



REGIONAL DISTRICT  
OF BULKLEY-NECHAKO



# AGENDA

MEETING NO. 15

NOVEMBER 24, 2016

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"A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION"

# 2

## VISION

***“A World of Opportunities  
Within Our Region”***

## MISSION

***“We Will Foster Social,  
Environmental, and  
Economic Opportunities  
Within Our Diverse Region Through Effective  
Leadership”***

## STRATEGIC PRIORITIES 2015-2019

### Now

1. **Fair Share**
2. **Legacy Proposal**
3. **Work Camp Strategy**
4. **Waste Management Strategy—Board reading/reviewing**
5. **Internet/Cell Phone Connectivity**

### Next

6. **Diversification Strategy - (Mid-Term Timber Supply)**
7. **Health Services**

### Board Advocacy

8. **Nechako Watershed**
9. **Wildfire Mitigation**
10. **CN Emergency Meeting and Exercise**

AGENDA

Thursday, November 24, 2016



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>ELECTION OF CHAIRPERSON</u>	
	<u>ELECTION OF VICE-CHAIRPERSON</u>	
	<u>AGENDA – November 24, 2016</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	<u>(All grey highlighted items may be received as a block)</u>	
11-36	Board Meeting Minutes – October 20, 2016	Adopt
37-44	Committee of the Whole Meeting Minutes - November 3, 2016 (Unapproved)	Receive
45-52	Committee of the Whole Meeting Minutes - October 6, 2016	Receive
53-58	Regional Transit Committee Meeting Minutes - November 3, 2016 (Unapproved)	Receive
59-62	Regional Transit Committee Meeting Minutes - October 6, 2016	Receive
63-65	Rural Directors Committee Meeting Minutes - November 3, 2016 (Unapproved)	Receive
66-68	Rural Directors Committee Meeting Minutes - October 6, 2016	Receive

BUSINESS ARISING OUT OF THE MINUTES

DELEGATIONS

LAKES ANIMAL FRIENDSHIP SOCIETY

Alistair Schroff

Re: Update

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
69	Corrine Swenson, Manager of Regional Economic Development - 2017 Regional Business Forum	Direction
70-71	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - November 3, 2016	Recommendation (Page 71)
72	Melany de Weerd, Chief Administrative Officer - Executive Committee Recommendations - October 20, 2016	Recommendation (Page 72)
73	Cheryl Anderson, Manager of Administrative Services – Regional Transit Service – Grant in Aid	Recommendation (Page 73)
74-78	Cheryl Anderson, Manager of Administrative Services - Cycle 16 Trail Society - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Recommendation (Page 74)
79-83	Cheryl Anderson, Manager of Administrative Services - Fraser Lake Minor Hockey Association - Request for Grant in Aid - Electoral Area "D" (Fraser Lake Rural)	Recommendation (Page 79)
84-88	Cheryl Anderson, Manager of Administrative Services - Nechako Valley Secondary School Ski/Snowboard Team (School District No. 91) - Request for Grant in Aid - Electoral Areas "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural)	Recommendation (Page 84)
89-93	Cheryl Anderson, Manager of Administrative Services - Nechako Valley Rodeo Association - Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Recommendation (Page 89)
94-97	Cheryl Anderson, Manager of Administrative Services - Vanderhoof Children's Theatre - Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Recommendation (Page 94)
98-99	Roxanne Shepherd, Chief Financial Officer - Chinook Comfor Ltd Partnership Subscription for Class B Units	Recommendation (Page 98)

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<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION REPORTS (CONT'D)</u></b>	<b><u>ACTION</u></b>
100-134	Roxanne Shepherd, Chief Financial Officer - Chinook Comfor Ltd Partnership Revenue Sharing	Recommendation (Page 101)
135	Roxanne Shepherd, Chief Financial Officer - Withdrawal from Building Inspection Vehicle	Recommendation (Page 135)
136-137	Melany de Weerd, Chief Administrative Officer - Schedule of Board Meetings - 2017	Ratify
138-148	Cheryl Anderson, Manager of Administrative Services - <i>The Regional News</i> - Fall/Winter 2016	Ratify
149-156	Roxanne Shepherd, Chief Financial Officer - Quarterly Financial Report - September 30, 2016	Receive
157-158	Haley Jeffrey, Acting Protective Services Manager - Monthly 9-1-1 Report - October 2016	Receive
159-162	Corrine Swenson, Manager of Regional Economic Development - Facebook Advertising Campaign	Receive
<b><u>ENVIRONMENTAL SERVICES REPORTS</u></b>		
163-164	Janine Dougall, Director of Environmental Services - Berman Lake Regional Transfer Station Cost Sharing Agreement - Renewal	Recommendation (Page 163)
165-167	Janine Dougall, Director of Environmental Services/Corrine Swenson, Manager of Regional Economic Development - Canada-British Columbia Clean Water and Wastewater Fund - Application	Recommendation (Page 167)
<b><u>DEVELOPMENT SERVICES (All Directors)</u></b>		
<b><u>ALR Applications</u></b>		
168-178	Application No. 1189 Martens Subdivision within the ALR Electoral Area "F"	Recommendation (Page 175)

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES (Cont'd)</u>	<u>ACTION</u>
179-190	Application No. 1190 Yelich Subdivision within the ALR Electoral Area "A"	Recommendation (Page 185)
	<u>Referrals</u>	
191-209	Bulkley Adventure Tours Licence of Occupation Electoral Area "A"	Recommendation (Page 194)
	<u>ELECTORAL AREA PLANNING (All Directors)</u>	
	<u>Bylaws for First and Second Reading</u>	
210-226	Rezoning File No. E-01-16 Bylaw 1788 (Wilder) Electoral Area "E"	Recommendation (Page 214)
227-245	Rezoning File No. A-03-16 Bylaws No. 1786 and 1787 (Phil's Boxes) Electoral Area "A"	Recommendation (Page 233)
	<u>Application for Denial</u>	
246-252	Rezoning File No. D-01-16 FRC Holdings Inc. (Gala Bay Springs) Electoral Area "D"	Recommendation (Page 249)
	<u>OTHER (All Directors)</u>	
	<u>Planning Department Enquiries Report</u>	
253	For October 2016	Receive
	<u>Building Inspector's Report</u>	
254	For October 2016	Receive
	<u>Correspondence</u>	
255	Letter from Randall Sweet, Chevron Canada RE: Kitimat LNG work on the Pacific Trail Pipeline in your region	Receive

**VERBAL REPORTS**

**RECEIPT OF VERBAL REPORTS**

<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION CORRESPONDENCE</u></b>	<b><u>ACTION</u></b>
	(All grey highlighted items may be received as a block)	
256-261	Omineca Coalition - Request for Core Funding Commitment April 2017 - March 2018	Direction
262-263	Mark Fisher, Director, Electoral Area "A" (Smithers Rural) - Smithers Air Quality	Direction
264	RDBN Letter to Village of Burns Lake - Support for Economic Diversification: A Journey to Shared Prosperity Project	Ratify
265	Village of Burns Lake - Appointment of Village Representatives to the RDBN	Receive
266	District of Houston - Appointments	Receive
267-268	Ministry of Community, Sport and Cultural Development - Thank you for UBCM Meeting	Receive
269	Report from Fall Fair Beef Committee - Thank You for Support	Receive
270	Burns Lake Christian Supportive Society/ Movin' On Up - Thank You for Support	Receive
271-275	Bulkley Valley Child Development Centre - Thank You for Support	Receive
276-279	TransCanada - Coastal Gaslink Pipeline Inc. - Proposed Multi-Use Site	Receive
280	The Bulkley Valley Dairymen's Association - Genetically Modified Organisms	Receive
281	Smithers Farmers' Institute - Genetically Modified Organisms	Receive
282-283	Ministry of Forests, Lands and Natural Resource Operations - Canadian Forest Products Ltd. Purchase of Forest Licence from Conifex Timber, Inc.	Receive

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<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u></b>	<b><u>ACTION</u></b>
284-287	<b>Transport Canada - Rail Safety Improvement Program 1</b>	<b>Receive</b>
288-291	<b>Transport Canada - Rail Safety Improvement Program 2</b>	<b>Receive</b>
292-294	<b>Mrs. Cathy Peters - Human Trafficking/Sexual Exploitation, Youth and Child Exploitation, Youth Porn Use/Addiction in BC</b>	<b>Receive</b>
295-301	<b>Bulkley Valley Naturalists/Skeena Watershed Coalition letter to Minister of Transportation and Infrastructure - Roadside Vegetation Management in BC</b>	<b>Receive</b>
302	<b>The Royal Canadian Legion - Annual "Military Service Recognition Book - Thank You for Support</b>	<b>Receive</b>
303-304	<b>Community Advisory Boards - Northern Gateway Update</b>	<b>Receive</b>
305-307	<b>BC Healthy Living Alliance/Heart &amp; Stroke Foundation - <i>Communities on the Move</i> Declaration: Creating Smart, Fair and Healthy Transportation Options for All BC Communities</b>	<b>Receive</b>
308-309	<b>Minister of Forests, Lands and Natural Resource Operations/Minister of Jobs, Tourism &amp; Skills Training &amp; Minister Responsible for Labour - Great Bear Rainforest</b>	<b>Receive</b>
310-311	<b>Municipal Advocacy Solutions - New Federal Safety Funding Available for Municipalities</b>	<b>Receive</b>
312-313	<b>Federation of Canadian Municipalities - Fall Fiscal Update: A Big Win for Rural, Remote and Northern Communities</b>	<b>Receive</b>
314-322	<b>North Central Local Government Association - October Newsletter</b>	<b>Receive</b>
323-324	<b>Northern Health - News Release - Access to Health Services Across the Regional Highlighted at Northern Health Board Meeting</b>	<b>Receive</b>



**PAGE NO.    ADMINISTRATION CORRESPONDENCE (CONT'D)    ACTION**

**325            Northern Health - Media Bulletin - Questions            Receive**  
**Save Lives - Canadian Patient Safety Week 2016**

**326-346       Union of B.C. Municipalities                                    Receive**

- **Anti-Gang Unit Seeks Local Government Engagement**
- **Registration Open for CEOs Forum**
- **Consultation on Species at Risk Policies**
- **Input Sought on Biosolids & Composting Policies**
- **RCMP Seeking Input on Auxiliary Constable Program**
- **RCMP Contract Management Committee Seeks Input**
- **UBCM Appears Before Tax Competiveness Commission**
- **Species at Risk Engagement**
- **Urban Deer Management Funding Applications Now Available**
- **New Federal Infrastructure Funding Announced**
- **BC Building Act Update: Variation Requests**
- **Electoral Area Directors Forum**
- **2017 LGLA Leadership Forum**
- **Funding & Resources Update**
- **Sponsorship Training for Arts Organizations**
- **Community Energy, Climate Action Funding**
- **Oceans Protection Plan Announced**

**INVITATIONS**

**347-350       Association for Mineral Exploration Roundup            Receive**  
**- 2017 Registration Open**

**351-352       13th Annual Dr. Bob Ewert Memorial Lecture            Receive**  
**and Dinner - April 8, 2017 - Prince George, B.C.**

**353            Federation of Canadian Municipalities - 2017            Receive**  
**Annual Conference and Trade Show Ottawa**

**354            National Planning Forum for Plant and Animal            Receive**  
**Health - December 6-7, 2016 - Ottawa, ON**

**FINANCIAL**

**355-364       Operating Accounts – Accounts Paid October,            Ratify**  
**2016**

**READING FILE**

**- Contents listed under Separate Cover**

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<u>PAGE NO.</u>	<u>ADMINISTRATION BYLAWS</u>	<u>ACTION</u>
365-366	<u>Bylaw for First, Second &amp;, Third Reading</u>  <u>No. 1789 – Fort Fraser Water Service Establishment Amendment</u> (All/Directors/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Reading
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEETING NO. 14**

**Thursday, October 20, 2016**

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Tom Greenaway  
John Illes  
Dwayne Lindstrom – left at 2:22 p.m.  
Thomas Liversidge  
Rob MacDougall  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Janine Dougall, Director of Environmental Services – left at 12:14 p.m.  
Jason Llewellyn, Director of Planning – arrived at 11:22 a.m., left at 2:08 p.m.  
Roxanne Shepherd, Chief Financial Officer  
Wendy Wainwright, Executive Assistant

Others Theresa Fresco, Assistant Regional Manager, Upper Fraser, Fraser Basin Council – left at 11:47 a.m.  
Jackie Lytle, Communications and Communities Advisor- Nechako Watershed, Rio Tinto Alcan – left at 11:27 a.m.  
Gareth Manderson, General Manager, Rio Tinto Alcan – left at 11:27 a.m.  
Lianne Olson, Stakeholder and Community Relations Liaison, Rio Tinto Alcan – left at 11:27 a.m.  
Sharon Tower, Omineca Beetle Action Coalition – left at 11:47 a.m.

Media Flavio Nienow, LD News – left at 12:11 p.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:30 a.m.

**AGENDA & SUPPLEMENTARY AGENDA**

Moved by Director Petersen  
Seconded by Director Lindstrom

**2016-14-1**

“That the agenda of the Regional District of Bulkley-Nechako Board meeting of October 20, 2016 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## MINUTES

### Board Meeting Minutes -September 22, 2016

Moved by Director MacDougall  
 Seconded by Director Illes

2016-14-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of September 22, 2016 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### Committee Meeting Minutes

Moved by Director Benedict  
 Seconded by Director Greenaway

2016-14-3

"That the Regional District of Bulkley-Nechako Board of Directors receive the following Committee Meeting Minutes:

- Committee of the Whole Meeting Minutes
  - October 6, 2016 (Unapproved);
- Committee of the Whole Meeting Minutes
  - September 8, 2016;
- Agriculture Committee Meeting Minutes
  - September 22, 2016;
- Agriculture Committee Meeting Minutes
  - July 21, 2016;
- Community to Community Forum Meeting Minutes
  - July 7, 2016;
- Regional Transit Committee Meeting Minutes
  - October 6, 2016;
- Rural Directors Committee Meeting Minutes
  - October 6, 2016 (Unapproved);
- Rural Directors Committee Meeting Minutes
  - September 8, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DELEGATIONS

### **RIO TINTO ALCAN – Gareth Manderson, General Manager and Lianne Olson, Stakeholder and Community Relations Liaison – RE: Update**

Chair Miller welcomed Gareth Manderson, General Manager and Lianne Olson, Stakeholder and Community Relations Liaison, Rio Tinto Alcan. Ms. Olson introduced Jackie Lytle, Communications and Communities Advisor, Nechako Watershed, Rio Tinto Alcan.

Mr. Manderson noted that he has transferred from Rio Tinto's operations in Australia recently and spoke to the quality of individuals working in Rio Tinto Alcan's (RTA) operations in both Australia and B.C. Mr. Manderson mentioned that the commissioning of Rio Tinto Alcan's Kitimat Smelter Moderation Project has been very successful. RTA recently provided a tour to approximately 2000 people to look at the new operations. RTA is very focused on the modernization and success of the smelter. The hope is that the modernization will increase the life of the smelter by 60 years but that will require RTA's ability to understand the interests of stakeholders and communities in the Nechako Watershed. In order to have long term success Mr. Manderson spoke to the importance of finding ways to work with the residents to understand their issues, concerns and needs.

Chair Miller mentioned the Northwest Resource Benefits Alliance (NWRBA) and the potential to work with Rio Tinto Alcan to share and redirect resource benefits to local governments for future long term sustainability in the region. Mr. Manderson mentioned that he has experience in discussing revenue sharing and he would be comfortable discussing revenue sharing with the NWRBA in an appropriate forum. Mr. Manderson noted that he attended the Union of B.C.

### **DELEGATIONS (CONT'D)**

#### **RIO TINTO ALCAN – Gareth Manderson, General Manager and Lianne Olson, Stakeholder and Community Relations Liaison – RE: Update (Cont'd)**

Municipalities Convention in Victoria, September 26-30, 2016 to get an understanding of the interests of the Provincial and Local Governments in the region.

Director Newell mentioned the Northwest Regional Hospital Board of Directors concerns in regard to Sulphur Dioxide (SO<sub>2</sub>) particulates being emitted into the air from the RTA Kitimat Smelter and scrubbers needed to reduce SO<sub>2</sub> levels. Mr. Manderson mentioned that the Kitimat Smelter is below British Columbia and European safety benchmark regulations in regard to SO<sub>2</sub> emissions. It was decided during the modernization project to install an aggregated collection system wherein they collect emissions and put them through scrubbing facilities with a higher stack, a higher velocity and temperature to assist with the increase in production. With the increase in production these adjustments have mitigated the potential increase in SO<sub>2</sub> levels at the modernized Kitimat Smelter to compare to the smelter prior to the modernization project.

Director Thiessen mentioned that he had met with Mr. Manderson on October 19<sup>th</sup> and is looking forward to building a new relationship with Rio Tinto Alcan and working to develop a water use plan for the Nechako Reservoir. The community of Vanderhoof wants to work towards further relationship development with Rio Tinto Alcan.

Chair Miller stated the importance of Rio Tinto Alcan understanding stakeholder concerns and the integral link of the RDBN in regard to the water and air shed and developing a water management plan for the Nechako Reservoir.

Chair Miller encouraged having further conversations regarding the Northwest Resource Benefits Alliance and thanked Mr. Manderson, Ms. Olson and Ms. Lytle for attending the meeting.

### **DELEGATIONS (CONT'D)**

#### **FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser RE: Update**

Chair Miller welcomed Theresa Fresco, Assistant Regional Manager, Fraser Basin Council.

#### **Fraser Basin Council – Who are we?**

- Non-profit, non-government organization focused on advancing sustainability throughout the Fraser Basin and across BC;
- 25 staff & 5 regional offices;
- 3 main program areas:
  - Healthy Watersheds;
  - Climate change and Air Quality;
  - Sustainable communities & regions;
- 36-member Board of Directors.

#### **Nechako Watershed**

2 regional districts:

- Bulkley-Nechako RD;
- Fraser-Fort George RD;

5 municipalities:

- Prince George;
- Vanderhoof;
- Fraser Lake;
- Fort St. James;
- Burns Lake.

## **DELEGATIONS (CONT'D)**

### **FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser** **RE: Update (Cont'd)**

#### Traditional territories:

- Lheidli T'enneh;
- Saik'uz First Nation;
- Stellat'en First Nation;
- Nadleh Whut'enne;
- Nak'azdli First Nation;
- Tl'azt'en Nation;
- Yekooche First Nation;
- Cheslatta Carrier Nation;
- Lake Babine First Nation;
- Skin Tye Nation;
- Nee-Tahi-Buhn;
- Ts'il Kaz Koh;
- Wet'suwet'en First Nation;
- Takla Lake First Nation.

#### **Nechako Watershed Roundtable**

- **Vision:**
  - For the Nechako watershed to be healthy for generations to come;
- **Mission:**
  - To protect and improve the health of the Nechako watershed and its communities;
- **Goals (What):**
  - To provide strategic direction and advice on issues related to Nechako watershed stewardship;
  - To strategically advise and review the progress of projects of the Roundtable.

#### **Membership & Governance Structure**

- **Authority:** No delegated or legislative authority;
- **Core Committee:**
  - 3 Local Government reps;
  - 3 First Nations reps;
  - 4 NGO / Civil Society rep;
- **Technical Advisory Committee:**
  - Diversity of technical experts and organizations.

#### **State of the Nechako Watershed**

- The Nechako Watershed Health Report includes about 20 primary indicators, text, charts, tables, maps and photos to characterize the state of the watershed:
  - Water Quality and Quantity;
  - Fish and Wildlife;
  - Ecosystems;
  - Resource Development;
  - Resource Conservation;
- Information can be used by decision-makers from various sectors/agencies and community groups too.

#### **Nechako Watershed Strategy**

##### **4 KEY AIMS:**

1. To communicate issues and concerns in the Nechako Watershed;
2. To highlight current projects, plans and strategies being undertaken;
3. To propose actions to address the issues and concerns raised;
4. To inspire commitments by various organizations to implement proposed actions.

## **DELEGATIONS (CONT'D)**

### **FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser RE: Update (Cont'd)**

#### **Research and Technical Inputs**

- Nechako Watershed Health Report (March 31, 2015);
- Nechako Watershed Health Atlas (August 29, 2015);
- Who's Doing What in the Watershed, Vanderhoof Report (Sept 16, 2015);
- Nechako Watershed Roundtable Business Meeting Report (October 22, 2015);
- Advancing Watershed Sustainability in the Nechako River Basin Survey (March 15, 2016);
- TAC Meetings (March 23, May 16 2016).

#### **Community Meetings:**

- Prince George – (October, 2015);
- Vanderhoof – (September, 2015);
- Fraser Lake – (May 9, 2016);
- Fort St. James (May 10, 2016);
- Burns Lake – (May 11, 2016).

#### **What the Fraser Basin Council heard.....**

##### **Issues and Concerns:**

1. Water Quantity;
2. Water Quality;
3. Fish and Wildlife;
4. Ecosystems;
5. Resource Development and Use;
6. Current Water Management Approaches;
7. Data Gaps;
8. Public Engagement and Education.

##### **Setting the Context**

- Game changers – agreements, emerging initiatives;
- Existing plans, objectives and actions from different jurisdictions;
- Projects underway.

##### **Actions Proposed**

- Water quality and quantity;
- Lakes and Wetlands;
- Invasive species;
- Education and outreach;
- Addressing data gaps through citizen science.

##### **Next Steps:**

- Implementation Plan development;
- Sustainable Funding for Watershed Governance Initiative (SFWGI):
  - o Pilot project funding;
  - o How does the Nechako Watershed Roundtable establish a sustainable funding regime for the Roundtable?

Director Lindstrom spoke to discussing in the past with Ms. Fresco the possibility of having riprap in the Nautley River to assist in raising the water levels of Fraser Lake. Ms. Fresco noted that the issue has been included in the strategy as Fraser Lake's issue. Moving forward in the funding and implementation plan connections between organizations and agencies that can assist in addressing the issue will be completed and hopefully projects will be able to move forward. Ms. Fresco has also had discussion with the Northwest Invasive Plant Council and how they could assist with the issues.

### **DELEGATIONS (CONT'D)**

#### **FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser RE: Update (Cont'd)**

Director Thiessen spoke to the changes to the water bed of the Nechako River and the impacts on the future health of the river. He noted the community of Vanderhoof is asking the question "How can the community be involved and not do further damage or damage the downstream health of the river." Ms. Fresco noted that the University of Northern B.C. research water sub group called the Integrated Water Research group that are researching water quantity, quality and sedimentation on areas such as the Nechako River and watershed.

Ms. Fresco stated that UNBC is also developing a centralized location "water portal" that will store all the information from the University, Province and First Nations in one location on the Nechako River and Reservoir.

Director Greenaway commented that there has been a lot of assistance from UNBC at the Nechako Roundtable Technical Advisory Group. The administrative support for the Nechako Roundtable is located in Prince George but Ms. Fresco has spent a lot of time travelling through the region in regard to her work on the Roundtable. Director Benedict mentioned that there is a need for residents located near the Nechako Reservoir to comment and provide input.

Sustainable Funding for Watershed Governance Initiative (SFWGI) was discussed. Ms. Fresco has informally invited Rio Tinto Alcan and will provide formal invitations to Rio Tinto Alcan and other industries along with local government, provincial government, Department of Fisheries, Chambers of Commerce and other stakeholders to discuss the pilot project funding.

Discussion took place in regard to the water flow temperatures impacting salmon returns and the role of Rio Tinto Alcan regarding flow levels of the Nechako River.

Chair Miller questioned the impact from Canadian Nation Railway (CN) on the river system. He noted the Regional Board's concern in regard to dangerous goods and the potential impacts of a CN derailment along with response times. The waterways are an extremely valuable resource and it is very important for everyone to understand their value. Ms. Fresco noted that CN is not currently at the table but the Ministry of Transportation and Infrastructure is a participant in the discussions and those concerns have been raised. Ms. Fresco spoke of meeting with CN's Environmental Manager and encouraging future discussions.

Discussion took place regarding education and lobbying efforts in regard to funding and moving initiatives forward regarding the health of the Nechako Watershed. Ms. Fresco noted that funds are limited and priorities have had to be established to receive the most impact.

Director Parker spoke to involving the agriculture sector in the health of the watershed. The Nechako River and Reservoir are surrounded by agriculture lands. Ms. Fresco mentioned that she is currently working to build relationships in the agriculture sector and any assistance would be beneficial.

Chair Miller thanked Ms. Fresco for attending the meeting.

### **DELEGATIONS (CONT'D)**

#### **Omineca Beetle Action Coalition -Sharon Tower, Executive Director -RE: Update**

Chair Miller welcomed Sharon Tower, Executive Director, Omineca Beetle Action Coalition.



## **DELEGATION (CONT'D)**

### **Omineca Beetle Action Coalition -Sharon Tower, Executive Director - RE: Update (Cont'd)**

Ms. Tower mentioned that she has been visiting communities in the region to provide updates in regard to the Omineca Beetle Action Coalition (OBAC).

Ms. Tower spoke to OBAC being formed in 2005 to review the impacts of the Mountain Pine Beetle epidemic on communities and plan for when the full impacts become a reality. Communities are now experiencing the impacts of the Mountain Pine Beetle on the midterm timber supply and analysis shows there will be a loss of 20,000 jobs over the next 5-10 years. The Annual Allowable cut is also being reduced by 13 million m<sup>3</sup> per year for the next five years.

OBAC was to be funded by the province until 2017. The Coalition still has the support of the province but was not granted continued funding. Other funding options are being investigated.

OBAC strategies and action items were developed in 2006 to 2008 and 70% of the action items have been completed or are being completed currently. One of those strategies included transportation which is critical to education, diversification, industry, etc. Having a unified voice moving forward to the province enabled the Coalition to secure meetings with Deborah Bowman, Assistant Deputy Minister, Transportation and Policy Programs, Ministry of Transportation and Infrastructure to move forward, although complex, a tangible plan for Highway 16 transportation.

Three strategies that have had less uptake due to various reasons, one being, time for community collaboration are:

- Tourism;
- Community and social services supports;
- Attraction and retention.

Ms. Tower noted that she has been speaking with staff at the Village of Burns Lake and encouraging the use of strategic plans that OBAC has already completed work on, social ready projects, that individual communities can utilize.

The role of the Coalition moving forward will continue to focus on the strategies developed which mostly focused on the forest sector as communities continue to transition and attempt to diversify. The Coalition provides a unified voice to focus on the current needs and issues found collectively throughout the region.

In 2014, OBAC completed a Forest Policy Paper that identified two key initiatives:

1. More input into the management decisions made by the Province;
  - the Province has committed to working on the 18 action items outlined;
2. Continued coordination of conversations with the Province:
  - Eg: Regional Wildfire Forum:
    - Highlight from the meeting:
      - Need for the continued coordination by the Coalition to assimilate information and bring forward to the Province in a unified manner.

OBAC also has a detailed diversification and implementation plan that is available on OBAC's website. Ms. Tower spoke to the need for continued conversation with the Province and working with the Members of Parliament in the region to provide a joint media release for the Federal Government to continue to support the Coalition.

## DELEGATION (CONT'D)

### Omineca Beetle Action Coalition -Sharon Tower, Executive Director - RE: Update (Cont'd)

Ongoing work on the rural issue:

- Rural BC project:
  - o Rural Minister;
  - o Rural Dividend - \$75 million;
  - o Rural Advisory Committee.

Director Repen spoke to the importance of advocating and receiving the attention of the Federal Government in regard to funding for OBAC and initiatives to assist with the impacts from the Mountain Pine Beetle epidemic. He spoke to OBAC, funding for OBAC and diversification being critical for the region. Ms. Tower mentioned that on November 18, 2016 OBAC is meeting with Nathan Cullen, MP Skeena Bulkley Valley. Ms. Tower extended an invitation to attend the meeting.

Chair Miller spoke of the capacity challenges faced by small Municipalities and Regional Districts and the need to work together in a collaborative unified manner to bring forward issues to the Province and Federal Governments.

Chair Miller thanked Ms. Tower for attending the meeting.

## ADMINISTRATION REPORTS

### Committee Meeting Recommendations -October 6, 2016

Moved by Director MacDougall  
 Seconded by Director Benedict

### 2016-14-4

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 7 as written:

#### Committee of the Whole – October 6, 2016

##### **Recommendation 1:**

**Re: Liability insurance for Private Instructors at Bulkley Valley Pool**

"That the Chief Financial Administrator's September 29, 2016 memo titled "Liability Insurance for Private Instructors at Bulkley Valley Pool" be deferred to a future Regional District of Bulkley-Nechako Meeting."

##### **Recommendation 2:**

**Re: Nadleh Whuet'enne Yah Grand Opening Celebration – October 22, 2016**

"That the Regional District of Bulkley-Nechako Board of Directors approve up to \$500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with providing a gift for the Nadleh Whut'enne Yah Grand Opening Celebrations."

## **ADMINISTRATION REPORTS (CONT'D)**

### **Committee of the Whole – October 6, 2016 (CONT'D)**

#### **Recommendation 3:**

**Re: Moricetown Band – Request for Letters of Support – Grant Application – Northern Development Initiative trust and BC Rural Dividend Fund**

“That the Regional District of Bulkley-Nechako Board of Directors provide a letter of support to the Moricetown Band for its grant application to Northern Development Initiative Trust and BC Rural Dividend Fund for infrastructure upgrades to the RV Park and Campground overlooking Moricetown Canyon.”

#### **Recommendation 4:**

**Re: RDBN Solid Waste Management Plan Review Public Notification, Rural Dividend Fund and MIA BC Risk Management Funding**

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to:

- a. Write an article providing public notification of the Solid Waste Management Plan review process being undertaken by the RDBN and the inclusion of reduce, reuse and recycle initiatives to be reviewed in regard to metal and wood salvaging;
- b. that staff apply to the Rural Dividend Fund for a metal and wood salvaging study in the region;
- c. that staff apply to the Municipal Insurance Association of BC in January, 2017 for Risk Management grant funding in regard to metal and wood salvaging at RDBN Solid Waste Management Facilities.”

### **Regional Transit Committee – October 6, 2016**

#### **Recommendation 5:**

**Re: DRAFT Terms of Reference**

“That the Regional District of Bulkley Nechako Board of Directors approve the Draft Regional Transit Committee Terms of Reference as amended and bring forward to a future Regional Transit Committee Meeting.”

### **Rural Directors Committee – October 6, 2016**

#### **Recommendation 6:**

**Re: Illegal Dumping**

“That the Regional District of Bulkley-Nechako Board of Directors direct Chair Benedict and staff to work with local RCMP and Conservation Officers Service in regard to illegal dumping to determine the requirements needed to prosecute an offender.”

**ADMINISTRATION REPORTS (CONT'D)**

**Rural Directors Committee – October 6, 2016 (Cont'd)**

**Recommendation 7:**

**Re: Rural Dividend Fund – Rural Connectivity Study**

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to apply to the Rural Dividend Fund during its fall intake of October 3-31, 2016 for a Regional District of Bulkley-Nechako Rural Connectivity Study for each of Electoral Areas "A" (Smithers Rural), "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), "E" (Francois/Ootsa Lake Rural), "F" (Vanderhoof Rural), and "G" (Houston Rural)."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Request for Letter of Support  
 -Beyond the Market for Rural  
 Dividend Fund Proposal**

Moved by Director Parker  
 Seconded by Director Greenaway

2016-14-5

"That the Regional District of Bulkley-Nechako Board of Directors provide a letter of support for the Beyond the Market Program to access the Rural Dividend Fund for the continuation of the Beyond the Market Program and the addition of an Agri-Export Focus."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Request for Sponsorship:  
 Grassy Plains Community Hall  
 Electoral Area "E" (Francois/  
 Ootsa Lake Rural)**

Moved by Director Benedict  
 Seconded by Director Illes

2016-14-6

"That the Regional District of Bulkley-Nechako Board of Directors approve of the RDBN acting as a sponsoring agency for the Grassy Plains Community Hall funding application to CN Rail, thus entering into an agreement with Grassy Plains Community Hall and CN Rail as well as issuing a tax receipt to CN Rail."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Federal Gas Tax Funds  
 Electoral Area "A" (Smithers  
 Rural) – Bulkley Valley Child  
 Development Centre Society**

Moved by Director Fisher  
 Seconded by Director Bachrach

2016-14-7

1. "That the Regional District of Bulkley-Nechako Board of Directors rescind Motion 2014-1-8 passed January 23, 2014;
2. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$32,917.50 of Electoral Area "A" Federal Gas Tax to the Bulkley Valley Child Development Centre Society for a Community Energy Systems/Recreation Infrastructure project at the BV Child Development Centre;
3. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further,

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADMINISTRATION REPORTS (CONT'D)**

4. That the RDBN Board of Directors authorize the withdrawal of up to \$33,217.50 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds  
Electoral Area "C" (Fort St.  
James Rural) – Community  
Arts Council of Fort St. James

Moved by Director Greenaway  
 Seconded by Director MacDougall

2016-14-8

1. "That the Regional District of Bulkley-Nechako Board of Directors rescind Motion 2016-10-16 passed July 21, 2016;

2. "That the RDBN Board of Directors authorize contributing \$47,162 of Electoral Area "C" Federal Gas Tax to the Community Arts Council of Fort St. James for a Cultural Infrastructure improvement project at the Pope Mountain Arts building;

3. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

4. That the RDBN Board of Directors authorize the withdrawal of up to \$47,462 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds  
Electoral Area "C" (Fort St.  
James Rural) – Fort St. James  
Curling Club

Moved by Director Greenaway  
 Seconded by Director MacDougall

2016-14-9

1. "That the Regional District of Bulkley-Nechako Board of Directors rescind Motion 2016-6-15 passed April 28, 2016;

2. "That the RDBN Board of Directors authorize contributing \$25,635.40 of Electoral Area "C" Federal Gas Tax to the Fort St. James Curling Club for a Recreational Infrastructure/Energy Efficiency improvement project at the Curling Rink;

3. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

4. That the RDBN Board of Directors authorize the withdrawal of up to \$25,935.40 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Winter Break Closure 2016  
-Statutory Holidays in  
December, 2016

Moved by Director Bachrach  
 Seconded by Director Fisher

2016-14-10

"That the Regional District of Bulkley-Nechako office be closed from December 26, 2016 to January 2, 2017 (inclusive)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Staff Christmas Gift Certificate

Moved by Director Benedict  
 Seconded by Director MacDognall

2016-14-11

"That the Regional District of Bulkley-Nechako Board of Directors authorize issuance of a "Holiday Season" gift cheque in the amount of \$75 after taxes to each RDBN employee."

Opposed: Director Fisher  
 Director Illes  
 Director Repen

CARRIED

(All/Directors/Majority)

Items to be brought forward  
to the Public Agenda from  
Special (In-Camera) Meeting

Moved by Director Newell  
 Seconded by Director Petersen

2016-14-12

"That the Regional District of Bulkley-Nechako Board of Directors ratify release of the following motion from the Special (In-Camera) meeting of September 22, 2016:

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to:

1. work with the RDBN solicitor to prepare the necessary affidavits and Court documents required to obtain a permanent injunction, and authorize staff to proceed with Court action using the pre-prepared documents if Mr. Goetjen allows an asphalt plant on his land contrary to zoning in the future; and
2. write a letter to the Province asking them to enforce the terms of their license of occupation with Hat Lake Logging to ensure compliance with zoning, and ask that enforcement include cancellation or non-renewal of the license, if necessary."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Financial Plan Guidelines

Moved by Director Illes  
 Seconded by Director Parker

2016-14-13

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's October 11, 2016 memo titled "Financial Plan Guidelines";
2. That the 2017-2021 Financial Plan Guidelines dated October 20, 2016 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Transit Committee Community  
 to Community Forum

Director Bachrach spoke to the challenges of having a Community to Community Forum at this time of the year and the time constraints in which to host a Forum prior to December, 2016. Discussion took place in regard to staff capacity, time and costs associated with hosting a forum. Concerns were also discussed in regard to Regional Directors schedules being full.

Melany de Weerd, CAO outlined her October 12, 2016 memo titled "Transit Committee Community to Community Forum".

Director Bachrach commented that the process moving forward needs to continue and suggested scheduling meetings directly with First Nations Councils within the region to discuss Regional Transit. A Community to Community Forum can be reconsidered early in 2017.

Chair Miller & Director  
 Bachrach to Schedule Meetings  
 with First Nations RE: Region  
 Transit

Moved by Director Repen  
 Seconded by Director Bacharach

2016-14-14

"That the Regional District of Bulkley-Nechako Board of Directors authorize Chair Bill Miller and Director Bachrach to schedule and meet with First Nations in the region to discuss Highway 16 Inter-Community Transit and discuss the Regional Transit Financial Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Miller and Director Bachrach generously offered to cover their travel costs personally.

RDBN Appointments - 2017

Moved by Director Bendict  
 Seconded by Director Illes

2016-14-15

"That the Regional District of Bulkley-Nechako Board of Directors ratify the following appointments for the year 2017:

Bankers: Bulkley Valley Credit Union

Lawyers: Stewart McDannold Stuart, Victoria, BC  
 Young Anderson, Vancouver, BC  
 Carvello Law Corp., Victoria, BC

Election Officers:

Cheryl Anderson, Chief Election Officer  
 (with authority to appoint election officials as  
 necessary)  
 Geraldine Craven and Wendy Wainwright,  
 Deputy Chief Election Officers

**ADMINISTRATION REPORTS (CONT'D)**

Signing Authority:

The Chairperson, Director from the Village of Burns Lake, the Director from Electoral Area "B", the Director from Electoral Area "E", and the Chief Administrative Officer, Financial Administrator, Manager of Administrative Services or Deputy Chief Administrative Officer.

Auditors: RHN Schmitz & de Grace."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Reports

Moved by Director MacDougall  
Seconded by Director Bachrach

2016-14-16

"That the Regional District of Bulkley-Nechako Board of Directors receive the following Administration Reports:

-Manager of Administrative Services:

– Procedure Bylaw Amendment/Election of Chair and Vice Chair;

-Election of Chairperson and Vice Chairperson;

Protective Services Manager:

-Monthly 9-1-1 Call Report – August, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING**

**Bylaw for First and Second Reading**

Rezoning File No.A-02-16  
Bylaw 1783 (Kilback)  
Smithers, Electoral Area "A"

Moved by Director Fisher  
Seconded by Director Illes

2016-14-17

1. "That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1783, 2016" be denied."

Opposed: Director Benedict  
Director Greenaway  
Director Lindstrom  
Director Liversidge  
Director MacDougall  
Director Newell  
Director Petersen

CARRIED

(All/Directors/Majority)

Director Fisher mentioned that the APC (Advisory Planning Commission) brought forward concerns in regard to the property being located on a busy road, being located in a high density area, and that approval of the rezoning application would set precedent in allowing second dwellings in an already densely populated area.

**Break for lunch 12:14 p.m.**

**Reconvened after the Regional Transit Committee at 1:56 p.m.**



## PLANNING DEPARTMENT REPORTS

### OTHER (All Directors)

#### Planning Department Reports & Correspondence

Moved by Director Bachrach  
 Seconded by Director Petersen

2016-14-18

"That the Regional District of Bulkley-Nechako Board of Directors receive the following Planning Department Reports:

- Planning Department Enquiries Report – August, 2016;
- Building Inspector's Report - September, 2016."

#### **Correspondence from the Homeowner Protection Office Bulletins:**

- Information for Owner Builders;
- Owner Builder Authorization – Examination Requirement and Application Information."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the impacts of the Owner Builder Authorization – Examination Requirement and Application Information on owner builders. Concerns were discussed regarding the impacts to future building and cost implications to building in the Regional District.

Director Fisher requested the information digitally to bring forward at the North Central Local Government Association meeting he will be attending.

#### Write a Letter to NCLGA RE: Concerns regarding Restrictions to Owner Builders

Moved by Director Fisher  
 Seconded by Director Repen

2016-14-19

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the North Central Local Government Association and the Honourable Rich Coleman, Minister of Natural Gas Development and Minister Responsible for Housing stating that the Regional Board of Directors does not support the regulatory changes for an Owner Builder Authorization and the requirement for an Owner Builder Authorization Examination."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## VERBAL REPORTS

#### Village of Telkwa- Update

Director Repen mentioned that the outdoor ice rink is progressing and school students are currently building the boards around the concrete surface.

Director Repen spoke to addressing the lack of funding for its water tower project and an issue with ICBC. He noted the need for all communities to be treated fairly by the Province.

**VERBAL REPORTS (CONT'D)**

Expansion of Smithers Skatepark

Director Bachrach attended a meeting in regard to the expansion of the Smithers skatepark. He spoke of the affordability of the sport and the enthusiasm shown by local boarders for the sport. He spoke of the Boarding for Brant group dedicated to the memory of Brant Hostenstein, a local athlete who died in a farm accident that is working to raise the funds to expand the skatepark.

Smithers Air Quality Issues

Director Bachrach spoke of the air quality issues that Smithers is experiencing due to the increase of wood stove usage and the burning of slash piles. He mentioned that there has been meetings with West Fraser in regard to the burning of slash piles to attempt to mitigate air quality issues in the future.

Northern Health Board of Directors Meeting in Prince George

Director Petersen mentioned he attended, along with Director Greenaway, Melany de Weerd, CAO and Roxanne Shepherd, CFO Northern Health's Board of Directors Meeting in Prince George on October 17, 2016. He reported that they reviewed completed projects for 2016, contributions, upcoming projects in the next year and the five year plan. A report will be provided at the next Stuart-Nechako Regional Hospital District Board Meeting.

Alternative Approval Process -Smithers and Area Victim Services

Director Fisher, Cheryl Anderson, Chief Election Officer, and Roxanne Shepherd, Chief Financial Officer attended the public meeting held October 19, 2016 in Smithers at the Town of Smithers Council Chambers in regard to the Smithers and Area Victim Services Alternative Approval Process. Director Fisher mentioned the good attendance and thanked staff for their work.

Meeting with Town of Smithers and Village of Telkwa Mayors and FLNRO

Director Fisher reported that he attended a meeting with Mayor Bachrach, Town of Smithers, Mayor Repen, Village of Telkwa and Ministry of Forests, Lands and Natural Resource Operations (FLNRO) in Smithers. He mentioned that it was a very good meeting and they discussed First Nations licenses, midterm timber supply and the spruce beetle concerns.

NCLGA Board of Directors Meeting

Director Fisher mentioned that he will be attending an upcoming North Central Local Government Association Board of Directors Meeting (NCLGA) and the topics for discussion are:

- NCLGA Policy and Procedures;
- Sexual harassment issues and policy development for NCLGA; and,
- How can the NCLGA support communities?

Fort St. James Curling Rink

Director MacDougall spoke of the flooding that took place during the summer in the Fort St. James Curling Rink and the serious damages that occurred. He noted that they may not have the curling rink operational for the 2016/2017 curling season. Director MacDougall thanked Director Greenaway for his continued support and assistance with funding in regard to the repairs.

District of Fort St. James By-Election in December

Director MacDougall reported that the District of Fort St. James will be having a By-Election in December due to the resignation of one of its Councilors.

**VERBAL REPORTS (CONT'D)**

- Fort St. James Arena Director MacDougall noted that the upgrades to the Fort St. James Arena are now complete.
- Nechako Water Use Plan Director Thiessen mentioned that the District of Vanderhoof is working on a water use plan for the Nechako River. He noted that the process may take two years to complete.
- Vanderhoof Pool Director Thiessen reported that the Vanderhoof Pool is approaching the Tender stage and is moving forward. Director Thiessen also thanked Directors Parker and Petersen for their contributions to the pool.
- Vanderhoof Skatepark Director Thiessen mentioned that Vanderhoof is also working diligently to build a new skatepark for the skateboarders in the community.
- Vanderhoof Air Quality Issues Director Thiessen spoke of the air quality issues that Vanderhoof is also experiencing. He spoke to research relating air quality to dementia.
- Rural Advisory Council Director Thiessen attended the Rural Advisory Council last week and he spoke to his continued advocacy for the Rural Dividend Fund to be more equitable and be an actual dividend.
- Northern Development Initiative Trust Director Thiessen spoke to the need for communities to support the Northern Development Initiative Trust and the funds that have been given to communities in the region.
- Cooperative Development Organization Meeting in Fraser Lake Director Parker mentioned that he attended a meeting in Fraser Lake that a resident hosted in regard to a cooperative development. She had representation from the BC Cooperative Development Association and is working to create a cooperative development in Fraser Lake. Director Parker noted that he would appreciate any feedback from the Regional Board of Directors in regard to cooperative developments.
- Colleymount Road Director Benedict commented that she had met with the Honourable Todd Stone, Minister of Transportation and Infrastructure (MoTI) at the UBCM Convention in Victoria in September, 2016 to discuss the issues in regard to Colleymount Road. She recently received a call from the Regional Manager, MoTI in Smithers to arrange a meeting with residents of Colleymount to discuss the road. Director Benedict thanked Chair Miller for his support during the meeting with Minister Stone.
- Nechako Watershed Roundtable Meeting Director Greenaway attended the Nechako Watershed Roundtable meeting last week at the University of Northern B.C. (UNBC). He spoke of the positive atmosphere and the enthusiasm of the agencies, UNBC representatives and all those in attendance working on the Nechako Watershed Roundtable.
- Granisle Bioenergy Partnership with School District 91 Nechako Lakes Director Liversidge noted that the Village of Granisle is proceeding with its bioenergy installation to contract with School District 91 Nechako Lakes to provide heat to the Granisle School and should be in operation by the end of December, 2016.

**VERBAL REPORTS (CONT'D)**

UBCM Convention  
-September 26-30, 2016  
-Victoria, B.C.

Chair Miller thanked the Regional Board of Directors for its support at the Regional District meetings while attending the Union of B.C. Municipalities (UBCM) Convention on September 26-30, 2016 in Victoria, B.C. The system of having one Director being the lead speaker at each meeting seemed to work well.

Chair Miller expressed his disappointment in regard to the RDBN Resolution titled "Emergency Program Act" and the changes made by UBCM to the resolution. He noted frustration that the intent of the motion was altered without input from local government and that the debate only allowed one speaker.

Northwest Resource Benefits Alliance (NWRBA)

Chair Miller mentioned that the NWRBA had discussions and meetings while attending UBCM also.

Boundary Expansion

Chair Miller met with the Regional District of Kitimat-Stikine Directors in regard to boundary expansion while in attendance at UBCM.

Spruce Bark Beetle

Chair Miller commented that the spruce bark beetle is a larger outbreak than previously assumed but it has not greatly impacted the Skeena Region. Chair Miller is engaged in the Public Advisory Committee and will continue to provide updates.

