AGENDA

Regular Meeting of Council

Village of Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, November 18, 2026, 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 October 7, 2026	**Page 4**
	Minutes of the Regular Meeting dated November 4, 2026	**Page 8**

Delegations

	RCMP – To provide a community update	
	Caroline Slade – Dawson Road Maintenance – Winter plan	**Page 12**
	Aednik Kleeband - CADOSA	**Page 13**

Question Period

***Only questions related to items on the agenda are permitted.**

Correspondence and Reading File

Action	NDIT – Regional Committee Appointment	**Page 15**

Information	Interior Health – UBCM 2026 Letter	**Page 23**
	CN – Letter Congratulating Mayor on Re-election	**Page 25**
	Samaritan's Purse – Thank you Letter	**Page 27**

Reading File	October 30, 2026, to November 12, 2026	**Page 28**

Administrative Reports

CAO	Development Variance Permit Technical Report – Shipping Containers at 1310 Cariboo Highway 97	**Page 29**
	VOC REDIP Application – Gravel Biking Study	**Page 37**
	Procurement Policy Amendment	**Page 39**
CFO	Renewal of Audit Services Contract	**Page 41**
DCO	None	
CDC	None	
Public Works	None	
Fire Department	September	**Page 45**
FireSmart Coordinator	None	
Bylaw Officer	3rd Quarter Report	**Page 47**
Committees	October	**Page 50**

Bylaws/Policies

CFO	Village of Clinton Fees and Charges Amendment Bylaw No. 618, 2026	**Page 56**

Council Reports

Mayor Stanke	Council Report - Written	**Page 66**
Councillor Burrage	Council Report – Written	**Page 69**
Councillor Kosovic	Council Report - Verbal	
Councillor Lawrence	Council Report – 1st official meeting	
Councillor Schapansky	Council Report – Verbal	

New Business

None

List of Outstanding Council Previous Action Items

	Current List of Motions	**Page 73**

Calendar of Events

Nov 21 – PAC Auction @ Memorial Hall
Dec 04 – Village Office Light Up 5 pm
Dec 04 – Shop Local Event – 5pm -8 pm
Dec 04 – Photos with the Grinch @ Village office 5 pm – 6:30 pm
Dec 06 – Bethel Pentecostal Annual Christmas Dinner – Memorial Hall @ 5pm
Dec 13 – Legion Kids Christmas Party – Memorial Hall
Dec 24 – Village office closed at noon
Dec 25 – Jan 3 – Village Office closed – reopening Jan 4 @ 8am

Notice to Proceed to In-Camera

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

Re-call Regular Meeting

Adjournment

MINUTES
Regular Meeting of Council
Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, October 7, 2026, at 6:30 pm

In Attendance: Mayor Stanke, Councilors: Burrage, Kosovic, Park, Schapansky
Absent:
Staff: CAO Doddridge, CFO McKague, DCO Smith
Media: 0 Public: 1
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
R117-26 **That Council approves the amended Agenda dated October 7, 2026, to add the Ambulance Paramedics letter into the information correspondence from the reading file. CARRIED**

Adoption of the Minutes
Moved and Seconded
R118-26 **That the Minutes of the Regular Council Meeting dated September 9, 2026, be adopted. CARRIED**

Moved and Seconded
R119-26 **That the Minutes of the Special Meeting dated September 23, 2026, be adopted. CARRIED**

Delegation
None

Question Period
None

Action Items
Jack Zheng – Cariboo Lodge – Letter requesting a discount on the utility bill
Moved and seconded
R120-26 **THAT Council denies the request for the utility discount for the Cariboo Lodge. CARRIED**

Clinton Curling Club – Letter re: Renegotiating annual lease in March 2029.
Moved and seconded

R121-26 **THAT, Council accept the rise in fees to $6500 for a one-year term ending in March 2027, where the lease will be renegotiated.** **CARRIED**

Clinton Roots and Blooms – Letter of Support request for "Treemendous Communities Program" Grant.
Moved and Seconded

R122-26 **THAT, Council writes a letter of support to Clinton Roots and Blooms to apply for a grant through the "tremendous Communities Program".** **CARRIED**

Information
Port of Vancouver – Letter advising of a donation to the Canadian Red Cross BC Wildfires Appeal.
Received for information.

Ambulance Paramedics of BC – Letter re: unfulfilled paramedic positions.
Received for information.

Reading File
Received for Information.

Administrative Reports
CAO
UBCM 2026 Highlights
Received for information.

Chief Financial Officer
None

Community Development Coordinator
None

Deputy Corporate Officer
None

Public Works
None

Fire Department
August Report
Received for information as presented.

FireSmart Coordinator
None

Bylaw Officer
None

Committees
None

Bylaws/Policies
None

Council Reports
Mayor Stanke – Verbal
Nothing to report – will have UBCM report ready for next Council meeting.
Received for information as presented.

Councillor Burrage – Verbal
UBCM report will be on the next Council Meeting.
Art & Cultural Society – Have applied for a grant for the Clinton Strong Event/Shop Local event in December.
Attended the Elizabeth Fry AGM.
Spirit of Clinton
-April 10, 2027, will be the next Volunteer Appreciation event.
-Clinton Roots and Blooms Craft Fair will be October 24 @ Memorial Hall from 10am to 2pm.
-Hallowe'en pit-stop at Memorial Hall on October 31st. Hot dogs and drinks will be served.
-Clinton Legion Kids Christmas Party will be Sunday, December 13 @ Memorial Hall.
-Kids nerf battle will be held January 16, 2027.
Rock or Bust would like to hold a Rock Legends Festival next summer and have it turn into an annual event.
Seniors Center is having troubles. They are thinking of folding and selling the trailer. No participation.
Received for information as presented.

Councillor Kosovic – Verbal
UBCM report is done and will be presented at the next Council meeting.
Received for information as presented.

Councillor Park – Verbal
PAC meeting but couldn't attend.
PAC Auction on Nov 21st. Tickets are $30 and go on sale October 21st.
Received for information as presented.

Councillor Schapansky – Verbal
Missed the NDIT meeting.
Attended the CCF Meeting:
1 member has resigned.
4 bursaries were given out this year. Each one was $1500.
Annual chipping event is October 19-20.
Community firewood program is still going ahead. West Fraser donated a load of wood.
Field tour cancelled this year. Lost 70% of gross area to the Pear Lake Fire.
3-4 years of salvage mode still ahead.
Next meeting is October 20.
Received for information as presented.

New Business
None

List of Outstanding Council Previous Action Items
Received for information

Calendar of Events
Oct 12 – Thanksgiving – Office Closed
Oct 17 – TNRD Election Voting @ Memorial Hall 8am to 8pm
Oct 18-21 – Provincial Election Advanced Voting @ Memorial Hall
Oct 24 – Roots and Blooms Craft Fair @ Memorial Hall 10am to 2pm
Oct 29-30 – Interior Health Flu and COVID Vaccine Clinic @ Memorial Hall
Oct 30 – CMSA Nerf Battle @ Memorial Hall
Nov 7 – Seniors Marketplace @ Memorial Hall 10am to 2pm
Nov 21 – PAC Auction @ Memorial Hall

Notice to Proceed to Closed Meeting
None

Adjournment
Moved and Seconded
R123-26 **That the Regular Meeting of Council be adjourned 8:00 pm.** **CARRIED**

_____ MAYOR

_____ CORPORATE OFFICER

MINUTES
Regular Meeting of Council
Clinton Council Chambers, 1423 Cariboo Highway
Wednesday, November 4, 2026, at 6:30 pm

In Attendance: Mayor Stanke, Councilors: Burrage, Kosovic, Lawrence, Schapansky
Absent:
Staff: CAO Doddridge, CFO McKague, DCO Smith
Media: 0 Public: 5
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
R124-26 That Council approves the agenda dated November 4, 2026. CARRIED

Adoption of the Minutes
N/A

Welcome New Council and Farewell to Outgoing Council & Presentation of Service Award
Mayor Stanke presented outgoing Councillor David Park with a photo commemorating his 15 years on Village of Clinton Council.

Oath of Office – New Council
Mayor Stanke
Councillor Kosovic
Councillor Lawrence
Councillor Burrage
Councillor Schapansky

Introduction of Incoming Council
All were incumbents except for Councillor Lawrence. Councillor Lawrence was welcomed and she gave a brief introduction.

Appointment – Thompson Nicola Regional District (TNRD)
Moved and Seconded
R125-26 **THAT, Mayor Stanke remains the TNRD Board Member.** **CARRIED**

Appointment – Deputy Mayor
Moved and Seconded
R126-26 **THAT, Councillor Schapansky be appointed as the Deputy Mayor.** **CARRIED**

Signing Authorities
Moved and Seconded
R127-26 **THAT, Councillor Schapansky and Councillor Burrage be appointed as signing authorities and that outgoing Councillor David Park be removed.** **CARRIED**

Council Code of Conduct
Moved and Seconded
R128-26 **THAT, Council adopt the Code of Conduct presented.** **CARRIED**

Delegation
None

Question Period
None

Action Items
None

Information
None

Reading File
None

Administrative Reports
CAO
None.

Chief Financial Officer
None

Community Development Coordinator
None

Deputy Corporate Officer
None

Public Works
None

Fire Department
None

FireSmart Coordinator
None

Bylaw Officer
None

Committees
None

Bylaws/Policies
None

Council Reports
Mayor Stanke
None

Councillor Burrage
None

Councillor Kosovic
None

Councillor Park
None

Councillor Schapansky
None

New Business
None

List of Outstanding Council Previous Action Items
Received for information

Calendar of Events
Nov 7 – Seniors Marketplace @ Memorial Hall 10am to 2pm
Nov 11 – Remembrance Day – Office Closed
Nov 11 – Remembrance Day Ceremony – Memorial Hall
Nov 21 – PAC Auction @ Memorial Hall
Dec 04 – Shop Local Event – More info to come
Dec 06 – Bethel Pentecostal Annual Christmas Dinner – Memorial Hall
Dec 13 – Legion Kids Christmas Party – Memorial Hall
Dec 24 – Village office closed at noon
Dec 25 – Jan 3 – Village Office closed – reopening Jan 4 @ 8am

Notice to Proceed to Closed Meeting
None

Adjournment
Moved and Seconded
R129-26 That the Regular Meeting of Council be adjourned 6:49 pm. CARRIED

_____ _____
MAYOR CORPORATE OFFICER

CLINTON
Where History
MEETS ADVENTURE

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

_____Caroline Slade – Quality Manager_____

3. The topic of the presentation to Council

_____Meet and Greet – New Quality Manager, expectations_____

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

_____Information only, gain contacts for project updates._____

_____

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

RECEIVED Oct 7 '26

CLINTON
Where History
MEETS ADVENTURE

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

   Clinton and District Outdoor Sportsmen Association

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

   Aednik Kleeband - President

3. The topic of the presentation to Council

   Letter of support from the Village of Clinton for CADOSA's grant applications to fund the rebuilding of our outdoor recreation sites

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

   Letter of support to bolster future grant applications for rebuilding recreation infrastructure and trails damaged/destroyed by the wildfire

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

   We are not requesting funding

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

Clinton and District Outdoor Sportsmen Association
PO Box 146
Clinton, BC
V0K 1K0
clintonadosa@gmail.com

Council members of the Village of Clinton
1423 Cariboo Hwy, PO Box 309
Clinton, BC, V0K 1K0

To our esteemed council members,

On behalf of the members of the Clinton and District Outdoor Sportsman Association (CADOSA), we are writing to request a letter of support for a recent grant funding application to the New Gold's Community Investment Program (NGCIP).

