

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY, July 12, 2022  
ONLINE (VIA ZOOM)**

**AGENDA**

**1.0 CALL TO ORDER**

1.1 Agenda for the Regular Council meeting of Tuesday July 12, 2022

**Recommendation/s:** THAT Council approves the agenda for the Regular Council meeting of Tuesday July 12, 2022, as circulated.

**2.0 MINUTES**

2.1 Minutes for the Regular Council Meeting of Tuesday June 21, 2022

**Recommendation/s:** THAT Council approves the Regular Council meeting minutes of Tuesday June 21, 2022, as circulated.

2.2 Minutes for the Public Consultation/Hearing of Tuesday June 21, 2022

**Recommendation/s: THAT Council** approves the Public Consultation meeting minutes of Tuesday June 21, 2022, as circulated.

2.3 Minutes for the Special Council meeting of Wednesday June 22, 2022

**Recommendation/s:** THAT Council approves the Special Council meeting minutes of Wednesday June 22, 2022, as circulated.

2.4 Minutes for the Special Council meeting of Wednesday July 6, 2022

**Recommendation/s:** THAT Council approves the Special Council meeting minutes of Wednesday July 6, 2022, as circulated.

**3.0 DELEGATIONS AND PRESENTATIONS**

3.1 Follow-up Governance and priorities session with provincial consultant, Gary Nason

**Recommendation/s: THAT Council**

Receives the follow- up presentation on local government governance and current priorities From provincial consultant, Gary Nason.

#### 4.0 CORRESPONDENCE

##### 4.1 Update Report from the Wells-Barkerville Community Forest Board

**Recommendation/s: THAT Council**

Receives the update report from the Wells-Barkerville Community Forest Board.

#### 5.0 NEW BUSINESS

##### 5.1 Appointment of Chief Elections Officer

**Recommendation/s: THAT Council** appoints the Chief Administrative Officer, Donna Forseille, as the Chief elections Officer for the upcoming 2022 General Election.

##### 5.2 Council meeting schedule change

**Recommendation/s: THAT Council**

1. Receives the verbal staff report regarding the need to re-schedule Tuesday September 13, 2022 Regular Council meeting date and
2. Approves changing the September 13, 2022 Regular Council meeting date (as scheduled) to Tuesday September 6, 2022.

##### 5.3 Mayor's Report (verbal updates)

1. Osisko Letter that came as a Late Item at the last meeting (June 21/22) (*see attached*)
2. Mayor updates:
  - a. Community Transition Table
  - b. NDIT Power Line Project
  - c. BC Hydro Pilot Project
  - d. Structural Fire Protection Assessment
  - e. OCP
  - f. Other

**Recommendation/s: THAT Council** receives the verbal Mayor's report.

#### 6.0 INFORMATION AND ANNOUNCEMENTS

- 6.1 Council
- 6.2 Staff
- 6.3 Public Gallery – **Questions relating to the agenda.**

**7.0 ADJOURNMENT**

- 7.1 Adjournment of the Regular Council meeting of Tuesday July 12, 2022.

**Recommendation/s: THAT Council** at \_\_\_\_\_ PM adjourns the Regular Council meeting for Tuesday July 12, 2022.

**DISTRICT OF WELLS REGULAR COUNCIL MEETING  
TUESDAY, June 21, 2022  
ONLINE (VIA ZOOM)**

**MINUTES**

**ATTENDANCE:** Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

**STAFF:** Chief Administrative Officer, Donna Forseille; Public Works Supervisor, Niel Doerksen; District Clerk, Angela Ward; and Fire Chief, Carrie Chard

**Special Guest:** Gary Nason, Provincial Consultant

**PUBLIC GALLERY:** 13

**1.0 CALL TO ORDER AT 7:35PM**

1.1 Agenda for the Regular Council meeting of Tuesday June 21, 2022

**22-114 MOVED** Councillor Lewis, seconded Councillor Kilsby THAT Council approves the agenda for the Regular Council meeting of Tuesday June 21, 2022, as amended to add staffing updates and Osisko Development Letter.

Carried Unanimously

**2.0 MINUTES**

2.1 Minutes for the Regular Council Meeting of Tuesday June 7, 2022

**22-115 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council approves the Regular Council meeting minutes of Tuesday June 7, 2022, as circulated.

Carried Unanimously

**3.0 DELEGATIONS AND PRESENTATIONS**

3.1 Presentation from BC Hydro regarding the Energy Conservation Pilot Program for the District.

*Dave Mosure presented to Council the details of the proposed Energy Conservation Pilot Program. Council made inquiries on qualifying for the program as well as the amount of time anticipated in each home required to conduct the assessment.*

*Mr. Mosure will look into eligibility requirements for the Row Housing in town and residents who have multiple homes, secondary suites in their homes with tenants and/or separate hydro accounts and get back to staff and/or Council with the answers.*

**22-116 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council

Receives the presentation from BC Hydro regarding the Energy Conservation Pilot Program for

The District of Wells.

Carried Unanimously

**22-117 MOVED** Councillor Funk, seconded Councillor McDonagh THAT Council endorses Community participation in the BC Hydro Energy Conservation Pilot Program.

