

REGIONAL DISTRICT OF BULKLEY-NECHAKO

SPECIAL BOARD MEETING NO. 7
(VIRTUAL)

Thursday, May 13, 2021

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill
Shane Brienen
Mark Fisher
Dolores Funk
Tom Greenaway
Clint Lambert
Brad Layton
Linda McGuire
Bob Motion
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarrah Storey

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
Jason Berlin, Chief Building Inspector – arrived at 11:29 a.m.
Alex Eriksen, Director of Environmental Services
John Illes, Chief Financial Officer
Jason Llewellyn, Director of Planning
Sashka Macievich, Financial Controller
Wendy Wainwright, Executive Assistant

Other Taylor Turkington, Manager, Assurance, Beswick Hildebrandt,
Lund

CALL TO ORDER

Chair Thiessen called the meeting to order at 11:08 a.m.

MOTION TO HOLD SPECIAL BOARD MEETING

Moved by Director Layton
Seconded by Director Storey

2021-7-1

“In accordance with Section 220 of the *Local Government Act*, the Regional District of Bulkley-Nechako Board of Directors calls a Special Board Meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGENDA & SUPPLEMENTARY AGENDA

Moved by Director Storey
Seconded by Director Layton

2021-7-2

“That the Board Meeting Agenda of May 13, 2021 be approved; and further, that the Supplementary agenda be dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BESWICK HILDEBRANDT LUND – Taylor Turkington, Manager, Assurance RE: 2020 Audit

Chair Thiessen welcomed Taylor Turkington, Manager, Assurance, Beswick Hildebrandt Lund.

Mr. Turkington provided an overview of the following:

- Management's Responsibility of Financial Information
- Independent Auditor's Report
- Year Ending December 31, 2020
 - o Statement of Financial Position
 - o Statement of Operations
 - o Statement of Changes in Net Financial Assets
 - o Statement of Cash Flows
 - o Notes to the Financial Statements
 - o Schedule of Expenses by Object
 - o Schedule of Continuity of Reserve Funds
 - o Statement of Tangible Capital Assets.

Discussion took place regarding:

- Deferred Revenue - Grants
- Underfunded Liability for Landfill Closure Costs
- Vacation and Retirement accrual
- Grant in lieu of Taxes.

Chair Thiessen thanked Mr. Turkington for attending the meeting.

SUPPLEMENTARY AGENDA

REPORT

Financial Statements for the
Year End 2020

Moved by Director Parker
Seconded by Director McGuire

2021-7-3

"That the Financial Statements for 2020 be approved and that the Chair and Chief Financial Officer be authorized to sign the statements and management representation letter."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

Electoral Area Housing
Reports Contract

Moved by Director Riis-Christianson
Seconded by Director Parker

2021-7-4

"That the Board authorize staff to enter into a contract with M'akola Development Services for the completion of Electoral Area Housing Needs Reports for each electoral area."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The following was discussed regarding the Electoral Area Housing Needs Reports for each electoral area:

- o Address *Local Government Act* requirements
- o Public consultation including the agriculture sector
- o Reviewing RDBN member municipality housing studies

REPORT (CONT'D)

- RDBN Zoning Bylaw text regarding 2nd dwelling in the Small Holdings (H1) Zone consultation process
 - Staff will discuss moving forward the consultation process with the Electoral Area Housing Reports contractor
 - Staff will bring forward information to the Board at a future meeting
- Efficiencies and working collaboratively with a regional perspective in the future
 - Member municipalities
 - Electoral areas
 - First Nations communities.

ADJOURNMENT

Moved by Director Funk
Seconded by Director McGuire

2021-7-5

“That the meeting be adjourned at 11:53 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant