

**COLUMBIA BASIN TRUST  
BOARD OF DIRECTORS MEETING NO. 200  
November 23/24, 2018  
MINUTES**

Meeting No. 200 was held in the Osprey Room, Best Western, Nelson, BC.

**Directors in Attendance:**

R. Jensen, Chair	C. Andrews
L. Binks	W. Booth
J. Carver	C. Evans
M. McConnachie	A. Naqvi
L. Parker	D. Raven
V. Thomas	J. Townsend

**Staff and Guests in Attendance:**

J. Strilaeff	A. Ambrosone
M. Brunton [telecon]	S. Curtis [telecon]
J. Davis	S. Green
K. Gosal	T. Hicks [telecon]
D. Hoodicoff [telecon]	D. Lampron [telecon]
C. Lloyd	D. McCormick
H. Mitchell	C. Opperman
R. Oszust	K. Turcasso
J. Medlar, Corporate Secretary	

The meeting was called to order at 9:00 am (MT).

The Chair suspended the Order of Business. For continuity, these Minutes reflect the order of the Agenda.

**ADOPTION OF AGENDA**

Attachments:

- Minutes: Board Meeting 196
- Minutes: Annual General Meeting 197
- In Camera Minutes: Board Meeting 198
- In Camera Minutes: Board Meeting 199
- Report from the Chair
- Report from the CEO
- CBBC Update
- CBDC Update
- Minutes: Executive Committee Meeting 134
- In Camera Minutes: Executive Committee Meeting 135
- 2019 Committee and Related Appointments
- Board and Committee Performance Evaluations
- 2019 Chair and Vice Chair Candidates
- Minutes: Finance and Audit Committee Meeting 82
- Quarterly Treasury Board Forecasts
- Quarterly Delivery of Benefits Forecasts
- Quarterly Financial Statements
- 2019/20 Consolidated Budget
- Minutes: Investment Committee Meeting 95

- Quarterly Investment Portfolio Report
- Statement of Investment Policy and Procedure Review
- Delivery of Benefits Update on Activities
- Housing Initiatives Update
- Community Wildfire Program
- Basin CORE Grants
- Delivery of Benefits Unallocated Funds
- Community Development Program
- College Partnerships
- Social Isolation Initiative
- Food Recovery Initiative
- Land Conservation Project
- Special Initiatives Update
- CBMP Renewal
- Indigenous Relationships Cultural Literacy Plan
- Trust Commemorative Book Update
- Read File

**50/18 Moved, seconded and resolved that:**

Agenda No. 200 be and hereby is approved and adopted as amended.

**ADOPTION OF MINUTES**

**51/18 Moved, seconded and resolved that:**

Minutes of Board of Directors meeting held September 21/22, 2018 be and are hereby approved and adopted, and the Corporate Secretary is hereby authorized to apply the electronic signature of the Chair to the approved minutes.

**52/18 Moved, seconded and resolved that:**

Minutes of Board of Directors Annual General Meeting held September 21, 2018 be and are hereby approved and adopted, and the Corporate Secretary is hereby authorized to apply the electronic signature of the Chair to the approved minutes.

**53/18 Moved, seconded and resolved that:**

In Camera Minutes of Board of Directors meeting held October 19, 2018 be and are hereby approved and adopted, and the Corporate Secretary is hereby authorized to apply the electronic signature of the Chair to the approved minutes.

**54/18 Moved, seconded and resolved that:**

In Camera Minutes of Board of Directors meeting held November 9, 2018 be and are hereby approved and adopted, and the Corporate Secretary is hereby authorized to apply the electronic signature of the Chair to the approved minutes.

**REPORTS FROM THE CHAIR AND CEO**

**Report from the Chair**

The Chair provided a written report to the Board for information.

There were no resolutions arising.

### **Report from the President and CEO**

The Board was provided a written report on general corporate matters not specifically addressed on the Board agenda.

There were no resolutions arising.

## **REPORTS FROM SUBSIDIARIES**

### **CBBC Update and Future Directions**

The Board was provided a memorandum with an update on current broadband activities since the last Board meeting. The memorandum also presented an overview of broadband initiative successes to date as well as work left to be completed in the Basin and opportunities for future direction as discussed with the Columbia Basin Broadband Corporation (CBBC) Board of Directors. The CBBC Board recommended that the Trust Board continue support for the broadband initiative and direct the CBBC staff to develop an updated business plan and funding recommendation for the Trust Board's review.

### **55/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves that the CBBC Board/Staff develop an updated Columbia Basin Broadband Corporation business plan for review, including a recommendation of funding required for implementation.

### **CBDC Update**

The Board was provided a memorandum for information on Columbia Basin Development Corporation (CBDC) activities since the last Board meeting that included updates on economic projects, programs and the Impact Investment Fund.

There were no resolutions arising.

## **REPORTS FROM COMMITTEES**

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

Minutes from the Executive Committee meetings held on September 20 and September 25, 2018 were provided for information.

