



**Minutes of a Meeting of the North Central Local
Government Association Board of Directors**

**Held Friday, January 31st and Saturday, February 1st
2020 in Prince George, BC**

FINANCE COMMITTEE MEETING

Friday, January 31, 2020

IN ATTENDANCE: Director Lara Beckett, President
Mayor Sarrah Storey, 1st Vice-President
Councillor Cori Ramsay, 2nd Vice-President
Councillor Gord Klassen, Past President

STAFF ATTENDANCE: Terry Robert, Executive Director
Hannah Wasstrom, Executive Coordinator

CALL TO ORDER

Committee Chair Sarrah Storey called the meeting to order at 10:09 am.

AGENDA APPROVAL

MOVED/SECONDED that the Agenda for the Finance Committee Meeting on Friday, January 31, 2020, be adopted. CARRIED

Q3 FINANCIAL SUMMARY

Executive Director Terry Robert gave an overview of the Finance Committee report and the Q3 Financial Summary. The Committee requested that the reporting summary be altered to indicate multi-year trends and changes to the revenue and expenses.

MOVED/SECONDED that the Q3 Financial Summary be received and forwarded to the Board for approval. CARRIED

MOVED/SECONDED to have the Fraser Basin Council finance department lead attend a future committee meeting. CARRIED

SOLID WASTE FORUM AGREEMENT

The Committee reviewed the contract and identified edits to be implemented before approval. The Committee also reviewed the draft forum budget and made edits to the projected revenue and other expenses.

MOVED/SECONDED that the Solid Waste Forum draft agreement and budget get forwarded to the board for approval with amendments. CARRIED

FINANCE COMMITTEE REPORTING

MOVED/SECONDED that the Finance Committee discuss and identify reporting aspirations for the 2020 AGM. CARRIED

The Committee considered including the endowment fund and advocacy report as part of the AGM reporting.

NEW BUSINESS

President Beckett gave an update on the Fraser Basin Council contract which will be up for renew in June of 2020.

MOVED/SECONDED that Staff provide recommendations for methods on how to absorb the additional labour costs by the Fraser Basin Council. CARRIED

MOVED/SECONDED that the Finance Committee report be accepted by the Committee and forwarded to the Board for approval. CARRIED

ADJOURNMENT

MOVED/SECONDED that the Finance Committee Meeting on January 31, 2020 be adjourned at 11:36 am. CARRIED

GOVERNANCE COMMITTEE MEETING

Friday, January 31, 2020

IN ATTENDANCE: Director Lara Beckett, President
Mayor Sarrah Storey, 1st Vice-President
Councillor Cori Ramsay, 2nd Vice-President
Councillor Gord Klassen, Past President

STAFF ATTENDANCE: Terry Robert, Executive Director
Hannah Wasstrom, Executive Coordinator

CALL TO ORDER

Committee Chair Lara Beckett called the meeting to order at 10:05 AM.

AGENDA APPROVAL

MOVED/SECONDED that the Governance Committee Agenda for January 31, 2020 be adopted as presented. CARRIED

APPROVAL OF PREVIOUS MINUTES

MOVED/SECONDED that the November 28, 2019 Governance Committee Meeting Minutes be approved. CARRIED

COMMITTEE STRUCTURE AND SCHEDULE REVIEW

MOVED/SECONDED that the NCLGA merge the membership, roles and responsibilities of the Executive, Finance and Governance Committees into a newly formed NCLGA Executive Operations Committee that meets every two weeks via teleconference under a new Committee Terms of Reference (recommendation as listed in the Governance Committee report). ALL OPPOSED

NCLGA WORK PLAN

Executive Director Terry Robert provided an overview of the 2020/2021 Staff Work Plan. The Committee identified concerns with their not being enough labour allocated to the AGM.