Carried Unanimously

3.2 Presentation from Provincial Consultant, Gary Nason, regarding governance

*(The Chief Administrative Officer had reached out to the province to get supports due to recent Elected official resignations, the byelection, and the resource challenges both staff and financially the municipality has as well as the governance support to clarify to newly elected officials their roles and responsibilities)*

*Gary Nason gave a quick briefing of his background in local government for the past 40 years. His consulting services were obtained by the province to assist the CAO with advice, provide Surge support to the municipality, resource supports to staff, and governance support to the new Council. He has provided a 6 page governance information on roles and responsibilities, which is Boiler plate just as the prior orientation package the CAO gave to each elected official. Tomorrow He will lead Council in a prioritizing Special Council meeting session to get a better appreciation For the priorities, projects, resource challenges and priorities of the municipality. His first impressions are that Council has an extremely ambitious list. Tomorrow's session will hopefully assist in identifying the most pressing priorities and potential completion during this Council's mandate before the General Election in the fall. Core Items have a potential to trump other desirables to do in such a limited time. The current projects, multiple upgrades needed to all infrastructure and owned properties, the OCP update, Snow Removal contract expiration and General Election is significant on staff. Staff are also being recruited and need to be trained by the CAO.*

**22-118 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council receives the presentation on local government governance from provincial consultant, Gary Nason.

Carried Unanimously

#### **4.0 NEW BUSINESS**

4.1 Mayor's Report (verbal updates)

- \* v2.6 Concise Business Plan review
- \* Hybrid Council Meeting discussions
- \* Letter from Osisko Development (late item added)
- \* Staffing update by the Chief Administrative Officer (late item added)

*The Mayor requested the CAO give an update on staff. Niel Doerksen, Chris Johnston and Ian Douglas Were welcomed to the public works staff team of the municipality, Angela Ward was welcomed as the*

*New District Clerk. The District Clerk is also continuing part time at the Visitor Information Centre until New staff for the VIC can be recruited. Office Hours will remain temporary until we find more staff. The Municipal Office will be open Tuesdays, Wednesdays and Thursdays from 930am to 1230pm. Staff will reassess these temporary hours in early July.*

*Niel Doerksen gave a quick introduction to himself and then updated Council on what public works has been up to. Roads will be graded on Friday potentially into Monday. Bear safe Garbage cans have been placed, public works has begun catching up on groundskeeping and cleaning up the streets. He is excited to be apart of the municipal staff team and looks forward to working for the community.*

*Angela Ward introduced herself. She is really excited about this new opportunity for her.*

*Mayor Coleman gave an update on the recent announcement of Barkerville Gold Mines layoffs. At this time 2 employees laid off were from Wells and 18 employee layoffs were from Quesnel area. The Rest of the layoffs were re-deployed on other projects. The province has reached out to the Mayor for a Community Transition plan. Osisko/Barkerville Gold Mines has been very positive and supportive on this process. The District of Wells will be the initiator for this community transition plan, which will be inclusive of Mayor Simpson from Quesnel, CRD Area C Director, John Massier, and the First Nations. It may also involve Prince George, Williams Lake and 100 Mile House. The initial meeting is set for July 7, 2022 at 130pm.*

**22-119 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council establishes a Community Transition Table in partnership with the City of Quesnel, Cariboo Regional District, And First Nations with participation under the Province of British Columbia.

Carried Unanimously

#### 4.2 Economic Development Officer-request for letter of resolution

**22-120 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council receives the report from the Economic Development Officer regarding the need for a resolution to support a proposed Housing Needs Reports Program.

Carried Unanimously

**22-121 MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council approves submitting an application to the UBCM for a Housing Needs Reports Program grant for \$15,000.00.

Carried Unanimously

## 5.0 INFORMATION AND ANNOUNCEMENTS

### 5.1 Council

Councillor Lewis stated that tomorrow night (Wednesday June 22, 2022) there is a movie at the Sunset Theatre. Pickleball is outdoors at the ice rink Sundays and Thursdays.

Councillor Funk stated that the planned Facility Committee meeting was July 7, 2022 at 1pm. This date and time may need to be changed to accommodate the Community Transition Table meeting which is now scheduled at the same time. She gave a big welcome to all the new staff.

Mayor Coleman announced a Vision and Planning Committee meeting at 11am on June 28, 2022. He states that the committee is close to final draft completion on the Official Community Plan (OCP).

He also announced that the Ministry of Forests has approved Wells and Barkerville for a structural fire plan at no cost to either the municipality or Barkerville.

## 5.2 Staff

Fire Chief, Carrie Chard, announced that the brigade unloaded 2000 pounds of potatoes and they are all gone! A huge Thank you to the Quesnel Green Hope Society.

## 5.3 Public Gallery – **Questions relating to the agenda.**

Carrie Johnson announced that the Theatre Royal opens July 1, 2022. The merchants in Barkerville commence operating until 6pm. The Chinese Restaurant (Lung Duck Tong) opens until 7pm. Wells and Bowron Lake residents are free of charge to enter into the park.

