

**COLUMBIA BASIN TRUST  
BOARD OF DIRECTORS MEETING NO. 165  
JUNE 13/14, 2014  
MINUTES**

Meeting No. 165 was held at the Emergency Services Building in Nakusp, BC.

**Directors in attendance:**

G. Deck, Chair	A. Naqvi
L. Page	G. DeRosa
K. Deane	W. Booth
P. Peterson	D. Raven
C. Gallinger	R. Jensen
D. Birdstone	A. McCracken

**Staff and guests in attendance:**

N. Muth	F. Maika
J. Strilaeff	D. Hoodicoff
W. Lundeberg	K. Zwick
S. Curtis	R. Gresiuik, Recording Secretary

The meeting was called to order at 8:30 am.

**ADOPTION OF AGENDA**

**Attachments:**

- Minutes: Board Meeting Nos. 163 and 164
- Report from the Chair
- Report from the CEO
- CBT Board Meeting Schedule
- Appointments to Columbia Power Corporation Board of Directors
- Memorandum of Understanding
- 2014 Columbia River Basin Transboundary Conference Presentation
- Delivery of Benefits Update on Activities
- Community Directed Funds Update
- Yaqan Nukiy Roundhouse
- Youth Initiatives
- CBT Support for Energy in the Basin
- Social Grants Program
- Implementing the Environment Strategic Plan 2014 - 2019
- Invasive Species
- Social Strategic Plan
- Environmental Grants Program
- Non-Profit Capacity Support Program and Kootenay Boundary Community Services Cooperative Partnership
- Economic Initiatives and Strategic Plan Renewal Update
- Advisory Committee Appointments
- Sport and Physical Activity
- DOB Lending
- Unallocated Portion of the 2014/15 DOB Budget
- Special Initiatives Department Update
- Minutes: Finance and Audit Committee Meeting Nos. 61 and 62
- Quarterly Treasury Board Forecasts
- FY2013/14 – Consolidated Financial Statements

- FY2013/14 CBBC Audited Financial Statements
- 2013/14 Executive Compensation Report
- Columbia Basin Broadband Corporation Operations Update
- Communications Update
- 2013/14 Annual Report
- 2013/14 Board of Directors Remuneration Reports – CBT and CBBC
- Minutes: Investment Committee Meeting No. 67
- Quarterly Investment Portfolio Review – March 31, 2014

**22/14 Moved, seconded and resolved that:**  
Agenda No.164 be approved as amended and hereby is adopted.

## **ADOPTION OF MINUTES**

**23/14 Moved, seconded and resolved that:**  
The Minutes of Meeting No. 163 held March 25, 2013 and the Minutes of Meeting No. 164 held May 5, 2014 be approved and hereby are adopted.

## **REPORTS FROM OFFICERS AND EXECUTIVE COMMITTEE**

### **Report from the Chair**

The Chair provided a written report to the Board of Directors.

There were no resolutions arising.

### **Report from the CEO**

The CEO provided a written and verbal report to the Board of Directors.

There were no resolutions arising.

### **Report from the Executive Committee**

No written material was provided.

There were no resolutions arising.

### **CBT Board Meeting Schedule**

A memorandum was provided to the Board of Directors which presented a draft Board meeting schedule for the 2015 calendar year. There was general consensus amongst the Directors to move towards four regular Board meetings per year, with the remaining two to be focused on Board defined objectives.

There were no resolutions arising.

### **Appointments to Columbia Power Corporation Board of Directors**

A memorandum was provided to the Board of Directors which recommended that Greg Deck and Kim Deane be re-nominated to the Board of Directors of Columbia Power Corporation.

**24/14 Moved, seconded and resolved that:**  
The Board of Directors hereby nominates Greg Deck and Kim Deane to the Board of Directors of Columbia Power Corporation for the term July 1, 2014 to June 30, 2015.

### **Memorandum of Understanding**

A memorandum was provided to the Board of Directors which sought a recommendation to delegate authority to the Executive Committee to approve the Memorandum of

Understanding between the Province and CBT that would clarify CBT's accountability structure.

**25/14 Moved, seconded and resolved that:**

The Board of Directors hereby delegates authority to the Executive Committee to approve the Memorandum of Understanding (MOU) between CBT and the Province, on the condition the Province first approves the MOU and that the MOU is in materially the same form as presented to the Board.

**DELIVERY OF BENEFITS**

**2014 Columbia River Basin Transboundary Conference Presentation**

A memorandum was provided to the Board of Directors which detailed the Fourth International 2014 Columbia River Basin Transboundary Conference. The conference is a partnership between the CBT Board of Directors and Northwest Power and Conservation Council (NPCC). Jennifer Anders, NPCC, provided the Board of Directors with a presentation on the conference. The presentation was made for informational purposes only.