During the Pear Lake wildfire, CADOSA and its governmental partners lost a large number of assets, including seven ski huts, and vast swaths of recreational areas burned quite severely. As such, CADOSA is applying to the NGCIP in order to fund the Clinton and District Recreation Recovery Strategy, a feasibility study in partnership with Urban Systems. This recovery strategy will be a valuable tool to help guide our decision as we move forward following this devastating event.

CADOSA is requesting $20,000 in order to fund this study, and we are asking for supporting letters from the Village of Clinton and other local stakeholders. As the grant application deadline has already passed, we ask that a letter be forwarded as soon as possible if time allows so that we may forward it to the NGCIP.

CADOSA members thank you for considering our request.

Sincerely,

Aednik Kleeband, CADOSA Chair

Lillian Crossman, CADOSA Secretary

On behalf of Clinton and District Outdoor Sportsman Association members

Northern Development Initiative Trust

Regional Advisory Committee Guide

Overview of the Regional Advisory Committee's Role

The regional advisory committee's role is to provide advice to the board on governing the Trust's assets and corporate policy. It is also the responsibility of the committees to elect two of their members to represent them on the board for two-year terms. Although each regional advisory committee member is appointed by a local government or represents a provincial constituency or appointment, the committees are intended to function in the best interests of the corporation and to make decisions by consensus or vote.

The board of directors should ensure that the money in each regional development account is spent in accordance with the recommendation of the regional advisory committee for the region. That said, the board of directors may reject any recommendation made to them by the regional advisory committee.

The regional advisory committees may identify projects that they consider appropriate for the application of the money in the Cross Regional Account and the Pine Beetle Recovery Account and may recommend to the board the ways in which the money in the regional development account, applicable to their region, could be spent.

The regional advisory committees are critical to the success of the Trust as they provide important local area intelligence that informs the Trust's program and initiatives and are the source of most directors who join the board of the corporation. In this way, it is important to work with each committee to identify and develop possible board candidates to ensure the long-term continuity of the corporation.

Each regional advisory meets quarterly, approximately one month prior to a meeting of the Trust's board of directors. This is done to ensure that each committee has an opportunity to provide support, advice or direction on projects and initiatives within its area before the board deliberates on specific projects or initiatives.

Time requirements

Regional advisory committee members meet four time per year. Meetings are generally four hours in length but can be longer or shorter depending upon the size of the meeting agenda. At least two of the four meetings are held in person each year, typically the first two meetings of the year.

Committee members are required to attend 75% of meetings each year. Each year's meeting dates are adopted by the regional advisory committee in the autumn of the previous year. If committee members can't attend a meeting, they are to notify the Trust's Executive Coordinator and arrange to have their alternate attend on their behalf.

Committee members are required to review each meeting agenda prior to the meeting. Agendas are typically sent out 1-2 weeks ahead of each meeting.

In-person meetings are held in centralized location to maximize attendance from committee members who represent vast geographic areas.

- **Cariboo-Chilcotin/Lillooet Regional Advisory Committee meeting location:** District of 100 Mile House (municipal hall)
- **Northwest Regional Advisory Committee meeting location:** City of Terrace (municipal hall)
- **Northeast Regional Advisory Committee meeting location:** City of Fort St. John (municipal hall)
- **Prince George Regional Advisory Committee meeting location:** City of Prince George (Northern Development boardroom)

NORTHERN DEVELOPMENT

Cariboo-Chilcotin/Lillooet Regional Advisory Committee
Terms of Reference
January 19, 2021

1. The Cariboo-Chilcotin/Lillooet (CCL) RAC shall consist of one member from each incorporated municipality within the regional districts, two members from the board of the Cariboo Regional District, two members from the board of the Thompson-Nicola Regional District, two members of the board from the Squamish-Lillooet Regional District and the member of the legislature (MLA) from each provincial electoral area. Provincially appointed directors of the Northern Development Initiative Trust board are invited to attend as ex-officio non-voting members.
    a. Each municipal council shall elect by majority vote, a member of council to represent their municipality at the CCL RAC and an alternate member of council to attend in case of absence.
    b. The Cariboo Regional District (CRD), the Thompson-Nicola Regional District (TNRD) and the Squamish-Lillooet Regional District (SLRD) shall appoint, two electoral area directors and an alternate director to attend in case of absence.
    c. Each municipality and regional district shall notify Northern Development staff in writing of their selections.
    d. The CCL RAC shall consist of nineteen (19) voting members.
    e. A quorum shall consist of nine (9) voting members. In the event that a quorum is not present at the meeting, the meeting will proceed, however, Northern Development staff will poll the CCL RAC members for recommendations on projects that have been submitted for RAC review.
    f. Member local governments consist of the District of 100 Mile House, Village of Ashcroft, Village of Cache Creek, Village of Clinton, District of Lillooet, District of Logan Lake, Village of Lytton, City of Quesnel, District of Wells, City of Williams Lake, Cariboo Regional District, Squamish-Lillooet Regional District and the Thompson-Nicola Regional District.

2. At the first meeting of each year, the CCL RAC members shall select a chair and vice-chair. Selection criteria is:
    a. Must be a duly elected member of a local government and appointed by that local government to the CCL RAC.
    b. Must be duly nominated and the nomination must be accepted by the member of the CCL RAC.

NORTHERN DEVELOPMENT

Cariboo-Chilcotin/Lillooet Regional Advisory Committee
Terms of Reference
September 16, 2025

The Cariboo-Chilcotin/Lillooet Regional Advisory Committee (CCL RAC), by majority resolution, adopts the following amended Terms of Reference (TOR) at the CCL RAC board meeting held on Tuesday, September 16, 2025.

1. The Cariboo-Chilcotin/Lillooet (CCL) RAC shall consist of one member from each incorporated municipality within the regional districts, two members from the board of the Cariboo Regional District, two members from the board of the Thompson-Nicola Regional District, two members of the board from the Squamish-Lillooet Regional District and the member of the legislature (MLA) from each provincial electoral area. Provincially appointed directors of the Northern Development Initiative Trust board are invited to attend as ex-officio non-voting members.
    a. Each municipal council shall elect by majority vote, a member of council to represent their municipality at the CCL RAC and an alternate member of council to attend in case of absence.
    b. The Cariboo Regional District (CRD), the Thompson-Nicola Regional District (TNRD) and the Squamish-Lillooet Regional District (SLRD) shall appoint two electoral area directors and an alternate director to attend in case of absence.
    c. Each municipality and regional district shall notify Northern Development staff in writing of their selections.
    d. The CCL RAC shall consist of nineteen (19) voting members.
    e. A quorum shall consist of nine (9) voting members. In the event that a quorum is not present at the meeting, the meeting will proceed, however, Northern Development staff will poll the CCL RAC members for recommendations on projects that have been submitted for RAC review.
    f. Member local governments consist of the District of 100 Mile House, Village of Ashcroft, Village of Cache Creek, Village of Clinton, District of Lillooet, District of Logan Lake, Village of Lytton, City of Quesnel, District of Wells, City of Williams Lake, Cariboo Regional District, Squamish-Lillooet Regional District and the Thompson-Nicola Regional District.

2. At the first meeting of each year, the CCL RAC members shall select a chair and vice-chair. Selection criteria is:
    a. Must be a duly elected member of a local government and appointed by that local government to the CCL RAC.
    b. Must be duly nominated and the nomination must be accepted by the member of the CCL RAC.
    c. The chair shall be elected with a simple majority vote held by secret ballot. The same process will be held for the vice-chair.
    d. The election will be conducted by Northern Development Initiative Trust staff.

3. The chair will be responsible for the following:
    a. Approving the agenda.
    b. Coordinating meeting dates, places and times with Northern Development Initiative Trust staff.
    c. Ensuring minutes are duly recorded, reviewed, approved and distributed.
    d. Chair the meeting (or vice-chair in the absence of the chair).
        1. If both the Chair and the Vice-Chair are not present at a meeting, the committee members present may elect an acting Chair who, during that meeting, has all the powers of the Chair and is subject to all rules applicable to the Chair.
    e. Ensuring each CCL RAC member meets the Terms of Reference and is a duly elected official. Should a member cease to be eligible, the chair (or vice-chair in the absence of the Chair) shall notify the member municipality, CRD, TNRD, SLRD or provincial electoral area that the member no longer meets the requirements of the legislation.

4. The terms of a member, chair and vice-chair are:
    a. Local government representatives will be appointed at the discretion of the municipality or regional district.
    b. The chair and vice-chair of the regional advisory committee will be appointed for a one (1) year period, commencing at the first meeting of the year and expiring at the first meeting the following year.

5. Election of CCL RAC members to Northern Development board
    a. Two (2) of the CCL members shall be appointed by election as directors to the Northern Development board.

b. The term of office of a director of the Northern Development board shall be two years from the expiry of the term of the retiring director that he or she replaces.

c. The CCL RAC has the authority under the NDIT Act to remove and replace, in accordance with any procedures it has established for that purpose, any individual the regional advisory committee has appointed as a director of the Northern Development Initiative Trust.

d. Those directors appointed to the Northern Development board shall attend a minimum of three (3) regular meetings in each calendar year. Any director who does not fulfill this obligation may be removed from the Northern Development board forthwith.

e. If a director is removed and replaced under Section 5 (c) and (d):

   i) The CCL RAC must promptly notify the directors of Northern Development of the replacement appointment; and

   ii) The term of office of the replacement director is the remainder of the term of the director he or she replaces.

6. Other:

   a. Only one member from each municipality, two members from the CRD, two members from the TNRD, two from the SLRD and one from each provincial electoral area may cast a vote at a CCL RAC meeting.

   b. Alternate directors may attend all CCL RAC meetings. An invitation to speak will be by majority vote by CCL RAC members. Alternate directors attending meetings in the presence of the director shall not be eligible for reimbursement of costs or per diem.

   c. Meetings shall normally be held four times per year prior to Northern Development Initiative Trust board meetings.

   d. Matters pertaining to proposal evaluation shall be addressed in an in-camera portion of the scheduled CCL RAC meeting.

   e. Phone or video conference meetings of the CCL RAC are appropriate.

7. Annual Account Allocation Procedures and Policies:

   a. Funding support will be focused on projects that have confirmed all other sources of funding in order to ensure that the highest possible amount of approved funding is provided to projects that are in a position to move forward in the year they are approved. Staff may present projects for consideration where all other funding is not confirmed, and staff due diligence should indicate that the likelihood of confirmation is high and there is a date proposed for final funding confirmation that allows the project to proceed within the timelines identified, or there are other compelling reasons for project funding consideration.

3.5 Expense Reimbursement

Expense claims (and associated receipts) must be received by Northern Development office a maximum of thirty days following the meeting date. In the event of extenuating circumstances while traveling, claims must provide a brief explanation for any costs in excess of the normal charges.

Board members and Regional Advisory Committee members may claim the following expenses:

1. Hotel:

Due to lengthy travel distances in some regions, a hotel stay may be required to facilitate members' attendance at meetings. Board members and Regional Advisory Committee members that are elected local government officials are eligible for the municipal rate when booking rooms and that rate should be requested at the time of booking. Miscellaneous charges for mini-bar, movies, or alcoholic beverages, etc. will not be reimbursed.

2. Airfare:

Return airfare costs may be incurred to attend meetings. These expenses should be the most direct flight option available and will be paid upon receipt of the paid invoice.

3. Mileage:

This expense is for use of a personal vehicle to attend meetings. Return mileage from the member's home location to the meeting location is claimable at a rate of $0.53 per kilometre.

4. Meals and Per Diem:

The per diem allowance is designed to cover all meal and gratuity costs for the member to attend the meeting. Members of the Board and Regional Advisory Committee are entitled to claim $100.00 per diem for each meeting day in lieu of out of pocket expenses. Where travel is required, if the member leaves prior to 12:00 noon to travel to the meeting, he/she is entitled to claim $100 full day per diem. If the member leaves after 12:00 noon, he/she is entitled to claim a ½ day per diem of $50. Members may claim $30 per month for cell phone/internet use as long as they are not being reimbursed by another community or organization. This amount is only to be claimed for the month the meeting was held.

5. Miscellaneous Expenses:

Incidental expenses incurred in the normal course of attending a meeting (e.g. taxi, parking, and/or telephone charges) may be claimed. All receipts must be attached. Northern Development will not accept claims for fines or dues.

NORTHERN DEVELOPMENT


January 2027
S M T W T F S
1 2
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10 11 12 13 14 15 16
17 18 BCNRF 22 23
24/31 25 26 27 28 29 30
February 2027
S M T W T F S
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7 8 9 10 11 12 13
14 15 16 17 18 19 20
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March 2027
S M T W T F S
1 2 3 4 5 6
7 8 9 10 11 12 13
14 15 16 17 18 19 20
21 22 23 24 25 26 27
28 29 30 31
Northern Development Initiative Trust
2027 Meeting Schedule
Northern Development board meetings
Cariboo-Chilcotin/Lillooet RAC meetings
Northeast RAC meetings
Northwest RAC meetings
Prince George RAC meetings
Cut-off dates for receiving completed application packages for Community Development programs.
2027 Statutory Holidays
April 2027
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May 2027
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June 2027
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July 2027
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August 2027
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September 2027
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October 2027
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31
November 2027
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December 2027
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26 27 28 29 30 31
Meeting Dates - 2027

Interior Health

October 2, 2026

Mayor Roland Stanke
Village of Clinton
1423 Cariboo Hwy
Box 309
Clinton, BC V0K 1K0

Sent via email: mayor@village.clinton.bc.ca

Union of BC Municipalities Convention 2026

Dear Mayor Stanke and Members of Council,

Thank you for taking the time to meet with me through UBCM and for your continued partnership and advocacy on behalf of the residents of Clinton. We are especially grateful for your acknowledgement of the efforts of health-care providers and emergency response personnel who supported the community during the recent wildfire evacuations.

We also appreciate the concerns raised regarding access to health information and health system navigation, particularly for seniors who may face challenges using online health portals or understanding follow-up requirements related to laboratory and diagnostic testing. We recognize that navigating the health-care system can be difficult, particularly in rural communities, and we understand the importance of ensuring residents feel supported and connected to appropriate services.

During our discussion, Council highlighted the gap created by the loss of the local Community Paramedic position. We understand that this individual had established trusted relationships with residents, seniors, and staff at the local care home, and that their absence has been felt within the community. As Community Paramedics are a BCEHS program, Interior Health does not have responsibility for the administration, funding, or staffing of these positions. We have shared your concerns and request for continued support in the community and encourage ongoing dialogue with BCEHS regarding the future of the Community Paramedic Program.

While Interior Health is not able to replace the BCEHS Community Paramedic role with a dedicated navigator position, we are committed to supporting Clinton residents through existing services and resources. Specifically:

- The Clinton Health Centre has established dedicated hours for seniors to drop in and receive support, ask questions, and obtain assistance navigating services.
- Posters promoting these drop-in opportunities have been developed and posted throughout the community.

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Dākelh Dené, Ktunaxa, Nlaka'pamux, Secwépemc, St'át'imc, syilx, and Tŝilhqot'in Nations, where we live, learn, collaborate and work together.

INTERIOR HEALTH DEPARTMENT | 505 DOYLE AVE, KELOWNA, BC V1Y 0C5
PHONE 250-608-7637 EMAIL Diane.Shendruk@interiorhealth.ca

Interior Health

- The Ashcroft Indigenous Patient Navigation (IPN) program is available to support residents of Clinton, helping individuals and families navigate care and connect with available services.
- An Ashcroft physician is providing care in Clinton one day per week, helping to improve access to primary care services closer to home.
- Staff at the Clinton Health Centre remain available to assist residents with questions regarding their care, follow-up needs, and connections to appropriate health services.

Interior Health remains committed to working collaboratively with community partners to identify opportunities to improve access to care and support for Clinton residents. We appreciate Council's advocacy and the constructive discussion regarding the needs of seniors and other vulnerable residents in the community.

Thank you again for raising these important concerns. We look forward to continuing our partnership as we work together to support the health and well-being of Clinton residents.

Sincerely,

Diane Shendruk

Diane Shendruk
VP, Clinical Operations

cc: Brian Doddridge, CAO cao@village.clinton.bc.ca
Councillor Daryl Schuspanski schapansky@village.clinton.bc.ca
Councillor Sandi Burrage burrage@village.clinton.bc.ca
Councillor David Park park@village.clinton.bc.ca
Karen Cooper, ED, Clinical Operations, TCR – IH North karen.cooper@interiorhealth.ca

Attachment (1)

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Dākelh Dené, Ktunaxa, Nlaka'pamux, Secwépemc, St'át'imc, syilx, and Tŝilhqot'in Nations, where we live, learn, collaborate and work together.

INTERIOR HEALTH DEPARTMENT | 505 DOYLE AVE, KELOWNA, BC V1Y 0C5
PHONE 250-608-7637 EMAIL Diane.Shendruk@interiorhealth.ca

Public Affairs, British Columbia
11717 – 138 St.
Surrey, British Columbia
V3R 6T5

10/20/2026

Mr. Roland Stanke
Mayor, Village of Clinton
mayor@village.clinton.bc.ca

Dear Mayor Stanke,

On behalf of CN, it is my pleasure to congratulate you on your return by acclamation as Mayor of Clinton. Thank you for your commitment to public service.

CN is Canada's largest railway. In British Columbia, nearly 2,500 CN railroaders operate 2,797 route miles of track that connects BC's businesses and communities to our tri-coastal, 18,900-mile North American network.

This contributes roughly $586 million in local spending, in addition to $538 million in capital investments and $176 million in taxes paid last year alone. Our operations support over 9,100 jobs in the province and add $3B to British Columbia's GDP.

We serve both the Port of Vancouver and the Port of Prince Rupert with Surrey playing a key role in the lower mainland as it is home to Thornton Yard, the Vancouver Intermodal Terminal, CNTL Trucking and major repair facilities that help maintain system fluidity.

In Northern British Columbia, Prince Rupert and Prince George are equally strategic to Canada's trade network. Prince George, home to more than 600 CN employees, anchors inland connectivity with an intermodal terminal, forest products distribution facilities, and locomotive and railcar repair shops that keep the network moving.

Safety remains CN's core value. Many communities across our network, including those in British Columbia, have grown alongside the railway, and we take our role as a responsible neighbour seriously.

For your constituents, CN operates a Public Inquiry Line staffed by my colleagues in Montréal. They can be reached during business hours at 1-800-465-9239 (OPTION 2) or at contact@cn.ca. Our 24/7 Emergency Line is 1-800-465-9239.

As Public Affairs Manager for British Columbia, I am available to you and your council on matters involving the railway. I welcome the opportunity to meet with you in the coming months as you settle into your mandate.

Sincerely,

Tyler Banick

Public Affairs, British Columbia
11717 – 138 St.
Surrey, British Columbia
V3R 6T5

Tyler Banick
Public Affairs Manager, British Columbia, CN
tyler.banick@cn.ca
587-334-6936

Samaritan's Purse®
INTERNATIONAL RELIEF | CANADA

RECEIVED
Oct 22-26

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

Nov 18 Agenda

Franklin Graham *International President*

October 7, 2026

Brian Doddridge
Chief Administrative Officer
Village of Clinton
1423 Cariboo Highway, PO Box 309
Clinton, BC V0K 1K0

Dear Mr. Doddridge,

As Thanksgiving approaches, we want to thank you and your team who entrusted Samaritan's Purse with the opportunity to serve Thompson-Nicola Regional District residents affected by the Pear Lake wildfire. Your work in demanding circumstances reflects the kind of practical service that helps communities move toward recovery.

Upon invitation, Samaritan's Purse Canada deployed a disaster relief team to Clinton to assist with debris removal and possession recovery for families whose homes were lost. I am pleased to report that our teams helped 15 homeowners through this response, supported by 124 volunteers who worked tirelessly to serve the community. Together, these volunteers gave 1,456 hours of their time and labour, all at no cost to those affected nor to the regional district.

None of this would have been possible without Bethel Pentecostal Tabernacle, who generously hosted our base of operations and worked alongside our team and volunteers. We are grateful for their hospitality, and for the support of Thompson-Nicola Regional District staff and community leaders at every step.

We are grateful for the work of emergency personnel, local partners, and volunteers who help families through these difficult days. It has been a privilege to contribute to the recovery effort, and we remain available if we can help in the future.

Happy Thanksgiving and God bless you,

Darren Tosh
Senior Director of Projects, Programs & Disaster Response
Samaritan's Purse Canada
DTosh@samaritan.ca

20 Hopewell Way NE
Calgary, AB T3J 5H5
SamaritansPurse.ca

Phone: 403.250.6565/ 1.800.663.6500
Fax: 403-250-6567
Email: info@samaritan.ca

"All we have comes from God and we give it out of His hand."
1 Chronicles 29:14b, Dutch Paraphrase

CORRESPONDENCE – FOR INFORMATION ONLY
October 30, 2026, to November 12, 2026

#	DATE	RECEIVED FROM	SUBJECT
1			
2			
3			

Staff Report to Council
Regular Meeting

Date: **November 18, 2026**

From: **Chief Administrative Officer**

Subject: **Development Variance Permit Technical Report – Shipping Containers at 1310 Cariboo Highway 97**

Attachments:
Development Variance Permit application – 1310 Cariboo Hwy 97 Shipping Containers

Recommendations:
THAT Council of the Village of Clinton deny a Development Variance Permit to Sid's Construction for an increase in the permitted number of shipping containers on 1310 Cariboo Highway.