## 8.0 ADJOURNMENT

6.1 Adjournment of the Regular Council meeting of Tuesday June 21, 2022.

**22-122 MOVED** Councillor McDonagh, seconded Councillor Lewis THAT Council at **9:01PM** PM adjourns the Regular Council meeting for Tuesday June 21, 2022.  
Carried Unanimously

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Donna Forseille, CAO

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Ed Coleman, Mayor

**DISTRICT OF WELLS – PUBLIC CONSULTATION**  
**District of Wells Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022**  
**Tuesday June 21, 2022 at 7:00 PM**  
**Via Zoom Online Platform**

MINUTES

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This public consultation is being convened pursuant to Section 892 of the Local Government Act that the District of Wells Council is considering amendments to the District of Wells Zoning Bylaw No. 26, 2000. A Public Hearing on the proposed amendments (District of Wells Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022).

**ATTENDANCE:** Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

**STAFF:** Chief Administrative Officer, Donna Forseille; Public Works Supervisor, Niel Doerksen; District Clerk, Angela Ward; and Fire Chief, Carrie Chard

**Special Guest:** Gary Nason, Provincial Consultant

**PUBLIC GALLERY:** 13

1. CALL TO ORDER AT 7:04PM

1.1 Agenda for the Public Consultation/s for June 21, 2022

PB22-06 **MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council Approves the agenda for the Tuesday June 21, 2022, Public Consultation, as circulated.

Carried Unanimously

2. PUBLIC CONSULTATION PROCEDURE AND GUIDELINES:

1. Mayor Coleman to Read aloud Procedure and Guidelines for Public Consultation Statement

3. District of Wells proposed Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022

PB22-07 **MOVED** Councillor Funk, seconded Councillor McDonagh THAT Council receives the District of Wells Proposed Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022 and all attached information on the zoning application.

Carried Unanimously

4. CORRESPONDENCE:

1. Letter from Barb Cirotto

PB22-08 **MOVED** Councillor Lewis, seconded Councillor Funk THAT Council



Receives the correspondence from Barb Cirotto regarding the proposed Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022 and zoning amendment application for Property located at 12566 Barkerville Highway, Wells, BC.

Carried Unanimously

2. Letter from Dave Jorgenson

PB22-09 **MOVED** Councillor McDonagh, seconded Councillor Lewis THAT Council

Receives the correspondence from Dave Jorgenson regarding the proposed Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022 and zoning amendment application for Property located at 12566 Barkerville Highway, Wells, BC.

Carried Unanimously

3. Letter from Cam Beck

PB22-10 **MOVED** Councillor Lewis, seconded Councillor McDonagh THAT Council

Receives the correspondence from Cam Beck regarding the proposed Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022 and zoning amendment application for Property located at 12566 Barkerville Highway, Wells, BC.

Carried Unanimously

4. Letter from Cheryl McCarthy

PB22-11 **MOVED** Councillor McDonagh, seconded Councillor Funk THAT Council

Receives the correspondence from Cheryl McCarthy regarding the proposed Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022 and zoning amendment application for Property located at 12566 Barkerville Highway, Wells, BC.

Carried Unanimously

5. Letter from Judy Campbell

PB22-12 **MOVED** Councillor Funk, seconded Councillor Lewis THAT Council

Receives the correspondence from Judy Campbell regarding the proposed Zoning Bylaw No. 26, 2000, Amendment Bylaw No. 208, 2022 and zoning amendment application for Property located at 12566 Barkerville Highway, Wells, BC.

Carried Unanimously

5. COMMENTS AND STATEMENTS FROM THE PUBLIC:

**[FOR THE RECORD, EACH PERSON TO STATE THEIR NAME, ADDRESS, COMPANY REPRESENTED (IF APPLICABLE) AND THEN THEIR COMMENTS]**

Dave Jorgenson of Wells, BC

- He noted that Residential dwellings were already permitted in a CW Zone.
- Many others in town live in a commercial zoned area

Duncan MacDonald of Wells, BC

- Asked if the property could be zoned Residential-Commercial?

*The Mayor responded they would look into that*

Dawn Leroy of Wells, BC

- As a resident of Wells, she supports this application. There are a lot of small lots in Wells and not larger ones such as this property known as "Cariboo Joys". Residential housing has been an ongoing shortage for years.

Carrie Johnson of Wells, BC

- This property was originally a Forest Service Building.
- The intent for this property in her opinion was always to bring people into town.
- She feels it is a lovely area for residential properties.
- She does not feel the property was ever intended to be Commercially used.

Chris Pharness of Wells, BC

- As a representative for Osisko/Barkerville Gold Mines he added to what Dawn Leroy and Carrie Johnson were saying. The school relies on having family here and to bring families into the town there is a need for residential housing.

*Councillor Kilsby asked if the Cariboo Gold project was not to go ahead would housing still be built? Mr. Pharness replied it would be unlikely, but was not 100% sure.*

*Councillor Lewis asked what the timeline was for potential housing to be built? And when would a subdivision application be made?*

*Mr. Pharness responded that if zoning happens, they hope to build for 2023.*

*Dawn Leroy responded that the subdivision application is at the District office but she was told by staff that it would not commence until the zoning amendment application was finalized. The subdivision application is also a lengthy process so the hope is to move forward with that asap.*

*Councillor Funk asked Mr. Pharness if the zoning amendment was not approved would they find alternative areas for housing?*

*Mr. Pharness answered yes.*

*Dawn Leroy noted that the goal is to have 15-20 family homes, so not just this one property.*

## 6. ADJOURNMENT:

PB22-13 **MOVED** Councillor Lewis, seconded Councillor Kilsby THAT Council at 7:34PM adjourned the Tuesday June 21, 2022 Public Consultation.

