



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**COMMITTEE OF THE WHOLE
AGENDA
Thursday, March 17, 2022**

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>First Nations Acknowledgement</u>	
	<u>AGENDA- March 17, 2022</u>	Approve
	<u>Supplementary Agenda</u>	Receive
	<u>MINUTES</u>	
3-8	Committee of the Whole Meeting Minutes - February 10, 2022	Approve
	<u>REPORTS</u>	
9	Cheryl Anderson, Director of Corporate Services - Federation of Canadian Municipalities 2022 Conference – June 2-5, 2022 in Regina, SK and Online	Recommendation
10	Cheryl Anderson, Director of Corporate Services - North Central Local Government Association AGM and Convention – May 3-5, 2022 – In-person or Virtual	Recommendation
11-25	Cheryl Anderson, Director of Corporate Services - RDBN Workplace Bullying, Discrimination, Harassment, and Violence Policy Amendment	Recommendation
26-31	John Illes, Chief Financial Officer – Transit and Parks and Trails Budgets	Recommendation
32-35	Taddea Kunkel, First Nations Liaison – Truth and Reconciliation Calls to Action	Discussion/ Receive
	<u>CORRESPONDENCE</u>	
36	BC Cattlemen’s Association – Invitation - Invitation – Emergency Management Roundtable	Receive
37-38	BC Electoral Boundaries Commission - Invitation for Input re: Electoral District Boundaries	Receive
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	

IN-CAMERA MOTION

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Northwest Resource Benefit Alliance) therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, February 10, 2022**

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill – via Zoom
Shane Brienen
Mark Fisher
Dolores Funk
Tom Greenaway
Clint Lambert – arrived at 12:03 p.m.
Linda McGuire
Annette Morgan – via Zoom
Bob Motion – via Zoom
Chris Newell – via Zoom
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarrah Storey – via Zoom

Director Absent Clint Lambert, Electoral Area “E” (Francois/Ootsa Lake Rural)

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Jason Blackwell, Regional Fire Chief – via Zoom – arrived at 11:20 a.m., left at 11:26 a.m.
Nellie Davis, Manager of Regional Economic Development – left at 11:26 a.m.
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services – left at 11:15 a.m.
Taddea Kunkel, First Nations Liaison – arrived at 11:20 a.m., left at 12:00 p.m.
Jason Llewellyn, Director of Planning – via Zoom
Wendy Wainwright, Deputy Director of Corporate Services

Media Eddie Huband, LD News

CALL TO ORDER

Chair Thiessen called the meeting to order at 11:02 a.m.

AGENDA & SUPPLEMENTARYMoved by Director Parker
Seconded by Director Greenaway**C.W.2022-2-1**

“That the Agenda of the Committee of the Whole meeting of February 10, 2022 be approved; and further, that the Supplementary Agenda be dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole Minutes – January 13, 2022

Moved by Director Petersen
Seconded by Director Brienen

C.W.2022-2-2

“That the Committee of the Whole meeting minutes of January 13, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Bulkley Nechako Emergency and Public Alerts Breakdown

Moved by Director McGuire
Seconded by Director Parker

C.W.2022-2-3

“That the Committee receive the Regional Fire Chief’s Bulkley Nechako Emergency and Public Alerts Breakdown memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Fisher mentioned the use of the Bulkley Nechako Emergency and Public Alerts for the closure of the Transfer Station due to supply chain issues was beneficial. He suggested the use of RDBN facilities to advertise the Alert System.

North Central Local Government Association Resolution Submission Guidelines and Deadlines

Moved by Director Greenaway
Seconded by Director Riis-Christianson

C.W.2022-2-4

“That the Committee receive the Director of Corporate Services’ North Central Local Government Association Resolutions Submission Guidelines and Deadlines memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional Business Liaison Update

Moved by Director Brienen
Seconded by Director Petersen

C.W.2022-2-5

“That the Committee receive the Manager of Regional Economic Development’s Regional Business Liaison Update memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the Community Futures Nadina Regional Business Liaison in the western portion of the region. Staff will follow up and provide an update at a future meeting.

Draft Regional Economic Development Strategy

Moved by Director Brienen
Seconded by Director Fisher

C.W.2022-2-6

“That the Committee receive the Manager of Regional Economic Development’s Draft Regional Economic Development Strategy memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

The following was discussed regarding the Draft Regional Economic Development Strategy:

- The report was produced in house
- Province provided a toolkit and support from Regional Economic Development Managers
- The report will be used to create annual work plans and budgets
- Tourism/Attraction and Retention
 - o Individual communities with support from the RDBN
 - o RDBN Tourism provides a platform for communities that may not be represented within tourism in the region – high impact for small communities
 - o Component of the Highway 16 corridor
- Parks and Trails
 - o Economic Development provides support to secure grant funding opportunities
- Stakeholders that participated in the drafting of the Draft Regional Economic Development Strategy
- Providing support to the First Nations Liaison
 - o A number of Provincial Agreements with First Nations include economic development e.g. Carrier Sekani Pathways Forward 2.0 Agreement
- Food Security
- Forestry industry
- Sample OCP – Economic Development Section
 - o Connects to the work being done with the Northwest BC Resource Benefits Alliance (RBA).

Truth and Reconciliation Calls to Action

Discussion took place regarding:

- Future memorandums potentially aligning the Truth and Reconciliation Calls to Action to RDBN policies and plans e.g. Land Use Planning
- 2017 federal budget, the government committed \$120.7 million over five years to address the over representation of Indigenous Peoples in the criminal justice and corrections system
 - o The following questions were asked:
 - Have any regional programs received funding?
 - Are there any policies that the RCMP are utilizing/implementing?
 - Decisions the RDBN can make to support current and or new programs/policies
- Recent meeting in Vanderhoof with RCMP, social services agencies, court services, mental health, medical stakeholders, etc.
 - o Fetal Alcohol Spectrum Disorder (FASD)
- Mental health and addictions impacts all segments of society
- Developing a discussion paper to utilize in meeting with the Minister of Mental Health and Addictions and Minister of Health at the Union of BC Municipalities Convention
 - o Request Ministers work with the RDBN regarding the Truth and Reconciliation Calls to Action
 - o Staff will develop a discussion paper

REPORTS (CONT'D)

- Car 60 Pilot Project in Prince George
 - o Partnership between Northern Health and the RCMP – plainclothes police officer and a psychiatric nurse ride together in an unmarked police car responding to mental health crisis calls
- Individuals struggling to find supports regarding mental health and addictions
 - o RCMP contacts may not always be the most successful point of contact
 - o Communities in the region are experiencing challenges.

Federal Government Committed funding & UBCM Discussion Paper

Moved by Director Funk
 Seconded by Director McGuire

C.W.2022-2-7

“That the Committee recommend that the Board direct staff to research the funding available, allocation and programs currently in place in the region in relation to the 2017 federal government committed \$120.7 million over five years to address the overrepresentation of Indigenous Peoples in the criminal justice and corrections system; and further, that a Discussion Paper be drafted when meeting with the Minister of Mental Health and Addictions, Minister of Health and Minister of Indigenous Relations and Reconciliation at the Union of BC Municipalities.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Truth and Reconciliation Call to Action

Moved by Director Parker
 Seconded by Director Greenaway

C.W.2022-2-8

“That the Committee receive the First Nations Liaison’s Truth and Reconciliation Calls to Action memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Watershed Security Strategy and Fund Discussion Paper

Discussion took place regarding:

- Providing feedback to the Province
 - o Regional District willing to provide input through its Official Community Plan Process and Land Use Planning
- Legislation - Province to implement which will provide the requirement standards
- Province needs to lead the process
- Ensure First Nation Communities are included in the process.

