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REGIONAL DISTRICT OF BULKLEY-NECHAKO

**RURAL DIRECTORS COMMITTEE
AGENDA
Thursday, December 14, 2017**

PAGE NO.

ACTION

AGENDA- December 14, 2017

Approve

Supplementary Agenda

Receive

MINUTES

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**Rural Directors Committee Meeting Minutes
- November 9, 2017**

Receive

REPORTS

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**John Illes, Chief Financial Officer
- Environmental Services Gas Tax Opportunity**

**Recommendation
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**John Illes, Chief Financial Officer
- Economic Development Services**

Receive

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, November 9, 2017**

PRESENT: Chair Eileen Benedict

Directors Mark Fisher -- arrived at 10:05 a.m.
Bill Miller
Rob Newell
Mark Parker
Jerry Petersen

Director Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
John Illes, Chief Financial Officer
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Benedict called the meeting to order at 10:03 a.m.

AGENDAMoved by Director Miller
Seconded by Director Parker**RDC.2017-10-1**

"That the Rural Directors Committee Agenda for November 9, 2017 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**SUPPLEMENTARY
AGENDA**Moved by Director Miller
Seconded by Director Petersen**RDC.2017-10-2**

"That the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-October 12, 2017**Moved by Director Petersen
Seconded by Director Newell**RDC.2017-10-3**

"That the minutes of the Rural Directors Committee meeting of October 12, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

Treehouse Housing Association Moved by Director Miller
- Request for Grant in Aid Seconded by Director Parker
- Electoral Area "A"
(Smithers Rural)

RDC.2017-10-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Treehouse Housing Association be given \$500 grant in aid monies from Electoral Area "A" (Smithers Rural) for repairs to its wheelchair lift."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Smithers Cohousing
Association - Request for
Grant in Aid – Electoral Area
"A" (Smithers Rural)

Moved by Director Parker
Seconded by Director Miller

RDC.2017-10-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Smithers Cohousing Association be given \$1,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with a team-building workshop."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

Referrals

Land Referral File No. 7409955 Moved by Director Petersen
& 7409897 Albertson, Seconded by Director Parker
Electoral Area "F"

RDC.2017-10-6

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409955 and 7409897 be provided to the Province as the Regional District's comments on Crown Land Referral 7409955 and 7409897."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 7409954 Moved by Director Petersen
Hibder Holdings Seconded by Director Miller
Electoral Area "F"

RDC.2017-10-7

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409954 be provided to the Province as the Regional District's comments on Crown Land Referral 7409954."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors) (CONT'D)

Referrals (Cont'd)

Land Referral File No. 0337355 Moved by Director Petersen
McDonald, Electoral Area "F" Seconded by Director Newell

RDC.2017-10-8 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 0337355 be provided to the Province as the Regional District's comments on Crown Land Referral 0337355."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORTS

Southside Seniors Housing Moved by Director Miller
Society - Request for Grant in Seconded by Director Parker
Aid – Electoral Area "E"
(Francois/Ootsa Lake Rural)

RDC.2017-10-9 "That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Southside Seniors Housing Society be given \$2,750 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for architectural conceptual drawings."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Southside Seniors Housing Moved by Director Miller
Society - Request for Grant in Seconded by Director Newell
Aid – Electoral Area "E"
(Francois/Ootsa Lake Rural)

RDC.2017-10-10 "That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Southside Seniors Housing Society be given \$2,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for costs associated with the BC Not For Profit Housing Association Rent Conference.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Communication with Provincial Director Fisher spoke to the lack of clarity for the public and Directors in
Ministries regard to the roles and responsibilities of each provincial ministry and the benefits of creating a communication outline that would provide clarity. Discussion took place in regard to bringing the item forward at a future Rural Directors Committee and potentially a Committee of the Whole meeting.

ADJOURNMENT

Moved by Director Newell
Seconded by Director Miller

RDC.2017-10-10

"That the meeting be adjourned at 10:10 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant



Regional District of Bulkley-Nechako Rural Directors Memo December 14, 2017

To: Chair Benedict and Rural Directors
From: John Illes, Chief Financial Officer
Date: December 14, 2017
Re: Environmental Services Gas Tax Opportunity

The Regional District will receive approximately \$922,800 in 2018 under the 2014 to 2024 Community Works Fund Agreement. The regional district distributes this money each year for projects that benefit its rural area population. The distribution to each area is based on rural area population. The current amount of funds in the Gas Tax reserve is approximately \$2.5 million. This amount is illustrated on the attachment to this report.

Under Schedule B Item J "Solid Waste" of the agreement, infrastructure that supports the collection and diversion of garbage is eligible for Gas Tax funding as long as the purchase is a tangible capital asset. Three items have been identified as meeting this criteria in the Environmental Services draft 2018 staff financial planning session. These are two large heavy haul trucks estimated at \$170,000 each and one heavy duty low bed with an estimated purchase price of \$60,000. These purchases would benefit the whole of the population of the Regional District of Bulkley-Nechako.

The initial plan for funding this equipment purchase is a five year loan of \$400,000 (or \$87,341 per year for five years based on our estimated current borrowing rate). The estimated interest charge for this loan would be \$36,709.

One possible option is for the Regional District to support the use of \$400,000 of its \$922,800 Gas Tax allocation in 2018 for this purchase and then distribute the remaining \$522,800 by population.

The rural directors may want to consider that the Regional District's Gas Tax funds were primarily utilized for rural purposes and therefore the distribution of the Regional District's taxation to support the Environmental Services program could be adjusted so that the rural areas would receive a "credit" of one fifth of the \$400,000 gas tax allocation for the next five years, thereby lowering rural area taxes or mitigating an increase in rural area taxes. The reduction in tax rate for rural residents is estimated to be \$0.027/\$1000.

Staff are seeking the direction from the rural area directors to include the use of Gas Tax for tangible capital purchases for the environmental services program in the 2018 budget and thereby save \$36,709 in interest expense.



If you have any questions please do not hesitate to get in touch with me.

John Illes
Chief Financial Officer

Recommendation:

(all/directors/majority)

"That the Rural Directors receive the Chief Financial Officer's memo dated December 14, 2017 titled 'Environmental Services Gas Tax Opportunity'; and

"That the Rural Directors request the Board of the Regional District to

"Approve the use of \$400,000 of the 2018 Community Works Funds (gas tax) for the purchase of the Environmental Services 2018 tangible capital purposes and the remaining 2018 Community Works Funds be allocated by population to the Rural Areas; and

"That the Board approves the withdrawal of up to \$400,000 from the Gas Tax Reserve; and

"That the distribution of taxation revenue to the Environmental Service budget be adjusted to reflect this contribution from the rural areas."



Regional District of Bulkley-Nechako Rural Directors Memo December 14, 2017

To: Chair Benedict and Rural Directors
From: John Illes, Chief Financial Officer
Date: December 14, 2017
Re: Economic Development Services

I have completed a brief review of the economic development services for each rural area. The current economic development services for each area are listed below:

Area A: Area A Economic Development

Area B: Lakes Economic Development (a shared service with the Village of Burns Lake).

Area C: Stuart-Nechako Economic Development (a shared Area C, D, F, Village of Fraser Lake, District of Vanderhoof and District of Fort St. James)

Area D: Stuart-Nechako Economic Development (a shared Area C, D, F, Village of Fraser Lake, District of Vanderhoof and District of Fort St. James)

Area E: Area E Economic Development

Area F: Stuart-Nechako Economic Development (a shared Area C, D, F, Village of Fraser Lake, District of Vanderhoof and District of Fort St. James)

Area G: None

Currently the Stuart-Nechako Economic Development service has not been utilized in the last several years.

Single area economic development services have some advantages for rural directors including the ability to provide economic development support for unincorporated communities. This type of support might include an economic development office or support for a visitor information centre. Support may also be provided for these type of services within municipalities to recognize the "rural" benefit that these services may provide. As there are many ways to create and encourage economic development of many different type of industries and commercial enterprises, it is impossible to provide the extensive and varied opportunities that might arise for this type of function.

The amount of financial support provided to any economic development activity for an economic development service covering one rural area is at the discretion of the board as recommended by the rural director.



The establishment of an economic development function does not need to go to the electorate for approval. If any rural area director wishes to establish a new service or discuss their existing service, I would be happy to meet with them.

If you have any questions please do not hesitate to get in touch with me.

John Illes
Chief Financial Officer

Recommendation:

(all/directors/majority)

That the Rural Directors receive the Chief Financial Officer's memo dated December 14, 2017 titled "Rural Economic Development Services".