to the Integris Community Investment Fund (decision pending) but we still need additional support to support the purchase of raw materials and storage equipment, service quilting machines and undertake volunteer training so that the Clinton Quilting group volunteers can continue to produce and complete a range of “donation quilts” with skill, purpose and respect, to meet the growing demand.

Therefore, we wish to submit an application to the BC Interior Community Foundation for \$3000 before the end of September 2025 deadline.

As a “kitchen Table” organization with no official charity registration or society status, we require a “fiscal sponsor” in order to be able to submit this application.

We kindly request that the Village of Clinton please consider

acting as Fiscal Sponsor on behalf of the Clinton Quilters group for this funding application.

If the Village of Clinton agrees to act as Fiscal Sponsor for the Clinton Quilters Group, and if the application to BCICF is successful, an agreement between the Village of Clinton and the Clinton Quilters Group will be established which will outline details of any grant funding received on behalf of the group. It will outline an agreed amount to be paid to the Village of Clinton for any administrative costs incurred, including any reporting and financial management staff time cost, additional bank or processing fees etc. The Clinton Quilters group will include those costs into any grant applications made.

Additionally, if the Village of Clinton agrees to act as Fiscal Sponsor for the Clinton Quilters group, and the application is successful, the VOC agrees to receive and hold the BCICF grant funding into an internal or separate bank account. With the Clinton Quilters Group providing all necessary documentation and program activity and reporting information, as Fiscal Sponsor, the VOC will ensure all normal accountability and reporting standards are met. This includes all payment processes, thus the agreement referred to above will outline all processes and procedures necessary to protect the VOC and enable it to meet its obligation as fiscal sponsor. This will include things such as reimbursement of costs to Clinton Quilters group volunteers only on evidence of receipts or payment of accounts only on signed approval with copies of invoices etc

To ensure all grant terms are met - the fiscal sponsor agreement shall also outline reporting requirements to be completed by the Clinton Quilters group, as outlined in the funding agreement conditions set by BCICF if successful. Clinton Quilters group volunteers agree to report to VOC management or Council so that the VOC can ensure that activities undertaken during the grant period align with grant objectives and outcomes etc. Any unspent funds at the end of the grant term will be returned to the grant funder – BCICF, by VOC from the previously detailed separate account.

The “BCICF sample template partnership agreement letter” wording is provided following this letter as example from BCICF of the acknowledgement VOC is required to provide if it agrees to act as Fiscal Sponsor for the Clinton Quilters Group.

As requested above, I herewith kindly request the Village of Clinton, Mayor and Council consider approving to act as fiscal sponsor for the Clinton Quilters Group funding application to the BC Interior Community Foundation at their September 2025 meeting.

If you have any questions, please do not hesitate to contact me.

Thank you.

Josephine Gosset
Clinton Quilters Group

Example of wording required by BCICF to acknowledge Village of Clinton as Fiscal Sponsor of the Clinton Quilters Group (ON Village of Clinton LETTERHEAD)

Date

Qualified Donee Address

Re: [Project Name] – Qualified Donee Partnership

Dear BC Interior Community Foundation,

We are excited and pleased to partner with the **Clinton Quilters Group** in their application for a Community Project Grant from the BC Interior Community Foundation for their project: **Quilting for Community**

We are ready to accept funding on behalf of the **Clinton Quilters Group** for this project, should they be successful.

We understand that through submission of this letter we are acknowledging our status as a Qualified Donee as defined by the Government of Canada.

Please contact [qualified donee name, phone, email] if you have any questions or comments.

Thank You,

Qualified Donee Name

Qualified Donee Title

Brian Doddridge

From: Annette R
Sent: September 2, 2025 12:54 PM
To: mayor@clinton.village.bc.ca; Sandra Burrage - Councillor; Darrell Schapansky; David Park - Councillor; Nicholas Kosovic; Brian Doddridge
Cc: Village Of Clinton CDC
Subject: With Open Arms Welcome - Request for Support

Honourable Mayor,
Council members,
Chief Administrative Officer

With the kind and great cooperation and support of the Village of Clinton Grant writer Kylie Gibbard, we have submitted the first application for a grant to get the initiative to welcome individuals and businesses who are new to our wonderful village of Clinton, "With Open Arms Welcome" (WOAW), off the ground and going.

We believe there are many benefits from this initiative to the wider Clinton Community as a whole, thus we seek to work together with the Village of Clinton Municipality to maximise the benefits for the newly arriving individuals, those newly starting businesses and the established community.

To support our applications for funding for the WOAW initiative, I herewith kindly request from The Honourable Mayor and Council to consider at your next council meeting, providing a general Letter of Support for this initiative.

In addition, we kindly request the Village of Clinton consider acting as "fiscal sponsor" for this "kitchen table" community group.

Either as:

A: Overall "fiscal sponsor" of the WOAW Initiative for all grant revenue, expenditure and reporting for all grants received ,

OR

B: Specifically, as "fiscal sponsor" of the WOAW initiative for the BC Interior Community Foundation (BCICF) - Community Grant application as outlined in their Qualified Donee criteria.

BCICF identify Municipalities as approved "fiscal Sponsors" for community groups such as the WOAW initiative who are not CRA registered Qualified Donees. This enables BCICF to provide support to local community groups who are not registered while still ensuring acceptable accountability and reporting standards are in place.

The WOAW initiative is unable to apply for funding to the BCICF without a Fiscal Sponsor.

WOAW would like to apply for \$3000 from BCICF - Community Grants program in September.

The BCICF sample template partnership agreement letter is attached as an example of the acknowledgement required as Fiscal Sponsor if approved.

I herewith kindly request the Village of Clinton, Mayor and Council consider approving to act as fiscal sponsor for the Welcome with Open Arms(WOAW) Initiative.

RECEIVED
Aug 28/25

ACTION CORRESP.
*GENERAL CORRES
READING FILE
MAYOR/COUNCIL/STAFF
FINANCE

August 22, 2025

Ministry of Transportation and Transit
Parliament Buildings
Victoria, BC
V8V 1X4

Re: Request for Consultation on CN's Amended Three-Year Rail Network Plan

Dear Honourable Mike Farnworth,

I am writing to express concern and formally request a consultation regarding CN's amended Three-Year Rail Network Plan (effective July 11, 2025), which proposes potential discontinuance of the following rail lines:

- Lillooet Subdivision from Mile 157.60 to 257.00 in the Province of British Columbia
- Squamish Subdivision from Mile 43.00 to 157.60 in the Province of British Columbia

We urge the Ministry of Transportation and Transit to convene consultations with affected municipalities, regional districts, and First Nations. These rail corridors are vital infrastructure with far-reaching benefits that are at risk, including:

- **Economic Development:** Reliable freight access supports local innovation, product distribution, and market access – especially critical given current trade uncertainties.
- **Regional Mobility and Future Transit:** While discontinuance may open the door to future passenger rail use, removal of rails and ties would make restoration prohibitively expensive. Preserving and maintaining the infrastructure now protects long-term transit options and aligns with the Ministry's commitment to safe, affordable transportation.
- **Climate Resilience:** Continued rail access to Squamish's port is essential. The line proved critical during the 2021 floods, offering supply chain redundancy in challenging terrain – a necessity in building resilience to climate change.

We look forward to discussing these concerns and opportunities collaboratively.

Sincerely,



Armand Hurford, Mayor
District of Squamish

CC:

Resort Municipality of Whistler
Village of Pemberton
District of Lillooet
Village of Clinton
Thompson-Nicola Regional District
District of 100 Mile House
Squamish-Lillooet Regional District
Squamish Nation
Lil'wat Nation
N'Quatqua Nation
St'at'imc Nations
CN Rail



RECEIVED
Aug 07 10 5

Village of Cache Creek

1389 QUARTZ ROAD

P.O. BOX 7 • CACHE CREEK, B.C. V0K 1H0 • TEL: (250) 457-6237 • FAX: (250) 457-9192
E-MAIL: admin@cachecreek.info • WEB: www.cachecreek.ca

* ACTION CORRESP.
GENERAL CORRESP.
READING FILE
MAYOR/COUNCIL/STAFF
FINANCE

Honourable Josie Osborne
Minister of Health
PO Box 9050 Stn Prov Govt
Victoria, BC V8W 9E2

SENT VIA EMAIL: HLTH.Minister@gov.bc.ca

Re: Maternity Care Services at Royal Inland Hospital

Dear Minister ^{JOSIE} Osborne,

On behalf of the Village of Cache Creek Council, we are writing to express our deep disappointment and concern regarding Interior Health's recent advisement of potential maternity service interruptions at Royal Inland Hospital (RIH). This news has caused significant alarm within our community, as well as across the wider Thompson-Nicola region, given the central importance of RIH for our area.

Expectant parents in our region should not face uncertainty about where they will deliver their children. The advisement notes that due to physician scheduling shortages, patients may be diverted to other hospitals located hundreds of kilometres away. For families already under stress, this prospect is unacceptable. The burden of traveling long distances, particularly in emergency situations, creates unnecessary risk for both mothers and newborns, while also placing emotional and financial strain on families.

While we acknowledge and respect the efforts by Interior Health to maintain emergency coverage and provide supports for transportation and accommodation, these measures are no substitute for stable, local maternity care. The ability to deliver safely and consistently in Kamloops is not a convenience; it is a necessity. When the central hospital for a region cannot reliably maintain its maternity ward, it directly undermines confidence in the healthcare system. Families notice this, and so do professionals considering relocation. If a critical service such as maternity cannot be guaranteed, it raises broader concerns about the reliability of healthcare in our region and, by extension, the attractiveness of our communities as places to live, work, and invest.

For small rural municipalities like ours, this issue goes beyond healthcare. Rural areas often have lower average incomes, meaning many residents are less able to afford the extra costs of long-distance travel or extended stays away from home. This places some of our most at-risk people in very difficult situations, forcing them farther from their personal care networks at a time when support is needed most. At a time when communities across the Interior are working hard to grow and diversify, this kind of instability sends a discouraging message that risks long-term consequences.





Village of Cache Creek

1389 QUARTZ ROAD

P.O. BOX 7 • CACHE CREEK, B.C. V0K 1H0 • TEL: (250) 457-6237 • FAX: (250) 457-9192
E-MAIL: admin@cachecreek.info • WEB: www.cachecreek.ca

Residents of Cache Creek and the wider region deserve the same level of reliable, accessible maternity care that is expected elsewhere in British Columbia. Council strongly urges the Province and Interior Health to take immediate steps to address these service gaps and to provide a clear and transparent plan for ensuring long-term, dependable maternity care in Kamloops. We ask that your Ministry engage openly with local governments and communities to restore confidence in this essential service.

We appreciate your attention to this urgent matter and look forward to a timely and meaningful response that reflects the Province's commitment to equitable healthcare for all British Columbians, regardless of geography.

Respectfully,

P.A. John Ranta
Mayor, Village of Cache Creek
On behalf of Council

Cc:

- Board of Directors, Thompson-Nicola Regional District
- City of Kamloops Council
- City of Merritt Council
- District of Barriere Council
- District of Clearwater Council
- District of Logan Lake Council
- Sun Peaks Mountain Resort Municipality Council
- Village of Ashcroft Council
- Village of Cache Creek Council
- Village of Clinton Council
- Village of Lytton Council
- Lorne Doerkson – MLA for Cariboo - Chilcotin





Staff Report to Council Open Meeting

Date: September 10, 2025

From: CAO

Subject: Section 57 Infraction – 837 Lagoon Court Road

Attachments:

Contravention of Building Regulations Form

Recommendations:

THAT, the Corporate Officer be authorized to file a Notice pursuant to the authority of Section 57 of the Community Charter against the Title of Dwight L. Gall of 837 Lagoon Court Road (PID: 003-105-547).

Background:

On October 12, 2023, Stop work order no. BP017701 was issued to the property owner for the construction of an addition to a modular home at 837 Lagoon Court Rd.

A letter was sent on October 16, 2023 advising the property owners that all construction was required to stop immediately until a permit has been issued. It appears that the construction has proceeded well beyond the framing stage. A second letter was sent on November 27, 2023 notifying the owner that he was in violation of the building bylaw and a permit is required for any further construction.

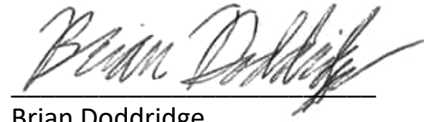
To date there has been no responses from the property owner. Administration and the Village's building inspector recommend a notice be filed against the title of 837 Lagoon Court Road under section 57 of the Community Charter advising prospective purchasers that building bylaw contraventions may exist.

The Community Charter requires Council to give the property owner an opportunity to respond to the notice. On August 19th, a letter was issued to the owner of 837 Lagoon Court Road informing him that this report would appear on the September 10th agenda, and that he would have up to 5 minutes to comment on the planned notice registration.