Regional District Chairs and Mayors Meeting Follow-up

Chair Miller mentioned that Prince George Mayor Lyn Hall has forwarded the summary from the Regional District Chairs and Mayors meeting relating to one of the topics: 94 Calls to Action identified in the Truth and Reconciliation Report that was held in Prince George to Ms. de Weerd, RDBN CAO.

Receipt of Verbal Reports

Moved by Director Newell  
 Seconded by Director Brienen

2016-14-20

"That the verbal reports of the various Regional District of Bulkley-Nechako Directors be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE**

Moricetown Band –Request for Letter of Support – Community Vehicle Grant Program

Moved by Director Bachrach  
 Seconded by Director MacDougall

2016-14-21

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to Moricetown Band in support of its application to the Community Vehicle Grant Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

Village of Granisle –Request for Letter of Support – Community Vehicle Grant Program Moved by Director Newell  
 Seconded by Director Bachrach

2016-14-22

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Village of Granisle in support of its application to the Community Vehicle Grant Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Yekooche First Nations –Request for Letter of Support – Community Vehicle Grant Program Moved by Director Greenaway  
 Seconded by Director MacDougall

2016-14-23

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to Yekooche First Nations in support of its application to the Community Vehicle Grant Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Tl'azt'en Nation-Request for Letter of Support – Community Vehicle Grant Program Moved by Director Greenaway  
 Seconded by Director Liversidge

2016-14-24

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to Tl'azt'en Nation in support of its application to the Community Vehicle Grant Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lakes District Fall Fair –Request for Letter of Support –Second Set of Public Washrooms Moved by Director Benedict  
 Seconded by Director Illes

2016-14-25

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Lakes District Fall Fair in regard to funding for its second set of public washrooms.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

Burns Lake Mountain Biking Association – Request for Letter of Support – BC Rural Dividend Program, Nechako Kitamaat Development Fund, Northern Development Initiative Trust Moved by Director Illes  
 Seconded by Director Benedict

2016-14-26

“That the Regional District of Bulkley-Nechako Board of Directors write letters of support to the Burns Lake Mountain Biking Association for its request for funding for the following:

- BC Rural Dividend Program:
  - Hiking/biking trail to and around Star Lake with a campground;
- Nechako Kitamaat Development Fund:
  - Build an advanced/intermediate downhill run;
- Northern Development Initiative Trust:
  - “When Pigs Fly Trail Enhancement”; and
- NDIT – Fabulous Festivals and Events Funding
  - Sound Equipment.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Village of Burns Lake -Request for Letter of Support Rural Dividend Fund

Moved by Director Illes  
 Seconded by Director Benedict

2016-14-27

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Village of Burns Lake for its request for funding from the Rural Dividend Fund for planning funding to address the upcoming reduction in the Annual Allowable Cut in the Lakes Timber Supply Area.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Stuart Lake Nordic Ski Club -Request for Letter of Support - Murray Ridge Nordic Trails Project

Moved by Director Greenaway  
 Seconded by Director MacDougall

2016-14-28

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Stuart Lake Nordic Ski Club for its Murray Ridge Nordic Trails Project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Town of Smithers -Request for Letter of Support - Additional 1% Accommodation Tax

Moved by Director Bachrach  
 Seconded by Director Repen

2016-14-29

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Town of Smithers in support of its application to Destination BC to apply for an additional 1% Accommodation tax (MRDT).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

**Administration  
 Correspondence**

Moved by Director Illes  
 Seconded by Director Bachrach

2016-14-30

"That the Regional District of Bulkley-Nechako Board of Directors receive the following correspondence:

- Minister of Agriculture and Agri-Food - Funding for Regional Trials and Assessing Crops and Agricultural Lands;
- Village of Burns Lake - Acting Mayor Appointment
  - Regional District Representative;
- Village of Fraser Lake - Appointment of Alternate Director;
- CN - Follow Up on Presentation to Regional District Board of Directors;
- British Columbia Utilities Commission – British Columbia Hydro and Power Authority and FortisBC Inc. - Residential Inclining Block Rate Report to the Government of British Columbia;
- Ministry of Community, Sport and Cultural Development and Minister Responsible for TransLink - Northwest BC Resource Benefits Alliance;
- Ministry of Transportation and Infrastructure:
  - Nominations for New Stop of Interest Signs;
- Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink - Ride Sourcing Stakeholder Engagement Summary Report;
- Canadian Union of Postal Workers – Another Opportunity to Have Your Say in Canada Post Review;
- Prince Rupert Gas Transmission Ltd. – Canadian Environmental Assessment Agency Certificate;
- Northern Gateway - Project Update;
- Northern Gateway - Federal Court of Appeal Update;
- Canadian Wildlife Service - Government of Canada's Draft Policies on the Implementation of the *Species at Risk Act*;
- Fire Prevention Officers Association of B.C.
  - Conference Magazine Advertising Opportunity;
- BC Hydro - 2016 Northern Annual Report British Columbia News - Five Communities Win Prestigious Open for Business Awards;
- Creston News Room - Creston Town Councillor Joe Snopek Passes at Age 75;
- Federation of Canadian Municipalities - News - October 3, 2016;
- Federation of Canadian Municipalities - Upcoming Information Sharing Deadline under Transport Canada's Grade Crossing Regulations;
- Federation of Canadian Municipalities - Haiti Emergency Fund;
- North West Regional Hospital District Meeting Minutes - August 12, 2016;
- Northern Health - New Digital Mammography Machine for G.R. Baker Memorial Hospital;
- Northern Health - Northern Health One Step Closer to Magnetic Resonance Imaging (MRI) Services in Terrace and Fort St. John;
- Regional District of Fraser-Fort George - Regional District Wants You to Understand why Your Landfill Matters;

## ADMINISTRATION CORRESPONDENCE (CONT'D)

### Union of B.C. Municipalities

- UBCM Executive 2016-2017
- Community to Community Forum Intake
- National Disaster Mitigation Program Funding
- 2016 UBCM Community Excellence Awards Winners
- Responding to Tent Cities
- Province Consulting on Alternative Financial Services
- Reconciliation Session: Understanding the Village
- Gang Violence in Our Communities
- Local Governments Key to Addressing Overdose Epidemic
- Growing Resilience in Maple Ridge
- Age-Friendly Grant Funding Announced
- Perspectives on BC's Housing Market
- Marijuana Dispensaries
- Clark Commits to Provincial Infrastructure Share
- Richmond Praises Federal, Provincial Partnerships
- September 28 Resolutions Debate
- Building Your Creative Economy
- Greens Will Ban Big Money
- FCM Addresses Delegates
- Keynote Praises Courageous Leadership
- Valuing Natural Assets
- Stretch Code a Step in the Right Direction
- Horgan Focused on Transit Funding, Gaming Grants
- Applications Invited for Clean Water and Wastewater Fund
- September 29 Resolutions Debate
- September 30 Resolutions Debate
- Resolutions Summary
- Affordable Rental Housing Program Invites Applications
- Funding & Resources Update
- Thank You for Supporting Orange Shirt Day;

### INVITATIONS

-Premier's BC Natural Resource Forum - Program/Registration  
 -COFI Convention 2017 - April 5-7, 2017 - Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding CN's follow-up letter to the Regional Board in regard to the costs associated with first responders attending training at CN's Security and Emergency Response Training Center in Pueblo, Colorado.

The Ministry of Community, Sport and Cultural Development and Minister Responsible for TransLink response letter regarding the meeting request for the Northwest BC Resource Benefits Alliance (RBA) at UBCM was discussed. The challenges thus far in coordinating a meeting with Minister Fassbender to visit the Northwest and meet with the RBA as indicated in his letter was also discussed. The value of the resources in the north was discussed along with the monies that have been provided to the Province from resources in the northwest.



**ADMINISTRATION CORRESPONDENCE (CONT'D)**

Write a Letter to CN  
RE: Invasive Species

Moved by Director Newell  
 Seconded by Director Illes

2016-14-31

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to Joshua Sanchez, CN Engineering in regard to invasive species concerns along CN property in the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**FINANCIAL**

Operating Accounts  
-September, 2016

Moved by Director Benedict  
 Seconded by Director MacDougall

2016-14-32

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid September, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**READING FILE**

Reading File

Moved by Director Illes  
 Seconded by Director Newell

2016-14-33

"That the Regional District of Bulkley-Nechako Board of Directors receive the following Reading File:

**INVITATION:**

-BC Chamber of Commerce Cabinet Ministers Breakfast Series with The Honourable Coralee Oakes – October 19, 2016 Terminal City Club, 837 West Hastings Street, Vancouver, B.C.

**CORRESPONDENCE:**

-Association for Mineral Exploration – Roundup 2017: New Website;  
 -BC Healthy Communities – BCHC September eNews;  
 -British Columbia Community Forest Association – BCCFA September 2016 Newsletter;  
 -Canadian National Rail – Leadership in Safety 2016;  
 -Canfor Corporation – News Release- Conference Call October 27, 2016 Announce Third Quarter Results;  
 -Chevron – Kitimat LNG Community News Issue 8, Fall 2016;  
 -Clean Energy Canada Review:  
   -October 10, 2016 – Trudeau's Tough Love  
   -October 3, 2016 – 2/3 Canadians said what?  
   -September 26, 2016 – The 80 Per Cent  
   -September 19, 2016 – Oh, the Irony;  
 -Excellence In Aboriginal Leadership Award – Recognizing Excellence, Leadership and Achievement in Aboriginal Finance and Management;  
 -Federation of Canadian Municipalities – President's Corner September 2016;  
 -Forest Practices Board – 2015-2016 Annual Report;  
 -Geoscience BC – Re: "Earth Science: A Sustainable Investment in BC's Future";

**READING FILE (CONT'D):**

**CORRESPONDENCE (CONT'D):**

- Local Government Management Association of BC – 2015 Annual Report;
- Ministry of Forests, Lands and Natural Resource Operations – Update: From Minister Thomson – September 2016;
- Municipal Advocacy Solutions – New Federal Homelessness Funding Available for Municipalities;
- Municipal Insurance Association of British Columbia – MIABC Risk Management Tidbits Fall 2016;
- Nechako Reservoir Update – Flow Facts – Launching Interactive Nechako Reservoir Flow Facts;
- Nechako Reservoir Update - Flow Facts:
  - September 21, 2016;
- Northern Health – Share Your Breastfeeding Journey Story – Breastfeeding Week October 1-7, 2016;
- Northern Health – September 22, 2016 Healthier Northern Communities' ebrief;
- Real Estate Foundation of BC – Fall eNews – Land Champion & Land Awards Finalists - \$75 Million in Grants;
- Real Estate Institute of British Columbia – Residential Property Value;
- Recycling Council of British Columbia – Waste Reduction Week 2016 Proclamation Request;
- Resource Works News:
  - October 9, 2016 – Too Much Turkey
  - October 6, 2016 - Lisa Mueller Joins Resource Works
  - September 28, 2016 – Let's Act in Unison Today
  - September 27, 2016 – UBCM
  - September 22, 2016 – Resources the CPU of our Economy
  - September 20, 2016 – Special Edition: Northern Tanker Ban Moratorium."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADMINISTRATION BYLAWS**

**Bylaw for First, Second, Third Reading & Adoption**

No. 1784 –RDBN Procedure  
 Amendment

Moved by Director Illes  
 Seconded by Director Benedict

2016-14-34

"That "Regional District of Bulkley-Nechako Procedure Amendment Bylaw No. 1784, 2016" be given first, second, third reading and adoption this 20<sup>th</sup> day of October, 2016."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## SUPPLEMENTARY AGENDA

### REPORTS

#### Liability Insurance for Private Instructors at Bulkley Valley Pool

Moved by Director Fisher  
 Seconded by Director Repen

2016-14-35

1. "That Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's September 29, 2016 memo titled "Liability Insurance for Private Instructors at Bulkley Valley Pool."
2. "That Regional District of Bulkley-Nechako Board of Directors authorize offering Associate Member liability insurance to private instructors at the Bulkley Valley Pool."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### ELECTORAL AREA PLANNING

#### APC Minutes & Correspondence

Moved by Director Fisher  
 Seconded by Director Illes

2016-14-36

"That Regional District of Bulkley-Nechako Board of Directors receive the Minutes: Advisory Planning Commission Tuesday, October 11, 2016 Electoral Area "A" Rezoning Application: A-02-16 (Phil's Boxes)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### CORRESPONDENCE

#### Correspondence & Invitations

Moved by Director Benedict  
 Seconded by Director Illes

2016-14-37

"That Regional District of Bulkley-Nechako Board of Directors receive the following correspondence and invitations:

**Correspondence:**

-North Central Local Government Association- Rural Directors Roundtable – Request for Feedback;

**Invitation:**

-National Aboriginal Energy and Power Association

- 2016/17 Power Breakfast Series – October 25, 2016

- Vancouver, B.C.

-The National Plant and Animal Health Strategy Team - Invitation to Consult:

- November 2, 2016 – Kelowna, B.C.

- November 3, 2016 – Abbotsford, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Fisher mentioned that if there is feedback in regard to the Rural Directors Roundtable RDBN Board of Directors may respond individually to the request.

**SPECIAL IN-CAMERA  
MEETING MOTION**

Moved by Director Bachrach  
Seconded by Director Brien

2016-14-38

"In accordance with Section 90 (1)(c) of the *Community Charter*- it is the opinion of the Board of Directors that matters pertaining to labour relations or other employee relations (Regional Transit Coordinator) be held in confidence, therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Bachrach  
Seconded by Director Newell

2016-14-39

"That the meeting be adjourned at 2:56 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, November 3, 2016**

<b>PRESENT:</b>	Chairperson	Bill Miller
	Directors	Taylor Bachrach Shane Brienen Mark Fisher Tom Greenaway John Illes Dwayne Lindstrom Thomas Liversidge Rob MacDougall Rob Newell Mark Parker Jerry Petersen Darcy Repen Gerry Thiessen
	Director Absent	Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)
	Alternate Director	Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural)
	Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Janine Dougall, Director of Environmental Services Roxanne Shepherd, Chief Financial Officer Corrine Swenson, Manager of Regional Economic Development Wendy Wainwright, Executive Assistant
	Others	Larry Hewitt, Smithers – left at 11:07 a.m. Martin Littlejohn, Executive Director, Western Canada Mountain Bike Tourism Association – via Teleconference 11:05 a.m. to 11:14 a.m. Josette Wier, Smithers – left at 11:07 a.m.
	Media	Flavio Nienow, LD News – arrived at 10:50 a.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:39 a.m.

**AGENDA &  
SUPPLEMENTARY AGENDA**Moved by Director Bachrach  
Seconded by Director Repen**C.W.2016-9-1**"That the Agenda of the Regional District of Bulkley-Nechako  
Committee of the Whole meeting of November 3, 2016 be  
approved; and further, that the Supplementary Agenda be  
received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## MINUTES

Committee of the Whole  
Minutes – September 8, 2016

Moved by Director Petersen  
 Seconded by Director Parker

C.W.2016-9-2

“That the Committee of the Whole meeting minutes of September 8, 2016 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DELEGATIONS

### Josette Wier – RE: Genetically Modified Organism's (GMO's)

Chair Miller welcomed Josette Wier.

Ms. Wier has been addressing the issue of Genetically Modified Organism's (GMO's) in the Smithers area for the past three years and spoke to the following:

- Presented a petition with 511 signatures from residents in the Bulkley Valley against the use of GMO's in the valley;
  - o People spoken with were unaware of the use of GMO usage;
- The Ministry of Agriculture had conducted three GMO trial studies in the Bulkley Valley;
  - o requested information through a Freedom of Information and Privacy request;
- Resolution passed by the Regional District of Bulkley-Nechako Board of Directors in April, 2013 in regard to GMO's.
- Recently presented to the Town of Smithers in regard to her issue;
- An overview of her experience in regard to a resident that purchased property neighbouring Ms. Wier's and planted GMO canola;
- Farming Industry Review Board and her request to have a four metre buffer and a one hour notice prior to the spraying of the canola crops with pesticides;
- Ms. Wier's personal condition that makes her susceptible to chemicals;
- She is a farmer as well and only wants responsible farming;
- Studies of pesticides (herbicide/insecticide/fungicide) has shown that overspray has been found up to 500 metres away from the area being sprayed;
- Growing GMO crops require the spraying of pesticides and has also created chemical resistant crops;
- She has attempted to investigate the exact chemicals being utilized but has not been provided the information;
- Two regulating bodies for pesticides but monitoring is very limited:
  - o Provincial legislation – investigates the proper storage of pesticides and reacts to complaints to wrongful use in ditches and riparian areas;
  - o Health Canada Pesticides and Pest Management - Pest Monitoring Regulator Agency;
- pesticide health risks to humans;
- How to coexist:
  - o An organic farm next to a farm using GMO's must have a minimum eight metre cultivated land buffer between the properties in order for the organic property to maintain organic status;
  - o Only coexist with proper rules and guidelines;
  - o The ability to communicate and discuss issues;
- The impact to beekeepers in the region due to the use of GMO's;
- Encourage the RDBN to implement rules and guidelines;
- 18 jurisdictions in the province that have resolutions against GMO's, most recently the City of Victoria.

## **DELEGATIONS (CONT'D)**

### **Josette Wier – RE: Genetically Modified Organism's (GMO's) (Cont'd)**

Ms. Wier made three requests of the Regional Board:

1. Reaffirm the April, 2013 Regional Board resolution regarding GMO's;
2. Allow concerned citizens to attend the RDBN hosted Agriculture Forum to discuss GMO's;
3. Invite the RDBN to initiate meetings with the farming community and agencies addressing GMO's.

Director Parker brought forward the eight metre cultivated land buffer between farms in order for an organic farm to maintain its organic status and the potential ability to split the eight metres between the two farms. Ms. Wier indicated that could be a possibility but both farmers needs to be receptive.

Director Fisher stated his willingness to participate in discussion regarding GMO's in the farming industry in the Bulkley Valley and co-existing but spoke to the need for patience in the process moving forward. He noted the need to have discussions with all stakeholders to address the issue.

Chair Miller mentioned that the RDBN does not have the legislative authority to ban Genetically Modified Organisms but can potentially have discussions with agencies that do have legislative oversight of GMO usage.

The Bulkley Valley Dairyman's Association has submitted a letter titled "Genetically Modified Organisms" as well to the RDBN that is on the November 3, 2016 Committee of the Whole Supplementary Agenda. Director Fisher noted that there may be an opportunity to meet in the future to discuss the issue and he felt that it may have a greater impact in the Bulkley Valley area rather than the Nechako area of the RDBN.

Chair Miller thanked Ms. Wier for attending the meeting.

## **DELEGATION (CONT'D)**

### **WESTERN CANADA MOUNTAIN BIKE TOURISM ASSOCIATION – Martin Littlejohn, Executive Director RE: Update – Mountain Biking Trail Maps, Northern BC Brand and Logo –via Teleconference – 11:05 a.m.-11:14 a.m.**

Chair Miller welcomed Martin Littlejohn, Executive Director, Western Canada Mountain Bike Tourism Association via teleconference.

Mr. Littlejohn provided an update in regard to the Western Canada Mountain Bike Tourism Association's Mountain Biking Trail Maps and Northern BC Brand and Logo application to Northern Development Initiative Trust (NDIT). He mentioned that there are currently four communities involved in the Destination BC Co-op Marketing program: Prince George, Burns Lake, Smithers and Terrace. The trail maps, Northern BC brand and logo were originally outlined in the Northern BC Mountain Bike Recreation Tourism Strategy in 2014/2015. There was a need identified to create a brand to represent the region that would also allow other communities once ready to join would be supported in the branding. The communities have made funding contributions with matching funds being provided by Destination BC. The funding request to NDIT is for additional financial resources to include additional branding components to promote mountain biking.

The goal is to have the maps completed by January, 2017 to utilize at the outdoor travel tradeshow to promote mountain biking. They will also be utilized by Travel Information Centres and the Mountain Bike Clubs to showcase opportunities in northern B.C.

## **DELEGATION (CONT'D)**

### **WESTERN CANADA MOUNTAIN BIKE TOURISM ASSOCIATION – Martin Littlejohn, Executive Director RE: Update – Mountain Biking Trail Maps, Northern BC Brand and Logo –via Teleconference – 11:05 a.m.-**

Discussion took place regarding methodologies to determine if the marketing is working and assisting to increase mountain biking awareness and tourism in Northern BC. Mr. Littlejohn mentioned that communities have recognized an increase in mountain bike tourism in that trail counters available have shown an increase and campsites are full with riders. Mr. Littlejohn mentioned that a survey has been recently conducted with partner communities in the province in regard to what methodologies and key performance indicators being utilized to provide an overall picture for the province.

Chair Miller thanked Mr. Littlejohn for attending the meeting via teleconference.

## **PRE-BUDGET PLANNING SESSION**

### **Chair Bill Miller, Electoral Area “B” (Burns Lake Rural)**

Chair Miller mentioned that this pre-budget planning session is the first step towards developing the 2017 budget. It also allows for the review of works/projects completed in 2016 and the projected works/projects needing to be completed in 2017.

### **Melany de Weerd, Chief Administrative Officer**

Ms. de Weerd commented that she has reviewed the budget process completed in past years and is receptive to suggestions by the Regional Board to any changes they may wish to implement.

## **Regional Board Recommendations and Priorities**

### **Environmental Services**

- Salvaging metal and wood at RDBN Solid Waste Management Facilities;
- Municipal Insurance Association of BC (MIA) for Risk Management grant funding regarding metal and wood salvaging at RDBN Solid Waste Management Facilities;
- Make salvaging safe and functional as soon as possible and not just a part of the Solid Waste Management Plan review in 2017-2018;
- Fort St. James – C-Can for end of life electronics;

Janine Dougall, Director of Environmental Services

- Salvaging and reuse will be explored in detail in the Solid Waste Management Plan review in 2017.

### **Bylaw Enforcement Function**

- Be progressive in regard to individuals requesting permits after the fact to create a culture of compliance;
- Review other jurisdictions to determine possible solutions.

### **Administration**

- Review the RDBN Strategic Priorities in reviewing the budget for 2017;
  - o Need to adjust the priorities to be more in line with the future:
    - E.g. focus on Agriculture, salvaging solutions etc.
    - Opportunity to assess energy efficiencies: eg. Bulkley Valley Pool;
  - o Review the RDBN Strategic Priority – legacy proposal;
  - o Northwest Resource Benefits Alliance moving forward and remain on the RDBN Strategic Priorities;



## PRE-BUDGET PLANNING SESSION (CONT'D)

### **Economic Development/Administration**

- Promotion items – support local businesses utilizing a “buy local policy”.

### **Economic Development**

- Complete study on Rural Connectivity in the Region and ensure the implementation of rural connectivity;
  - o Possible to work collaboratively with other Regional Districts to ensure connectivity throughout the northwest;

### **Budget Presentations**

- Significant changes in the budget to be highlighted;
- Present on PowerPoint to have an interactive responsive budget schedule to show case the implications of adjustments and changes;

### **Building Inspection Function**

- Closer oversight of contractors building in the region;

## REPORT

Canada-British Columbia  
Clean Water Wastewater Fund  
-Application Moved by Director Parker  
Seconded by Director Bachrach

C.W.2016-9-3

“That the Committee of the Whole receive the Director of Environmental Services and the Manager of Regional Economic Development’s October 24, 2016 memo titled “Canada-British Columbia Clean Water and Wastewater Fund – Application.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the inability to utilizing Federal Gas Tax funding.

## CORRESPONDENCE

Mark Fisher, Director - Zero  
Waste Advocacy to the  
Province Moved by Director Fisher  
Seconded by Director Repen

C.W.2016-9-4

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors become a member of the National Zero Waste Council (\$0 membership fee) and Zero Waste Canada; and further approve the membership fee for Zero Waste Canada in the amount of \$125.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Truth and Reconciliation  
Commission of Canada:  
Calls to Action Moved by Director MacDougall  
Seconded by Director Newell

C.W.2016-9-5

“That the Committee of the Whole receive the correspondence titled “Truth and Reconciliation Commission of Canada: Calls to Action.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**CORRESPONDENCE (CONT'D)**

Moved by Director Bachrach  
Seconded by Director Illes

C.W.2016-9-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to explore opportunities to move forward in regard to the Truth and Reconciliation Commission of Canada: Calls to Action recommendations for the RDBN 2017 Budget year."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**INVITATION**

Local Government Leadership  
Academy – 2016 Chief  
Elected Officials Forum  
-December 6-7, 2016  
-Metro Vancouver

Moved by Director Bacharach  
Seconded by Director Illes

C.W.2016-9-7

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Chair/Director Miller's attendance at the Local Government Leadership Academy re: 2016 Chief Elected Officials Forum – December 6-7, 2016, Metro Vancouver."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place in regard to encouraging the Local Government Leadership Academy to host the Chief Elected Officials Forum in Northern B.C.

The University of Northern  
B.C. and Dr. Kathy Lewis, Chair,  
Ecosystem Science &  
Management Program – Doug Little  
Memorial Dinner and Lecture  
– November 24, 2016  
– Prince George Campus

Moved by Director Greenaway  
Seconded by Director Lindstrom

C.W.2016-9-8

"That the Committee of the Whole receive the invitation from the University of Northern British Columbia and Dr. Kathy Lewis, Chair, Ecosystem Science & Management Program – Doug Little Memorial Dinner and Lecture – November 24, 2016 – Prince George Campus."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **SUPPLEMENTARY AGENDA**

### **DISCUSSION ITEM**

#### **National Zero Waste Council**

##### **National Zero Waste Council**

Moved by Director Illes  
Seconded by Director Bachrach

##### **C.W.2016-9-9**

"That the Committee of the Whole receive the correspondence from the National Zero Waste Council."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **CORRESPONDENCE**

##### **Northern Health – Influenza Season and Flu Clinics Media Teleconference -November 7, 2016**

Moved by Director MacDougall  
Seconded by Director Petersen

##### **C.W.2016-9-10**

"That the Committee of the Whole receive the correspondence from Northern Health re: Influenza Season and Flu Clinics Media Teleconference – November 7, 2016."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

##### **Bulkley Valley Dairymen's Association – Genetically Modified Organisms**

Moved by Director Parker  
Seconded by Director Thiessen

##### **C.W.2016-9-11**

"That the Committee of the Whole receive the correspondence from the Bulkley Valley Dairymen's Association in regard to Genetically Modified Organisms."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding the resolution passed by the Regional District of Bulkley-Nechako Board of Directors in April, 2013 in regard to Genetically Modified Organisms. Staff will forward the resolution to the Regional Board.

### **NEW BUSINESS**

##### **Omineca Beetle Action Coalition (OBAC)**

Director Newell brought forward the issue of OBAC no longer receiving provincial funding after March, 2017. Chair Miller mentioned that OBAC will be forwarding a funding request in the future to the RDBN for consideration. Other funding options are being considered and reviewed.

##### **Passing of William (Bill) Serle – Past RDBN Director**

Director Parker mentioned that Bill Serle, Director, Electoral Area "D" (Fraser Lake Rural) from 1978 to 1979 passed away at the age of 90.

**NEW BUSINESS (CONT'D)**

**Agriculture Forum – Update**

Director Parker provided an update in regard to the RDBN hosted Agriculture Forum scheduled for November 9, 2016 in Burns Lake. He mentioned that response to the forum has been positive and there are various stakeholders attending along with representatives of the Agricultural Land Commission, Ministry of Agriculture and BC Agriculture Council. Director Parker thanked Director Fisher and staff for their assistance in regard to the planning of the forum.

**ADJOURNMENT**

Moved by Director Bachrach  
Seconded by Director Illes

**C.W.2016-9-12**

"That the meeting be adjourned at 12:04 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, October 6, 2016**

**PRESENT:**

Chairperson	Bill Miller
Directors	Taylor Bachrach Eileen Benedict Shane Brienen John Illes Dwayne Lindstrom Thomas Liversidge Rob Newell Mark Parker Jerry Petersen Darcy Repen Gerry Thiessen
Directors Absent	Mark Fisher, Electoral Area "A" (Smithers Rural) Tom Greenaway, Electoral Area "C" (Fort St. James Rural) Rob MacDougall, District of Fort St. James
Alternate Directors	Bob Hughes, Electoral Area "C" (Fort St. James Rural) Stoney Stoltenberg, Electoral Area "A" (Smithers Rural)
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Janine Dougall, Director of Environmental Services – arrived at 12:58 p.m., left at 1:26 p.m. arrived at 2:25 p.m. Jason Llewellyn, Director of Planning – left at 2:25 p.m., arrived at 2:47 p.m. Roxanne Shepherd, Chief Financial Officer Corrine Swenson, Manager of Regional Economic Development Wendy Wainwright, Executive Assistant
Others	Val Anderson, Economic Development Officer – arrived at 12:41 p.m. Gladys Atrill, Councillor, Town of Smithers – left at 12:10 p.m. David Borth, Executive Director, Rural Dividend Fund – arrived at Peter Johnson, Stewart McDannold Stuart – via teleconference and GoTo Meeting 10:30 to 12:10 p.m. Susan Schienbein, Councillor, Village of Burns Lake – left at 12:10 p.m. Sheryl Worthing, CAO, Village of Burns Lake – arrived at 12:41 p.m.
Via Tele- Conference:	Greg Brown, Councillor, Town of Smithers – left at 12:10 p.m. Tom Clement, CAO, District of Vanderhoof – left at 12:10 p.m. Kevin Crook, CAO, District of Fort St. James – left at 12:10 p.m. Lina Gasser, Deputy Corporate Officer, District of Fort St. James – left at 12:10 p.m. Brenda Gouglas, Councillor, District of Fort St. James – left at 12:10 p.m. Sara Storey, Councillor, Village of Fraser Lake – left at 12:10 p.m. Anne Yanciw, CAO Town of Smithers – left at 12:10 p.m.

Media Flavio Nienow, LD News – left at 10:43 a.m.

**CALL TO ORDER** Chair Miller called the meeting to order at 10:30 a.m.

**AGENDA & SUPPLEMENTARY AGENDA** Moved by Alternate Director Stoltenberg  
Seconded by Director Petersen

C.W.2016-8-1 “That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of October 6, 2016 be approved; and further, that the Supplementary Agenda be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **MINUTES**

Committee of the Whole Minutes – September 8, 2016 Moved by Director Brienen  
Seconded by Director Bachrach

C.W.2016-7-2 “That the Committee of the Whole meeting minutes of September 8, 2016 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **DELEGATIONS**

#### **Peter Johnson, Stewart McDannold Stuart Barristers and Solicitors re: Conflict of Interest Exception Regulation – Via GoTo Meeting and Teleconference**

Chair Miller welcomed Peter Johnson, Stewart McDannold Stuart Barristers and Solicitors.

Mr. Johnson provided a PowerPoint Presentation in regard to:

- **Conflict of Interest of Elected Officials:**
  - o What is a conflict of interest?
  - o Sources of Law – Conflict of Interest;
    - Pre-1993;
    - New Conflict of Interest Legislation for BC – 1993;
      - *Community Charter*;
      - Common Law (case law);
      - Disclosure of Conflict;
      - Restrictions on Participation;
      - Withdrawing the Declaration of Conflict;
      - Pecuniary Conflicts of Interest;
        - o Direct vs. Indirect pecuniary interests;
      - Appointments to Outside Boards, Agencies;
  - o New Regulations *Conflict of Interest Exceptions Regulations*, B.C. Reg. 91/2016;
    - Who does the exemption apply to?
    - What interests are exempted?
    - Summary of New Regulations;
    - Non-Pecuniary Conflicts of Interest;
    - Non-Pecuniary Conflicts of Interest – Political bias;
    - Statutory Exceptions;
    - Consequences;
    - Restrictions on Influence;
    - Gifts;
    - Disclosure of Contracts;
    - Confidentiality/Insider Information.

### **DELEGATIONS (CONT'D)**

#### **Peter Johnson, Stewart McDannold Stuart Barristers and Solicitors re: Conflict of Interest Exception Regulation – Via GoTo Meeting and Teleconference (Cont'd)**

Discussion took place regarding Regional Board members being appointed to outside Boards and/or Agencies.

Specific issues need to be brought forward to Municipal Councils or Regional District Board solicitors directly in order to clarify all the facts and details.

Chair Miller thanked Mr. Johnson for attending the meeting.

#### **Break for lunch at 12:10 p.m.**

#### **Reconvened at 12:41 p.m.**

### **DELEGATIONS (CONT'D)**

#### **David Borth, Executive Director, Rural Dividend Fund**

Chair Miller welcomed David Borth, Executive Director, Rural Dividend Fund.

Mr. Borth provided an overview of the formation of the BC Rural Dividend Fund and the mandate to Minister Thomson, Ministry of Forests, Lands and Natural Resource Operations to administer the fund.

Mr. Borth provided a PowerPoint Presentation.

#### **First Intake Funding Announcements:**

- Sent to applicants September 29<sup>th</sup>;
- Rural Dividend Second Intake:
  - o October 3<sup>rd</sup> to October 31<sup>st</sup>;
- Three year program;
- Assist communities to identify projects;
  - o There has been changes to the criteria;

#### **Program Overview**

- \$25 million a year for three years;
- Spring 2019;
- Two intakes in 2016, 2017 and one intake in 2018;
- Provide benefits to rural communities populations under 25,000;

#### **Eligible Applicants**

- Local Governments:
  - o Municipalities;
  - o Regional Districts;
  - o Unincorporated areas;
- First Nations;
- Not – for – Profit Organization's:
  - o OBAC and NDIT not eligible to apply
    - Can partner with communities;
  - o Community Futures are now able to apply;

## **DELEGATIONS (CONT'D)**

### **David Borth, Executive Director, Rural Dividend Fund (Cont'd)**

#### **Project Categories**

- Community Capacity Building;
- Workforce Development;
- Community and Economic Development;
- Business Sector Development;

#### **Funding Streams**

- Project Development – Up to \$10,000:
  - o Feasibility studies, business cases;
  - o Up to 100% of costs;
- Single Applicant – Up to \$100,000:
  - o Up to 80% of costs;
- Partnerships – Up to \$500,000:
  - o Up to 60% of costs;

#### **Program Changes**

- Revisions based on feedback from applicants and Rural Advisory Committee (RAC);
- Easier and quicker application process;
- Greater program accessibility;

#### **Infrastructure Projects – NEW**

- Up to 25% of project costs;
- Must directly link to economic development/diversification;
- Not for traditional infrastructure;

#### **Destination Trail Projects – NEW**

- Directly linked to economic development;

#### **Financial Statements – NEW:**

- Tiered depending upon funding request:
  - o Up to \$10,000 – internally prepared and signed by two board members;
  - o \$10,000-100,000 – review engagement;
  - o \$100,000-500,000 – audited financials;

#### **Selection Criteria**

- Listed in the Program Guide, including:
  - o Strength of the project;
  - o Rural communities most in need;
  - o Capacity to deliver project;
  - o Anticipated benefit of project on community;

#### **Second Intake Review Timelines:**

- Project Development applications:
  - o Expedited process – decisions by early 2017;
  - o \$100,000-500,000 – decisions by February 2017;
- Project applications:
  - o On the website;
    - Q&A being approved to be on the website;
    - Project descriptions;
    - Program guide.

Director Repen voiced concerns and frustration in regard to the need for critical infrastructure in small communities and yet this fund cannot be used for critical infrastructure. He spoke to critical infrastructure being an economic benefit as it directly relates to the attraction and retention of residents. Director Repen also spoke to the resource benefit funds that some small communities in the province receive which allows those communities to upgrade their infrastructure and benefit economically.



## **DELEGATIONS (CONT'D)**

### **David Borth, Executive Director, Rural Dividend Fund (Cont'd)**

Mr. Borth spoke to the term "Dividend" and the political decisions to make the Rural Dividend Fund an application based fund. He spoke to the Rural Dividend Advisory Committee discussing some of the issues in the future.

Discussion took place regarding communities attempting to find projects that align with the criteria. An arena is an example of an economic development tool for communities and yet the infrastructure does not align with the criteria of the program. If infrastructure is not taken care of there will be no economic development. Communities would like to have funding for their core priorities. Director Bachrach spoke to concerns in regard to taking capacity from municipal core priorities and reallocating to try and find projects that would fit the criteria.

Director Thiessen spoke to being a member of the Rural Advisory Committee and being one of four Mayors on the fourteen member Board. He spoke to the UBCM completing a similar survey to the Forestry Consultation Process that was recently undertaken to determine the actual needs and requirements of rural B.C. communities. Mr. Borth spoke of bringing the ideas forward at the Rural Advisory Committee next week at its meeting in Victoria.

Director Benedict asked if each Electoral Area could apply for the Rural Dividend Fund. Mr. Borth indicated that each Electoral Area would be eligible to apply for funds and collectively use the funds on a project. Director Benedict spoke to potentially applying for funds for an Electoral Area joint project.

Chair Miller thanked Mr. Borth for attending the meeting.

### **Break to move to the Regional Transit Meeting at 1:26 p.m.**

### **Reconvened at 2:24 p.m.**

## **DISCUSSION ITEM**

### **Darlene Morgan, Chief Administrative Officer, Nisaga's Village of Gitlaxt'aamiks – Travel and Accommodation Cost for Appearing as a Delegation at an Upcoming Board Meeting**

Chair Miller noted Darlene Morgan's experiences and spoke to her knowledge in regard to the Truth and Reconciliation Commissions Report's recommendations for local government. Discussion took place in regard to having First Nations representatives from within the RDBN present at RDBN meetings. The ability to utilize GoTo Meeting (Video/Teleconference program) for a presentation was also discussed.

## **REPORTS**

### **Liability Insurance for Private Instructors at Bulkley Valley Pool**

Moved by Alternate Director Stoltenberg  
 Seconded by Director Repen

### **C.W.2016-8-3**

"That the Committee of the Whole defer the Chief Financial Administrators September 29, 2016 memo titled "Liability Insurance for Private Instructors at Bulkley Valley Pool" to a future Regional District of Bulkley-Nechako Meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **REPORTS (CONT'D)**

RDBN Solid Waste  
 Management Plan Update  
 Issuance of Request for  
 Proposals

Moved by Director Thiessen  
 Seconded by Director Repen

C.W.2016-8-4

"That the Committee of the Whole receive the Director of Environmental Service's September 27, 2016 memo titled "RDBN Solid Waste Management Plan Update Issuance of Request for Proposals."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **INVITATION**

Discussion took place in regard to providing a gift to the Nadleh Whut'enne Yah for their Grand Opening Celebrations.

Nadleh Whuet'enne Yah  
 Grand Opening Celebration  
 -October 22, 2016

Moved by Director Parker  
 Seconded by Alternate Director Stoltenberg

C.W.2016-8-5

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors approve up to \$500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with providing a gift for the Nadleh Whut'enne Yah Grand Opening Celebrations."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **CORRESPONDENCE**

BC Hydro – Planned Power  
 Outage – Fort St. James and  
 Area – October 16 & 23, 2016

Moved by Alternate Director Stoltenberg  
 Seconded by Alternate Director Hughes

C.W.2016-8-6

"That the Committee of the Whole receive the correspondence from BC Hydro regarding Planned Power Outage – Fort St. James and Area – October 16 & 23, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **SUPPLEMENTARY AGENDA**

### **CORRESPONDENCE**

Moricetown Band – Request for Letters of Support – Grant Applications – Northern Development Initiative Trust and BC Rural Dividend Fund Moved by Director Repen  
 Seconded by Director Bachrach

C.W.2016-8-7

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors provide a letter of support to the Moricetown Band for its grant application to Northern Development Initiative Trust and BC Rural Dividend Fund for infrastructure upgrades to the RV Park and Campground overlooking Moricetown Canyon.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **INVITATION**

Yellowhead Road & Bridge -Pre-Winter Stakeholders Meeting – October 20, 2016 Moved by Director Parker  
 Seconded by Alternate Director Stoltenberg

C.W.2016 -8-8

“That the Committee of the Whole receive the invitation from Yellowhead Road & Bridge regarding the Pre-Winter Stakeholders Meeting on October 20, 2016.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **NEW BUSINESS**

Smithers/Telkwa Transfer Station Metal and Wood Salvaging

Director Repen spoke to receiving a twenty-three page petition with 451 signatures to provide the public access to the metal and wood piles for salvaging at the Smithers/Telkwa Transfer Station. Director Repen noted the need to find a solution to address the liability issues with salvaging of metal and wood at RDBN Solid Waste Management Facilities.

Janine Dougall, Director of Environmental Services mentioned that during the Solid Waste Management Plan review that is currently being undertaken by the Regional Board a component will be to analyze how to encourage reduce, reuse and recycle materials and programs in the RDBN. The costs involved in mitigating the liability associated with allowing salvaging of metal and wood was brought forward for discussion.

Discussion took place regarding utilizing grant funding from the Municipal Insurance Association of B.C. for local government risk management programs. Ms. Dougall stated that the grant funding was accessed for the Reuse Shed Risk Management study conducted in the process of reopening the sheds. The opportunity for the RDBN to apply for funding is not available again until 2017. In 2017, as part of the SWMP review the RDBN Board can determine how to move forward. Providing public notification was discussed.

**NEW BUSINESS (CONT'D)**

Solid Waste Management Plan Moved by Director Repen  
Review Public Notification, Seconded by Director Illes  
Rural Dividend Fund and  
MIA BC Risk Management  
Funding

C.W.2016 -8-8

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to:  
 a. Write an article providing public notification of the Solid Waste Management Plan review process being undertaken by the RDBN and the inclusion of reduce, reuse and recycle initiatives to be reviewed in regard to metal and wood salvaging;  
 b. that staff apply to the Rural Dividend Fund for a metal and wood salvaging study in the region;  
 c. that staff apply to the Municipal Insurance Association of BC in January, 2017 for Risk Management grant funding in regard to metal and wood salvaging at RDBN Solid Waste Management Facilities."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Alternate Director Stoltenberg  
 Seconded by Director Repen

C.W.2016-8-7

"That the meeting be adjourned at 2:48 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****REGIONAL TRANSIT COMMITTEE**  
**(Committee of the Whole)****Thursday, November 3, 2016**

<b>PRESENT:</b>	Chair	Bill Miller
	Directors	Taylor Bachrach Shane Brienen Mark Fisher Tom Greenaway – left at 2:21 p.m. Dwayne Lindstrom Thomas Liversidge Rob MacDougall Rob Newell Mark Parker Jerry Petersen Darcy Repen Luke Strimbold Gerry Thiessen
	Director Absent	Eileen Benedict, Electoral Area “E” (Francois/Ootsa Lake Rural)
	Alternate Director	Tom Shelford, Electoral Area “E” (Francois/Ootsa Lake Rural)
	Staff	Melany de Weerd, Chief Administrative Officer Roxanne Shepherd, Chief Financial Administrator Wendy Wainwright, Executive Assistant
	Others	Chris Fudge, Senior Regional Transit Manager, BC Transit – via teleconference – left at 1:57 p.m. Linda Harmon, Transit Crown Agency Programs, Ministry of Transportation and Infrastructure – via Teleconference– left at 1:57 p.m. Tiina Schaeffer, RPP, Manager of Sustainable Community Development, Planning and Development, City of Prince George – via Teleconference Tania Wegwitz, MCIP, RPP, Manager of Planning, BC Transit – via Teleconference– left at 1:57 p.m. Debbie West, General Manager, Nee Tahi Buhn Band

**CALL TO ORDER**

Chair Miller called the meeting to order at 1:00 p.m.

**AGENDA &  
SUPPLEMENTARY AGENDA**Moved by Director Bachrach  
Seconded by Director Petersen**RTC.2016-3-1**

“That the agenda of the November 3, 2016 Regional Transit Committee Meeting be approved; and further, that the Supplementary Agenda be received.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## MINUTES

Regional Transit Committee  
Minutes – October 20, 2016

Moved by Director Petersen  
Seconded by Director Newell

RTC.2016-3-2

"That the Regional Transit Committee minutes of October 20, 2016 be received as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## REPORTS

BC Transit RE: Highway 16  
Inter-Community Transit  
DRAFT Revised Service  
Options Public Consultation

Discussion took place regarding the suggested changes brought forward at the October 20, 2016 Regional Transit Committee Meeting. Chris Fudge, Senior Regional Transit Manager, BC Transit noted that some changes have been incorporated and work is continuing to address the changes.

BC Transit has requested feedback in regard to the revised draft service, fare, infrastructure and policy proposals by November 10, 2016.

Discussion took place in regard to the buses being purchased by the province and contributing 100 percent of the capital cost and 66.69% of the operating cost for the service for the term of the agreement. The Ministry of Transportation and Infrastructure has committed to three years due to their commitment requirements at this time but do not intend for the project to end after the three year term. Mr. Fudge outlined what has happened in the past in regard to the purchase of vehicles when a transit system is implemented. The Province contributes its share and the local government provides its share through loan financing. In this funding model the new buses are being fully purchased with the funding provided by the Province. To have the buses operational as soon as possible buses will be utilized from BC Transit's contingency fleet until the purchase process for new buses can be completed. Standard life span for the light duty buses is five years.

Director Bachrach spoke of support from the Town of Smithers in expeditiously moving forward with the Highway 16 Inter-Community Transit System. Discussion took place in regard to the preliminary cost calculations influencing service levels provided for communities in moving forward.

Director Thiessen voiced concerns in regard to the cost implications to the District of Vanderhoof, connectivity to travel from Vanderhoof to Smithers, potential ridership and clear outlines regarding ridership. He also spoke to the potential impacts to other transportation operators along Highway 16. The District of Vanderhoof not being included in the organizational discussions at the start of the process was also a frustration. Director Bachrach outlined the hub model wherein there are regional hubs with transit spokes to move individuals to locations with higher levels of commercial, government, health services, etc. Discussion took place regarding the ability to trial the system and can make changes in response to emerging patterns in moving forward.

**REPORTS (CONT'D)**

Director Parker commented that the original concept for the Highway 16 Inter-Community Transit system was for safety in assisting in removing hitchhiking from Highway 16. He questioned if that was still the priority and/or the priority was also to provide a transit system to move volumes of people. Debbie West, General Manager, Nee Tahi Buhn mentioned that for the community of Nee Tahi Buhn the value is having an affordable means of transportation that is safe.

Director Thiessen indicated the need to discuss the transit system with Saik'uz First Nation and determine their needs and wants. Chair Miller mentioned the challenges moving forward without having full consultation and discussion with all First Nations communities within the RDBN. He noted the success of the Highway 16 Transit System will be determined by having everyone participating. He spoke to the meetings that along with Director Bachrach, he had resolved to move forward from the meeting on October 20, 2016. They recently met with Lake Babine Nation and noted their desire to support Highway 16 Transit.

Director Repen noted that there are separate funds to provide secure hitch hiking locations and exploring the use of technology to provide a more secure way for people who will continue to hitchhike. Director Repen commented on his experience with hitchhiking. He also spoke to the Draft Terms of Reference allowing the ability to participate but also allows the ability to make changes if necessary.

Discussion took place regarding the consultation processes to determine the want and need for an inter-community transit system.