MOVED/SECONDED that the 2020/2021 NCLGA Work Plan be received. CARRIED

MOVED/SECONDED that the NCLGA Work Plan be reviewed and updated for implementation in the 2020/21 fiscal year based on the 2020/21 Preliminary Budget for Decision at the March 2020 Board of Directors meeting. CARRIED

MOVED/SECONDED that the 2020/21 NCLGA Work Plan be submitted in concert with the 2020/21 Annual Budget for Decision at the July 2020 Board of Directors meeting. CARRIED

The remaining Governance Committee Items were tabled for a later date due to time constraints. The Endowment fund is to be discussed at Day 2 of Regular Board Meetings.

ADJOURNMENT

MOVED/SECONDED that the Governance Committee Meeting be adjourned at 12:00 pm. CARRIED

RESOLUTIONS COMMITTEE (of the whole)

Friday, January 31, 2020

IN ATTENDANCE: Director Lara Beckett, President
Mayor Sarrah Storey, 1st Vice-President
Councillor Cori Ramsay, 2nd Vice-President
Councillor Gord Klassen, Past President
Councillor Lynne Christiansen, Director at Large (via phone)
Director Steve Forseth, Director at Large (Chair)
Councillor Judy Greenaway, Director at Large (Vice-Chair)
Director Leonard Hiebert, Appointed Regional Representative
Mayor Shane Brienen, Appointed Regional Representative
Director John Massier, Appointed Regional Representative
Director Dannielle Alan, Appointed Regional Representative
Director Dean Paranich, Appointed Regional Representative
Councillor Lorraine Gerwing, Appointed Regional Representative
Mayor Lee Brain, Appointed Regional Representative

STAFF ATTENDANCE: Executive Director, Terry Robert
Executive Coordinator, Hannah Wasstrom

CALL TO ORDER

Resolutions Committee Chair Steve Forseth called the meeting to order at 1:04 pm.

AGENDA ADOPTION

MOVED/SECONDED that the January 31 2020 Resolutions Committee agenda be adopted. CARRIED

2020 RESOLUTION CYCLE UPDATE

Executive Director Terry Robert provided an overview of the 2020 resolutions cycle including important dates and procedures. The Committee identified the need to explain to Members in the Resolution Submission Guidelines about how to strengthen resolutions before submitting. The Committee discussed the creation of a committee diary to keep track of the status of resolutions with guidance from UBCM.

ACTION: To strengthen the resolution review process for next year.

2020 RESOLUTIONS COMMITTEE AGM REPORTING

MOVED/SECONDED that there will be no resolutions committee report in the AGM Annual Report. CARRIED

REPORTING

MOVED/SECONDED that the Resolutions Committee report for January 31, 2020 be accepted as information. CARRIED

ADJOURNMENT

MOVED/SECONDED that the January 31, 2020 Resolutions Committee be adjourned at 1:32 pm. CARRIED

PLANNING AND PRIORITIES COMMITTEE (of the whole)

Friday, January 31, 2020

IN ATTENDANCE: Director Lara Beckett, President
Mayor Sarrah Storey, 1st Vice-President
Councillor Cori Ramsay, 2nd Vice-President
Councillor Gord Klassen, Past President
Councillor Lynne Christiansen, Director at Large (via phone)
Director Steve Forseth, Director at Large
Councillor Judy Greenaway, Director at Large
Director Leonard Hiebert, Appointed Regional Representative
Mayor Shane Brienen, Appointed Regional Representative (Chair)
Director John Massier, Appointed Regional Representative
Director Dannielle Alan, Appointed Regional Representative
Director Dean Paranich, Appointed Regional Representative

Councillor Lorraine Gerwing, Appointed Regional Representative
Mayor Lee Brain, Appointed Regional Representative

STAFF ATTENDANCE: Executive Director, Terry Robert
Executive Coordinator, Hannah Wasstrom

CALL TO ORDER

Committee Chair Shane Brienien called the committee meeting to order at 1:34 pm.

