



**SOUTH CARIBOO RURAL DIRECTORS CAUCUS  
MEETING AGENDA**

**Monday, November 14, 2016**

**4:00 P.M.**

**District of 100 Mile House Council Chambers**

**385 Birch Avenue**

**100 Mile House, BC**

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**Pages**

**1. CALL TO ORDER**

(The meeting is scheduled to commence at 4:00 p.m.)

**1.1 Adoption of Agenda**

That the agenda items be adopted as presented.

**2. ADOPTION OF MINUTES**

**2.1 Minutes of the South Cariboo Rural Directors Caucus - April 11, 2016**

**1**

That the minutes of the South Cariboo Rural Directors Caucus meeting, held April 11, 2016, be received and adopted.

**3. REPORTS AND CORRESPONDENCE**

**3.1 District of 100 Mile House - South Cariboo Cemetery/Burial Services**

**3**

That the letter from Roy Scott, CAO, District of 100 Mile House, dated May 12, 2016, regarding Cemetery/Burial Services in the South Cariboo, be received.  
*Further action at the discretion of the Caucus.*

**3.2 South Cariboo Visitor Information Centre – Contribution Agreement Renewal**

**5**

That the agenda item summary from Darron Campbell, Manager of Community Services, dated November 4, 2016, regarding a contribution agreement for operation of the South Cariboo Visitor Information Centre, be received. Further, that the agreement be renewed for three years at the same terms including an annual contribution to the 100 Mile Development Corporation of \$31,000 for visitor centre operations.

**4. ADJOURNMENT**

That the meeting of the South Cariboo Rural Directors Caucus be adjourned at TIME, November 14, 2016.



**CARIBOO REGIONAL DISTRICT  
SOUTH CARIBOO RURAL CAUCUS MINUTES**

**April 11, 2016**

**4:00 p.m.**

**District of 100 Mile House Council Chambers**

**385 Birch Avenue**

**100 Mile House, BC**

**PRESENT :** Chair M. Wagner  
Director A. Richmond  
Director B. Coakley

**STAFF :** D. Campbell, Manager of Community Services

**1. CALL TO ORDER**

**1.1 Adoption of Agenda**

**SCR.2016-4-1**

That the agenda items be adopted as presented.

**By Consensus**

**2. ADOPTION OF MINUTES**

**2.1 Minutes of the South Cariboo Rural Directors Caucus - January 11, 2016**

**SCR.2016-4-2**

That the minutes of the South Cariboo Rural Directors Caucus meeting, held January 11, 2016, be received and adopted.

**By Consensus**

**3. REPORTS AND CORRESPONDENCE**

**3.1 Joint Use Agreement Renewal for Recreation Facilities**

**SCR.2016-4-3**

That the agenda item summary from Darron Campbell, Manager of Community Services, dated February 17, 2016, regarding a proposed Joint Use Agreement renewal for recreation facilities with School District 27, Thompson Rivers University, City of Williams Lake and District of 100 Mile House, be received. Further, that appropriate signatories be authorized to execute the renewal agreement for an additional four-year term.

**By Consensus**

**SCR.2016-4-4**

That the South Cariboo Recreation Fees and Charges Bylaw be brought forward to the South Cariboo Joint Committee for consideration of recreation pass requirements.

**By Consensus**

**3.2 South Cariboo Tourism Marketing Agreement Renewal**

**SCR.2016-4-5**

That the agenda item summary from Darron Campbell, Manager of Community Services, dated March 17, 2016, regarding the South Cariboo Tourism Marketing Renewal and Amendment Agreement, be received. Further, that the agreement be renewed for another three-year term on the same arrangements and conditions of the previous agreement, and that the appropriate signatories be authorized to enter into the renewal agreement.

**By Consensus**

**5. ADJOURNMENT**

**SCR.2016-4-6**

That the meeting of the South Cariboo Rural Directors Caucus be adjourned at 4:25 p.m., April 11, 2016.