Director MacDougall mentioned that he participated on the Provincial Organizational Committee and there were representatives from communities and First Nations along Highway 16 including Fort St. James and discussions at that time were to have the Highway 16 Inter-Community Transit System complement services already in existence. He commented that Nak'azdli Whut'en Band, Tl'azt'en Nation, Binche First Nation and Fort St. James are developing a partnership to connect transit from Fort St. James to the Highway 16 Transit.

Director Newell spoke to transit studies that have outlined the benefits of low cost travel, economic development and safety.

Chair Miller commented that there is a desire to move forward with the draft terms of reference and discuss the costs associated with the transit system.

Chair Miller thanked Ms. West for attending the meeting.

**REPORTS**

Reports – BC Transit

Moved by Director MacDougall  
Seconded by Director Bachrach

RTC.2016-3-3

"That the Regional Transit Committee receive the following reports from BC Transit:

- Highway 16 Inter-Community Transit DRAFT Revised Service Options Public Consultation;
- Updated Detailed Route and Stop Locations (Oct 24, 2016)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

"Draft" Terms of Reference  
For the Bulkley-Nechako  
Regional Transit Service  
Committee

Moved by Director Lindstrom  
Seconded by Director Illes

RTC.2016-3-4

"That the Regional Transit Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the "Draft" Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Bachrach commented that the "Draft" Terms of Reference identify potential committee members are potential funding commitments. Chair Miller mentioned that the Terms of Reference remain a "Draft" document until the Regional Transit Committee has all partners participating. Ms. West spoke to the importance of working with all of the First Nations communities.

**SPECIAL IN-CAMERA  
MEETING MOTION**

Moved by Director Illes  
Seconded by Director Bachrach

RTC.2016-3-5

"In accordance with Section 90 of the *Community Charter*- it is the opinion of the Board of Directors that matters pertaining to Section 90 (1)(k) the negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held public (Highway 16 Transit Cost Apportionment) or information received relating to these matters must be closed to the public therefore exercise their option of excluding the public for this meeting."

Opposed: Director Fisher  
Director Thiessen

CARRIED

(All/Directors/Majority)

**Regional Transit Committee Special In-Camera Meeting at 2:04 p.m.**

**Reconvened Regional Transit Meeting at 2:17 p.m.**



## REPORT

### Transit Committee Preliminary Cost Calculations

Discussion took place regarding municipal council consideration of the memo titled "Transit Committee Preliminary Cost Calculations." The District of Fort St. James, Villages of Fraser Lake, Burns Lake and Telkwa and Town of Smithers will be bringing the memo forward at their council meetings during the week of November 7-10, 2016 for consideration. Director Repen noted the Village of Telkwa's support for the transit system in principal and recognizes the funding challenges being experienced. Director Bachrach mentioned that there have been discussions with Moricetown in regard to the service gap between Moricetown and Smithers and the Town of Smithers is investigating options to partner with Moricetown to mitigate the service gap. The District of Houston has considered supporting the service.

Director Fisher indicated his support of the transit system utilizing grant in aid contributions at this time in the amount of \$1,000. He spoke to advocating for the use of Federal Gas Tax funds for services such as transit. He suggested the potential and staff to develop a strategy to advocate for the use Federal Gas Tax funds. Discussion took place regarding the criteria for Federal Gas Tax funds.

Discussion took place regarding the startup costs and the allocation of those costs over the current three year term. Chair Miller mentioned that the allocations may change depending on the commitment of partners. He has spoken with Chief Wilf Adam, Lake Babine Nation and indicated there was support from LBN. Ms. West spoke to capacity challenges faced by some of the First Nations communities and suggested that visiting those communities would be beneficial. Chair Miller commented that in conversations with INAC (Indigenous and Northern Affairs Canada), they have agreed to provide funding for travel costs for First Nations representatives to attend the Regional Transit Committee meetings.

Director Thiessen mentioned that Saik'uz First Nation is indicated to be "On Corridor" and they are "Off Corridor." Director Thiessen suggested having a conversation with Saik'uz First Nation in regard to their willingness to participate in the transit system.

Discussion took place regarding the preliminary cost calculations; there can be reconsiderations and adjustments depending on the potential for rural contribution through grant in aid and other potential partners.

Director Parker indicated his support for the transit system and spoke to the Village of Fraser Lake investigating the opportunity to purchase a bus and he showed his support for that initiative.

Chair Miller reiterated his and Director Bachrach's commitment to meet with the First Nations in the future to discuss the Regional Transit System and cost calculations.

Director Thiessen spoke of his support of the transit system but voiced concerns regarding the cost implications to the District of Vanderhoof. He noted the need for the Highway 16 Inter-Community Transit System to be a regional system. Chair Miller spoke to communities needing to determine the threshold in which they are able to contribute and that there is support to find a solution.

Chair Miller commented that he has spoken to the College of New Caledonia and they outlined the potential benefits to their students in having a transit system. He mentioned the economic and social benefit that a transit system would have in the region.

Discussion took place regarding the constraints of legislative requirements that are a consideration moving forward with developing a funding model.

**REPORT (CONT'D)**

Transit Committee Preliminary  
Cost Calculations – Item to be  
Brought Forward to Public  
Meeting Moved by Director Bachrach  
Seconded by Director Repen

RTC.2016-3-6 "That the Regional Transit Committee receive the Chief Administrative Officer's October 26, 2016 memo titled "Transit Committee Preliminary Cost Calculations be brought forward to a public meeting.

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Newell  
Seconded by Director Bachrach

RTC.2016-3-7 "That the meeting be adjourned at 2:48 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**REGIONAL TRANSIT COMMITTEE**  
**(Committee of the Whole)**

**Thursday, October 6 2016**

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen  
John Illes  
Dwayne Lindstrom  
Thomas Liversidge  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

Directors Mark Fisher, Electoral Area "A" (Smithers Rural)  
Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Rob MacDougall, District of Fort St. James

Alternate Directors Bob Hughes, Electoral Area "C" (Fort St. James Rural)  
Stoney Stoltenberg, Electoral Area "A" (Smithers Rural)

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Jason Llewellyn, Director of Planning – arrived at 1:40 p.m.  
Roxanne Shepherd, Chief Financial Administrator  
Wendy Wainwright, Executive Assistant

Others Chris Fudge, Senior Regional Transit Manager, BC Transit – via teleconference – via Teleconference  
Linda Harmon, Transit Crown Agency Programs, Ministry of Transportation and Infrastructure – via Teleconference  
Tiina Schaeffer, Manager of Sustainable Community Development, City of Prince George – via Teleconference  
Tania Wegwitz, MCIP, RPP, Manager of Planning, BC Transit – via Teleconference  
Matthew Boyd, Regional Planning, Work Lead, BC Transit – via Teleconference  
Anne Yanciw, CAO, Town of Smithers – via Teleconference

**CALL TO ORDER**

Chair Miller called the meeting to order at 1:27 p.m.

**AGENDA & SUPPLEMENTARY AGENDA**

Moved by Director Newell  
Seconded by Director Petersen

**RTC.2016-1-1**

"That the agenda of the October 6, 2016 Regional Transit Committee Meeting be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **SUPPLEMENTARY AGENDA**

### **DRAFT TERMS OF REFERENCE**

Melany de Weerd, CAO Update:

- Terms of Reference - first draft;
- Disseminated to all local governments and First Nations listed;
- Determine the level of interest and feedback in terms of governance, funding models/structures and level of participation;
- Document was also provided to BC Transit and Ministry of Transportation and Infrastructure for feedback.

Discussion took place in regard to the structure of the advisory group and the Regional District being the agreement holder. The RDBN Board of Directors will vote on decisions and recommendations from the Regional Transit Committee to make the final decision due to legislative restrictions and requirements.

Concerns were brought forward in regard to a fair and equitable model for rural residents due to the small percentage of rural residents that will access the service. The process moving forward will be to understand who the partners are which will affect the level of service. It is a voluntary service.

The parameters in regard to Rural Directors voluntarily providing grant in aid to the service along with Chair Miller's ability to appoint Electoral Area Directors to the Committee, was discussed.

Director Repen spoke to the challenges faced by Telkwa wherein the current fare to ride the bus from Telkwa to Smithers is \$2.75 and the proposed route fare will be \$5. The level of participation that will be needed for the service was discussed. Without participation the program most likely will not continue past the three year timeline that the Provincial Government has currently committed funding. Chair Miller mentioned that it will be necessary to have participation from the majority of potential partners and First Nations or the service will not be sustainable.

The BC Transit model was discussed in regard to the license holder needing to be a local government. Throughout the province, all transit systems have local government partnership. The Town of Smithers had initially agreed to be the agreement holder but it was felt that because the RDBN Board of Directors encompasses more of the route it may be a more balanced agreement holder. Discussion took place regarding the support of the Regional District Board of Directors for recommendations coming forward from the Regional Transit Committee. Due to the legislative requirements, BC Transit's guidelines that a local government must hold the agreement and the Provincial funding that has been provided to create the service, the Regional District is a suitable option to be the agreement holder.

The Regional District is a part of similar structures regarding other services that certain Electoral Areas participate in and are ratified by the entire Regional Board. This occurs to provide a general benefit for the whole region.

Discussion took place regarding 55% of the population of the Regional District being outside of the municipalities and if there is a small percentage of the rural population that participates in the services it will increase the success and potential of the system.

Chair Miller mentioned that the Ministry of Transportation and Infrastructure has committed to fund a transit coordinator position to assist in moving the service forward. He spoke to the advantages of the Coordinator working closely with First Nations participants to develop partnerships. First Nations participation will depend on the relationship with the communities and each First Nations community individually. Chair Miller spoke to the need to develop a communication protocol with First Nations in moving forward.



**SUPPLEMENTARY AGENDA (CONT'D)**

**DRAFT TERMS OF REFERENCE (CONT'D)**

Director Illes spoke to concerns in regard to the potential of the lack of participation increasing the contribution amount from the participating members. There is a threshold for the majority of communities in regard to their ability to contribute funds and taxing their residents. Chair Miller also noted the more ridership the more funds will be contributed to the service.

Discussion took place in regard to supporting the first draft of the Terms of Reference and receiving further input from municipalities, First Nations and other partners. The Electoral Areas can have discussions to decide if they would like to be a participant of the committee or not. Director Bachrach noted that the Terms of Reference does not address the funding formula but the participation in the Regional Transit Committee. Director Bachrach will bring forward to his council the funding model for discussion. Ms. de Weerdts noted that the development of the Terms of Reference can run concurrent to the process moving forward.

DRAFT Terms of Reference      Moved by Director Bachrach  
Seconded by Director Repen

RTC.2016-1-2      "That the Regional Transit Committee recommend that the Regional District of Bulkley Nechako Board of Directors approve the Draft Regional Transit Committee Terms of Reference as amended and bring forward to a future Regional Transit Committee Meeting."

(All/Directors/Majority)      CARRIED UNANIMOUSLY

BC Transit – Highway 16  
Action Plan: Inter-Community  
Transit Draft Detailed Route  
and Stop Locations      Moved by Director Illes  
Seconded by Director Brien

RTC.2016-1-3      "That the Regional Transit Committee receive BC Transit's report regarding Highway 16 Action Plan: Inter-Community Transit Draft Detailed Route."

(All/Directors/Majority)      CARRIED UNANIMOUSLY

**INVITATION**

Highway 16 Community Vehicle  
Grant Program Engagement  
Sessions October 3-7, 2016      Moved by Director Repen  
Seconded by Director Stoltenberg

RTC.2016-1-4      "That the Regional Transit Committee receive the Highway 16 Community Vehicle Grant Program Engagement Sessions October 3-7, 2016."

(All/Directors/Majority)      CARRIED UNANIMOUSLY

Discussion took place regarding the notifications of the engagement sessions not being provided in a timely manner.

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**NEW BUSINESS**

**Highway 16 Inter-Community  
Engagement Report**

Chris Fudge, BC Transit commented that BC Transit will be distributing and posting the Highway 16 Inter-Community Engagement Report along with the revised bus stop and routing plan.

**ADJOURNMENT**

Moved by Director Bachrach  
Seconded by Director Repen

**RTC.2016-1-5**

"That the meeting be adjourned at 2:22 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, November 3, 2016**

**PRESENT:** Acting Chair Bill Miller

Directors Mark Fisher  
Rob Newell  
Mark Parker  
Jerry Petersen

Directors Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)  
Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)

Alternate Director Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural)

Staff Melany de Weerd, Chief Administrative Officer  
Roxanne Shepherd, Chief Financial Officer  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Acting Chair Miller called the meeting to order at 2:44 p.m.

**AGENDA**Moved by Director Newell  
Seconded by Director Fisher**RDC.2016-10-1**

"That the Rural Directors Committee Agenda for November 3, 2016 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee Meeting Minutes -October 6, 2016**Moved by Director Petersen  
Seconded by Director Parker**RDC.2016-9-2**

"That the minutes of the Rural Directors Committee meeting of October 6, 2016 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****REPORTS****Lakes Animal Friendship Society-Request for Grant in Aid -Electoral Areas "B" (Burns Lake Rural) & "E" (Francois/Ootsa Lake Rural)**Moved by Alternate Director Shelford  
Seconded by Director Parker**RDC.2016-9-3**

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes Animal Friendship Society be given \$650 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with its Community Animal Care Event – Animal Health Clinic."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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**REPORTS (CONT'D)**

Omineca Ski Club  
-Request for Grant in Aid  
-Electoral Areas "B"  
(Burns Lake Rural) & "E"  
(Francois/Ootsa Lake Rural)

Moved by Alternate Director Shelford  
Seconded by Director Parker

RDC.2016-9-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Omineca Ski Club be given \$1250 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to assist with the purchase of a race clock."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort Fraser Local Community  
Commission-Request for Grant  
in Aid -Electoral Area "D"  
(Fraser Lake Rural)

Moved by Director Parker  
Seconded by Director Petersen

RDC.2016-9-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort Fraser Local Community Commission be given \$10,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to assist with the Fort Fraser Infrastructure Improvement Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Houston Link to Learning  
-Request for Grant  
in Aid -Electoral Area "G"  
(Houston Rural)

Moved by Director Newell  
Seconded by Director Fisher

RDC.2016-9-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Houston Link to Learning be given \$2,996 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with its Good Food Boxes Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area Allocation of  
Federal Gas Tax Funds  
-Third Quarter 2016

Moved by Director Newell  
Seconded by Director Fisher

RDC.2016-9-7

"That the Rural Directors Committee receive the Finance/Administration Coordinator's October 25, 2016 memorandum titled "Electoral Area Allocation of Federal Gas Tax Funds – Third Quarter 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



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**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Newell

RDC.2016-9-8

"That the meeting be adjourned at 2:47 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Bill Miller, Acting Chair

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Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE MEETING**

**Thursday, October 6, 2016**

**PRESENT:** Chair Eileen Benedict

Directors Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen

Directors Mark Fisher, Electoral Area "A" (Smithers Rural)  
Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)

Alternate Bob Hughes, Electoral Area "C" (Fort St. James Rural)  
Directors Stoney Stoltenberg, Electoral Area "A" (Smithers Rural)

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Jason Llewellyn, Director of Planning – left at 3:09 p.m.  
Roxanne Shepherd, Chief Financial Officer  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Benedict called the meeting to order at 2:53 p.m.

**AGENDA**

Moved by Director Miller  
Seconded by Alternate Director Stoltenberg

**RDC.2016-9-1**

"That the Rural Directors Committee Agenda for October 6, 2016 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

**Rural Directors Committee  
Meeting Minutes  
-September 8, 2016**

Moved by Alternate Director Stoltenberg  
Seconded by Director Newell

**RDC.2016-9-2**

"That the minutes of the Rural Directors Committee meeting of September 8, 2016 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DEVELOPMENT SERVICES**

**REFERRALS**

**Land Referral File No.  
7409869 YCS Holdings Ltd.  
Electoral Area "F"**

Moved by Director Petersen  
Seconded by Alternate Director Stoltenberg

**RDC. 2016-9-3**

"That the Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409869 be provided to the Province as the Regional District's comments on Crown Land application 7409869."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DEVELOPMENT SERVICES (CONT'D)**

**REFERRALS (CONT'D)**

Land Referral File No. Moved by Director Newell  
6408940 Lake Babine Fisheries Seconded by Director Miller  
Electoral Area "G"

RDC. 2016-9-4 "That the Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408940 be provided to the Province as the Regional District's comments on Crown Land application 6408940."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mine Referral File No. Moved by Alternate Director Hughes  
522994 Robert Miller Seconded by Director Parker  
Electoral Area "C"

RDC. 2016-9-5 "That the Regional District of Bulkley-Nechako Comment Sheet on Mine Referral 522994 be provided to the Province as the Regional District's comments on Mine application 522994."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DISCUSSION ITEM**

**Illegal Dumping**

Alternate Director Stoltenberg provided a verbal report in regard to Director Fisher's comments regarding illegal dumping in Electoral Area "A" (Smithers Rural). He spoke of creating a partnership with the Conservation Officers Service (COS) to address illegal dumping. Director Fisher mentioned the use of local volunteer recreation groups to assist with illegal dumping cleanup. He noted that actions such as education, community clean-up events and creating an RDBN Policy to acknowledge and encourage action would assist in addressing illegal dumping.

The RCMP's ability to fine for littering was discussed along with the challenges associated with cleaning up illegal dump sites throughout the region. Discussion took place regarding the mechanisms and the need to follow through to fine individuals that dump garbage outside landfills and transfer stations.

Chair Benedict mentioned that the topic was discussed at the Electoral Area Directors Forum held at the UBCM Convention in Victoria in September, 2016. She commented that other regions in the province have agreements and contracts in place with the COS, RCMP, Ministry of Forests, Lands and Natural Resource Operations (FLNRO) Compliance and Enforcement Officers to address illegal dumping. Director Parker noted that the COS provided direct contact information to the RDBN for future contact.

Discussion took place regarding contractors removing their garbage on logging blocks once they have completed the work. Director Miller commented that if a logging block is not cleaned of garbage when a BC Timber Sales wood lot is inspected the contractor will lose their deposit and/or not be allowed to bid on future timber sales.

Janine Dougall, Director of Environmental Services noted that when persons contact the RDBN to report an illegal dump site their information is forwarded to the COS and if the site is located close to a Regional District Landfill or Transfer Station, RDBN staff will assist and go through the garbage to attempt to determine who dumped it. In the Vanderhoof area, FLNRO staff survey the lands to find and clean-up illegal dump sites. FLNRO may connect it to a community clean-up day or Earth Day to promote community assistance and the RDBN will waive fees at its Landfills and Transfer Stations to assist with the clean-up. She spoke of the benefits of the program and that the program has operated for a number of years. Trail cams in sites known for illegal dump areas was discussed.

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**DISCUSSION ITEM (CONT'D)**

**Illegal Dumping (Cont'd)**

Discussion took place regarding the cost implications to the RDBN in regard to illegal dump sites and the potential use of grant in aid to school groups to clean-up along roadways. Determining what is required for RCMP to prosecute an offender and having discussions with RCMP and COS regarding illegal dump sites was discussed.

Illegal Dumping

Moved by Director Miller  
Seconded by Director Parker

RDC.2016-9-6

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct Chair Benedict and staff to work with local RCMP and Conservation Officers Service in regard to illegal dumping to determine the requirements needed to prosecute an offender."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Rural Dividend Fund  
-Rural Connectivity Study

Moved by Director Newell  
Seconded by Director Miller

RDC.2016-9-7

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to apply to the Rural Dividend Fund during its fall intake of October 3-31, 2016 for a Regional District of Bulkley-Nechako Rural Connectivity Study for each of Electoral Areas "A" (Smithers Rural), "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), "E" (Francois/Ootsa Lake Rural), "F" (Vanderhoof Rural), and "G" (Houston Rural)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Alternate Director Stoltenberg  
Seconded by Director Newell

RDC.2016-9-8

"That the meeting be adjourned at 3:17 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Eileen Benedict, Chair

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Wendy Wainwright, Executive Assistant

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## Regional District of Bulkley-Nechako Board of Directors November 25, 2016

To: Chair Miller and the Board of Directors  
 From: Corrine Swenson, Manager of Regional Economic Development  
 Date: November 16, 2016  
 Regarding: 2017 Regional Business Forum

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An Advisory Committee has been established for the 2017 Regional Business Forum to take place in Burns Lake. The committee includes:

Val	Anderson	Economic Development Officer	Village of Burns Lake
Eileen	Benedict	Director, Electoral Area E	Regional District of Bulkley-Nechako
Tom	Bulmer	Community Economic Development	Community Futures Stuart Nechako
Nellie	Davis	Proposal Writer	Regional District of Bulkley-Nechako
Jordanna	Evans	Manager	Burns Lake and District Chamber of Commerce
Heather	Gallagher	Manager	Smithers Chamber of Commerce
Ruben	Gaytan	HR Manager	Hampton Affiliates - Babine Mill/Decker Lake Mill
Pauline	Goertzen	EDO	Lake Babine Nation
Claudette	Gouger	Community Manager	New Gold Inc,- Blackwater Project
Shannon	Haizimsque	Chief Operating Officer	Yinka Dene Economic Development Limited Partnership
Lisa	Haslett	Manager - Continuing Studies	University of Northern BC
Kim	Sam	Finance and Office Manger	Burns Lake Band
Kim	Martinsen	General Manager	Community Futures Nadina
Vince	Prince	Chief Operating Officer	Nak'azdli Band
Mike	Robertson	Senior Policy Advisor	Cheslatta Carrier Nation
Corrine	Swenson	Manager of Regional Economic Development	Regional District of Bulkley-Nechako
Deneve	Vanderwolf	Regional Economic Development Assistant	Regional District of Bulkley-Nechako

To date, the advisory committee has met on two different occasions and has scheduled monthly conference calls to assist with the planning of the event. The current challenge has been in selecting a date due to many conflicts taking place in the spring. The proposed dates, in order of the committee's preference are:

- September 19 and 20 – Tuesday/Wednesday
- September 8 and 9 – Friday/Saturday
- June 14 and 15 – Wednesday/Thursday

At this time the Board's direction is requested to select the date for the 2017 Regional Business Forum.

*Corrine Swenson*

RECOMMENDATION  
Direction

(All/Directors/Majority)



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chairperson Miller and Board of Directors**

**FROM: Wendy Wainwright, Executive Assistant**

**DATE: November 17, 2016**

**SUBJECT: Committee Meeting Recommendations  
– November 3, 2016**

Following is a recommendation from the November 3, 2016 Committee Meetings for the Regional Board's consideration and approval.

**Committee of the Whole – November 3 2016**

**Recommendation 1:**

**Re: National Zero Waste Council and Zero Waste Canada**

"That the Regional District of Bulkley-Nechako Board of Directors become a member of the National Zero Waste Council (\$0 membership fee) and Zero Waste Canada; and further approve the membership fee for Zero Waste Canada in the amount of \$125."

**Recommendation 2:**

**Re: Truth and Reconciliation Commission of Canada: Calls to Action recommendations**

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to explore opportunities to move forward in regard to the Truth and Reconciliation Commission of Canada: Calls to Action recommendations for the RDBN 2017 Budget year."

**Recommendation 3:**

**Re: Local Government Leadership Academy re: 2016 Chief Elected Officials Forum – December 6-7, 2016, Metro Vancouver."**

"That the Regional District of Bulkley-Nechako Board of Directors authorize Chair/Director Miller's attendance at the Local Government Leadership Academy re: 2016 Chief Elected Officials Forum – December 6-7, 2016, Metro Vancouver."

**Regional Transit Committee – November 3, 2016**

**Recommendation 4:**

**Re: "Draft" Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee.'**

"That the Regional District of Bulkley-Nechako Board of Directors approve the "Draft" Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee.'

**Rural Directors Committee – November 3, 2016**

**Recommendation 5:**

**Re: Request for Grant in Aid**

“That the Regional District of Bulkley-Nechako Board of Directors approve the following grant in aid application:

- Lakes Animal Friendship Society be given \$650 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with its Community Animal Care Event – Animal Health Clinic.”
- Omineca Ski Club be given \$1250 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) to assist with the purchase of a race clock.”
- Fort Fraser Local Community Commission be given \$10,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) to assist with the Fort Fraser Infrastructure Improvement Project.”
- Houston Link to Learning be given \$2,996 grant in aid monies from Electoral Area “G” (Houston Rural) for costs associated with its Good Food Boxes Program.”

**RECOMMENDATION:**

**(ALL/DIRECTORS/MAJORITY)**

Recommendations 1 through 5 as written.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

**TO:** Chair Miller and Board of Directors

**FROM:** Melany de Weerd, Chief Administrative Officer

**DATE:** November 17, 2016

**SUBJECT:** Executive Committee Recommendations  
- October 20, 2016

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The following are recommendations from the RDBN Executive Committee Meeting of October 20, 2016 for the Regional Board's consideration and approval:

1. Regional Transit Coordinator Update

"That the Executive Committee recommend approval of the new Regional Transit Coordinator position being posted and that the budget be amended to reflect the addition of this position, with all costs for the 2016 and 2017 budget years to be reimbursed by the Ministry of Transportation and Infrastructure via BC Transit."

2. Deputy Officer Positions

"That the Executive Committee recommend that the Regional District of Bulkley-Nechako appoint Melany de Weerd as the Deputy Corporate Administrator",

"That the Executive Committee recommend that the Regional District of Bulkley-Nechako appoint Melany de Weerd as the Deputy Financial Administrator", and

"That the Executive Committee recommend that the Regional District of Bulkley-Nechako appoint Chery Anderson as the Deputy Chief Administrative Officer."

**Recommendation:**

(All/Directors/Majority)

Recommendations 1 and 2 as written.



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO: Chair Miller and Board of Directors**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: November 17, 2016**

**SUBJECT: Regional Transit Service – Grant in Aid**

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Directors Miller, Newell and Fisher have verbally committed to providing \$1,000 from each of their grant in aid funds toward start up costs for the Regional Transit Service.

There may also be potential for Regional District of Fraser Fort George to contribute a “one time” grant in aid from Electoral Area “C” (Chilako River-Nechako) toward start up costs.

**RECOMMENDATION: (All/Directors/Majority)**

**“That RDBN Electoral Areas “A” (Smithers Rural), “B” (Burns Lake Rural), and “G” (Houston Rural) each contribute \$1,000 toward start up costs for the Regional Transit Service.”**

**Further, that the Regional District of Bulkley-Nechako Board of Directors send a letter to the Regional District of Fraser Fort George asking if Electoral Area “C” (Chilako River-Nechako) wishes to contribute a “one time” grant in aid toward start up costs for the Regional Transit Service.”**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair and Board of Directors**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: November 15, 2016**

**SUBJECT: Cycle 16 Trail Society - Request for Grant in Aid – Electoral Area “A” (Smithers Rural)**

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Attached is a request for Grant in Aid monies from the Cycle 16 Trail Society.

The Society is seeking \$2,158.24 grant in aid monies from Electoral Area “A” (Smithers Rural) for research, mapping, engineering and legal fees associated with the Cycle 16 Trail.

Director Fisher has indicated that he is supportive of this application.

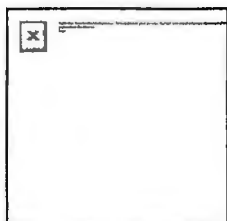
**RECOMMENDATION: (All/Directors/Majority)**

**“That the Cycle 16 Trail Society be given \$2,158.24 grant in aid monies from Electoral Area “A” (Smithers Rural) for research, mapping, engineering and legal fees associated with the Cycle 16 Trail.”**

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** November-10-16 11:23 AM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5824c91b6cf78-CYCLE 16 TRAIL SOCIETY BUDGET - RDBN Grant in Aid.docx



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION**

APPLICATION SUBMITTED BY:

***Cycle 16 Trail Society***

Mailing Address:

*3406 Billeter Road, Smithers, B.C. V0J  
2N6*

Email:  
Contact Person:

*janet@bulkleyriver.com  
250-847-5528*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Research/Engineering/Mapping & Legal Fees*

Amount Requested:

*\$2,158.24*

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

**Yes**

\_\_\_\_\_  
(signature of authorized signatory) (title)  
\_\_\_\_\_  
Signature of Electoral Area Director  
Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

*Yes*

Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*The proposed trail is the first initiative of its kind in the Smithers/Telkwa area. It will provide a safe link between the two communities for individuals, families and commuters who cycle, walk, jog, etc.*

Describe the geographic area that receives services or benefits from your organization.

*The trail will be accessible to the general population including residents of the Bulkley Valley and visitors to the area. We believe there is great economic and tourism values that both Telkwa and Smithers can build on.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*Nil*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*There are 5 Directors of the Society; 7-11 people attend regular monthly meetings. We were incorporated as a non-profit society on September 19, 2016. We have been consulting with stakeholders (Village of Telkwa, the RDBN, the Town of Smithers, the Office of the Wet'suwe'ten) for the past 18 months. We are currently selling memberships with the goal of 500 members.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*Start-up Costs: Research, Mapping, Engineering and Legal Fees*

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*To plan, develop, maintain and manage a non-motorized trail along the Highway 16 corridor between Smithers and Telkwa.*

Describe how this proposal will benefit the community:

*The proposal will:*

- 1) give the public a safe alternative to the highway*
- 2) promote fitness and health*
- 3) reduce greenhouse gases*
- 4) promote non-motorized tourism*
- 5) provide a socio-economic link between Smithers and Telkwa*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

*5824c91b6cf78-CYCLE 16 TRAIL  
SOCIETY BUDGET - RDBN Grant in  
Aid.docx*

Have you applied for a grant/funding from other source(s)?:

*Yes*

If not, please comment.:

*We will be recipients of 50% of the  
proceeds from the Smithers 2016  
Rotary Auction which takes place on-  
line from November 9-24, 2016*

Name of Grant or Funding Agency1:

*Seabridge Gold*

Amount Applied for 1:

*\$1,000.*

Status of Grant Application1:

*Approved*

Name of Grant or Funding Agency2:

*Hy-Tech Drilling*

Amount Applied for2:

*\$1,000.*

Status of Grant Application2:

*Approved*

Name of Grant or Funding Agency3:

*B.V. Credit Union*

Amount Applied for3:

*Voluntary Funding Amount*

Status of Grant Application3:

*Denied*

Name of Grant or Funding Agency4:

*Cassandra Trust*

Amount Applied for4:

*Voluntary Funding Amount*

Status of Grant Application4:

*Pending*

Have you received assistance before from us.

*No*

Year, Amount and Purpose for assistance

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

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Provide an opportunity for individuals to make direct contributions?:

*Yes*

OR, is your organization: Part of a provincial or national fund raising campaign?:



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair and Board of Directors**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: November 15, 2016**

**SUBJECT: Fraser Lake Minor Hockey Association – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

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Attached is a request for Grant in Aid monies from the Fraser Lake Minor Hockey Bantams.

The Team is seeking \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) to replace the arena score clock.

Director Parker has indicated that he is supportive of this application.

**RECOMMENDATION: (All/Directors/Majority)**

**“That the Fraser Lake Minor Hockey Association be given \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) to replace the arena score clock.”**

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** October-27-16 11:09 AM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 581242bf9af72-4710 Hockey Scoreboard w controller.pdf



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION**

APPLICATION SUBMITTED BY:

***Fraser Lake Minor Hockey Association***

Mailing Address:

*PO Box 87, Fraser Lake, BC, V0J 1S0*

Email:  
Contact Person:

*daveachristie@telus.net*  
*Dave Christie, 778-259-1244*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Replacing our old arena score clock*

Amount Requested:

*1500*

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

***Yes***

\_\_\_\_\_  
(signature of authorized signatory) (title)  
Signature of Electoral Area Director  
Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

*Yes*

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Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*The Fraser Lake Minor Hockey Association has been in operation for 45+ years. Our goal is to provide youth active healthy living and the chance to learn and participate in ice hockey. On average our membership consists of roughly 100 youth per year. We have had many successes in the past such as several zone championships and a provincial championship, and as most recent have hosted the provincials for Bantam level, and are hosting this year's Midget level area zones. Our association hosts 5-8 tournaments per year, over 20 league games, bringing participants and guests to our area from all over northern BC. Many other organizations use the arena such as the curling club, elementary school, high school, Village of Fraser Lake municipality, emergency services, West Fraser, Endako Mine, and many private rental groups.*

Describe the geographic area that receives services or benefits from your organization.

*Fraser Lake Minor Hockey services the areas of Fraser Lake, Fort Fraser, Endako, Francois Lake, and the Stellako and Nautley First Nation communities. We even have members from Fort St. James.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*None*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*We have 87 members (players) 22 volunteers, and have been operating since the 1960's.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*capital project and/or equipment*

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details of your request here. Attach additional information if required:

*Replacing the Score Clock in the arena, which is owned by Fraser Lake Minor Hockey. This facility has only one score clock that is 25+ years old. This clock is on its final days, is in*

*need of major repair, and may not make the remainder of the year. As this score clock is so old parts are not available anymore.*

Describe how this proposal will benefit the community:

*Minor Hockey brings a lot of people from other areas of the province to this area. These teams and parents spend the day, and in most occurrences the night in our community spending money at our hotels and restaurants. Furthermore other user groups rely on the area for their functions. Without an operating score clock we will not be able to hosts these events which do bring in a lot of revenue for the area.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

*581242bf9af72-4710 Hockey Scoreboard w controller.pdf*

Have you applied for a grant/funding from other source(s)?:

*Yes*

If not, please comment.:

*We have raised \$6000 from local fundraisers, and charity hockey games.*

Name of Grant or Funding Agency1:

*NewGold*

Amount Applied for 1:

*1000*

Status of Grant Application1:

*Approved*

Name of Grant or Funding Agency2:

*Stellat'en first nation*

Amount Applied for2:

*2000*

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

*No*

Year, Amount and Purpose for assistance

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:  
a senior government or a local service agency?:

*Yes*

Provide an opportunity for individuals to make direct  
contributions?:

*Yes*

OR, is your organization: Part of a provincial or national fund  
raising campaign?:



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair and Board of Directors**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: November 15, 2016**

**SUBJECT: Nechako Valley Secondary School Ski/Snowboard Team  
(School District No. 91) – Request for Grant in Aid – Electoral  
Areas “D” (Fraser Lake Rural) and “F” (Vanderhoof Rural)**

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Attached is a request for Grant in Aid monies from the Nechako Valley Secondary School Ski/Snowboard Team.

The Team is requesting a combined total of \$4,992 grant in aid monies from Electoral Areas “D” (Fraser Lake Rural) and “F” (Vanderhoof Rural) for training equipment and team wear.

Directors Parker and Petersen have indicated that they are supportive of this application.

**RECOMMENDATION: (All/Directors/Majority)**

**“That the Nechako Valley Secondary School Ski/Snowboard Team be given \$250 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) and \$4,742 from Electoral Area “F” (Vanderhoof Rural) for training equipment and team wear.”**

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** November-02-16 9:09 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 581ab85882768-Ski Snowboard Training Equipment Clothing Request.xlsx



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION**

APPLICATION SUBMITTED BY:

***SD 91, NVSS Ski/Snowboard team***

Mailing Address:

*2608 Bute Ave, Box 950; Vanderhoof BC;  
VOJ 3A0*

Email:  
Contact Person:

*rtoth@sd91.bc.ca  
Roberta Toth, 250-981-7707*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Training equipment and team wear for ski/snowboard team*

Amount Requested:

*4992.00*

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

***Yes***

\_\_\_\_\_  
(signature of authorized signatory) (title)  
Signature of Electoral Area Director  
Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

*Yes*

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Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*The Ski/Snowboard Team provides teens, aged 12-18, an opportunity to become involved in an extra-curricular sport. As this is a high school team with an opportunity to compete on a provincial level, this service is only available to Vanderhoof area students via our team at NVSS.*

Describe the geographic area that receives services or benefits from your organization.

*The geographic area that this team serves is Vanderhoof and area, including Fort Fraser, Cluculz, and Engen.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*We are working on creating team and individual fundraising opportunities to reduce fees.*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*We have about 20 ski/snowboard team members, as well as 2 volunteer coaches and 2 parent sponsors. This organization has been in operation since Fall 2014.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*capital project and/or equipment*

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*We are requesting assistance to purchase team clothing as well as equipment to set up/run gates/brushes for training purposes.*

Describe how this proposal will benefit the community:

*Students that are actively engaged in even one activity are more likely to become engaged in their community and learning environment. As we have many students partake in this team that are not involved in any other extra-curricular activity, we are accessing a group of the*

community that would otherwise become further disengaged from their overall sense of place and community.

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

581ab85882768-Ski Snowboard Training Equipment Clothing Request.xlsx

Have you applied for a grant/funding from other source(s)?:

No

If not, please comment.:

*RDBN is the first sponsor that we have requested for this special project.*

Name of Grant or Funding Agency1:  
Amount Applied for 1:  
Status of Grant Application1:

Name of Grant or Funding Agency2:  
Amount Applied for2:  
Status of Grant Application2:

Name of Grant or Funding Agency3:  
Amount Applied for3:  
Status of Grant Application3:

Name of Grant or Funding Agency4:  
Amount Applied for4:  
Status of Grant Application4:

Have you received assistance before from us.

No

Year, Amount and Purpose for assistance  
Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:  
a senior government or a local service agency?:

Provide an opportunity for individuals to make direct  
contributions?:

OR, is your organization: Part of a provincial or national fund  
raising campaign?:



Item	Cost	Quantity	Cost
Brushes	14.5	20	290
			0
Gates	55	20	1100
Replacement Shafts	19	5	95
Pole Bag	59	1	59
Sprayer for Marking Training Route	349	1	349
Drill	399	1	399
Bits	150	2	300
Toques	20	24	480
Jackets/Sweaters	80	24	1920
<b><u>Total Cost</u></b>			<b><u>4992</u></b>





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair and Board of Directors**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: November 15, 2016**

**SUBJECT: Nechako Valley Rodeo Association – Request for Grant in Aid  
– Electoral Area “F” (Vanderhoof Rural)**

---

Attached is a request for Grant in Aid monies from the Nechako Valley Rodeo Association.

The Association is requesting \$3,000-\$5,000 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with a 2017 Rodeo in the Nechako Valley.

Director Petersen has indicated that he is supportive of contributing \$3,000 grant in aid monies toward this application.

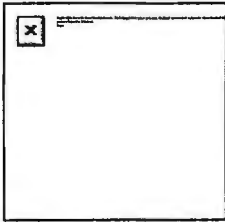
**RECOMMENDATION: (All/Directors/Majority)**

**“That the Nechako Valley Rodeo Association be given \$3,000 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with a 2017 Rodeo in the Nechako Valley.”**

**Cheryl Anderson**

---

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** November-13-16 12:10 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5828c87d0f531-2017 pamphlet p2pdf.pdf



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION**

APPLICATION SUBMITTED BY:

***Nechako Valley Rodeo Association***

Mailing Address:  
*Box 1635 Vanderhoof BC*

Email:  
Contact Person:

*sferggie@hotmail.com*  
*Name, 250-570-9917*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*We are looking for funding to again hold a 2017 Rodeo in the Nechako Valley*

Amount Requested:

*\$3000.00- \$5000.00*

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

**Yes**

\_\_\_\_\_  
(signature of authorized signatory) (title) \_\_\_\_\_  
Signature of Electoral Area Director  
Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

*Yes*

Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*The Nechako Valley Rodeo Association was incorporated in 2103. Its mandate was to bring back to our area a BCRA sanctioned rodeo. Allowing the area rodeo competitors and spectators to enjoy the sport again. We are expecting 3-4000 people in our are over the weekend which in turn will help the local businesses.*

Describe the geographic area that receives services or benefits from your organization.

*The whole Nechako Valley can benefit from this event.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*We are all volunteers and there is no money paid out.*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*We have been in operating since 2013 and have about 35-40 volunteers that help put this event on.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*Without the help of sponsors like yourself these events would not be possible. I will attach our pamphlets that's lays out our costs.*

Describe how this proposal will benefit the community:

*The community will benefit by being able to watch the kids in our local area be able to do something they all love to do.*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

Have you applied for a grant/funding from other source(s)?:

*Yes*

If not, please comment.:

Name of Grant or Funding Agency1:  
Amount Applied for 1:  
Status of Grant Application1:*District of Vanderhoof*  
*2500.00*  
*Pending*Name of Grant or Funding Agency2:  
Amount Applied for2:  
Status of Grant Application2:*Innergex*  
*1500.00*  
*Pending*Name of Grant or Funding Agency3:  
Amount Applied for3:  
Status of Grant Application3:*Northland Dodge*  
*5000.00*  
*Pending*Name of Grant or Funding Agency4:  
Amount Applied for4:  
Status of Grant Application4:

Have you received assistance before from us.

*Yes*Year, Amount and Purpose for assistance  
Year, Amount and Purpose for assistance*2015 2500.00*  
*2016 3000.00*

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

OR, is your organization: Part of a provincial or national fund raising  
campaign?:

# Sponsorship Benefits

## Major Sponsor (\$2500.00 and up)

- Acknowledged in all promotional material
- Listed on official BCRA posters
- Banner displayed in arena
- Business sign/logo displayed in arena
- Recognition throughout the rodeo
- Listed on all day sheets
- 15 day passes

## Chute Sponsor (\$1500.00 donation)

- Acknowledged in all promotional material
- Listed on official BCRA posters
- Banner displayed in arena
- Business sign/logo on bucking chute
- Business name announced each time chute is used
- Listed on all day sheets
- 8 day passes

## Rodeo Sponsor (\$1000.00 donation)

- Acknowledged in all promotional material
- Banner displayed in arena
- Business name announced throughout rodeo
- Listed on all day sheets
- 6 day passes

## Platinum Sponsor (\$750.00 donation)

- Banner displayed in arena
- Business name announced as event sponsor
- Listed on all day sheets
- 4 day passes

## Gold Sponsor (\$500.00 donation)

- Banner displayed in arena
- Business announced as event sponsor
- Listed on all day sheets
- 2 day passes

## Silver Sponsor (\$250.00 donation)

- Listed on sponsor board in arena
- Acknowledged by rodeo announcer
- 2 day passes

## Bronze Sponsor (\$100.00 donation)

- Listed on sponsor board
- Acknowledged by rodeo announcer



**Two of our locally sponsored competitors competing in the 2016 BCRA Finals. Josh Siemens and Jason Beler**

### Preliminary Breakdown of Rodeo Costs

We need your help. Organizing a BCRA sanctioned rodeo requires strong community support and substantial financial resources. Some of our costs include

Facility Rental	\$4000
Stock Contractor	\$10,000
Added Money	\$10,000
Officials, Judges & Timers	\$2000
Announcer	\$2300
Insurance	\$2500
Advertising & Promotion	\$3000

# Sponsorship Options

**Choose your level of support**

<input type="checkbox"/> Major Sponsor	<b>\$2500</b>
<input type="checkbox"/> Chute Sponsor	<b>\$1500</b>
<input type="checkbox"/> Rodeo Sponsor	<b>\$1000</b>
<input type="checkbox"/> Platinum Sponsor	<b>\$750</b>
<input type="checkbox"/> Gold Sponsor	<b>\$500</b>
<input type="checkbox"/> Silver Sponsor	<b>\$250</b>
<input type="checkbox"/> Bronze Sponsor	<b>\$100</b>

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Method of Payment

Cheque  Cash

93

**Nechako Valley Rodeo**

**Box 1635**

**Vanderhoof B.C.**

**[chevyhorse@hotmail.com](mailto:chevyhorse@hotmail.com)**

**250-567-0605**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair and Board of Directors**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: November 15, 2016**

**SUBJECT: Vanderhoof Children's Theatre– Request for Grant in Aid –  
Electoral Area "F" (Vanderhoof Rural)**

---

Attached is a request for Grant in Aid monies from the Vanderhoof Children's Theatre.

The Theatre group is seeking \$4,000 from Electoral Area "F" (Vanderhoof Rural) grant in aid monies for costs associated with the *Wizard of Oz* production in Prince George.

Director Petersen has indicated that he is supportive of this application.

**RECOMMENDATION: (All/Directors/Majority)**

**"That the Vanderhoof Children's Theatre be given \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with the *Wizard of Oz* production in Prince George."**

**Cheryl Anderson**

---

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** November-04-16 11:57 AM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"

---



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

***Vanderhoof Children's Theater***

Mailing Address:  
*box 1701, Vanderhoof, BC, V0J 3A0*

Email:  
Contact Person:

*r\_wruth@hotmail.com*  
*Richard Wruth 2505670949*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Wizard of Oz Hotels in Prince George*

Amount Requested:

*\$4000.00*

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

***Yes***

\_\_\_\_\_  
(signature of authorized signatory) (title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

*Yes*

---

Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*Vanderhoof Children's Theater strives to give school age children a chance to participate in live theater. VCT is the only after school activity that is available to students to experience acting, music, dance and team work*

Describe the geographic area that receives services or benefits from your organization.

*Registration for VCT is open to all students in grades 2 through 12. With no experience needed. When the show is ready to perform. Schools from Vanderhoof, Fraser Lake, Fort St. James are invited. As well as several public performances. VCT also travels to Prince George to perform for the schools. In total we will have over 3000 school children from Vanderhoof and the surrounding communities and over 1000 public members enjoy this show.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*n/a*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*VCT started in 1999 and has had up to 100 students per year and up to 30 volunteers per production.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*to help with hotel costs for our prince George trip December 5-9*

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*VCT is requesting assistance in helping us provide our members with an educational experience.*

Describe how this proposal will benefit the community:

*With assistance VCT will be able to provide an amazing and educational experience for those involved with the production. This will help provide a great live theater experience for the*



*families of Vanderhoof and the surrounding area. Also giving the opportunity for the children of Prince George the chance to see the talent the youth of Vanderhoof has to offer.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

Have you applied for a grant/funding from other source(s)?: *No*

If not, please comment.:

Name of Grant or Funding Agency1:  
Amount Applied for 1:  
Status of Grant Application1:

Name of Grant or Funding Agency2:  
Amount Applied for2:  
Status of Grant Application2:

Name of Grant or Funding Agency3:  
Amount Applied for3:  
Status of Grant Application3:

Name of Grant or Funding Agency4:  
Amount Applied for4:  
Status of Grant Application4:

Have you received assistance before from us. *Yes*

Year, Amount and Purpose for assistance *2015 - Peter Pan \$4000.00 hotel fees*

Year, Amount and Purpose for assistance *2016 - Aladdin \$4000.00 hotel fees*

Does your organization:

Offer direct financial assistance to individuals or families?:  
Duplicate services that fall within the mandate of either:  
a senior government or a local service agency?:  
Provide an opportunity for individuals to make direct contributions?:  
OR, is your organization: Part of a provincial or national fund raising *Yes*  
campaign?:



## Regional District of Bulkley-Nechako Memo – Board Agenda November 24, 2016

**To:** Chair Miller and the Board of Directors  
**From:** Roxanne Shepherd, Chief Financial Officer  
**Date:** November 14, 2016  
**Re:** Chinook Comfor Ltd Partnership Subscription for Class B Units

---

At the March 24, 2016 Regular meeting, the Board resolved to approve the execution of the revised Chinook Comfor Limited Partnership Agreement.