AGENDA ADOPTION

MOVED/SECONDED that the agenda for the January 31, 2020 Planning and Priorities Committee be adopted. CARRIED

ROUNDTABLE DISCUSSION – KEY EMERGING ISSUES

The Committee identified advocacy issues for the Board to focus on including species at risk, rural health care, the opioid crisis, increased support for rural communities, utilizing wildfire affected timber, the Truth and Reconciliation Commission (#57 and #92), moose and spraying of glyphosate, forestry land management plans, addressing the current issues in the rape and sexual assault support system, climate change impacts on agriculture, ride-sharing infrastructure in rural communities, transportation safety and road rescue funding.

ADVOCACY - 2020 SOLID WASTE MANAGEMENT FORUM UPDATE

The Committee reviewed the Fraser Basin Council's planning update for the 2020 Solid Waste Management Forum and the Steering Committee structure. It was suggested that a technical representative from Regional Districts be appointed to the Forum Steering Committee.

NATURAL RESOURCES FORUM DEBRIEF

The Committee took part in a roundtable debrief of takeaways from the Natural Resources Forum that took place on January 28-30, 2020. The Committee discussed the need for more local government and area association representation at this conference. CARRIED

2020 RESOLUTIONS COMMITTEE AGM REPORTING

MOVED/SECONDED that there will be no Planning and Priorities Committee report in the 2020 AGM Annual Report. CARRIED

REPORTING

MOVED/SECONDED that the Planning and Priorities Committee report for January 31, 2020 be accepted as information. CARRIED

ADJOURNMENT

MOVED/SECONDED that the January 31, 2020 Planning and Priorities Committee Meeting be adjourned at 2:43 pm. CARRIED

REGULAR BOARD MEETING

Friday, January 31, 2020

IN ATTENDANCE: Director Lara Beckett, President
Mayor Sarrah Storey, 1st Vice-President
Councillor Cori Ramsay, 2nd Vice-President
Councillor Gord Klassen, Past President
Councillor Lynne Christiansen, Director at Large (via phone)
Director Steve Forseth, Director at Large
Councillor Judy Greenaway, Director at Large
Director Leonard Hiebert, Appointed Regional Representative
Mayor Shane Brienen, Appointed Regional Representative (Chair)
Director John Massier, Appointed Regional Representative
Director Dannielle Alan, Appointed Regional Representative
Director Dean Paranich, Appointed Regional Representative
Councillor Lorraine Gerwing, Appointed Regional Representative
Mayor Lee Brain, Appointed Regional Representative

STAFF ATTENDANCE: Executive Director, Terry Robert
Executive Coordinator, Hannah Wasstrom

CALL TO ORDER

President Lara Beckett called the meeting to order at 3:00 pm.

ADOPTION OF AGENDAS

MOVED/SECONDED that the agendas for the January 31 and February 1, 2020 Board Meetings be adopted. CARRIED

ADOPTION OF MINUTES

MOVED/SECONDED that the minutes from the November 1 and 2 2019 Board Meetings be adopted with provided amendments. CARRIED

REGIONAL REPRESENTATIVES UPDATES

Area Director John Massier – Cariboo Regional District (CRD)

Recent CRD Board elections occurred and the Chair and Vice-Chair were re-elected. The final funding announcement for rebuilding the Cariboo Memorial Hospital in Williams Lake was announced. The CRD Board recently received delegations from the Ministry Staff regarding caribou consultations and provided an update on the herds that are declining. The CRD Board was invited to a landscape level planning process with more to follow up soon. A recently completed housing report in the north will provide more rental and affordable housing in our communities. The CRD purchased new firetrucks which they will be financing.

Councillor Lorraine Gerwing – Northern Rockies Regional Municipality (NRRM)

Recent forestry efforts continue to revitalize the industry but no new updates were provided. Health care and inequitable access to health services in the region continues to be a challenge. Community residents aren't being given necessary health transportation and the hospital has been experiencing recent curtailments. The NRRM is currently working on a regional connectivity strategy and a roadmap to improve internet access and speed in the region. The Provincial Government has

provided housing subsidies for individuals who relocate to Fort Nelson however the community does not have the services and resources for these people. Two small liquefied natural gas plants have requested to build and local First Nations are interested in exploring geothermal options and reusing past drill sites.

