

**COLUMBIA BASIN TRUST  
BOARD OF DIRECTORS MEETING NO. 188  
July 21/22, 2017  
MINUTES**

Meeting No. 188 was held in the Ramada Inn, Creston, BC and via teleconference.

**Directors in Attendance:**

R. Jensen, Chair	L. Binks
W. Booth	M. Delich
J. Dooley	G. DeRosa
A. Naqvi	L. Page
R. Ruston	J. Townsend

**Directors Absent:**

L. Parker	V. Thomas
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**Staff and Guests in Attendance:**

J. Strilaeff	A. Ambrosone
L. Gillis	K. Gosal
T. Hicks	D. Hoodicoff
W. Lundeberg	A. Wassing, CBAL
J. Medlar, Recording Secretary	

The meeting was called to order at 1:00 pm (PT).

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

**ADOPTION OF AGENDA**

Attachments:

- Minutes: Board Meeting No. 187
- Columbia Basin Alliance for Literacy
- Report from the Chair
- Report from the CEO
- CBBC Update
- CBDC Update
- CBDC Board Appointment
- Delivery of Benefits Update on Activities
- Delivery of Benefits Forecast – material tabled at meeting
- Airport Terminal Project Funding
- Housing Initiatives Update
- Child Care Support Program
- Poverty Reduction Initiative
- Ecosystem Program
- Core Advisory Committee Appointments
- Agriculture Strategic Priority Update
- Recreation and Physical Activity Strategic Priority Update
- Indigenous Relationships Strategic Priority Update
- Salmon Re-introduction Update
- Shared Services
- Records Management Retention Schedule

- Minutes: Finance & Audit Committee Meeting No. 76
- Statement of Financial Information
- Quarterly Treasury Board Forecasts
- Quarterly Financial Statements
- Read File

**34/17 Moved, seconded and resolved that:**

Agenda of Board of Directors Meeting No. 188 be and hereby is approved as amended.

**ADOPTION OF MINUTES**

**35/17 Moved, seconded and resolved that:**

Minutes of the Board of Directors meeting held May 26/27, 2017 be and hereby are approved.

**COLUMBIA BASIN ALLIANCE FOR LITERACY**

The Board was provided with a memorandum for information and verbal presentation by A. Wassing, former Executive Director of Columbia Basin Alliance for Literacy (CBAL). Ms. Wassing attended to discuss, reflect and share insights on the Trust's long term partnership with CBAL. The Board took this opportunity to acknowledge Ms. Wassing for her significant contributions to the Basin.

There were no resolutions arising.

**REPORTS FROM THE CHAIR AND CEO**

**Report from the Chair**

Chair Jensen provided a verbal report to the Board for information with a brief update on the appointment of Honourable Katrine Conroy as Minister of Children and Family Development and Minister responsible for the Columbia Basin Trust, Columbia Power and the Columbia River Treaty.

There were no resolutions arising.

**Report from the President and CEO**

The Board was provided with a written report on general corporate matters for information and proposed topics for the September Board professional development session.

There were no resolutions arising.

**REPORTS FROM SUBSIDIARIES**

**CBBC Update**

The Board was provided with a memorandum for information on Columbia Basin Broadband Corporation (CBBC) activities since the last Board meeting that included updates on the Connecting Canadians federal project, network expansion, and network uptake and customers.

There were no resolutions arising.

### **CBDC Update**

The Board was provided with 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.

### **CBDC Board Appointment**

The Board was provided with a memorandum on the current status of CBDC Board membership and sought approval, as recommended by the CBDC Board, for the proposed appointment of Jocelyn Carver to the CBDC Board of Directors for a term expiring March 31, 2018.

### **36/17 Moved, seconded and resolved that:**

The Board of Directors hereby approves that Jocelyn Carver be appointed to the Board of Directors of Columbia Basin Development Corp. for a term expiring March 31, 2018.

## **DELIVERY OF BENEFITS MATTERS**

### **Delivery of Benefits Update**

The Board was provided with a memorandum on activities within Delivery of Benefits (DOB) programs and initiatives since the last Board meeting, and a DOB Forecast – Cash Basis, tabled at the meeting, for information.

There were no resolutions arising.

### **Airport Terminal Project Funding**

The Board was provided with a memorandum which sought direction on airport terminal project funding requests from the cities of Castlegar and Trail. In February 2017, the Trust Board approved in principle \$1 million repayable grant contributions for airport terminal projects to both Castlegar and Trail. The municipalities discovered subsequent restrictions within the Community Charter that would preclude them from assuming this liability, and have requested the Trust reconsider the form of the funding.

Current Trust policy endorses a general practice to evaluate requests for support for revenue generating assets owned by government within a repayable grant framework. The Board reviewed current alternatives, and decided there was need to further develop Trust policy in advance of any decision to support another funding option. The Board requested staff to develop a policy framework for Trust support for airports.

### **37/17 Moved, seconded and resolved that:**

The Board of Directors hereby approves that the requests for alternate funding support for airport terminal projects for the cities of Castlegar and Trail be declined, and that staff are directed to develop a policy framework for Trust support for airports.

### **Housing Initiatives Update**

The Board was provided with a memorandum for information on activities within housing initiatives since the last Board meeting that included new program development and the strong initial response to the Energy Retrofit Program launched in May.

There were no resolutions arising.