Director Funk provided an outline of the process undertaken in Saskatchewan in her past work role regarding water sustainability plans. She spoke of the importance of having all key stakeholders at the table together. She mentioned that the Province of Saskatchewan provided leadership and technical knowledge through the process and information from the Watershed Plan would be included in OCP’s and land use planning.

REPORTS (CONT'D)

Watershed Security Strategy and Fund Discussion Paper

Moved by Director Funk
Seconded by Director Parker

C.W.2022-2-9

“That the Committee recommend that the Board submit a response to the Ministry of Environment and Climate Change Strategy in regard to Watershed Security Strategy and Fund Discussion Paper; and further, that staff provide a report to the Board prior to submission.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Watershed Security Strategy and Fund Discussion Paper

Moved by Director McGuire
Seconded by Director Petersen

C.W.2022-2-10

“That the Committee receive the Director of Planning’s Watershed Security Strategy and Fund Discussion Paper staff report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Ministry of Mental Health and Addictions – Union of BC Municipalities Convention Follow Up

Moved by Director Parker
Seconded by Director Fisher

C.W.2022-2-11

“That the Committee receive the correspondence from the Ministry of Mental Health and Addictions – Union of BC Municipalities Convention Follow Up.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

Skeena Roundtable Design Workshop

Moved by Director Parker
Seconded by Director Fisher

C.W.2022-2-12

“That the Regional District of Bulkley-Nechako Board appoints the Chief Administrative Officer or First Nations Liaison to attend the Skeena Roundtable Design Workshop on their behalf.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

North Central Local Government Association AGM & Convention May 3-6, 2022 – Fort St. John

Director McGuire brought forward the possibility of chartering a plane from Burns Lake to Fort St. John for the North Central Local Government Association AGM & Convention May 3-6, 2022. Discussion took place in regard to the Board chartering a plane to Fort Nelson for a past NCLGA AGM & Convention, the potential for the Convention to be held virtually and in person and the potential costs.

NEW BUSINESS (CONT'D)

North Central Local
Government Association
AGM & Convention
May 3-6, 2022 – Fort St. John

Moved by Director Fisher
Seconded by Director Lambert

C.W.2022-2-13

“That the Committee recommend that the Board write a letter to the North Central Local Government Association requesting that a virtual option be considered for its AGM and Convention on May 3-6, 2022 in Fort St. John.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NCLGA AGM & Convention
May 3-6, 2022 – Fort St. John
Charter Flight

Moved by Director McGuire
Seconded by Director Petersen

C.W.2022-2-14

“That the Committee recommend that the Board direct staff to investigate the costs of a charter flight from Burns Lake to Fort St. John for the North Central Local Government Association AGM and Convention on May 3-6, 2022 in Fort St. John.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Greenaway
Seconded by Director Brien

C.W.2022-2-15

“That the meeting be adjourned at 12:12 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Deputy Director of
Corporate Services



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Committee of the Whole

FROM: Cheryl Anderson, Director of Corporate Services

DATE: March 17, 2022

**SUBJECT: Federation of Canadian Municipalities 2022 Conference –
June 2-5, 2022 in Regina, SK and Online**

RECOMMENDATION: (all/directors/majority)

“That the Committee recommend:

“That _____ and _____ be authorized to attend the Federation of Canadian Municipalities 2022 Conference either online or in person in Regina, SK from June 2 to 5, 2022.”

BACKGROUND

The Federation of Canadian Municipalities Conference and Trade Show is taking place both virtually and in Regina, SK from June 2 to 5, 2022. The conference program can be viewed here [Program \(fcm.ca\)](http://Program(fcm.ca)).

RDBN Policy states that the Chair plus 1 Director may attend (paid for from general government).

At this time, staff is seeking direction in regard to the Chair’s attendance and which Director will be attending in order that registration may be completed. The cost to register before April 22nd is \$895 for in-person and \$480 for virtual. After April 22nd, the cost increases to \$1,055 for in-person.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Committee of the Whole

FROM: Cheryl Anderson, Director of Corporate Services

DATE: March 17, 2022

SUBJECT: North Central Local Government Association AGM and Convention – May 3-5, 2022 – In-person or Virtual

RECOMMENDATION: (all/directors/majority)

“That the Committee recommend:

“That the Chair and any Rural Directors be authorized to attend the North Central Local Government Association (NCLGA) AGM and Convention from May 3-5, 2022 either in-person or virtually.”

BACKGROUND

The NCLGA AGM and Convention is taking place in Fort St. John, B.C. May 3-5, 2022. The Convention program can be viewed here [NCLGA2022-Convention-Brochure-March4 \(1\).pdf](#) .

As per Board Policy, attendees’ costs will be allocated to rural government for Rural Director attendance and general government for the Chair. Early bird registration for in person attendance is \$375 for those that register by April 14th and \$415 thereafter. Virtual registration is \$100.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Committee of the Whole

FROM: Cheryl Anderson, Director of Corporate Services

DATE: March 17, 2022

SUBJECT: RDBN Workplace Bullying, Discrimination, Harassment, and Violence Policy

RECOMMENDATION: (all/directors/majority)

That the Committee recommend that the attached Regional District of Bulkley-Nechako Workplace Bullying, Discrimination, Harassment, and Violence Policy be approved and that the RDBN Anti-Harassment Policy be rescinded.

BACKGROUND

As part of the workplace policy manual review and amendment process, the RDBN Anti-Harassment policy has been updated to include workplace bullying, discrimination, and violence.

Attachments:

1. Regional District of Bulkley-Nechako Workplace Bullying, Discrimination, Harassment, and Violence Policy (New Policy)
2. Regional District of Bulkley-Nechako Anti-Harassment Policy (Old Policy)



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
WORKPLACE BULLYING,
DISCRIMINATION, HARASSMENT, AND
VIOLENCE POLICY**

Policy Statement

At the Regional District of Bulkley-Nechako, we are committed to providing a safe and respectful work environment for all staff, clients, and public. No one, whether a manager, an employee, a contractor, a director, or a member of the public, should have to experience bullying, discrimination, and/or harassment (collectively referred to as 'harassment'), as well as threats of and/or acts of violence at the Regional District of Bulkley-Nechako, for any reason, at any time. As everyone has the right to a safe and respectful work environment, speaking up when witnessing or experiencing harassment or violence, in any form, is crucial. This policy is a step to ensuring a safe workplace for us all by outlining roles and responsibilities that we all must play.

1. Scope

- 1.1. This policy applies to all Employees, in accordance with the *Workers Compensation Act*, as well as members of the Board, volunteers, contractors, and any person accessing or participating in any of the Regional District of Bulkley-Nechako's programs or services.
- 1.2. This policy applies to all situations where activities are connected to work with the Regional District and could impact employment both during and outside of regular business hours, whether at or away from the workplace. This includes, but is not limited to, incidents which occurs at:
 - 1.2.1. the workplace and Regional District premises;
 - 1.2.2. work-related business functions, such as meetings, conferences, training, or workshops;
 - 1.2.3. work-related travel;
 - 1.2.4. in-person / telephone conversations, emails, text messages, social media messaging, or any other form of written correspondence; or
 - 1.2.5. work-related social functions.
- 1.3. This policy does not apply to:
 - 1.3.1. any reasonable action taken by a manager or supervisor relating to the management and direction of workers at the place of employment, provided that such actions are legitimate and done in good faith;
 - 1.3.2. complaints made in good faith regarding services or programs offered by the Regional District as an organization, and not targeted towards specific employees carrying out their duties in good faith; or
 - 1.3.3. complaints of misconduct made in good faith under this policy or another appropriate policy.

2. Complaints and Investigation Process

- 2.1. All parties, including Complainants, Respondents, and Witnesses, have a right to fair treatment in the investigation and adjudication of complaints made under this policy.
- 2.2. Complainants are encouraged to first bring the matter to the attention of the Respondent in a direct and discreet manner as soon as possible following an incident of misconduct and advise them, verbally or in writing, that their conduct is unwelcome and ask for it to cease.
- 2.3. If the conduct persists or Complainant does not find it comfortable or appropriate to



approach the Respondent due to threats and/or acts of violence, the Complainant should approach their direct supervisor to address the complaint, except as follows:

- 2.3.1. if the Respondent is the Complainant's direct supervisor, the complaint must be made to the CAO;
 - 2.3.2. if the Respondent is the CAO, the complaint must be made to the Chairperson, who will work with the Director of Corporate Services to investigate (Board Directors will be informed of the outcome of the investigation once it is completed);
 - 2.3.3. if the Respondent is the Chairperson the complaint must be brought to the CAO, who will inform all other Board Directors of the complaint within three (3) days following receipt; or
 - 2.3.4. if the Respondent is a Board Director (or Directors) other than the Chairperson, the complaint must be made to the Chairperson who will work with the CAO to investigate and will inform Board as necessary.
- 2.4. A Complainant has a right to make a complaint to the following agencies, in addition to the person prescribed in accordance with the procedure above, with the understanding that the complaint will be addressed through that agencies' own policies and standards:
- 2.4.1. to WorkSafe B.C.; or
 - 2.4.2. to the B.C. Human Rights Tribunal.
- 2.5. Both formal complaints and informal complaints (see definitions) will be addressed under this policy, provided that the complaint identifies:
- 2.5.1. the Respondent, any Witnesses, and if emergency services were called;
 - 2.5.2. the alleged incident, including location, dates, and times of the incident(s); and
 - 2.5.3. the course of events during the incident, including a description of specific behaviours, actions, or statements made to the extent that is possible.
- 2.6. External Investigators or Mediators may be used where appropriate (i.e., complaints involving the Board, CAO, or the CAO's direct reports).
- 2.7. A complaint will be addressed through one or more of the following methods, based on the nature, extent, and severity of the allegations:
- 2.7.1. meeting with each person involved in the alleged conduct to discuss and investigate the situation, either separately or together, to facilitate a discussion aimed at understanding and resolving the issue in a practical, non-punitive manner or mediating a solution that works for all persons;
 - 2.7.2. mediating a resolution between the parties to facilitate a discussion aimed at understanding and resolving the issue in a practical, non-punitive manner or mediating a solution that works for all persons;
 - 2.7.3. conducting and/or refreshing all-staff on the Regional District's expectations for conduct in the workplace;
 - 2.7.4. conducting a formal investigation into the alleged conduct; or
 - 2.7.5. in cases of threats and/or acts of violence, the complaint may be turned over to the RCMP to investigate and determine whether legal processes will ensue.

3. Results of Investigations

- 3.1. The CAO is responsible for causing any recommendation made as a result of a mediation or investigation under this policy to be implemented.
- 3.2. Where an investigation finds that a Respondent or any other person has engaged in actions amounting to harassment in relation to the complaint, the following remedies will be applied based on the nature, severity, and whether the misconduct is an isolated incident or



repeat behaviour:

- 3.2.1. Employees may be subject to disciplinary action up to and including termination of employment for cause;
 - 3.2.2. Board Directors may, by Board Resolution, be subject to a motion of censure; and
 - 3.2.3. Third Parties may face a sanction appropriate to the nature of misconduct, such as refusal or denial of service, disbarment from future access to services, or referral of the matter to the RCMP.
- 3.3. In the case of threats and/or acts of violence, Respondents or any other person engaged in these activities will face immediate dismissal and/or refusal of service, disbarment from future access to services, and/or court ordered restraint from entering Regional District worksites and premises at the discretion of the CAO and RCMP.
- 3.4. Any individual who makes an allegation or complaint under this policy which is found to have been made in a deliberately vexatious, vindictive, or malicious manner, or otherwise to have been made in bad faith, will be subject to appropriate disciplinary action, up to and including termination of employment for just cause.
- 3.5. Any person who is found to have engaged in any reprisal or retaliation in violation of this Policy will be subject to appropriate disciplinary action, up to and including termination of employment for just cause.

4. Roles and Responsibilities of Employees and Employer

- 4.1. Everyone at the Regional District has the responsibility to treat each other with respect, and to speak up if they or someone else is being harassed or threatened. All incidents of harassment and threats/acts of violence will be taken seriously by Regional District Management and Board, as they will not be tolerated.
- 4.2. Employees must:
- 4.2.1. not engage in behaviour constituting harassment or engage in behaviour that is threatening or supportive of acts of violence in the workplace;
 - 4.2.2. report incidents of harassment and violence whether experienced or witnessed; and
 - 4.2.3. cooperate with an investigation or mediation conducted in accordance with this policy.
- 4.3. Supervisors must, in addition to their duties as Employees:
- 4.3.1. ensure that the workplace is free from harassment and violence and to ensure that the principles of the Policy are reflected in the execution of their duties, operational policies, and practices within their area of responsibility;
 - 4.3.2. model inclusive and professional behaviour and not participate in any behaviour constituting harassment and violence;
 - 4.3.3. report incidents of harassment and/or threats/acts of violence whether experienced or observed;
 - 4.3.4. listen to any complaint received by them, treating it sensitively, seriously, and confidentially; and
 - 4.3.5. take appropriate action if a subordinate employee is found to have engaged in conduct contrary to this policy.
- 4.4. The CAO must, in addition to their duties as Supervisors:
- 4.4.1. take any action necessary to implement and administer this policy or to implement any recommendations arising from a mediation or investigation under this policy;



- 4.4.2. create such Administrative directives as are necessary to complement this policy, including but not limited to:
 - 4.4.2.1. Definition of terms and concepts of harassment;
 - 4.4.2.2. Complaint screening and management;
 - 4.4.2.3. Dispute resolution procedures;
 - 4.4.2.4. Investigation procedures; and
 - 4.4.2.5. Reporting procedures;
- 4.4.3. cause every complaint to be assessed for appropriate action and exercising their discretion as to how this policy is implemented;
- 4.4.4. cause to be conducted or conduct a mediation or investigation under this policy; and
- 4.4.5. refrain from interfering with an investigation or mediation under this policy.
- 4.5. Board members must:
 - 4.5.1. ensure that the workplace is free from harassment and threats/acts of violence and to ensure that the principles of the Policy are reflected in the execution of their duties, operational policies, and practices within their area of responsibility;
 - 4.5.2. model inclusive and professional behaviour and not participate in any behaviour constituting harassment;
 - 4.5.3. refrain from interfering in any investigation; and
 - 4.5.4. report incidents of harassment and/or threats/acts of violence whether experienced or observed.
- 4.6. All participants to a complaint or action under this policy have a right to:
 - 4.6.1. confidentiality and privacy, subject to the requirements of procedural fairness;
 - 4.6.2. be treated with respect throughout the process; and
 - 4.6.3. not to be subjected to further violations of this policy or any other form of retaliation as a result of their participation in a complaint or an action under this policy.
- 4.7. Complainants, Respondents, and Witnesses have a responsibility to:
 - 4.7.1. maintain confidentiality with respect to the investigation or other corrective action process;
 - 4.7.2. cooperate with the investigator to a complaint and be honest and forthright; and
 - 4.7.3. cooperate with all those responsible for dealing with the investigation of the complaint.
- 4.8. Complainants have a right to:
 - 4.8.1. make a complaint under this policy and receive a copy of the complaint;
 - 4.8.2. be informed of the status and progress of the investigation at key intervals; and
 - 4.8.3. be informed of the results of the investigation in writing, including the general nature of any corrective action that has or will be taken as a result of the investigation, subject to any privacy restrictions.
- 4.9. Respondents have a right to:
 - 4.9.1. be informed that a complaint has been filed;
 - 4.9.2. be informed of the status and progress of the investigation at key intervals; and
 - 4.9.3. know the allegations against them and be provided an opportunity to respond;

5. Definition

- 5.1. "Complainant" means an Employee or Board member of the Regional District, or client/member of the public who has made an informal or formal complaint under this



policy.

- 5.2. “Employees” means all Regional District employees or dependent contractors.
- 5.3. “Formal Complaint” means a written complaint made to a Supervisor or other person in accordance with the procedures within this policy.
- 5.4. “Informal Complaint” means a verbal complaint made to a Supervisor or other person in accordance with the complaint procedure within this policy, and subsequently confirmed in writing with the Complainant(s) by the person receiving the complaint.
- 5.5. “Investigator” means the person assigned to investigate a complaint under this policy.
- 5.6. “Mediation” means a voluntary process used to resolve conflict by having a neutral, trained third party help the disputing parties arrive at a mutually acceptable solution.
- 5.7. “Harassment”:
 - 5.7.1. includes any inappropriate conduct or comment by a person towards a worker that the person knew or reasonably ought to have known would cause that worker to be humiliated, intimidated, or uncomfortable (i.e., unwelcomed physical contact, suggestive staring, etc.);
 - 5.7.2. may include, but is not limited to, conduct such as discriminatory action prohibited under the BC Human Right’s Code (i.e., racism, sexual harassment, or discrimination), or any behaviour which can be described as bullying or harassment such as verbal aggression or insults, calling someone derogatory names, belittling, yelling, patronizing, hazing, or initiation practices, vandalizing personal belongings, spreading malicious rumours, or maliciously isolating someone in the workplace; and
 - 5.7.3. may include actions and displays of materials that are sexually explicit, sexist, racist, offensive, and/or derogatory in their nature and intent.
- 5.8. “Respondent” means any person who has been accused in a complaint of alleged misconduct under this policy.
- 5.9. “Third Party” means a person who is not employed by or engaged in a contract with the Regional District of Bulkley-Nechako.
- 5.10 “Witness” means any person who has been identified in a complaint as a witness to alleged misconduct, but not party to the conduct.
- 5.11 “Workplace” includes any Regional workplace or worksite, or any staff event organized by the Regional District.
- 5.12 “Violence” means any action, conduct or comment to another that causes physical or psychological injury, including aggressive or threatening behaviours, such as verbal threats or abuse that are meant to intimidate another person, as well as physical assaults.

References

- B.C. Human Rights Code, s.13
- Workers’ Compensation Act, s.21
- Canada Labour Code, SOR/2020-130
- Occupational Health & Safety Regulation, B.C. Reg. 296/97
- Employment Standards Act – Employer Duties workplace bullying and harassment
- RDBN Code of Conduct



Appendix – Incident Report Form

Bullying/Harassment/Discrimination/Violence Report

Complainant Name: _____ Date and Time of Incident: _____

Location of Incident: _____

Description of Incident: _____

Name of the Respondent (if known) _____

Description of the Respondent (if identity unknown) _____

Names of witnesses: _____

Was the Respondent involved in any previous incidents with Complainant? Yes No

Were Emergency Services called? 911 Police Fire Ambulance

Did Emergency Services respond? Yes No

Was the supervisor notified? Yes No

Complainant's Signature

Date

Supervisor's Signature (if applicable)

Date



Investigation/Follow Up

Name of Investigator: _____ Position: _____

Type of incident: Bullying Harassment Discrimination Violence

Investigation Findings: _____

Action(s) taken: _____

Preventive Measures taken: _____

Investigator's Signature

Date Investigation Completed

CAO's Signature

Date

PART E - GENERAL**OLD POLICY***Section 1 – Anti-Harassment Policy*

POLICY # E-1
ADOPTED: _____, 2010

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
ANTI-HARASSMENT POLICY**

1. ANTI-HARASSMENT POLICY STATEMENT
2. WHAT IS HARASSMENT?
3. COMPLAINT PROCEDURES
 - SPEAK UP
 - KEEP NOTES
 - REPORT IT
 - INFORMAL PROCEDURES
 - MEDIATION
 - THE INVESTIGATION
 - SUBSTANTIATED COMPLAINTS
4. REMEDIES FOR THE VICTIM
5. CORRECTIVE ACTION FOR HARASSERS
6. UNSUBSTANTIATED COMPLAINTS
7. COMPLAINTS MADE IN BAD FAITH
8. RETALIATION
9. CONFIDENTIALITY
10. OTHER OPTIONS
11. POLICY CHANGES



ANTI-HARASSMENT POLICY STATEMENT

TO: ALL EMPLOYEES
FROM: REGIONAL DISTRICT BOARD OF DIRECTORS
DATE:
SUBJECT: Anti-Harassment Policy Statement for the Regional District of Bulkley-Nechako

Our Commitment

At the Regional District of Bulkley-Nechako, we are committed to providing a safe and respectful work environment for all staff, clients and public. No one, whether a manager, an employee, a contractor, or a member of the public, has to put up with harassment at the Regional District of Bulkley-Nechako, for any reason, at any time. No one has the right to harass anyone else, at work or in any situation related to employment. This policy is one step toward ensuring that our workplace is a comfortable place for all of us.

Harassment is Against the Law

The B.C. Human Rights Code protects us from harassment. The Criminal Code protects us from physical and sexual assault. You have a right to live and work without being harassed, and if you are harassed, you can do something about it.

Employees' Responsibilities

All employees have the responsibility to treat each other with respect, and to speak up if they or someone else is being harassed. All employees have a responsibility to report harassment to the appropriate person. All employees are responsible for respecting the confidentiality of anyone involved in a harassment complaint.

Managers' Responsibilities

Each manager and supervisor is responsible for fostering a safe working environment, free of harassment. Managers must set an example for appropriate workplace behavior, and must deal with situations of harassment immediately upon becoming aware of them, whether or not there has been a complaint.



The Regional District's Responsibilities

As an employer, the Regional District also has a responsibility to be aware of what is happening in the workplace. Regional District Administration and the Board will treat all incidents of harassment seriously. We undertake to act upon all complaints and to ensure that they are resolved quickly, confidentially, and fairly. We will discipline anyone who has harassed a person or group of people or who retaliates in any way against anyone who has complained of harassment, given evidence in harassment investigations, or been found guilty of harassment. We will discipline managers who do not act properly to end harassment. The Regional District will not tolerate harassment.

Per the Board of Directors of the Regional District of Bulkley-Nechako
DATED: July 4, 2002.
Motion No. IC2002-13-4

2. WHAT IS HARRASEMENT?

Harassment is any behavior that demeans, humiliates, or embarrasses a person, and that a reasonable person should have known would be unwelcome. It includes actions, comments, or displays. It may be a single incident or continue over time.