Discussions ensued about support for advisory committee attendance at the 2014 Columbia River Basin Transboundary Conference. The Board concurred that staff should decide financial assistance for advisory committee members.

**Delivery of Benefits Update on Activities**

A memorandum was provided to the Board of Directors which gave an update on DOB activities. The memorandum was provided for informational purposes only.

There were no resolutions arising.

**Report from the Community Initiatives Committee**

The Committee Chair provided the Board of Directors with a verbal report on a recent Community Initiatives Committee meeting held June 13, 2014.

**Report from the Sector Initiatives Committee**

The Committee Chair provided the Board of Directors with a verbal report on a recent Sector Initiatives Committee meeting held June 12, 2014.

**Social Strategic Plan**

A memorandum was provided to the Board of Directors which sought approval of the draft Social Strategic Plan 2014 – 2019 (Plan) before it is made available to residents for review and comment.

**26/14 Moved, seconded and resolved that:**

As recommended by the Sector Initiatives Committee, the Board of Directors hereby approves the draft CBT Social Strategic Plan 2014 – 2019 for the purposes of seeking public feedback.

**Environment Grants Program**

A memorandum was provided to the Board of Directors which sought approval of an Environment Grants Program (previously Environmental Initiatives Program) policy. Staff also informed the Board of Directors of their anticipation that the ability to commit funds will increase this year due to the availability of multi-year funding and larger grants.

**27/14 Moved, seconded and resolved that:**

As recommended by the Sector Initiatives Committee, the Board of Directors hereby approves the Environment Grants Program Policy.

## **Non-Profit Support Program and Kootenay Boundary Community Services Cooperative Partnership**

A memorandum was provided to the Board of Directors which sought approval of a new Non-Profit Support Program (Program). The Program will help Basin non-profit entities address organizational development needs and support their ongoing sustainability and efficiency.

### **28/14 Moved, second and resolved that:**

The Board of Directors hereby approves the Non-Profit Support Program Policy.

### **And resolved further that:**

The Board of Directors hereby approves funding of up to \$1,500,000 over three years a) the Non-Profit Support Program development and delivery, and b) the six month extension of the Kootenay Boundary Community Services Cooperative Partnership.

### **And resolved further that:**

The Board of Directors hereby approves management be authorized to develop a terms of reference to procure the Program and approve the Program procedures and parameters prior to Program delivery.

## **Economic Initiatives and Strategic Plan Renewal**

A memorandum was provided to the Board of Directors which provided an update on current economic initiatives and next steps for the renewal of the Economic Initiatives Strategic Plan. This agenda item was deferred to the next meeting.

There were no resolutions arising.

## **Advisory Committee Appointments**

A memorandum was provided to the Board of Directors that reviewed four new appointments to the Environmental Advisory Committee, and two new appointments and one re-appointment to the Social Advisory Committee. The memorandum was provided for informational purposes only.

There were no resolutions arising.

## **Sport and Physical Activity**

A memorandum was provided to the Board of Directors which sought approval of funds, up to \$800,000 over three years, to support establishment of a Centre that would further develop and implement regional support for the sport and physical activity sector throughout the Basin. Discussions ensued surrounding the vision and mission of the PacificSport Regional Network, shared responsibility amongst each Centre and how each Centre approaches the broad spectrum of sport and physical activity. The Directors were informed that a commitment of funds from CBT would leverage additional support from viaSport, and with commitment from both CBT and viaSport, key first steps that would need to occur to initiate the Centre start-up.

### **29/14 Moved, second and resolved that:**

The Board of Directors hereby approves funding of up to \$800,000 over three years for the establishment of a Centre that would further develop and implement regional support for the sport and physical activity sector in the Basin.

Gord DeRosa opposed the motion and requested that his opposition be recorded in the minutes.

## **DOB Lending**

A memorandum was provided to the Board of Directors with information regarding issues related to formalizing an approach for lending activities under Delivery of Benefits (DOB), and, in particular, whether for profit entities should be included when developing DOB lending programs. Staff recommended that for profit entities be eligible for consideration when CBT considers any DOB lending activities, and that until a broader framework is developed, specific proposals and/or specific programs will be brought to the Board for its consideration. The Board concurred that for profit entities would be eligible for consideration in DOB lending activities.

There were no resolutions arising.

## **Unallocated Portion of the 2014/15 Delivery of Benefits Budget**

A memorandum provided the Board of Directors an outline of the process for identifying opportunities for funding from the unallocated portion of the 2013/14 budget and provided potential opportunities for consideration. The memorandum was provided for decision.

### **30/14 Moved, second and resolved that:**

The Board of Directors hereby approves funding in the amount specified for the following initiatives:

Community Broadband Initiatives	\$1 million
Non-Profit Support Program	\$1.5 million over three years
Sector Strategic Plans	\$1 million
Sport and Physical Activity Initiative	\$0.8 million over three years

### **And resolved further that:**

The Board of Directors hereby approves funding in principle of \$4 million over three years for Employment Programs.