Carried Unanimously

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Donna Forseille, CAO

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Ed Coleman, Mayor



## District of Wells

### Special Council Meeting

#### Strategic Objectives/Goals/Special Projects

#### Priority Setting Session

June 21<sup>st</sup>, 2022 at 1:00pm

Via zoom

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### Minutes

**ATTENDANCE:** Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

**STAFF:** Chief Administrative Officer, Donna Forseille; District Clerk, Angela Ward; and Fire Chief, Carrie Chard

**Special Guest:** Gary Nason, Provincial Consultant

**PUBLIC GALLERY:** 8

### **1. CALL TO ORDER**

1.1 Approves the Agenda for the Special Council Meeting of Wednesday June 22, 2022.

**SC22-24 MOVED** Councillor Funk, seconded Councillor Lewis **THAT Council approves the Agenda for the Special Council meeting of Wednesday June 22, 2022, as circulated.**

**Carried Unanimously**

### **2.0 MOVES INTO COMMITTEE OF THE WHOLE MEETING (COW)**

2.1 Council convenes into a Committee of the Whole Special Council meeting

**SC22-25 THAT Council** convenes into a Committee of the Whole Special Council meeting for Wednesday June 22, 2022 at 1:09PM.

**Carried Unanimously**

## **1:00pm to 1:30pm**

- Introduction/Objectives of Today's Session
- High Level Overview of List of Current 2022 Strategic Objectives/Goals/Special Projects (Refer to Summary List Attached – Also as Background Refer to “District of Wells 2021 to 2024 Goals and Objectives” Document)
  - Any Other Proposed 2022 Initiatives or Actions which Council Members Wish to Raise at the Session (“Last Call”)
  - Any Deletions to the List
  - Input/Comments from Staff

*Gary Nason stated that he additional items to add to the original list provided in the agenda package (based on his conversations with Mayor Coleman and what he heard during June 21<sup>st</sup> Regular Council meeting)*

- *BC Housing Investment (Release of Crown Lands)*
- *Green Infrastructure*
- *Structural Fire Assessment*
- *Community Forest Plans/Trail Systems*
- *NDIT-Powerline Submission*
- *First Nations Project (partnership program)*
- *Housing Needs Report and funding application*
- *Community Transition Program*
- *“Others”- Annual SOFI Report, Sewer Treatment Facility upgrades, Emcon contract expiry*

*Mr. Nason stated that some of the added projects were not going to happen.*

*In efforts of prioritizing special projects which are in addition to Core Services for staff, he asked each elected official to state their top 5/6 priorities they felt could not be dropped within this mandate period (prior to the 2022 General Election in October).*

*The Firechief, Carrie Chard, stated that the structural fire assessment should be re-scheduled until both herself and the CAO could attend. The Mayor's date of June 27, 2022 does not work for staff.*

*The CAO, Donna Forseille, time alone in overseeing core service, overall operations, having to complete the annual report (SOFI Report), training new staff, continued recruiting of new staff, the snow clearing contracts, keeping Council in the loop of everything and the upcoming General Election are already a time consuming and large undertaking. She is also the Chief Financial Officer.*

*Council and Staff inherited many challenges. Resources both financially and staffing are a huge challenge.*

### **1:30pm to 2:15 pm**

- Round-table – Each Member of Council Discusses Those Strategic Objectives/Goals/Special Projects Which He/She Considers to be Highest Priority for Completion, and/or Commencing in 2022
- Input/Comments from Staff

### **2:15pm to 3:00pm**

- Attempt to Reach Consensus on Three Categories of Work Items/Special Projects:
  - Category 1 – **“Complete Prior to the End of the Current Council’s Mandate – Highest Priority Deliverables”**
  - Category 2 – **“Important to Commence and Have Underway Prior to the End of the Current Council’s Mandate”**
  - Category 3 – **“Defer to New Council – Remainder of 2022 and Beyond”**

### **3:00pm -3:30pm**

- Any Files in Particular Which Council Expects the Municipal Advisor to Provide “Hands-on” Management and Give Particular Attention to During his Term?
- Highest Priority “Deliverables” Expected from Municipal Advisor?

- Any Particularly Sensitive Files Which the Municipal Advisor Should be Made Aware of?

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*Next Steps- Gary Nason will go away and take first cut at a spreadsheet based on today's meeting and items he heard could not be dropped. He will bring back to Council at the July 12, 2022 Council meeting this spreadsheet, prioritizing any projects that Council ideally want completed before the end of this Council's mandate (October 2022).*

*Mayor Coleman noted the \$40 Million deferral he has calculated in estimating repairs needed around town. The Fire Chief noted that it saddens her that many of our own community members live in substandard-near homeless conditions. She feels the focus should not be on new structures like the skating rink. People in the community need help. If there is not funding to maintain buildings then the buildings will not be sustainable and will fail. Building a new Ice Rink will add to the current burdens of the buildings/structures to maintain without the funding we need to sustain it.*

## **PUBLIC GALLERY**

Judy Campbell stated that it was an extremely good process at today's meeting and she is sure everyone is feeling overwhelmed. Previous Council's have waded through what this Council just did. We are doing the right thing, one step at a time. She was taken a back by the Fire Chief's emotional comments today regarding how many community members could use more assistance.