Article VI of the Limited Partnership Agreement authorizes the issuance of 894 Class B Units to the Regional District of Bulkley Nechako as a Limited Partner. The subscription price is \$1.00 per unit. The Class B Units carry the right to one vote for each Unit.

I would be pleased to answer any questions.

*R Shepherd*

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated November 14, 2016 regarding Chinook Comfor Ltd Partnership Share Subscription, be received.
2. That the Board resolves to subscribe for and agrees to take 894 Class B Units of Chinook Comfor Ltd. Partnership shares for the sum of \$894 as per the Limited Partnership Agreement.

**SUBSCRIPTION FOR CLASS B UNITS**

**TO: CHINOOK COMFOR LIMITED PARTNERSHIP (the "Partnership")**

The undersigned hereby subscribes for and agrees to take up 894 Class B Units (the "Units") of the Partnership and tenders herewith the sum of \$894.00 in full payment of the subscription price for such Units.

The undersigned hereby requests that the said Units be issued to the undersigned.

DATED as of the 1<sup>st</sup> day of June, 2016.

**REGIONAL DISTRICT OF BULKLEY NECHAKO**

\_\_\_\_\_  
Authorized Signatory

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signatory

Print Name: \_\_\_\_\_



## Regional District of Bulkley-Nechako Memo – Board Agenda November 24, 2016

**To:** Chair Miller and the Board of Directors  
**From:** Roxanne Shepherd, Chief Financial Officer  
**Date:** November 14, 2016  
**Re:** Chinook Comfor Ltd Partnership Revenue Sharing

---

The Chinook Comfor Shareholders Agreement and Limited Partnership Agreements are now signed and complete.

The Village of Burns Lake and the Regional District now wish to enter into a partnering agreement for the purpose of distributing funds from Chinook Comfor. This partnering agreement will require that net revenues received from Chinook Comfor Limited Partnership by the Village of Burns Lake and the Regional District be pooled together to distribute to the community.

The Chinook Comfor Limited Partnership Revenue Pooling Agreement, including the Chinook Comfor Community Foundation Society Terms of Reference, between the Regional District and the Village of Burns Lake is attached.

The Revenue Pooling Agreement requires the formation of the Chinook Comfor Community Foundation. The purpose of the foundation will be to direct how the pooled funds will be invested and income distributed. The pooled funds will be used to create a legacy fund whereby income from the fund will be distributed in the future to community organizations for economic and community development purposes.

Once established, the Chinook Comfor Foundation will be a separate legal entity. The Terms of Reference in the Revenue Pooling Agreement will be the only way to bind the Foundation to any action.

The Chinook Comfor Community Foundation will work in partnership with the Prince George Foundation and will consist of 6 directors – 2 from the Village of Burns Lake, 2 from Area E and 2 from Area B. The Foundation will be incorporated after the new Societies Act comes into effect in November 2016.

Also attached is the draft agreement with the Prince George Foundation for reference. This agreement will be executed after the Chinook Community Foundation is incorporated.

I would be pleased to answer any questions.

*R. Shepherd*



Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated November 14, 2016 regarding Chinook Comfor Ltd. Partnership Revenue Pooling Agreement be received.
2. That the Regional District of Bulkley Nechako approve the Village of Burns Lake and Regional District of Bulkley Nechako Partnering agreement for Chinook Comfor Ltd. Partnership Revenue Sharing;
3. That the Regional District of Bulkley Nechako approve the Chinook Comfor Community Foundation Society Terms of Reference;
4. That the staff be directed to begin the process of setting up the Chinook Comfor Community Foundation Society.

**PARTNERING AGREEMENT**  
**(CHINOOK COMFOR LIMITED PARTNERSHIP REVENUE SHARING)**

**THIS AGREEMENT** dated for reference the \_\_\_\_\_ day of \_\_\_\_\_, 2016

**BETWEEN:**

**THE REGIONAL DISTRICT OF BULKLEY-NECHAKO**, a municipal corporation under the *Community Charter* and *Local Government Act* having its municipal office and postal address at 37 3rd Avenue, PO Box 820 Burns Lake, British Columbia V0J 1E0

(the “**RDBN**”)

**AND:**

**THE VILLAGE OF BURNS LAKE**, a municipal corporation under the *Community Charter* and *Local Government Act* having its municipal office and postal address at PO Box 570; #15 3rd Ave., Burns Lake, BC V0J 1E0

(the “**Village**”)

(collectively, the “**parties**”)

**RECITALS**

- A. The purposes of a municipality under Section 7 of the *Community Charter*, and the purposes of a regional district under Section 2 of the *Local Government Act* include providing for services and other matters for community benefit and fostering the economic, social and environmental well-being of their communities.
- B. Pursuant to Section 8 of the *Community Charter*, the Village has natural person powers and may enter into this Agreement, and may provide any service that the council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.
- C. Pursuant to Section 176 of the *Local Government Act*, the RDBN has corporate powers and may enter into an Agreement with the Village respecting the undertaking, provision and operation of activities, works and services.
- D. The Village and the RDBN are parties to a community forest licence arrangement also involving Wet’suwet’en First Nation, Nee Tahi Buhn First Nation, Skin Tyee First Nation, Cheslatta Carrier First Nation, Lake Babine First Nation and Burns Lake Band (the “**First Nations**”).
- E. The First Nations, the Village and the RDBN have agreed to manage the community forest licence arrangement through a limited partnership known as Chinook Comfor Limited Partnership (the “**Partnership**”), in which the First Nations, the Village and the RDBN will all be limited partners, governed by a limited partnership agreement (the “**Limited Partnership Agreement**”).

- F. The Limited Partnership Agreement provides that the limited partners of the Partnership are entitled to certain allocations of the net income of the Partnership (the “**Revenue**”).
- G. The Village and the RDBN wish to contractually agree to pool their respective shares of the Revenue in order to provide certain services and benefits to those communities comprising the residents of Areas B and E of the RDBN and of the Village.
- H. The Council for the Village of Burns Lake has authorized the execution of this Agreement on behalf of the Village of Burns Lake by a Council Resolution duly passed at a meeting of the Council held on the \_\_\_\_ day of \_\_\_\_\_, 2015, a copy of which is attached hereto in Schedule A.
- I. The Board of the RDBN has authorized the execution of this Agreement on behalf of the RDBN by a Board Resolution duly passed at a board meeting of the RDBN held on the \_\_\_\_ day of \_\_\_\_\_, 2015, a copy of which is attached hereto in Schedule B.

For the reasons recited above, and in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

## 1. INTERPRETATION

### 1.1 Definitions

In this Agreement unless something in the subject matter or context is inconsistent therewith, the capitalized terms herein will have the meanings set out below:

- (a) “**Beneficiary**” means such person or persons identified as a beneficiary by the Chinook Comfor Foundation Society
- (b) “**Business Day**” means a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia;
- (c) “**Chinook Comfor Foundation Terms of Reference**” means the terms of reference for the establishment and operation of the Chinook Comfor Foundation as attached as Schedule C to this Agreement;
- (d) “**Commencement Date**” means the date that the Partnership is registered in British Columbia;
- (e) “**Chinook Comfor Foundation**” or “**CC Foundation**” means the foundation jointly established by the Village and the RDBN under Section 4.1 of this Agreement;
- (f) “**Limited Partnership Agreement**” has the meaning given in Recital E of this Agreement;
- (g) “**Partnership**” has the meaning given in Recital E of this Agreement;
- (h) “**RDBN Revenue**” means that portion of the Revenue allocated and paid to the RDBN from time to time, pursuant to the Limited Partnership Agreement, less any income, other taxes payable on such funds or start up costs or administration costs for the Chinook Comfor Foundation Society incurred by the RDBN;
- (i) “**Revenue**” has the meaning given in Recital F of this Agreement;
- (j) “**Term**” has the meaning given in Section 2.1 of this Agreement;

- (k) **“Village Revenue”** means that portion of the Revenue allocated and paid to the Village from time to time, pursuant to the Limited Partnership Agreement, less any income, other taxes payable on such funds or start up costs or administration costs for the Chinook Comfor Foundation Society incurred by the Village; and

## 1.2 Headings

The division of this Agreement into sections and the insertion of the recitals and headings are for convenience of reference only and shall not affect the construction or interpretation of the Agreement.

## 1.3 Currency

All transactions referred to in this Agreement will be made in the lawful currency of Canada.

## 1.4 Singular, plural, gender and person

Wherever in this Agreement the context so requires the singular number shall include the plural number and vice versa and words importing gender shall be deemed to include all genders.

## 1.5 Use of the Word “Including”

The word **“including”** when following any general term or statement will not be construed as limiting the general term or statement to the specific matter immediately following the word **“including”** or to similar matters, and the general term or statement will be construed as referring to all matters that reasonably could fall within the broadest possible scope of the general term or statement.

## 1.6 Statutes

Each reference to a statute is deemed to be reference to that statute and to the regulations made under that statute as amended or re-enacted from time to time.

## 1.7 Schedules

The following schedules are incorporated into and form a part of this Agreement:

Schedule A	-	Village Council Resolution
Schedule B	-	RDBN Board Resolution
Schedule C	-	CC Foundation Terms of Reference

## 1.8 Time of day

Unless otherwise specified, references to time of day or date mean the local time or date in Burns Lake, British Columbia.

## 2. TERM OF AGREEMENT

### Term

The term of this Agreement (the **“Term”**) will commence on the Commencement Date and continue until the 25<sup>th</sup> anniversary of the Commencement Date, subject to the following:

- (a) earlier termination in accordance with the terms of this Agreement;



### 3. REVENUE POOLING

#### 3.1 Village Revenue

The Village agrees that it will deposit all Village Revenue to the Chinook Comfor Foundation Society, and will make no other use of the Village Revenue during the Term of this Agreement.

#### 3.2 RDBN Revenue

The RDBN agrees that it will deposit all RDBN Revenue to the Chinook Comfor Foundation Society, and will make no other use of the RDBN Revenue during the Term of this Agreement.

### 4. FOUNDATION

#### Establishment

The Village and the RDBN agree that within 90 Business Days of the Commencement Date of this Agreement, they will jointly establish a foundation to be known as the “Chinook Comfor Foundation” (or “CC Foundation”) with the mandate, purposes and on the terms and conditions set out in the Foundation Terms of Reference attached as Schedule C to this Agreement.

### 5. TERMINATION

#### By agreement

This Agreement may be terminated at any time during the Term as may be mutually agreed upon in writing by the parties.

#### Limitation of Liability

The parties agree that notwithstanding anything else herein or any duty, principle, term or rule of law to the contrary, whether express or implied, neither the Village or the RDBN shall be liable to each other for any loss or damage of any nature whatsoever flowing from early termination of this Agreement, including without limitation any special, incidental, direct, indirect or consequential damages arising out of such early termination nor shall the Village or the RDBN be under any further obligation to each other.

### 6. NOTICES

#### Notices

Any notice, request, demand and other communication required or permitted to be given under this Agreement shall be in writing and will be sufficiently given if it is delivered by hand, facsimile transmission, e-mail or prepaid registered mail (return receipt requested) as follows:

- (a) If to the **RDBN**:

Regional District of Bulkley-Nechako  
37 3rd Avenue, PO Box 820  
Burns Lake, British Columbia V0J 1E0

Attention: Chief Financial Officer

Fax: 1.250.692.3305

E-mail: roxanne.shepherd@rdbn.bc.ca

(b) **If to the Village:**

Village of Burns Lake  
 #15 3rd Ave., Burns Lake, BC V0J 1E0  
Attention: Chief Administrative Officer

Fax: 1.250.692.3059

E-mail: [sworthing@burnslake.ca](mailto:sworthing@burnslake.ca)

or at such other address as the party to whom the notice is sent may specify by notice given in accordance with the provisions of this section. Any such notice, request, demand or other communication given as aforesaid will be deemed to have been given, in the case of delivery by hand, when delivered, in the case of facsimile transmission or e-mail, when a legible facsimile or e-mail is received by the recipient if received before 5:00 p.m. on a day other than a Business day, or on the next Business Day if such facsimile or e-mail is received on a day which is not a Business Day or after 5:00 p.m. on a Business Day, and in the case of delivery by prepaid registered mail, as aforesaid, on the date received. In the event of discontinuance of postal service due to strike, lockout, labour disturbance or otherwise, notice, demands, requests and other communications shall be delivered by hand or facsimile transmission or e-mail.

## 7. **GENERAL**

### **Assignment**

This Agreement shall not be assignable by any party in whole or in part without the mutual written consent of the other parties. Any purported assignment without such required consent is not binding or enforceable.

### **Enurement**

This Agreement enures to the benefit of and binds the parties and their respective successors and permitted assigns.

### **Written Waivers**

Any waivers must be in writing and signed by the party granting the indulgence, and then such waiver shall only be effective in a specific instance and for the specific purpose for which it is given.

### **Further Assurances**

Each party will execute and deliver promptly all further documents and take all further action reasonably necessary or appropriate to give effect to the provisions of this Agreement.

### **Remedies Cumulative**

The rights and remedies under the Agreement are cumulative and are not in addition to and not in substitution for any other rights and remedies available at law or in equity or otherwise. No single or partial exercise by a party of any right or remedy precludes or otherwise affects the exercise of any other right or remedy to which that party may be entitled.

### **Counterparts**

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement may be executed and delivered in any number of counterparts with the same effect as if all parties had all signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

### **Delivery by Fax or Electronically**

Any party may deliver an executed copy of this Agreement by fax or by electronic mail in PDF format but that party will immediately dispatch by delivery in person to the other parties an originally executed copy of this Agreement.

### **Amendment**

This Agreement may not be amended except by a written instrument signed by all the parties.

### **Entire Agreement**

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement constitute the entire agreement between the parties and supersede all prior agreements, negotiations, discussions, undertakings, representations, warranties and understandings whether written or oral, express or implied, or otherwise.

### **Governing Law**

This Agreement and any dispute arising out of or in connection with this Agreement shall be governed exclusively by and shall be enforced, construed and interpreted exclusively in accordance with the laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement.

### **Attornment**

The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.

### **Paramountcy**

The provisions set forth in any other agreement between the parties will not merge with this Agreement but shall survive the execution and delivery of this Agreement except that, if such provisions are inconsistent with the provisions hereof, this Agreement shall govern.

### **Independent Legal Advice**

Each party hereby confirms it has had an opportunity to obtain independent legal advice in entering into this Agreement.

### **7.14 Severability**

Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision shall be severed from this Agreement and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Agreement.

**Time of Essence**

Time shall be of the essence of this Agreement.

**Dispute Resolution**

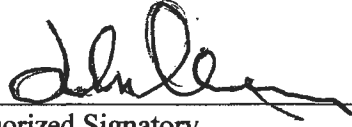

If there is any dispute regarding the interpretation, performance or an alleged breach of this Agreement, any party may give written notice of dispute, including a request for meeting, to the other parties and the parties will meet within 3 Business Days after the notice of dispute is given and will attempt in good faith, and using reasonable efforts, to resolve the matter amicably to the satisfaction of all parties. If the parties cannot resolve the dispute within 7 Business Days after they first meet, or if the parties fail to meet within 7 Business Days after the notice of dispute is given, then with the consent of all parties the matter may be referred to a mutually appointed single arbitrator for final determination, and if all parties do not so consent within 14 Business Days after the notice of dispute is given, then any party may commence litigation to have the dispute settled.

**7.17 Non-derogation**

The parties acknowledge and agree that nothing contained or implied in this Agreement will be construed as limiting or prejudicing the rights and powers of any of the parties in the exercise of their functions pursuant to the *Local Government Act*, the *Community Charter*, or any other right or power under any public or private statutes, bylaws, orders or regulations, as the case may be, all of which may be fully exercised as if this Agreement had not been entered into.

[Execution page follows]

IN WITNESS WHEREOF this Agreement has been executed and delivered by the parties as of the day and year first above written.

REGIONAL DISTRICT OF BULKLEY-NECHAKO	VILLAGE OF BURNS LAKE
Per: _____	Per: 
Authorized Signatory	Authorized Signatory
Per: _____	Per: 
Authorized Signatory	Authorized Signatory

110

**SCHEDULE A**

**VILLAGE OF BURNS LAKE COUNCIL RESOLUTION**

2016-10-27: 234

THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE VILLAGE OF BURNS LAKE AND REGIONAL DISTRICT OF BULKLEY NECHAKO PARTNERING AGREEMENT FOR CHINOOK COMFOR LTD PARTNERSHIP REVENUE SHARING;

AND THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY TERMS OF REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE PROCESS OF SETTING UP THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY.



**SCHEDULE B**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO BOARD RESOLUTION**

THAT THE REGIONAL DISTRICT OF BULKLEY NECHAKO APPROVE THE VILLAGE OF BURNS LAKE AND REGIONAL DISTRICT OF BULKLEY NECHAKO PARTNERING AGREEMENT FOR CHINOOK COMFOR LTD. PARTNERSHIP REVENUE SHARING;

AND THAT THE REGIONAL DISTRICT OF BULKLEY NECHAKO APPROVE THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY TERMS OF REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE PROCESS OF SETTING UP THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY.

**SCHEDULE C**  
**FOUNDATION TERMS OF REFERENCE**



## Chinook Comfor Community Foundation Society

### Terms of Reference

#### Mandate

The Chinook Comfor Community Foundation Society is a committee of dedicated community members whose purpose is to distribute the funds received from Chinook Comfor by the Village of Burns Lake and the Regional District of Bulkley Nechako

These funds are to be distributed according to the best interest of the community, and according to the guidelines set out in the granting criteria below.

#### Functions

Within their mandate, the Foundation is to:

- Meet annually and facilitate the receipt of applications for funding to deserving functions within the community;
- Make recommendation to the Prince George Community Foundation on how to distribute the funds;
- Carry out any promotional activity and communications associated with the funding process;
- Handle all administrative duties associated with the Society;
- Submit a written request for approval to the Regional District Area B and E Directors and Council for the Village of Burns Lake if changes to the Terms of Reference are required.

#### Scope and Jurisdiction

- The authority of this group shall not extend beyond the funding allotted for disbursement as determined by the Chinook Comfor Limited Partnership Revenue Sharing Agreement. Unless otherwise determined by the local governments, no other funding shall be disbursed by the foundation.
- Funding available for disbursement will be based on "income only", spending only the money earned on capital.

#### Membership and Tenure

The Foundation shall be composed of a Chair and an alternate Chair who will be selected by the Foundation at the first meeting of the Foundation.

The six (6) members of the Foundation, to be appointed by Council and the Regional District Directors of Area B and E, shall include the following:

- Two (2) members from the Village of Burns lake;
- Two (2) members from the Regional District of Bulkley Nechako Area B
- Two (2) members from the Regional District of Bulkley Nechako Area E

Foundation members shall be appointed by their local government and may not consist of elected officials or local government staff. These members shall hold their appointment until a letter of resignation is received, or until an alternate appointment is made by the local government.

The Village and the Regional District will appoint a replacement member within 30 Business Days of rescinding an appointment, and during those 30 days the Foundation is not allowed to vote on any matter. After the 30 day period, business will carry on as usual even if a replacement is not appointed.

**Meetings**

Meetings are to be held annually once profit distribution funds are received, and shall be called by the Chair. All subsequent meetings required for funding distribution will be at the discretion of the committee.

A quorum of three (3) committee members must be present for any meeting to proceed. This quorum must consist of at least one representative from Area B, Area E, and the Village of Burns Lake.

**Granting Criteria**

Community organizations are eligible to apply for grant funding. Grants are not made to individuals or businesses. Organizations must demonstrate effective management and fiscal responsibility. Only organizations that operate within Burns Lake or RDBN Electoral Area B or E are eligible for funding. To be eligible funding must be used for services available to the entire community.

<b>Funding Restrictions: Projects CANNOT be considered eligible if:</b>
• Funds requested are an organization’s usual operational or core expenses
• Funds are for any expenses which predate the current grant cycle
• Funds are used to cover deficits, retire debts, or mortgage payments
• Funds are to provide for or establish endowments
• Funds are used for sectarian, religious, or political purposes
• The organization shows a dependency on future funding from the foundation
• Funding for a national charity

**REVENUE POOLING AGREEMENT**  
**(CHINOOK COMFOR LIMITED PARTNERSHIP REVENUE POOLING)**

**THIS AGREEMENT** dated for reference the \_\_\_\_\_ day of \_\_\_\_\_, 2016

**BETWEEN:**

**THE REGIONAL DISTRICT OF BULKLEY-NECHAKO**, a municipal corporation under the *Community Charter* and *Local Government Act* having its regional district office and postal address at 37 3rd Avenue, PO Box 820 Burns Lake, British Columbia V0J 1E0

(the “**RDBN**”)

**AND:**

**THE VILLAGE OF BURNS LAKE**, a municipal corporation under the *Community Charter* and *Local Government Act* having its municipal office and postal address at PO Box 570; #15 3rd Ave., Burns Lake, BC V0J 1E0

(the “**Village**”)

(collectively, the “**parties**”)

**RECITALS**

- A. The purposes of a municipality under Section 7 of the *Community Charter*, and the purposes of a regional district under Section 185 of the *Local Government Act* include providing for services and other matters for community benefit and fostering the economic, social and environmental well-being of their communities.
- B. Pursuant to Section 8 of the *Community Charter*, the Village has natural person powers and may enter into this Agreement, and may provide any service that the council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.
- C. Pursuant to Section 263 of the *Local Government Act*, the RDBN has corporate powers and may enter into an Agreement with the Village respecting the undertaking, provision and operation of activities, works and services.
- D. The Village and the RDBN are parties to a community forest licence issued by the Ministry of Forests also involving Wet’suwet’en First Nation, Nee Tahi Buhn First Nation, Skin Tyee First Nation, Cheslatta Carrier First Nation, Lake Babine First Nation and Burns Lake Band (the “**First Nations**”).
- E. The First Nations, the Village and the RDBN have agreed to manage the community forest licence through a limited partnership known as Chinook Comfor Limited Partnership (the “**Partnership**”), in which the First Nations, the Village and the RDBN will all be limited partners, governed by a limited partnership agreement (the “**Limited Partnership Agreement**”).

- F. The Limited Partnership Agreement provides that the limited partners of the Partnership are entitled to certain allocations of the net income of the Partnership (the “**Revenue**”).
- G. The Village and the RDBN wish to contractually agree to pool their respective shares of the Revenue in order to provide certain services and benefits to those communities comprising the residents of the Village and of Electoral Areas B and E of the RDBN.
- H. The Village and the RDBN wish to incorporate a society to be known as the Chinook Community Foundation whose main purpose will be to direct how the pooled funds of the Village and the RDBN will be invested and how the income there from will be distributed in the community.
- I. The Council for the Village of Burns Lake has authorized the execution of this Agreement on behalf of the Village of Burns Lake by a Council Resolution duly passed at a meeting of the Council held on the \_\_\_\_ day of \_\_\_\_\_, 2016, a copy of which is attached hereto in Schedule A.
- J. The Board of the RDBN has authorized the execution of this Agreement on behalf of the RDBN by a Board Resolution duly passed at a board meeting of the RDBN held on the \_\_\_\_ day of \_\_\_\_\_, 2016, a copy of which is attached hereto in Schedule B.

For the reasons recited above, and in consideration of the parties’ agreement to allocate their share of the Revenue on a 60% share to RDBN and 40% share to the Village and the mutual covenants contained in this Agreement, the parties agree as follows:

## 1. INTERPRETATION

### 1.1 Definitions

In this Agreement unless something in the subject matter or context is inconsistent therewith, the capitalized terms herein will have the meanings set out below:

- (a) “**Beneficiary**” means such person or persons identified as a beneficiary by the Chinook Community Foundation;
- (b) “**Business Day**” means a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia;
- (c) “**Chinook Community Foundation Terms of Reference**” means the terms of reference for the establishment and operation of the Chinook Community Foundation as attached as Schedule C to this Agreement;
- (d) “**Commencement Date**” means the date that the Partnership is registered in British Columbia;
- (e) “**Chinook Community Foundation**” or “**CCF Foundation**” means the society jointly established by the Village and the RDBN under Section 4.1 of this Agreement;
- (f) “**Chinook Comfor Fund**” means a fund established, held and managed by the Prince George Community Foundation pursuant to an agreement dated \_\_\_\_\_ between the Chinook Community Foundation and the Prince George Community Foundation;

- (g) **“Limited Partnership Agreement”** has the meaning given in Recital E of this Agreement;
- (h) **“Partnership”** has the meaning given in Recital E of this Agreement;
- (i) **“Person”** includes a corporation, partnership or party, and the personal or other legal representatives of a person to whom the context can apply according to law;
- (j) **“RDBN Revenue”** means that portion of the Revenue allocated and paid to the RDBN from time to time, pursuant to the Limited Partnership Agreement, less:
  - (i) any income tax or other taxes payable by the RDBN on Revenue received by the RDBN; and
  - (ii) start up costs for the Chinook Community Foundation incurred by the RDBN;
- (k) **“Revenue”** has the meaning given in Recital F of this Agreement;
- (l) **“Start Up Costs”** means the costs, including legal costs, of creating and registering the Chinook Comfor Limited Partnership, Chinook Comfor Limited and Constitution and Bylaws of the Chinook Community Foundation and associated agreements and includes all non-legal costs associated with the creation of the CCF such as advertising;
- (m) **“Term”** has the meaning given in Section 2.1 of this Agreement; and
- (n) **“Village Revenue”** means that portion of the Revenue allocated and paid to the Village from time to time, pursuant to the Limited Partnership Agreement, less:
  - (i) any income tax or other taxes payable by the Village on Revenue received by the Village; and
  - (ii) start up costs for the Chinook Community Foundation incurred by the Village.

## 1.2 Headings

The division of this Agreement into sections and the insertion of the recitals and headings are for convenience of reference only and shall not affect the construction or interpretation of the Agreement.

## 1.3 Currency

All transactions referred to in this Agreement will be made in the lawful currency of Canada.

## 1.4 Singular, plural, gender and person

Wherever in this Agreement the context so requires the singular number shall include the plural number and vice versa and words importing gender shall be deemed to include all genders.

## 1.5 Use of the Word “Including”

The word **“including”** when following any general term or statement will not be construed as limiting the general term or statement to the specific matter immediately following the word “including” or to similar matters, and the general term or statement will be construed as referring to all matters that reasonably could fall within the broadest possible scope of the general term or statement.

## 1.6 Statutes

Each reference to a statute is deemed to be reference to that statute and to the regulations made under that statute as amended or re-enacted from time to time.

## 1.7 Schedules

The following schedules are incorporated into and form a part of this Agreement:

Schedule A	-	Village Council Resolution
Schedule B	-	RDBN Board Resolution
Schedule C	-	CCF Terms of Reference

## 1.8 Time of day

Unless otherwise specified, references to time of day or date mean the local time or date in Burns Lake, British Columbia.

## 2. TERM OF AGREEMENT

### Term

The term of this Agreement (the “**Term**”) will commence on the Commencement Date and continue until the 25<sup>th</sup> anniversary of the Commencement Date, subject to earlier termination in accordance with the terms of this Agreement.

## 3. REVENUE POOLING

### 3.1 Village Revenue

The Village agrees that it will deposit all Village Revenue to the Chinook Community Foundation within 90 days of each time it receives monies from the Partnership, and will make no other use of the Village Revenue during the Term of this Agreement.

### 3.2 RDBN Revenue

The RDBN agrees that it will deposit all RDBN Revenue to the Chinook Community Foundation within 90 days of each time it receives monies from the Partnership, and will make no other use of the RDBN Revenue during the Term of this Agreement.

3.3 The parties agree that the Start Up Costs associated with the Chinook Community Foundation may be paid by either party, provided that whichever party pays them that party is entitled to deduct them from its Revenue.

3.4 The parties agree that a party who is asked by the other party must provide receipts or other documents that show the Start Up Costs that are deducted from the Revenue by that party provided that a party is not obligated to provide records that are subject to solicitor-client privilege or otherwise non-disclosable by operation of law or under contract.

## 4. FOUNDATION

### 4.1 Establishment

The Village and the RDBN agree:

- (a) to form a society under the name of “Chinook Community Foundation” in accordance with this Agreement and the *Society Act*;
- (b) subject to each party reviewing and being satisfied with the constating documents of the Chinook Community Foundation, which shall include but may not be limited to the constitution and bylaws of the Chinook Community Foundation, promptly execute and deliver all documents that may be necessary or desirable to give effect to the formation of the Chinook Community Foundation under any and all applicable laws and submit such documents for registration by December 15, 2016, or within 90 days of the Commencement Date, whichever is later.

4.2 The Chinook Community Foundation will have the mandate, functions, powers, membership, and tenure described in the terms of the Chinook Community Foundation Terms of Reference, including the purpose of paying to the Prince George Community Foundation any Village Revenue or RDBN Revenue it receives for the Prince George Community Foundation to invest as capital with the intent that the Prince George Community Foundation will disburse the income earned on the capital invested either directly to charities and other organizations that benefit the community in Electoral Areas B and E of the RDBN and the Village, or to the Chinook Community Foundation, through the RDBN or the Village, for disbursement.

## 5. TERMINATION

5.1 This Agreement may be terminated at any time during the Term as may be mutually agreed upon with 30 days’ notice in writing by each of the parties.

## 6. THIRD PARTY

6.1 If the Prince George Community Foundation is cancelled, wound up or dissolved, or if the Chinook Community Foundation’s agreement with the Prince George Community Foundation ends, the parties mutually agree to invest the Chinook Comfor Fund and the Village Revenue and RDBN Revenue for the remainder of the Term in a charitable society or foundation with similar purposes to the Prince George Community Foundation for disbursement to other charities and other organizations that benefit the community in Electoral Areas B and E of the RDBN and the Village.

6.2 If the Chinook Community Foundation is cancelled, wound up or dissolved, the parties mutually agree to invest the Village Revenue and RDBN Revenue for the remainder of the Term in the Prince George Community Foundation (or other organization selected pursuant to Section 6.1) for the purposes of disbursing the income earned on the monies in the fund to other charities to benefit the community in Electoral Areas B and E of the RDBN and the Village.

6.3 The parties agree that the capital of the Chinook Comfor Fund is to remain invested indefinitely as a legacy fund, with the intention that the capital of the fund shall be preserved while making the income generated therefrom available for distribution in accordance with the terms of this Agreement.

## 7. DEFAULT

7.1 Should a party fail to perform any of its obligations under this Agreement (the “defaulting party”) and such failure continues beyond 30 days from delivery of written notice by the non-defaulting party specifying the failure and requiring remedy thereof, the defaulting party must pay liquidated damages, as set out below, forthwith and without further notice to the defaulting party.

7.2 If the Village defaults under section 7.1, it must pay to the Chinook Community Foundation as

liquidated damages the amount resulting from multiplying \$50,000 by the number of calendar years remaining in the Term, with a pro-rata adjustment for any partial years, and this Agreement will be terminated upon the payment of the liquidated damages.

- 7.3 If the RDBN defaults under section 7.1, it must pay to the Chinook Community Foundation as liquidated damages the amount resulting from multiplying \$75,000 by the number of years remaining in the Term, with a pro-rata adjustment for any partial years, and this Agreement will be terminated upon the payment of the liquidated damages.
- 7.4 If the Chinook Community Foundation has been cancelled, wound up or dissolved, the monies payable under section 7.2 or 7.3 shall be paid to the Chinook Comfor Fund held by the Prince George Community Foundation, and if both the Chinook Community Foundation and the Prince George Community Foundation have been cancelled, wound up or dissolved, the monies payable under section 7.2 will be paid to RDBN and the monies payable under section 7.3 will be paid to the Village.

## **8. FORCE MAJEURE**

### **8.1 Suspension**

Subject to the other provisions of this Article 8, if either party is unable or fails by reason of Force Majeure to perform in whole or in part any of its obligations or covenants set forth in this Agreement, such inability or failure will be deemed not to be a breach of such obligation or covenant and the obligations of such party under this Agreement will be suspended to the extent necessary during the continuation of any inability or failure so caused by such Force Majeure.

### **8.2 Definition of Force Majeure**

For purposes of this Agreement, "Force Majeure" means any event or occurrence not within the control of the party claiming Force Majeure, and which by the exercise of reasonable diligence such party is unable to prevent or overcome, including any acts of nature such as fires, explosions, lightning, earthquakes, storms, washouts, landslides, avalanches, epidemics and floods; strikes, lockouts or other industrial disturbances; acts of the Queen's or public enemies, sabotage, wars, blockades, insurrections, and riots or civil disturbances.

### **8.3 Exceptions**

Neither party will be entitled to the benefit of Section 8.1 under any of the following circumstances:

- (a) to the extent that the inability or failure was caused by the negligence or contributory negligence of the party claiming Force Majeure;
- (b) to the extent that the inability or failure was caused by the party claiming Force Majeure having failed to diligently attempt to remedy the condition and/or to resume the performance of such covenants and obligations with reasonable dispatch; or
- (c) if the inability or failure was caused by lack of funds.

### **8.4 Notice of Force Majeure**

As soon as possible after the happening of an occurrence in the nature of Force Majeure or as soon as possible after determining that an occurrence was in the nature of Force Majeure, a party claiming Force Majeure will make reasonable commercial efforts to give to the other party notice to the effect that the claiming party is unable by reason of Force Majeure (the nature whereof will be therein specified) to perform particular covenants or obligations.



## 8.5 Resumption of Obligations

As soon as possible after the Force Majeure condition is remedied or discontinued, the party claiming Force Majeure will give notice to the other party of such remedy, and that such party has resumed, or is then in a position to resume, the performance of its suspended covenants and obligations hereunder either in whole or in part.

## 8.6 Settlement of Labour Disputes

Notwithstanding any of the provisions of this Article 8, but subject to Section 8.3, the settlement of labour disputes or industrial disturbances in which a party is involved is entirely within the discretion of that party, which party may make settlement of it at the time and on terms and conditions as it may deem to be advisable and no delay in making settlement will deprive the party of the benefit of Section 8.1.

## 9. LIMITATION OF LIABILITY

9.1 The parties agree that notwithstanding anything else herein or any duty, principle, term or rule of law to the contrary, whether express or implied, neither the Village or the RDBN shall be liable to each other for any loss or damage of any nature whatsoever flowing from early termination of this Agreement, including without limitation any special, incidental, direct, indirect or consequential damages arising out of such early termination nor shall the Village or the RDBN be under any further obligation to each other.

## 10. NOTICES

10.1 Any notice, request, demand and other communication required or permitted to be given under this Agreement shall be in writing and will be sufficiently given if it is delivered by hand, facsimile transmission, e-mail or prepaid registered mail (return receipt requested) as follows:

(a) If to the **RDBN**:

Regional District of Bulkley-Nechako  
37 3rd Avenue, PO Box 820  
Burns Lake, British Columbia V0J 1E0

Attention: Chief Financial Officer

Fax: 1.250.692.3305

E-mail: roxanne.shepherd@rdbn.bc.ca

(b) If to the **Village**:

Village of Burns Lake  
#15 3rd Ave., Burns Lake, BC V0J 1E0  
Attention: Chief Administrative Officer

Fax: 1.250.692.3059

E-mail: sworthing@burnslake.ca

or at such other address as the party to whom the notice is sent may specify by notice given in accordance with the provisions of this section. Any such notice, request, demand or other communication given as

aforesaid will be deemed to have been given, in the case of delivery by hand, when delivered, in the case of facsimile transmission or e-mail, when a legible facsimile or e-mail is received by the recipient if received before 5:00 p.m. on a day other than a Business day, or on the next Business Day if such facsimile or e-mail is received on a day which is not a Business Day or after 5:00 p.m. on a Business Day, and in the case of delivery by prepaid registered mail, as aforesaid, on the date received. In the event of discontinuance of postal service due to strike, lockout, labour disturbance or otherwise, notice, demands, requests and other communications shall be delivered by hand or facsimile transmission or e-mail.

## **11. ASSIGNMENT**

### **11.1 Generally**

Subject to section 11.2, this Agreement shall not be assignable by any party in whole or in part without the mutual written consent of the other parties. Any purported assignment without such required consent is not binding or enforceable.

### **11.2 Assignment under Limited Partnership Agreement**

If either the Village or the RDBN (a “**Transferring Party**”) transfers all or some of their respective **Units** (as defined in the Limited Partnership Agreement) in the Partnership to an **Associate** (as defined in the Limited Partnership Agreement) or to any other Person (either of which shall be the “**Transferee**”), the Transferring Party will:

- (a) if all its Units are transferred, wholly assign this Agreement to the Transferee; or
- (b) if only some of its Units are transferred to the Transferee, partially assign this Agreement to the Transferee,

and any such whole or partial assignment to a Transferee shall be deemed to have the consent of all the parties.

## **12. GENERAL**

### **12.1 Time of Essence**

Time shall be of the essence of this Agreement.

### **12.2 Relationship**

No provision of this Agreement shall be construed to create a partnership, joint venture, or agency relationship between the RDBN and the Village.

### **12.3 Enurement**

This Agreement enures to the benefit of and binds the parties and their respective successors and permitted assigns.

### **12.4 Written Waivers**

Any waivers must be in writing and signed by the party granting the indulgence, and then such waiver shall only be effective in a specific instance and for the specific purpose for which it is given.

### **12.5 Further Assurances**

Each party will execute and deliver promptly all further documents and take all further action reasonably necessary or appropriate to give effect to the provisions of this Agreement.

## 12.6 Remedies Cumulative

The rights and remedies under the Agreement are cumulative and are not in addition to and not in substitution for any other rights and remedies available at law or in equity or otherwise. No single or partial exercise by a party of any right or remedy precludes or otherwise affects the exercise of any other right or remedy to which that party may be entitled.

## 12.7 Counterparts

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement may be executed and delivered in any number of counterparts with the same effect as if all parties had all signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

## 12.8 Delivery by Fax or Electronically

Any party may deliver an executed copy of this Agreement by fax or by electronic mail in PDF format but that party will immediately dispatch by delivery in person to the other parties an originally executed copy of this Agreement.

## 12.9 Amendment

This Agreement may not be amended except by a written instrument signed by all the parties.

## 12.10 Entire Agreement

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement constitute the entire agreement between the parties and supersede all prior agreements, negotiations, discussions, undertakings, representations, warranties and understandings whether written or oral, express or implied, or otherwise.

## 12.11 Governing Law

This Agreement and any dispute arising out of or in connection with this Agreement shall be governed exclusively by and shall be enforced, construed and interpreted exclusively in accordance with the laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement.

## 12.12 Attornment

The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.

## 12.13 Paramountcy

The provisions set forth in any other agreement between the parties will not merge with this Agreement but shall survive the execution and delivery of this Agreement except that, if such provisions are inconsistent with the provisions hereof, this Agreement shall govern.

## 12.14 Independent Legal Advice

Each party hereby confirms it has had an opportunity to obtain independent legal advice in entering into this Agreement.

## 12.15 Severability

Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision shall be severed from this Agreement and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Agreement.

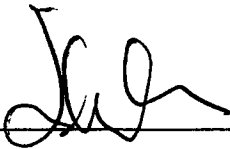

**12.16 Dispute Resolution**

If there is any dispute regarding the interpretation, performance or an alleged breach of this Agreement, any party may give written notice of dispute, including a request for meeting, to the other parties and the parties will meet within 3 Business Days after the notice of dispute is given and will attempt in good faith, and using reasonable efforts, to resolve the matter amicably to the satisfaction of all parties. If the parties cannot resolve the dispute within 7 Business Days after they first meet, or if the parties fail to meet within 7 Business Days after the notice of dispute is given, then with the consent of all parties the matter may be referred to a mutually appointed single arbitrator for final determination, and if all parties do not so consent within 14 Business Days after the notice of dispute is given, then any party may commence litigation to have the dispute settled.

**12.17 Non-derogation**

The parties acknowledge and agree that nothing contained or implied in this Agreement will be construed as limiting or prejudicing the rights and powers of any of the parties in the exercise of their functions pursuant to the *Local Government Act*, the *Community Charter*, or any other right or power under any public or private statutes, bylaws, orders or regulations, as the case may be, all of which may be fully exercised as if this Agreement had not been entered into.

**IN WITNESS WHEREOF** this Agreement has been executed and delivered by the parties as of the day and year first above written.

<p><b>REGIONAL DISTRICT OF BULKLEY-NECHAKO</b></p> <p>Per: _____</p> <p><b>Chairperson</b></p> <p>Per: _____</p> <p><b>Corporate Officer</b></p>	<p><b>VILLAGE OF BURNS LAKE</b></p> <p>Per:  _____</p> <p><b>Mayor</b></p> <p>Per:  _____</p> <p><b>Corporate Officer</b></p>
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**SCHEDULE A**

**VILLAGE OF BURNS LAKE COUNCIL RESOLUTION**

2016-10-27: 234

THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE VILLAGE OF BURNS LAKE AND REGIONAL DISTRICT OF BULKLEY NECHAKO PARTNERING AGREEMENT FOR CHINOOK COMFOR LTD PARTNERSHIP REVENUE SHARING;

AND THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY TERMS OF REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE PROCESS OF SETTING UP THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY.

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**SCHEDULE B**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO BOARD RESOLUTION**

THAT THE REGIONAL DISTRICT OF BULKLEY NECHAKO APPROVE THE VILLAGE OF BURNS LAKE AND REGIONAL DISTRICT OF BULKLEY NECHAKO PARTNERING AGREEMENT FOR CHINOOK COMFOR LTD. PARTNERSHIP REVENUE SHARING;

AND THAT THE REGIONAL DISTRICT OF BULKLEY NECHAKO APPROVE THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY TERMS OF REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE PROCESS OF SETTING UP THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY.

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**SCHEDULE C**  
**CCF TERMS OF REFERENCE**

## **Chinook Comfor Community Foundation Society**

### **Terms of Reference**

#### **Mandate**

The Chinook Comfor Community Foundation Society is a committee of dedicated community members whose purpose is to distribute the funds received from Chinook Comfor by the Village of Burns Lake and the Regional District of Bulkley Nechako

These funds are to be distributed according to the best interest of the community, and according to the guidelines set out in the granting criteria below.

#### **Functions**

Within their mandate, the Foundation is to:

- Meet annually and facilitate the receipt of applications for funding to deserving functions within the community;
- Make recommendation to the Prince George Community Foundation on how to distribute the funds;
- Carry out any promotional activity and communications associated with the funding process;
- Handle all administrative duties associated with the Society;
- Submit a written request for approval to the Regional District Area B and E Directors and Council for the Village of Burns Lake if changes to the Terms of Reference are required.

#### **Scope and Jurisdiction**

- The authority of this group shall not extend beyond the funding allotted for disbursement as determined by the Chinook Comfor Limited Partnership Revenue Sharing Agreement. Unless otherwise determined by the local governments, no other funding shall be disbursed by the foundation.
- Funding available for disbursement will be based on "income only", spending only the money earned on capital.

#### **Membership and Tenure**

The Foundation shall be composed of a Chair and an alternate Chair who will be selected by the Foundation at the first meeting of the Foundation.

The six (6) members of the Foundation, to be appointed by Council and the Regional District Directors of Area B and E, shall include the following:



- Two (2) members from the Village of Burns lake;
- Two (2) members from the Regional District of Bulkley Nechako Area B
- Two (2) members from the Regional District of Bulkley Nechako Area E

Foundation members shall be appointed by their local government and may not consist of elected officials or local government staff. These members shall hold their appointment until a letter of resignation is received, or until an alternate appointment is made by the local government.

The Village and the Regional District will appoint a replacement member within 30 Business Days of rescinding an appointment, and during those 30 days the Foundation is not allowed to vote on any matter. After the 30 day period, business will carry on as usual even if a replacement is not appointed.

### Meetings

Meetings are to be held annually once profit distribution funds are received, and shall be called by the Chair. All subsequent meetings required for funding distribution will be at the discretion of the committee.

A quorum of three (3) committee members must be present for any meeting to proceed. This quorum must consist of at least one representative from Area B, Area E, and the Village of Burns Lake.

### Granting Criteria

Community organizations are eligible to apply for grant funding. Grants are not made to individuals or businesses. Organizations must demonstrate effective management and fiscal responsibility. Only organizations that operate within Burns Lake or RDBN Electoral Area B or E are eligible for funding. To be eligible funding must be used for services available to the entire community.

<b>Funding Restrictions: Projects CANNOT be considered eligible if:</b>
• Funds requested are an organization’s usual operational or core expenses
• Funds are for any expenses which predate the current grant cycle
• Funds are used to cover deficits, retire debts, or mortgage payments
• Funds are to provide for or establish endowments
• Funds are used for sectarian, religious, or political purposes
• The organization shows a dependency on future funding from the foundation
• Funding for a national charity



**AGREEMENT**

**BETWEEN**

**PRINCE GEORGE COMMUNITY FOUNDATION**  
(herein called the "Foundation")

**AND**

**CHINOOK COMMUNITY FOUNDATION**  
(herein called the "Society")

**WHEREAS:**

- A. The Foundation was incorporated as a not-for-profit organization under the *Society Act* [RSBC 1996], Chapter 433, and has been accorded charitable status by Canada Revenue Agency; and
- B. The Society was incorporated as a non-for-profit organization under the *Societies Act*, [RSBC 2015], Chapter 8, on ..... under file number .....

**NOW THEREFORE**, the Foundation and the Society agree as follows:

- 1. The Fund shall be known as "**Chinook Community Fund**".
- 2. The Fund will be established on receipt, by the Foundation, of the first contribution from the Society resulting from the distribution of certain profits to the Society's members from the Chinook Community Forest Limited Partnership, being the initiating capital of the Fund. The Fund's capital may be increased from time to time by gifts, bequests and devises from the Society or any other person or organization.
- 3. The Foundation will furnish receipts valid for income tax purposes in respect of all charitable donations for the Fund received and will comply with the requirements of the *Income Tax Act* in so far as the administration of the Fund is concerned. Any gifts, bequests and devises to the Fund shall be subject to the terms of this

Agreement, shall be irrevocable and shall, unless otherwise agreed in writing by the Foundation, be made and received subject to the condition and direction that the gift, bequest or devise is to be held by the Foundation, or a transferee from the Foundation, for a period of not less than ten (10) years, subject only to a power to encroach on such sum to the extent and for the purposes permitted by the *Income Tax Act* for encroachments on the Fund's capital.

