

# MINUTES

## SCHOOL DISTRICT NO. 60 (Peace River North)

### REGULAR MEETING

Monday, October 18, 2021  
6:30 p.m.

*Present:* Helen Gilbert, Chair – Board of Education (Area 5)  
Madeleine Lehmann, Vice-Chair (Area 1)  
Ida Campbell, Trustee (Area 4)  
Erin Evans, Trustee (Area 5)  
Nicole Gilliss, Trustee (Area 3)  
David Scott-Moncrieff, Trustee (Area 2) *(via Zoom)*  
Bill Snow, Trustee (Area 5)

Stephen Petrucci, Superintendent of Schools  
Angela Telford, Secretary-Treasurer  
Leah Reimer, Recording Secretary

*(Guests/Media)* Michele Wiebe, PRNTA President *(via Zoom)*  
Caitlin Vince, Guest *(via Zoom)*



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### Call to Order

Chair Gilbert called the meeting to order at 6:33 p.m.

*Chair Gilbert acknowledged the traditional territorial lands of the Dane Zaa and Treaty 8.*

*Meeting is being recorded and archived on our District website*

### Agenda

Approval of the Agenda

#### Motion #124-21

Evans/Lehmann  
THAT the agenda be accepted as presented.

#### **New Correspondence**

11.0 Urban Systems – Letter of Support re: Grant  
CARRIED.

### Presentations/Delegations

*None*

### Trustee Input

At this time, opportunity was given for Trustees to report on activities undertaken and/or information of interest:

#### Trustee Campbell

- October 2 – attended NIB meeting virtually
- September 23 & October 13 – BCTF/BCPSEA Training sessions
- October 5 – delivered apples to schools

#### Trustee Evans

- October 5 – apple delivery
- Started PhD classes

#### Trustee Gilliss

- Volunteered at Hudson's Hope for Grade 5 & 6 class
- Coached Hudson's Hope junior high girls' volleyball tournament at MMMCS
- Delivered apples to Hudson's Hope School

#### Vice-Chair Lehmann

- Attended NIB meeting on October 2
- Apple delivery
- Attended Clearview PAC

#### Trustee Scott-Moncrieff

- Visited three liaison schools and delivered apples
- Visiting other two schools this week

#### Trustee Snow

- Attended NIB
- Delivered apples
- Visited admin at Bert Ambrose, NPSS, ELC and Key

#### Chair Gilbert

- Attended a dinner with Doig River First Nations and District Staff
- Participated in two Terry Fox Runs
- Attended DPAC/SUPAC meetings
- Attended NE Roundtable Meetings – will bring back info at a later date
- Attended Truth & Reconciliation Day in Centennial Park
- Attended Joint Health & Safety Committee Meeting
- Was part of Board Chair Partner Liaison meeting in Vancouver - will bring a report back to the Board
- Involved in apple delivery to schools

### **Minutes of the Regular Board Meeting**

#### Approval of the Minutes

#### Motion #125-21

Evans/Snow

THAT the Regular Meeting Minutes of September 20, 2021 be adopted.  
CARRIED.

#### Business Arising from the Minutes

The following business arose from the above noted Minutes:

#### **Apple Staff Appreciation Update**

- Information for future reference
- Some employees expressed appreciation of trustees delivering apples

## Approval of Excerpts

### Motion #126 -21

Evans/Lehmann

THAT the excerpts from the June 20, 2021 and August 30, 2021 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.

CARRIED.

## Announcements & Reminders

October 18	NPAA Meeting	4:00 p.m.	Virtual
October 18	Board Meetings	5:00 p.m.	Board Room
October 22	NID Day (Pro-D Provincial)		
October 23	Provincial Council		Virtual
October 26	SUP-PAC Meeting ( <i>Campbell</i> )	12:00 p.m.	<b>Virtual</b>
November 1	COTW Meetings	12:30 p.m.	Board Room
November 1	BCPSEA Trustee Call re: Bargaining	8:30 a.m.	Virtual
November 4/5	BCPSEA Symposium	8:30 a.m. – 12:00 p.m.	Room 132
November 11	Remembrance Day		
November 15	Board Meetings	5:00 p.m.	Board Room
November 23	SUP-PAC Meeting ( <i>Snow</i> )	12:00 p.m.	<b>Virtual</b>
November 24	Early Dismissal Day		
November 25	Early Dismissal Day		
November 26	NID Day (Parent-Teacher Interviews)		
November 29	COTW Meetings	12:30 p.m.	Board Room
November 29	Policy Committee Meeting		
November 29	City of FSJ/NLC Christmas Mingle	6:00 – 8:00 p.m.	Festival Plaza
December 2-4	BCSTA Trustee Academy		Vancouver
December 13	Board Meetings	5:00 p.m.	Board Room
December 20- January 3	Christmas Vacation		

**ACTION:** Superintendent to send Zoom link for SUP-PAC meetings out to all Trustees

## Senior Staff Reports

### Superintendent's Report

A written and electronic report was presented. Topics discussed and reported included:

#### **Human Resources Summary for Teachers & AO's**

- For information purposes
- As an emergency measure, Executive Staff has created a list of "non-enrolling staff" to fill where there are shortages in schools

#### **Superintendent's Report**

- FSA's - our district has high participation rate in FSA results
  - Assists in looking at equity in sub groups
  - A lot of work to do with Indigenous students off and on the reserves, the information helps with that

**ACTION:** Superintendent to provide Board with FSA results in regards to ELL students, if information is available

- A number of schools are participating in the “Fresh to You” program from BC Agriculture. Each bag that is sold, another bag goes to help someone in the community

**Out of District Field Trips**

- See motion below

Motion #127-21

Snow/Evans  
 THAT the Board accept the Superintendent's Report with the exception of Out of District Field Trips.

CARRIED.

Motion #128-21

Evans/Lehmann  
 THAT the Board of Education approve the attached Out of District Field Trips.

CARRIED.

Secretary-Treasurer's Report

A written report was presented. Topics discussed and reported included:

**Human Resources Summary Report**

- For information purposes
- Support Staff hiring is happening, however there are casual position shortages

Motion #129-21

Gilliss/Campbell  
 THAT the Board accept the Secretary-Treasurer's Report.

CARRIED.

**Reports of Regular Committee of the Whole Meeting**

Approval of the Minutes – October 4, 2021

Motion #130-21

Gilliss/Scott-Moncrieff  
 THAT the Board accept the Regular Committee of the Whole minutes of October 4, 2021 and its recommendations

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

**\*NEW Alwin Holland Portables**

- Facilities department have said the work order is marked “encumbered” and the risk has been mitigated

**\*NEW Violence Prevention Committee**

- Trustee representative is needed but not at that point yet. Trustee Snow and Evans are interested

Policy Committee

- Next meeting – November 29

## Other Reports

### BCSTA

#### Provincial Council Motion Review

##### *9.1 Provincial Teacher Shortage*

- Bring up to have it noted and added to the letter regarding AHCOTE and recruitment and retention costs. Board is in favour

##### *9.2 Declaration of National Opiate Death Crisis*

- Emergent rationale is because the delay is unconscionable
- Board in favour

##### *9.3 Increased Funding for the Annual Facilities Grant*

- Brought up annually. Good to keep asking
- Board in favour

Vaccine Mandate – Speculation that a motion may come to the floor on whether or not it would be considered emergent. The Board asked Trustee Evans to listen to the discussion and see where it goes

### BCPSEA

- BCPSEA Symposium – November 4 – 5, 2021

### Board Pro-D Committee

- Chair Gilbert and Trustee Gilliss assigned to research options
- Financial Literacy took place at the Board Advance
- Some work can take place at the COTW meetings
- Waiting for BCSTA to provide funding for speakers to come to our district.

## Correspondence

### **NEW – Urban Systems Letter of Support re: Grant (*Attachment*)**

- Smart renewables and electrification in our region
- Program call closes on October 22
- Our district is listed as one group that would be stakeholders in the results of the project
- Minister Whiteside spoke to Climate Action at last Friday's meeting with Board Chairs. This will be a focus from the Ministry of Education
- This provides educational opportunities and will take a look at what is possible in modernizing technologies in our region

#### Motion 131-21

Evans/Snow

Motion to support the Board Chair to draft the letter of support  
CARRIED.