Ms. Campbell agrees that Council needs to look at those issues. As the infrastructure ages, more challenges will come.

Josh Trotter-Wanner stated he would advocate for a temporary patch before snowfall to the Wells Cultural and Recreation Facility Building.

Mayor Coleman noted that another Special Council meeting may be needed and there will be a need for an In-Camera meeting to discuss Human Resources with legal.

Dawn Leroy stated she was happy to hear the discussions today around the fire brigade. She looks forward to the follow up action report.

### **3. Adjournment of the Special Council meeting of Wednesday June 22, 2022.**

**SC22-26 MOVED** Councillor Funk, seconded Councillor McDonagh **THAT Council at**

2:57pm adjourns the Special Committee of the Whole and Special Council meeting for Wednesday, June 22, 2022.

**Carried Unanimously**

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Donna Forseille, CAO

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Ed Coleman, Mayor

## District of Wells

### 2022 Strategic Priorities/Special Project/Work Items - Outside of “Core Services” (For Discussion at the Strategic Objectives/Goals/Special Projects Priority Setting Session)

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#### **Currently Active Projects Referenced in the “District of Wells 2021 to 2024 Goals and Objectives” Document and Other Sources (listed in no particular order)**

- Issues Related to Sewer Treatment Plant
  - Feasibility Assessment
  - New Facility
- Issues Related to Water Treatment Plant and Distribution System
- Facilities Upgrading Projects
  - Ice Rink Revitalization Project
  - Playground Replacement
  - Wells Community Hall
  - Municipal Hall
  - Community Facility (School) Building
  - Fire Hall Renovations
- Official Community Plan Update Project
- Wells/Osisko Development – Memorandum of Understanding Implementation
- Unsightly Premises Bylaw Enactment and Enforcement
- New Community Poster Board
- Staffing Recruitment and Selection
  - Municipal Clerk
  - Public Works Supervisor
  - Public Works Crew
  - Economic Development Officer
  - Custodian
- Installation of new LED Lights in Conjunction with BC Hydro
- Wildfire Protection Plan/Community Fire Smarting
- 2022 General Local Election Administration
- Review of District Bylaws re. Financial Sustainability
  - Water and Sewer Specified Area User Rates
  - Comprehensive Fees and Charges
  - Garbage Collection
  - Planning and Building Application Fees and Charges
- Others?



**DISTRICT OF WELLS  
SPECIAL COUNCIL MEETING  
Wednesday July 6, 2022  
Via Zoom (Online)1:30PM**

MINUTES

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**ATTENDANCE:** Mayor Ed Coleman, Councillors Dorothea Funk, Mandy Kilsby, Jenn Lewis, and Shannon McDonagh

**STAFF:** Chief Administrative Officer, Donna Forseille; District Clerk, Angela Ward

**PUBLIC GALLERY:** 5

- A. CALL TO ORDER AND AGENDA ADOPTION AT 1:34PM:  
*Councillor McDonagh recused herself and left meeting at 1:35pm.*

1. Agenda for Special Council Meeting July 6, 2022

**SC22-27 MOVED** Councillor Lewis, seconded Councillor Funk THAT Council approves the Agenda for the Special Council meeting of Wednesday July 6, 2022, as circulated.  
Carried Unanimously

- B. ADOPTION OF MINUTES: Nil

- C. NEW BUSINESS:

1. Recent email fraud event targeting Mayor and Council

*The Mayor explained that an email from what appeared to be the Mayor's email (gmail address was used falsely portraying Mayor Coleman) was received by Councillor McDonagh asking for help to obtain gift cards. The event occurred on July 25, 2022 and RCMP were immediately involved. Legal Counsel advised to hold this Council meeting to get a resolution from Council to direct staff to reimburse Councillor McDonagh for the \$1000 she was out.*

*Councillor Lewis asked if we were pursuing insurance coverage where possible.*

*The Mayor noted that yes, we would report the fraud to the municipal insurance company as well he has looked into gmail (which is a lengthy process).*

**SC22-28 MOVED** Councillor Kilsby, seconded Councillor Funk THAT Council receives the information regarding the recent fraud event involving mayor and Councillor's emails.  
Carried Unanimously

**SC22-29 MOVED** Councillor Kilsby, seconded Councillor Funk THAT Council refunds Councillor McDonagh the \$1000.00 she lost due to the email fraud event while investigations are Ongoing.

Carried Unanimously

*There were no Questions or comments from the Gallery*

E. ADJOURNMENT:

**SC22-30 MOVED** Councillor Lewis, Councillor Funk **THAT Council** adjourns the Special Council meeting of Wednesday July 6, 2022, be adjourned at 1:39PM.