4. After the expiry of ten (10) years from the date of this Agreement, the Society may deliver to the Foundation a notice in writing stating its desire to withdraw all or part of the Fund. The notice shall state the percentage of the Fund to be withdrawn. Upon receipt of such notice, the Foundation shall repay twenty-five percent (25%) of the funds requested within three (3) months of the date of the notice, twenty-five percent (25%) of the funds requested within six (6) months of the date of the notice, twenty-five percent (25%) of the funds requested within nine (9) months of the date of the notice, and the balance of the funds requested within one (1) year of the date on which the notice is received. All payments of capital hereunder shall be made to the Society or such charitable organization designated by the Society, providing no payment shall be made hereunder except to a charitable organization registered as such under the *Income Tax Act*. A notice of withdrawal may not be made more than once each year. The Foundation shall be entitled to charge for all its reasonable costs and expenses associated with a withdrawal of the capital from the Fund, including but not limited to, money management fees, legal fees and administration fees.
5. The assets of the Fund will be owned by the Society.
6. The Foundation will maintain a separate account for the Chinook Community Fund and report to the Society on an annual basis (including financial reports showing contributions, income, disbursements, fees and balance of the Fund).
7. The Foundation shall have all powers necessary, or in its sole discretion desirable, to use the income from the Fund for the purpose of carrying out the charitable purposes of the Society, including, but not limited to, the power to retain, invest and reinvest capital of the Fund in any manner within the standards of law applicable to the management of trust funds, including the power to co-mingle the assets of the Fund with those of other funds for investment purposes, provided however that unless the Society has ceased to exist, the Foundation shall only disburse the Fund as per lawful directions received from time to time from the Society or its assignee, it being understood and agreed that such directions shall only be considered to be lawful if they direct the Foundation to use the Fund for a purpose which qualifies as a charitable purpose pursuant to the *Income Tax Act*. The Foundation, in carrying out its duties and responsibilities pursuant to this Agreement, agrees to exercise, or to retain a qualified professional investment manager to manage the Fund who agrees in writing to exercise, the care, skill,

- diligence and judgment that a prudent professional investment manager would exercise in making investments. The Foundation does not, in any way, guarantee the performance of the Fund and shall not be responsible for any loss sustained, except where such loss arises from failure to comply with applicable standards, laws and regulations.
8. The Foundation shall, after advice and recommendation from the Society or its assignee, and subject to the general disbursement policy of the Foundation in place from time to time, determine annually the disbursement of income from the Fund to registered charities or other qualified donees, provided however that unless the Society has ceased to exist, the Foundation shall only disburse the Fund as per lawful directions received from time to time from the Society, it being understood and agreed that such directions shall only be considered to be lawful if they direct the Foundation to use the Fund for a purpose which qualifies as a charitable purpose pursuant to the *Income Tax Act*. Undistributed income, including realized and accrued capital gains, may be transferred to a stability reserve and the stability reserve may be drawn on at any time, in the same manner as for annual disbursements noted herein, and shall not form part of the capital of the Fund.
  9. If the Society ceases to exist and prior to ceasing to exist has not assigned the Fund to a registered charity, the Foundation shall disburse the income of the Fund to qualified donees for similar charitable purposes as the Prince George Community Foundation, in its discretion, shall determine.
  10. If the Foundation ceases to exist, the assets of the Fund shall be returned to the Society or as it may direct, subject to the payment of any accrued and unpaid administration fees relative to the Fund and subject to compliance with applicable legislation.
  11. Until otherwise advised, and only on the request from the Chinook Community Foundation, the income from the Fund may be distributed through the Village of Burns Lake and/or the Regional District of Bulkley-Nechako to the Chinook Community Foundation.
  12. Unless the Foundation otherwise agrees, all gifts made to the fund by the Society will be identified as "designated gifts" so that such gifts do not increase the Foundation's disbursement quota.
  13. The Foundation will charge an annual administration fee equal to that of other funds of similar nature and size administered by the Foundation. The fee will be charged in accordance with current Foundation policy, which may be amended from time to time, on an annual basis prior to distribution, subject to the Society's rights under this Agreement. The Foundation will advise the Society of any policy changes regarding annual administration fees.

14. Any costs of the Foundation in accepting, transferring or managing property donated to the Foundation for the Fund shall also be paid from the Fund's income.
15. The Foundation represents and warrants to the Society as of the date of the Agreement that:
  - (a) the Foundation is duly incorporated under the *Societies Act* of British Columbia, is a validly existing and in good standing with respect to the filing of any reports under the *Societies Act*;
  - (b) the Foundation will maintain its existence under the *Societies Act* of British Columbia and will ensure that it remains in good standing with respect to the filing of annual reports under the *Societies Act* through the term of this Agreement; and
  - (c) the Foundation is a registered charity under the *Income Tax Act* (Canada) and will continued to be a registered charity throughout the term of this Agreement.
16. The Foundation investment policy documents, as they existed at the date of this Agreement, have been provided to the Society (the "Policies"). The Foundation will consult with the Society prior to making any amendments to, or replacing any of the Policies. Any significant amendment to the Foundation investment policy will require the prior written consent of the Society, such consent not to be unreasonably withheld. If the Foundation makes a significant amendment to the investment policy without first obtaining the written consent of the Society, then the Society will have the option, exercisable within sixty (60) days after the date that the Society is notified in writing of the amendment, to terminate this Agreement. The Society will also have the right to terminate this Agreement if the Foundation increases any fee set out in the Policies by more than five percent (5%) of the fee per year without the prior written consent of the Society exercisable within sixty (60) days after the date that the Society is notified of the fee change in writing. If the Society elects to terminate this Agreement pursuant to this paragraph, the Foundation will not be entitled to change any penalty , cost or expense in connection with the withdrawal of the capital from the Fund.
17. This Agreement shall be governed and construed in accordance with the laws of the Province of British Columbia and the laws of Canada that have application thereto.
18. This Agreement shall inure to the benefit of and the binding upon the parties hereto and their respective successors and assigns.

**IN WITNESS WHEREOF** the Society and the Foundation have executed this Agreement as follows:

.....  
(Contact person, address and phone number)

by its authorized signatories on the \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Print Name

**PRINCE GEORGE COMMUNITY FOUNDATION**

Coast Inn of the North,  
770 Brunswick Street, Prince George, V2L 2C2  
Telephone: (250) 562-7772 Fax: (250) 564-2258  
Email: [pgfoundation@telus.net](mailto:pgfoundation@telus.net)  
Web: [www.pgcf.ca](http://www.pgcf.ca)

by its authorized signatories on the \_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Print Name



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
Memo – Board Agenda November 24, 2016

To: Chair Miller and the Board of Directors  
From: Roxanne Shepherd, Chief Financial Officer  
Date: October 25, 2016  
Re: Withdrawal from Building Inspection Vehicle Reserve

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The 2016 budget includes the withdrawal of \$62,000 from the Vehicle Reserve for the purchase of 2 new vehicles.

Two new 2017 Ford Escapes were purchased for a total combined price of \$61,060.64.

The Board is being requested to authorize a withdrawal of \$61,060.64 from the Building Inspection Vehicle Reserve.

I would be pleased to answer any questions.

*R Shepherd*

Recommendation: (participants/weighted/majority)

That the Board of Directors:

1. Receive the Financial Administrator's October 25, 2016 memo titled "Withdrawal from Building Inspection Vehicle Reserve"; and,
2. Authorize a withdrawal of \$61,060.64 from the Building Inspection Vehicle Reserve.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO: Chairperson Miller and Board of Directors**

**FROM: Melany de Weerd, Chief Administrative Officer**

**DATE: October 13, 2016**

**SUBJECT: Schedule of Board Meetings – 2017**

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A 2017 Regional Board/Committee Meeting Schedule is attached for consideration by the Regional District Board of Directors.

In determining the meeting dates, consideration has been given to the North Central Local Government Association Conference which is being held on May 3-5, 2017 in Terrace, B.C.; Minerals North, April 25-27, 2017 in Prince George, B.C.; Federation of Canadian Municipalities Conference, June 1-4, 2017, in Ottawa, Ontario; and also the Union of BC Municipalities Convention, September 25-29, 2017 in Vancouver, B.C.

Of note, Minerals Roundup is scheduled to take place on January 23-26, 2017 in Vancouver, B.C.

Formal ratification of the proposed 2017 RDBN meeting schedule is being sought at this time.

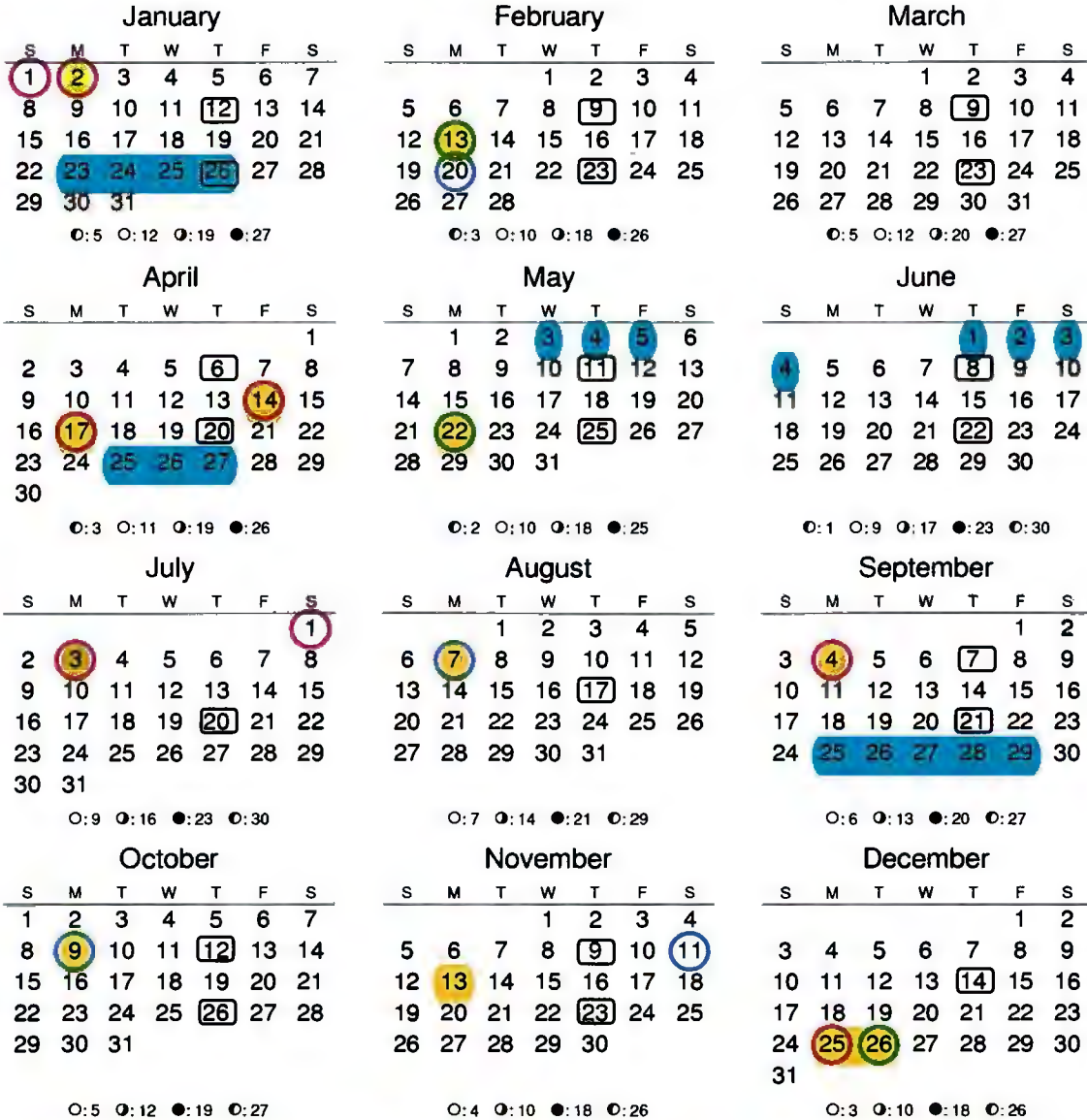
**RECOMMENDATION: (All/Directors/Majority)**

“That the Regional Board of the Regional District of Bulkley-Nechako ratify the 2017 Regional District of Bulkley-Nechako Meeting Schedule as presented.”





## Calendar for Year 2017 (Canada)



Jan 1	New Year's Day	Apr 14	Good Friday	Sep 4	Labour Day
Jan 2	'New Year's Day' observed	Apr 16	Easter Sunday	Oct 9	Thanksgiving Day
Jan 6	Epiphany	Apr 17	Easter Monday	Oct 9	Thanksgiving Day
Feb 2	Groundhog Day	May 22	Victoria Day	Oct 31	Halloween
Feb 13	Family Day	Jun 21	National Aboriginal Day	Nov 11	Remembrance Day
Feb 14	Valentine's Day	Jul 1	Canada Day	Nov 11	Remembrance Day
Feb 20	Family Day	Jul 3	Canada Day - additional statutory holiday	Dec 11	Anniversary of the Statute of Westminster
Feb 20	Islander Day	Aug 7	British Columbia Day	Dec 24	Christmas Eve
Feb 20	Louis Riel Day	Aug 7	Civic/Provincial Day	Dec 25	Christmas
Feb 20	Nova Scotia Heritage Day	Aug 7	Heritage Day in Alberta	Dec 26	Boxing Day
Mar 13	Commonwealth Day	Aug 7	Natal Day	Dec 31	New Year's Eve
Mar 17	St. Patrick's Day	Aug 7	New Brunswick Day		
Apr 6	National Tartan Day	Aug 7	Terry Fox Day		
Apr 9	Vimy Ridge Day				

<input type="checkbox"/> <b>Board/Committee Meetings</b>
Minerals Roundup Jan 23-26, Vancouver
NCLGA May 6-5, Terrace
Minerals North, April 25-27, Prince George
FCM, June 1-4, Ottawa
UBCM, Sept 25-29, Vancouver



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair and Board of Directors**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: November 16, 2016**

**SUBJECT: *The Regional News* – Fall/Winter 2016**

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Attached is a draft copy of the RDBN's electronic version of *The Regional News* – Fall/Winter 2016 Edition.

At this time, we would ask that you provide instructions to staff as to any changes or additions you would like to see included in the draft and proceed to ratify the same.

**Recommendation: (All/Directors/Majority)**

**“That the Regional Board ratify the Fall/Winter 2016 edition of “*The Regional News*”.”**



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REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

# The Regional News <sup>DRAFT</sup>

## 2016 Meeting Dates

**Board Meetings:**  
• December 15<sup>th</sup>

If you wish to be included in the distribution list to receive the "Regional News" please send an email to:

[inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca) and ask to be added to the email or mail list. You can read past issues [here](#).



### Holiday Hours:

The RDBN will be closed Monday, December 26th and reopening on Tuesday, January 3rd.

## Highway 16 Inter-Community Transit Service



BC Transit and the Ministry of Transportation and Infrastructure have committed to providing enhanced funding to support the establishment of new or extended inter-community transit services along the Highway 16 corridor. The Regional District, in collaboration with local municipalities and First Nations communities, has established a Regional Transit Committee to guide services spanning from Prince George to Smithers and is in the process of moving forward with the steps necessary to establish the service and meet the needs of our local residents.

BC Transit conducted extensive public consultation and provided recommendations based on the input they received. Details can be found at <https://bctransit.com/highway16>.

The new inter-community transit service in Bulkley-Nechako, expected to be operational in 2017 depending on timing of local approval, will run from Burns Lake to Prince George and from Burns Lake to Smithers. Three days per week are recommended in each direction.

## Highway 16 Inter-Community Transit Proposed Fares

Proposed Fares (valid on Regional Service only)

Cash fare each trip \$ 5.00

Tickets, sheet of 10 \$45.00

**All passengers** would pay a cash fare (proposed \$5.00) or one ticket each time they board the bus.

- A separate fare** is required to connect to any local transit systems.
- Children aged five and under travel free** when accompanied by a fare-paying guardian.

(Continued on Page 2)



"A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION"

# Highway 16 Inter-Community Transit Proposed Fares

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ministered through the BC Ministry of Social Development and Social Innovation—could be used on all Highway 16 transit services.

(Continued from Page 1)

**BC Bus Pass** —a universal bus pass available to lower income seniors and people with a disability ad-



## Sustainability Newsletter

## Smithers and Area Victims' Services Alternative Approval Process

Did you enjoy this newsletter from the Regional District of Bulkley-Nechako? Are you concerned with sustainability and ways to incorporate that into your life? Sign up to receive the monthly Sustainability Newsletter from the Environmental Services Department! You can receive it via email, find it on our "[Sustainable RDBN](#)" page on Facebook or pick it up at selected locations in your community. Contact Elaine to join or for more information ([elaine.wiebe@rdbn.bc.ca](mailto:elaine.wiebe@rdbn.bc.ca) or 1-800-320-3339).

The Regional District of Bulkley-Nechako is currently conducting an Alternative Approval Process to determine if the electors in Electoral Area "A" (Smithers Rural) are in favour of establishing a service, jointly with the Town of Smithers and the Village of Telkwa, to provide support services to victims and/or witnesses of crime and other trauma.

Town of Smithers and the Village of Telkwa. Although Electoral Area "A" has access to the service, it is not currently a funding partner.

(Electoral Area "A", Village of Telkwa, and Town of Smithers) under the newly established service would be \$45,000. This is equal to a maximum annual tax of \$2.45 for a residential property assessed at \$100,000, based on 2016 assessments.

The current local government funding partners are not able to fund the full local government 50% share of costs which has resulted in a reduction of service. To restore the service back to the level needed, an increase in local government funding is necessary. Should the Alternative Approval Process be successful, a Regional District service will be established, and the required funding will be available.

Further information can be found on the Regional District website or by contacting the Regional District office.

Currently, the service is being provided by the Northern Society for Domestic Peace under a joint funding formula that shares costs 50% by the Ministry of Justice and 50% by local government. The local government portion is being funded by the

The annual tax limit for the entire Service Area



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### Director Eileen Benedict - Electoral Area "E" Francois/Ootsa Lake Rural

It is a pleasure to serve the electorate of Electoral Area "E" and to work with the rest of the Regional District in improving this region of our province. It is a great place to live. I was born in Burns Lake and have lived in the area most of my life. Owning a business in Burns Lake for 13 years and now managing the family ranch has definitely kept me in touch with the economic issues that we face as a community.



I have represented Electoral Area "E" for 18 years as the Regional Director which has given me the opportunity to serve the residents of this area and work on some very challenging issues, such as the Francois Lake Ferry and the improvements to the road on the Southside, as well as many other region-wide issues.

With the downturn of our natural resource sector we are facing some very difficult times. One thing our Regional District is doing is working with the three neighbouring Regional Districts and the Provincial Government on a revenue sharing agreement.

Area "E" priorities at this time are high speed internet and cell service, as well as improving the Colleymount Road along the north side of Francois Lake.

If you have any concerns or questions you can contact me at 250-695-6335.

### Director Jerry Petersen - Electoral Area "F" Vanderhoof Rural

Hi, my name is Jerry Petersen and I am the Director for Electoral Area "F" (Vanderhoof Rural) of the Regional District of Bulkley-Nechako. I am also the Chair of the Stuart-Nechako Regional Hospital District.

In the past year in Area "F" there has been \$40,700 spent in Grant in Aid monies and \$817,018 in Federal Gas Tax funds for recreation and culture for the betterment of our residents.

In the Stuart Nechako Regional Hospital District, the Lakes District Hospital and Health Centre Replacement Project was completed at a cost of \$55 million. For the St. John Hospital in Vanderhoof, \$450,100 was spent on major equipment. A total of \$432,634 was spent on minor capital projects in the hospital district.

The proposed budget for capital planning concept plans for replacement of the Fort St. James Hospital

is \$75 million (we should see some movement on the Health Clinic this coming year).



There is a proposed budget of \$1,854,000 for The Pines cafeteria expansion in Burns Lake and \$125,100 in major equipment for the C-Arm replacement at St. John Hospital.

I'm pleased to report that the Reuse Shed is now reopened at the Vanderhoof Transfer Station.

Always here to serve.

Jerry

### Regional District of Bulkley-Nechako Facebook Pages

Please check out our facebook pages from various departments of the Regional District:

[Connecting Consumers and Producers](#)

[Visit Bulkley Nechako](#)

[Bulkley Nechako Opportunities](#)

[Sustainable RDBN](#)

[Bulkley-Nechako Emergency Services](#)



## 142 Knockholt Western Sub-Regional Landfill Projects

The RDBN initiated the development of the next phase of the landfill to allow for future garbage disposal. Test pitting activities were conducted to confirm the underlying soil conditions in the expansion area and depth to groundwater, which is critical information in establishing appropriate design criteria. A detailed site survey was also completed. A consulting firm is currently in the process of designing the landfill liner system and creating a design brief which will be submitted to the Ministry of Environment for approval. In the interim, works were completed to remove topsoil and create drainage that will allow for full liner construction and garbage placement in 2017.



(Knockholt Phase 2 Expansion Project—2012)

Another project at the Knockholt Landfill was addressing excess sludge buildup in the lagoon which currently collects and treats septage effluent and landfill leachate. Over the last number of years, sludge levels in the lagoon had increased to a point where it was effecting the effluent quality of the liquid that is transferred to an engineered wetland for final treatment. The initial plan was to remove the sludge from the lagoon, which can unfortunately be a very expensive procedure. When investigating available options in more detail a nutrient/bacteriological additive trial project was initiated in an effort to breakdown sludge levels at significantly less cost. The results of the trial project in 2016 indicated very positive results and as a result the trial will continue in 2017.



(Knockholt Septage/Leachate Lagoon)

### Is your wood stove winterized?

- ⇒ Keep all flammable household items, drapes, furniture, newspapers, and books, far from the wood burning appliances.
- ⇒ Start fires only with newspaper and dry kindling. Never start a fire with gasoline, kerosene, charcoal starter, or a propane torch.
- ⇒ Keep the doors of your wood-burning appliance closed unless loading or stoking the live fire. Harmful chemicals, such as carbon monoxide, can be released into your home.
- ⇒ Regularly remove ashes from your wood-burning appliance into a metal container with a cover. Store the container of ashes outdoors on a cement or brick slab (not on a wood deck or near wood).
- ⇒ Keep a fire extinguisher on hand at all times.



# Reuse Sheds

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The reuse sheds at the Smithers/Telkwa, Granisle, Southside, Burns Lake, Fraser Lake and Vanderhoof Transfer Stations, as well as the Knockholt (Houston) Landfill were reopened in the last little while. It is gratifying to see the amount of items that are not being sent to the landfill, but instead find a new home and a new lease on life. The sheds are open primarily on the weekends, so check your local site to see what hours they are available.



Please keep in mind that items **MUST**: 1. Be clean and in good/reusable condition and 2. Electronic devices must be in working order. There is also a list of prohibited items and some new rules for the reuse sheds. Please check out our website for further details (<http://www.rdbn.bc.ca/environmentalservices/recycling/reuse-sheds>). We appreciate the community enthusiasm for these facilities and ask for your cooperation to keep them running smoothly.

## Cardboard Ban

The region-wide cardboard ban has been in effect now since July 1<sup>st</sup>. Overall, implementation went well. Not familiar with the cardboard ban?? Residents are asked to drop their corrugated cardboard off at their local recycling depot if they don't have curbside pick-up. Industrial, commercial and institutional customers are responsible for finding a local collector or service provider and paying any associated costs.



Industrial, commercial and institutional customers are responsible for finding a local collector or service provider and paying any associated costs.

## Backyard Composting

The backyard composting promotion program was well-received this year. The first 100 composters were snapped up in days and a large wait-list formed. Fortunately, another 100 composters were made available and the folks on the wait-list were able to purchase the subsidized composter kit (which included the composter and a mixing tool) as well. It is exciting to see people enthusiastic about keeping organic waste out of the landfills and the wonderful side benefit is a great soil additive for their gardens and yards.



## Solid Waste Management Plan

The RDBN's current Solid Waste Management Plan has been in place since 1996. A few things have changed in the last 20 years! We are looking to do a full review, part of which will include public consultation. Stay tuned for more info in 2017!



## Disposal Fee Changes

The Solid Waste Management Facility Regulation and User Fee Bylaw No. 1764 came into effect on the 24th of June and this affected several user fees at all Regional District landfills and transfer stations. If you are dropping off asphalt, (continued on Page 6)



## Disposal Fee Changes

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(continued from Page 5)

concrete, non-metal plumbing components, electrical wire, drywall, shingles and insulation (construction and/or demolition waste), these items are still free of charge if you only have a level pick-up truck load. If you have more than that, you will have to take it to a landfill and there will be a disposal fee applied. That disposal fee is now \$90 per metric tonne. This disposal fee also applies to land clearing debris.

The other fee change is for any appliance that contains an ozone depleting substance. Typically, that includes fridges, freezers, water coolers and air conditioners. The fee for disposing of these is now \$20.



## The Great British Columbia Shake-Out 2016

Every year in October, Emergency Management BC (EMBC) asks its residents to participate in the "Great ShakeOut", a worldwide event that practices how to "Drop, Cover and Hold On" in preparation for earthquakes. On October 20<sup>th</sup>, 2016, over 54.8 million people worldwide participated in this exercise with over 800,000 people participating in British Columbia. The Great ShakeOut is the world's largest "Drop, Cover and Hold On" earthquake drill!



Earthquakes are the result of tectonic plate movement along plate boundaries. As the south coast of British Columbia is within an area of plate movement it is at risk of an earthquake. On October 27<sup>th</sup>, 2012, an earthquake from the Haida Gwaii archipelago measured a magnitude of 7.8, making it the second largest ever recorded in the area. Although this earthquake was over 450km away, the tremors were still felt throughout the Regional District of Bulkley-Nechako (RDBN).

Shakeout BC is an engaging way to practice earthquake preparedness as the Province's Earthquake risk is an ever growing concern. Although the RDBN residents may not feel the immediate, devastating, physical effects of this pending catastrophic disaster, those that visit earthquake prone areas should be prepared. RDBN office staff still partake in Shake-Out every year to show support and also use this exercise as a platform to practice office safety.

This year, the RDBN office staff focused on general office safety by being tested on locations of fire pulls, fire extinguishers, eyewash stations, safety kits, etc. Staff were also offered an opportunity to learn how to use a fire extinguisher by watching and partaking in a fire extinguisher demonstration.

## Home Safety Tips

- Check all smoke alarms at least once a month to ensure they are working.
- Check the expiry date on your fire extinguisher every six months.
- Check chimney and heating systems at least once a year and get them cleaned, if needed, by trained professionals.
- Practice your escape plan at least twice a year.
- Post all emergency telephone numbers beside each telephone in the home.



# CHECK YOUR SMOKE DETECTOR



## Update on the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Review

The Regional District of Bulkley-Nechako is in the process of reviewing the Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan (the Plan).

The Plan area extends from Sheraton to Broman Lake, up to Babine Lake and down to the north shore of Francois Lake. The Plan sets out the community vision for the Plan area, and contains statements of goals and objectives identified in consultation with the community to guide future growth and development. The review process started in January 2016 and has included consultation with First Nations, community groups, government agencies and the public. Four open houses have been held in the area to solicit input on the Plan.

A copy of the draft Burns Lake Rural and Francois Lake (North Shore) Rural OCP and associated maps are available on the Regional District's website ([www.rdbn.bc.ca](http://www.rdbn.bc.ca)) or paper copies of the OCP can be viewed at the Regional District office in Burns Lake.

Public input regarding the content of the Plan will be received until the close of the formal Public Hearing on the Plan, which is expected to occur in January 2017. Please look for notice of the Public Hearing on our web page, and in the Lakes District News.



## Zoning Bylaw Re-Write

The Regional District Planning Department is in the process of doing a comprehensive review of Zoning Bylaw No. 700, 1993. It is important to keep the Zoning Bylaw relevant and updated to reflect changes in provincial legislation and to address new anticipated land uses. It is also an opportunity to improve wording clarity, improve certainty regarding intent, and amend select regulations to increase the bylaw's effectiveness and to make the bylaw more user-

friendly.

Public engagement is an important part of the process. The Planning Department will be hosting information meetings this winter to provide opportunities for public information and input. Stay informed by watching the RDBN website [www.rdbn.bc.ca](http://www.rdbn.bc.ca) for updates on the zoning bylaw review process and check your local newspaper for advertisements of public meetings.



## Energy Saving Tips for the Holidays

- Switch to LED Christmas lights. LED lights use 90% less energy than regular Christmas lights;
- Limit the time Christmas lights are on. Turn them on only when it's dark out and turn them off before you go to bed;
- When you go shopping for holiday gifts and groceries, bring your own bags with you;
- Try to buy gifts with minimal packaging;
- Buy gifts that don't use electricity or batteries
- Use recycled materials to make decorations instead of purchasing new ones;
- Turn down the heat when you are cooking in the kitchen. All of that extra heat from the stove and oven will be more than enough to keep you warm!

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## Connecting Consumers and Producers

There is a growing movement in our region towards eating locally produced food. Supporting our local producers keeps our money in our communities. For three years now the Connecting Consumers and Producers project has promoted local food producers and provided resources to

consumers on eating locally produced food all year round.

Thank you to all who have supported this project and continue to support our local producers.

To download the Agriculture Brochure click [here](#).



### WIN 1 OF 4 GOPRO HERO4 SESSIONS!

Find your adventure with the Bulkley-Nechako Discovery App. Take a picture on your adventure. Upload your photo with #visitbulkleynechako and enter to WIN!



Contest details at [visitbulkleynechako.ca](http://visitbulkleynechako.ca)

### EXPLORE THE Bulkley-Nechako

Find an adventure in your own backyard using the Bulkley-Nechako Discovery App!

FIND YOUR ADVENTURE @  
[VisitBulkleyNechako.ca/discovery](http://VisitBulkleyNechako.ca/discovery)

OVER 33,000 VISITORS CONSIDER US A DESTINATION!

### Advertise for **FREE** in the Bulkley-Nechako Directory

#### Why should I be listed?

More people than ever are using the internet as a source of information. With so many places to list your business it is difficult to know what is the most effective site. The Bulkley-Nechako Directory has many benefits:

- ◆ It is **FREE** to list and advertise your business
- ◆ The Regional District of Bulkley-Nechako promotes the directory to industry thereby helping make business connections for you
- ◆ Sends traffic to your website through links in the listing
- ◆ The user directed site allows you to personalize your listing, add photos and your company logo
- ◆ You control the content of your listing

How do I find the Bulkley-Nechako Directory? [directory.rdbn.bc.ca](http://directory.rdbn.bc.ca)

Links to the Directory are on the following RDBN websites:

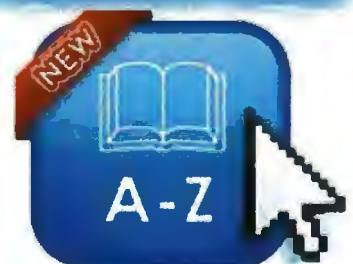
[www.rdbn.bc.ca](http://www.rdbn.bc.ca)   [opportunities.rdbn.bc.ca](http://opportunities.rdbn.bc.ca)   [visitbulkleynechako.ca](http://visitbulkleynechako.ca)

#### Need Assistance?

RDBN contact:

Deneve Vanderwolf—Email: [deneve.vanderwolf@rdbn.bc.ca](mailto:deneve.vanderwolf@rdbn.bc.ca) -  
Phone: 250-692-3195

## BUSINESS DIRECTORY



## Federal Gas Tax Funds at Work in the Region

Numerous projects were undertaken in the region this year with the assistance of Federal Gas Tax Funds, including:

Electoral Area 'A', Smithers Rural - Energy Efficient LED Lighting and Boiler replacements at the BV Aquatic Centre; Rebuilding of the Chandler Park Soccer Fields; Upgrades to the Outdoor Rink in Telkwa; Roof and insulation upgrade at the BV Legion; and Roofing upgrades at the BV Child Development Centre.

Electoral Area 'B', Burns Lake Rural - Rose Lake Hall upgrades; and New Freon Plant at the Village of Burns Lake Ice Arena.

Electoral Area 'B', Burns Lake Rural and Area 'E', Francois-Ootsa Rural combined - Fall Fairgrounds Lagoon improvements; and Resurfacing the runway at the Baker Airport.

Electoral Area 'C', Fort St. James Rural - Replaced the inefficient furnace at the Stuart Lake Seniors Centre; Groomer building at the Murray Ridge Ski Hill; Purchased a new projector for the District of Fort St James; and committed funds to the Pope Mountain Arts building

renovations.

Electoral Area 'F', Vanderhoof Rural - Cluculz Lake Hall renovations.

Electoral Area 'G', Houston Rural and Area 'B', Burns Lake Rural combined - Topley Fire Hall Energy Efficiency Upgrades.

For more information on the RDBN's Federal Gas Tax program, please contact Kristi Rensby, Finance/Administration Coordinator, or check out our website at [www.rdbn.bc.ca](http://www.rdbn.bc.ca).



The RDBN has a grant writer on staff who works with not-for-profit organizations in the region to source money for:

- \* Capital Projects
- \* Operating Expenses
- \* Program Costs



To get started, fill out the

Request for Assistance Form under the Assistance for Non-profit Societies section on our website

[rdbn.bc.ca/economicdevelopment](http://rdbn.bc.ca/economicdevelopment)

### Have You Inspected Your Heating System?

Before winter sets in make sure your heating system is in good working order:

- \* Replace filters;
- \* Clean the air ducts;
- \* Ensure warm and cold intakes are unblocked;
- \* Check for signs of deterioration;
- \* Clean chimney;
- \* Remove excess ashes;
- \* Ensure area around furnace is free of clutter;
- \* Consult a professional if unsure how to check if your furnace is running efficiently.



### Winter Driving Tips

- Know the road conditions - call 1-800-550-4997 or visit [www.drivebc.ca](http://www.drivebc.ca).
- Keep a filled sandbag in your trunk for added traction on slippery roads.
- Have a cell phone in the car.
- Keep a shovel, emergency blanket, flares, 1st Aid Kit and some water and non-perishable snacks in your trunk.
- Make sure your windshield wipers are in good condition and your windshield washer reservoir is full.
- Keep your gas tank full or as close to full as possible.
- Make sure your rear-window defroster works.
- Clean snow and ice off your car entirely!
- Drive more **SLOWLY** than usual during winter conditions - even if it is sunny, you may not notice occasional patches of black ice.
- Pull over where safe to use your cell phone or mobile device.



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## Regional District of Bulkley-Nechako Board of Directors

### Municipalities

#### Town of Smithers

- Mayor Taylor Bachrach

#### Village of Telkwa

- Mayor Darcy Repen

#### District of Houston

- Mayor Shane Brien

#### Village of Granisle

- Councillor Thomas

#### Liversidge

#### Village of Burns Lake

- Acting Mayor John Illes

#### Village of Fraser Lake

- Mayor Dwayne Lindstrom

#### District of Fort St. James

- Mayor Rob MacDougall

#### District of Vanderhoof

- Mayor Gerry Thiessen

### Electoral Areas

#### A - Smithers Rural

- Director Mark Fisher

#### B - Burns Lake Rural

- Director Bill Miller

#### C - Fort St. James Rural

- Director Tom Greenaway

#### D - Fraser Lake Rural

- Director Mark Parker

#### E - Francois/Ootsa Lake Rural

- Director Eileen Benedict

#### F - Vanderhoof Rural

- Director Jerry Petersen

#### G - Houston Rural

- Director Rob Newell

## Questions & Comments:

**Mail:** P.O. Box 820  
Burns Lake, B.C. V0J  
1E0

**Phone:** 250-692-  
3195

**Toll Free:** 1-800-320-  
3339

**Fax:** 250-692-3305

**Email:** [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca)

### Websites:

[www.rdbn.bc.ca](http://www.rdbn.bc.ca)  
opportunities.rdbn.bc.ca

[www.visitbulkleynechako.com](http://www.visitbulkleynechako.com)

## Highlights of 2016:

- 2017 to 2021 Financial Plan;
- 2017 Hospital District Budget;
- B.C. Assessment Tax Code Audit;
- Continuing partnership with the Northwest Invasive Plant Council to manage invasive plants in the Region;
- Reopening reuse sheds;
- Backyard composting promotion program - very popular for the third year!;
- Recycling depots continue to provide recycling opportunities for residents;
- Phase 3 development work continued at the Knockholt Sub-Regional Landfill;
- Cardboard ban successfully implemented;
- Grant application underway for the Canada/BC Clean water/Wastewater Fund for the Fort Fraser Infrastructure Improvement Project;
- Completed the Rural Fire Department Standard Operating Guidelines;
- Renewed Rural Fire Protection, Recreation, and Culture Agreement;
- Renewal of the Fort St. James Fire department Agreement for Luck Bay;
- Maintained training of Rural Fire Departments;
- Facilitated training for ESS Volunteers throughout region;
- ESS agreement with Town of Smithers;
- Participated in and organized the Northern Emergency Support Services Training Weekend;
- Completed Household Emergency Preparedness guidebook for distribution;
- Completed Social Media Communication Emergency Plan;
- Held Annual Seasonal Preparedness Meeting with Emergency Event Stakeholders;
- Started new work on the Emergency Plan;
- Maintained and Updated Emergency Contacts for the region;
- Developed Social Media pages for information distribution;
- Host EMBC sponsored EOC training for staff;
- Updated and re-stocked ESS reception centre kits in preparation for an emergency event;
- Renewal of 9-1-1 agreements with First Nations
- Annual 9-1-1 K-1 School Presentations;
- E-Comm Text to 9-1-1 made available for the "Deaf, Hard of Hearing and Speech Impaired community";
- Facilitated OH&S meetings with department representatives and upheld to WCB standards;
- Sent staff for workplace first aid training;
- ShakeOut 2016;
- Lakes District Airport Referendum;
- Highway 16 Transit Service;
- Agriculture Forum;
- Smithers and Area Victims Services Alternative Approval Process;
- Northern Health Authority Steering Committee for Fort St. James Primary Care Facility;
- Northwest BC Resource Benefits Alliance - Fair Share;
- Internet/Cell Phone Connectivity;
- Community to Community Forum for First Nations and Community Leaders;
- New Service Implementation—Fort St. James Seniors Helping Seniors;
- Established Chinook Comfor Ltd and Chinook Comfor Ltd. Partnership, Profit Sharing Agreement between Village of Burns Lake and Regional District of Bulkley-Nechako;
- Transition to New Chief Administrative Officer;
- Transition to New Chief Financial Officer.



## Regional District of Bulkley-Nechako Memo – Board Agenda November 24, 2016

**To:** Chair Miller and the Board of Directors  
**From:** Roxanne Shepherd, Chief Financial Officer  
**Date:** November 15, 2016  
**Re:** Quarterly Financial Report – September 30, 2016

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Attached are the consolidated financial statements for the nine months ending September 30, 2016, which show a year to date surplus of \$2,750,704 compared with budget. This results from a combination of timing, where expenditures anticipated in the third quarter were spent in the fourth quarter, unspent contingencies and other deferred projects. The surplus for the full year is likely to be less.

Also attached is a colour coded summary report showing the expenses for region wide and regional rural services. In addition, each electoral area and municipal Director has been provided with a custom report that also includes the sub-regional and local services in which that jurisdiction participates.

As with previous budget reports, green indicates within budget, yellow indicates over budget by less than \$2,000 and red indicated over budget by more than \$2,000.

In the current report, Rural Government expenditures is shown as red because Federal Gas Tax projects funded year to date are more than anticipated. This is offset by revenue, transfers from the Gas Tax Reserve in the same amount.

All services are within budget at the end of the third quarter. However, there are certain expense line items within service budgets that are considerably over budget and not likely to self-correct in the fourth quarter:

- Chinook Community Forest legal fees (\$17,302). Higher than anticipated legal fees to get the service running. These fees will be deducted from revenues in future years and will therefore not affect taxation.
- EOC expenditures (\$3,509) not reimbursed by EMBC, including employee benefits, overtime, and advertising outside of the task number.

There is also a revenue line item that is likely to come in considerably under budget. Within the 911 service budget, Telus user fees revenue was budgeted at \$138,000 for 2016 and is projected to come in at approximately \$128,000. This is likely due to the use of more cell phones and less land lines and 911 fees are only collected for land lines.

The full detailed departmental financial statements are available on request.



Also attached as Schedule 1 is a listing of our capital reserves at September 30, 2016 totalling about \$7.8 million; and Schedule 2 is a listing of our debenture debt at September 30, 2016 totalling \$1.98 million.

I would be pleased to answer any questions.

*RShepherd*

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated November 15, 2016 regarding the Quarterly Financial Report for the nine months ended September 30, 2016 be received.