The following is a non-exhaustive list of examples of harassment:

- unwelcome remarks, slurs, jokes, taunts, or suggestions about a person's body, clothing, race, color, place of origin, religion, age, marital status, family status, physical or mental disability, sex, sexual orientation, political belief, or criminal or summary conviction offence unrelated to employment;
- unwelcome sexual remarks, invitations, or requests (including persistent, unwanted contact after the end of a relationship);
- displays of sexually explicit, sexist, racist, or other offensive or derogatory material
- written or verbal abuse or threats;
- practical jokes that embarrass or insult someone;
- leering (suggestive staring) or other offensive gestures;
- unwelcome physical contact, such as patting, touching, pinching, hitting;
- patronizing or condescending behavior;
- humiliating an employee in front of co-workers;
- vandalism of personal property; and/or
- physical or sexual assault.



Harassment can take place between co-workers, between a manager and employee, between people of the opposite sex or of the same sex, between an employee and a member of the public, or between an employee and a job applicant.

What isn't harassment? Consensual banter or romantic relationships, where the people involved agree with what's happening, are examples of behavior which is not harassment. Also, appropriate management responses to work issues are not harassment.

Work related harassment can take place in the workplace itself, or outside of the workplace in a situation that is in some way connected to work. For example, employees (and clients or the public) must be protected from harassment during delivery trips, offsite meetings, business trips, and any other event or place related to employment.

1. COMPLAINT PROCEDURES

Speak up

If you believe you are being harassed, speak up right away. If possible, tell the person that you are not comfortable with their behavior, and want it to stop. Usually, that will be all you need to do. You can speak to them directly, or write them a letter (date it and keep a copy). In addition, tell someone you trust what is going on.

Keep notes

Record all unwelcome or harassing behavior. Write down what has happened, when, where, how often, who else was present, and how you felt about it.

Report it

If the harassing behavior occurs again, or if you are unable to deal directly with the person harassing you, report it to the person designated to receive complaints. At the Regional District of Bulkley-Nechako, the designated anti-harassment person is Gail Chapman. If that person is involved in the complaint, please see any member of the Regional District Board personally.

Once a person reports harassment, the designated anti-harassment person will ask questions such as what happened, when where, how often and who else was present and will keep notes of this conversation.



Informal procedures

You may want to proceed informally at first. This means that you can ask the designated person to help you communicate with the other person, or to speak to them on your behalf, without going through actual mediation or a formal complaint. The informal approach may not always be possible or successful, but when it is, you may be able to resolve the situation quickly.

Mediation

It may be appropriate to attempt to resolve the complaint through mediation before going to a formal investigation. If a qualified person from outside the Regional District organization is available to act as a mediator, and the complainant and alleged harasser agree, that person will attempt to help the parties settle the complaint. If no one is available, the designated person may help settle the complaint, if the parties agree.

Either party has the right to refuse mediation. You are the only one who can decide if mediation is appropriate for you. Do not agree to it if you feel pressured into it, or feel that you are at a disadvantage or vulnerable for any reason. If someone suggests mediation but you are uncomfortable with it, you can say so, and it will not be part of the complaint process. If mediation does become part of the process, each person has the right to be accompanied and assisted during mediation sessions by someone they choose.

The Investigation

If you want to go ahead with a formal complaint, it will be investigated, either by a person from within the Regional District or an outside consultant. This person will investigate the complaint thoroughly. He or she will interview the complainant, the alleged harasser, and any witnesses. All employees have a responsibility to co-operate in the investigation.

Both you and the alleged harasser have the right to be accompanied by someone with whom you feel comfortable during any interviews or meetings.

An investigation will involve:

- getting all pertinent information from the complainant;
- informing the alleged harasser of the details of the complaint, and getting her or his response;
- interviewing any witnesses;
- deciding whether, on a balance of probabilities, the harassment did take place; and
- recommending appropriate remedies, penalties, or other action.



Substantiated complaints

If the investigator decides that the complaint is valid, he or she will report in writing to the Administrator, or the Regional District Board, ideally within a week of completing the investigation. The investigator will recommend appropriate remedies and disciplinary action, and any other necessary action. The Administrator, or the Regional District Board, will decide what action to take, and will inform both parties of the decision, in writing, as soon as possible.

3. REMEDIES FOR THE VICTIM

Remedies for a person who has been harassed may include any of the following, depending upon the nature and severity of the harassment;

- an oral or written apology from the harasser;
- lost wages;
- a job or promotion that was denied; and/or
- compensation for any lost employment benefits, such as sick leave.

4. CORRECTIVE ACTION FOR HARASSERS

Corrective action for harassers may include any of the following, depending on the nature and severity of the harassment:

- a written reprimand;
- a suspension, with or without pay;
- a demotion; or
- dismissal

Harassers may also be obliged to attend an anti-harassment training session.

5. UNSUBSTANTIATED COMPLAINTS

If there is not enough evidence to support an allegation of harassment on the balance of probabilities, the investigator will not recommend any penalties or remedies.



6. COMPLAINTS MADE IN BAD FAITH

In the rare event that the complaint was made in bad faith, that is to say deliberately and maliciously filed knowing it had absolutely no basis, the complainant will be subject to the same penalties as a harasser. The person unjustly accused of harassment will have her or his reputation restored, and will be given the benefit of any necessary remedies that would be given in a case of harassment.

7. RETALIATION

Anyone who retaliates in any way against a person who has been involved in a harassment complaint, will be subject to the same penalties as a harasser.

8. CONFIDENTIALITY

The Regional District of Bulkley-Nechako will not disclose any information about a complaint except as necessary to investigate the complaint or to take disciplinary action, or as required by law. It expects employees and managers to respect confidentiality in the same way.

9. OTHER OPTIONS

If the harassment involves physical or sexual assault, which are criminal offences, the police are the appropriate authority to contact.

10. POLICY CHANGES

If you have questions or comments about this policy or its application, please speak to the designated person or to a member of the Regional District Board of Directors. We will make changes to the policy as necessary.



Regional District of Bulkley-Nechako Committee of the Whole

To: Chair Thiessen and Directors
From: John Illes, Chief Financial Officer
Date: March 17, 2022
Re: Transit and Parks and Trails Budgets

Recommendation (All/Directors/Majority):

That the Committee recommend to the Board that the Transit and Parks and Trails budgets be included in the Regional District's budget bylaw.

Discussion:

The Transit budget has been updated to reflect 2021 actual expenditures. This has resulted in a reduction in the tax rate for this service previously presented.

The Parks and Trails budgets have been updated to reflect changes to the allocation of staff time as discussed in the last Board meeting. The current staff allocation is 30% for each of Smithers/Area A and Burns Lake/Area B/Area E and 20% for each of Fort St. James/Area C and Houston/Granisle/Area G.