Area Director Dean Paranich – Regional District of the Kitimat-Stikine (RDKS)

The January 2020 cold snap revealed that there was a pellet shortage in the region. Over the years many residents, including First Nations bands have opted to use pellet stoves for heating, but are now facing issues with getting access to bagged pellets. It seems many pellet manufacturers have focused their production on the export market. Recently the Gitksan Development Corporation (GDC) has begun to offer bulk pellet sales in the region. GDC are getting the pellets from the Terrace plant. Local MLA Doug Donaldson has been made aware of the pellet shortage issues. Top Speed Energy Corp. is awaiting approval from the BC Oil and Gas Commission regarding their recent request to build a small scale LNG facility on industrial lands near the Terrace Airport. If approved, this facility will add up to 24 transport trucks per day hauling LNG shipping containers from Terrace to the Port of Prince Rupert. Concerns regarding safety on this transport corridor were raised by the RDKS. The RDKS is working with the Ministry of Transportation and Infrastructure to address road safety in the region regarding increased transport truck traffic due to industrial development in the region. The District of New Hazelton, the Village of Hazelton, and the Gitksan Government Commission are working with the Skeena Housing Coalition Society to provide additional assisted living housing in the Hazelton's.

Mayor Shane Brienen – Bulkley-Nechako Regional District (BNRD)

The impacts of the Rio Tinto dam on the Nechako River flows and water levels continues to be a concern and the region will be creating a management plan for the issue. Usage of burnt wood from wildfires has proven difficult for the forestry industry but many forest blocks have been cleared and burned for forest fire mitigation. There have been recent developments in connectivity and transportation but residents are still struggling. Fort St James was approved for a new hospital and solid waste and recycling continue to be challenge for small communities. MLA Nathan Cullen has been hired to negotiate talks amongst parties in regards to the natural gas pipeline in Houston and region. There is a housing crunch for many of the communities with the need for more accessible homes and job vacancies in the communities.

Area Director Leonard Hiebert – Peace River Regional District (PRRD)

Provincial caribou liaison Blair Lekstrom has resigned and relationships with First Nations have taken a toll as a result of the caribou consultations and the entire process. The PRRD has invited First Nations to a community meeting on their territory. Grain and forage producers are currently experiencing problems with harvest stipulations indicating the need for discussions amongst the Ministry of Agriculture and insurance providers. The LP mill in Dawson Creek has restructured their shift schedules but no shifts have been cut. PRRD Directors Leonard Hiebert and Dan Rose have started a pilot project focusing on assisting rural seniors with at-home services. Many have expressed interest in the project and it has received positive feedback. The World Junior A hockey tournament took place in Fort St. John and Dawson Creek in December and was a great economic driver for the communities. The region is continuing their efforts in improving connectivity.

Mayor Lee Brain – North Coast Regional District (NCRD)

The City of Prince Rupert has finished a yearlong project with urban developers and planners to determine a new strategy for increase housing and infrastructure for the thousands of jobs coming to the city in the next few years. The City is forming a collaborative group with First Nations, government, health industry, port companies and rail as part of the planning. A big event occurred in

December to announce projects that will be going into the downtown core in the next 3 years. Lots of work and progress has been made on the issue of homelessness in the city and money for new water infrastructure has been raised.

Area Director Dannielle Alan – Regional District of the Fraser-Fort George (RDFFG)

The District of Mackenzie is closing their landfill and opening a new recycling plant. The RDFFG is enhancing their 911 service and working on developing infrastructure for electric vehicle charging stations and broadband access. Recent issues have been highlighted for dealing with agriculture plastic and the loss of farming land. A train carrying pot ash derailed in the eastern portion of the region in December and the World Women’s Curling Championship is coming to Prince George in March 2020.