## Unfinished Business

The following unfinished business arose from the previous meeting minutes:

### **BCSTA – Motion 9.7 Timelier Response from the TRB Update**

- There has been an improvement in timelier response from the TRB...our district has half of the number of files that we're waiting on compared to this time last year

### **New Business**

#### **Remembrance Day Ceremony**

- As in the past, our district will be donating towards wreaths for the District of Taylor, District of Hudson's Hope and Fort St. John wreath laying ceremonies
- Representing Trustees:
  - District of Hudson's Hope – Trustee Gilliss
  - District of Taylor - Trustee Campbell w/ other students, if allowed due to COVID restrictions. Firefighters represented last year
  - Fort St. John - Chair Gilbert and/or Trustee Evans

#### **Board Meeting Recordings and Electronic Meeting Protocols**

- At the August 28, 2021 Regular Board Meeting, the Board made a motion that regular meetings would not be livestreamed but meetings would be recorded and made available to the public on our district website
- As of October 14, 2021, the new Northern Health circuit breaker restrictions allow for board meetings to continue "in-person", however, the public are not allowed to attend meetings "in person"
- Tonight's meeting had to be changed quickly as the full copy of the regulations were not posted until Saturday October 16
- Dawson Creek Article – Vice-Chair Lehmann - minutes are done, checked for accuracy and made accessible to the public. Now we have the option for "recorded" meetings which can cause issues if things are taken out of context, process isn't followed, etc.
- Feedback:
  - Zoom participants can still record meetings on their own if they wanted to for ill intent
  - As a Board, we want to be transparent and accountable to the public for what we say and do. It also makes it more accessible to those living a distance away
- A review of the bylaws and policy is needed in the event of a "hot topic" that comes up and there is a lot of public interest in attending; how will we accommodate larger amounts of public (eg. mandatory vaccination)

**ACTION:** Refer to the Policy Committee for creation of policy in regards to Board Meeting Recordings (ie. location, retention, accommodations, etc.)

### **PRNTA Update – Michele Wiebe, President**

- Thank you to the Board for the apple deliveries...appreciation was shown by teachers and the personal touch from trustees delivering them. Thank you for the extra effort
- FSA's - totally disagree with how Fraser Institute uses the data. We no longer send out letters to the parents. A lot of time was spent by admin calling parents to explain the letters and support FSA participation. Teachers do a lot of work with assessment in the classroom and feel it's more valid information than FSA's
- Thank you for the work you're doing every day. Have huge respect for the work you do

**CUPE Local #4653 Update – Jennie Copeland, President**  
Not Present

**District Parent Advisory Council (DPAC) Report – Cassandra Kramer, President**  
Not Present

**Questions from Press/Public**

At this time, opportunity was given for questions from the press

*No questions from the Press or Public*

**Adjournment**

Motion #132 -21      Scott-Moncrieff/Snow  
THAT the meeting be adjourned. (7:52 p.m.)

\*\*\*\*\*

\_\_\_\_\_  
HELEN GILBERT, CHAIR,  
BOARD OF EDUCATION

\_\_\_\_\_  
ANGELA TELFORD,  
SECRETARY-TREASURER



Leah Reimer <lreimer@prn.bc.ca>

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## Fwd: [External Sender] Letter of support request

2 messages

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**Stephen Petrucci** <spetrucci@prn.bc.ca>  
To: Leah Reimer <lreimer@prn.bc.ca>

Fri, Oct 15, 2021 at 3:24 PM

FYI. I've sent this to Helen as well.

Stephen

----- Forwarded message -----

From: **Edward Stanford** <estanford@urbansystems.ca>  
Date: Fri, Oct 15, 2021 at 2:47 PM  
Subject: [External Sender] Letter of support request  
To: Stephen Petrucci <spetrucci@prn.bc.ca>  
CC: Kimberly Zackodnik <kzackodnik@urbansystems.ca>

Stephen,

As discussed this afternoon, please find attached a formal request for a letter of support , and template. Please let me know if you have any other questions.

Also attached is the outline we have shared with the Peace Energy Coop and Northern Environmental Action Team to have them co-lead this exciting future engagement initiative with Urban Systems. I share this as context. And here is the grant we are submitting for [Applicant Guide: Smart Renewables and Electrification Pathways \(SREPs\) Program Capacity Building Stream \(nrca.gc.ca\)](#).

Please accept my sincere thanks to the Board for considering this late item for consideration.

Regards,

Edward.

**Edward O L Stanford**  
Principal

10808 – 100<sup>th</sup> Street | Fort St John, BC V1J 3Z6  
t 250 785 9697 x 8212 | c 250 261 9946  
w [urbansystems.ca](http://urbansystems.ca)



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CANADA




2019

urban  
matters

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Dr. Stephen Petrucci  
Superintendent/CEO  
<https://togetherwelearn.prn.bc.ca/>  
School District 60, Peace River North  
10112-105 Ave  
V1J 4S4  
250 262 6017 (office)  
<https://togetherwelearn.prn.bc.ca/>



### 3 attachments

-  **2021-09-24 NEBC Energy Strategy - Peace Energy Co-Op r2.pdf**  
161K
-  **2021-09-28 Letter of Support Template.docx**  
13K
-  **2021-10-15 Request for Letter of Support - SD60 PRN.pdf**  
140K

**Helen Gilbert** <hngilbert@prn.bc.ca>

Mon, Oct 18, 2021 at 4:30 PM

To: Ida Campbell <icampbell@prn.bc.ca>, Erin Evans <eevans@prn.bc.ca>, Nicole Gilliss <ngilliss@prn.bc.ca>, Madeleine Lehmann <mlehmann@prn.bc.ca>, David Scott-Moncrieff <dscottmoncrieff@prn.bc.ca>, Bill Snow <bsnow@prn.bc.ca>, Stephen Petrucci <spetrucci@prn.bc.ca>, Angela Telford <atelford@prn.bc.ca>, Leah Reimer <lreimer@prn.bc.ca>

I am sorry for not forwarding this earlier today. I would like to add to the regular agenda under late correspondence.  
Helen

----- Forwarded message -----

From: **Stephen Petrucci** <spetrucci@prn.bc.ca>  
Date: Fri, 15 Oct 2021 at 15:24  
Subject: Fwd: [External Sender] Letter of support request  
To: Helen Gilbert <hngilbert@prn.bc.ca>

Here's the request I talked about.

[Quoted text hidden]

--

Helen Gilbert  
School District #60 Trustee  
Board Chair  
District Address  
10112-105 Avenue, Fort St John, BC V1J 4S4

*Respecting the beautiful ancestral lands of the Dane Zaa and Treaty 8.*

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**3 attachments**

 **2021-09-24 NEBC Energy Strategy - Peace Energy Co-Op r2.pdf**  
161K

 **2021-09-28 Letter of Support Template.docx**  
13K

 **2021-10-15 Request for Letter of Support - SD60 PRN.pdf**  
140K



DATE: September 29, 2021  
TO: Don Pettit, Executive Director, Peace Energy Co-op  
FROM: Kimberly Zackodnik, P.Eng.  
FILE: 00000.1621.00  
SUBJECT: Working Towards a CleanBC – Northeast BC Energy Strategy

## 1.0 GRANT PROGRAM

NRCAN has currently opened the first call for proposals for its Building Capacity stream of the Smart Renewables and Electrification Program<sup>1</sup>. The program call closes on October 22, and is open to a wide variety of applicants. The goals of the program are supporting an equitable transition to a cleaner electrical grid. This program will “provide funding for projects that build knowledge and skills related to renewable energy and grid modernization technologies, and also support equity, diversity and inclusion activities”.

## 2.0 PROPOSED PROJECT

We’ve identified an opportunity to integrate a wide variety of stakeholders in Northeast BC (bordered by Chetwynd to the south and the Yukon border to the north) on a comprehensive plan with the goal of “Working Towards a CleanBC”. The intent of the program is to allow all stakeholders to come along together on a project which focuses on engagement, education, and action in contrast to individual, specific community energy plans which may not be effective at reaching a diverse group of stakeholders and promoting action.