Attachments:

Transit Budget
Parks and Trail Budgets (4)

REGIONAL DISTRICT OF BULKLEY NECHAKO

ALL MUNICIPALITIES

Regional Transit Service

BYLAW 1790 LIMITATION \$90,000
TAXATION BASED ON POPULATION

Five Year Financial Plan:

	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
REVENUE:											
Converted Hospital Assessments (Revised Roll)	280,194,467	298,611,279	314,168,678		336,396,732						
Estimated Residential Tax Rate (cents per \$1,000)	0.0182	0.0190	0.0275		0.0189						
400005 All Municipalities	51,103	56,766	61,834	61,834	63,725	63,725	62,887	76,986	202,788	200,921	201,573
400001 Revenue Service Agreement	53,500	57,500	57,500	81,566	57,500	54,053	57,500	57,500	57,500	57,500	57,500
442101 Grants - MOTI	57,286	48,546	31,875	0	22,500	38,125	22,500	0	0	0	0
442102 Grant - BC Transit	8,814	6,341	6,515	10,021	6,515	8,282	6,515	6,515	6,515	6,515	6,515
449099 Grants - Grant in Aid (Area's A, B, D, G)	3,000	5,000		5,000		17,083					
450001 User Fees	28,237	30,691	24,000	20,856	24,000	20,811	24,000	24,000	24,000	24,000	24,000
446001 Grants in Lieu of Taxes	344	843		858		949					
499999 Prior Year's Surplus	65,316	58,958	86,477	86,477	0		3,385				
TOTAL REVENUE	267,600	264,645	268,201	266,612	174,240	203,027	176,787	165,001	290,803	288,936	289,588
EXPENDITURE:											
601001 Salaries	41,542	35,879	15,250	18,210	16,088	15,142	15,738	16,210	16,210	16,696	17,197
601101 Benefits	11,613	10,228	4,640	4,447	4,838	4,461	4,734	4,876	4,876	5,022	5,173
601201 Overtime Expense	898	548	1,000	0	1,000			0	0	0	0
601301 Staff Education & Conferences	2,119	706	3,000	0	3,000		3,000	3,000	3,000	3,000	3,000
601401 Staff Travel	691	467	2,000	530	1,150		1,000	1,000	1,000	1,000	1,000
601701 Hiring Expense			500	0	500			0	0	0	0
603008 Shelter Maintenance	381		2,500	6,242	2,500		5,000	2,500	5,000	2,500	2,500
605999 Contingency			5,000	0							
606001 Communications	400	400	500	433	0			0	0	0	0
606004 Promotional Items	111	473	500	0	500			0	0	0	0
607001 Legal Expense			1,000	0	500			0	0	0	0
Vehicle Insurance				0	102			0	0	0	0
608001 Property Insurance	100	198	245	101	245	27					
609001 Supplies	203	241	250	478	250		250	250	250	250	250
609011 Meeting Expenses	34	16	100	0	100			100	100	100	101
Agreement with BC Transit (Year 2022 estimate is solely based on the same cost sharing agreement with senior government)	134,861	117,161	135,880	100,914	119,962	156,390	125,000	125,000	248,302	248,302	248,302
622001 Allocated Building Occupancy Costs	4,338	2,607	3,385	3,180	0						
624002 Allocated Computer Network Costs	4,805	1,994	2,280	2,281	0						
624012 Allocated Website Maintenance & Upgrades	1,022	139	525	0	0						
629002 Central Supplies Allocation	484	309	410	521	0						
604201 Website Content			500	0	0						
781005 Contribution to Legal Reserve			2,000	2,000	0						
781007 Contribution to Operating Reserve			81,477	81,477	10,000	10,000	10,000				
779996 Commission on Ticket Sales	24	38	50	20	50	34	50	50	50	50	50
651010 Administration Service Charge				0	13,456	13,588	9,283	9,283	9,283	9,283	9,283
Shared Services				0	4,409		2,732	2,732	2,732	2,732	2,732
779999 Miscellaneous Expense											
799999 Prior Year Deficit											
TOTAL EXPENDITURE	208,644	178,168	268,201	225,586	174,240	199,642	176,787	165,001	290,803	288,936	289,588
Revenues minus Expenditures	58,956	86,477	-	41,026	-	3,385	-	-	-	-	-

REGIONAL DISTRICT OF BULKLEY-NECHAKO**Regional Parks and Trails 10902****Smithers Area A****Bylaw No. 1927 No Limit**

Taxation on Improvements Only

	2022	2023	2024	2025	2026
	Budget	Budget	Budget	Budget	Budget
400001 Taxation	70,317	58,998	52,998	52,998	52,998
446001 Grants in Lieu of Taxes					
446002 Grant in Lieu of Alcan Taxes					
420001 Transfer from NCPG Reserve	80,000				
480001 Miscellaneous Revenue	1,465,940				
450001 Rent	9,000	9,000	9,000	9,000	9,000
499999 Prior Year's Surplus					
TOTAL REVENUE:.....	1,625,257	67,998	61,998	61,998	61,998

EXPENDITURE:

601001 Share of Salaries	23,777	23,777	23,777	23,777	23,777
601101 Benefits	6,324	6,324	6,324	6,324	6,324
601201 Overtime		0	0	0	0
601301 As Above Staff Education	1,000	1,000	1,000	1,000	1,000
601401 As Above Staff Travel	2,500	2,500	2,500	2,500	2,500
601801 Association Dues		0	0	0	0
602001 Utilities and Property Taxes	6,000	6,000	6,000	6,000	6,000
606001 Communications		0	0	0	0
608001 Property Insurance		0	0	0	0
608002 Liability Insurance	3,000	2,000	2,000	2,000	2,000
606003 Advertising	2,500	2,500	500	500	500
607001 Legal	5,000	5,000	1,000	1,000	1,000
609001 Supplies	5,000	5,000	5,000	5,000	5,000
609011 Meeting Expenses		0	0	0	0
612801 Special Projects	50,000	0	0	0	0
781001 Capital Costs	1,495,940	0	0	0	0
651010 Administration Charges	21,265	10,946	10,946	10,946	10,946
Shared Services	2,951	2,951	2,951	2,951	2,951
Total Expenses	1,625,257	67,998	61,998	61,998	61,998
Revenues less Expenditures	0	0	0	0	0

REGIONAL DISTRICT OF BULKLEY-NECHAKO**Regional Parks and Trails 10903****Houston Granisle Area G****Bylaw No. 1928 No Limits**

Taxation on Improvements Only

	2022	2023	2024	2025	2026
	Budget	Budget	Budget	Budget	Budget
400001 Taxation	23,874	23,874	23,874	23,874	23,874
446001 Grants in Lieu of Taxes					
446002 Grant in Lieu of Alcan Taxes					
480001 Miscellaneous Revenue					
446110 Admin Recovery					
499999 Prior Year's Surplus					
TOTAL REVENUE:.....	23,874	23,874	23,874	23,874	23,874
EXPENDITURE:					
601001 Share of Salaries	15,851	15,851	15,851	15,851	15,851
601101 Benefits	4,216	4,216	4,216	4,216	4,216
601201 Overtime		0	0	0	0
601301 As Above Staff Education	100	100	100	100	100
601401 As Above Staff Travel	500	500	500	500	500
601801 Association Dues		0	0	0	0
606001 Communications		0	0	0	0
608001 Property Insurance		0	0	0	0
608002 Liability Insurance		0	0	0	0
608003 Vehicle Insurance		0	0	0	0
609001 Supplies		0	0	0	0
609011 Meeting Expenses		0	0	0	0
612801 Special Projects		0	0	0	0
651010 Administrative Recovery	1,240	1,240	1,240	1,240	1,240
Shared Services	1,967	1,967	1,967	1,967	1,967
Total Expenses	23,874	23,874	23,874	23,874	23,874
Revenues less Expenditures	0	0	0	0	0

REGIONAL DISTRICT OF BULKLEY-NECHAKO**Regional Parks and Trails 10904****Burns Lake, Area B, Area E****Bylaw No. 1929 No Limits**

Taxation on Improvements Only

Total Assessments	616,795,585
Tax Rate of Total Assessments	0.0484

	2021	2022	2023	2024	2025	2026
	Actual	Budget	Budget	Budget	Budget	Budget
400001 Taxation	28,389	29,859	29,859	29,859	29,859	29,859
446001 Grants in Lieu of Taxes						
446002 Grant in Lieu of Alcan Taxes	13,417	12,055	12,055	12,055	12,055	12,055
420001 Transfer from NCPG Reserve		180,000				
446110 Admin Recovery						
499999 Prior Year's Surplus						
TOTAL REVENUE:.....	41,806	221,914	41,914	41,914	41,914	41,914
EXPENDITURE:						
601001 Share of Salaries		23,777	23,777	23,777	23,777	23,777
601101 Benefits		6,324	6,324	6,324	6,324	6,324
601201 Overtime			0	0	0	0
601301 As Above Staff Education		100	100	100	100	100
601401 As Above Staff Travel		500	500	500	500	500
601801 Association Dues			0	0	0	0
606001 Communications			0	0	0	0
608001 Property Insurance			0	0	0	0
608002 Liability Insurance		2,000	2,000	2,000	2,000	2,000
608003 Vehicle Insurance			0	0	0	0
609001 Supplies			0	0	0	0
609011 Meeting Expenses			0	0	0	0
612801 Special Projects		50,000	0	0	0	0
781001 Capital		130,000				
651010 Administrative Recovery		6,262	6,262	6,262	6,262	6,262
Shared Services		2,951	2,951	2,951	2,951	2,951
Total Expenses		221,914	41,914	41,914	41,914	41,914
Revenues less Expenditures		0	0	0	0	0

REGIONAL DISTRICT OF BULKLEY-NECHAKO**Regional Parks and Trails 10905****Fort St. James, Area C****Bylaw No. 1930 No Limits**

Taxation on Improvements Only

	2022	2023	2024	2025	2026
	Budget	Budget	Budget	Budget	Budget
400001 Taxation	23,874	23,874	23,874	23,874	23,874
446001 Grants in Lieu of Taxes					
446002 Grant in Lieu of Alcan Taxes					
480001 Miscellaneous Revenue					
446110 Admin Recovery					
499999 Prior Year's Surplus					
TOTAL REVENUE:.....	23,874	23,874	23,874	23,874	23,874
EXPENDITURE:					
601001 Share of Salaries	15,851	15,851	15,851	15,851	15,851
601101 Benefits	4,216	4,216	4,216	4,216	4,216
601201 Overtime		0	0	0	0
601301 As Above Staff Education	100	100	100	100	100
601401 As Above Staff Travel	500	500	500	500	500
601801 Association Dues		0	0	0	0
606001 Communications		0	0	0	0
608001 Property Insurance		0	0	0	0
608002 Liability Insurance		0	0	0	0
608003 Vehicle Insurance		0	0	0	0
609001 Supplies		0	0	0	0
609011 Meeting Expenses		0	0	0	0
612801 Special Projects		0	0	0	0
651010 Administrative Charges	1,240	1,240	1,240	1,240	1,240
Shared Services	1,967	1,967	1,967	1,967	1,967
Total Expenses	23,874	23,874	23,874	23,874	23,874
Revenues less Expenditures	0	0	0	0	0



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Committee of the Whole

FROM: Taddea Kunkel, First Nations Liaison

DATE: March 17, 2022

SUBJECT: Truth and Reconciliation Calls to Action

RECOMMENDATION: (all/directors/majority)

To receive/discuss.

BACKGROUND

As part of the RDBN's efforts for creating space to discuss the Truth and Reconciliation Commissions' 94 Calls to Action and how to support local First Nations in their advocacy for reconciliation efforts in the region, staff has prepared this memo to discuss the last Calls to Action that focus on the legacy of Residential Schools and justice and moves onto those focusing on reconciliation.

As expanded upon in sequential order, Call 43 urges all levels of government to fully adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) as a framework for reconciliation. Should the Board be interested, staff can bring back a fulsome report that examines various approaches that regional districts and municipalities across the province have developed.

This report brings forward the last of the justice-related Calls to Action. The public inquiry into the disproportionate violence that Indigenous women and girls face (Call 41) has been completed¹. The inquiry resulted in a two-volume report that illustrates the magnitude of violence that Indigenous women and girls face across Canada². The report provides linkages between the violence faced by Indigenous women and girls to the lingering legacy of colonization, systemic oppression, and socioeconomic disparities, along with 231 Calls to Action³. This Call to Action is particularly pertinent to the region as highway 16, often referred to as the "Highway of Tears," is widely known for the high rates of missing and murdered Indigenous women and girls. Despite the inquiry and subsequently published report, very few cases of missing and murdered women get solved.

¹ CBC News. Beyond 94 – Call 41. <https://newsinteractives.cbc.ca/longform-single/beyond-94?&cta=41>

² National Inquiry into Missing and Murdered Indigenous Women and Girls. 2019. *Reclaiming Power and Place: The Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls*. <https://www.mmiwg-ffada.ca/final-report/>

³ Ibid.

Ongoing local efforts to address this include awareness campaigns (including May 5th National Red Dress Day⁴), a regional transit system connecting Prince George to Prince Rupert, calls for increased police patrols along the highway, and improved cellphone coverage⁵. Despite these efforts, many cases of missing and murdered Indigenous women and girls remain unsolved.

No progress has been made by the federal, provincial, and territorial governments on implementing an Indigenous justice system that would address Call 42⁶. Whereas, progress has been made on Call 43, which urges **every level of government** to fully adopt and implement the United Declarations on the Rights of Indigenous Peoples (UNDRIP) as a framework for reconciliation. The federal government and several provinces (BC included) have passed legislation affirming the application of UNDRIP as a legal tool for interpretation and committed to working collaboratively with Indigenous Peoples and organizations to develop an Action Plan for aligning existing laws with the Declaration⁷. Some cities across Canada, such as Vancouver and the Capital Regional District, have committed to implementing and using UNDRIP as a reference framework for reconciliation. The City of Vancouver passed a motion to implement UNDRIP and identify priority actions in partnership with urban Indigenous Peoples and Nations, whose unceded territories make up the City's land-base⁸. The Capital Regional District created a reconciliation statement that recognizes UNDRIP as a reference framework and reiterates their commitment to building better relationships with Indigenous Peoples and their governments whose traditional territories they span across⁹.

When passing the UNDRIP legislation, the Federal Government gave itself a two-year timeframe to co-develop a national action plan to align existing laws with the principles, to date there has been no published progress¹⁰. The Federal Government has also not created a Royal Proclamation of Reconciliation to be issued by the Crown, nor has it formally repudiated the concepts of the Doctrine of Discovery and terra nullius¹¹. The 1763 Royal Proclamation, issued by King George III, intended the relationship between Indigenous and non-Indigenous peoples to be nation-to-nation, built on the basis of peace, fairness, and mutual respect¹². However, the Doctrine of Discovery and the concept of terra nullius, which presumed racial superiority of European Christian peoples during their colonial pursuits, was used as the basis to claim lands for their monarchs

⁴ CTV News. 2021. "Indigenous Groups in Canada mark Red Dress Day, raising awareness of MMIWG. <https://www.ctvnews.ca/canada/indigenous-groups-in-canada-mark-red-dress-day-raising-awareness-of-mmiwg-1.5416170>

⁵ Wilson, Lee. 2021. "It took 15 years of advocacy to get cell coverage on Highway of Tears, and families say there is still much work to do." APTN National News. <https://www.aptnnews.ca/national-news/it-took-15-years-of-advocacy-to-get-cell-coverage-on-highway-of-tears-and-families-say-there-is-still-much-work-to-do/>

⁶ CBC News. Beyond 94 – Call 42. <https://newsinteractives.cbc.ca/longform-single/beyond-94?cta=42>

⁷ CBC News. Beyond 94 – Call 43. <https://newsinteractives.cbc.ca/longform-single/beyond-94?cta=43>

⁸ City of Vancouver. 2021. Council Members' Motion – Implementing the UN Declaration on the Rights of Indigenous Peoples in the City of Vancouver. <https://council.vancouver.ca/20210309/documents/b2.pdf>

⁹ Capital Regional District. *Statement of Reconciliation*. https://www.crd.bc.ca/docs/default-source/aboriginal-initiatives-pdf/statement-reconciliation.pdf?sfvrsn=6e4f3ca_4

¹⁰ CBC News. Beyond 94 – Call 44. <https://newsinteractives.cbc.ca/longform-single/beyond-94?cta=44>

¹¹ CBC News. Beyond 94 – Call 45. <https://newsinteractives.cbc.ca/longform-single/beyond-94?cta=45>

¹² ReconciliationACTION YEG. 2020. "TRC 5 Years Later: Royal Proclamation and Covenant of Reconciliation." <https://ualbertalaw.typepad.com/faculty/2020/12/trc-5-years-later-royal-proclamation-and-covenant-of-reconciliation.html>

regardless of the original inhabitants¹³ despite its contradictions to the signed Proclamation.