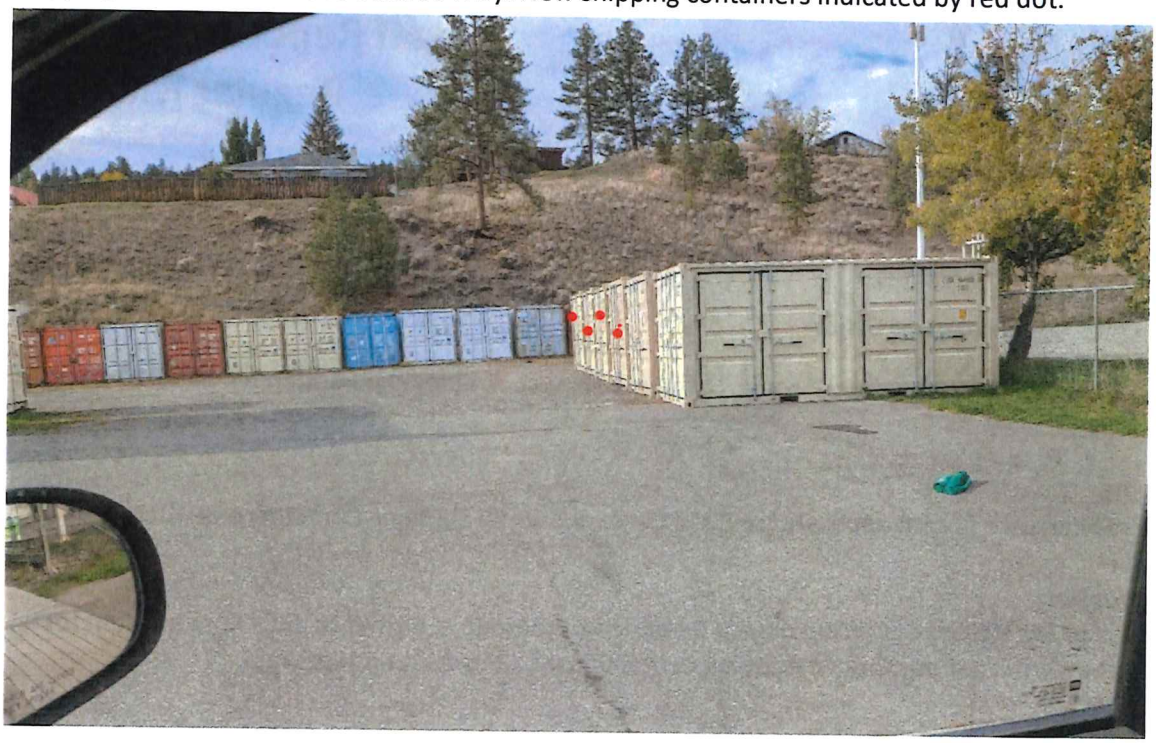
OR

THAT Council of the Village of Clinton authorize staff to proceed with the notification process, including notification of adjoining property owners, of Council's intent to consider issuance of a Development Variance Permit to Sid's Construction for the property located at 1310 Cariboo Hwy, and legally described as Parcel L, Lillooet Land District, (being a consolidation of lots 5A, 6 & 6A, see CA7760679); townsite of Clinton, PID: 030-903-530 to vary Zoning Bylaw No. 607, 2025 from the limit of one shipping container to a new limit of 25 shipping containers and from the requirement to comply with screening and location requirements, in substantial accordance with the application as submitted on October 5, 2026.

Background:
The owners of 1310 Cariboo Hwy have applied for a development Variance Permit (DVP) to vary the number of permitted shipping containers in the zoning bylaw from 1 to 25. The owner had 20 shipping containers legally on the property when the new zoning bylaw was adopted in February 2026. Since this time, the owner has added an additional 5 containers to the property and is retroactively seeking permission for these improvements through a DVP. Enforcement actions are currently underway for this issue.

A Development Variance Permit (DVP) is required in order to alter material constraints in the Village's bylaws, but cannot alter use or density. The current bylaw permits self-storage as a valid use in the C2 zone, but limits the number, placement, and design of shipping containers.

Shipping Containers at 1310 Cariboo Hwy. New shipping containers indicated by red dot.





During the Official Community Plan and Zoning Bylaw Review Project in 2025/2026, extensive public engagement was carried out on many issues including the presence of shipping containers. The vast majority of those consulted agreed that shipping containers should be allowed but limited in number and with restrictions on design, especially in the Highway Corridor. The new zoning bylaw incorporated these changes as follows:

Shipping Containers
5.4.1 Unless otherwise intended, Shipping Containers are considered Accessory Buildings and shall comply with the Height, Parcel Coverage, and Setback requirements applicable to the Zone in which they are located.
5.4.2 The maximum number and dimensions of Shipping Containers permitted on a Parcel is as follows:
a. In the A Zone, two (2) Shipping Containers per Parcel are permitted, to a maximum length of 12.1 metres (39.7 feet).
b. In the C and R Zones, one (1) Shipping Container per Parcel is permitted, to a maximum length of 12.1 metres (39.7 feet).
c. In I and P Zones, four (4) Shipping Containers per Parcel are permitted, to a maximum length of 12.1 metres (39.7 feet).
[...]
5.4.5 A person placing Shipping Containers shall:
a. place and keep Shipping Containers in relatively new and good condition, with no external signs of damage or wear;
b. place Shipping Containers that are a singular colour that is complementary of the Principal Building on the Parcel, with no wording or branding on its exterior;
c. not use Shipping Containers for the storage of gasoline, propane, or any flammable, combustible liquid or compressed gas or explosives;
d. not use Shipping Containers for permanent or temporary Occupancy by people or animals;
e. screen all Shipping Containers from view along Highway 97 using either Fencing or a Landscape Screen; and
f. not stack Shipping Containers.

Village staff compiled an inventory in February 2026, cataloguing all shipping containers in the Village of Clinton. Sections 528 and 530 of The *Local Government Act* allow uses that were permitted under an older zoning bylaw to remain under a new bylaw which prohibits them. However, it expressly does not authorize the use of land to be continued on a scale or to an extent or degree greater than that which occurred legally at the time of the adoption of the bylaw.

The owner had also positioned new shipping containers on the lot in 2024. At that time, the bylaw did not have specific limitations on shipping containers. However, the owner was encouraged to speak with the Village prior to further developments as there are other requirements such as the need for a development permit to comply with the western-themed building and aesthetic form and character of the downtown. There was no communication with the Village prior to the new shipping containers being put on site.

If Council authorizes staff to move forward with the notification process, notifications will be sent to adjacent property owners and agencies such as Ministry of Transportation and Transit, the Village of Clinton Fire Department, and building inspection services. Following this, a final report would be presented to Council, showing these comments. At that time, Council would have the ability to approve or deny the DVP.

If this DVP is approved, the applicant will still be required to obtain a Development Permit. A Development Permit (DP) is required for commercial properties within designated areas in the OCP to comply with form and character or life safety requirements. In this case, the property lies within the Highway Commercial Development Permit Area. An application must show how changes to the form and character of the property will comply with the requirements of the Development Permit Area Guidelines and receive Council's approval in order for the changes to be permitted.

The following OCP Policies are applicable to the DVP:

D2.2.4 Direct uses that require larger amounts of land for the storage of materials, or to accommodate required shipping and hauling equipment to areas designated for Industrial use.

D3.1.2 Maintain an attractive streetscape by requiring all storage areas be located out of sight from main roadways.

As the property owner did not attempt to comply with the bylaw prior to installation of the shipping containers, and due to the clear desire of the community on the subject of shipping containers identified through the zoning bylaw engagement process, Administration's recommendation is to deny the variance application. The applicant's rationale for the variance is that they did not know about the zoning amendments. This does not alter the responsibility of property owners to inquire prior to making changes to their properties. Since the works are already installed prior to the issuance of a DVP and a DP, they remain illegal unless the applicant acquires a DVP and DP.

Financial Impacts:
The applicant has paid the Development Variance Permit Fee of $100.

Brian Doddridge
Chief Administrative Officer

CFO Initial

September 28, 2026

1310-1314 Cariboo Hwy

Box 97

Clinton BC V0K 1K0

To Clinton Village Council

We received a letter stating the number of shipping containers we have on our properties on 1310 and 1314 Cariboo Hwy exceeds the new zoning bylaw. These are properties belonging to Sid's Construction Ltd., a well, established business in the village of Clinton since 1957.

These containers are rented out to individuals in need of storage space and are a part of the service offered by Sid's Construction.

When we first made this a component of Sid's Construction there were no zoning bylaw restrictions as to the number of containers we were allowed on the property.

Prior to February 2026 we had 20 containers on the property.

We were not informed of the change in the bylaw zoning regulations in February, and shortly after that purchased 5 more containers for the business, giving us a total of 25.

All of these containers are currently rented out to people in need of storage space which is not offered elsewhere in Clinton.

The yard is kept neat, clean and organized, and in no way detracts from the optics of the village of Clinton.

It is a business property and should be perfectly acceptable to be used as such, including the number of containers currently in use on the property.

We respectfully submit a request to keep the number of containers we currently have on the property, and agree not to add any more.

We are requesting a variance to the current bylaw no. 606, 2025, and zoning Bylaw 607 February 2026.

Yours truly

Bill Elliott



Linda Madden



VILLAGE OF CLINTON
DEVELOPMENT PROCEDURES BYLAW NO. 510, 2014

SCHEDULE "B"

APPLICATION FOR A DEVELOPMENT VARIANCE PERMIT

I/We hereby make application for a Development Variance Permit.

1. Name of Applicant(s): Bill Elliott
2. Address: PO Box 211 Clinton Folio # _____
3. Telephone Number: Business: 2504570225 Residence: 250 457 0225
4. Name of Owner(s): Bill Elliott Sids Const Ltd.
   (If different from Applicant)
5. Address: _____
6. Legal ~~Description of Property~~: Parcel L Lillooet Land Dist. (5A-6-6A)
7. ~~Street Address of Property~~: 1310-1312-1314 Cariboo Hwy 97
8. Existing Use of Subject Property: comercial
9. Existing Use of Adjacent Property:
   North: Resident
   South: Cafe Store
   East: Service Station
   West: Apartment Buildings
10. Official Community Plan Map Designation: _____
11. Present Zoning: _____
12. The Development Variance(s) requested vary the provisions of the following Village Bylaws:

Village Bylaw	Variance Requested	Applicable Sections
Zoning	4607, 2025	_____
Subdivision Control and Servicing	_____	_____

Village of Clinton PO Box 309 1423 Cariboo Highway, Clinton BC V0K 1K0
Phone (250) 459-2261 Fax (250) 459-2227
admin@clinton.bc.ca

13. Detailed Description of Permit:
Attach two (2) Site Plans. Site plan should illustrate legal information, setbacks, parking, access, outer perimeter of buildings and structures, topographic features, water courses, proposed elevations, cross sections or relevant detail drawings.

_____

_____

_____

_____

_____

14. The following items are attached:

☑ Application Fee of $100.00

☑ Current, date stamped State of Title Certificate

☑ Letter of Consent from the Owner (if the Applicant is not the Owner)

I/WE HEREBY DECLARE THAT THE ABOVE STATEMENTS AND THE INFORMATION CONTAINED IN THE MATERIAL SUBMITTED IN SUPPORT OF THIS APPLICATION ARE TO THE BEST OF MY/OUR BELIEF TRUE AND CORRECT IN ALL RESPECTS.

Dated this 29th day of September. 2026

Bill Elliott
Print Name of Applicant

W. Elliott
Signature of Applicant

Linda Madden
Print Name of Applicant

L Moon
Signature of Applicant

NOTES:

1. The *Local Government Act* states that a development permit shall not vary:
   a. The use or density of land from that specified in the Bylaw; or
   b. The flood plain specification
2. Prior to the issuance of a Development Permit, the Village may require, as a condition of issuing the Permit, security to guarantee the performance of obligations under the Permit.

Village of Clinton PO Box 309 1423 Cariboo Highway, Clinton BC V0K 1K0
Phone (250) 459-2261 Fax (250) 459-2227
admin@clinton.bc.ca

Staff Report to Council
Open Meeting

Date: November 18, 2026

From: CAO Doddridge

Subject: VOC REDIP Application – Gravel Biking Study

Attachments:
none

Recommendations:
The Council for the Village of Clinton supports the submission of an application to the Rural Economic Diversification and Infrastructure Program, Development stream, requesting up to $50,000 for the Clinton Regional Gravel Riding Feasibility Study and Business Case.

The Council commits the Village's applicant contribution of $5,000 to be funded from the 2027 Economic Development Operational Fund.

Background:
The Village of Clinton has a significant role to play in the economic recovery and long-term diversification of the community following the 2026 Pear Lake Wildfire.

Gravel riding, cycling on unpaved backroads, forest service roads and historic routes, is a fast-growing segment of outdoor recreation tourism. The Clinton area's network of backroads, ranch country and Cariboo Gold Rush Trail heritage offers strong potential to attract overnight visitors in the spring, summer and fall. This opportunity was identified in the 2025 Community Tourism Plans relating to the following Goals:

Goal 3.6: Work with Operators to exploit the opportunity to convert Clinton into a hub for Gravel Biking.

Goal 4.1: Engage with the Gold Rush Trail Management Committee and integrate into their efforts to rejuvenate the tourism region through branding and product development.

A feasibility study and business case are needed to assess market demand, route options, infrastructure and visitor service needs, partnership and governance models, and the economic return of developing gravel riding as a regional tourism product. Several funding opportunities have been identified as potential sources of funding to enable these to be completed to minimize funding needed from the Village of Clinton itself.

The Province of British Columbia's Rural Economic Diversification and Infrastructure Program (REDIP) Development stream supports feasibility assessments, business planning and other developmental steps for economic diversification opportunities in rural communities.

Village of Clinton staff have met with REDIP team members to discuss this proposal and the necessary requirements of the application to increase the likelihood of success. In order to move forward with the

application, The Village of Clinton must acknowledge it will be responsible for all project costs above any grant amount approved, including any cost overruns.

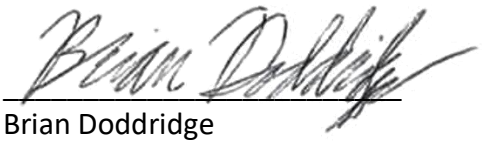
The Village of Clinton will provide overall grant management for the project, including financial administration, contractor oversight and all reporting required by the Province. Working with regional partners, First Nations and community stakeholders to guide the study and share its findings will also be a component of this project.

Financial Impacts:

The Village's contribution to the project can be no less than 10% of the total project Cost. While staff are still working to obtain quotes, the project is expected to be completed with a total budget of $50,000. Of this, 10% may be in-kind contribution from staff time and resources, and 10% ($5,000) must be a financial contribution from the Village.

Administration recommends using Economic Development Operational Funding for this project. The budget currently has approximately $2000 of unallocated funds per year which can be used on economic development projects. It would require a one-time top-up in 2027 of approximately $3,000.

CFO Initial _____



Brian Doddridge
CAO

Staff Report to Council
Regular Meeting

Date: November 18, 2026

From: CAO

Subject: Procurement Policy Amendment

Attachments:
Canoe Procurement Information

Recommendations:
THAT The Village of Clinton Procurement Policy F-2015-04 by adding "5.9 Notwithstanding the other provisions of this policy, the Village of Clinton may use group procurement programs such as Canoe Procurement"

Background:
Staff have been researching the best and most cost-efficient way to acquire a new fire engine. At the same time, Staff have been made aware of the benefits of group procurement. This report is to outline the benefits of using Canoe Procurement and identify the next steps to acquiring a fire engine.

Canoe Procurement is a cooperative started by Municipalities that takes advantage of economies of scale (group buying) to exact lower prices from suppliers. As a member of the BC non-profit Civic Info BC, the Village of Clinton is a member of Canoe and no additional costs are required to participate.

Canoe works by issuing Requests for Proposals on behalf of their members and communicating with suppliers of a variety of municipal needs, such as finance software, playground equipment, vehicles, building supplies, and many others, and negotiating preferred price contracts for members based on their total purchasing power. These contracts hold for a few years then are re-negotiated. Because Canoe has completed the RFPs on our behalf, we can use their suppliers while still meeting local and international trade laws.

The two steps to using Canoe Procurement are:

1. Amend the procurement Policy to allow the use of group procurement. This is the purpose of the recommendation.
2. Post on BC Bid that the Village of Clinton uses Canoe Procurement, so suppliers are aware that we will be using the program.

Canoe is and will remain an option for the Village and is never held as a requirement for procurement.

Financial Impacts:
The Village of Clinton is more likely to find a favourable price from suppliers while using Canoe. Staff will still work to compare prices in the industry, but Canoe will help to simplify the fire engine procurement process. There is no fee to participate in Canoe.

Brian Doddridge, CAO

FINANCE

PROCUREMENT POLICY

POLICY NUMBER F-2015-04

1. Purpose

The purpose of this policy will provide guidance to purchase supplies and create agreements/contracts for goods and services for the Village of Clinton.

2. Definitions

1. **Request for Tenders (RFT):** means a price based bidding process that is used when the solution(s), specification(s), performance standard(s), and timeframe(s) are known. Potential bidders are provided with all project information – except price – and the evaluation of the bids is based only on price. A RFT is rarely a multi-step process.

2. **Request for Proposals (RFP):** means a project-based process involving solution, qualifications, and price as the main criteria that define a winning proponent. The RFP is used mainly to acquire services when purchaser wants to review and implement different and new solutions to a problem, project, or business process. An RFP can range from a single-step process for straightforward procurements to a multi stage process for complex and significant procurements.

3. **Request for Expression of Interest (REOI):** means a process used when a requirement for a sophisticated, multi skilled team or specialized knowledge and very few companies seem to possess the necessary skills or experience. This methodology is sometimes used to find other contractors with the "right stuff" and get them interested in the project.

4. **Request for Information (RFI):** means a procurement procedure where suppliers are provided with a general or preliminary description of a problem or need and are requested to provide information or advice about how to better define the problem or need, or alternative solutions. It may be used to assist in preparing a solicitation document. No contract awards are made directly from a request for information.

5. **Request for Qualifications (RFQ):** means a process that will prequalify proponents for a particular requirement and avoid having to struggle with a large number of lengthy proposals. This process is useful when a great deal of interest, and the need to screen

Staff Report to Council
Open Meeting

Date: November 18, 2026

From: Chief Financial Officer

Subject: **Renewal of Audit Services Contract**

Attachments:
BDO Proposed Fees for Audit Services (2027-2030)
Page 2 of Procurement Policy F-2015-04

Recommendations:
THAT Council direct staff to pursue a four year extension of the Village of Clinton's audit services with BDO Canada LLP without undertaking a further Request for Proposal process.

Background:
The Village of Clinton has contracted BDO to provide audit services for over 15 consecutive years. In accordance with the Village's procurement practices, a Request for Proposal (RFP) is issued when the existing audit services contract expires. Historically, the Village has received responses only from BDO when the audit services RFP is issued. Despite the opportunity for other accounting firms to submit proposals, no alternative submissions have been received. The Village has been advised by its current auditor that accounting firms often maintain established client relationships and may be reluctant to pursue audit engagements held by other firms. This may contribute to the limited response to the Village's RFP process. BDO has continued to provide audit services to the Village throughout this period, and the established working relationship has provided continuity in the delivery of the Village's annual audit requirements.

Section 4 of the Village's Procurement Policy provides that Council may approve an extension of a contract for this service without requiring the Village to proceed through the tendering process. Given the Village's history of receiving proposals exclusively from BDO, staff believe there is value in considering the use of this provision to maintain continuity in municipal audit services while avoiding a potentially unnecessary procurement process.

Staff feel this approach would recognize the Village's longstanding relationship with BDO, the consistent lack of alternative proposals through previous RFP processes, and the provision within the procurement policy that allows Council to approve an extension without further tendering.

Financial Impacts:

Renewing the Village's audit services contract with BDO without issuing another RFP would eliminate the administrative costs associated with conducting a new procurement process. These costs include staff time required to prepare and issue the RFP, respond to inquiries from prospective applicants, receive and evaluate submissions, and prepare the necessary reports and recommendations for Council. Throughout the Village's longstanding relationship with BDO, the firm has consistently provided fair and competitive fees for its audit services. Staff consider the fees charged to be reasonable for the services provided and the requirements of the Village. BDO's proposed fee schedule reflects an increase of 5% in the first year, followed by more modest increases of 2.8% in each of the next two years, and a 4.2% increase in the final year. Overall, these increases represent a reasonable adjustment to audit fees over the contract term.

The proposed increases will provide the Village with greater predictability in budgeting for audit services over the contract term. When considered alongside BDO's longstanding relationship with the Village, its familiarity with the Village's financial operations, and the administrative savings associated with not undertaking another RFP process, the proposed fee schedule represents a practical approach to maintaining continuity while managing municipal resources responsibly.

_____
Mandy McKague
Chief Financial Officer

CAO Initial _____

Tel: 250 372 9505
Fax: 250 374 6323
www.bdo.ca

BDO Canada LLP
300–275 Lansdowne Street
Kamloops BC V2C 6J3 Canada

October 19, 2026

Village of Clinton
1423 Cariboo Highway, PO Box 309
Clinton, BC V0K 1K0

Sent via email: finance@village.clinton.bc.ca

Attention: Mandy McKague, CFO
Re: Proposed fees for audit services (2026-2030)

Dear Ms. McKague:

We are pleased to submit our fee quote to continue as the auditor for the Village of Clinton ("the Village").

As you know, BDO has a strong relationship and rapport with the Village's finance team and management. We understand your deadlines, your organizational structure, your operations, and we can get started with your audit quickly and smoothly. The constructive relationship and the open communications that exist between BDO's audit team and your team is key to carrying out your audit successfully.

Should you require further information or have questions about the proposed fee, please do not hesitate to contact me. If required, I am available to meet with Council to answer any questions you may have. Thank you for your continued business and trust in BDO.

Sincerely,

Mario Piroddi, CPA, CA, CISA
Partner through a corporation
BDO Canada LLP
Chartered Professional Accountants
T: 250-434-4062
E: mpiroddi@bdo.ca

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

Understanding of work

- Conduct an independent audit of the financial statements.
- Issue independent auditor's report.
- Issue a management letter to Mayor and Council advising of weaknesses to internal controls, or other areas of concern identified during the audits, if any.
- Present the audit findings report to Mayor and Council.
- Attend meetings as requested or as necessary, to plan and to close out the audit.
- Communicate to the Village any changes in reporting requirements or auditing standards.
- Respond to and discuss with the Village on any accounting, auditing, tax, and other issues arising throughout the year.

Proposed fees

In preparing our proposed fee, we considered the current market competition, our relationship, and our expectations for the future. We have put together a fee that we believe fairly represents the investment to perform the scope of work based on our experience with you. We aim to provide the Village with a high standard of quality in the services we provide, with a sustainable fee structure.