# Regional District of Bulkley-Nechako

## Income Statement

As of September 30, 2016

### Department \* Consolidated Departments

Acct	Revenue	Current Month	Year To Date	Year To Date Budget	Variance From Budget	Annual Budget
400001	Taxation & Service Agreement	1.418	37.479	38.700	(1.221)	38.729
400003	Parcel Taxes	0	112.699	112.699	0	112.699
400004	Electoral Area Taxation	0	5,354.047	5,354.535	(7.488)	5,354.535
400005	Municipal Taxation	0	3,525.142	3,525.138	4	3,525.138
410001	Investment Revenue	4.096	15.760	13.125	2.635	17.500
420001	Transfer from Capital Reserve	0	0	187.400	(187.400)	305.091
420003	Transfer from Vehicle Reserve	0	0	62.000	(62.000)	62.000
420009	Transfer from Plotter Reserve	0	0	34.000	(34.000)	34.000
420010	Transfer from Landfill Closure Res	0	0	0	0	125.000
420011	Transfer from Landfill Phase Dev	0	0	0	0	420.000
420099	Transfer from Federal Gas Tax	327.320	526.388	525.000	1.388	770.000
430002	Interim Financing	0	366.348	377.500	(11.152)	377.500
430003	Debenture Issue - Waste Haulin	0	0	1,078.456	(1,078.456)	1,078.456
441001	Donations Received	0	52.940	171.246	(118.306)	171.246
442001	Federal Gas Tax Revenue	0	440.440	419.350	21.090	838.699
442101	Other Grant Revenue	0	10,000	225.000	(215.000)	857.000
443001	Province of BC Admin Grant	0	182.822	185.000	(2.178)	185.000
445001	NDI Grants	0	0	0	0	58.000
446001	Grants in Lieu of Taxes	0	20.709	65.766	(45.057)	68.366
446002	Grants in Lieu of Alcan Taxes	0	0	0	0	830.312
449001	PEP Emerg. Expense Reimburse	0	24.412	225.000	(200.588)	300.000
449015	Grants for Economic Dev. Projects	6.000	25.766	185.571	(159.805)	247.428
450001	Fees Collected	9.910	55.616	62.000	(6.384)	81.525
450002	Fees Collected	465	47.681	68.916	(21.235)	69.103
450003	Metal Recycling Recovery	0	32.312	15.600	16.712	25.000
450004	Paint & Solvent Recovery	965	7.505	7.500	5	10.000
450005	Ozone Revenue	2.560	15.047	9.000	6.047	12.000
450006	Contaminated Soil Disposal	0	0	3.750	(3.750)	5.000
450007	Specified Risk Material Waste	0	495	750	(255)	1.000
450008	Construction & Demolition Waste	12.784	104.610	164.063	(59.452)	218.750
450009	Battery Recovery	4.666	8.223	9.000	(777)	12.000
450020	Telus User Fees	10.525	86.785	103.500	(16.715)	138.000
451001	Cost Sharing Municipalities	0	51.670	51.670	0	108.340
452001	Recycling Revenue - Houston	206	1.661	0	1.661	0
460001	Administration Recovery	1.452	23.493	22.779	715	26.942
460002	Office Equipment Charge Out	0	0	0	0	10.000
460003	Admin Building Replacement Char	0	0	0	0	15.000
470001	Houston Debt Repayment	0	53.318	53.318	0	164.435
470002	Smithers Debt Repayment	0	189.570	189.570	0	244.560
470003	Burns Lake Dept Repayment	0	3.820	3.820	0	19.702
470004	Fort St. James Debt Repayment	0	23.051	23.051	0	29.774
470005	Fraser Lake Debt Repayment	0	3.500	3.500	0	23.220
480001	Miscellaneous Revenue	2.797	88.768	98.635	(9.867)	123.635
490001	Transfer from Equity in TCA	0	0	0	0	1,003.300
499999	Prior Year's Surplus	0	2,328.173	2,333.752	(5.579)	2,333.752
	<b>Revenue total</b>	<b>\$385,164</b>	<b>\$13,813,251</b>	<b>\$16,009,659</b>	<b>(\$2,196,408)</b>	<b>\$20,451,737</b>
	<b>Expenses</b>					
600101	Director's Remuneration	24.312	223.518	249.568	26.050	332.690
600102	UBCM Director's Remuneration	1,014	1,014	8,645	7,631	8,645
600103	NCLGA Director's Remuneration	0	3,852	5,763	1,911	5,763
600104	FCM Remuneration	0	0	2,470	2,470	2,470
600105	Director's Remuneration - Minerals	0	608	5,558	4,950	5,558
600106	Minerals Roundup Remuneration	0	1,014	1,647	633	1,647
600107	EA Director's Forum - Remuneratio	0	1,723	1,441	(282)	1,441
600108	Meetings with Ministers	0	0	1,235	1,235	1,235
600110	Northwest Resource B A Remuner	203	304	3,705	3,401	4,940
600197	Director's Accident Insurance	0	1,364	1,364	0	1,364
600198	Director's Insurance	(241)	0	0	0	0
600199	Directors' CPP Matching	508	4,631	4,875	244	6,500
600201	Director's Travel	2,997	38,040	51,719	13,680	68,959
600202	UBCM Director's Travel	0	8.164	31.516	23.352	31.516
600203	NCLGA Director's Travel	0	8.613	15.560	6.947	15.560
600204	FCM Travel	0	0	6.510	6.510	6,510
600205	Director's Travel - Minerals North	0	1,358	7,395	6,037	7,395
600206	Minerals Roundup Travel	0	2,263	6,100	3,837	6,100
600207	Electoral Area Directors Meeting T	0	3,620	2,360	(1,260)	2,360
600208	Meetings with Ministers - Travel	0	0	1,900	1,900	1,900
600210	NWRBA TRAVEL	168	168	8,320	8,152	8,320
601001	Salaries	164,208	1,505,978	1,568,992	63,014	2,091,989
601002	Election Officials Wages	84,844	716,441	740,212	23,770	986,949
601101	Employee Benefits	30,766	289,705	598,325	308,620	797,766
601102	Accident Insurance	178	2,822	3,450	628	3,450
601103	Employee WCB Premiums	3,422	32,829	0	(32,829)	0

601104	Employee MPP Benefits	22.441	196.067	0	(196.067)	0
601201	Accrued Overtime	6.182	47.991	61.748	13.756	82.330
601205	Allocation of Staff Costs fr Gen Go	0	0	0	0	(1)
601207	Central Training Costs	0	0	0	0	625
601208	Training, Assessment & Governan	0	0	0	0	23.526
601209	RDBN Administration	0	0	0	0	7.637
601301	Staff Education	10.398	32.790	66.980	34.190	88.690
601401	Staff Travel	7.323	61.632	75.093	13.461	99.390
601501	Staff Functions	99	504	1.875	1.371	2.500
601701	Hiring Expense	2.064	23.694	24.500	806	28.000
601801	Association Dues	250	35.783	38.091	2.308	38.341
601901	Safety Program	688	3.879	5.709	1.830	7.244
602001	Utilities	8.713	110.642	132.944	22.302	177.763
603001	Administration Costs	0	0	15.000	15.000	20.000
603002	Office Cleaning	1.968	18.443	18.743	300	24.990
603004	Maintenance of Water Diversion	0	3.116	14.660	11.544	19.547
603005	Repairs of Map Copier	0	0	750	750	1.000
603006	Pump & Maintain Holding Tanks	0	0	375	375	500
603008	Repairs and Maintenance	13.441	62.921	136.809	73.888	182.246
603009	Parking Costs	150	1.350	1.350	0	1.800
603100	Equipment Repairs	0	26	0	(26)	0
603101	Equipment Maintenance	3.129	39.022	40.425	1.403	53.900
603103	Equipment Servicing	0	379	750	371	1.000
603201	Skidsteer Tires	0	25.960	44.000	18.040	56.000
603301	Intermediate Closure	(655)	2.713	0	(2.713)	0
603401	Final Closure	0	0	25.000	25.000	25.000
603402	Closeout Cost Conting.	0	0	9.375	9.375	12.500
603501	Post Closure	56	119	70.000	69.881	70.000
603601	Site Maintenance	5.942	72.081	51.000	(21.081)	68.000
603602	Clearview Access Road Main.	0	26.990	36.250	9.261	40.000
603604	Tire Removal - Site	0	0	375	375	500
603701	Truck Maintenance WWH	4.448	49.159	68.175	19.016	90.900
603702	Trailer Maintenance WWH	224	13.806	28.845	15.040	38.460
604001	Computer Network	1.582	37.215	76.411	39.196	95.644
604002	Central Computer Network	2.678	47.393	51.017	3.624	68.023
604004	Website Upgrades	0	1.710	2.775	1.065	3.700
604011	Website Maintenance & Upgrades	495	7.198	7.097	(101)	9.463
604012	Central Website Maintenance	270	4.817	9.488	4.670	12.650
604021	Website Content	23	2.880	20.370	17.490	27.160
605001	Feasibility Studies	0	1.704	17.582	15.878	17.582
605005	Waste Hauling - Southside	3.726	26.571	24.000	(2.571)	32.000
605006	Contribution to NW Invasive	7.743	26.485	23.000	(3.485)	43.500
605007	Board of Variance	0	0	900	900	1.200
605101	Equipment Fuel	3.038	58.568	123.750	65.182	165.000
605102	Truck Fuel (WWH)	8.050	74.678	111.675	36.997	148.900
605103	Lagoon Operations	250	2.770	5.513	2.743	7.351
605201	Contract Operations	22.200	93.330	103.280	9.950	122.280
605299	Consulting Fees	18.664	34.234	338.441	304.208	401.255
605301	Environmental Monitoring	12.748	32.883	39.563	6.680	52.750
605604	Line Flushing	0	0	5.000	5.000	5.000
605703	Fraser Lake Recycling	2.720	29.989	37.500	7.511	50.000
605704	Burns Lake Recycling	4.776	43.826	221.429	177.604	295.239
605705	Smithers Recycling	70	41.125	93.163	52.037	124.217
605706	Houston Recycling	10.921	56.636	56.250	(386)	75.000
605707	Vanderhoof Recycling	7.704	66.257	104.004	37.747	138.672
605708	Ft. St. James Recycling	1.249	17.929	74.606	56.677	99.474
605709	Granisle Recycling	340	1.622	31.411	29.789	41.881
605710	Telkwa Recycling	70	4.211	47.912	43.701	63.883
605720	Ozone Removal Charges	0	7.368	10.500	3.132	14.000
605730	5 R's Initiatives	0	15.159	9.375	(5.784)	12.500
605798	Recycling - Other	0	1.000	2.500	1.500	2.500
605801	Emergency Expenses	0	21.420	225.000	203.581	300.000
605810	Emergency Volunteer Program	415	11.520	14.000	2.480	14.000
605811	NESST Emerg Vol Pram	0	16.883	15.000	(1.883)	15.000
605999	Project Contingency	0	3.803	173.885	170.082	231.843
606001	Communications	4.881	44.576	49.242	4.667	65.490
606002	Newsletters	0	0	187	187	250
606003	Advertising	745	30.637	46.651	16.014	57.322
606004	Promotional Materials	31	1.023	6.875	5.852	9.000
606007	Local Trade Shows	0	0	750	750	1.000
606008	Public Education	0	0	5.213	5.213	6.950
606009	Sponsorship	5.000	14.050	26.000	11.950	33.250
606010	Kindergarten/Grade 1 Program	0	3.959	4.200	241	4.200
607001	Legal Expense	5.759	57.037	61.000	3.963	77.500
607002	Audit	0	400	400	0	19.000
607003	Title Searches	0	1.600	2.812	1.212	3.750
608001	Property Insurance	0	43.522	43.385	(137)	43.385
608002	Liability Insurance	0	87.394	88.300	906	88.300
608003	Vehicle Insurance	315	28.646	30.213	1.567	30.213
608004	Permits & Fees	0	457	2.458	2.001	2.983
609001	Supplies	4.539	37.550	53.970	16.420	70.060
609002	Central Supplies Costs	1.780	10.991	11.625	634	15.500
609003	Copying Costs	1.438	22.376	21.000	(1.376)	28.000
609005	Admin Building Replacement Char	0	0	14.608	14.608	14.999
609006	Office Equipment Charge	0	0	0	0	9.997
609011	Supplies - Meetings	924	14.267	24.575	10.308	32.700
611001	Repayment of Referendum Costs	0	11.636	13.441	1.805	13.441
612101	Grant in Aid - Area "A"	171	16.571	64.419	47.848	85.892



612102	Grant in Aid - Area "B"	0	8.200	27.364	19.164	36.485	
612103	Grant in Aid - Area "C"	0	11.100	19.346	8.246	25.794	
612104	Grant in Aid - Area "D"	600	4.300	31.732	27.432	42.310	
612105	Grant in Aid - Area "E"	6.532	9.732	48.713	38.981	64.950	
612106	Grant in Aid - Area "F"	0	40.700	50.810	10.110	67.747	
612107	Grant in Aid - Area "G"	0	5.200	12.017	6.817	16.022	
612201	Annual Grants	325.996	1.074.024	2.295.899	1.221.875	2.295.899	
612202	Annual Grant VoT	0	12.000	12.000	0	12.000	
612203	BV Museum & Hist Soc Annual Gr	0	19.504	19.504	0	19.504	
612204	BV Arts Council Annual Grant	0	1.099	1.099	0	1.099	
612205	Annual Grant to Smithers Art Galle	0	8.791	8.791	0	8.791	
612220	Monthly Grant	107.186	964.678	964.678	0	1.286.237	
612240	Annual Contract VBL Info Center	0	15.675	71.819	56.144	71.819	
612241	Annual Grant VBL for EDO	0	0	66.500	66.500	66.500	
612250	Annual Contract VBL Rural Fire	0	556.246	556.246	0	556.246	
612260	Other Grant Expenditures	0	10.000	75.000	65.000	100.000	
612290	Buy In Fee/ Household	0	5.956	5.956	0	5.956	
612301	Federal Gas Tax Expenditures - U	313.162	512.313	525.000	12.687	700.000	
612801	Special Projects	0	7.632	166.807	159.175	222.410	
612803	First Nations Dialogue	0	3.590	7.500	3.910	10.000	
612805	Stage 1 Review of SWMP	0	0	50.000	50.000	50.000	
612807	Carbon Emissions Reduction Initiat	0	0	58.500	58.500	78.000	
617501	PSAP/RCMP COSTS	0	48.840	50.000	1.160	50.000	
617502	FOCC Operating Costs	0	145.572	145.000	(572)	145.000	
617504	CAD/RMS Licence	0	2.378	2.500	122	2.500	
621208	Costs Allocated to Rural Fire Dept	0	0	0	0	(31.423)	
622001	Allocated Building Occupancy Cost	0	0	0	0	1	
624002	Allocated Computer Network Costs	0	0	0	0	(1)	
629002	Allocated Central Supplies Cost	0	0	0	0	1	
770100	A.P.C. - General	0	199	2.250	2.051	3.000	
779999	Miscellaneous Expense	0	4.517	49.459	44.942	65.278	
780001	Capital Expenditures	9.694	620.383	1.208.992	588.609	1.242.706	
780101	Amortization Expense	0	0	0	0	1.003.300	
781001	Contribute to Capital Reserve	0	568.356	568.356	0	568.356	
781003	Contribute to Vehicle Reserve	0	58.002	58.002	0	58.002	
781004	Contribute to Insurance Res.	0	9.268	9.268	0	9.268	
781005	Contribute to Election Reserve	0	7.500	7.500	0	7.500	
781009	Contribute to Equipment Res.	0	11.250	11.250	0	11.250	
781010	Contribute to Closure Reserve	0	90.000	90.000	0	90.000	
781011	Contr.to Landfill Cell Dev.Res	0	50.000	50.000	0	50.000	
781099	Contribute to Gas Tax Reserve	0	440.440	419.350	(21.090)	838.699	
782001	Interest & Bank Charges	143	6.020	8.250	2.230	11.000	
783001	Debenture Interest - MFA	433	167.720	170.436	2.716	343.380	
783002	Short Term Financing Interest	1.476	12.400	13.344	944	17.792	
784001	Debenture Principal - MFA	0	219.704	219.704	0	374.504	
784002	Repayment of Interim Financing	25.128	200.433	603.595	403.162	678.960	
785001	Debenture Issue Costs	0	0	0	0	6.455	
785002	Debenture Refund	0	6.869	75.000	68.131	100.000	
799999	Prior Year's Deficit	0	193	160	(33)	194	
<b>Total Expenses</b>			<b>\$1,324,901</b>	<b>\$10,835,756</b>	<b>\$15,782,867</b>	<b>\$4,947,111</b>	<b>\$20,451,755</b>
<b>Net Income</b>			<b>(\$939,737)</b>	<b>\$2,977,495</b>	<b>\$226,791</b>	<b>\$2,750,704</b>	<b>(\$18)</b>

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## Regional District of Bulkley-Nechako

### Departmental Expenses - Budget Variance

For the Month Ended September 30, 2016

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	253,379	311,671	58,292
1202	General Government - Administration	580,238	809,017	228,779
1203	General Government - Finance	331,499	394,948	63,449
1301	Feasibility Studies	12,309	18,707	6,398
2500	Economic Development	296,613	609,712	313,099
4301	Development Services	217,587	302,125	84,538
5000	Environmental Services	2,727,295	4,231,711	1,504,416
7501	911 Service	326,822	344,421	17,599
<b>Sub-total</b>		<b>\$4,745,742</b>	<b>\$7,022,312</b>	<b>\$2,276,570</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	98,708	163,519	64,811
1102	Rural Government - Administration	964,074	957,698	-6,376
1103	Grant In Aid	95,803	254,400	158,597
4101	Electoral Area Planning	181,146	208,999	27,853
4401	Building Numbering	5,038	7,130	2,092
4501	Unsightly Premises Regulatory Control	26,418	36,146	9,728
5901	Invasive Plant Control	33,280	36,044	2,764
7601	Emergency Preparedness Planning	135,066	305,487	170,421
7602	Eoc Expenditures	32,906	229,996	197,090
7603	Rural Fire Department Administration	51,082	55,686	4,604
<b>Sub-total</b>		<b>\$2,561,710</b>	<b>\$2,255,105</b>	<b>\$631,584</b>
<b>Totals</b>		<b>\$6,369,263</b>	<b>\$9,277,417</b>	<b>\$2,908,154</b>

**Regional District of Bulkley-Nechako****Capital Reserves****As at:****September 30, 2016**

Administration/Planning/Emerg Preparedness Vehicle	73,091
Administration Building	61,390
Administration Equipment	58,616
Building Inspection Vehicle	63,979
Env Services Vehicle Vehicle	80,058
Insurance	11,694
Landfill Closure & Post Closure	128,981
Landfill Phase Development	478,031
Map Plotter	36,415
Weed Vehicle	5,676
Houston Rural Fire Protection Equipment	13,895
Burns Lake Rural Fire Protection Equipment	48
Fort St. James Rural Fire Protection Equipment	69,908
Fort Fraser Rural Fire Protection Equipment	82,172
Telkwa Rural Fire Protection Equipment	31,968
Vanderhoof Rural Fire Protection Equipment	35,764
Southside Rural Fire Protection Equipment	71,286
Smithers Rural Fire Protection Equipment	117,614
Luck Bay Rural Fire Protection Equipment	9,164
Lakes District Airport Capital	164,043
Burns Lake Arena	163,046
Glacier Gulch Equipment	2,217
Bulkley Valley Pool Capital	832,445
Emergency Services Capital	41,921
911 Service	446,889
Fort Fraser Sewer Capital	131,461
Fort Fraser Water Capital	457,438
Rural Elections	44,347
Federal Gax Tax	4,095,773
	<u>7,809,329</u>

**Regional District of Bulkley-Nechako**  
**Outstanding Debt**  
**As at September 30, 2016**

	<u>Originally Borrowed</u>		<u>Year of Maturity</u>	<u>Interest Rate</u>		<u>Balance Outstanding</u>
	<u>Year</u>	<u>Issue</u>		<u>Amount</u>		
Environmental Services	2008	103	677,000	2018	4.65% Fixed	157,428
	2010	112	729,517	2020	3.73% Fixed	400,410
	2015	Loan	1,547,000	2020	1.38% Floating	1,247,093
			<u>2,953,517</u>			<u>1,804,931</u>
Burns Lake Arena	1999	71	200,000	2019	6.20% Fixed	56,222
			<u>200,000</u>			<u>56,222</u>
Luck Bay Rural Fire Protection	2006	97	125,000	2026	4.67% Fixed	74,602
	2010	112	10,000	2030	3.73% Fixed	8,181
			<u>135,000</u>			<u>82,783</u>
Fort Fraser Rural Fire Protection	2004	81	147,140	2019	5.30% Fixed	38,604
			<u>3,435,657</u>			<u>1,982,540</u>

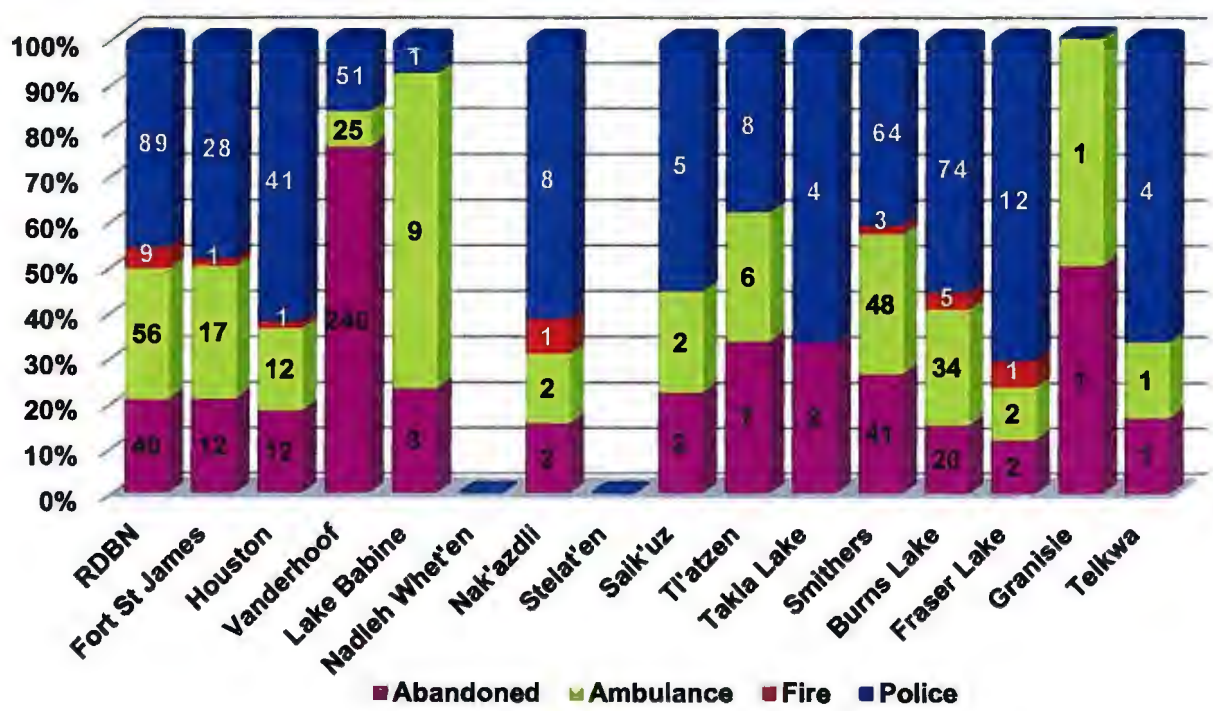


# Regional District of Bulkley-Nechako Memorandum November 10, 2016

To: Chair Miller and the Board of Directors  
From: Haley Jeffrey, Acting Protective Services Manager  
Date: November 10, 2016  
Regarding: Monthly 9-1-1 Call Report – October 2016

E-COMM received 1010 9-1-1 calls for the month of October 2016 from the Regional District of Bulkley-Nechako area. The charts below indicate the Total 9-1-1 calls received by Area and by Call Type.

October 2016  
Monthly 9-1-1 Call Summary  
By Area



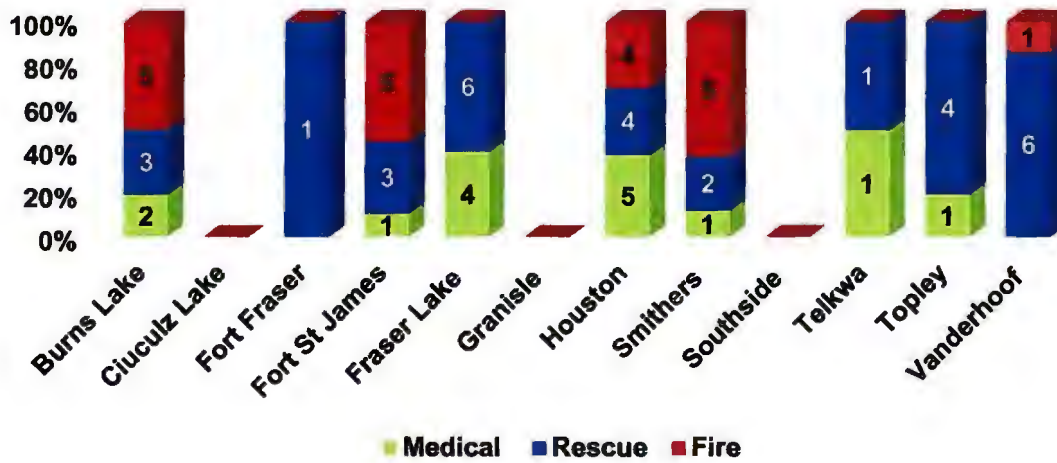
October 2016  
Monthly 9-1-1 Call Summary  
By Call Type



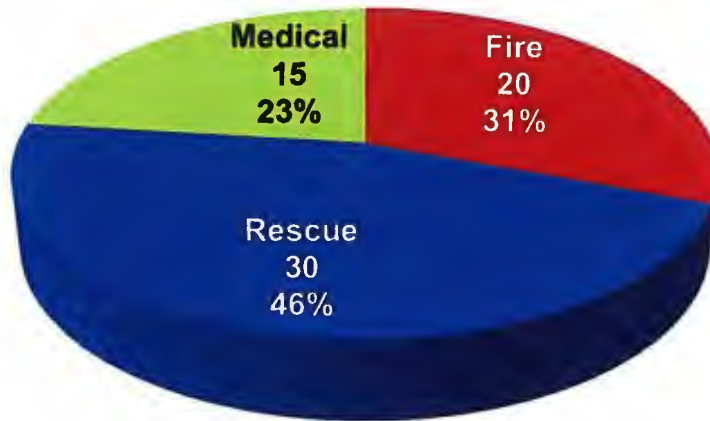
Re: Monthly 9-1-1 Call Report  
 Date: November 10, 2016  
 Page: 2

There were 65 calls down streamed to the Fire Operation Communication Centre from the Regional District of Bulkley-Nechako in October 2016. The charts below indicate the 9-1-1 calls received by Fire Department and by Call Type.

October 2016  
 Fire Department Call Summary  
 By Fire Department



October 2015  
 Fire Service Call Summary  
 By Call Type



**Recommendation**

**All /DIRECTORS/MAJORITY**

That the Board of Directors receive the memorandum titled "Monthly 9-1-1 Call Report" from Haley Jeffrey, Acting Protective Services Manager.



## Regional District of Bulkley-Nechako Board of Directors November 25, 2016

To: Chair Miller and the Board of Directors  
 From: Corrine Swenson, Manager of Regional Economic Development  
 Date: November 16, 2016  
 Regarding: Facebook Advertising Campaign

---

Currently, the RDBN has been promoting the region using Facebook. During the summer months the Regional Economic Development Department built up content on the Bulkley Nechako Opportunities Facebook Page. In October, Facebook Advertisements were purchased targeting those living in the lower mainland with a call to action taking the person to the opportunities website. Following are the results of the October advertisements.

**Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)

What does your weekend traffic look like? In the Bulkley-Nechako be on the water in 5 minutes and enjoy a stress free weekend.

**This could be your Traffic Jam in the Bulkley-Nechako**

**A World of Opportunities within our Region...**  
opportunities.rdbn.bc.ca. [Learn more](#)

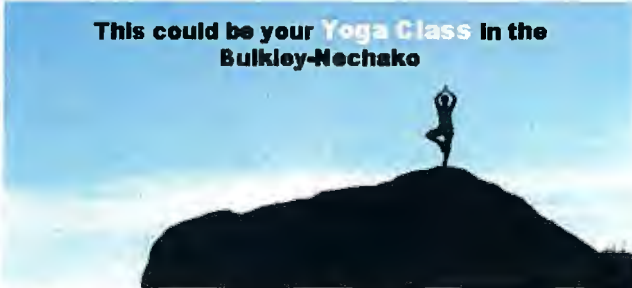
The statistics for this ad include:

- 17,463 People Reached
- 319 people clicked on the advertisement, resulting in a visit to the opportunities.rdbn.bc.ca website
- Cost of the ad campaign \$151
- Of those clicking on the ad and in order of highest clicks, the demographics were
  - females over the age of 65
  - females 55-64 years
  - males over the age of 65
  - males 55-64 years
  - males 18-24 years

**Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)

Where do you do yoga? In the Bulkley-Nechako your yoga routine can be as peaceful as you like.

**This could be your **Yoga Class** in the Bulkley-Nechako**



**A World of Opportunities within our Region...**  
opportunities.rdbn.bc.ca. [Learn more](#)

The statistics for this ad include:


- 28,389 People Reached
- 372 people clicked on the advertisement, resulting in a visit to the opportunities.rdbn.bc.ca website
- Cost of the ad campaign \$154
- Of those clicking on the ad and in order of highest clicks, the demographics were
  - females over the age of 65
  - males 18-24 years
  - females 55-64 years
  - females 18-24 years
  - males 55-64 years

Current November advertisements include:

**Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)


Where do you go for coffee? Are you able to relax? In the Bulkley-Nechako you can relax and drink your coffee.

**This could be your **Coffee Break** in the Bulkley-Nechako**




**A World of Opportunities within our Region...**  
opportunities.rdbn.bc.ca. [Learn more](#)



 **Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)

How much sun do you see in the winter? In the Bulkley-Nechako recreational activities are available in all seasons.



This could be your **Winter Sky** in the Bulkley-Nechako

**A World of Opportunities within our Region...**  
[opportunities.rdbn.bc.ca](http://opportunities.rdbn.bc.ca) [Learn more](#)

Future advertisements include:

 **Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)

With a thriving, well supported artist community, the Bulkley-Nechako is a great place to shop.



This could be your **Department Store** in the Bulkley-Nechako

**A World of Opportunities within our Region...**  
[opportunities.rdbn.bc.ca/](http://opportunities.rdbn.bc.ca/) [Learn more](#)

 **Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)

What kind of decisions do you need to make? In the Bulkley-Nechako your hardest decision could be....what fly should I use?



This could be how you make **Decisions** in the Bulkley-Nechako

**A World of Opportunities within our Region...**  
[opportunities.rdbn.bc.ca](http://opportunities.rdbn.bc.ca) [Learn more](#)

**Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)

What does your morning commute look like? In the Bulkley-Nechako your drive to work doesn't have to cause you stress.

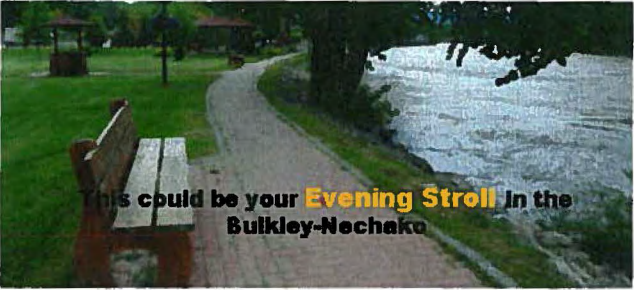


**This could be your Commute In the Bulkley-Nechako**

**A World of Opportunities within our Region...**  
opportunities.rdbn.bc.ca. [Learn more](#)

**Bulkley Nechako Opportunities**  
Sponsored [Like Page](#)

How close are you to nature? In the Bulkley-Nechako you will hear nature not traffic on your evening stroll.



**This could be your Evening Stroll In the Bulkley-Nechako**

**A World of Opportunities within our Region...**  
opportunities.rdbn.bc.ca. [Learn more](#)

I would be happy to answer questions.



RECOMMENDATION  
Receive

(All/Directors/Majority)

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**MEMORANDUM**

To: Chair Miller and Board of Directors (November 24, 2016)  
From: Janine Dougall  
Director of Environmental Services  
Date: October 27, 2016  
Subject: Berman Lake Regional Transfer Station Cost Sharing Agreement – Renewal

---

In the mid-1990s the Regional District of Bulkley-Nechako (RDBN) ceased operating a solid waste transfer station in the Cluculz Lake area. Closure of the facility resulted in the affected population utilizing the Regional District of Fraser-Fort George (RDFFG) operated landfill at Berman Lake. However, in 2000 the landfill facility at Berman Lake was closed and replaced with a transfer station.

In 2003, the RDBN entered into a three year cost sharing agreement with the RDFFG, which would allow residents in the Cluculz Lake area to utilize the Berman Lake Transfer Station. At the time, data indicated that two thirds of the residents in the Berman Lake Transfer Station service area were residents of the RDBN and, as such, the RDBN agreed to pay two-thirds (rounded to 66%) of the operating costs.

The cost sharing agreement was then renewed a number of times with the latest agreement expiring December 31, 2016. The annual cost for the last three years has been \$29,280.

The Regional District of Fraser-Fort George has requested a renewal of the cost sharing agreement for another three year term (January 1, 2017 to December 31, 2019) with a 5% increase in the annual contract value, which would increase the annual cost to \$30,744 (see attached letter for additional information).

RDBN staff have concluded that a 5% increase in annual contract value is a reasonable request and as such recommend moving forward with a renewal of the contract for an additional three year term.

**RECOMMENDATION**

(All/Directors/Majority)

1. That the RDBN Board of Directors receive the memorandum titled, "Berman Lake Regional Transfer Station Cost Sharing Agreement – Renewal" and dated October 27, 2016.
2. Further, that the RDBN Board of Directors enter into a three year cost sharing agreement (beginning January 1, 2017 and expiring December 31, 2019) with the Regional District of Fraser-Fort George for operation of the Berman Lake Regional Transfer Station for an annual cost of \$30,744.

Respectfully submitted,

Handwritten signature of Janine Dougall in blue ink.

Janine Dougall  
Director of Environmental Services



**REGIONAL DISTRICT  
of Fraser-Fort George**

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Head Office:  
155 George Street  
Prince George, BC  
V2L 1P8

Telephone:  
(250) 960-4400  
Long Distance  
from within  
the Regional District:  
1-800-667-1959

Fax: (250) 563-7520

<http://www.rdffg.bc.ca>

**Municipalities:**

McBride  
Mackenzie  
Prince George  
Valemount

**Electoral Areas:**

Chilako River-Nechako  
Crooked River-Parsnip  
Robson Valley-Canoe  
Salmon River-Lakes  
Tabor Lake-Stone Creek  
Willow River-Upper Fraser  
Woodpecker-Hixon

October 3, 2016

TRAN 19.0

RECEIVED

OCT 06 2016

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Janine Dougall  
Bulkley-Nechako Regional District  
PO Box 820  
Burns Lake BC V0J 1E0

Dear Ms. Dougall:

**Re: Renewal of Berman Lake Regional Transfer Station Cost Sharing Agreement**

This is to inform you that the cost sharing agreement for Berman Lake Regional Transfer Station will be expiring on December 31, 2016. The Regional District of Fraser-Fort George (RDFFG) has valued this agreement and looks forward to a renewal of this partnership.

For this agreement, the RDFFG will be looking at a 5% increase to the value in item number six of the current agreement. This is due to the increase in operating, transport and maintenance costs along with the increase of tipping fees over the contract duration and in 2017. Service upgrades have been implemented to the facility in 2016. This includes a fully fenced and gated site operated by a caretaker. The facility also provides recycling opportunity. The RDFFG hopes you find this as a fair rate increase. Also, the RDFFG is working towards a three-year commitment of the agreement, January 1, 2017 to December 31, 2019.

Please respond in writing at your earliest convenience so that we can have the agreement in place for the 2016 budget process.

Yours truly,

Petra Wildauer  
General Manager of Environmental Services

Telephone: 250-960-4400  
Facsimile: 250-562-8676  
Email: [pwildauer@rdffg.bc.ca](mailto:pwildauer@rdffg.bc.ca)



**165**  
**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**MEMORANDUM**



**To:** Chairperson Miller and Board of Directors (November 24, 2016)

**From:** Janine Dougall, Director of Environmental Services  
 Corrine Swenson, Manager of Regional Economic Development

**Date:** November 15, 2016

**Subject:** Canada-British Columbia Clean Water and Wastewater Fund - Application

---

The purpose of this memorandum is to follow-up on the memorandum brought to the Committee of the Whole on November 3, 2016 and to obtain the resolution required from the Board of Directors to submit an application to the Canada-British Columbia Clean Water and Wastewater Fund for the un-incorporated community of Fort Fraser.

**Project Title:** Fort Fraser Infrastructure Improvement Project

**Project Description:**

The primary purpose of the project is associated with replacing approximately 80% of the un-incorporated community of Fort Fraser’s water distribution system which was originally constructed in the early 1960’s using asbestos cement pipes and which is at or nearing its end of expected life.

The project will build off of studies previously completed, by moving forward with detailed design and construction of the entire water distribution replacement plan. To enable an in-depth review of the financial impact of utility services to the community, further asset management planning work will also be conducted for both the community water system and waste water collection and treatment system. In addition, the Water Conservation Plan for the community, which was originally completed in March 2009 will be updated.

**Project Financials - Detailed Design and Construction Project**

<i>Canada/BC (83%)</i>	\$3,138,735
<i>Fort Fraser (17%)</i>	
• Capital Reserves	\$576,889
• Borrowing (paid back over 5 years)	\$55,985
• Grant-In-Aid (Area “D”)	<u>\$10,000</u>
<i>Fort Fraser Sub-Total</i>	<u>\$642,874</u>
<b>TOTAL PROJECT COST</b>	<b>\$3,781,609</b>



**Fort Fraser Local Commission Resolutions:**

At the November 7, 2016 Fort Fraser Local Commission Meeting, the following recommendations were carried unanimously:

1. That the Fort Fraser Local Commission fully support the RDBN submitting an application to the Canada-British Columbia Clean Water and Wastewater Fund for the Fort Fraser Infrastructure Improvement Project.
2. Further, that the Fort Fraser Local Commission approve the contribution of the entire capital reserve currently available for the water system (as of 2016) as well as the capital reserve contributions planned for the 2017 and 2018 fiscal periods (total amount of \$576,889) towards the Fort Fraser Infrastructure Improvement Project.
3. Further, that the Fort Fraser Local Commission support an increase to the taxation limit for water services (Budget 6201) by 25% as allowed by the *Local Government Act*. This would increase the taxation limit for the service from \$62,500 to \$78,125.
4. Further, that the Fort Fraser Local Commission approve borrowing up to \$56,000 over a 5 year payback period to contribute towards the Fort Fraser Infrastructure Improvement Project.
5. That the Fort Fraser Local Commission endorse the Fort Fraser Water Conservation Plan (March 2009).

***RDBN Resolution Required:***

The application deadline for the Clean Water and Wastewater Fund is November 23, 2016. For the RDBN to submit the application a resolution will be required from the Board of Directors to contribute its share of the eligible project costs and all of the ineligible costs. At this time, the recommendation is being made that the RDBN Board pass the following resolutions:

THAT staff submit an application for grant funding application for the Fort Fraser Infrastructure Improvement Project through the Clean Water and Wastewater Fund; and

THAT the Regional District of Bulkley-Nechako supports the project and commits to its share (\$642,874) of the project and;

THAT this project could not proceed without program funding and;

THAT the full scope of this project would not otherwise have been undertaken in fiscal years 2016-17 or 2017-18.



**RECOMMENDATION**

**(All/Directors/Majority)**

That the Committee of the Whole receive the memorandum titled, "Canada-British Columbia Clean Water and Wastewater Fund - Application" and dated November 15, 2016.

1. THAT staff submit an application for grant funding application for the Fort Fraser Infrastructure Improvement Project through the Clean Water and Wastewater Fund; and
2. THAT the Regional District of Bulkley-Nechako supports the project and commits to its share (\$642,874) of the project and;
3. THAT this project could not proceed without program funding and;
4. THAT the full scope of this project would not otherwise have been undertaken in fiscal years 2016-17 or 2017-18.

Respectfully submitted,

Handwritten signature of Janine Dougall in blue ink.

Janine Dougall  
Director of Environmental Services

Handwritten signature of Corrine Swenson in blue ink.

Corrine Swenson  
Manager of Regional Economic Development



## APPLICATION SUMMARY

**Name of Applicants:** Dale Martens

**Electoral Area:** F

**Subject Property:** Lot 2, Section 23, Township 12, Range 5, Coast District, Plan PRP46487

**Location:** The subject property is located at 6549 Jones Road, 6 km northwest of the District of Vanderhoof.

### Proposal:

The purpose of this application is to allow the ±24 ha. subject property to be subdivided in two parcels for an additional family residence.

Proposed Lot 1 is approximately 8.8 ha. in size. The proposed Remainder Lot is approximately 16.2 ha. in size.

**O.C.P. Designation:** Agricultural (Ag) in Vanderhoof Rural Official Community Plan Bylaw No. 1517, 2009.

**Zoning:** Large Holdings (H2) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

**Existing Land Use:** Inactively farmed and forested.

### Agricultural Capability:

Based on Canada Land Inventory mapping:

83.5% of the Subject Property is  
 100% Class 6 limited by topography

9% of the property is classified as water

6.7% of the Subject Property is  
 Class 5 limited by cumulative factors

0.8% of the Subject Property is  
 100% Class 4 limited by adverse climate



- Class 4** Land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.
- Class 5** Land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and/or climate conditions severely limit capability.
- Class 6** Land is non-arable but is capable of producing native and or uncultivated perennial forage crops.

**Previous Applications:**

- No. 904** SW ¼ of Section 23, Township 12, Range 5, Coast District, lying north and east of Nechako River except HWY R/W Plan 41312 and 4311.

Subdivide the subject property into four 8 ha. parcels and one 6 ha. parcel. (1999).

Staff recommendation:	Approval for 4 lots
Regional Board recommendation:	Approval for 4 lots
A.L.C. Decision:	Approved for 3 lots

**Surrounding Applications:**

- No. 588** Frac. E ½ of the Frac. SE ¼ Section 22, Township 12, Range 5, Coast District. Application to subdivide into 5 lots (1984).

Staff recommendation:	No objections
Regional Board recommendation:	Denial
A.L.C. Decision:	Approved

- No. 653** Lot 6, Sections 22 and 23, Township 12, Range 5, Coast District, Plan 11547. Application to subdivide the subject property into 12 lots (1986).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

- No. 1008** Lot 6 Plan 11547 Sections 22 and 23 Township 12 Range 5 Coast District. Application to subdivide the property into four lots: one of ±2.2 ha (±5.4 acres), one of ±3.0 ha (±7.41 acres), and two of ±3.5 ha (±8.65 acres).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

- No. 950** Frac. NW ¼ of Section 14, Township 12, Range 5, Coast District Lying North and East of the Lower Nechako River. Application to subdivide the 33.4 ha (82 acre) parcel into one lot of 16 ha (39.5 acres) and one lot of 17.4 ha (43 acres) (2001).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

- No. 1002** Part NE ¼, Section 14, Township 12, Range 5, Coast District, portion lying north of the Nechako River. Application to subdivide a ±2 ha (±5 acre) parcel from the parent property under the Agricultural Land Commission's Homesite Severance Policy. The ±2 ha parcel would contain the owner's residence and the remainder of the parcel would contain the farm (2005).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

- No. 1002** Part NE ¼, Section 14, Township 12, Range 5, Coast District, portion lying north of the Nechako River. Application to subdivide a ±2 ha (±5 acre) parcel from the parent property under the Agricultural Land Commission's Homesite Severance Policy. The ±2 ha parcel would contain the owner's residence and the remainder of the parcel would contain the farm (2005).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

- No. 1175** SW 1/4 OF Section 24, Township 12, Range 5, Coast District, Except the N 1650 ft. & the W 66 ft. Application to subdivide the property into six parcels. Five parcels are proposed to be approximately 4 ha. in size, and one parcel is proposed to be 3.6 ha. in size (2015).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

- No. 891** That Part of the NE ¼ of Section 15, Township 12, Range 5, Coast District, Except Plan 1150. Application to subdivide the 33.3 ha. property into one lot of 25.3 ha. and one lot of 8 ha. (1997).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Denied

- No. 1139** That Part of the NE ¼ of Section 15, Township 12, Range 5, Coast District, Except Plan 1150. Obtain ALC approval to operate the existing sawmill as non-farm use (2013).

Staff recommendation:	Conditional Approval
Regional Board recommendation:	Conditional Approval
A.L.C. Decision:	Decision pending

**No. 900** SE ¼ Section 15, Township 12, Range 5, Coast District, Plan 41312. Application to subdivide a 1.6 ha. lot that is separated by Highway 27 leaving a 59.1 ha. remainder (1997).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Denied

**No. 566** N1/2 of Section 11, except Block A and the NW 1/4 of NW 1/4 of Section 11, Township 12, Range 15, Coast District. Application to exclude property from the ALR (1984).

Staff recommendation:	Denial
Regional Board recommendation:	Denied
A.L.C. Decision:	N/A

## REFERRAL COMMENTS

### Ministry of Agriculture

"Thank you for providing BC Ministry of Agriculture staff the opportunity to comment on the subdivision in the Agricultural Land Reserve (ALR) application from Dale Martens. I have reviewed the documents you have provided as well as other reference materials relating to the application. From an agricultural perspective I can provide the following comments for your consideration:

The parcel and immediate surrounds are in an area of predominantly Agricultural Capability Classes 6T (topographic limitations) and 4C (climatic limitations) with 6T being the majority of the parcel and 4C being located on the eastern edge of the parcel generally corresponding the area of the existing field; presence of the developed field also suggests capability higher than Class 6T. It should be noted that the maps I reviewed differed slightly from the map included on page 8 of the referral (CLI Agricultural Capability) as related to the presence of Class 4C lands on the eastern edge of the parcel and the lack of Class 5X on the parcel (but located on adjacent parcels).

Potential agricultural production in areas of Capability Class 6T would include forested grazing. It should also be noted that non-soil based agricultural production is allowed within the ALR and that topography can be a limitation for both soil based and non-soil based agriculture.

The parcel includes a number of soil types; soils in the Prairiedale and Berman associations are located on the eastern edge of the parcel. The combination of Prairiedale/Berman soils and Agricultural Capability Class 4C are most often associated with forage and coarse grain production. The small scale of the field and portion of the parcel in these categories is noted.

The previous comments by the Agricultural Land Commission (ALC) related to the topographical limitations and limited uses for agriculture as well as preference not to divide the existing field are noted.

The proposed subdivision bisects the existing field contrary to the earlier, listed, preference to avoid this action; the preference was noted above.

While the parcel has limitations related to agriculture, maintaining the full, contiguous extent of the existing field would maximize the agricultural potential of the parcel. A proposed subdivision that did not bisect the existing field and that resulted in one parcel completely composed of Class 6T could potentially have less impact on future agricultural uses.

The ALC has information available regarding "Residential Uses in ALR-Zone2", which can be accessed at [www.alc.gov.bc.ca/alc/content/legislation-regulation/alc-policies](http://www.alc.gov.bc.ca/alc/content/legislation-regulation/alc-policies). Additional information on topics such as siting for residential use can be found at [www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/strengthening-farming/local-government-bylaw-standards/840000-1\\_guide\\_for\\_bylaw\\_development\\_in\\_farming\\_areas.pdf](http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/strengthening-farming/local-government-bylaw-standards/840000-1_guide_for_bylaw_development_in_farming_areas.pdf)

If subdivision were to take place it is highly recommended that appropriate, lawful fences are established for all resulting parcels. This is an important step in agricultural areas and can be a key step in protecting both parcels and any owners/future owners from legal issues such as livestock being at large and reduces the potential for complaints and conflict. For more information on fencing requirements in rural areas please refer to Section 3 of the Trespass Act [www.bclaws.ca/civix/document/id/complete/statreg/96462\\_01](http://www.bclaws.ca/civix/document/id/complete/statreg/96462_01)

If subdivision were to occur without exclusion, the resulting parcels would remain in the ALR and continue to be subject to all pertinent regulations and policies. It is important that applicants/owners/purchasers be made aware that the parcels are located in an agricultural area and that many activities associated with the business of farming and ranching that may generate noise, dust, odours, or other disturbances. The Farm Practices Protection (Right to Farm) Act protects farmers right to farm provided they use normal farm practices."

#### **Area 'F' Advisory Planning Commission**

Will appear on supplemental agenda.

## **PLANNING DEPARTMENT COMMENTS**

### **Application History:**

As noted above, the property was the subject of a previous application (ALR File No. 904). This application proposed to subdivide the Section into 5 lots. The ALC allowed a three lot subdivision. The subject property is one of the three lots that were created. The ALC noted that the property had topographical limitations and that it has very limited use as agricultural land. The ALC concluded that the subject property (Lot 2) should be 23 ha. so it could be suitable for a hobby farm and the existing field would not be subdivided.

**Bylaws and Policies:**

The application area is zoned Large Holdings (H2). The minimum parcel size requirement for the H2 zone is 8 ha. Proposed Lot 1 and the Proposed Remainder Lot both meet this requirement.

The current OCP designation for the property is Agricultural. This designation is intended to preserve these lands for the purposes of farming and other related activities.

Section 3.1.2(6) of the OCP states that:

*Severances for small lot residential (other than home site severances approved by the Agricultural Land Commission), institutional, commercial or industrial development shall be avoided. However, Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may be supported if:*

- a) There is limited agricultural potential within the proposed area;*
- b) Soil conditions are not suitable for agriculture;*
- c) Neighbouring uses will not be compromised;*
- d) Adequate provisions for fencing are provided, where necessary;*
- e) There is a demonstrated need for the proposed development; and,*
- f) The application is in the best interest of the local community.*

A guiding policy under RDBN's Agricultural Plan is to maintain appropriately large parcel sizes and to keep smaller parcel residential development away from farming areas. This policy helps preserve the integrity of agricultural lands and minimizes conflict between agriculture and non-agriculture uses. The Agriculture Plan recommends that:

*The RDBN should continue with its efforts to protect and preserve farm land and soil having capability for agricultural purposes through the restriction of subdivision, and limited encroachment of non-farm uses.*

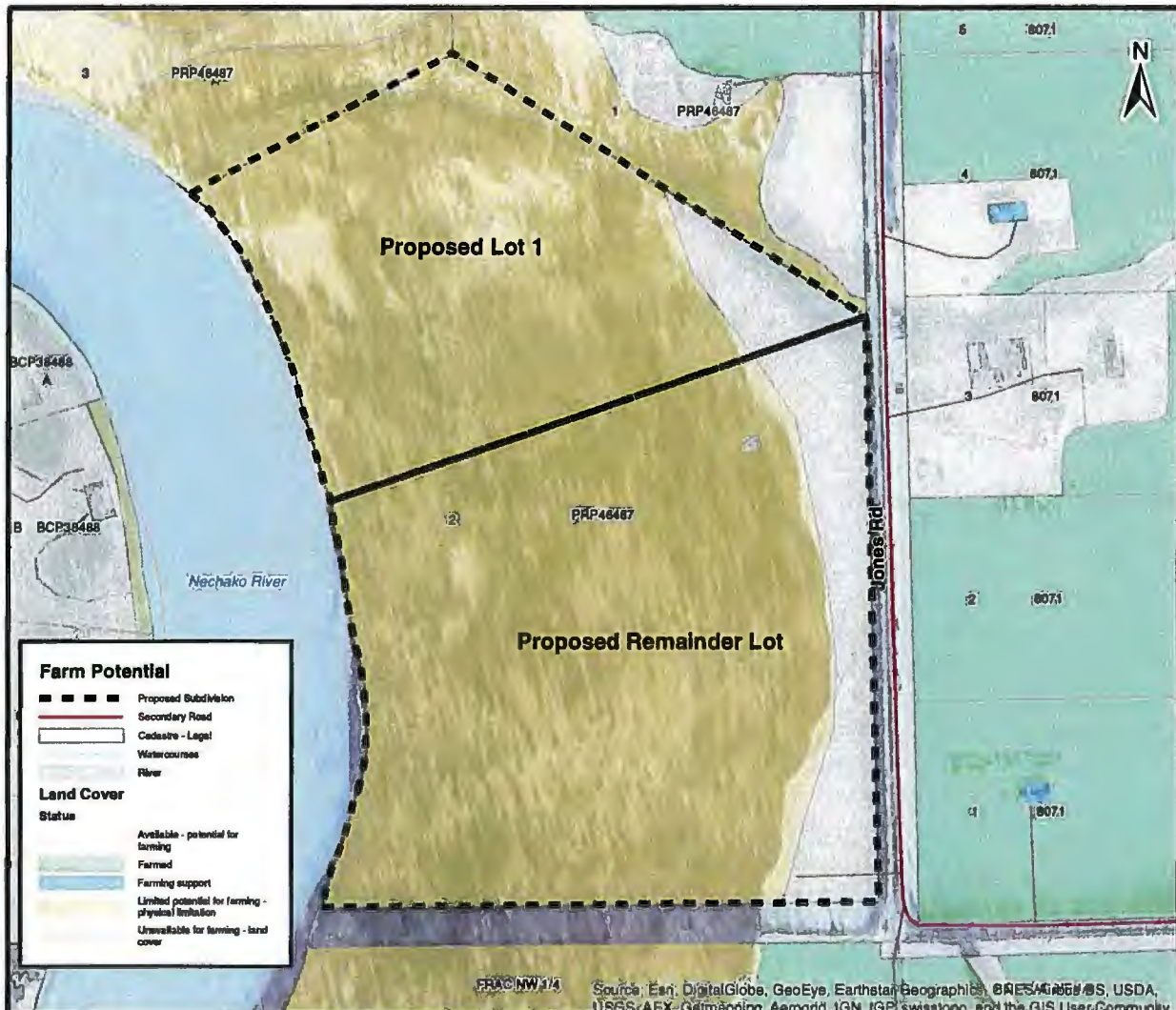
This application will be referred to the Regional Agrologist and the Area's Advisory Planning Commission for more input on the agricultural impacts from the proposed subdivision.