CALLS TO ACTION FOR DISCUSSION

Legacy of Residential Schools and Justice

41. We call upon the federal government, in consultation with Aboriginal organizations, to appoint a public inquiry into the causes of, and remedies for, the disproportionate victimization of Aboriginal women and girls. The inquiry's mandate would include:

- i. Investigation into missing and murdered Aboriginal women and girls.
- ii. Links to the intergenerational legacy of residential schools.

42. We call upon the federal, provincial, and territorial governments to commit to the recognition and implementation of Aboriginal justice systems in a manner consistent with the Treaty and Aboriginal rights of Aboriginal peoples, the *Constitution Act, 1982*, and the *United Nations Declaration on the Rights of Indigenous Peoples*, endorsed by Canada in November 2012.'

Reconciliation and Canadian Governments and the United Nations Declaration on the Rights of Indigenous Peoples

43. **We call upon federal, provincial, territorial, and municipal governments** to fully adopt and implement the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation.

44. We call upon the Government of Canada to develop a national action plan, strategies, and other concrete measures to achieve the goals of the *United Nations Declaration on the Rights of Indigenous Peoples*.

Reconciliation and Royal Proclamation and Covenant of Reconciliation

45. We call upon the Government of Canada, on behalf of all Canadians, to jointly develop with Aboriginal peoples a Royal Proclamation of Reconciliation to be issued by the Crown. The proclamation would build on the Royal Proclamation of 1763 and the Treaty of Niagara of 1764, and reaffirm the nation-to-nation relationship between Aboriginal peoples and the Crown. The proclamation would include, but not be limited to, the following commitments:

- i. Repudiate concepts used to justify European sovereignty over Indigenous lands and peoples such as the Doctrine of Discovery and *terra nullius*.
- ii. Adopt and implement the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation.

¹³ Assembly of First Nations. 2018. *Dismantling the Doctrine of Discovery*. <https://www.afn.ca/wp-content/uploads/2018/02/18-01-22-Dismantling-the-Doctrine-of-Discovery-EN.pdf>

iii. Renew or establish Treaty relationships based on principles of mutual recognition, mutual respect, and shared responsibility for maintaining those relationships into the future.

iv. Reconcile Aboriginal and Crown constitutional and legal orders to ensure that Aboriginal peoples are full partners in Confederation, including the recognition and integration of Indigenous laws and legal traditions in negotiation and implementation processes involving Treaties, land claims, and other constructive agreements.



BRITISH COLUMBIA CATTLEMEN'S ASSOCIATION

Representing the Beef Cattle Industry of British Columbia

AGRI CENTRE - #4 - 10145 DALLAS DRIVE, KAMLOOPS, B.C. V2C 6T4 PHONE (250) 573-3611 FAX (250) 573-5155

March 3, 2022

Attention: Gerry Thiessen, Chair and Curtis Helgesen
 Bulkley-Nechako Regional District
 Box 820
 Burns Lake, BC V0J 1E0

Our File: 2022-007

SENT BY EMAIL: gerry.thiessen@rdbn.bc.ca, curtis.helgesen@rdbn.bc.ca

RE: Invitation – Emergency Management Roundtable

BC Cattlemen's Association would like to invite your staff and board chair to attend a roundtable discussion (via zoom) with agricultural organizations.

It is our intent to hold a leaders meeting, both from local government and agriculture industry associations, to prepare for future emergencies. At this meeting, participants will have the opportunity to share experiences, outline roles and processes, and identify opportunities to enhance preparedness with a possibility of exploring ways to standardize emergency response and supports across regions.

This proactive discussion will be working toward positive solutions. A 1 ½ hour zoom meeting on either March 29, 30 or 31st is tentatively planned. Please see the draft agenda below. We kindly ask you to indicate your availability using the doodle poll for this meeting.

https://doodle.com/poll/24vidyhv7wqa8xs4?utm_source=poll&utm_medium=link

Draft Agenda	
5 min.	Welcome and introductions
20 min.	Agriculture Industry (<i>BC Cattlemen, BC Dairy, BC Ag Council</i>) <ul style="list-style-type: none"> - Wildfire & Flood response - Ranch & Ag Liaison program
20 min.	Regional Districts - Open forum for to outline emergency preparedness & management
30 min.	Roundtable Discussion <ul style="list-style-type: none"> - EOC & PREOC - Agriculture Liaisons - Strengths, Weaknesses and Opportunities
10 min.	Identify actions and next steps
5 min.	Wrap up

It is our sincere hope that regional district staff and chairs will participate. I look forward to meeting with the regional district teams from across the province.

Best regards,

Kevin Boon,
 BCCA General Manager

Cc: BC Agriculture Council - Stan van der wall, Chair and Danielle Synotte, Executive Director
 BC Dairy - Holger Schwichtenberg, Chair and Jeremy Dunn, General Manager

From: [Cheryl Anderson](#)
To: [Curtis Helgesen](#)
Subject: FW: [EXTERNAL]: Greetings from the BC Electoral Boundaries Commission
Date: March 4, 2022 2:21:00 PM
Attachments: [image002.png](#)

From: INFO, BCEBC BCEBC:EX <info@bcebc.ca>
Sent: Thursday, March 3, 2022 11:39 AM
To: inquiries <inquiries@rdbn.bc.ca>
Subject: [EXTERNAL]: Greetings from the BC Electoral Boundaries Commission

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.



March 3, 2022

Regional District of Bulkley-Nechako
 37 - 3rd Avenue
 Burns Lake, BC V0J 1E0

Greetings from the BC Electoral Boundaries Commission.

Please accept this letter as an invitation to your organization to express your views on the province's current electoral district boundaries.

The BC Electoral Boundaries Commission is an independent, non-partisan commission with a mandate to review the area, names and boundaries of provincial electoral districts. The Commission submits two reports to the Legislative Assembly with recommendations for the next two provincial general elections.

Your voice in an important part of this process. To help prepare its preliminary report, the Commission is now seeking public input on the province's current electoral district boundaries. We will be publishing a preliminary report with initial recommendations. After, we will seek public input on those recommendations.

You can share your organization's views in the following ways:

- through the [Commission website](#),
- at an in-person or virtual [public meeting](#), or
- by [writing the Commission](#) directly.

Visit our website to learn more about the Commission, review maps and resources, and find the electoral districts in your community.

Please feel free to share this information with others and contact us with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nitya Iyer', with a long, sweeping flourish extending to the right.

Justice Nitya Iyer
Commission Chair
BC Electoral Boundaries Commission

100- 1112 FORT STREET, VICTORIA B.C. V8V 3P6
BCEBC.CA | INFO@BCEBC.CA | 1-800-661-8683