GUEST SPEAKER

The NCLGA Board received a presentation from Prince George Natural Resource District Manager John Huybers, Regional Entomologist Jeanne Robert and Prince George Fire Centre Manager Dave Banham who provided a regional update on spruce beetle forest impacts and associated wildfire risks.

ADJOURNMENT

President Lara Beckett adjourned the January 31, 2020 regular board meeting at 5:02 PM.

REGULAR BOARD MEETING

Saturday, February 1st, 2020

IN ATTENDANCE: Director Lara Beckett, President
Mayor Sarrah Storey, 1st Vice-President
Councillor Cori Ramsay, 2nd Vice-President
Councillor Gord Klassen, Past President
Councillor Lynne Christiansen, Director at Large (via phone)
Director Steve Forseth, Director at Large
Councillor Judy Greenaway, Director at Large
Director Leonard Hiebert, Appointed Regional Representative
Mayor Shane Brienen, Appointed Regional Representative
Director John Massier, Appointed Regional Representative
Director Dannielle Alan, Appointed Regional Representative
Director Dean Paranich, Appointed Regional Representative
Councillor Lorraine Gerwing, Appointed Regional Representative
Mayor Lee Brain, Appointed Regional Representative

STAFF ATTENDANCE: Executive Director, Terry Robert
Executive Coordinator, Hannah Wasstrom

CALL TO ORDER

President Beckett called the February 1, 2020 Regular Board Meeting to order at 8:54 AM.

PRESIDENTS REPORT

President Lara Beckett provided the President's report and highlighted recent activities and engagements. The President attended a Geoscience BC informational session in Prince George, the Natural Resources Forum, and a delegation with Minister George Heyman to request funding for the solid waste forum and to highlight other advocacy issues. The President reviewed recent discussions with the Fraser Basin Council regarding the general service agreement and its renewal in June 2020. Both parties are pleased with the agreement and hope it will continue. The President has also been busy with the 2020 AGM Committee and participated in an interview on post-greyhound transit options in the Bulkley Nechako Regional District.

MOVED/SECONDED to receive the President's report.

CARRIED

EXECUTIVE REPORT

Executive Director Terry Robert provided the executive report and outlined recent operational efforts and successes. Robert also highlighted some key areas that the NCLGA should be focusing on the coming year which include more engagement with First Nations, rural health care, air and water quality and geothermal expansion.

MOVED/SECONDED that the Finance Committee review the 2020/2021 multi-year budget to include NCLGA travel expenses for delegations at events and other board meetings.

CARRIED

OPERATIONS REPORT

Executive Coordinator Hannah Wasstrom delivered the operations report. The Committee discussed reminding the Membership about Community Leadership Awards and Executive Nomination Deadlines.

MOVED/SECONDED that Past President Gord Klassen to work with Staff to develop an Executive Nomination policy and procedures.

CARRIED

ACTION: For Board Members to send 1st Vice-President Sarrah Storey a head shot photo of themselves to include as part of slideshow during the AGM.

MOVED/SECONDED that the Operations Report be received by the Board as information.

CARRIED

MIABC UPDATE

Municipal Insurance Association of BC (MIABC) representative Gord Klassen provided an update on behalf of MIABC which highlighted the 2020 risk management conference in Vancouver (April 7-9) and useful local government resources on the MIABC website. The Board discussed possibly having MIABC partner on the 2020 AGM Emergency Management Tour.

MOVED/SECONDED to receive the MIABC Update report.

CARRIED

ACTION: To include an update from UBCM and possible FCM on future board agendas.

FINANCE COMMITTEE REPORT

MOVED/SECONDED to receive the January 31, 2020 Finance Committee report as information.

CARRIED

MOVED/SECONDED to discuss the solid waste forum agreement with Fraser Basin Council in-camera.