Carried Unanimously

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Donna Forseille, CAO

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Ed Coleman, Mayor

**Proposed Agenda for “Follow-Up Session – July 12<sup>th</sup>/22 Regular Council Meeting  
2022 Strategic Objectives/Goals/Special Projects Priority Setting**

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- 1. Brief Overview by Municipal Advisor/Consultant of Draft Spreadsheet (Attached)**
- 2. Confirm 2022 Strategic Priority/Project/Special Work Item Categories (1, 2 and 3)**
- 3. Confirm Proposed Next Steps for Each Strategic Priority/Project/Special Work Item**
- 4. Confirm Recommended Principal District Contact/Project Lead for Each Strategic Priority/Project/Special Work Item**
- 5. Direction from Council – Any Particular Projects/Files Which Council May Wish to Seek Future or Ongoing Involvement and/or Assistance from the Municipal Advisor/Consultant?**
- 6. Any Other Issues Related to 2022 Strategic Priorities/Projects/Special Work Items Which Council Members May Wish to Raise at this Time?**
- 7. Next Steps**

## District of Wells

### Principal Outcomes from the June 21<sup>st</sup>, 2022 Strategic Objectives/Goals/Special Projects Priority Setting Session

2022 Strategic Priority/Project/Special Work Items (Considered Outside of “Core Services” [Refer to “Core Services” Note 1 at end of Spreadsheet])	Proposed Next Steps	Principal District Contact/Project Manager/Lead (Consultant’s Recommendation)
<p><b>Category 1: “Complete Prior to the End of the Current Council’s Mandate”</b></p> <ul style="list-style-type: none"> <li>• Resolve Outstanding Gas Tax Applicability Issue (Ice Rink vs. Community Cultural and Rec (School) Building Roof vs. Playground)</li> <li>• First Nations Elders Event</li>   <li>• Ice Skating Rink Project</li>   <li>• Various Facilities Repair/Renovations Projects               <ul style="list-style-type: none"> <li>➤ Municipal Hall</li> <li>➤ Fire Hall</li> <li>➤ Community Cultural and Rec Centre (School) Building – Roof/Paint Abatement</li> </ul> </li> <li>• Wells/Osisko Development – Memorandum of Understanding/Community Agreement</li>   <li>• Road Maintenance and Snow Removal Contract (Emcon)</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting to be arranged with Gas Tax representative(s)/principal point of contact to confirm grant applicability to potential project options, and report back to Council</li>   <li>• Continue discussions with FN on scheduling and arrangements for event, and brief Council</li>   <li>• Subject to satisfactorily addressing current funding shortfall, brief Council and proceed with project</li> <li>• Proceed/continue with projects subject to confirmation of available funding sources</li>   <li>• Mayor to brief Council on current status, obtain direction and proceed with further discussions with Osisko on proposed terms of Community Agreement, and report back to Council</li>   <li>• Determine potential alternative service provider(s), brief Council and finalize procurement and terms of contract</li> </ul>	<ul style="list-style-type: none"> <li>• CAO, with the meeting to be attended by Mayor, Councillor rep, and a citizen rep from Select Committee</li> <li>• Mayor and/or Councillor designate, and CDO/EDO</li>   <li>• CAO and designated reps from Select Committee</li> <li>• CAO/Supt. of Public Works</li>   <li>• Mayor and/or Councillor designate, and CAO</li>   <li>• CAO/Supt. of Public Works</li> </ul>

## District of Wells

### Principal Outcomes from the June 21<sup>st</sup>, 2022 Strategic Objectives/Goals/Special Projects Priority Setting Session (Cont'd)

2022 Strategic Priority/Project/Special Work Items (Considered Outside of "Core Services")	Proposed Next Steps	Principal District Contact/Project Lead (Consultant's Recommendation)
<p><b><u>Category 2: "Commence, or Continue to Expend Resources and Staff Time to Further Advance the Project Prior to the End of the Current Council's Mandate, but Not Necessarily Complete by End of Mandate or by Year End 2022"</u></b></p> <ul style="list-style-type: none"> <li>• Community Transition Response/Table</li> <li>• Structural Fire Assessment and Plan</li> <li>• Official Community Plan Update</li> <li>• BC Housing Investment in Community/Release of Crown Land/ Application to BC Housing</li> </ul>	<ul style="list-style-type: none"> <li>• Confirm District's representatives on Community Transition Table and proceed with meetings. Council to be briefed on an ongoing basis</li> <li>• Staff to connect with consultant to determine status and proposed next steps, brief Council and obtain direction as required</li> <li>• Staff to connect with consultant, brief Council on current status, and obtain direction on next steps</li> <li>• Mayor to update Council in detail on current status of these various initiatives and proposed next steps, and obtain Council direction as required</li> </ul>	<ul style="list-style-type: none"> <li>• Mayor and/or Council designate, and CAO/EDO</li> <li>• CAO and Fire Chief, with Council liaison to be appointed for this project</li> <li>• CAO and designated representatives from Select Committee</li> <li>• Mayor, in consultation with CAO/EDO</li> </ul>

<p><b>Category 2 (cont'd)</b></p> <ul style="list-style-type: none"> <li>• Highest Priority Issues Related to Sewer Treatment Facility/Senior Government Compliance</li>   <li>• Playground Project</li> </ul>	<ul style="list-style-type: none"> <li>• Staff to meet with District's engineering consultant for this project and develop "plan of attack" to address senior government compliance issues, brief Council, obtain direction as required, and liaise with external authorities</li>   <li>• Subject to clarification of Gas Tax applicability and availability of sufficient funding source(s), brief Council and proceed with next steps for this project</li> </ul>	<ul style="list-style-type: none"> <li>• CAO/Supt of Public Works in consultation with and direction from Council as required</li>   <li>• CAO/Supt. of Public Works</li> </ul>

