

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**COMMITTEE OF THE WHOLE MEETING**

**Thursday, January 14, 2016**

**PRESENT:** Chairperson Bill Miller

Directors Taylor Bachrach  
Eileen Benedict - left at 4:35 p.m., returned at 4:46 p.m., left at 4:49 p.m.  
Shane Brien  
Mark Fisher  
Tom Greenaway – left at 3:57 p.m.  
Dwayne Lindstrom  
Thomas Liversidge  
Rob MacDougall  
Rob Newell – left at 4:51 p.m.  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Luke Strimbold  
Gerry Thiessen

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services – left at 3:24 p.m.  
Hans Berndorff, Financial Administrator  
Janine Dougall, Director of Environmental Services  
Deborah Jones-Middleton, Protective Services Manager  
Jason Llewellyn, Director of Planning  
Laura O’Meara, Senior Financial Assistant  
Corrine Swenson, Manager of Regional Economic Development  
Wendy Wainwright, Executive Assistant

Other Bill Stewart, Alternate Director Electoral Area “D” (Fraser Lake Rural)

**CALL TO ORDER** Chair Miller called the meeting to order at 2:40 p.m.

**AGENDA & SUPPLEMENTARY AGENDA** Moved by Director Greenaway  
Seconded by Director Petersen

C.W.2016-1-1 “That the Supplementary Agenda be received and dealt with at this meeting; and further that the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of January 14, 2016 be approved.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Committee of the Whole Minutes – November 6, 2015 Moved by Director Repen  
Seconded by Director Liversidge

C.W.2016-1-2 “That the Committee of the Whole meeting minutes of November 5, 2015 be received.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **DISCUSSION**

### **2016 DRAFT BUDGET**

Hans Berndorff, Financial Administrator provided an overview of the RDBN Draft Budget and Initiatives for 2016.

Discussion took place regarding the need for asset management software. Mr. Berndorff explained the current process for asset management in the RDBN. The Province is requiring that as of June, 2016 local government document current practices used for asset management. In June, 2017 the Province is requiring that it be provided a report outlining the RDBN's plan for asset management and in June, 2018 the RDBN will need to indicate how that plan will be implemented. Discussion took place regarding the cost of asset management software and license fees.

The items outlined in the Initiatives for 2016 have been determined in each department and from direction provided by the Regional Board.

Director Greenaway questioned the \$15,000 allocated for the Area "D" Transfer Station Recycling Area Upgrades. Janine Dougall, Director of Environmental Services clarified that the funds are to upgrade the area in which the wood waste is deposited. The wood waste occupies an area on a gravel pad at the Area "D" Transfer Station and once the wood waste is removed the gravel pad will need to be upgraded as will be deteriorated.

Discussion took place regarding the Northwest Resource Benefit Alliance and Legacy Funding. The funds allocated may not be utilized but if the Regional Board determines it wants to move forward with an initiative and the funds are not outlined in the budget the Regional Board will not have funding to move forward in that budget year. Chair Miller noted that in the past the Legacy Funding was utilized to develop a position paper to use in discussions with resource development companies and the Province. Legacy Funding is a Strategic Priority of the RDBN Board of Directors. Director Repen noted the possible benefits if just one Liquid Natural Gas (LNG) project comes to fruition. Mr. Berndorff noted that the funding allocated for the Northwest Resource Benefit Alliance in 2015 was not used and is being carried forward for 2016. The Legacy funding line item in 2015 was \$20,000 and a small portion was utilized. The budget for 2016 was reduced to \$10,000.

#### Legacy Funding Budget

Moved by Director Fisher  
Seconded by Director Bachrach

#### C.W.2016-1-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors remove the \$10,000 Legacy Funding budget line item from the Initiatives for 2016."

(All/Directors/Majority)

**DEFEATED**

Discussion took place regarding the increase to taxation and the surplus comparison from 2015 vs. 2016. Director Repen noted the importance of providing information to residents to explain the RDBN budget process. The budget process also has to allow for cost increases that are beyond the control of the Regional District.

The Regional Board discussed the increase in salaries and benefits and directors' remuneration in General Government. Discussion took place regarding the inflation adjustment included in the draft budget. Director Thiessen noted that the Provincial Government is reviewing the possibility of legislation for municipal and local government staff salaries.

**DISCUSSION (CONT'D)**

**2016 DRAFT BUDGET (CONT'D)**

Gail Chapman, CAO noted that every three years staff have been directed by the Regional Board to complete a compensation review package wherein staff source information from industry, private sector, Ministry staff and comparable local governments. At the time of the last review the Regional Board made a motion to set staff salaries 10% less than the average. The next review will be completed in 2016.

Staff Salaries and Directors  
Remuneration

Moved by Director Strimbold  
Seconded by Director Bachrach

C.W.2016-1-4

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to provide information on the dollar amount of the inflation increase for staff salaries and Directors’ remuneration.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the Regional Economic Development Image Bank and the grant funding provided for the project. Director Repen spoke to identifying businesses and populations of people that are needed in the Regional District and renewing emphasis on targeting those businesses and groups of people for recruitment. Discussion took place regarding the different needs in each community in regard to marketing and recruitment. Included in the Regional Economic Development Action Plan is an Investment Readiness project. The RDBN can work with the province to ensure readiness to promote investment opportunities in the region. The Investment Readiness Project, beginning in 2016, includes updating the regional community profiles and industrial land inventories. Identification of target markets should be an activity of the Investment Readiness Project.