### **And resolved further that:**

The Board of Directors hereby delegates the Chief Executive Officer authority to determine whether the required funds for the initiatives approved in this resolution are drawn from the unallocated portion of the 2014/15 Delivery of Benefits budget or from future years' budgets and to transfer the funds accordingly.

### **And resolved further that:**

The Board of Directors hereby direct staff to conduct further development work on the following initiatives:

- Community Infrastructure funding;
- Delivery of Benefits lending; and
- Support for skilled labour development and training.

## **Special Initiatives Department Update**

A memorandum was provided to the Board of Directors that detailed Special Initiatives projects and research updates.

There were no resolutions arising.

## **REPORTS FROM THE FINANCE AND AUDIT COMMITTEE**

The Minutes from Meeting No. 61 held March 12, 2014 and Meeting No. 62 held May 23, 2014 were presented for informational purposes only. The Committee Chair provided a verbal report to the Board of Directors.

There were no resolutions arising.

#### **Quarterly Treasury Board Forecasts**

A memorandum and quarterly forecast was provided to the Board of Directors that outlined the five year financial forecasts provided to Treasury Board.

#### **31/14 Moved, second and resolved that:**

As recommended by the Finance and Audit Committee, the Board of Directors hereby approves the quarterly Treasury Board Forecast.

#### **FY2013/14 Consolidated Financial Statements**

A memorandum was provided to the Board of Directors that discussed the Consolidated Financial Statements for the year ending March 31, 2014 and any material changes from the year ending March 31, 2013.

#### **32/14 Moved, seconded and resolved that:**

As recommended by the Finance and Audit Committee, the Board of Directors hereby approves the Consolidated Financial Statements for the year ended March 31, 2014, substantially in the form presented.

#### **FY2013/14 Columbia Basin Broadband Corporation Audited Financial Statements**

The Board of Directors were provided with a memorandum which reviewed Columbia Basin Broadband Corporation's financial statements for the year ending March 31, 2014 and highlighted material changes to the statements from March 31, 2013.

There were no resolutions arising.

#### **2013/14 Executive Compensation Report**

A memorandum was provided to the Board of Directors with the Executive Compensation Report for fiscal year 2013/14.

There were no resolutions arising.

### **REPORTS FROM SUBSIDIARIES AND SPECIAL COMMITTEES**

#### **Columbia Basin Broadband Corporation Operations Update**

A memorandum provided the Board of Directors with an update on Columbia Basin Broadband Corporation's activities.

There were no resolutions arising.

#### **Our Trust, Our Future Engagement Process**

A memorandum was provided to the Board of Directors which detailed the progress of the Board Task Force on future CBT support of Community Development (Engagement Task Force).

There were no resolutions arising.

### **CORPORATE MATTERS**

#### **Communications Update**

The Board of Directors was provided with a written and verbal update on activities planned or underway in the CBT Communications Department.

There were no resolutions arising.

### **2013/14 Annual Report**

A memorandum was provided to the Board of Directors which presented the final CBT 2013/14 Annual Report. The Annual Report also included performance measures ratings for Corporate Operations. CBT annually assesses its Maturity of Planning Practices and its Maturity of Risk Management Practices on a scale of 1 to 4, with 4 reflecting a fully mature state.

### **33/14 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Annual Report 2013/14 as presented.

### **2013/14 Board of Directors Remunerations Reports**

A memorandum provided the Board of Directors with the Board Remuneration Summary Reports for fiscal 2013/14 for both CBT and Columbia Basin Broadband Corporation.

There were no resolutions arising.

### **INVESTMENT PROGRAMS**

#### **Report from the Investment Committee**

The Minutes from Meeting No. 67 held March 17, 2014 were provided for informational purposes only. The Committee Chair provided the Board of Directors with a verbal report on recent Investment Committee activities.

There were no resolutions arising.

#### **Quarterly Investment Portfolio Review – March 31, 2014**

The Board of Directors was provided with a written and verbal review of CBT's Investment Portfolio Review for the quarter ending March 31, 2014.

There were no resolutions arising

### **CORRESPONDENCE**

The Read File was distributed to the Board of Directors.

There were no resolutions arising.

### **OTHER BUSINESS**

#### **Verbal Reports from Directors on Community Activities**

There were no resolutions arising.

#### **Notice of Motion**

There were no resolutions arising.

### **IN CAMERA**

#### **Board Round Table**

There were no resolutions arising.

The meeting concluded at 10:30 am.

### **Certified Correct:**

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**G. Deck, Chair**

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**R. Gresiuk, Recording Secretary**