

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE MEETING**

**Thursday, May 3, 2018**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Tom Greenaway  
Bill Miller – arrived at 2:33 p.m.  
Mark Parker  
Jerry Petersen

Director Absent Rob Newell, Electoral Area “G” (Houston Rural)

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

Others Brad Layton, Deputy Mayor, Village of Telkwa – arrived at 2:18 p.m.  
Linda McGuire, Mayor, Village of Granisle

**CALL TO ORDER**

Chair Benedict called the meeting to order at 2:06 p.m.

**AGENDA**

Moved by Director Greenaway  
Seconded by Director Parker

**RDC.2018-4-1**

“That the Rural Directors Committee Agenda for May 3, 2018 be approved.”

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

Moved by Director Petersen  
Seconded by Director Greenaway

**RDC.2018-4-2**

“That the Rural Directors Committee Supplementary Agenda for May 3, 2018 be dealt with at this meeting.”

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

**MINUTES**

**Rural Directors Committee Meeting Minutes**  
**-April 5, 2018**

Moved by Director Greenaway  
Seconded by Director Petersen

**RDC.2018-4-3**

“That the minutes of the Rural Directors Committee meeting of April 5, 2018 be received.”

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

## **REPORTS**

Lakes District 4-H Senior  
Council – Request for Grant  
In Aid – Electoral Area “B”  
(Burns Lake Rural)

Moved by Director Parker  
Seconded by Director Greenaway

RDC.2018-4-4

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes District 4-H Senior Council be given \$450 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with at 4-H Family Day and Camp.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Fort St. James Secondary  
School – Request for Grant  
In Aid – Electoral Area “C”  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Parker

RDC.2018-4-5

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a Grade 9 class trip to Haida Gwaii.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Royal Canadian Legion Branch  
274 – Request for Grant  
In Aid – Electoral Area “D”  
(Fraser Lake Rural)

Moved by Director Parker  
Seconded by Director Greenaway

RDC.2018-4-6

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Royal Canadian Legion Branch 274 be given \$2,450.31 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) subject to confirmed funding for the remainder of the project.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Fraser Lake Elementary  
Secondary School – Request  
for Grant in Aid – Electoral  
Area “D” (Fraser Lake Rural)

Moved by Director Parker  
Seconded by Director Greenaway

RDC.2018-4-7

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary – Secondary School be given \$2,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with a formal exchange program.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

## **REPORTS (CONT'D)**

Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club)  
– Request for Grant in Aid  
– Electoral Area “F” (Vanderhoof Rural)

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2018-4-8

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) be given \$5,440.96 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for the purchase of ski equipment for its Ski S’Kool.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Vanderhoof International Airshow Society – Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)

Moved by Director Petersen  
Seconded by Director Parker

RDC.2018-4-9

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Vanderhoof International Airshow Society be given \$5,000 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with the 2018 Vanderhoof International Airport.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Burns Lake Youth Soccer Association – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)

Moved by Director Greenaway  
Seconded by Director Fisher

RDC.2018-4-10

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Burns Lake Youth Soccer Association be given \$500 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with Provincial Tournament expenses.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **REPORTS (CONT'D)**

Nechako Watershed Roundtable – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural), “C” (Fort St. James Rural), “D” (Fraser Lake Rural), “E” (Francois/Ootsa Lake Rural) and “F” (Vanderhoof Rural)

Moved by Director Greenaway  
Seconded by Director Parker

RDC.2018-4-11

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Watershed Roundtable be given \$1,700 grant in aid monies from Electoral Areas “B” (Burns Lake Rural), “C” (Fort St. James Rural), “D” (Fraser Lake Rural), and “F” (Vanderhoof Rural) and \$1,000 from Electoral Area “E” (Francois/Ootsa Lake Rural).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area Allocation of Federal Gas Tax Funds -First Quarter 2018

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-4-12

“That the Rural Directors Committee receive the Finance/Administration Coordinator’s April 20, 2018 memo titled “Electoral Area Allocations of Federal Gas Tax Funds –First Quarter 2018.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN Grant in Aid Policy

Discussion took place in regard to follow up reporting for grant in aids exceeding \$2,500. In Fall 2017 staff brought forward the RDBN Grant in Aid Policy to the Rural Directors Committee and the Committee requested that when a letter is sent documenting the grant approval staff request that a follow-up report be provided from the organization. Cheryl Anderson, Manager of Administrative Services commented that staff have implemented the request and it is not an onerous process. Director Petersen suggested that the letter sent to recipients include the signature from the Electoral Area Director. Discussion took place in regard to the dollar amount that would initiate simple reporting requests.

RDBN Grant in Aid Policy

Moved by Director Parker  
Seconded by Director Fisher

RDC.2018-4-13

“That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve amending the RDBN Electoral Area Grant in Aid Policy by replacing section 3 with the following:

If a grant in aid is approved, the following will apply:

- a) A cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Electoral Area Director.
- b) If the grant exceeds \$1,000, a report must be submitted to the Regional Board inclusive of satisfactory evidence that the goods or services have been obtained (ie. a report from the organization inclusive of receipts and/or a report of the expenditures).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **REPORTS (CONT'D)**

John Illes, Chief Financial Officer noted that a report will be coming forward at an upcoming Regional Board meeting in regard to Canadian Revenue Agency reporting requirements for local governments providing funding to societies and organization.

Discussion took place regarding grant in aid being provided for operational purposes and the requirements of the *Local Government Act*. Providing grant in aid to qualified groups under the *Local Government Act* and the RDBN Electoral Area Grant in Aid Policy is at the discretion of the Electoral Area Director and Regional Board.

RDBN Grant in Aid Policy Moved by Director Parker  
Seconded by Director Fisher

RDC.2018-4-14 “That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the removal of RDBN Electoral Area Grant in Aid Policy Section 5 (c) Purposes which, in the Regional Board’s opinion, would be appropriately addressed by establishing a Regional District service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

## **CORRESPONDENCE**

Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note Moved by Director Greenaway  
Seconded by Director Parker

RDC.2018-4-15 “That the Rural Directors Committee receive the correspondence from the Nechako Watershed Roundtable Co-Chair and Secretariat re: Briefing Note.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

## **SUPPLEMENTARY AGENDA**

### **REPORTS**

Bulkley Valley Christian School – Request for Grant In Aid – Electoral Area “A” (Smithers Rural) Moved by Director Fisher  
Seconded by Director Parker

RDC.2018-4-16 “That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Bulkley Valley Christian School be given \$400 grant in aid monies from Electoral Area “A” (Smithers Rural) towards the litterathon.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Stuart Lake Seniors Association Moved by Director Greenaway  
– Request for Grant In Aid      Seconded by Director Petersen  
– Electoral Area “C”  
(Fort St. James Rural)

RDC.2018-4-17

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Stuart Lake Seniors Association be given \$500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with its Strawberry Tea.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Miller  
Seconded by Director Parker

RDC.2018-4-18

“That the meeting be adjourned 2:34 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Eileen Benedict, Chair

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Wendy Wainwright, Executive Assistant