Though it has been almost two years since the stop work order was issued, this does not limit the Village's ability to take the necessary steps to ensure a notice is filed on title. It is also important to note that the Community Charter is clear that "57(8): Neither the building inspector nor the municipality is liable for damage of any kind for the doing of anything, or the failure to do anything, under this section [...] that would have, but for this subsection, constituted a breach of duty to any person", meaning that the Village cannot be held liable for registering a notice or failing to register a notice.

Financial Impacts:

The cost to file a section 57 notice on title is \$33.01. Administration does not plan to recover this cost.

A handwritten signature in cursive script, reading "Brian Doddridge", written over a horizontal line.

Brian Doddridge
CAO

CFO Initial 

CONTRAVENTION OF BUILDING REGULATIONS

Property Information

Folder Number **BP017707**
Legal Description: **Lot 14, Plan Kap23315, District Lot 470, Lillooet Dist Manufactured Home Reg. # 42575.**
Street Address: **837 Lagoon Court Rd**
Property Owner(s): **Gall, Dwight L &**
Permit Issue Date:
Permit Expiry Date: **Dec 13, 2023**
Construction Type: **Construct An Addition To A Modular Home**

Contravention Communication with Owner(s)/ Occupiers

Date	Contact with	Type of Contact	Contact Details	Staff
2023-10-12	Owner	Site Visit	SWO Posted	DB
2023-10-16	Owner	Letter	1 st registered letter sent to owner	DB
2023-11-27	Owner	Letter	2 nd registered letter sent t owner	DB

Details of Contravention

Description: **Work without a Building Permit**
Bylaw Offended: **Building Regulations Bylaw No. 589, 2023**
Potential Hazard: **Yes**

Inspector to delete the rows that are n/a

Bylaw Violation	Bylaw Section
Work contrary to TNRD and/or BC regulations	5.11
Building construction without a permit – Stop Work Order issued	3.1.1
Building construction proceeded with a Stop Work Order in effect	4.4
Construction has proceeded without required inspection(s)	15.4

Details of Violations:

On October 12th a site inspection was conducted and revealed the construction of an addition and a roof covering a manufactured home. The manufactured home was pre-existing on the approximately 6.5 acre parcel. There is no recent permit history on this property for any renovations or additions.

This addition appears to replace an addition that had been constructed in the past. The current owner states that he bought the property in already derelict condition and is fixing it up. He was not willing to get a permit due to the high cost of the required engineering for the work.



BPXX

Page 2 of 2



Staff Report to Council Open Meeting

Date: September 10, 2025
From: Chief Financial Officer
Subject: Purchase of New Public Works Vehicle

Attachments:

None.

Recommendations:

THAT Council direct staff to prepare a financial plan amendment to include the purchase of a new work truck and authorize the use of funds from the general reserve with repayment over ten years.

Background:

At a meeting earlier this year a report was presented to Council stating that Public Works requires a new truck. Council made the decision to apply for a loan through the Municipal Finance Authority (MFA) for up to \$70,000. After reviewing the loan application process and current rates of interest, staff recommends using reserve funds rather than through debt financing. Repayment would be made to the reserve account rather than the finance company. This would offer several benefits, the first being cost savings. Paying up front avoids interest payments and financing fees, resulting in overall savings. Using reserves preserves the municipality's borrowing capacity for any future high-priority or emergency needs. Reserves are established to fund capital asset replacements and similar needs. This purchase aligns with that purpose. Funds from the reserve would start to be returned in 2026.

It would be beneficial to have the funds available immediately to help Foreman Hansen with the purchase. If council approves funds from the general reserve, a purchase can be made right away instead of waiting for approval from MFA. There would be no delays or the chance of losing the availability of the vehicle.

Financial Impacts:

Detailed quotes have not yet been received. The plan is for approximately \$70,000 which may not include fees and taxes. Sufficient funds are available in the reserve fund to cover the full cost of the purchase without impacting the reserve's ability to support other planned initiatives. Given we are in the last quarter of our fiscal year, the purchase may not happen by year end so will be added to next year's budget. If everything aligns and a purchase is made in 2025, the amendment to the 2025-2029 Financial Plan Bylaw will be submitted for Council's approval.



Staff Report to Council Open Meeting

The total loan amount will be repaid over a ten-year period, with annual repayments of \$7,000. While MFA will only provide financing for five years, extending the repayment term to ten years makes the annual payments more manageable. These repayments will be incorporated into annual budgets and funded through general revenue. The first payment would be scheduled to begin in 2026. A ten-year term was chosen to align with the start of a separate \$12,000 annual repayment for the dump truck, also beginning in 2026. Combined, these commitments will require an additional \$19,000 per year from general revenue.