Village of Clinton

	December 31, 2026	December 31, 2027	December 31, 2028	December 31, 2029	December 31, 2030
Audit of financial statements	$31,500	$33,075	$34,000	$35,500	$37,000
Administrative and technology fee	2,205	2,315	2,380	2,485	2,590
Total (excludes taxes)	$33,705	$35,390	$36,380	$37,985	$39,590

CLINTON VOLUNTEER FIRE DEPARTMENT

MONTHLY REPORT SEPTEMBER 2026

CLINTON FIRE DEPARTMENT
SEPTEMBER 2026 MONTHLY REPORT

MEMBERS:

19

TRAINING:

DATE	HOURS	PERSON-HOURS
7th - Holiday		
14th – SCBAs	2	26
21st – SCBAs	2	26
28th – Hydrants	2	18

CALL-OUTS:

DATE	HOURS	PERSON-HOURS
4th – Mud Slide (Clinton-Pavillion Rd.)	3	24
6th – Landscape Fire (Chasm Mill)	2.5	17.5
17th – Fire Alarm (Cariboo Hwy)	1	11

GENERAL COMMENTS:

- Karl Hansen and Jordan Lawrence completed their fire Inspection and Fire Investigation courses. These courses were required to be in line with the changes at the Fire Commissioner's Office and in the Fire Act.

KARL HANSEN, FIRE CHIEF **DATE**

Staff Report to Council
Open Meeting

Date: November 18, 2026

From: BEO Reg Amyotte

Subject: 3rd Quarterly Report 2026

Attachments:

Quarterly Graph

Recommendations:

For information

Background:

Summary:

1. Purpose

This report summarizes bylaw enforcement case activity for July, August, and September 2026, including cases carried over from prior months, new complaints received, and cases resolved. It is intended to inform Council of current workload trends and case backlog within Bylaw Enforcement.

3. Key Observations

The quarter was shaped by a seasonal long grass surge and a slow August, with a September catch-up that did not fully clear the backlog. The wildfire also contributed to the backlog.

- **Clearance rate was 55% overall.** Of 29 files handled (11 carried in plus 18 new), 16 were resolved. By month it was 27% in July (6 of 22), 11% in August (2 of 19) and 38% in September (8 of 21).
- **Long grass drove intake.** It accounted for 7 of the 18 new files, all in July, and 7 of the 9 long grass files were closed by quarter end. Four of those closures came in September.
- **Unsightly complaints are the largest open item.** Four of the 13 open files (31%) are in this category. Only one was resolved per month, so the 5 files carried in were reduced to 4 even after 2 new ones arrived.

- **House of rats has not moved.** One file was open on July 1 and is still open on September 30, with no resolution in any month. The property was partially cleared and the house secured of entry points to allow for effective pest control results.
- **September added four new, unrelated files.** Animal control, noise, derelict vehicle and parking each opened a new file. The noise, derelict vehicle and parking files were all still open on September 30, while animal control also closed one file that month.
- **Watering was a short August issue.** Two complaints arrived in August and one was resolved in September.
- **Open files grew by 2 over the quarter** (11 to 13, up 18%), peaking at 17 at the end of August.

Keep in mind that many files were opened prior to the wildfires which displaced the community for 3 weeks. Some files also remained open because of unpaid fines.

4. Recommendation

I will continue to work on the existing files, with the help of further enforcement including fines and possible remediation through council. The recovery after the wildfire affected the resolution progress of the open files. Also, some files take time to resolve because the owners are from out of town and take more time to convince, even with the issuance of fines. These may be cases better suited for Remedial Action Requirement which would need council approval going forward. The goal is to effectively communicate with these owners that voluntary compliance is always the preferred method to resolve bylaw issues.

CFO initial_____

Position BEO Reg Amyotte _____ **CAO Initial** _____

Bylaw Quaterly Report — CLINTON — 3rd Quarter

	Jul-26			Aug-26			Sep-26		
Task	Carried Over	New	Resolved	Carried Over	New	Resolved	Carried Over	New	Resolved
Animal Control	1	0	0	1	0	0	1	1	1
Unsightly Complaints	5	2	1	6	0	1	5	0	1
Watering	0	0	0	0	2	0	2	0	1
Long Grass	2	7	3	6	0	0	6	0	4
Business Licence	0	0	0	0	0	0	0	0	0
Noise Complaints	0	0	0	0	0	0	0	1	0
Derelict Vehicles	0	0	0	0	0	0	0	1	0
Fire Hazard	1	0	1	0	0	0	0	0	0
Outdoor Burning	0	0	0	0	0	0	0	0	0
Parking/traffic	0	1	1	0	0	0	0	1	0
Sign complaints	1	0	0	1	1	0	2	0	1
Zoning	0	1	0	1	0	1	0	0	0
Snow on Sidewalks	0	0	0	0	0	0	0	0	0
House of rats	1	0	0	1	0	0	1	0	0
TOTAL	**11**	**11**	**6**	**16**	**3**	**2**	**17**	**4**	**8**

VILLAGE OF CLINTON COMMITTEE OF COUNCIL

Minutes
October 6, 2026| Memorial Hall | 7:00 PM

Attendees:
Maria McFarland
Nancy Rempel
Diana Guerin
Jim Thompson
Mary McDonald
Megan Francis
Tamara Archie
Lee Schapansky
Brenda Horsley
Bruce Rose
Sandi Burrage

Call to Order:

"The Chair and Executive of the Spirit of Clinton Committee would like to acknowledge that we are within the traditional territory of the Secwépemc Nation"
Chair Charlene Boscott called the meeting to order at 7:08 PM

Adoption of Agenda
THAT The agenda for the October 6, 2026 meeting of the Spirit of Clinton Meeting be adopted. Moved/Seconded

Carried

Approval of the Minutes
THAT The minutes for the September 8, 2026 meeting of the Spirit of Clinton Meeting be approved. Moved/Seconded

Carried

Delegation:
None

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VILLAGE OF CLINTON COMMITTEE OF COUNCIL

Correspondence:
None

Business:

Clinton Strong Community Event and Recovery Planning

- Members reported positive feedback on the September 12 event, including the opportunity for residents to reconnect. Participation by community groups, storytelling, drumming and family activities was discussed.
- Continuing Clinton Strong through a series of recovery events over the coming year was proposed. Funding applications would be coordinated among participating organisations.
- The Clinton Art & Cultural Society reported applications for $25,000 for five family movie nights, funding for responder appreciation, and approximately $10,000 for Christmas entertainment and fire pits. The movie-night proposal included equipment, licensing and free refreshments, with events proposed from November through March, subject to funding.
- CDC would seek continued Red Cross assistance with event coordination. A separate planning group with representatives from participating organisations was proposed. Spirit of Clinton representatives were still to be confirmed.
- Members discussed involving outside organisations to assist with events and reduce demands on local volunteers. Community-group involvement in organising future music festivals was also proposed.

First Responders Appreciation Event

- November 14, 2026 was tentatively selected, subject to hall availability and planning arrangements. The event would recognise first responders separately from the regular volunteer appreciation event.
- A catered dinner at Memorial Hall was proposed for responders and their families, with remaining places available to the community through free tickets. Catering from outside the community was discussed to reduce work for local volunteers.

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- The funding application included recognition gifts budgeted at $40 each for 30 recipients. Members discussed including other responders who assisted during the wildfire. Recipient numbers and the final budget required review.

- Seating, meal service, invitations and ticket distribution would be addressed through event planning.

Christmas Event and Spring Volunteer Appreciation

- December 4, 2026 was selected for Shop Local, to be promoted as part of the Clinton Strong initiative and called A Community Christmas. Storytelling, entertainment and fire pits were discussed.

- Ideas included a coordinated light-up, replacement Christmas lights and illuminated photo frames. Access for installing lights on the existing tree was discussed. CDC would investigate lighting grants.

- Members proposed bell ringing during Shop Local and a community bell ringing at 6:00 PM on December 24. Sandi would look into small bells for distribution.

- April 10, 2027 was selected for volunteer appreciation. Members discussed incorporating Clinton Strong and recognising volunteers who assisted during the wildfire and recovery.

- Other spring ideas included a Spring Fling, outdoor activities, a barbecue and a street party. Scheduling would take account of existing community events. Members were asked to suggest event names.

Two Day Rock Legends Festival Opportunity

- CDC reported a proposal from the organisers of Rock or Bust for a two-day music and camping event beginning July 23, 2027. Organisers anticipated approximately 300 to 500 attendees in the first year and proposed an annual event promoted beyond Clinton.

- A suitable site had not been secured. Members discussed fields near town, camping, access, nearby residences, insurance and liability. No venue or municipal approval was confirmed.

- CDC would discuss bylaw requirements with Brian and provide further information for consideration by the relevant councils. Opportunities for local groups to organise related activities were discussed.

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Next Stop Comedy Night Opportunity

- CDC presented a proposal for comedy events at Memorial Hall. The promoter would arrange performers and promotion and retain ticket revenue, while a local group could retain food and beverage proceeds. The proposal requested use of the hall without a rental charge.
- Members raised concerns about fairness to groups paying hall rental, volunteer workload and the viability of recurring events. A one-time event was discussed. No commitment or rental waiver was approved.

Community Calendar and Volunteer Recruitment

- A shared electronic calendar and public display were proposed to coordinate event dates. CDC would look into options.
- Groups were asked to provide their name, activities, meeting dates and times, and contact information for a volunteer recruitment flyer. Distribution through mailboxes and reuse in other community promotions were discussed. Groups not attending would also be invited to submit information.

Other:

Committee Reports - Updates from attending members

Legion - Organisations wishing to lay wreaths on Remembrance Day were asked to contact Lois, as her event records had been lost in the wildfire. The children's Christmas party was planned for December 13, with use of Memorial Hall to be requested. The Queen of Hearts jackpot was $940. A beef dip supper, Halloween party and karaoke were planned for October; the date requires confirmation. A United Way grant had been approved.

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Clinton Creek Estates - The AGM was scheduled for November 23 at 1:00 PM in Village Council Chambers. Board members were being sought. Three accommodation vacancies were reported, and a part-time relief cook was needed.

Food Bank - All New Horizons for Seniors Program funds had been used. Distribution continued for people affected by the wildfire and evacuation, with hours on Tuesdays from 2:00 to 5:00 PM.

Seniors Association - Declining membership and vacancies in volunteer roles were reported, with concern about the association's ability to continue. Members were developing ideas for drop-in activities and recruitment. Art activities were offered, and transportation and mobility barriers were discussed. Meetings were held on the third Thursday of the month. A Council liaison was discussed, and a $3,000 grant was reported.

Whispering Pines - A job fair and kokanee fishing activity had taken place. A hunting camp was planned, including hide tanning, food preparation, stories and language. Opening spring equinox activities to the wider community was discussed; arrangements would be confirmed with the education representative. Continued participation in community events and sharing volunteer opportunities with members were discussed.

Roots & Blooms - Community garden plots were to be cleared by October 15. Produce had been supplied to the Food Bank. Wind damage to the greenhouse would be repaired in spring. The October 24 craft fair at Memorial Hall had 27 tables, with chilli, vegetarian chilli and hot dogs planned for the concession. Pumpkin contest results were reported. Meetings were held on the second Thursday of the month at 7:00 PM.

Health Alliance - The group reported that its lack of society status prevented access to the United Way funding discussed. Diana would investigate past registration and options for nonprofit society status. Other funding was being explored for wellness activities, including yoga and meditation. A flu clinic was expected at the end of October, with the date to be confirmed. Foot-care services were also being investigated.