### **Committee and Related Appointments**

The Board was provided a memorandum which sought approval of appointments to Board Committees, operating subsidiaries and other entities to which the Trust has appointment entitlements. The proposed appointments would be for a term effective January 1, 2019 to the first Board meeting of the 2020 calendar year.

The Board amended the proposed appointments to add the appointment of Director Evans to the Executive Committee.

### **56/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves the following appointments as amended for a term ending the first Board Meeting of the 2020 calendar year:

TRUST DIRECTORS	Executive Committee	Finance & Audit Committee	Investment Committee	Housing Initiatives Committee	First Nations Advisor	NWPCC Liaison	CBRAC Liaison	CBBC Board of Directors	CBDC Board of Directors	CPC Board of Directors
C. Andrews			X	X						
L. Binks	X		Chair							
J. Carver	X	X							Co - Chair	
C. Evans	X	X		Chair						
R. Jensen	Chair					X			Co - Chair	X
M. McConnachie		X	X							
D. McCormick			X						X	
R. Oszust		X						X		
D. Raven	X	Chair						X		
V. Thomas				X	X					
K. Turcasso		X	X							
RDFFG Rep.			X	X						
<b>Non-Trust Directors and Committee Members</b>										
R. Miles								Chair		
W. Booth								X		
G. Deck								X		
A. Kyle								X		
R. Leggett								X		
K. Andruschuk									X	
A. Mason									X	
H. Romich									X	
S. Howse				X						
C. Mullin				X						
J. Robinson				X						
G. DeRosa							X			
J. Stephens										X

*The Board Chair is Ex Officio Member of all Committees*

### Board and Committee Performance Evaluations

The Board was provided a memorandum for information on the biennial performance evaluation process for Board, Subsidiary Board and Board Committees scheduled to commence in November.

There were no resolutions arising.

### 2019 Chair and Vice Chair Candidates

The Board was provided with a memorandum which disclosed the names of the Directors who put forward their intent to run for Board Chair or Vice Chair positions for 2019. Current candidates are:

- Board Chair: Rick Jensen
- Vice Chair: Jocelyn Carver

There were no resolutions arising.

### Report from the Finance and Audit Committee

Minutes of the Finance and Audit Committee meeting held on September 20, 2018 were provided for information.

### Quarterly Treasury Board Forecasts

The Board was provided a memorandum that outlined the updates made to the five-year financial forecast provided to the Treasury Board for the quarterly submission.

There were no resolutions arising.

### **Quarterly Delivery of Benefits Forecasts**

The Board was provided a memorandum that outlined the updates made to the five-year cash forecasts for Delivery of Benefits for information.

There were no resolutions arising.

### **Quarterly Financial Statements**

The Board was provided a memorandum that presented the consolidated financial statements for the period ended September 30, 2018 and outlined the material changes from the consolidated financial statement from the year prior for information.

There were no resolutions arising.

### **2019/20 Consolidated Budget**

The Board was provided a memorandum which sought approval of the Consolidated Budget for fiscal 2019/20 that included proposed budgets for cash, revenues, corporate expenditures and investments. A detailed Delivery of Benefits (DOB) budget will be provided to the Board at the January 2019 meeting for approval.

As recommended by the Executive Committee, Chair Jensen proposed an amendment, in accordance with new Public Sector Employers' Council guidelines and Trust compensation philosophy, to increase the performance increase budget to 5% of total compensation for Staff Remuneration and Development in the 2019/20 Budget

### **57/18 Moved, seconded and resolved that:**

As recommended by the Executive Committee, the Board of Directors hereby approves the amended 2019/20 Budget in substantially the form provided in the material for this meeting.

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

The minutes from the Investment Committee meetings held on September 4, 2018 were provided for information.

### **Quarterly Investment Portfolio Review**

The Board was provided with the Quarterly Investment Portfolio Report for the period ended September 30, 2018 for information.

There were no resolutions arising.

### **Statement of Investment Policies and Procedures Review**

The Board was provided a memorandum which sought approval of the Statement of Investment Policies and Procedures as part of a required biennial review.

### **58/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Statement of Investment Policies and Procedures in substantially the form provided in the material for this meeting.

### **IN CAMERA SESSION**

The Board held an in-camera discussion with senior staff. Following the discussion, there were matters noted in the In Camera minutes for this meeting.

## **DELIVERY OF BENEFITS MATTERS**

### **Delivery of Benefits Update**

The Board was provided a memorandum for information on activities within Delivery of Benefits (DOB) programs and initiatives since the last Board meeting.

There were no resolutions arising.

### **Updated Housing Initiatives Strategic Framework**

The Board was provided a memorandum for information on housing activities since the last Board meeting.

There were no resolution arising.

### **Community Wildfire Program**

The Board was provided a memorandum which sought approval of a new three-year Community Wildfire Program, and associated \$3.2 million in funding, to help communities reduce wildfire risk.

