



AGENDA
for the
Lakes Economic Diversification Committee



Monday
January 15, 2018
Council Chambers
6:00 pm

"The Village of Burns Lake is a diverse community where residents enjoy a high quality of life, supported by economic and environmental sustainability, and a vibrant community spirit."

2018 MUNICIPAL OBJECTIVES

1. **The Village will work to strengthen the local economy, support the growth of new and existing businesses and increase our economic diversity.**
 - Review and update the economic development plan
 - Work towards enhancing and improving parking in the downtown core
 - Communicate to the Economic Diversification Committee Council's request to look at and report out on items such as:
 - Parks/ trails and recreation
 - Business retention and attraction; franchise opportunities
 - Internet connectivity
 - Tourism Opportunities, including support to First Nations tourism product development
 - Establish a Community Adjustment Fund Reserve
 - Conduct an annual business survey
 - Monitor UBCM Resolutions regarding Crown Land development
2. **The Village will maintain and improve municipal and residential infrastructure services.**
 - The Village will continue to repair streets in a fiscally responsible manner.
 - The Village will continue to pursue grant funding for major infrastructure projects.
 - Prepare an infrastructure referendum question.
 - Investigate a residential revitalization/façade improvement program.
 - Engage public to identify residential development needed.
 - Enforce unsightly premises bylaw.
3. **The Village will manage its revenues and expenses responsibly.**
 - The Village will continue to work toward targets for the infrastructure deficit.
4. **Work with stakeholders to implement community wildfire protection**
 - Prioritize and implement Community Wildfire Protection Plan action items.
 - Investigate risk mitigation project for the Village's 50-hectare parcel.
5. **The Village will provide and support recreation, healthy living and cultural opportunities**
 - Prioritize and implement Recreation Organizational Review action items.

AGENDA

Lakes Economic Diversification Committee for the Corporation of the Village of Burns Lake, held in Council Chambers on January 15, 2018 at 6:00 p.m.

TOPIC	PAGE
1. CALL TO ORDER	
a) Welcome to new members and individuals in gallery – Councillor M. Riis-Christianson, verbal (2 minutes)	
2. APPROVAL OF AGENDA	
3. PUBLIC COMMENT	
<i>When recognized by the presiding member during the Public Comment portion of any regular or special meeting of the committee, and only after giving their names and addresses, persons from the audience may address the committee on a matter for not more than 2 minutes. When speaking during the Public Comment or Public Question Period, persons must address their remarks to the presiding member, use respectful language, not use offensive gestures or signs, and only address current agenda items. No person from the audience may address the committee more than once during the Public Comment and Public Question Period.</i>	
4. ADOPTION OF THE MINUTES	
Recommendation	
THAT the December 6, 2017 Minutes of the Regular Meeting of the Lakes District Economic Diversification Committee be adopted.	5
6. REPORTS	
a) Burns Lake Housing Cost – Jason Llewellyn (10 minutes)	9
b) CEDI Program - Gerald Slater (10 minutes)	
c) Update on Engagement Plan – EcoPlan International (10 minutes)	
d) Preliminary Statistical Findings – EcoPlan International (10 minutes)	
7. BUSINESS ARISING	
a) Clarify scope of project – Councillor M. Riis-Christianson (10 minutes)	10
b) Test drive engagement tool – EcoPlan International (20 minutes)	
c) Pre-Engagement Engagement (Memo) – Councillor Michael Riis-Christianson (30 minutes)	11
i) Review of Engagement handout	
ii) Division of organizations	

- d) Comments on 2012 Tourism Plan and Lake Babine Nation Tourism Strategy (10 minutes)

8. NEW BUSINESS

- a) Council assigned issues - *Councillor M. Riis-Christianson (5 minutes)* **12**
- b) Notice of Special Meeting – Recommend next meeting January 29, 2018 – *Councillor M. Riis-Christianson, verbal*

9. ORIGINAL COMMUNICATIONS - ACTION

10. ORIGINAL COMMUNICATIONS – RECEIVED AND FILED

11. PUBLIC QUESTION PERIOD

*When recognized by the presiding member during the Public Comment portion of any regular or special meeting of this committee, and only after giving their names and addresses, persons from the audience may address the committee on a matter for not more than **2 minutes**. When speaking during the Public Comment or Public Question Period, persons must address their remarks to the presiding member, use respectful language, not use offensive gestures or signs, and **only address current agenda items**. No person from the audience may address the committee more than once during the Public Comment and Public Question Period.*

12. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF THE LAKES DISTRICT
ECONOMIC DIVERSIFICATION COMMITTEE FOR THE CORPORATION
OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON
Wednesday, December 06, 2017 AT 6:00 PM**

PRESENT

Mayor C. Beach
Councillor M. Riis-Christianson
Helen Cunningham
Stephen Burkholder
Jason Llewellyn
Chantal Tom
Bill Miller
Clayton Wainwright
Rachelle van Zanten
EDO V. Anderson
City Clerk R. Billard

GUESTS

Councillor K. Holliday
Councillor S. Schienbein

PUBLIC

1 member of the public

MEDIA

None

CALL TO ORDER

Chair M. Riis-Christianson called the meeting to order at 6:03 pm.

APPROVAL OF AGENDA

It was moved and seconded by the Committee

ED-2017-12-06: 17

THAT additional item Rural Dividend Fund Application letters of support – City Clerk R. Billard be added to NEW BUSINESS;

AND THAT the Agenda for this meeting be approved as amended.

CARRIED

PUBLIC AND STATUTORY HEARINGS; AND READINGS OR ADOPTIONS

PUBLIC COMMENT

None

ADOPTION OF MINUTES

It was moved and seconded by the Committee

ED-2017-12-06: 18

THAT the November 27, 2017 minutes of the Regular Meeting of Lakes Economic Diversification Committee be adopted as amended.

CARRIED

NEW BUSINESS

Introductions – *William Trousdale, EcoPlan International Inc.*

- Roundtable introductions and discussion about what introductions mean to the community.

Rachelle van Zanten arrived at 6:09 pm

Bill Miller arrived at 6:10 pm

About Economic Development, principles of Asset Based Community Development – *William Trousdale*

- W. Trousdale discussed the foundations of economic development.
- W. Trousdale discussed economic development legacies.
- W. Trousdale gave a pop quiz to demonstrate thinking and analysis.
- W. Trousdale discussed trends in community economic development from pre-1960s to current trends.
- There was a discussion about strategies.
- W. Trousdale discussed Asset Based Community Development (ABCD).
- There was a discussion about plan implementation.

Walk through of the proposed project process - *William Trousdale*

- W. Trousdale discussed the planning process and objectives.
- There was a discussion about steering committee members.
- W. Trousdale discussed Census results.
- There was a discussion about assets and gains.
- There was a discussion about pilot projects and quick starts.
- The Committee discussed past projects and plans and their successes and failures.
- There was a discussion about the Burns Lake Mountain Biking Association and bike trails.
- W. Trousdale discussed engagement and feedback.

Stakeholder identification and analysis exercise - *William Trousdale*

- There was a discussion about local media.
- There was a discussion about engagement strategies.
- There was a discussion about youth.

- The Committee discussed economic benefits of living in Burns Lake.
- The Committee discussed seniors and quality of life.
- The Committee discussed First Nations and economic reconciliation.

Building on assets discussion and activity - *William Trousdale*

- W. Trousdale asked the Committee to engage the public in the process.

Your economic legacy - *William Trousdale*

- W. Trousdale discussed economic legacies.

Project identification - *William Trousdale*

- There was a discussion about information gathering and brainstorming.

Next Steps, Questions and Comments - *William Trousdale*

- There was a discussion about research, numbers and processes.

Rural Dividend Fund Application – Letters of Support, *City Clerk R. Billard*

It was moved and seconded by the Committee

THAT the Lakes District Economic Diversification Committee write letters of support for the Village of Burns Lake’s applications to the BC Rural Dividend Fund for the Mountain Biking Trail from Boer Mountain to Burns Lake, the Rebranding Project and the Market Expansion Study relating to online sales.

CARRIED

PUBLIC QUESTION PERIOD None

RELEASE OF CLOSED MEETING RESOLUTIONS None

ADJOURNMENT

It was moved and seconded by the Committee

ED-2017-12-06: 19 **THAT the meeting be adjourned at 8 pm**

CARRIED

CHAIR

CORPORATE OFFICER

Certified to be a true copy of the minutes of the Regular Meeting of the Lakes District Economic Diversification Committee for the Village of Burns Lake held on Wednesday, December 06, 2017

MEMORANDUM**TO:** Lakes District Economic Diversification Committee**DATE:** January 9, 2018**FROM:** Councillor Michael Riis-Christianson**RE:** Clarification on Scope of Project

DISCUSSION: Our consultant, EcoPlan International, has requested clarification on the scope of our Asset Based Community Development (ABCD) project, Economic Diversification: A Journey to Prosperity.

Although the village council was instrumental in moving this project forward, it is clear from both this committee's terms of reference and the original Request for Proposals (RFP) that this project is very much regional in scope (that region being the Lakes District). I believe we have previously agreed that for the purposes of this project, the Lakes District should be defined as the geographic area that includes the Village of Burns Lake, Electoral Areas B and E of the Regional District of Bulkley-Nechako, and the area's six indigenous governments.

As per the committee's terms of reference, the Request for Proposals, and the consultant's proposal, the final deliverable will be an action strategy that includes concrete, tangible community projects. It is my hope that while this strategy will be delivered to municipal council, it will form the basis for further collaboration between all levels of government in the region.