## District of Wells

### Principal Outcomes from the June 21<sup>st</sup>, 2022 Strategic Objectives/Goals/Special Projects Priority Setting Session (Cont'd)

2020 Strategic Priority/Project/Special Work Item (Outside of "Core Services")	Proposed Next Steps	Principal District Contact/Project Lead (Consultant's Recommendation)
<p><b>Category 3: "No Further Work or Progress Proposed During the Current Council's Mandate, Unless Other Competing Higher Priorities and Available Resources Permit – Refer Item to New Council"</b></p> <ul style="list-style-type: none"> <li>• Issues Related to Water Treatment Plant</li> <li>• Matters Related to Unsightly Premises Bylaw</li> <li>• New Community Poster Board/Bulletin Boards for District Office</li> <li>• Installation of New LED Lights in Conjunction with BC Hydro</li> <li>• Review of District Bylaws re. Financial Sustainability</li> <li>• Issues Related to Cemetery</li> <li>• Community Fire Smart Program/Wildfire Protection Assessment and Plan</li> <li>• Green Infrastructure Project</li> <li>• NDIT Powerline Submission – HW 26 Corridor</li> </ul>		

**Category 3 (cont'd):**

- Joint Partnership Project with Local First Nation
- Housing Needs Reports
- Wells Community Forest Plans
- Community Round Table
- Bear Aware Signs
- Telus Pole at Fire Hall Site

**Note 1: The Principal “Core Services” Activities and Projects Which Will Require the Active and Direct Attention of the CAO Prior to the End of the Current Council’s Mandate Are:**

- a. Day to day operational administration and oversight of District services
- b. Corporate Officer function (ie. Preparation of Council Agendas, Minutes, Correspondence)
- c. Staffing/human resource matters (ie. recruitment and selection of new staff as may be required; training of staff)
- d. 2022 general local election administration
- e. 2022 statutory municipal filing requirements (ie. 2021 Annual Report; Annual Audit; SOFI Report; Annual filing requirements with various senior government ministries and agencies)





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## Report to District of Wells Council

July 6, 2022

### **Introduction**

Since our last report (February 17, 2022) Wells-Barkerville Community Forest Ltd has repeatedly sought further discussion with the Ministry of Forests about the proposed expansion of the community forest and, at last, discussions will resume later this month. Our efforts to promote forest education, research and forest recreation continue, and plans for logging this fall and winter are advancing.

### **Forest education**

The summer interpretive tour program, a joint initiative of the community forest and Island Mountain Arts, begins this Friday evening (July 8) with an Introduction to Birdwatching by Leila Sumi from 7 to 9pm. Participants will meet in the Wells-Barkerville School playground and walk into the forest from there.

The Kids Summer Camp is another joint initiative of the community forest and Island Mountain Arts. The first week of the camp begins Tuesday July 12 and continues for the next two days from 9am to 2:30pm each day. The first week's theme is "Habitat, Sweet Habitat". The cost is \$30 for the three days. Each of the following weeks will have a different theme.

This summer the community forest is also sponsoring a chainsaw operator's course and firearms safety courses for Wells residents wanting to cut their own firewood.

Also this summer, and continuing beyond, the community forest is assisting Christena McHarg, a UNBC graduate student working under the supervision of Professor Phil Mullins, a specialist in outdoor education, in developing a plan for the proposed Wells Grade 10 pilot project.

In October students and faculty in the UBC Master of International Forestry program are expected to visit the community forest for a third consecutive year.

### **Research**

This fall UNBC researcher Jake Bradshaw plans to present the community with the findings of his caribou – moose – predator interaction study in and near the community forest.

UNBC graduate student Brett Gandy has deployed acoustic monitors in and near the community forest as the initial step in a planned multi-year study of bats. On Friday July 22, from 9 to 11:30pm, he'll conduct an evening bat excursion in the community forest to help people hear and see bats in the forest, describe his acoustic monitoring program, and explain how this research can help conserve bats and their habitats. The excursion is part of the summer interpretive tour program, a joint initiative of the community forest and Island Mountain Arts. Participants are asked to pay what they can, and persons interested in participating should book a spot in advance through the IMA website.

### **Recreation**

Minor improvements to the recreational trail system in the community forest are underway, but an application to Northern development Initiative Trust for more ambitious work won't be funded at least until 2023, NDIT advises.

Meanwhile discussions with the Wells and Area Trails Society, the snowmobile club and mountain biking enthusiasts for the development of a comprehensive recreational trail plan are continuing.

### **Timber**

Maps identifying the area where logging is proposed in the community forest in fall/winter 2022/2023 were displayed at the June 14 forestry information session in the community hall. The area consists of three blocks totalling 27 hectares, is primarily dead pine, and is not known to be frequented by caribou. The area is northeast of Danny and Lorraine Kosar's place and the Kosars have been consulted. A slope stability analysis of the proposed areas is scheduled. If no slope stability issues are identified planning will proceed and be shared with Council.

### **Reforestation**

Contractor Jory Strachan has replanted the areas logged in the community forest in late 2021.

### **Expansion**

Talks with the Ministry of Forests aimed at more than doubling the size of the community forest are expected to resume in the next few weeks.

### **Annual Report**

The 2021 annual report of the Directors to the shareholder was delivered to Council on March 16. Completion of the 2021 financial review by PMT was expected June 30 but has not yet been received. When it is finalized it will be promptly forwarded to Council.

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As always, the company Directors welcome any questions from Council or any opportunity to meet with Council to provide more detailed information and perspectives.



## OSISKO DEVELOPMENT

June 20<sup>th</sup>, 2022

### **SENT VIA EMAIL**

Mayor and Council  
District of Wells  
4243 Sanders Avenue  
PO Box 219  
Wells, B.C. V0K 2R0

Attention: Mayor Ed Coleman ([edcoleman@wells.ca](mailto:edcoleman@wells.ca))

### **Re: Community Agreement**

Thank you for our recent discussions and the signing of a Memorandum of Understanding. Osisko Development Corporation values our relationship with the District of Wells (“**Wells**”). As we move forward with the development of the Cariboo Gold Project, we wish to formalize a relationship with the elected government of Wells that is grounded in collaboration and respect, in order to build a partnership that acknowledges the need for regional economic growth and the opportunities that we may achieve by working together.

To that end, we wish to begin discussions with Mayor and Council regarding certain key topics of a potential Community Agreement, as set out below:

#### **1. Community Infrastructure Fund**

We recognize that Wells is currently grappling with a community infrastructure deficit caused by legacy issues unrelated to the Cariboo Gold Project. We remain committed to assisting the elected government of Wells with the maintenance, repair, rehabilitation, and replacement of existing, deteriorating infrastructure. To facilitate this work on a going forward basis, we propose to initiate discussions with Mayor and Council regarding the establishment of a fund to be allocated by Osisko Development Corporation towards community infrastructure projects. Potential projects could include the replacement of municipal water distribution and sewer infrastructure, renovation of the school, the repair and upgrading of municipal roads, and efforts to identify and secure a reliable water supply for Wells.

#### **2. Implementation Committee**

In order to facilitate effective communications between Osisko Development Corporation and the government of Wells for the life of the Project, we propose to discuss the establishment of an implementation committee. This committee would be staffed by representatives appointed by Osisko Development Corporation and the elected government of Wells and provide a consistent point of contact for all matters related to the implementation of the Community Agreement.

#### **3. Mutual Support**

Since 2020, Osisko Development Corporation and its wholly-owned subsidiary, Barkerville Gold Mines Ltd., have contributed approximately **\$981,215** to the elected government of Wells through payments and in-kind support to assist with various community needs and objectives, including: ground water sampling and laboratory work related to municipal water infrastructure; administrative

support for the Official Community Plan Update and the District of Wells Utilities Gap Analysis; repairs and upgrades to the Wells-Barkerville Culture and Recreation Center; enhancements to the existing ice rink and community gym; and, ongoing road maintenance and ditch repair. We are proud of these ad-hoc contributions. As we move forward together, we wish to confirm the support of the government of Wells for the Cariboo Gold Project and formalize the process for our continued support of community-identified objectives and priorities.

While this letter is non-binding and is not intended to create enforceable obligations between us, the matters set out in this letter are tabled to assist our discussions in relation to a potential definitive agreement. When the definitive agreement is approved and signed by both parties, those terms would be binding.

We wish to advance our discussions with you in relation to the Community Agreement as soon as possible. Please contact the undersigned at your earliest convenience so that we may find mutually acceptable dates and times for our discussions to occur.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Chris Pharness', with a long horizontal stroke extending to the right.

Chris Pharness  
VP Sustainable Development  
Osisko Development Corporation

cc.

Mandy Kilsby	<a href="mailto:kilsby@wells.ca">kilsby@wells.ca</a>
Shannon McDonnagh	<a href="mailto:smcdonagh@wells.ca">smcdonagh@wells.ca</a>
Dorothea Funk	<a href="mailto:dfunk@wells.ca">dfunk@wells.ca</a>
Jennifer Lewis	<a href="mailto:jlewis@wells.ca">jlewis@wells.ca</a>

# COMMUNITY TRANSITION

## *Our Approach*

Each **Community Transition** response is tailored to the unique circumstances, strengths and capacity of a community.

**Three main pillars** in supporting when a major employer is curtailed or closed in rural communities:

- Worker Transition
- Community Supports
- Economic Development

## *How it Works*

When asked to work with a community the Community Transition Team in the Regional and Rural Development Unit coordinates supports by engaging across government.

Together with the community we identify their needs and challenges, then coordinate resources, design responses, and engage across provincial ministries, service providers, federal government, and others to address the impacts.

# GOVERNMENT LEAD FOR COMMUNITY TRANSITION

- **Worker Transition** refers to supports and coordination of services for directly impacted workers. Some of the key partners in worker transition include WorkBC, Service Canada, the Company, Union, post-secondary institutions, and the Ministries of Social Development and Poverty Reduction as well as Advanced Education and Skills Training.
- **Community Supports** refers to support to local governments including with town hall and other information events as well as recognition that economic dislocations can impact the demand for community services (counselling, health services, food banks, etc.). Depending on the situation, we seek to assist the community to address challenges or gaps.
- **Economic Development** refers to working with communities to ensure they have an economic development and diversification plan and are assisted to implement that plan. Key players include the local government, Community Futures, local business leaders, Chambers of Commerce and other organizations such as the Economic Trusts.