#### **59/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Community Wildfire Program, in substantially the form provided in the material for this meeting, for implementation over three years with a total budget of \$3.2 million.

Director Evans and Director Townsend opposed the motion and requested their opposition be recorded in the minutes.

### **Basin CORE Grants**

The Board was provided a memorandum which sought approval of a new three-year Community Outdoor Revitalization Efforts (CORE) Grants, and associated \$6 million in funding, to support Basin communities to create, restore or enhance outdoor multi-use community spaces that support community gathering and programming.

#### **60/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Community Outdoor Revitalization Efforts Grants program, in substantially the form provided to this meeting, for implementation in 2019/20, 2020/21 and 2021/22 with a total budget of \$6 million.

### **Delivery of Benefits Unallocated Budget**

The Board was provided a memorandum for discussion on the funds remaining in the Unallocated budget for this fiscal year and summary of a number of proposed initiatives to utilize these funds. Recommended initiatives are addressed individually in subsequent material for this meeting.

There were no resolutions arising.

### **Community Development Program**

The Board was provided a memorandum which sought approval to increase the budget for the Community Development Program by up to \$2 million this fiscal year.

#### **61/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves a transfer of up to \$2 million from the 2018/19 Unallocated budget to the Community Development Program.

### **College Partnerships**

The Board was provided a memorandum which sought approval of funding over three years for Selkirk College and College of the Rockies for a College Partnerships initiative to engage in areas of shared priority with the Trust. A framework for the initiative was provided that outlined the vision, eligible activities and guiding principles as well as a summary of the proposed areas of focus over the next three years.

#### **62/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves three-year funding to total \$6 million, \$3 million for Selkirk College and \$3 million for College of the Rockies, for the purposes substantially as presented in the material for this meeting (\$2 million already approved in the 2018/19 Budget and an additional \$4 million from the 2018/19 Unallocated budget).

Director Evans opposed the motion and requested his opposition be recorded in the minutes.

### **Social Isolation Initiative**

The Board was provided a memorandum which sought approval of a new Social Isolation Initiative that will support projects that develop, implement and evaluate collaborative, community-based solutions to reducing social isolation.

#### **63/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Social Isolation Initiative, in substantially the form provided to this meeting, and up to \$300,000 from the 2018/19 Unallocated budget.

### **Food Recovery Initiative**

The Board was provided a memorandum which sought approval of a new Food Recovery Initiative that will support projects that develop, implement and evaluate innovative food recovery solutions.

#### **64/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Food Recovery Initiative, in substantially the form provided to this meeting, and up to \$300,000 from the 2018/19 Unallocated budget.

### **Land Conservation Project**

The Board was provided a memorandum which sought approval to support the Nature Conservancy of Canada's purchase of the Next Creek property, a 7,882 hectare parcel with high ecological value surrounded by the NCC Darkwoods Conservation Area.

#### **65/18 Moved, seconded and resolved that:**

The Board of Directors hereby approves the President and CEO be authorized to commit up to \$650,000 from the 2018/19 Delivery of Benefits budget, including \$150,000 from the 2018/19 Unallocated budget, to support the Nature Conservancy of Canada to purchase the Next Creek property for the purpose of conserving its ecological values in perpetuity.

### **Special Initiatives Department Update**

The Board was provided a memorandum for information on activities within agriculture, recreation and physical activity, and renewable and alternative energy strategic priorities since the last Board meeting.

There were no resolutions arising.

## **CORPORATE MATTERS**

### **Columbia Basin Management Plan Renewal**

The Board was provided a memorandum for discussion on the proposed scope for the Columbia Basin Management Plan (CBMP) renewal process with the goal to develop a renewed strategic direction to deliver on the Trust's mandate over the next ten years and the following objectives:

- Explore our future potential and redefine where and how the Trust focuses its efforts;
- Renew and build new relationships with residents to help inform the evolution of the Trust;
- Engage residents in a meaningful process that respects different audiences' expertise, willingness and ability to contribute;
- Celebrate our 25-year anniversary and collective accomplishments to date; and
- Simplify the Trust's strategic planning framework.

The proposed approach included elements of regional outcomes and support methods as well as a high level overview of the engagement process, principles and timeline.

There were no resolutions arising.

### **Indigenous Relationship Cultural Literacy Plan**

The Board was provided a memorandum for information on the Cultural Literacy Plan, as part of the Trust's Indigenous Relationships strategic priority, that will provide a variety of educational opportunities to increase staff and Board knowledge and competency.

There were no resolutions arising.

### **Trust Commemorative Book**

The Board was provided a memorandum with an update on the Trust's corporate history book project for information.

There were no resolutions arising.

## **CORRESPONDENCE**

The Read File was distributed to the Board of Directors.

There were no resolutions arising.

## **IN CAMERA**

### **Board Round Table**

There were no resolutions arising.

The meeting concluded at 12:45 pm.

### **Certified Correct:**

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**R. Jensen, Chair**

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**J. Medlar, Recording Secretary**