Mandy McKague
Chief Financial Officer

CAO Initial

CLINTON VOLUNTEER FIRE DEPARTMENT

MONTHLY REPORTS



MONTH OF July 2025

CLINTON FIRE DEPARTMENT
Attendance Record for Fire Calls July 2025

	Jul-25	#1	#2	#3	#4	#5	#6	#7
DATE CALLED OUT:	02-Jul	05-Jul	12-Jul	19-Jul				
NAMES OF FIREMEN	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS
Wayne Walch	1	1						
John Engelhart		1	1					
Gerald Painter	1		1	1				
Ned Horsley	1		1					
Karl Hansen				1				
Jordan Lawrence		1	1	1				
Jeff Painter								
Trent Huggins	1		1	1				
Dan Hawkins								
Richard Armit	1	1		1				
Dean McFarland			1	1				
Devin McFarland								
Jake Painter	1							
Paige Annett								
Lillian Crossman			1	1				
Bailey Annett								
Tyler Aske			1	1				
TOTALS	6	4	8	8	0	0	0	0

FIRE CALL OUT DETAILS AND COMMENTS

July 2 - Landscape Fire (Clinton-Pavillion Rd.)
July 5 - Public Service - Water Leak (Highway 97)
July 12 - Lift Assist (Government St.)
July 19 - Landscape Fire - Burning during Fire Ban (Clinton Station Rd.)

Clinton Fire Department						
2025 Monthly Attendance Record for Practices						
MONTH OF	Jul-25					
DATE	7th	14th	21st	28th		
NAMES OF FIRE FIGHTER						
Wayne Walch	2	2	2	2		
John Engelhart	2	2	2			
Gerald Painter	2	2				
Ned Horsley	2	2				
Karl Hansen	2	2	2	2		
Jordan Lawrence	2		2	2		
Jeff Painter						
Trent Huggins	2			2		
Richard Armit		2	2	2		
Dean McFarland	2	2	2	2		
Devin McFarland		2		2		
Jake Painter		2				
Paige Annett						
Lillian Crossman		2		2		
Balley Annett	2	2	2	2		
Tyler Aske	2		2	2		
Total	20	22	16	20	0	0

2025 RECORD OF MISCELLANEOUS PURCHASES FOR REIMBURSEMENT
(PLEASE PROVIDE RECEIPTS WHERE POSSIBLE)

ITEMS PURCHASED	NET PRICE	P.S.T.	G.S.T.	GROSS PRICE

CLINTON VOLUNTEER FIRE DEPARTMENT
MONTHLY REPORTS

Fire Inspections
_____ inspections completed at \$_____ each for \$_____ total.

TRAINING: July 2025

7th - Pumps (Bush & Truck)

14th - Sprinkler Protection

21st - SCBAs (Inspections, Donning/Doffing)

28th - Marting Ranch & Water Treatment Tours

GENERAL COMMENTS:

KARL HANSEN, FIRE CHIEF

DATE

CLINTON VOLUNTEER FIRE DEPARTMENT

MONTHLY REPORTS



MONTH OF August 2025

Clinton Fire Department						
2025 Monthly Attendance Record for Practices						
MONTH OF	Aug-25					
DATE	4th	11th	18th	25th		
NAMES OF FIRE FIGHTER						
Wayne Walch	H	2	2	2		
John Engelhart	O	2				
Gerald Painter	L	2	2	2		
Ned Horsley	I	2	2			
Karl Hansen	D	2	2	2		
Jordan Lawrence	A	2	2	2		
Jeff Painter	Y					
Trent Huggins						
Richard Armit	H	2	2	2		
Dean McFarland	O	2	2			
Devin McFarland	L	2	2	2		
Jake Painter	I	2	2			
Paige Annett	D					
Lillian Crossman	A	2	2	2		
Bailey Annett	Y	2	2	2		
Tyler Aske			2	2		
Total	0	24	24	18	0	0

2025 RECORD OF MISCELLANEOUS PURCHASES FOR REIMBURSEMENT
(PLEASE PROVIDE RECEIPTS WHERE POSSIBLE)

ITEMS PURCHASED	NET PRICE	P.S.T.	G.S.T.	GROSS PRICE

CLINTON VOLUNTEER FIRE DEPARTMENT
MONTHLY REPORTS

Fire Inspections
_____ inspections completed at \$_____ each for \$_____ total.

TRAINING: August 2025

- 4th - Holiday
- 11th - Radios/Communication
- 18th - Knots/Rope Rescue
- 25th - Truck/Bay Cleaning

GENERAL COMMENTS:

KARL HANSEN, FIRE CHIEF

DATE

CLINTON FIRE DEPARTMENT
Attendance Record for Fire Calls August 2025

	Aug-25	#1	#2	#3	#4	#5	#6	#7
DATE CALLED OUT:	03-Aug	03-Aug	29-Aug					
NAMES OF FIREMEN	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS
Wayne Walch								
John Engelhart			1					
Gerald Painter		1	1					
Ned Horsley	1							
Karl Hansen	1	1	1					
Jordan Lawrence	1	1	1					
Jeff Painter								
Trent Huggins								
Richard Armit			1					
Dean McFarland	1							
Devin McFarland	1							
Jake Painter			1					
Paige Annett								
Lillian Crossman	1		1					
Bailey Annett		1						
Tyler Aske	1							
TOTALS	7	4	7	0	0	0	0	0

FIRE CALL OUT DETAILS AND COMMENTS

August 3 - Dangerous Goods Spill/MVI (Hwy 97 S)

August 3 - Lift Assist (Robertson Lane)

August 29 - Lift Assist (Elm Ave.)

Bylaw Quaterly Report**CLINTON****2nd Quarter**

Task	Apr-25			May-25			Jun-25		
	Carried Over	New	Resolved	Carried Over	New	Resolved	Carried Over	New	Resolved
Animal Control	4	1	2	3	2	2	3	1	0
Unsightly Complaints	3	2	2	3	0	1	2	5	1
Watering	0	0	0	0	0	0	0	0	0
Long Grass	0	0	0	0	0	0	0	10	7
Business Licence	0	0	0	0	2	1	1	0	0
Noise Complaints	0	0	0	0	0	0	0	0	0
Derelict Vehicles	0	0	0	0	0	0	0	0	0
Fire Hazard	0	0	0	0	0	0	0	0	0
Outdoor Burning	0	0	0	0	0	0	0	0	0
RV/Motorhome	0	0	0	0	1	0	1	0	1
Sign complaints	1	1	0	2	0	1	1	1	0
Zoning	0	0	0	0	0	0	0	1	1
Snow on Sidewalks	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	2	2	0	0	0
TOTAL	8	4	4	8	7	7	8	18	10

In the second quarter of 2025, working 1-2 days per week in the community, I managed a varied workload with cases carried over from previous months and new ones arising. Animal control remained a consistent issue, with a few cases carried forward each month and ending the quarter with three unresolved matters. Unsightly property complaints also persisted, peaking in June with five new reports. While watering, noise, derelict vehicles, fire hazards, outdoor burning, and snow on sidewalks saw no new complaints, June marked a notable spike in long grass complaints (10 new), of which seven were resolved. Business licence checks emerged in May but saw only partial closure. Sign complaints and zoning matters arose sporadically, with some carried over into subsequent months. Overall, the total caseload each month remained steady or increased, culminating in 18 new cases in June, 10 of which have been resolved.

The goal is always to work at voluntary compliance through communication by letter, email, phone and person to person, whatever brings me to my goal.

With the summer months in full swing I expect to be dealing with more unsightly and fire hazard complaints in the coming weeks.



CLINTON ACCESSIBILITY COMMITTEE

Minutes

6:00 PM, August 21, 2025

Council Chambers (1423 Cariboo Hwy)

Members Present:

Councillor D. Park
C. Boscott
M. Painter

R. Armit
B. Doddridge, CAO
A. Smith, DCO

Meeting Called to Order 6:00 PM

1. Approval of the Agenda

2. Adoption of the Minutes

THAT the minutes of the June 26, 2025, meeting of the Clinton Accessibility Committee be adopted.

Carried

3. Correspondence

None

4. New Member Endorsements

The Committee spoke about reaching out to specific members of the community to invite them to join the Accessibility Committee. DCO Smith will reach out to them.

5. Age-Friendly Sub-Committee

The committee spoke about reaching out to specific members of the community to invite them to join the Age Friendly sub-committee. Very little time commitment needed for this. DCO Smith will be reaching out to them.

Charlene Boscott volunteered to join the Age-Friendly Sub-Committee.