### 2.1 OBJECTIVES

The following objectives have been identified for this project:

- i. Facilitate conversations and engagement surrounding renewable energy and grid modernization technologies;
- ii. Facilitate education and regional policies on adoption of the BC Step Code;
- iii. Facilitate education opportunities on “in the North, for the North” solutions;
- iv. Develop regional policies (to be implemented by municipalities, indigenous communities, corporations, and non-profits alike) surrounding:
  - a. Electric Vehicle Charging stations and networks;
  - b. Adoption of provincial and federal energy standards (BC Step Code, net zero, etc.); and
- v. Facilitate discussions surrounding rebates or loan programs specific to renewable energy at a residential and non-profit organizations.

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<sup>1</sup> Application Guide: [https://www.nrcan.gc.ca/climate-change/green-infrastructure-programs/applicant-guide-smart-renewables-and-electrification-pathways-sreps-program-capacity/applicant-guide-smart-renewables-and-electrification-pathways-sreps?\\_ga=2.125971972.82498070.1631810085-623051810.1588882580](https://www.nrcan.gc.ca/climate-change/green-infrastructure-programs/applicant-guide-smart-renewables-and-electrification-pathways-sreps-program-capacity/applicant-guide-smart-renewables-and-electrification-pathways-sreps?_ga=2.125971972.82498070.1631810085-623051810.1588882580)

## 2.2 SCOPE

The following scope is still being developed (and likely will be developed as the project evolves through the project phases).

### 2.2.1 Phase One – Engagement

- Develop a framework for engagement
- Complete engagement roadshow in communities and events across the Northeast

### 2.2.2 Phase Two – Workshops

The purpose of Phase Two is to provide workshops on key topics of interest developed as part of Phase One of the project, including:

- BC Step Code;
- Implementation of Renewable Energy projects;
- Net Zero/Passive House Building Standards;
- Incentivization programs; and
- Other topics of interest from engagement.

### 2.2.3 Phase Three – Adoption of Policies and Strategies

Phase Three will draw on results of Phase One and Two to develop applicable policies and strategies that are actionable and relevant to the northeast.

### 2.2.4 Phase Four – Development of Action Plan to support Grassroots Action

Phase Four may include working with regional credit unions, and funding agencies to develop loan programs; developing regional action plans and adoption strategies.

## 2.3 PROJECT PARTNERS

The proposed leading partners for this project are:

- Northern Environmental Action Team (*in discussions*)
- Peace Energy Co-op (*in discussions*)
- Urban Systems

The following organizations have been reached out to, but connection has not been made to date:

- Treaty 8 Tribal Association
- Northern Lights College

## 2.4 OTHER ORGANIZATIONS

The following is a list of organizations that we believe will be key stakeholders in this project, but recognize that this list is likely to grow substantially:

- District of Taylor
- City of Fort St. John
- City of Dawson Creek
- Peace River Regional District
- District of Hudson's Hope
- Northern Rockies Regional Municipality
- Village of Pouce Coupe
- District of Tumbler Ridge
- District of Chetwynd
- Doig River First Nation
- Blueberry River First Nations
- Halfway River First Nation
- Saulneau First Nations
- West Moberly First Nations
- Prophet River First Nation
- McLeod Lake Indian Band
- BC Transit
- Seniors Housing Society
- Women's Resource Society
- Conuma Coal
- Local Car dealerships
- Corporations with large fleets
- Fort St. John Native Housing Society
- Salvation Army
- Associations of Community Living
- Veteran's groups (Legions)
- Northern Health
- School District's #59, 60, 81
- BC Housing
- Diversified Transportation
- Treaty 8 Tribal Association
- Taxi companies
- Northern Lights College
- Northern Regional Construction Association
- Other industry partners

## 3.0 ORGANIZATION REQUIREMENTS

We are excited that Peace Energy Co-op is interested in this exciting initiative. We've outlined a first draft of your involvement in the project, but are open to discussions surrounding this.

### 3.1 EXPECTED INVOLVEMENT

We expected that Peace Energy Co-op would be involved (at minimum) with the following:

- Data collection (and analysis) of existing energy projects in Northeast BC;
- Attend workshops and engagements sessions as an energy advisor; and
- Assist with education materials (and workshops) for "in the north, for the north" solutions.

### 3.2 EXPECTED ORGANIZATIONAL BENEFITS

It is recognized that the largest constraint for your organization being involved with this project is internal capacity for delivering on the project.