For this reason, community engagement will also need to be regional in scope.

Council has made it clear in this committee's terms of reference and the RFP that the strategy that results from this exercise in Asset Based Community Development must include "concrete actions and tangible projects designed to diversify the local economy." The RFP's Objectives and Strategies indicates that the goal is to "lay the foundation for a sustainable program of Asset Based Community Development in the Lakes District – one that will improve local quality of life and build a diversified local economy one project at a time."

Throughout our early discussions, it has been suggested that this committee (and ultimately, council) does not want a final report that is simply a 'laundry list' of projects. While this is true, ABCD is a community driven approach to development, and is very much project oriented. It is my expectation, and I believe the expectation of council, that our final report should also be practical, implementable, and project/action oriented. Again, as noted in the RFP we do not want another report or strategy that will sit on the shelf.

Ultimately, we will – as a committee, and a community – need to think strategically. We have limited resources. I do not, however, believe we should devalue any proposal or project identified as important by the community during our engagement process. We will, by necessity, have to prioritize projects and actions, but I don't think we should reject any. After all, this community has proved time and time again that it can succeed in the face of adversity – as evidenced by Burns Lake Community Forest, our world-class mountain bike park, and our community owned theatre (to name a few of our collective achievements).

What might seem impossible or impractical today will quite possibly be achievable tomorrow. To quote motivational speaker Art E. Berg: "While the difficult takes time, the impossible just takes a little longer."

I welcome your thoughts on this matter.

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MEMORANDUM

TO: Lakes District Economic Diversification Committee

DATE: January 9, 2018

FROM: Councillor Michael Riis-Christianson

RE: Pre-engagement Engagement

DISCUSSION:

Our 'homework' over the holiday season was completion of an initial engagement list.

EDO Anderson and I, along with EcoPlan International, feel it would be appropriate to do some 'pre-engagement engagement' with some of these governments and organizations to determine how they wish to be involved in the project and how this committee can best work with them.

The following is a list of groups we believe would benefit from 'pre-engagement' engagement. It may not be comprehensive, but serves as a starting point for discussion.

- All First Nations governments (Cheslatta, Ts'il Kaz Ko, Lake Babine, Skin Tyee, Wet'suwet'en First Nation, Nee Tahi Buhn)
- Burns Lake and District Chamber of Commerce
- College of New Caledonia
- School District 91
- Rotary Club of Burns Lake
- Lakes District News
- Burns Lake Mountain Bike Association
- Nechako-Kitimaat Development Fund
- Hampton Affiliates
- Northern Health (thru Lakes District Hospital and Health Centre)
- Burns Lake Native Development Corporation
- The area's two community forest corporations (Burns Lake Community Forest Ltd. and Chinook)
- Tahtsa Timber Ltd. (specifically Klaus Posselt)
- Lakes District Family Enhancement Society / RPEC

The idea is that we would contact these organizations or their principals, preferably in person, but by telephone or email if necessary, in the next two weeks, give them a brief outline of this economic diversification project, and ask:

- (a) How do you want to be involved?
- (b) How can we work with you on this project?
- (c) What should we do to achieve meaningful engagement?
- (d) In terms of having your voice included in this plan, what does success look like to you?

This information is essential if we are to prepare a comprehensive engagement plan.

We clearly have a lot of organizations to contact. While EDO Anderson and I are prepared to handle some of these, we require the assistance of committee members if we are going to complete this 'pre-engagement' in the next couple of weeks.

I would like each member of the committee to assume responsibility for contacting at least one of the organizations or governments above and gather the answers to questions (a) through (d) above. Val and I will develop a short (one page) outline of the project and questions that you can use as speaking notes. (We want to ensure all of the above groups and government receive the same messaging.) You would be required to record the answers and report your findings at our committee meeting (likely Jan 30).

Please come to the January 15 meeting with your preferred assignments.

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MEMORANDUM

TO: Lakes District Economic Diversification Committee

DATE: January 9, 2018

FROM: Councillor Michael Riis-Christianson

RE: Council Assigned Issues

DISCUSSION:

Council's 2018 Municipal Objectives include some direction to the Lakes District Economic Diversification Committee.

During the coming year, council will be working to strengthen our local economy, support the growth of new and existing businesses, and increase economic diversity. One of the key elements of this goal is "communicate to the Economic Diversification Committee Council's request to look at and report out on items such as:

- Parks/Trails and Recreation
- Business Retention and Attraction, and Franchise Opportunities
- Internet Connectivity
- Tourism Opportunities, including support to First Nations tourism product development

At the next council meeting, I will ask council if this is its definitive list, after which time we will need to discuss how to incorporate this work into our current ABCD project. I encourage you all to give some thought to how we can best deal with council's request.