CARRIED

GOVERNANCE COMMITTEE REPORT

MOVED/SECONDED to receive the Governance Committee report as information.

CARRIED

MOVED/SECONDED that the Board is in favour of the NCLGA Staff Work Plan.

CARRIED

ENDOWMENT FUND REPORT

The Board continued discussion from the Governance Committee around the strategy of the NCLGA's Endowment Fund. The Board agreed to the proposals (with the following amendments) as listed in the Governance Committee report:

1. Northern Development Initiatives Trust (NDIT) will continue being the manager of the fund.
2. That the purpose of the fund is to "grow the fund annually as funds are available", to remove the target balance and date of \$1 million by 2035 and include a sentence to ensure that membership rates can remain stable.
3. That a minimum balance of \$250,000 is maintained to cover contingencies and any return interest will go back into the fund.

The Board agreed to review the fund policy every 4 years, to have an annual update from NDIT, add endowment fund information to the director orientation package and keep the name endowment fund.

RESOLUTIONS COMMITTEE REPORT

MOVED/SECONDED to receive the January 31, 2020 Finance Committee report as information.

CARRIED

PLANNING AND PRIORITIES COMMITTEE REPORT

MOVED/SECONDED to receive the January 31, 2020 Planning & Priorities Committee report as information.

CARRIED

GUEST PRESENTER ROUNDTABLE DEBRIEF AND TOPIC EXPLORATION

The Board highlighted key topics for future board delegations and agreed that guest speaker presentations should be shared on the website for Members to view.

MOVED/SECONDED that species at risk, health care issues in the north and transportation in the north be focus topics for future guest speakers.

CARRIED

MOVED/SECONDED that the United Nations Declaration on the Rights of Indigenous People and the Truth and Reconciliation Commission be added as discussion topics for future board meeting agendas.

CARRIED

2020 AGM UPDATE

2nd Vice President Cori Ramsay provided an update on 2020 AGM Planning on behalf of the Planning Committee. The Board identified ideas for speakers and case studies for the sessions and discussed

a student mentorship program for the AGM. It was agreed that students should be over legal age to attend.

ACTION: For the AGM student mentorship program to be discussed within the finance and governance committee in regards to budgeting.

2021 AGM UPDATE

Executive Director Terry Robert provided an overview of ongoing developments with the Host of the 2021 AGM: the City of Fort St. John. Next step will be populating the planning committee with a NCLGA representative and to continue further planning. The Board agreed that it is important that the NCLGA Office keep record of any legacy AGM Planning documents.

MOVED/SECONDED that Director Leonard Hiebert be appointed to the 2021 AGM planning committee. CARRIED

ROUNDTABLE DISCUSSION

The Board had a roundtable discussion on upcoming priorities and areas of importance which included waste management funding and health care challenges in the North.

MOVED/SECONDED to strike a task force/committee to explore a roadmap for health care advocacy. CARRIED

BOARD CALENDAR REVIEW

The Board reviewed the 2020 Calendar, confirmed the March 20 and 21 Board Meeting date and highlighted important dates to be added. Dates to be added included the COFI Convention, Mayors Caucus and the Rural Communities Forum. The Board agreed that the President will attend the Association of Vancouver Island and Coastal Communities AGM in April. A representative from the North Coast Regional District may be able to attend the AGM as well on behalf of the NCLGA.

MOVED/SECONDED that Mayor Brain, Mayor Storey and Mayor Brien attend the Lower Mainland Local Government Association AGM and NCLGA will cover extra expenses as necessary. CARRIED

NEXT STEPS

The Board identified next steps and agreed that 2020 AGM Director emcees will be decided at the March 2020 Board Meeting.

ADJOURNMENT

MOVED/SECONDED that the February 1, 2020 Board Meeting be adjourned at 1:46 pm. CARRIED

Meeting Minutes were approved by at the Regular Board Meeting on March 21, 2020