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Legion Ladies Auxiliary - Meals had resumed. Volunteer workload and limited refrigeration were affecting meal preparation and catering. Replacement equipment was being obtained. Meetings were held on the third Monday of the month.

Bethel Church - A replacement fridge was expected the following week and a freezer in December. Soup's On was expected to resume in October, subject to equipment availability. The Christmas banquet was booked for December 6, with the time and final arrangements to be confirmed. Most remaining wildfire-recovery clothing donations had been redistributed.

CADOSA - Cleanup of damaged huts and equipment was continuing, including removal of stoves. Grants were being pursued for rebuilding. A members' barbecue had taken place. Further cleanup opportunities would be shared when scheduled.

Annual Ball - Planning had begun for the 160th Annual Ball. Members were invited to submit suggestions for a name or theme.

Clinton Art & Cultural Society - The BC Arts Council application process had identified missing incorporation records and eligibility requirements concerning payment of artists. The society would investigate replacement records and requirements for future applications.

Museum - Limited opening had continued when volunteers were available. Participation in Shop Local was suggested.

Next meeting:	**November 3, 2026 – 7:00 PM**	**Clinton Memorial Hall**

Adjournment:

The meeting was adjourned at 9:09 PM

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Staff Report to Council
Open Meeting

Date: November 18, 2026

From: Chief Financial Officer

Subject: Proposed Water and Sewer Rates for Years 2027-2029

Attachments:
Water and Sewer Information Sheet
Draft Village of Clinton Fees and Charges Amendment Bylaw No. 618, 2026

Recommendations:
THAT Council gives FIRST Reading to Village of Clinton Fees and Charges Amendment Bylaw no. 618, 2026;
THAT Council gives SECOND reading to Village of Clinton Fees and Charges Amendment Bylaw no. 618, 2026; AND
THAT Council gives THIRD reading to Village of Clinton Fees and Charges Amendment Bylaw no. 618, 2026.

Background:
The Village of Clinton is responsible for providing safe and reliable drinking water and wastewater collection and treatment services to its residents and businesses. These systems involve significant infrastructure investments, including: reservoirs, water treatment plant and equipment, water distribution mains and service connections, sanitary sewer collection mains, wastewater treatment plant and processes, monitoring, testing and regulatory compliance systems. Infrastructure requires regular inspection, repair and maintenance and eventual replacement. Costs associated with providing these services continue to increase due to inflation, rising material costs, energy costs, equipment expenses, staffing requirements and regulatory expectations. Maintaining rates at existing levels without considering these increasing costs can result in deferred maintenance, insufficient reserves and increased pressure on future ratepayers.

Administration is proposing a 5% increase to water rates and a 3% increase to sewer rates. These adjustments will help offset rising operating costs, support ongoing maintenance and contribute to reserve funds which help support the long term financial sustainability of both utility systems. They will also help ensure that funding is available to maintain service quality and plan for future infrastructure needs.

Financial Impact:

The proposed 5% increase to water rates and 3% increase to sewer rates will result in a combined additional cost of $30.00 per year, or $2.50 per month for residential and typical business property owners. Multiple use services will see a greater increase.

_____

Mandy McKague
Chief Financial Officer

CAO Initial _____

Water and Sewer Information Sheet

It is important for property owners to understand that water and sewer rates are not simply charges for the amount of water consumed or wastewater discharged. They support the complete operation and long term sustainability of Village utility systems.

Day to Day Operations:

User rates fund the daily operation of the Village's water and wastewater systems.

This includes:

- Wages and benefits for employees.
- Electricity required to operate pumps, treatment plants and other equipment.
- Chemicals and treatment supplies.
- Fuel and operating costs for vehicles.
- Routine inspections and system monitoring.
- General administrative and operational expenses.

These costs are necessary to ensure that residents receive consistent and reliable service.

Repairs and Preventative Maintenance:

Regular maintenance is essential to protect the municipality's infrastructure and avoid costly emergency repairs.

Water and sewer rates contribute to:

- Watermain repairs and leak detection.
- Sewer main inspections and cleaning.
- WTP buildings maintenance.
- Reservoir maintenance.
- Valve, hydrant and service connection repairs.
- Equipment repairs and replacement.

Preventative maintenance helps extend the useful life of infrastructure and reduces the risk of unexpected service interruptions.

Water Quality and Public Health:

Providing safe drinking water is one of the Village's most important responsibilities.

Water rates support the costs of:

- Regular water sampling and laboratory testing.
- Water quality monitoring.
- Treatment chemicals and filtration.
- Compliance with applicable Interior Health regulations and operating requirements.

These activities protect public health and help ensure that the Village continues to meet its regulatory obligations.

Wastewater Collection and Treatment:

Sewer rates fund the collection, conveyance and treatment of wastewater before it is safely returned to the environment.

This includes:

- Operation of the wastewater treatment plant.
- Sewer collection system maintenance.
- Pump station.
- Wastewater testing and monitoring.
- Treatment chemicals and processes.
- Environmental monitoring and regulatory reporting.

These costs are essential to protecting the environment, local waterways and community health.

Infrastructure Renewal and Replacement:

One of the most significant, long term financial responsibilities facing municipalities is the replacement of aging infrastructure.

Water and sewer infrastructure have a limited lifespan. Watermains, sewer pipes, pumps, treatment equipment, reservoirs and other assets eventually require extensive repairs or replacement.

Rates need to contribute to reserves to allow the Village to plan for these future expenditures.

Building adequate reserves helps the municipality:

- Reduce reliance on borrowing.
- Avoid significant rate increases.
- Respond to unexpected infrastructure failures.
- Replace aging assets before they become critical.
- Spread infrastructure costs more fairly across generations of users.

Capital Improvements and System Capacity:

Capital funding may be required for:

- Replacement of aging water and sewer mains.
- Treatment plant upgrades.
- Pumping station improvements.
- Reservoir and storage expansion.
- Improved monitoring and control systems.
- Energy efficient equipment.
- Infrastructure upgrades to accommodate approved development and growth.

These investments help maintain service reliability and ensure that the Village has the capacity to meet future needs.

Regulatory Compliance and Environmental Protection:

Municipal water and wastewater systems operate within provincial regulatory requirements.

These requirements can create additional costs associated with:

- Water quality standards.
- Wastewater discharge requirements.
- Environmental monitoring.
- Operational certifications and training.
- Reporting and documentation.
- Equipment upgrades and treatment improvements.

Maintaining compliance is essential to protecting residents, the environment and the Village from operational and financial risks.

Emergency Preparedness and System Resilience:

Municipal infrastructure must be capable of responding to emergencies and unexpected events.

Water and sewer rates help support the municipality's ability to respond to:

- Watermain breaks.
- Pump and equipment failures.
- Power interruptions.
- Water quality incidents.
- Sewer blockages and overflows.

Maintaining appropriate equipment, reserves and operational capacity helps reduce the potential impact of these events.

Inflation and Increasing Operating Costs:

The cost of operating municipal utilities continues to rise.

Electricity, fuel, chemicals, equipment, construction materials, contracted services and labour all contribute to increasing operating expenses.

Even when service levels remain unchanged, the municipality must spend more to provide the same level of service.

If utility rates aren't adjusted regularly, the money collected will not cover as much as it used to.

Aging Infrastructure:

Many Village water and sewer assets were installed years or decades ago.

As infrastructure ages, maintenance requirements increase and the risk of failure becomes greater.

A planned increase in rates allows the Village to begin addressing these future replacement requirements rather than waiting until infrastructure fails.

Emergency repairs are often more expensive than planned repairs and replacement.

Addressing Infrastructure Funding Needs:

Municipalities frequently face a gap between the amount required to maintain and replace infrastructure and the amount currently available through annual revenues. Gradually increasing rates helps close this gap and provides a more sustainable way to fund these needs. It also helps prevent future councils from having to make large rate increases to catch up on infrastructure needs.

Protecting General Taxpayer Revenues:

Water and sewer systems are supported through the revenues generated by their users. This makes costs clearer and fairer by ensuring that the people who use the services help pay for them.

Maintaining Financial Sustainability:

A financially sustainable utility system should generate sufficient revenue to cover its operating expenses, contribute appropriately to capital reserves, meet debt obligations and plan for future infrastructure requirements.

Conclusion:

Water and sewer infrastructure represents a significant municipal investment and is essential to the health, safety and well being of the community.

The Village has a responsibility to maintain these systems, meet regulatory requirements, protect the environment and ensure that reliable services remain available for current and future residents.

Maintaining rates at existing levels when operating and infrastructure costs continue to increase can create financial pressures that ultimately result in deferred maintenance, reduced reserves and larger future rate adjustments.

By making small yearly increases, the Village can maintain service, improve its financial stability, and ensure it has enough money to cover daily operations and future infrastructure needs.

THE VILLAGE OF CLINTON

Village of Clinton Fees and Charges Amendment Bylaw No. 618, 2026

A Bylaw to amend "Village of Clinton Fees and Charges Bylaw No. 600. 2024"

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 Fees and Charges Amendment Bylaw No. 618, 2026”.

2. AMENDMENTS

The Village of Clinton Fees and Charges Bylaw No. 600, 2024 is hereby amended as follows:

i. That Schedule “E” – Water Rates, be replaced with Schedule “E” as attached.

ii. That Schedule “F” – Sewer Rates, be replaced with Schedule “F” as attached.

DRAFT

READ A FIRST TIME	this	day of	, 2026
READ A SECOND TIME	this	day of	, 2026
READ A THIRD TIME	this	day of	, 2026
ADOPTED	this	day of	, 2026

_____ _____

MAYOR, Roland Stanke CORPORATE OFFICER, Brian Doddridge

Schedule "E"
WATER SERVICE RATES

1. **Definitions:**

Residential Unit means a detached building or one self-contained unit in a multi-unit complex, situated on a plot of ground to which the residents thereof have access, and which contain cooking, eating, living, sleeping and sanitary facilities used or intended to be used as a domicile by one or more persons.
Mixed Use means commercial properties that are used for both business and residence.

2. **Rates:**

CATEGORY	**2027**	**2028**	**2029**
Water — Residential Unit	$595	$625	$655
Water — Serviced Lot	$69	$72	$75
Water — Gas Station	$760	$795	$830
Water — Accommodations (Per Room)	$175	$185	$195
Water — Pub, Lounge	$1075	$1120	$1170
Water — Laundromat (Per Machine)	$175	$185	$195
Water — Restaurant	$1075	$1120	$1170
Water — RV Sites	$102	$108	$114
Water — Business Retail	$595	$625	$655
Water — Irrigation	$1920	$2000	$2100
Water— Institutional (RCMP, Library, Post Office, Ambulance, etc.)	$1325	$1390	$1460
Water — School (Per Classroom)	$595	$625	$655
Water — Business/Residential Mixed Use	$1005	$1055	$1110
Water — Car Wash (Per Bay)	$1710	$1797	$1886
Bulk Water Rate (Per Litre)	$0.01		
Bulk Water Initial Connection Fee	$100.00		
Connection Service Inspection Fee	$60.00		
¾” Street Connection Fee	$800.00		
Street connection fee for line over ¾”	Actual Cost of Work by Village Staff		
Water Turn On/Off During Working Hours on Weekday	$40.00		
Water Turn On/Off Outside of Working Hours or on Statutory Holiday	$75.00		

Schedule "F"
SEWER SERVICE RATES

1. **Definitions:**

Residential Unit means a detached building or one self-contained unit in a multi-unit complex, situated on a plot of ground to which the residents thereof have access, and which contain cooking, eating, living, sleeping and sanitary facilities used or intended to be used as a domicile by one or more persons.
Mixed Use means commercial properties that are used for both business and residence.