### **Child Care Support Program**

The Board was provided with a memorandum which sought approval for a proposed Child Care Support Program and \$3.63 million in funding over three years for implementation that will include:

- A Child Care Capital Grants program that will support a range of needs such as purchasing specialized equipment, renovating existing facilities and constructing new child care spaces;
- Providing financial support to access Early Childhood Educator training and address workforce gaps; and,
- An advisor role to work with child care operators to access existing resources and develop shared resources that address common operational needs.

### **38/17 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Child Care Support Program, in substantially the form provided in the materials for this meeting, for implementation over the course of three years with a total budget of \$3.63 million.

### **Poverty Reduction Initiative**

The Board was provided with a memorandum which sought approval to implement a new poverty reduction initiative with a total budget up to \$500,000. If approved, the Trust will issue a request for proposals in the fall for up to four community projects to develop, implement and evaluate innovative poverty reduction solutions, and then share project results and outcomes with key stakeholders in the Basin.

### **39/17 Moved, seconded and resolved that:**

The Board of Directors hereby approves the poverty reduction initiative, in substantially the form provided to this meeting, and up to \$500,000 to fund up to four projects selected under a request for proposals.

### **Social Grants Program**

The Board was provided with a memorandum for information on the establishment of specific categories of projects eligible for funding under the Social Grants program to provide greater clarity to applicants of the program's objectives and enhance alignment with the Trust's *Social Strategic Plan 2014 – 2019*.

There were no resolutions arising.

### **Ecosystem Program**

The Board was provided with a memorandum which sought approval of a new Ecosystem Program for large scale ecosystem enhancement, restoration and conservation projects over the course of five years with a budget of \$10 million. Staff have completed due diligence on the draft program framework, as presented to the Board in May 2017, which identified the following activities:

- Identifying opportunities to strengthen ecosystem health across the Basin through on-the-ground projects;
- Commissioning large scale ecosystem enhancement, restoration and conservation projects to address identified project opportunities; and,
- Evaluating the effectiveness of projects and carrying out actions necessary to ensure long-term effectiveness.

**40/17 Moved, seconded and resolved that:**

The Board of Directors hereby approves the Ecosystem Program, in substantially the form provided to this meeting, for implementation over the course of five years with a total budget of \$10 million.

**Core Advisory Committee Appointments**

The Board was provided with a memorandum which sought approval of various appointments to the Environment and Social Advisory Committees.

**41/17 Moved, seconded and resolved that:**

The Board of Directors hereby approves the following appointments to the Environment Advisory Committee:

- i. The re-appointment of Jayme Jones for a one year term expiring September 30, 2018.
- ii. The re-appointment of Brendan Wilson for a two year term expiring July 31, 2019.
- iii. The re-appointment of Jeff Zukiwsky for a two year term expiring July 31, 2019.

**And further resolved that:**

The Board of Directors hereby further approves the following appointments to the Social Advisory Committee:

- i. The re-appointment of Curtis Bendig for a two year term expiring June 30, 2019.
- ii. The re-appointment of Anne Cooper for a two year term expiring June 30, 2019.
- iii. The appointment of Kerri Wall for a three year term expiring July 31, 2020.

**Agriculture Strategic Priority Update**

The Board was provided with a memorandum for information on current activities within agriculture initiatives since the last Board meeting such as the upcoming launch of the Kootenay and Boundary Farm Advisors Program, previously referred to as the Regional Agriculture Liaison Service – Technical Extension.

There were no resolutions arising.

**Recreation and Physical Activity Strategic Priority Update**

The Board was provided with a memorandum for information on current activities within the Recreation and Physical Activity strategic priority.

There were no resolutions arising.

**Indigenous Relationships Strategic Priority Update**

The Board was provided with a memorandum for information on current activities within the Indigenous Relationships strategic priority.

There were no resolutions arising.

**Salmon Re-introduction**

The Board was provided with a memorandum for information on the background and context for the Trust's current work on the potential for salmon re-introduction into the Canadian Columbia River System.

There were no resolutions arising.

## **OTHER MATTERS**

### **Shared Services**

The Board was provided with a memorandum for information on the current status of the initiative for an expanded shared services model for the Trust and Columbia Power. Staff from both the Trust and Columbia Power have collaborated on a draft overarching framework for a shared services agreement, developed preliminary shared service plans for each business unit involved, and identified key information technology and human resource issues and tasks to facilitate completion.

There were no resolutions arising.

### **Records Management Retention Schedule**

The Board was provided with a memorandum for information on the Records Management Program in use at the Trust.

There were no resolutions arising.

## **REPORTS FROM COMMITTEES**

### **Report from the Finance and Audit Committee**

Minutes from the Finance and Audit Committee meeting held May 25, 2017 were provided for information.

There were no resolutions arising.

### **Statement of Financial Information**

The Board was provided with a memorandum which sought approval of the Statement of Financial Information (SOFI) for the year ended March 31, 2017. Under the *Financial Information Act*, the Trust, as a Crown Corporation, is required to file the SOFI annually with the Provincial government and post it publicly on the Trust website.

### **42/17 Moved, seconded and resolved that:**

As recommended by the Finance and Audit Committee, the Board of Directors hereby approves the Statement of Financial Information for the year ended March 31, 2017 in substantially the form provide to this meeting.

### **Quarterly Treasury Board Forecasts**

The Board was provided a memorandum for information 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 Financial Statements**

The Board was provided with a memorandum for information that presented the consolidated financial statements for the period ended June 30, 2017 and outlined the material changes from the year prior.

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 12:30 pm.

**Certified Correct:**

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**R. Jensen, Chair**

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**J. Medlar, Recording Secretary**