6. Accessibility Plan – Has been adopted by Council at the Regular Council Meeting on July 9, 2025.

Update to come in spring or early summer and will be brought to the committee for feedback.

7. New Business/Comments on Village programs and services

Letter of Support for the Local Community Accessibility Grant

That the Committee write a letter of support for the Village of Clinton's application to the Local Community Grant.

Carried

There is no space between the fence and the ramp at the hall.

8. Schedule next meeting

The next meeting will be scheduled for early December. DCO Smith will reach out in November to schedule a date.

9. Adjournment

Meeting adjourned at 6:27 PM

Richard Armit, Chair

Brian Doddridge, Corporate Officer



Council Report

September 10, 2025

From: **ROLAND STANKE, MAYOR**

Subject: Council Report from

Portfolio\Working Groups Update:

- A. Community & Government Liaison:
- B. Emergency Planning
- C. TNRD -Director
- D. Seniors

Meetings Attended:

OTHER Activities August 16th : attended the dignitary ATV ride from 70 mile to Beaver dam and back. At registration time the ride was scheduled from beaver dam to Jesmond lookout but that got changed due to some permitting issues. The ride was attended by tourism MLA Teresa Wat as well as former MLA Donna Barnett. The purpose was to promote Clinton as the starting point for the Gold Rush trail to Barkerville. I was impressed with the professionalism that the 108 club members displayed. All the safety and legal precautions were followed, with checks and balances in place so that no one got left behind or lost by taking the wrong trail. The plan was to convince local government to allow ATV's into town to do their shopping, get gasoline and go to the local restaurants. There are challenges that need to be addressed such as the CN rail line crossing as well as highway 97 dividing the town in half. The 108 club is looking to make a presentation to council in the near future to outline and address any concerns.

Attended the usual Wednesday morning zoom meeting with the mayors council with updates as to fires and other emergency issues in the province.

Attended the community forest meeting on August 26th as a visitor. Not to take away from councilor Schapansky report from the CCF. Election of officers, managers activity report, discussion of auditor, CRA issue, firewood program, chipping program, Clinton watershed situation.



Council Report

Planned Activities:

New Business: I have been getting periodic updates from Dawson road maintenance in regards to local activities. Starting aug 25th there will be grading activity pavilion/Clinton, Jesmond, pear lake and the mound road. Dust control is being used on the pavilion/Clinton, Fenton, McCall, mound and big bar road. There is also asphalt patching and catch basin cleaning at various spots on highway 97.

TNRD regional grant in aid program opened September 1st with a closing of September 30th for all non-profit organizations. Detailed information on the TNRD website.

Financial Implications:

Respectfully submitted,

Roland Stanke



Council Report

Agenda: Sept. 10 2025

To: Mayor, Council & CAO

From: **DARRELL SCHAPANSKY, COUNCILLOR**

Portfolio\Working Groups:

- NDIT
- CCF
- Clinton & District Assisted Living Society
- Clinton/Area Community Wildfire Round Table
- Clinton FireSmart

Meetings Attended:

- **CCF** August 26 2025
- Annual General Meeting
- Chair -Christine Rivett
- Vice -chair Jessica Lawrence
- Treasurer- Wayne Marchant
- All other Directors stood to serve 2025
- Director Steve Alexander gave his letter of resignation.
- Mayor Roland Stanke was in attendance.
- CRA Taxes -this issue was raised earlier this year and it is still on going ,no real answers at this time.
- CP-10 ,Being logged now although all forestry work has been postponed because of danger fire ratings, will proceed when weather permits.
- CP-11, pretty much ready to log but its being put on hold account of the markets, \$'s are appox.20% lower than last year,tariffs,etc.
- CP -12 ,Was logged late 2023 early2024 but still needs work to finish up but now being held up account of of all things., "Squatters".Hope to have more details next meeting.
- Chipping happens on Sept 22 , must sign up by Sept. 15th.
- CCF field tour happens Sat. Sept.27th sign up ASAP.
- Firewood program ,sign up by Sept.30th
- Next meeting Oct.7 th 2025



Council Report

Next Meeting: NDIT Sept.16th via zoom

Other Activities:

- Music in the park sept.6.....hope I see you all.

Comments\Observations:

- nil

Financial Implications:

- nil

Respectfully submitted,

Darrell Schapansky

Action items arising from Council Meetings

Date updated: September-2-25

Resolution/Direction to Staff	WHO/DONE
August 2025	