As such, we propose the following could be a part of this project:

- One full-time hire for the duration of the project (expected to be 18 months) to work alongside your organization. The salary and benefits for this person would be covered through the program grant funding.

DATE: September 29, 2021

FILE: 00000.1621.00

PAGE: 4 of 4

SUBJECT: Working Towards a CleanBC – Northeast BC Energy Strategy

- The mandate of this person would be:
  - Assist the project team with data collection on existing energy projects in the North East BC region including review of existing community energy plans, and discussions with stakeholder groups;
  - Attend workshops and engagements as an energy advisor;
- The goals for this hire would be:
  - Local (Northeast BC) presence – and preference given to a local hire to build regional capacity in the energy space;
  - Develop capacity within your organization for additional engagement support

A large portion of the project is communication, engagement and education surrounding energy in the Northeast. It is expected that there would be increased awareness of opportunities to implement energy projects, which would benefit Peace Energy Co-op's business in the future. Further, Peace Energy Co-op is uniquely positioned to demonstrate existing projects in the Northeast as part of our "in the north, for the north" model of energy project demonstrations.

For additional work outside the scope of the hire above, it is expected that Peace Energy Co-op would be compensated for their work at normal rates for services rendered.

October X, 2021

Re: "Working Towards a CleanBC – Northeast BC Energy Strategy" NRCAN Grant Application

[REDACTED] is aware that Urban Systems, Northern Environmental Action Team, and Peace Energy Co-op are partnering in an application to Natural Resources Canada's Smart Renewables and Electrification Pathways (SREP) Program under the Capacity Building stream. The purpose of this grant program is to help communities and organization acquire knowledge and the tools needed to develop renewable energy and grid modernization projects.

The partnership developed intends to complete a wholistic regional energy strategy, focusing on communication, engagement and education of energy policy, projects and opportunities in Northeast BC, including, but not limited to, electric vehicles, BC Step Code, and renewable energy project implementations. The outcomes of the project are expected to be effective policies, programs and grassroot actions which can be adopted/completed by a wide range of stakeholders including municipalities, indigenous communities, non-profit organizations, corporations, and fleet operators.

[REDACTED] is in full support of the proposed project as it will not only support our strategic goals, but also enhance energy conversations and collaborations in the northeast.

Sincerely,





October 15, 2021

File: 00000.1621.00

School District #60 – Peace River North  
10112 – 105 Ave  
Fort St. John, BC V1J 4S4

**Attention: Helen Gilbert, Board Chair**

**RE: Working Towards a CleanBC – Northeast BC Energy Strategy – Request for Letter of Support**

Urban Systems, Northern Environmental Action Team, and Peace Energy Co-op are partnering in an application to Natural Resources Canada's Smart Renewables and Electrification Pathways (SREP) Program under the Capacity Building stream. The purpose of this grant program is to help communities and organization acquire knowledge and the tools needed to develop renewable energy and grid modernization projects.

We have identified a need in the Northeast BC to cohesively review energy strategies and next steps with respect to building renewables, capacity with respect to provincial and federal policy and goals to reach provincial and federal targets for electrification. We believe this partnership is well positioned to complete engagement and education opportunities with a wide range of stakeholders including municipalities, regional governments, indigenous communities, non-profits, corporations, and fleet operators.

The project's scope includes a wholistic regional energy strategy, focusing on communication, engagement and education of energy policy, projects and opportunities in Northeast BC, including, but not limited to, electric vehicles, BC Step Code, and renewable energy project implementations. The outcomes of the project are expected to be effective policies, programs and grassroots actions which can be adopted/completed by a wide range of stakeholders including municipalities, indigenous communities, non-profit organizations, corporations, and fleet operators.

We are requesting a letter of support from the School District #60 for this grant application. We see the School District as a key stakeholder in the engagement sessions and policy development that is a part of this project.

If you have any questions on the proposed project, or the role that the School District may play, please do not hesitate to contact the undersigned.

Sincerely,

**URBAN SYSTEMS LTD.**



Kimberly Zackodnik, P.Eng  
Environmental Engineer

/knz

C:\Users\kzackodnik\OneDrive - Urban Systems Ltd\Smart Renewables - Capacity Stream\2021-10-15 Request for Letter of Support - SD60 PRN.docx