**By Consensus**

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Chair



# District of 100 Mile House

385 Birch Avenue, P.O. Box 340, 100 Mile House, British Columbia Canada V0K 2E0  
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**May 12, 2016**

**Cariboo Regional District  
Suite D, 180 N. Third Ave.  
WILLIAMS LAKE, BC  
V2G 2A4**

**Attn: Darron Campbell, Mgr-Community Services**

**Mr. Campbell:**

**Re: Cemetery/Burial Services – South Cariboo**

**Recently; District of 100 Mile House Administration conducted a review of all fees and charges in the community; including our cemetery bylaw.**

**During that review, we learned that the majority of those requiring burial services at the 100 Mile House cemetery were Cariboo Regional District residents. The actual annual average was 65% CRD residents over the last five-(5) year period ending Dec. 31/15.**

**The District has averaged a net annual operating cost of \$ 14,000+/- over that same period.**

**The purpose of this correspondence is two-fold:**

- **Does the CRD cost-share for cemetery services in other jurisdictions throughout the CRD governance area?**
- **If yes; would the South Cariboo Directors consider cost-sharing the net operating cost of 100 Mile House Cemetery operations on a 50/50 basis going forward in 2017?**



**The District's current Cemetery Bylaw establishes a fee structure for "residents vs non-residents" for purchase of plots only; all other open/close costs are the same for everyone.**

**The District has historically absorbed 100% of net operating costs of the facility and 100% of associated capital costs.**

**Should the Area Directors be amenable to a cost sharing agreement for cemetery services; all rates would be equalized for all South Cariboo residents.**

**We request this issue be brought before the South Cariboo caucus for consideration.**

**Sincerely,**

A handwritten signature in blue ink, appearing to read "Roy Scott", is written over the typed name.

**Roy Scott, CAO**





**Date:** 04/11/2016

## **AGENDA ITEM SUMMARY**

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**To:** South Cariboo Rural Directors Caucus

**And To:** Janis Bell, Chief Administrative Officer

**From:** Darron Campbell, Manager of Community Services

**Date of Meeting:** South Cariboo Rural Directors Caucus\_Nov14\_2016

**File:**

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### **Short Summary:**

South Cariboo Visitor Information Centre – Contribution Agreement Renewal

### **Voting:**

By Consensus

### **Memorandum:**

The Cariboo Regional District has a contribution agreement with the 100 Mile Development Corporation of the District of 100 Mile House to support operation of the South Cariboo Visitor Information Centre.

The current three-year agreement will expire in December 2016 and includes an annual payment to the corporation of \$31,000 for VIC operations.

The agreement was first entered into in 2011 and was renewed in 2013. The payment to the corporation has been consistent at \$31,000 throughout. Staff has confirmed with the District that the contribution continues to be sufficient to meet the operational needs of the VIC.

This operational support agreement is in addition to the South Cariboo Tourism Marketing Agreement which also provides a \$15,000 contribution to the corporation for development and distribution of marketing materials to promote the south Cariboo.

Both agreements are accounted for in the financial plan for the South Cariboo Economic Development function.

### **Attachments:**

None.

### **Financial Implications:**

The proposed renewal maintains the current annual contribution of \$31,000 for another three years. This funding is allocated in the South Cariboo Economic Development function financial plan.

**Policy Implications:**

None. Contribution agreements for the operation of visitor information centres are in place in the central and north Cariboo as well. The support is provided in recognition of the broad benefit to rural areas of the tourism industry and the efficiency of a cooperative approach to engaging visitors to the region.

**Alignment with Strategic Plan:**

- Ensuring Sufficient and Sustainable Funding
- Building on our Relationships
- Providing Cost Effective High Quality Services
- Focusing on Being Well Governed

[Click here to enter text.](#)

**CAO Comments:**

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**Options:**

1. Endorsement of the recommendation
2. Receipt and other action
3. Defer.

**Recommendation:**

That the agenda item summary from Darron Campbell, Manager of Community Services, dated November 4, 2016, regarding a contribution agreement for operation of the South Cariboo Visitor Information Centre, be received. Further, that the agreement be renewed for three years at the same terms including an annual contribution to the 100 Mile Development Corporation of \$31,000 for visitor centre operations.