Corrine Swenson, Manager of Regional Economic Development commented that the Regional Skills Gap Analysis also has 26 action items and a number of them are marketing initiatives that will be implemented in 2016/2017.

Recruitment and Marketing  
Strategy Budget

Moved by Director Repen  
Seconded by Director Strimbold

C.W.2016-1-5

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to analyze the Regional Economic Development Budget and determine if funds can be targeted for a recruitment and marketing strategy.”

Opposed: Director Fisher  
Director Petersen

CARRIED

(All/Directors/Majority)

The Smithers-Telkwa Transfer Station Re-Use Shed Proposal submitted by Directors Fisher, Repen and Bachrach was brought forward for discussion. The proposal may be able to utilize funding from the Smithers recycling budget allocation but further review of the proposal is required. Other areas such as Fraser Lake and Houston are utilizing all of their recycling monies for initiatives in their communities and do not currently have additional funds available for further initiatives.

**DISCUSSION (CONT'D)**

**2016 DRAFT BUDGET (CONT'D)**

The RDBN will no longer provide funding for the collection of cardboard from the ICI sector when the Regional Board implements the ban of cardboard on July 1, 2016. The RDBN will continue to provide funding for communities that do not have Multi-Materials B.C. (MMBC) programs for the collection of cardboard from the residential sector.

Director Fisher noted the importance of linking economic development and waste management together to investigate different approaches for new recycling initiatives. Director Repen mentioned that discussions moving forward in regard to the review of the Solid Waste Management Plan could include the economic development of products in the waste stream. Discussion took place regarding the impacts of metal salvaging to the revenue generated by the metal collected by the RDBN. The impacts of the current metal prices in regard to the revenue generated for the RDBN was discussed.

The Climate Action Charter and the allocation of the carbon tax rebate were brought forward for discussion. The carbon tax rebate is allocated to the Regional District reserves for the department that generates the carbon emissions and pays the carbon tax. Under the *Local Government Act* the funds must be utilized for a project within the department that they are being held in reserve. The majority of the funds are in solid waste management reserves with a smaller portion for the Smithers pool. Discussion took place regarding the guidelines for the use of those reserves.

Director Parker and Repen thanked Mr. Berndorff for the information in regard to 2016 Revised Roll Total Assessments and Converted Assessments. Discussion took place regarding the ability to allocate tax from a single industry to a specific service. The taxation provided by large industry was brought forward for discussion.

Director Strimbold requested that the 2016 Revised Roll Converted Assessments be brought forward to a Waste Management Committee to aid in discussion regarding the percentage of taxation to businesses.

Draft Budget to Reflect  
0% Tax Increase

Moved by Director Strimbold  
Seconded by Director Fisher

C.W.2016-1-6

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward a budget with a 0% tax increase.”

(All/Directors/Majority)

DEFEATED

Discussion took place regarding budget items that are regulatory and require the Regional District to follow provincial guidelines.

The impacts of metal prices to RDBN revenue and the RDBN receiving the best possible price for recycled metal was brought forward for discussion. The possibility of increasing construction and demolition fees at the RDBN solid waste management facilities was discussed. These fees have been fixed since 2003 at \$60 per metric tonne.

## **DISCUSSION (CONT'D)**

### **2016 DRAFT BUDGET (CONT'D)**

Price Increase for  
Construction and Demolition  
Tipping Fees at RDBN Solid  
Waste Management Facilities

Moved by Director Bachrach  
Seconded by Director Repen

C.W.2016-1-7

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to include in the next draft budget a reasonable price increase in Construction and Demolition tipping fees; and further, that an incremental yearly increase be included."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **REPORT**

Capital Analysis

Moved by Director MacDougall  
Seconded by Director Brien

C.W.2016-1-8

"That the Committee of the Whole receive the Financial Administrator's January 6, 2016 memo titled "Capital Reserves."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mr. Berndorff provided an overview of the Capital Reserves Analysis.

Discussion took place regarding the need to review and complete the RDBN Solid Waste Management Plan to assist in moving forward with the development of future landfill phase development under the proposed new Provincial Landfill Guidelines.

## **INVITATION**

BC Natural Resources Forum  
-Business Development Forum  
-January 19<sup>th</sup>, 2016 – Prince  
George, B.C.

Moved by Director Brien  
Seconded by Director Lindstrom

C.W.2016-1-9

"That the Committee of the Whole receive the invitation titled "BC Natural Resources Forum – Business Development Forum – January 19<sup>th</sup>, 2016 – Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **SUPPLEMENTARY AGENDA**

2016 Completed Assessment  
Roll

Moved by Director Petersen  
Seconded by Director Repen

C.W.2016-1-10

"That the Committee of the Whole receive the Financial Administrator's January 13, 2016 memo titled "2016 Completed Assessment Roll."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

District of Vanderhoof  
Celebrates its 90<sup>th</sup> Birthday

Director Thiessen mentioned that the District of Vanderhoof is having its 90<sup>th</sup> Birthday Party on January 22, 2016. He extended an invitation to all those wishing to attend the event.

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Director Repen

C.W.2016-1-11

"That the meeting be adjourned at 4:53 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant