

REGIONAL DISTRICT OF BULKLEY-NECHAKO

COMMITTEE OF THE WHOLE MEETING

Thursday, June 16, 2022

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill – via Zoom
Shane Brienen
Mark Fisher
Tom Greenaway
Clint Lambert
Linda McGuire
Annette Morgan
Bob Motion
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarrah Storey – via Zoom, left at 12:07 p.m., returned at 1:24 p.m.

Director Dolores Funk, Village of Burns Lake

Absent

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Megan D’Arcy, Agriculture Coordinator (west) – arrived at 1:24 p.m.
Nellie Davis, Manager of Regional Economic Development
John Illes, Chief Financial Officer
Wendy Wainwright, Deputy Director of Corporate Services

Others Bryan Crosby, Regional Manager, Planning & Partnerships, Ministry of Transportation and Infrastructure – left at 11:57 a.m.
Darrell Gunn, Executive Director, Northern Region, Ministry of Transportation and Infrastructure – left at 11:57 a.m.
Shaun Holahan, District Manager, Fort George District, Ministry of Transportation and Infrastructure – left at 11:57 a.m.
Dave Stevens, President, Bulkley Valley Lakes District Airshed Management Society – left at 11:20 a.m.

CALL TO ORDER

Chair Thiessen called the meeting to order at 10:38 a.m.

FIRST NATIONS ACKNOWLEDGEMENT

AGENDA

Moved by Director Newell
Seconded by Director Greenaway

C.W.2022-6-1

“That the Agenda of the Committee of the Whole meeting of June 16, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – May 12, 2022

Moved by Director Motion
Seconded by Director Petersen

C.W.2022-6-2

“That the Committee of the Whole Meeting Minutes of May 12, 2022 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BULKLEY VALLEY LAKES DISTRICT AIRSHED MANAGEMENT SOCIETY – Dave Stevens, President RE: Air Pollution Monitoring in the RDBN

Chair Thiessen welcomed Dave Stevens, President, Bulkley Valley Lakes District Airshed Management Society.

Mr. Stevens provided an overview of the Bulkley Valley Lakes District (BVLD) Airshed Management Society – Air Pollution Monitoring in the RDBN.

- Established in 2005
- Factual understanding of air pollution for decision making
- Updated micro emissions Inventory for the Bulkley Valley Lakes District
 - o Project began in 2018
 - o Amass an inventory of air pollution in the Bulkley Valley
 - o Dungate Community Forest a funding partner and requested a *Summary Report of Local Air Quality*
- Burns Lake Volunteer Fire Department – regulatory grade equipment in place
 - o Particular monitoring and calibration is conducted by a technician
 - o Good information
- Low-cost monitoring options
 - o PurpleAir Sensors
- Crematory proposal in Smithers in 2021 prompted review of air pollution in the area
 - o Concerns expressed regarding pollution
 - o Received grant in aid funding to install two PurpleAir Sensors
- Ministry of Environment has a network of monitors within Burns Lake
- Rural areas un-addressed
- Will bring forward funding request for sensors for rural areas surrounding Burns Lake.

Chair Thiessen thanked Mr. Stevens for attending the meeting.

REPORTS

Union of B.C. Municipalities
-Minister Meeting/Ministry
Staff Requests

Moved by Director Parker
Seconded by Director McGuire

C.W.2022-6-3

“That the Committee recommend to the Board that the Minister Meeting requests be submitted for the 2022 Union of BC Municipalities Convention.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

The Committee spoke of including the following additional requests for Minister Meetings for the 2022 UBCM Convention:

Minister of Advanced Education and Skills Training (Director Parker) (Same as Minister of Agriculture request)

- Vet Shortage (identify what steps RDBN has taken)
(Potential for joint meeting with RDFFG)

Minister of Transportation and Infrastructure (Chair Thiessen/Director Greenaway)

- Highway 16/27 Corridor Study and Intersection

Minister of Health

- Impacts of vaccine mandates (Director Newell)
- Needle Exchange Programs (Director Brienen)
 - Discarded needles – make more identifiable as they are ending up in playgrounds and other public locations.

Discussion took place regarding:

- Meetings with the Regional District and member municipalities in support of same topics being brought forward
- Northwest B.C. Resource Benefits Alliance (RBA) request for meeting will be submitted by the RBA.

Union of B.C. Municipalities -Resolutions

Moved by Director Riis-Christianson
Seconded by Director Lambert

C.W.2022-6-4

“That the Committee recommend that the Sustainable Funding for Public Libraries Resolution be submitted to the Union of BC Municipalities for consideration at this year’s convention if not addressed through the North Central Local Government Association resolution process.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Hydro – UBCM 2022 Meeting Invite

Moved by Director Lambert
Seconded by Director Riis-Christianson

C.W.2022-6-5

“That the Committee receive the Director of Corporate Services’ BC Hydro – UBCM 2022 Meeting Invite memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Draft RDBN Director Communication Guide and Communications Policy

The following was discussed:

- Utilizing Guide and Policy for Director Orientation.
- Responsibility and obligation of elected officials -communicating with constituents
- Elected officials providing a response in regard to a request for information
- Wording change “should” to “may”
- Living document
- Chair speaks on behalf of the board
- Guide is to provide support and guidance regarding communications for the Board and staff.

INCAMERA MOTION

Moved by Director Brienen
Seconded by Director

C.W.2022-6-6

“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 (Highway 16/27) must be closed to the public therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for Committee of the Whole In-Camera Meeting at 11:57 a.m.

Reconvened at 12:07 p.m.

Break for Lunch at 12:07 p.m.

Reconvened 12:49 p.m.

REPORTS (CONT'D)

Draft RDBN Director Communication Guide and Communications Policy (Cont'd)

- RDBN Strategic Plan
 - Communication/Public Communication
- Guides – living document and tools to be utilized
- Guide and Policy provide an outline on how to deliver communication.

Draft RDBN Director
Communication Guide and
Communications Policy

Moved by Director Riis-Christianson
Seconded by Director Morgan

C.W.2022-6-7

“That the Committee recommend that the Board approve the RDBN Director Communication Guide and RDBN Communications Policy as amended to replace “should” with “may”.”

Opposed: Director Riis-Christianson CARRIED

(All/Directors/Majority)

Draft RDBN Corporate
Operations Communication
Guide

Moved by Director Atrill
Seconded by Director Morgan

C.W.2022-6-8

“That the Committee recommend that the Board approve the RDBN Corporate Operations Communication Guide.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Statement of Financial Information (SOFI)

Moved by Director Riis-Christianson
Seconded by Director Parker

C.W.2022-6-9

“That the Chair and Chief Financial Officer sign the SOFI report indicating approval of the statements and schedule of financial information and that the Committee recommend that the Board approve the SOFI report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Revenue Anticipation Bylaw

Moved by Director Lambert
Seconded by Director Brien

C.W.2022-6-10

“That the Committee direct staff to bring forward a revenue anticipation bylaw for \$1.5 million to the Board Meeting on June 30, 2022.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Local Government Climate Action Program (LGCAP) and Electric Vehicles

Moved by Director Atrill
Seconded by Director Riis-Christianson

C.W.2022-6-11

“That the Committee direct staff to bring forward a budget amendment to facilitate the purchase of two electric vehicles in 2022 or 2023 and to include a contribution to the LGCAP reserve of \$22,417, and that staff bring a statutory reserve bylaw forward to hold LGCAP reserve funds for Board consideration to the June Board meeting.”

Moved by Lambert
Seconded by Director Brien

C.W.2022-6-12

“That the Committee defer the Local Government Climate Action Program (LGCAP) and Electric Vehicles to a future Committee of the Whole Meeting to include additional information regarding options, including cost analysis, to utilize the Local Government Climate Action Program and the discontinued Climate Action Revenue Incentive Program; and further, that the Local Government Climate Action Program criteria and requirements be provided to the Board.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Truth and Reconciliation Calls to Action

Moved by Director Morgan
Seconded by Director McGuire

C.W.2022-6-13

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

Staff Appreciation

- Proposed Barbeque and ballgame following the July 21, 2022 Board meeting
- During meeting provide long-term service awards
- Invite internal and external staff
- Potentially adjust RDBN Transfer Station and Landfill hours
 - o Options to be able to include external staff
 - o Recruitment and retention of employees
- Recognition of staff's work
- Board feedback
- Board interaction with staff.

Staff Appreciation

Moved by Director Morgan
Seconded by Director Atrill

C.W.2022-6-14

"That the Committee recommend that the Board direct staff to plan a staff appreciation day for July or August 2022; and further that additional information be brought forward at the June 30, 2022 Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

PJS Board Room Technology System

Concerns and frustrations were expressed regarding the PJS Systems Board Room Technology System and continuous technical issues. Staff provided an update in regard to the system and potentially having PJS Systems provide an in-person service call.

Ron Poole, Consultant, Northwest B.C. Resource Benefits Alliance

Director Brienen spoke of inviting Ron Poole, Consultant, Northwest B.C. Resource Benefits Alliance (RBA) to the next RDBN Board Meeting to provide an RBA update.

ADJOURNMENT

Moved by Director McGuire
Seconded by Director Newell

C.W.2022-6-15

"That the meeting be adjourned at 1:48 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Deputy Director of
Corporate Services