**Agricultural Land Use Inventory:**

In the summer of 2013, RDBN staff did an Agricultural Land Use Inventory (ALUI), which identified the farm uses, crop types and underutilized farm areas within the Vanderhoof and Smithers areas of the Region. The subject property was included in this study.

The ALUI identified that 87% of the property has limited potential for farming due to physical limitation. Along Jones Road, the ALUI shows 13% (3.7 acres) of the property has the potential to be farmed but it is currently unmaintained / inactively farmed.

## Agricultural Land Use Inventory Map



### Land Use Discussion:

The property is located in one of the most favourable areas in the northern interior for cattle and hay production. Land use in the immediate area is a mix of agriculture and residential uses on parcels that range in size from 8 ha. to 50 ha.. The proposed parcel sizes are not out of character with the area. Also, the topography limits the lands agricultural potential and the existing field may not be large enough to support a viable agriculture operation. However, keeping the parcel at 23 ha, allows for greater number of agricultural opportunities and increases the potential use of the land as a hobby farm. If the property is subdivided it is very likely that the 2 parcels would never be used for farming.

The allocation of additional residential development in this farming area is not in the best interest of agriculture. These same issues were initially considered in 1999 when the ALC stated that the property would be suitable for a hobby farm and denied the

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request to subdivide the property and the existing field. It is the Planning Department's opinion that the ALC's previous decision to not subdivide the parcel was appropriate.

**Recommendation**

That Agricultural Land Reserve Subdivision Application No. 1189 be recommended to the Agricultural Land Commission for denial.

*Development Services – All/Directors/Majority*

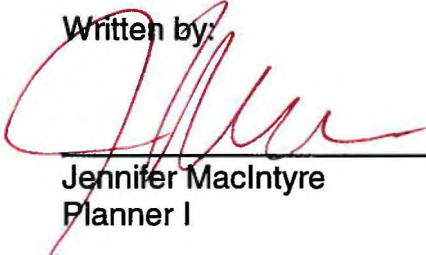
Reviewed by:



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Jason Llewellyn  
Director of Planning

Written by:



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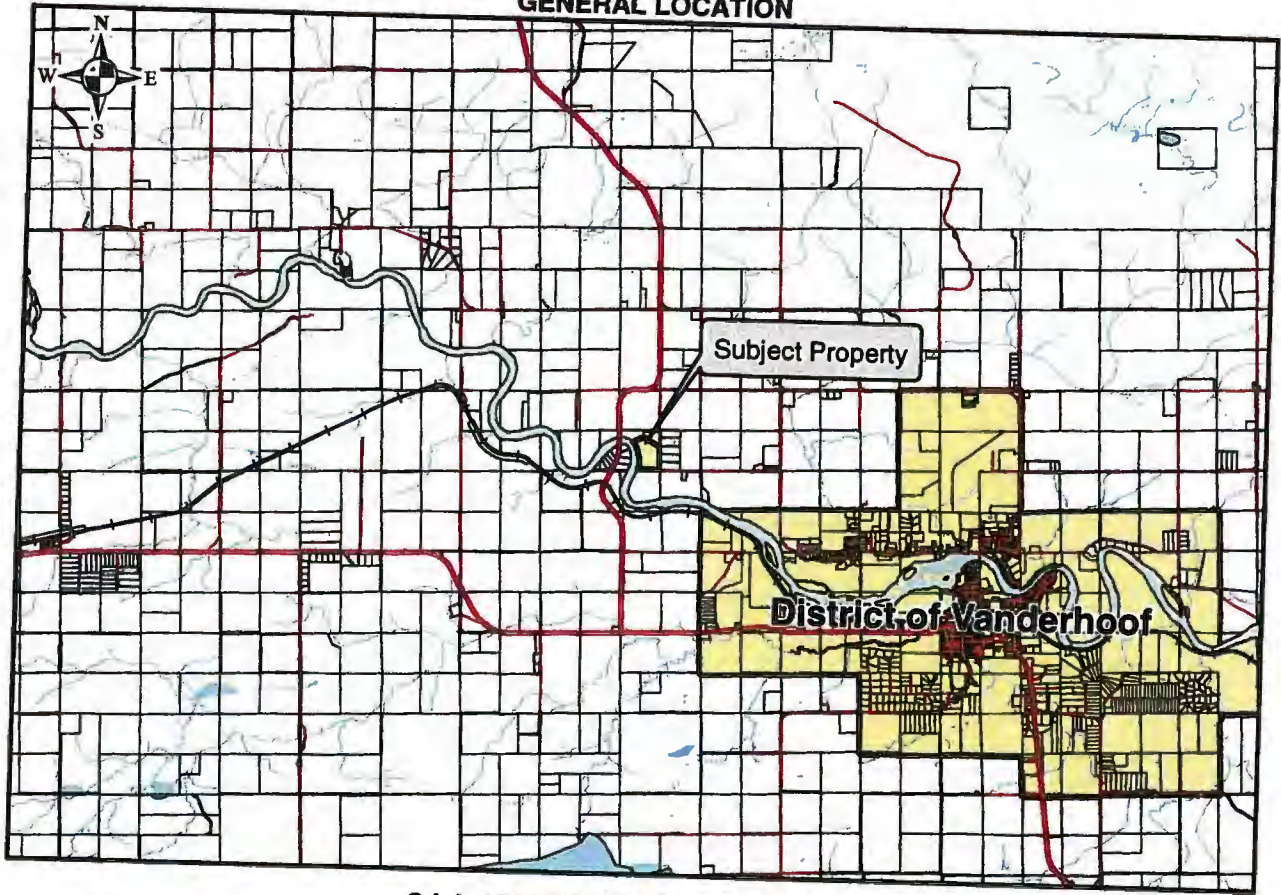
Jennifer MacIntyre  
Planner I

Specific Location

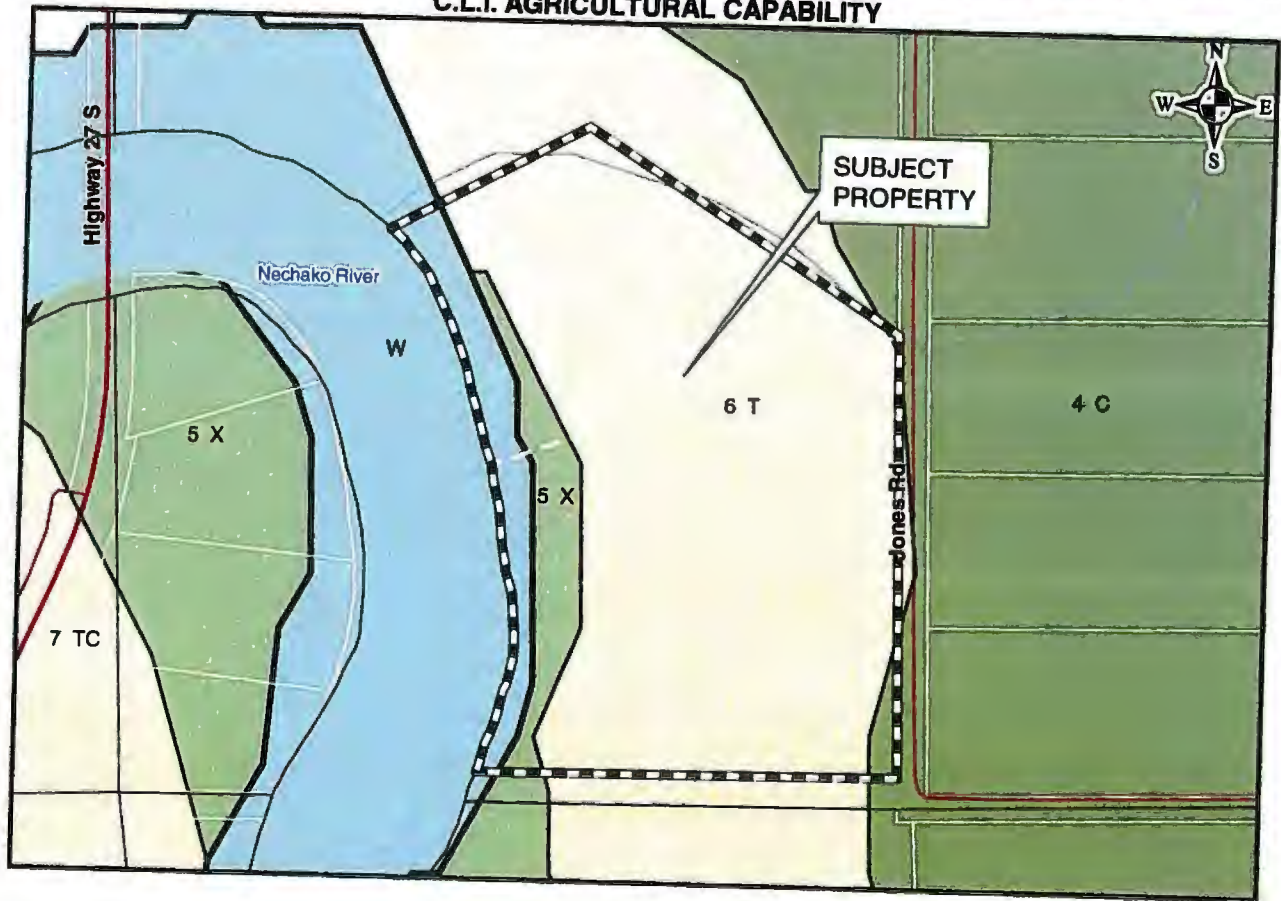




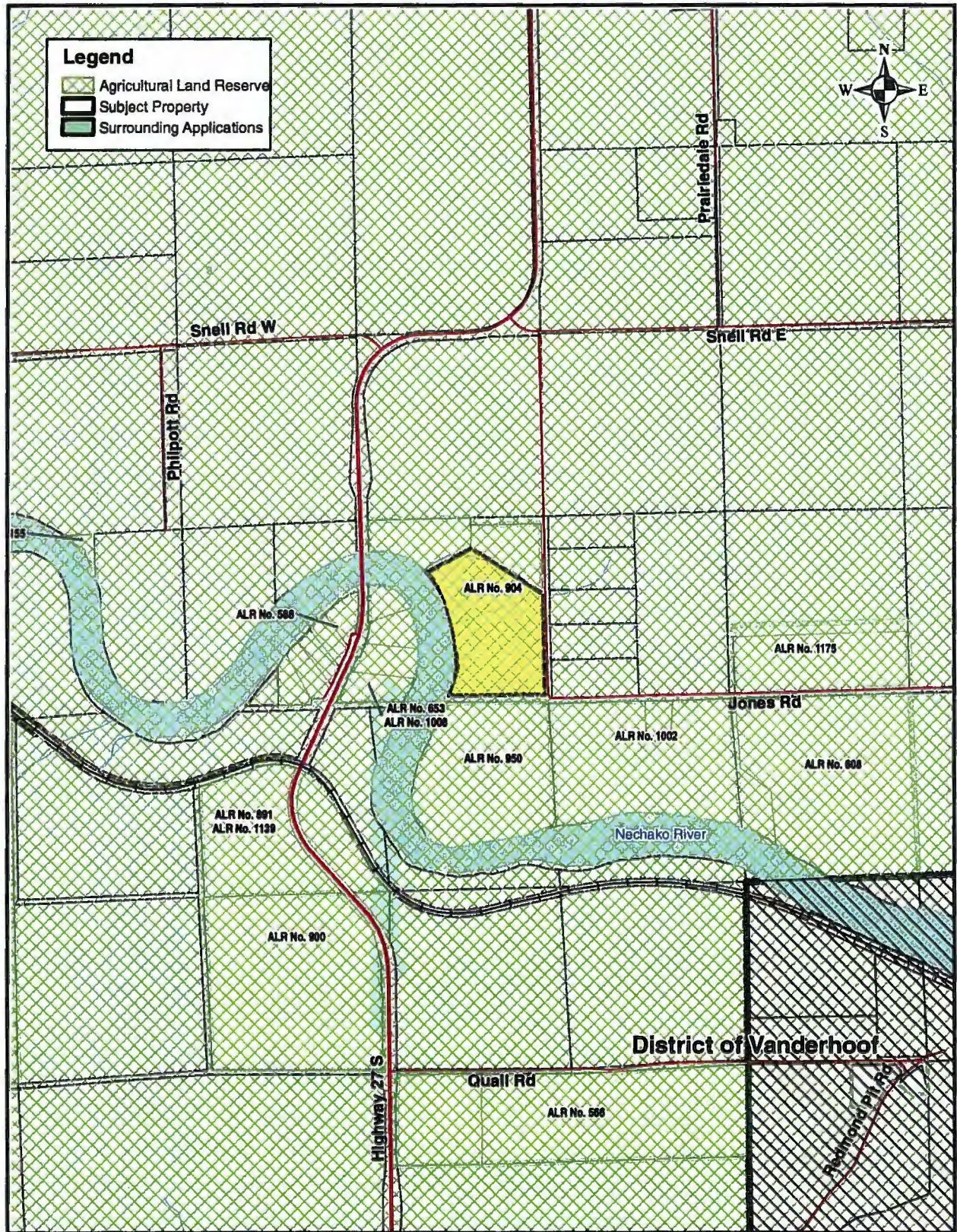
GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



Surrounding Applications, ALR Status & Surrounding Development





## APPLICATION SUMMARY

<b>Name of Applicant:</b>	Mary Yelich
<b>Name of Agent:</b>	Gina Hidber (HBH Land Surveying Ltd.)
<b>Electoral Area:</b>	A
<b>Subject Property:</b>	NW ¼ of Section 32, Township 4, Range 5, Coast District, Except Plans 3310 and 6492
<b>Location:</b>	The subject property is located at 2710 Newens Road, 1.5 km from the Town of Smithers.
<b>Proposal:</b>	

The purpose of this application is to allow the ±57.8 ha. subject property to be subdivided into two parcels to allow an additional family residence.

The applicant states that this subdivision is necessary to allow the owner's sons to move onto the property and to work on expanding farming operations with cash crops such as mint, lavender and other Zone 4 plants.

Proposed Lot 1 is approximately 16 ha. in size. The proposed Remainder Lot is approximately 41 ha. in size.

<b>O.C.P. Designation:</b>	Agricultural (Ag) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014.
<b>Zoning:</b>	Agriculture (Ag1) in Regional District of Bulkley- Nechako Zoning Bylaw No. 700, 1993.
<b>Existing Land Use:</b>	Agriculture and residential

### Agricultural Capability:

Based on Canada Land Inventory mapping:

95% of the Subject Property is  
 60% Class 3 limited by cumulative and minor adverse condition  
 40% Class 4 limited by topography and undesirable soil structure

5% of the Subject Property is  
 100% Class 6 limited by topography

- Class 3** Land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.
- Class 4** Land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.
- Class 6** Land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

**Previous Applications:**

- No. 752** NW ¼ of Section 32, Township 4, Range 5, Coast District, Except Plans 3310 and 6492.

Application to subdivide one parcel of 9.5 ha from 56.6 ha. for the owner's niece (1990).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

**Surrounding Applications:**

- No. 188** Block A, Plan 1373, SW 1/4 Section 5 Township 2A, Range 5, Coast District (1977). Application for subdivision of proposed lands.

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

- No. 487** SE 1/4 Section 32, Township 4 except Parts included in Plan 3874, 4242, 5436 and 9236, Range 5, Coast District (1982). Application to exclude 55.5 ha from the ALR.

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

- No. 852** Lot 1, Section 32, Township 4, Range 5, Coast District Plan 11496 (1992). Application to subdivide 16.5 ha into seven rural residential lots of approximately 2.0 ha. each.

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

## REFERRAL COMMENTS

### Ministry of Agriculture:

Thank you for your referral package and opportunity to comment regarding the proposed subdivision located at 2710 Newens Road (HBH as agent of behalf of Mary Yelich).

The subject parcel is a largely intact agriculture (AG-1) parcel between smaller rural holdings directly west of the subject parcel and working farms and ranches to the north and east.

I did not conduct a thorough field assessment of the subject parcel but did travel to the subject parcel for a roadside view. I do agree with the general Canada Land Inventory (CLI) soil capability rating for agriculture as Class 3 and 4 with limitations namely heavy clay on the existing cultivated areas, as well as some areas (Class 6) with poor ground whether it be poor drainage and/or rocky areas with topography. The recently re-seeded existing hayfield is representative of the general area.

In my opinion, this parcel has some very favourable attributes conducive to a small mixed-farm operation with the current parcel (one title) configuration; that being a mix of cash-crops and raising of livestock with managed grazing. The extremely close proximity to Smithers via paved road could efficiently provide getting product to market and/or customers and labour to the farm if desired. The existing cleared cultivated land is capable of supporting large mixed-horticulture activities including annual and perennial crops and gardens and I would encourage the applicants' sons to continue with feasibility planning for certain cash-crops of which I would be certainly willing to assist them with.

Rather than subdivision of the subject parcel, there is some options available regarding additional residence for family members to support farm operations found here at the ALC Policy L-18:

[http://www.alc.gov.bc.ca/assets/alc/assets/legislation-and-regulation/policies/alc -  
\\_policy l-18 - residentail uses zone 2.pdf](http://www.alc.gov.bc.ca/assets/alc/assets/legislation-and-regulation/policies/alc_-_policy_l-18_-_residentail_uses_zone_2.pdf)

Farm succession planning is a very important topic and I do not take the applicants' estate planning lightly but must be balanced with preservation of agriculture land for future needs.

The subject parcel is a rarity given moderate to high soil capability, favourable aspect, availability of surface water, close proximity to Smithers, and a multitude of farm management options available due to its (intact) large size. I believe fragmentation by subdivision would be detrimental to future farm management options and potential.

I would be interested to join any field review with RDBN and ALC staff and panel members should the opportunity arise.

**Area 'A' Advisory Planning Commission:**

**Resolution:** The application not be approved. Two members to approve, two on the fence and three to deny. Please refer to comments.

**Comments:** Mary Yelich presented the APC with her story and the history of the land including an emotional plea to approve the application. There was discussion surrounding the implications of approval setting a precedent for other land in the ALR. There was also some discussion regarding this parcel in and of itself being too small for cattle/ dairy operation; some of it not being viable land for any farming and the existing hay fields / pasture. There was also discussion that smaller parcels of land which may still be viable for alternative farming application, close to town, may not be such a bad idea. There was further discussion regarding "homesite severance on ALR lands" and whether or not the terms and conditions should be reviewed. Some of us felt that the number of years the property has been owned and worked may be considerations for subdivision and inheritance. In the end, all agreed that setting precedent was our main concern, although two members still believed the application should be approved.

**PLANNING DEPARTMENT COMMENTS****Application History:**

As noted above, the property was the subject of a previous application (ALR File No. 752). This application proposed to subdivide the subject property into one 9.5 ha. lot and a 47.1 ha. remainder. The ALC concluded that the subject property should not be subdivided to allow the proposed rural residential intrusion into this agricultural area.

**Bylaws and Policies:**

The application area is zoned Agricultural (Ag1). The minimum parcel size requirement for the Ag1 zone is 16 ha. Proposed Lot 1 and the Proposed Remainder Lot both meet this requirement.

The current OCP designation for the property is Agriculture (AG). This designation is intended to preserve these lands for the purposes of farming and other related activities.

Section 3.1.2(6) of the OCP states that:

*Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.*

- a) There is limited agricultural potential within the proposed area.*
- b) Soil conditions are not suitable for agriculture.*
- c) Neighbouring uses will not be compromised.*

- d) *Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*
- e) *The application is in the best interest of the local community.*
- f) *The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
- g) *And, traffic management issues will be considered and addressed appropriately.*

A guiding policy under RDBN's Agricultural Plan is to maintain appropriately large parcel sizes and to keep smaller parcel residential development away from farming areas. This policy helps preserve the integrity of agricultural lands and minimizes conflict between agriculture and non-agriculture uses. The Agriculture Plan recommends that:

*The RDBN should continue with its efforts to protect and preserve farm land and soil having capability for agricultural purposes through the restriction of subdivision, and limited encroachment of non-farm uses.*

#### **Changes to ALC Regulation:**

In 2015 changes were made to the ALC residential use regulations to allow a second single family dwelling on a parcel for the use of a family member if the parcel is at least 50 ha. in size and if the total area occupied by all residences and other residential structures, roads, and service lines and areas between them is 4,000 m<sup>2</sup> or less per parcel. In addition, the ALCA now permits residential use under a lease of a farm or part of a farm if the applicant meets certain criterion.

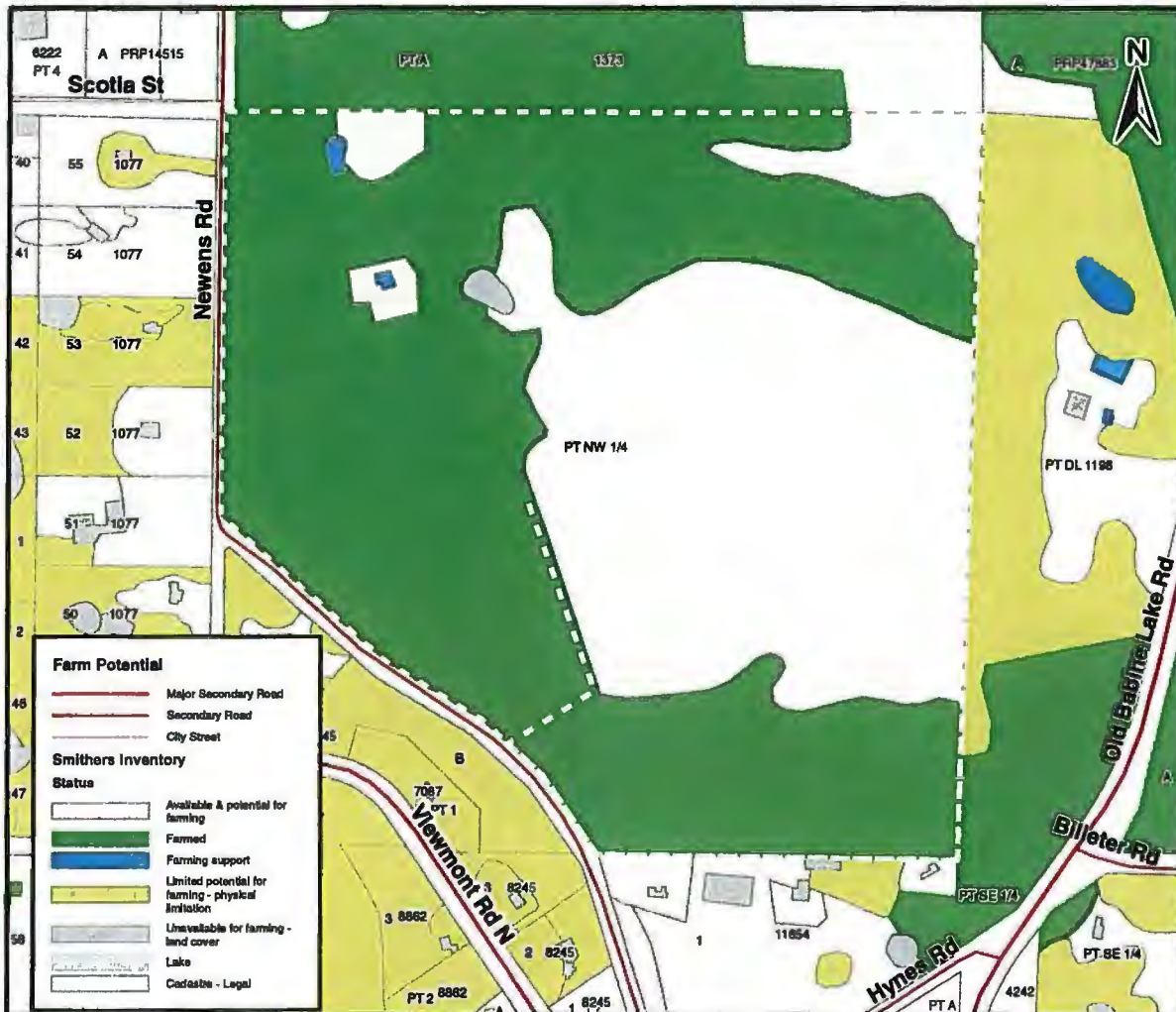
It is stated that the owner's two sons who wish to inherit the property require separate title in order to create an ownership situation to ensure continued financial and personal investment in the property and farm operation. Therefore, the new residential use regulations under the ALCA will not benefit this arrangement.

#### **Agricultural Land Use Inventory – Farm Potential:**

In the summer of 2013, RDBN staff did an Agricultural Land Use Inventory (ALUI), which identified the farm uses, crop types and underutilized farm areas within the Vanderhoof and Smithers areas of the Region. The subject property was included in this study.

The ALUI identified that 61% of the property is farmed, and that 39% of the property is available and has the potential to be farmed. The applicant stated that the undeveloped forested area is comprised of aggregates and gravel. The new residence is proposed to be located on this undeveloped portion.

## Agriculture Land Use Inventory Map



### Land Use Discussion:

The property is located 1.5 km north of the Town of Smithers. The application area is characterized by a mix of rural residential acreage lots to the west and south of the property and larger agricultural parcels to the north and east of the property. The actively farmed areas surrounding the application area are mixed, comprising of managed forage and pasture lands, and mixed grass and legume field crops. In addition, there is a neighbouring dairy farm on Snake Road, which leases the actively farmed areas of the subject property.

Subdivision of this land will likely erode the long term agricultural and economic potential of the parcels, increase land cost per acre (which limits farm business opportunities), and increase the potential for land use conflict between farm and non-farm uses in the future. The subject property is a large parcel with good capability for agricultural use in an agricultural area. In the Planning Department's opinion the land should not be subdivided.



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**Recommendation**

That Agricultural Land Reserve Subdivision Application No. 1190 be recommended to the Agricultural Land Commission for denial.

*Development Services – All/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

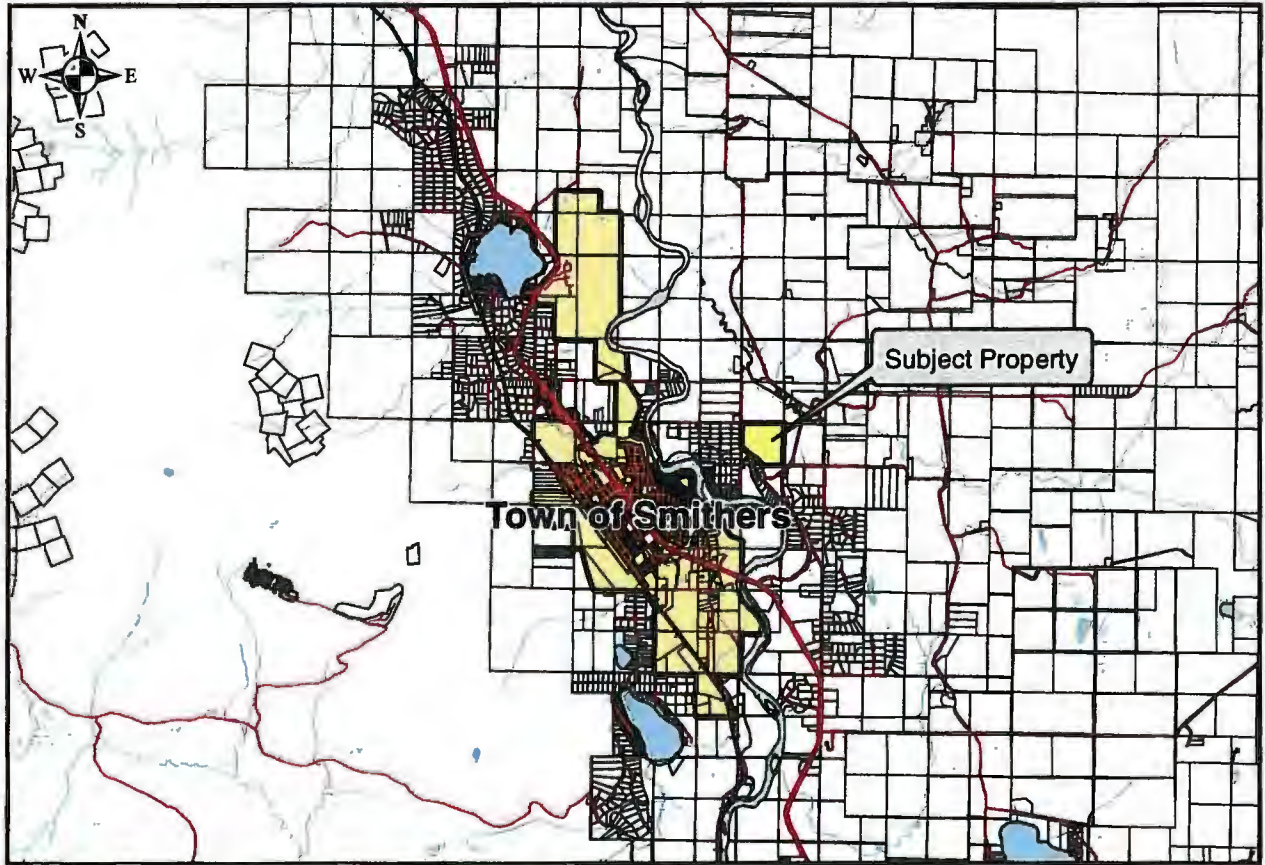
Written by:

  
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Jennifer MacIntyre  
Planner I

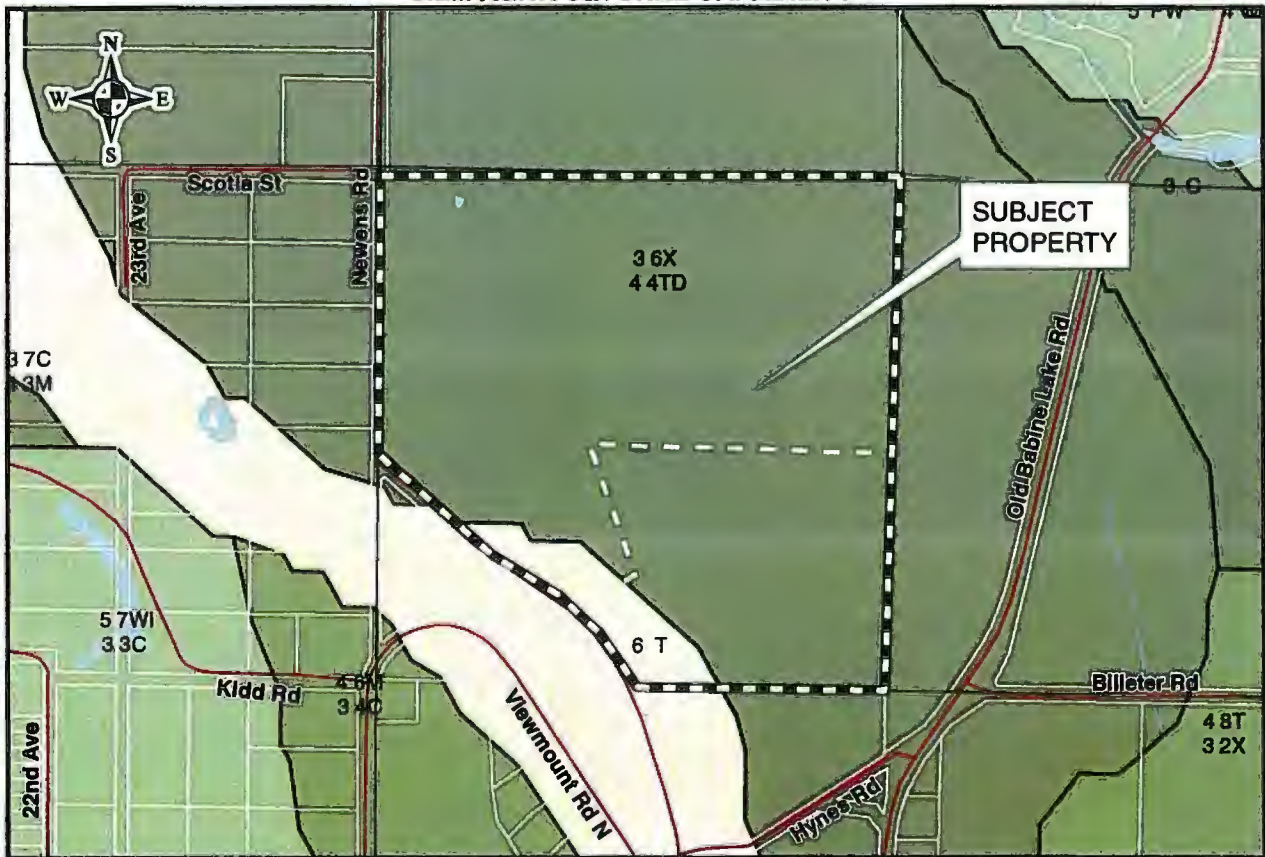
Specific Location



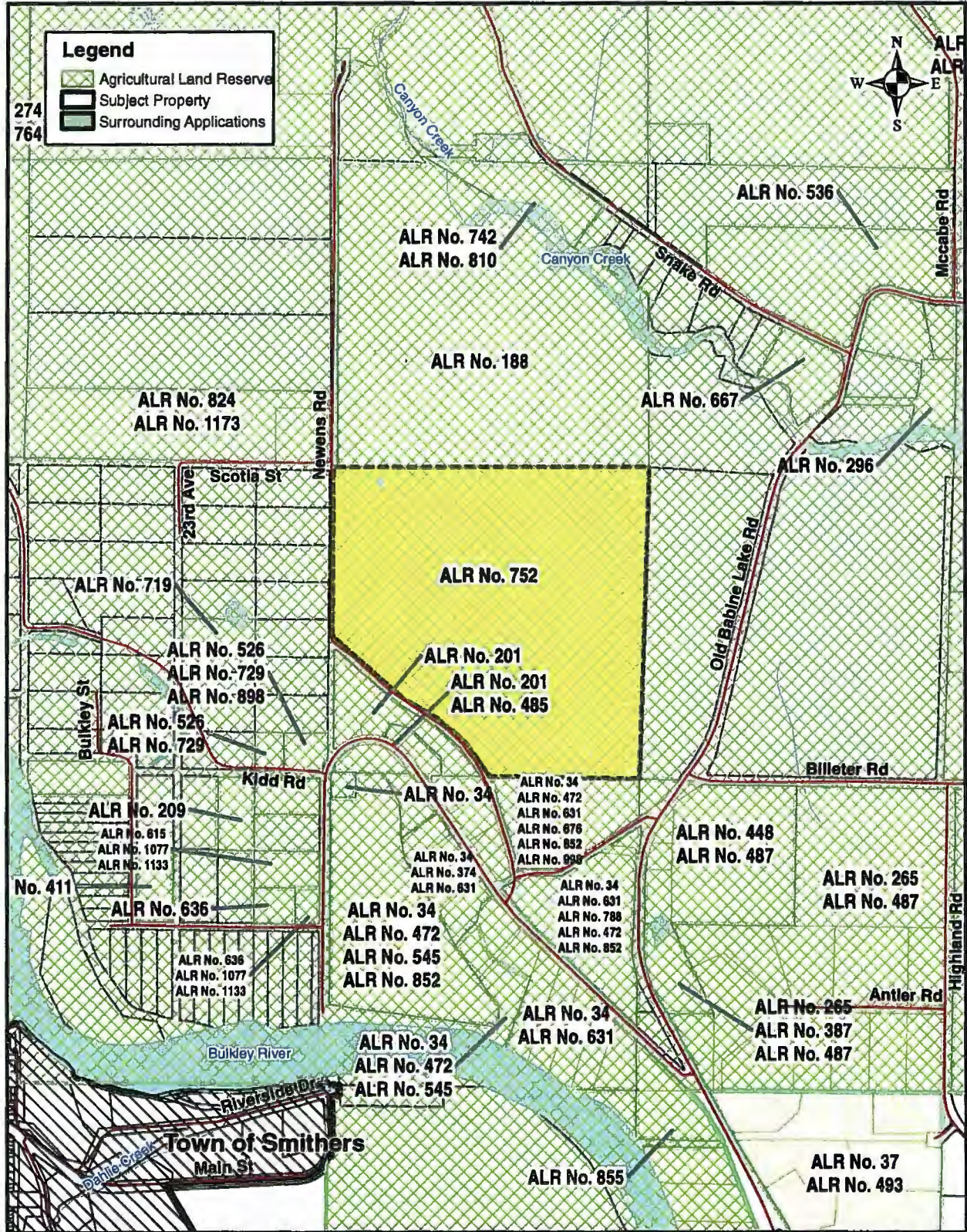
GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



Surrounding Applications, ALR Status & Surrounding Development



# PROPOSED SUBDIVISION PLAN

Of Part of the Northwest ¼ of Section 32  
Township 4 Range 5 Coast District Except  
Plans 3310 and 6492

BCGS 93L075

SCALE:



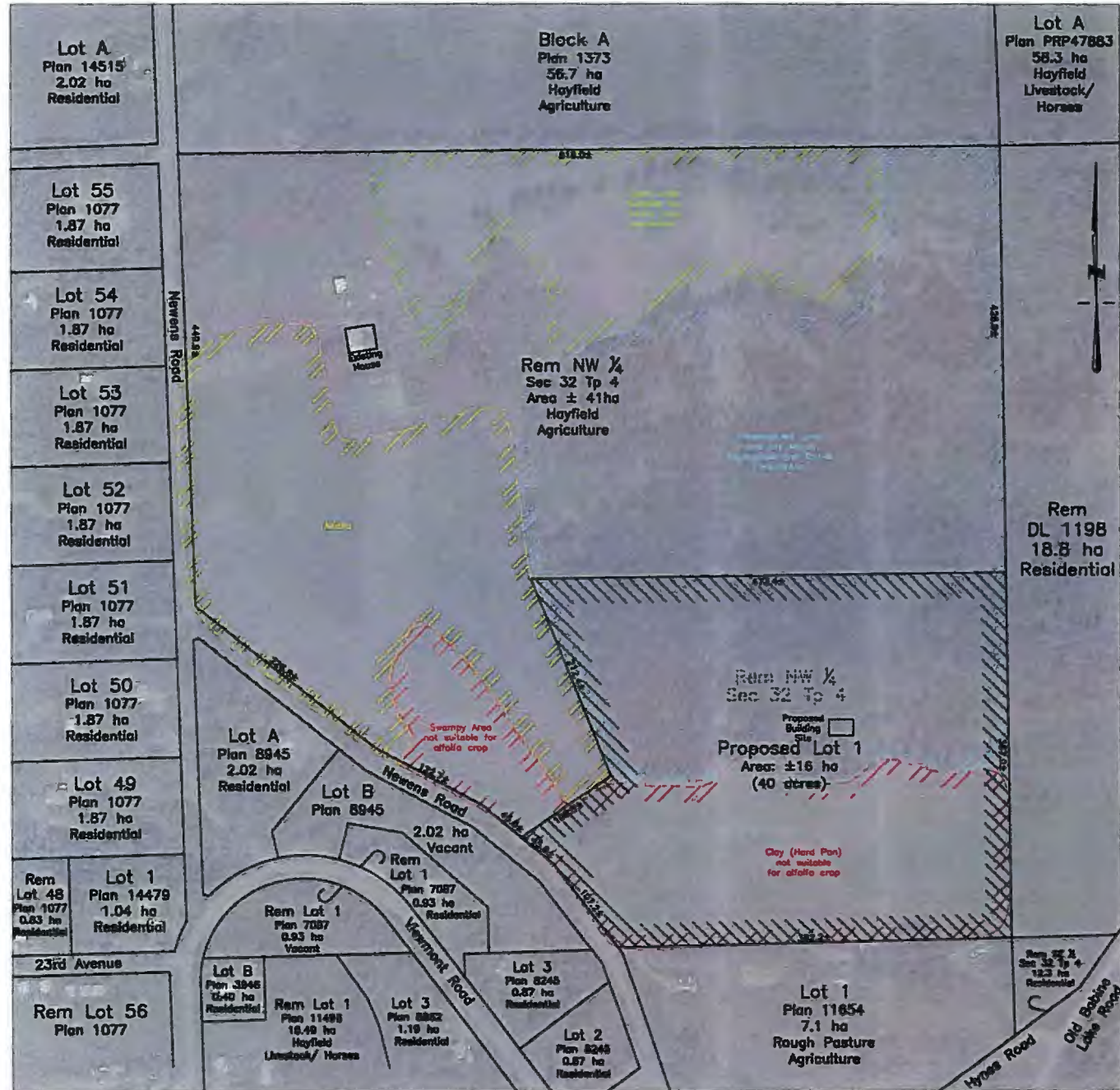
The intended plot size of this plan is 560mm in width by  
432mm in height (C size) when plotted at a scale of 1:3000

## NOTES:

All surrounding lands are within the Agricultural Land Reserve.

Aerial imaging supplied by others and position estimated.

Cadastral boundaries are preliminary and subject to survey.



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# PROPOSED SUBDIVISION PLAN

Of Part of the Northwest  $\frac{1}{4}$  of Section 32  
Township 4 Range 5 Coast District Except  
Plans 3310 and 6492

BCGS 93L.075

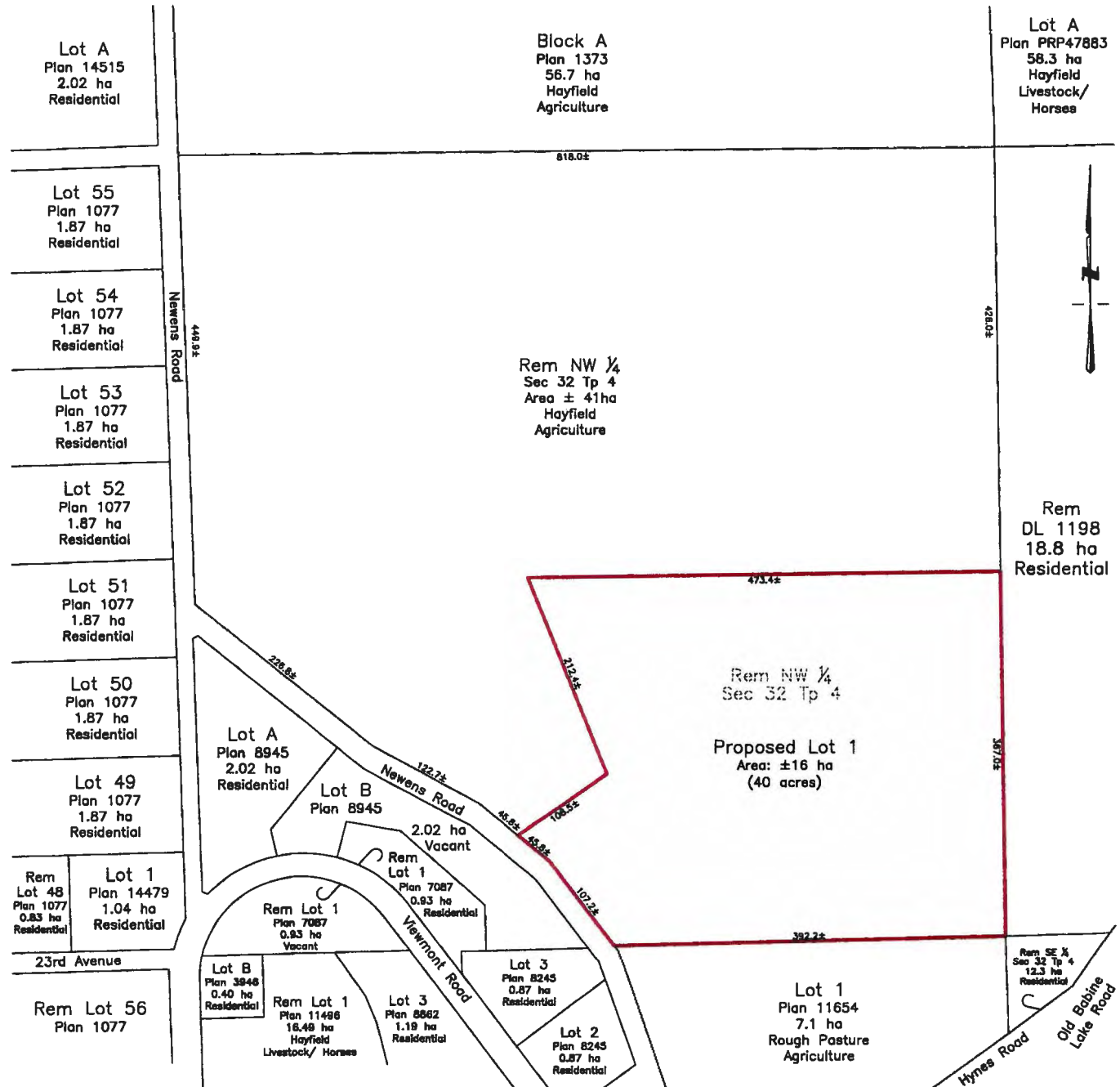
SCALE:



The intended plot size of this plan is 560mm in width by  
432mm in height (C size) when plotted at a scale of 1:3000

## NOTES:

- All surrounding lands are within the Agricultural Land Reserve.
- Aerial imaging supplied by others and position estimated.
- Cadastral boundaries are preliminary and subject to survey.