2. **Rates:**

CATEGORY	**2027**	**2028**	**2029**
Sewer — Residential Unit	$295	$305	$315
Sewer — Serviced Lot	$33	$34	$35
Sewer — Gas Station	$355	$365	$375
Sewer — Accommodations (Per Room)	$63	$65	$67
Sewer — Pub, Lounge	$485	$495	$510
Sewer — Laundromat (per machine)	$63	$65	$67
Sewer — Restaurant	$485	$495	$510
Sewer — RV Sites	$63	$65	$67
Sewer — Business Retail	$295	$305	$315
Sewer — Institutional (RCMP, Library, Post Office, Ambulance, etc.)	$595	$615	$635
Sewer — School (Per Classroom)	$670	$678	$695
Sewer — Business/Residential Mixed Use	$489	$504	$519
Sewer — Car Wash (Per Bay)	$917	$944	$973
Connection Service Inspection Fee	$60.00		
Connection Fee	$800.00		
Bulk Sewage Disposal Minimum Fee	$50.00		
Bulk Sewage Disposal (Per 100 Gallons)	$20.00		

Council Report

October 21, 2026

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 :

UBCM workshops attended

Sept 14th Sustaining local watersheds - as the drought situation and wildfires keep growing discussion revolved around watershed governance, tools and ideas for action. The ever-increasing push is for water meters to help reduce waste. It is still a sensitive subject with many of the delegates that were present, some felt it was overreaching and others felt it would create a fairer system in that a household of 1 pays the same amount as a household of 4.

We have an evacuation plan but what if?- discussed the complexity of evacuation plans and the pitfalls that may be created by oversight.

Eyes of the Beast- it was a play around the ever-increasing fire threats and frequency of events. They used Lytton as a focal point of discussion.

Sept 15th small talk forum - presentation of the environmental assessment act
Presentaition regarding drought conditions in rural areas. Discussion also around FireSmart funding concerns and the continuation of the program. Discussion was also around reimagining recreation so as to get greater local involvement in that people have different expectations as well as different interests. It is rapidly becoming a deciding factor as to where families move to rural areas.
Tackling healthcare inequities was also a hot topic and is an area that small communities need to stay on top of to get fairness for their constituents.

There was also discussion regarding grant applications as all municipalities are competing for the same funding for relatively the same issues from the same pot. It becomes a long waiting game with uncertain outcomes resulting in little and painfully slow project progress. This affects the communities asset management plans due to ever rising costs. It also affects the updating of aging infrastructure when there are plans for community growth.

Intelligent planning tools for Local Governments

ICBC meeting- discussed safety issues and plans for the community. The ever-increasing use of e-bikes and scooters on public roads is becoming more common and an increasing safety concern.

Understanding DRIPA- this session was extremely complex and full of legal jargon. It is too big an issue to gain full understanding and how it affects small communities.

Community excellence awards

Sept 16th annual meeting with keynote speaker Anna Maria Tremonti- this was extremely informative in hearing about her worldly experiences from a journalistic point of view.

Met with Enbridge
Met with water, lands, parks
Strong Communities

Sept.17th resilient infrastructure for the common good.
Resolution sessions
Emergency management together

Planned Activities:

Council Report

New Business: the recovery drop-in centre has been moved to the Clinton library and is open Mondays from 10:00 to 3:00 until November 30th . Red cross case managers are also available Mondays, Wednesdays and Fridays between November 18th and 27th

Repairs to the overpass 9km north of Clinton will start October 19th and is expected to take up to 3 weeks to complete. Project is done by Dawson Road maintenance.

Financial Implications:

Respectfully submitted,

Roland Stanke

UBCM MACC Meetings

Interior Health – September 8th

Virtual meeting

- We are to be updated with strategic plan
- There should be a team nurse scenario set up to help seniors navigate their care. Not all can access the internet.
- The team member should be calling for the results of tests, negative or positive.
- Hopefully, a better system to set up a local health navigator will happen sooner than later.

Ministry of Forests – September 8th

Virtual meeting

- Need more prescribed burns to mitigate wildfire.
- There needs to be more study into why the fires burn through old burn scars. This was not the expectation that was had.
- Need to work on building confidence and relationships with residents and other land use agencies.
- We passed on our appreciation for the prescribed burn program and our encouragement that it should continue and expand.

Ministry of Transportation and Transit - September 8th

Virtual meeting

- Kelly Lake (Clinton-Pavillion) in desperate need of paving. It is in the works.
- Re-design of Hwy 97/Kelly Lake Road intersection. The engineer looked at it. Not sure about progress for the future.
- Touched base on the sand and salt maintenance on Maiden Creek hill. Needs to be better taken care of.

UMBC – Vancouver BC

Tuesday September 15th

Clinic-Preparing for the Proposed Responsible Conduct Legislation

This session was on the proposed changes to the responsible conduct process which is now in place. (Bill17)

- Sometimes staff are placed in unfair or inappropriate roles when reports of misconduct come to them.
- Women are far more susceptible to getting harassed by fellow councillors and the public.
- Ethics commissioner for BC is trying to put in place a standard code compliant process which would pretty much follow the standard workplace process.
- Instead of each municipality having their own code of conduct, it would be provincially standardized.
- When a complaint arises, it would need to hire an independent reviewer to investigate.

Workshop-The Good, Bad & Ugly: Governing Major Capital Projects from Cradle to Grave

- Engage with the public regarding the project.
- Are projects in the strategic plan? (include concept photos in your plan)
- During project phases, info/photos are displayed for residents.
- Take time and select the model that will work for your community
- Decide carefully between your projects – A water treatment plant or new aquatic center? Think of the real needs and the future costs of running.
- Have flexibility in the vision-don't pigeon-hole
- Don't be overconfident in timelines (build in "over runs")
- Use local contractors as much as possible. Even if it is just for a small portion of the project. Can pay off in the long run with their local experience and contacts.
- RFPQ look for a good fit. One that can work with re-design and curtailing costs.
- Built up reserves but also use MFA (Municipal Finance Authority)

Workshop-The Continuum of Responses in our Communities

- Presentation by Penticton. They developed a Community Safety Plan/Strategy to align agencies and improve collective impact.
- Enhanced by law enforcement tools to improve compliance and effectiveness.
- Established a dedicated city position to coordinate community safety agencies and partners.
- Public safety partners include By-law, police, paramedics, and fire.
- Working on a collaboration between multi agencies to address homelessness and create more homes. Not one group alone can do this.
- One project presented was their multi agency 24/7 safety and security plan for temporary winter shelter. View on YouTube-Penticton Winter Shelter

Presentation from Langley City-

- They are working on a multi-community partnership program as well.
- By-Law enforcement has become a more specialized response, as it has gone from handing out parking tickets, to handling homeless camps.
- They have made a strategic plan to implement seven recommendations into one system. They include, risk data, services coordination, wrap around support, food security, homelessness and response.

UBCM Meeting ICBC

We met with ICBC and one of our asks was the return of road testing in Clinton. But due to our small size and proximity to locations already holding this, it would be unlikely if this would occur. They will be sending more road safety info. Any projects we thought they might be able to help advocate for; they cannot take that role but are able to support us with statistics to help us with any safety related requests in the future.

I also attended the Community Excellence Awards ceremony and the welcome reception.

Wednesday September 16

Convention Opening Session

The opening of the annual meeting.

- First report of the nominating committee for the positions of table officers.
- Keynote Address Anna Maria Tremoni

Trade Show

I visited quite a number of booths at the trade show. Always great information and things to put on the wish list!

Meeting – Water, Lands, and Resource Stewardship with Minister Randene Neill

We met with the Minister and her team. Representatives from Ashcroft and Cache Creek also sat in with us.

We presented our proposal for a pilot project regarding regional water conservation (along the lines of FireSmart...WaterSmart) this idea met with a favourable reaction. We also shared our grave concerns over the decreasing capacity of our upper reservoir. Now it is more critical after the Pear Lake Fire. The need to increase capacity is urgent. But small communities cannot handle the financial burden. Our request was for the minister to

understand the importance and request funding support for the Upper Reservoir Capacity project.

Meeting – Enbridge

We met with Enbridge staff just to touch base and to be kept in the loop of how the project is going forward.

Strong Communities – Cabinet town Hall

This town hall addressed a few things that make a community strong. Things to put in place to achieve this are: Transportation, Housing, and Health.

Transportation includes interregional transportation. We have this with our bus system.

MOTT is trying to bring back the Active Communities Grant. The takeaway from this was to have a plan ready to go, then when the grants are open, get our proposal in ASAP and make sure Active transportation in in the OCP/Strategic plan

The other highly stressed component was the use of modular type housing.

As usual, there is so much more that I took in, while at UBCM. It is a fully packed conference with so much information. I am thankful that I got to attend.

Action items arising from Council Meetings

Date updated: November-13-26

Resolution/Direction to Staff	WHO/DONE
August/September 2026	
Remedial action for pest control issue on McDonald Ave – ***Nearly complete. Neighbors have reported decreased rat activity.***	**Bylaw** **Ongoing**

Fire Truck Replacement: Grant was unsuccessful. Working on procurement process and financial plan bylaw amendment to purchase truck with reserve funds
Long-term Financial Plan Project: Grant approved. Working on an RFP.
Flood Early Warning System Project: Not approved under the current intake. Submitted for new intake.
Wastewater Lagoon Armouring Project: Awaiting grant decision.
Wayfinding and marketing project: Obtaining Quotes and designing signage
Whispering Pines Clinton Indian Band MOU Development: Whispering Pines is reviewing the draft
Reg Conn Pond Dredging Project: Waiting for Grant Decision
Lot 9 Development: Planning can proceed according to Lot 9 Design Option 2. Admin working with First Nations on archaeological needs.
Dam Safety Review: Staff reviewing Dam Safety Review Draft
Fire Department Equipment Upgrade Project: In Progress
Grant Writing Project: Funding received and project is ongoing.
BC Hydro Property (Clinton Station Road): Preparing background information to inform an application for Crown Land Grant
Bell Street Extension Project: Waiting for final title transfer by Province
Business Façade Improvement Program – Approved
Reg Conn Park Multi-Use Court Project: **Groundwork paving/fencing timeline is being revisited.**
New Horizons for Seniors – Village portion of this grant is to develop a Welcome Package. In Progress
Heritage Register Additions –**Heritage BC Grant Application has been denied.**
Structure Protection Project – Began the purchase of Phase 3 items including a trailer.
Municipal Building Retrofit Feasibility – Pre-application approved. Application in progress.
Amendments to Fees and Charges Bylaw, Animal Control Bylaw, and payments in lieu of Parking Bylaw – Fees and charges bylaw complete, other bylaws in progress
Engeman Lane Water Line Replacement – Exploring directional drilling options.
Memorial Hall Siding – Eligible for funding under FireSmart program. Obtaining quotes and amending FireSmart Budget.
FireSmart Fuel Mitigation Activities – Have applied for funding to perform fuel management AT FTU 2 and FTU 22.
Kings Lake Cemetery – Danger tree removal and debris removal is underway
Spirit of Clinton Calendar of Events – In progress.
The above projects are not exhaustive.