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## MEMORANDUM

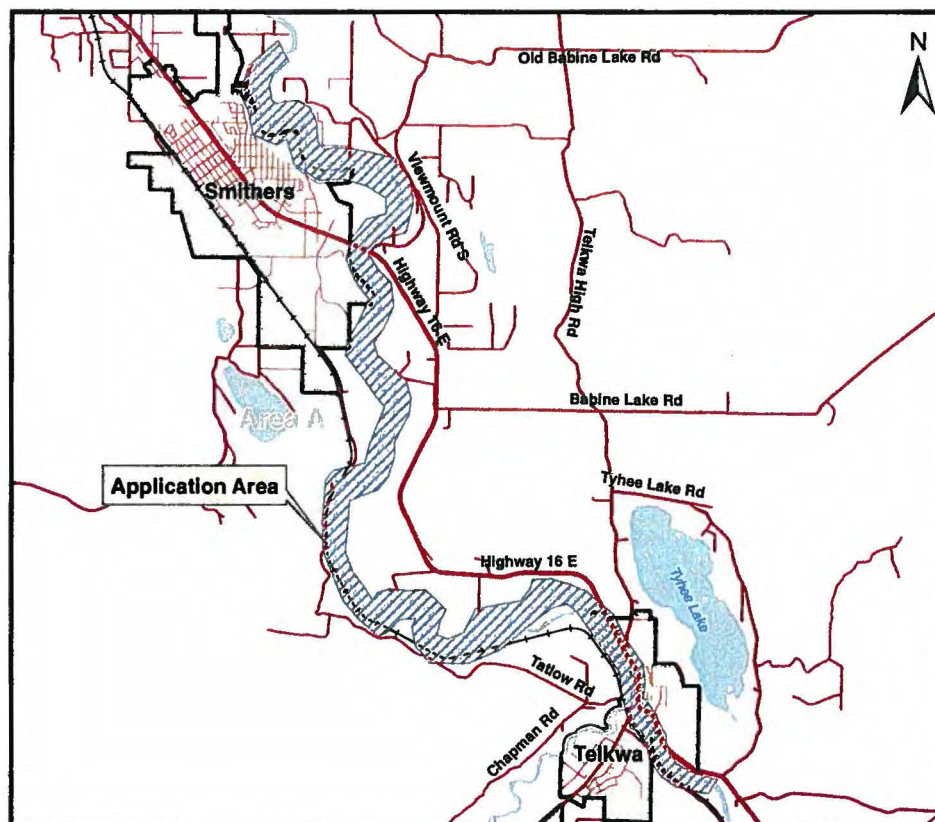
To: Rural Directors  
From: Jennifer MacIntyre, Planner I  
Date: November 14, 2016  
Re: Land Referral File No. 219247 (Bulkley Adventures.)

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This referral from the Province is for a Licence of Occupation to allow the applicant to develop and use the application areas for adventure tourism purposes. The company would like to use two areas within Electoral Area A.

Application Area 1, shown as the hatched area on the map below is located along the Bulkley River between the municipalities of Smithers and Telkwa. This application area is 1,125 ha. in size.

### Application Area 1



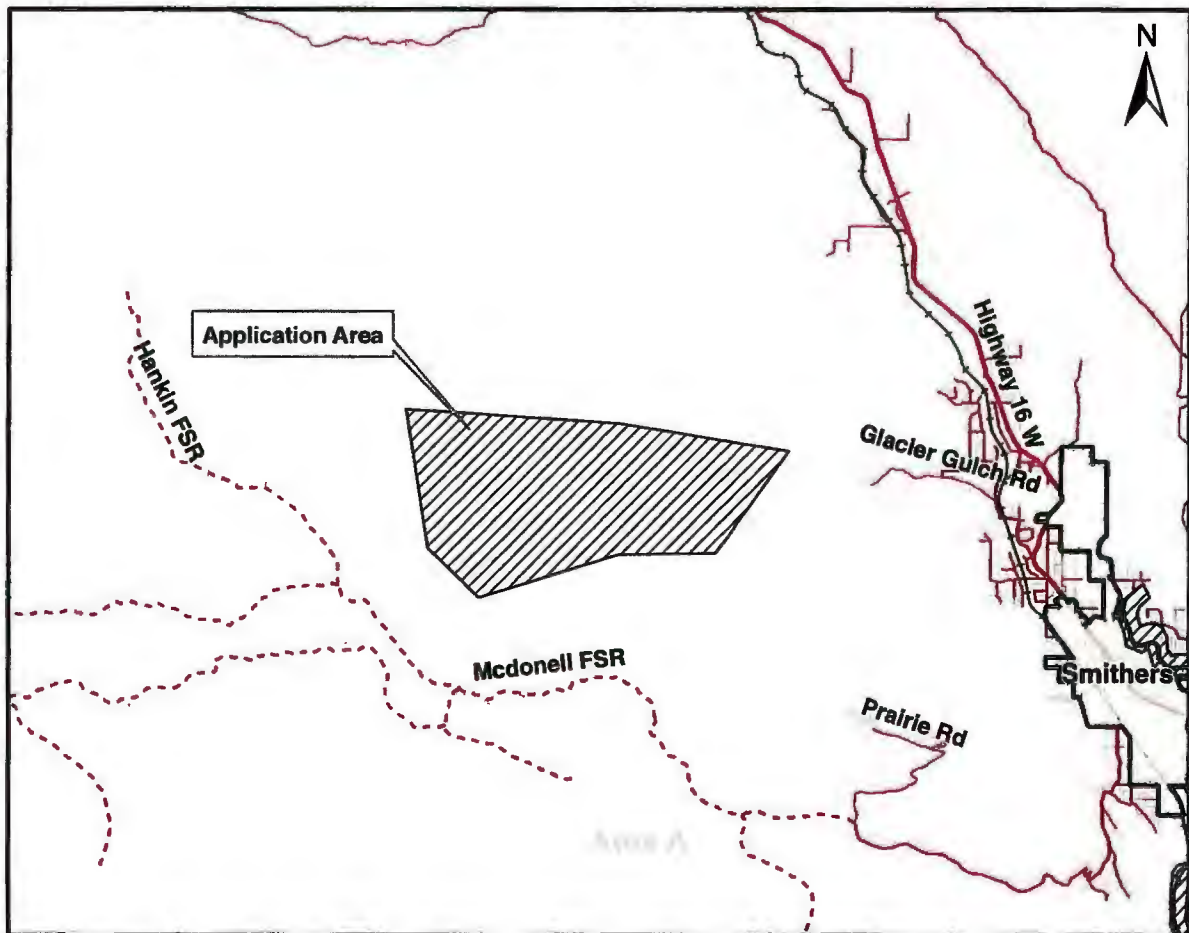
The proposed operations for Application Area 1 includes jet boat tours. The river tour will range from two to eight hours in duration on the Bulkley River, with a maximum of four clients per trip through the summer season (June-October).

Level of use is estimated at four to twelve trips per month with the busiest months from June to September.

Water Access for the jet boat will occur at public access boat launches. The primary access will be at Lunan Road near Highway 16 in Smithers. The application should be referred to the Ministry of Transportation who has responsibility for the maintenance of this right-of-way.

The application area extends over onto private lands adjacent to the Bulkley River. It is suggested that these areas be excluded from the applicant's Licence of Occupation.

### Application Area 2



Application Area 2 is located in the vicinity of Hudson Bay Mountain, 10 km west of Smithers. This application area is 3,670.68 ha. in size.

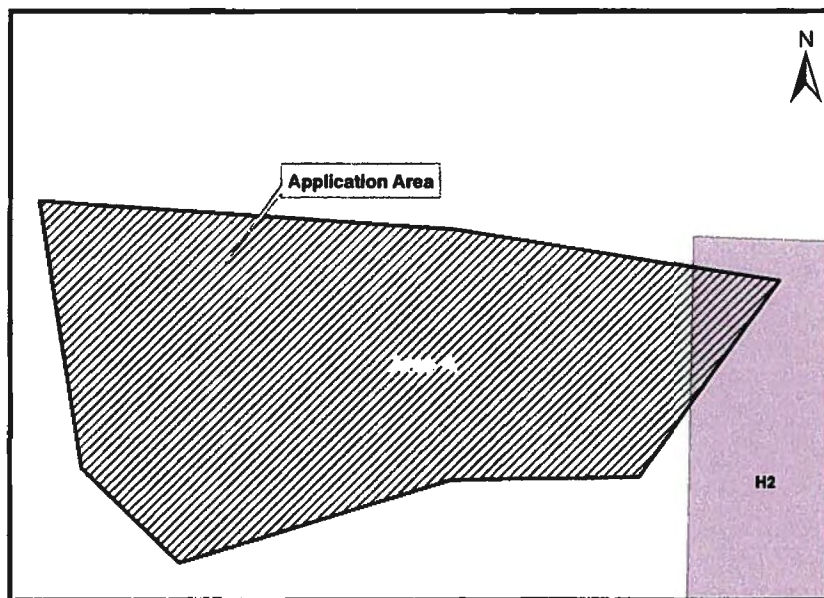
The proposed operations for Application Area 2 includes heli-hiking excursions and an overnight stay at a rustic, temporary tenting site with fire pit and outhouse. Heli-excursions range from one to two days in duration with a maximum of four clients per trip through the summer season (April-September). Level of use is estimated at two to six trips per month with the busiest months from June to September.



Bulkley Adventures would also like to investigate the possibility of providing winter snowshoeing activities in the hiking area.

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### Zoning Map



A portion of Site 2 is zoned Large Holdings (H2), and outdoor recreation facilities are permitted within this zone. However, there are no development plans mentioned in the applicant's management plan for this area.

Significant ecosystems and wildlife values identified by the Ministry of Environment and mentioned in Schedule C of the "*Smithers Telkwa Official Community Plan, 1704, 2014*" (OCP) are found within the application area. These include unique ecosystems of noteworthy plant populations and communities such as the Arctic Poppy and Mountain Goat habitat. The Regional District encourages the Province to evaluate the request for protection and enhancement of the associated values in the design of development within the Plan area (Policy 4.2.2(2)).

In addition, the eastern portion of the application area is designated as a Core Ecosystem in the LRMP and the OCP. The purpose of the Core Ecosystem designation is to protect values by providing representation of a cross-section of ecosystems, by retaining representations of old growth forests, and by providing forest interior conditions. Low impact recreation and tourism are permitted.

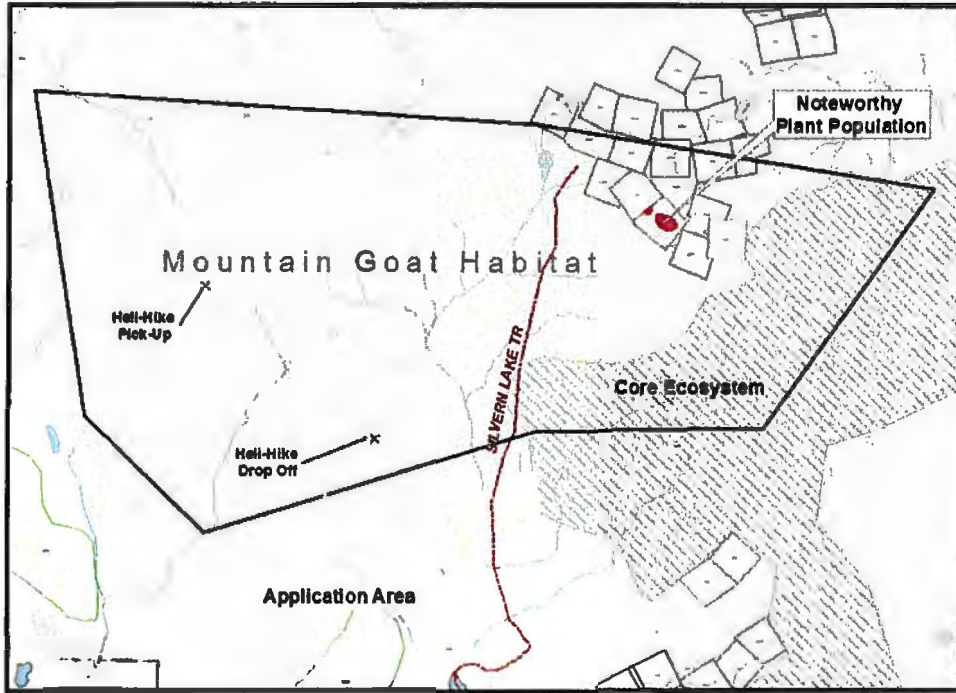
The Silvern Lakes Trail is also found within the Application Area. This trail has been adopted by the Bulkley Valley Backpackers for maintenance and improvements with equipment and supply assistance from the Forest Service. Therefore, this user group should be consulted as part of the application review process.

The Silvern Lake trail is within a Special Management Zone (SM1) in the LRMP. The objective for this zone is to encourage and promote the valuable backcountry recreation potential in this area. Because the area has high backcountry recreation and visual quality values, all management must be directed by a comprehensive management plan. The applicants do not address the impacts to Mountain Goat populations from the Helicopter use at the pick-up and drop-off locations.

It is recommended that the Province consider whether the management plan is adequate.

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### Ecological, Wildlife and Recreation Values Map

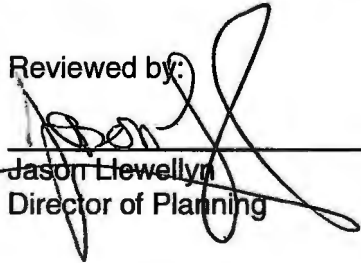


**Recommendation:**

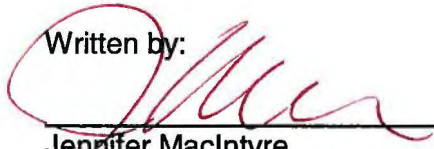
That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 219247.

*Rural Directors – All/Directors/Majority*

Reviewed by:

  
Jason Llewellyn  
Director of Planning

Written by:

  
Jennifer MacIntyre  
Planner I



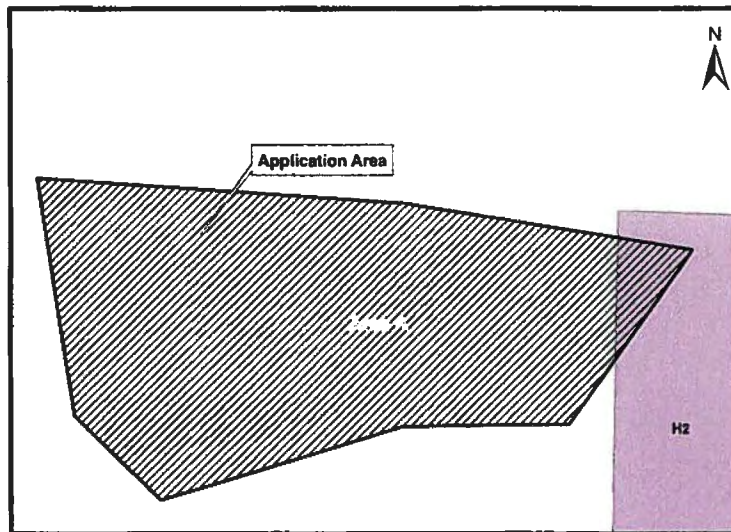
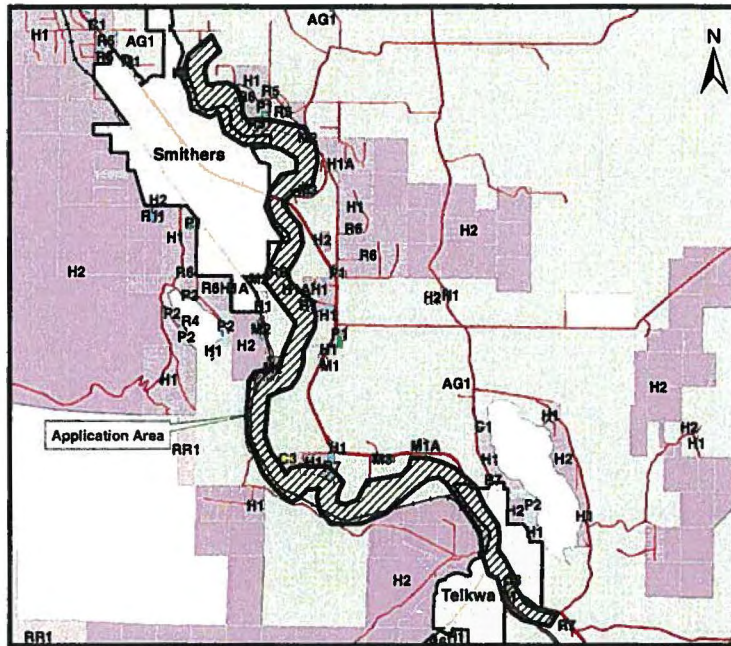
**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 219247**

**Electoral Area:** A

**Applicant:** Bulkley Adventures

**Existing Land Use:** Application Area 1: Private lands, forested, residential, agriculture.  
Application Area 2: Crown Land, forested, mining, recreational use areas.

**Zoning:** See maps below:

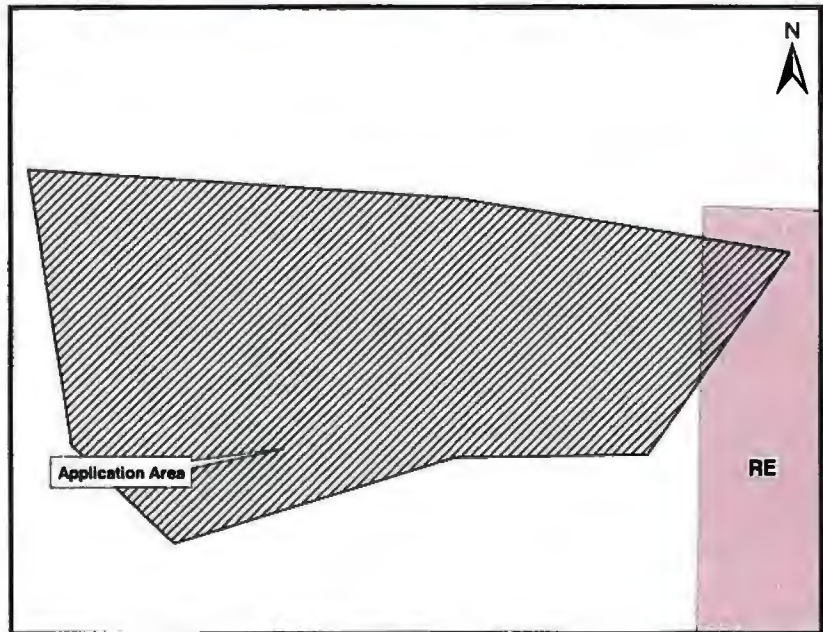
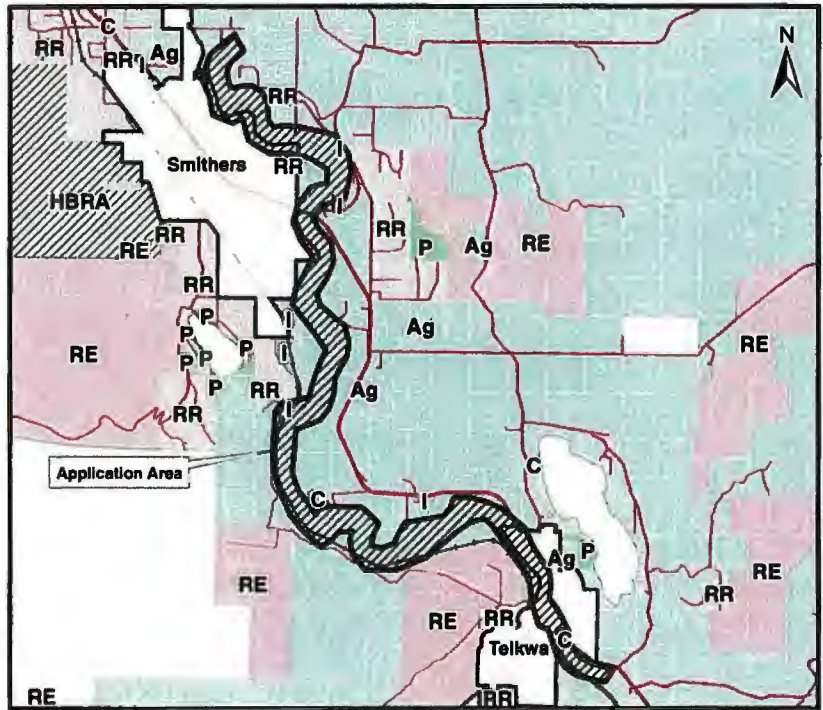


**Proposed Use Comply With Zoning:**

Yes

**Plan Designation**

See Maps below:



**Agricultural Land Reserve:**

Portions of Application Area 1 are within the ALR

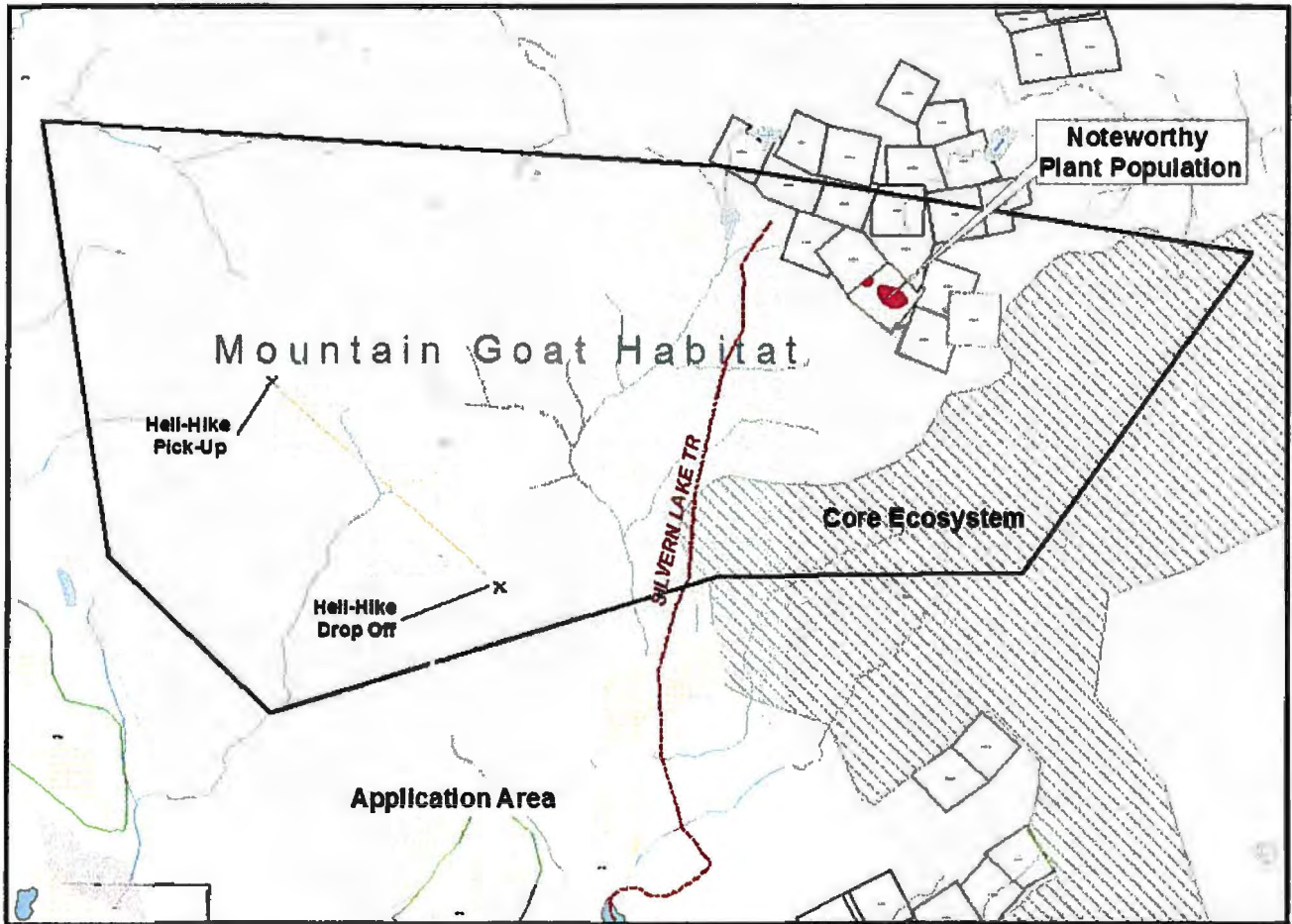
**Access Highway:**

Application Area 1: Lunan Road Boat Launch & other public access points along the Bulkley River.

Application Area 2: Toboggan Creek and McDonnell Roads

<b>Archaeological Site:</b>	Not according to Provincial mapping
<b>Building Inspection:</b>	Portions of both Application Areas are within the building inspection area.
<b>Fire Protection:</b>	Portions of Application Area 1 within the Rural Fire Protection Area.
<b>Other comments:</b>	<p>Application Area 1 extends over onto private lands adjacent to the Bulkley River. It is suggested that these areas be excluded from the applicant's Licence of Occupation.</p> <p>The Silvern Lakes Trail is found within the Application Area. This trail has been adopted by the Bulkley Valley Backpackers for maintenance and improvements with equipment and supply assistance from the Forest Service. Therefore, this user group should be consulted as part of the application review process.</p> <p>Significant ecosystems and wildlife values identified by the Ministry of Environment and mentioned in Schedule C of the "Smithers Telkwa Official Community Plan, 1704, 2014" (OCP) are found within the application area. These include unique ecosystems of noteworthy plant populations and communities such as the Arctic Poppy and Mountain Goat habitat. The Regional District encourages the Province to evaluate the request for protection and enhancement of the associated values in the design of development within the Plan area (Policy 4.2.2(2)).</p> <p>The management plan does not address the impacts to Mountain Goat populations from the Helicopter use at the pick-up and drop-off locations. The Province should consider the need for the management plan to address the impacts on the Mountain Goat populations in the area.</p>

**Significant Ecosystems and Wildlife Values Map with Application Overlay**



Smithers Telkwa Official Community Plan, 1704, 2014 – Schedule C



## **ENVIRONMENTAL MANAGEMENT PLAN**

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### ***Introduction***

Bulkley Adventures offers outdoor adventure tours that have little environmental impact and create minimal disturbance to the surrounding environment. To maintain a minimal environmental footprint, Bulkley Adventures has an environmental management plan that outlines our rules, commitments and goals for the guides and participants while on a tour. As such, Bulkley Adventures commits to minimal disturbance of the natural environment; to comply with to maintain motorized equipment (jet boats) in environmentally sound condition; and to comply with accepted environmental procedures.

### ***Commitments to Environmental Management***

#### **1.0 Minimal Disturbance**

**Policy:** Bulkley Adventures is committed to respecting and preserving the integrity of wildlife habitat and ecosystems, including all flora and fauna, on any tour site. This includes minimal disturbance and disruption to feeding zones, game trails, migration routes, timber stands, rivers, river banks, streams, small vegetation and even the organic layer of a soil profile. Bulkley Adventures guides are to respect the surrounding habitat at all times, and ensure that tour participants do the same. The following rules will aid in ensuring minimal disturbance to surrounding area of tour locations:

- **ABSOLUTELY NO HUNTING OR FISHING ON BULKLEY ADVENTURES TOURS.**
- Hikers must follow established game trails where possible to reduce disturbance to alpine flora.
- No food or garbage shall be left behind on tours. "If you brought it, you take it home with you"
- If wildlife is spotted, tour participants will maintain an appropriate distance for the safety of themselves and the animal.
- Above all, do not unnecessarily disturb any flora or fauna during tours.

#### **1.1 Waste Management**

**Policy:** Bulkley Adventures is committed to the proper disposal of any waste generated from tours (food wrappers, water bottles, human waste etc.). Bulkley Adventures will ensure that all food garbage is removed from the tour sites and ensure that participants do not litter. Human waste will be deposited into a portable outdoor camping/hiking toilet with double lined plastic bags which are sealed and disposed of daily.

#### **1.2 Eco-Friendly Products**

Bulkley Adventures is committed to protecting the environment through use of eco-friendly products. This includes EPA stamped eco-friendly cleaning products, and when applicable, use of paper products (paper towel and toilet paper) made from post-consumer recycled materials.



# BULKLEY ADVENTURES

## OUTDOOR ADVENTURE TOURS

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### ***Maintenance & Fuelling***

#### 2.1 Fuelling/Motor Oil

**Policy:** Fuelling of jet boats will only occur at gas stations. Bulkley Adventures jet boats will never be fuelled on the river, nor will jerry cans of fuel be transported in the boat during jet boat tours. Motor oil will only be filled at gas stations. Motor oil will never be filled on the river, nor at boat launches.

#### 2.2 Boat & Vehicle Inspections and Maintenance

**Policy:** Bulkley Adventures is committed to maintain motorized equipment in environmentally sound condition through regular equipment inspections and planned maintenance checks. To prevent boat and vehicle break downs, leaks or spills, the driver will complete a *Daily Vehicle Inspection* form (Appendix 1, Form 1) each day prior to the use of a vehicle for Bulkley Adventures tours and a *Small Vessel Pre-Trip Inspection* (Appendix 1, Form 2) prior to the use of a jet boat for Bulkley Adventures tours.

### ***Spill Response***

#### 3.1 Spill Response

**Policy:** As Bulkley Adventures only fuels boats at gas stations, the only contact with spills will be associated with boat or vehicle leaks. BA is committed to preventing spills, and effectively managing and cleaning spills if they occur. All Bulkley Adventures vehicles and boats are equipped with a spill response kit and tour guides are trained on the proper use of spill response equipment. Bulkley Adventures guides will abide by the spill response plan provided below.

#### *Spill Response Procedure*

In the event of a spill or leak the following steps must be initiated:

1. Immediately alert bystanders in the vicinity to stay clear of the area.
2. If a flammable volatile material is spilled warn everybody, and control sources of ignition.
3. Control the source of pollution.
4. Envelope the source with permeable absorbent diapers (diesel diapers) and/or berm containment.
5. Containerize the polluted material and remove to waste storage facility.
6. If any person is contaminated, flush with water for fifteen minutes or more.
7. Remove any clothing that may be contaminated.

### **Conclusion**

Bulkley Adventures is an outdoor adventure tour company that succeeds by offering others tours showcasing the beauty of the surrounding environment. As such, Bulkley Adventures is inherently invested in maintaining the tour location areas in pristine condition. Bulkley Adventures' management plan is a commitment of minimal disturbance, responsible waste disposal, use of eco-friendly products, and the use of environmentally sound fuelling practices. Bulkley Adventures commits to comply with these environmentally accepted procedures and other regional, provincial and federal environmental regulations.





**BULKLEY ADVENTURES**  
**OUTDOOR ADVENTURE TOURS**

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**APPENDIX 1**



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# Daily Vehicle Inspection

Please complete a daily 360 degree walk around, under the hood inspection and interior inspection prior to using the vehicle. Please record your findings on the form below.

Vehicle Description/Plate # \_\_\_\_\_

KM's: \_\_\_\_\_ / \_\_\_\_\_ Total KM's \_\_\_\_\_

To be inspected:	Yes	No	To be inspected:	Yes	No
Vehicle exterior free of damage			Are all four tire properly inflated		
Any signs of fluid leaks			Is the tread in good condition		
Vehicle clean in appearance			Are wiper blades adequate		
Vehicles interior clean of debris			Are safety belts working		
First Aid kit available			Emergency kit available		
Spare tire available and inflated			Accident kit available		
Interior & exterior lights working			Is horn working		
Proper mirrors available			Fuel tank full		
Are turn signals working			Engine oil within range		
Power steering fluid in range			Transmission fluid in range, and red in colour		
Brake fluid within proper levels			Coolant within proper levels		
All belts look good			Windshield fluid within range		

Notes:

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## Driving Level Risk Assessment

Hazards			Controls		
	am	pm		am	pm

Print: \_\_\_\_\_ Sign: \_\_\_\_\_

Date & Time: \_\_\_\_\_

## Bulkley Adventures Small Vessel Pre-Trip Inspection

*Prior to departure, a small vessel pre-trip inspection must be completed.*

Description	Poor	Fair	Excellent
<b>BOAT</b>			
- Visual inspection of hull for cracks, dents etc			
- Visual motor inspection for oil or fuel leaks, wiring			
- Visual battery inspection for corrosion, loose connections			
- Check fuel and oil levels			
- Verify that the steering gear has its full range of motion and that the gear moves easily, without being loose			
- Check anchor and rope/chain for wear			
- Check and run test on radio, antennas, batteries and backup systems			
- Check bilge pump is working; auto and on mode			
- Check running lights, spot lights and safety lights			
- Check condition of boat plug			
- Ensure sufficient life jackets with proper sizing for all passengers on board			
- Check first aid kit and all emergency gear is on boat and in excellent condition/fully stocked			
- Check expected weather conditions and prepare route plan accordingly			
<b>TRAILER</b>			
- Trailer Lights			
- Condition of tires			
- Safety chains for boat			
- Safety chains from trailer to truck			
- Check condition of loading winch or strap			
- Check condition of trailer receiver and pin			
- Check trailer tongue for proper locking and unlocking mechanism			

### INSPECTION/VESSEL INFORMATION

Inspection Completed By		Inspection Date/Time	
Vessel ID		Operator	
Vessel Trip Start Time		Vessel Trip End Time	
Engine Hours- Start of Trip		Engine Hours- After Trip	
Operator Signature		Client Signature	



## TENURE MANAGEMENT PLAN

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### ***Introduction***

Bulkley Adventures (BA) is an adventure tourism company based out of Smithers, BC looking to acquire an Extensive Use Area Tenure Permit to carry out its two adventure tourism activities in the Bulkley Valley: heli-hiking and jet boat tours. As a condition of the Tenure Management Plan (TMP) BA commits to adhere to all results, desired behaviours, indicators and limits within the "Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia" guide.

### ***Heli-Hiking***

BA's heli-hiking excursion departs from Highland Helicopters base located at the Smithers airport and drops clients off on an alpine ridge located just west of Hudson Bay Mountain. Heli excursions range from one to two days in duration with a maximum of four clients per trip through the summer season (April-September). Level of use is estimated at two to six trips per month with the busiest months from June-September. To reach the hiking drop-off area, the Bell 206 Jet Ranger helicopter flies 0.1 hours (less than 6 minutes) from the airport to the drop-off site and only briefly lands on the alpine ridge to unload the passengers and gear then departs back to base. Although the use of helicopters as a method of transportation is minimal, BA commits to adhere to the "Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia" Aerial-related Recreation > All Habitats > Winter and Snow-free > Section 3, page 9, *Direct Disturbance of Wildlife* to minimize and mitigate the impact of aircraft activity on the physiological and behavioural activities of wildlife. Once at the drop off site, clients will have an approximate 4 hour hike along the ridge to the site of a minimal impact tenting/picnicking area. As part of the Tenure Management Plan, BA commits to adhere to the "Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia" Non-motorized > Alpine/Tundra, Forests and Grasslands > Snow-free while guiding clients on the heli-hiking excursions to reduce and mitigate any impact the excursions may have on the surrounding flora and fauna. BA plans to complete minimal impact improvements to an area less than ¼ hectare within the heli-hiking extensive use area. These improvements would adhere to the Minimal Impact Site criteria as they would meet ALL of the following:

- Ancillary to an authorized AT activity tenured under this policy
- Involve seasonal and intermittent use
- Contain only low order, 'rustic' temporary improvements including: a steel fire pit with enclosed spark catcher cage, a temporary tent with tent frame that can be easily removed for the off season (winter months), an outhouse with a portable toilet containing a sealed, detachable bottom that is flown back to Smithers daily for disposal and cleaning, and a food cache for



## BULKLEY ADVENTURES OUTDOOR ADVENTURE TOURS

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emergency rations in case clients become unexpectedly stuck on the mountain due to inclement weather

- Involves the use of a small area of crown land (less than ¼ hectare)
- Does not limit public access and is at least 200 meters away from popular public recreation areas and trails

Bulkley Adventures is focused on this area for summer heli-hiking tours while investigating for areas of interest for potential expansion. Specifically, Bulkley Adventures would like to investigate the possibility of providing winter snowshoeing activities in the hiking area.

### ***Jet Boat Tours***

Jet Boat tours range from two to eight hours in duration on the Bulkley River, primarily between Smithers and Telkwa, with a maximum of four clients per trip through the summer seasons (June-October). Level of use is estimated at four to twelve trips per month with the busiest months from June-September. Water access for the jet boat “put-ins’ and ‘take-outs’, occur at public access boat launches (primarily Lunan Rd boat launch near Hwy 16 in Smithers). As a condition of the TMP, BA commits to adhere to the tenting/picnicking area. As part of the Tenure Management Plan, BA commits to adhere to the “Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia” Boating > Freshwater and Foreshore > All seasons section to mitigate and reduce any impact the boat tours may have on the river.

### ***Extensive Use Minimal Impact Sites:***

#### **Extensive Use Area 1: Heli-hiking Area**

Minimal Impact Site 1: Low order, rustic, temporary tenting site with fire pit and outhouse. GPS coordinates

➤ 54°49'22.27" N 127° 26'33.36" W

Minimal Impact Site 2: Heli-hike drop off (intermittent and occasional, brief landing area). GPS coordinates

➤ 54° 48'22.83" N 127° 24'44.75" W

Minimal Impact Site 3: Heli-hike pick up (intermittent and occasional, brief landing area). GPS coordinates

➤ 54° 49'20.15" N 127° 26'38.92" W

#### **Extensive Use Area 2: Jet Boat Tour Area**

Minimal Impact Site 4: Lunan Rd Boat Launch. Boat “put-in” and “take-out” (public access boat launch)

➤ 54°46'21.91"N 127° 7'18.19"W

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# Crown Land Tenure Application

Tracking Number: 100159972

## APPLICANT INFORMATION

If approved, will the authorization be issued to an Individual or Company/Organization? Company/Organization

What is your relationship to the company/organization? Board Member

## REFERRAL / PUBLIC COMMENT CONTACT INFORMATION

**Company / Organization:** BULKLEY ADVENTURES FISHING & JET BOAT TOURS  
**Contact Name:** Ryan Bateson  
**Contact Address:** 13189 Owens Rd  
 Smithers, BC  
 V0J2N1  
**Contact Phone:** 250-917-8561  
**Contact Email:** bulkleyadventures@gmail.com

## APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

**Name:** BULKLEY ADVENTURES FISHING & JET BOAT TOURS  
**Doing Business As:** Bulkley Adventures  
**Phone:** 250-917-8561  
**Fax:**  
**Email:** bulkleyadventures@gmail.com  
**BC Incorporation Number:**  
**Extra Provincial Inc. No:**  
**Society Number:**  
**GST Registration Number:**  
**Contact Name:** Ryan Bateson  
**Mailing Address:** 13189 Owens Rd  
 Smithers BC V0J2N1

## CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

**Email:** pnexploration@gmail.com  
**Contact Name:** peter mcguinness

## ELIGIBILITY

Question	Answer	Warning
Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below?	Yes	

Applicants and/or co-applicants who are Individuals must:

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada. (Except if you are applying for a Private Moorage)

Applicants and/or co-applicants who are Organizations must either:

1. be incorporated or registered in British Columbia (Corporations also include registered partnerships,

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- cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or
- 2. First Nations who can apply through Band corporations or Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

**TECHNICAL INFORMATION**

Please provide us with the following general information about you and your application:

**EXISTING TENURE DETAILS**

Do you hold another Crown Land Tenure? No

**ALL SEASONS RESORTS**

The All Seasons Resorts Program serves to support the development of Alpine Ski and non-ski resorts on Crown land. For more detailed information on this program please see the operational policy and if you have further questions please contact FrontCounter BC.

Are you applying within an alpine ski resort? No

**WHAT IS YOUR INTENDED USE OF CROWN LAND?**

Use the "Add Purpose" button to select a proposed land use from the drop down menu.  
 If you wish to use Crown land for a short term, low impact activity you may not need to apply for tenure, you may be authorized under the Permissions policy or Private Moorage policy.  
 To determine if your use is permissible under the Land Act please refer to either the Land Use Policy - Permissions or Land Use Policy - Private Moorage located here.

Purpose	Tenure	Period
Adventure Tourism Guided Nature Viewing	Licence of Occupation	Ten to thirty years

**ACCESS TO CROWN LAND**

Please describe how you plan to access your proposed crown land from the closest public road: by helicopter, jet boat, or truck

**ADVENTURE TOURISM**

Adventure Tourism applies to tourism operators who provide outdoor recreation activities for a fee or other form of compensation. For more information visit the website.

Specific Purpose: Guided Nature Viewing  
 Period: Ten to thirty years  
 Tenure: Licence of Occupation

**TOTAL APPLICATION AREA**

Please give us some information on the size of the area you are applying for.

Please specify the area: 500 hectares

**MECHANIZED / NON-MECHANIZED**

Mechanized Activity means guided AT activities where mechanized or motorized transport of clients (e.g., helicopters, snowmobiles, All Terrain Vehicles, etc.) is an integral part of the recreation experience offered to the clients. Motorized use includes vessels that use power as an integral part of the guided operation. Vessels that use motorized propulsion only intermittently for control or safety purposes are considered non-mechanized (e.g. whitewater rafting). In addition, where a vessel simply provides a transport service to and from a kayak operation it will be considered a non-motorized activity.

Does your operation include motorized / mechanized activities? Yes

**GUIDE OUTFITTER (COMMERCIAL HUNTING GUIDES)**

Any improvements on Crown land for the purpose of guide outfitting must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to a guide No

outfitting operation?

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**ANGLING GUIDE**

Any improvements on Crown land for the purpose of guided angling must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to an Angling guide operation? No

**ALL SEASONS RESORT**

If your activities include more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units, your activities may fall under the All Seasons Resort Policy.

Are you applying to build an all season resort as defined under the All Seasons Resort Policy, including more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units? No

**ADDITIONAL QUESTIONS**

In many cases you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction please answer the questions below. In addition, your application may be referred to other agencies for comments.

Is the Applicant or any Co-Applicant or their Spouse(s) an employee of the Provincial Government of British Columbia? No

Are you planning to cut timber on the Crown Land you are applying for? No

Are you planning to use an open fire to burn timber or other materials? No

Do you want to transport heavy equipment or materials on an existing forest road? No

Are you planning to work in or around water? Yes

- 1. If you will be working in or around fresh water, you will require a Water Sustainability Act Change Approval or Notification from the Province.
- 2. The federal Department of Fisheries and Oceans might need to review your project.
- 3. Review the Transport Canada website if the Navigation Protection Act applies.

Does your operation fall within a park area? Yes

You will be required to obtain a Park Use Permit. Please contact FrontCounter BC.

**LOCATION INFORMATION**

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

I will upload a PDF, JPG or other digital file(s)

**MAP FILES**

Your PDF, JPG or other digital file must show your application area in relation to nearby communities, highways, railways or other land marks.

Description	Filename	Purpose
TENURE APP SHAPE FILE 1	gm-4394CF30AF24447EBCF872A8...	Adventure Tourism
TENURE APP SHAPE FILE 2	gm-4394CF30AF24447EBCF872A8...	Adventure Tourism
intensive use 1	intensive use site 1.jpg	Adventure Tourism



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intensive use2	intensive use site 2.jpg	Adventure Tourism
land management	Bulkley Adventures EMP.pdf	Adventure Tourism
this is a pic of all areas	Bulkley Adventures polygons...	Adventure Tourism

**ATTACHED DOCUMENTS**

Document Type	Description	Filename
Extensive Area Map	intensive use 2	intensive use site 2.jpg
Extensive Area Map	intensive use site 1	intensive use site 1.jpg
General Location Map	map of all areas	Bulkley Adventures polygons...
Management Plan	management plan	Bulkley Adventures EMP.pdf

**PRIVACY DECLARATION**

Check here to indicate that you have read and agree to the privacy declaration stated above.

**IMPORTANT NOTICES**

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

**DECLARATION**

By submitting this application form, I, declare that the information contained on this form is complete and accurate.

**APPLICATION FEES**

Item	Amount	Taxes	Total	Outstanding Balance
Crown Land Tenure Application Fee	\$3,300.00	GST @ 5%: \$165.00	\$3,465.00	\$0.00

**OFFICE**

Office to submit application to: Smithers

**PROJECT INFORMATION**

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

**OFFICE USE ONLY**

Office Smithers	File Number	Project Number
	Disposition ID	Client Number



**Planning Department Report  
Rezoning Bylaw No. 1788  
1<sup>st</sup> & 2<sup>nd</sup> Reading  
File No. E-01-16  
November 14, 2016**

## APPLICATION SUMMARY

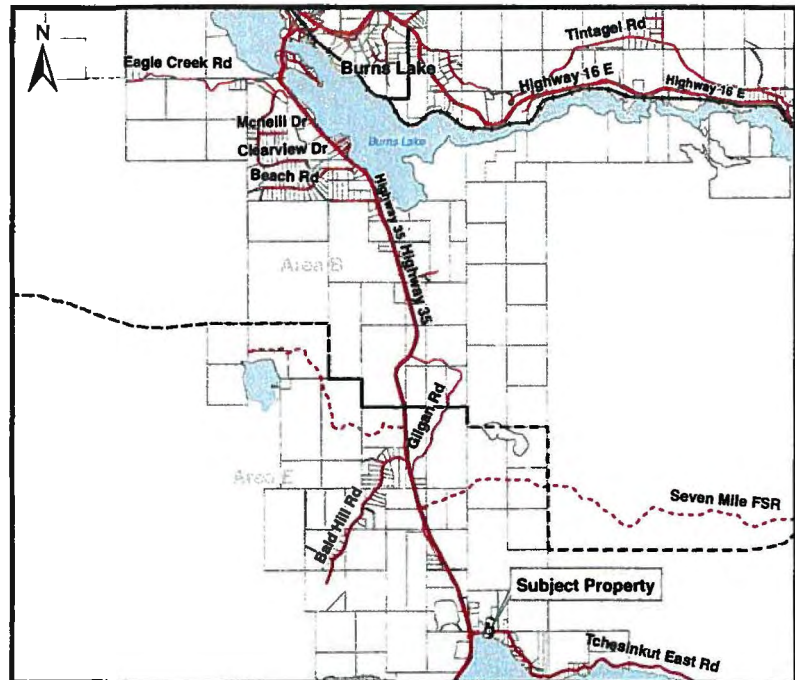
**Name of Property Owner:** Janet Wilder

**Electoral Area:** E

**Subject Property:** Lot A, District Lot 5693, Range 5, Coast District, Plan 9640

**Location:** The subject property is located at 3685 Tchesinkut East Road, approximately 12 km south of the Village of Burns Lake.

### Location Map



### Existing Land Use:

The property is 2.14 ha. in size and is currently used as a seasonal recreational home. The uses found in the surrounding area are primarily residential, seasonal recreational and tourist commercial.

The 2.1 ha. subject property contains a 2,886 ft<sup>2</sup> residence built in 1966, a 3,168 ft<sup>2</sup> building which was previously used as an aircraft hangar, and a 224 ft<sup>2</sup> shed.

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**O.C.P. Designation(s):** Rural Residential (RR) and Lakeshore (L) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009.

**Zoning:** Light Industrial (M1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

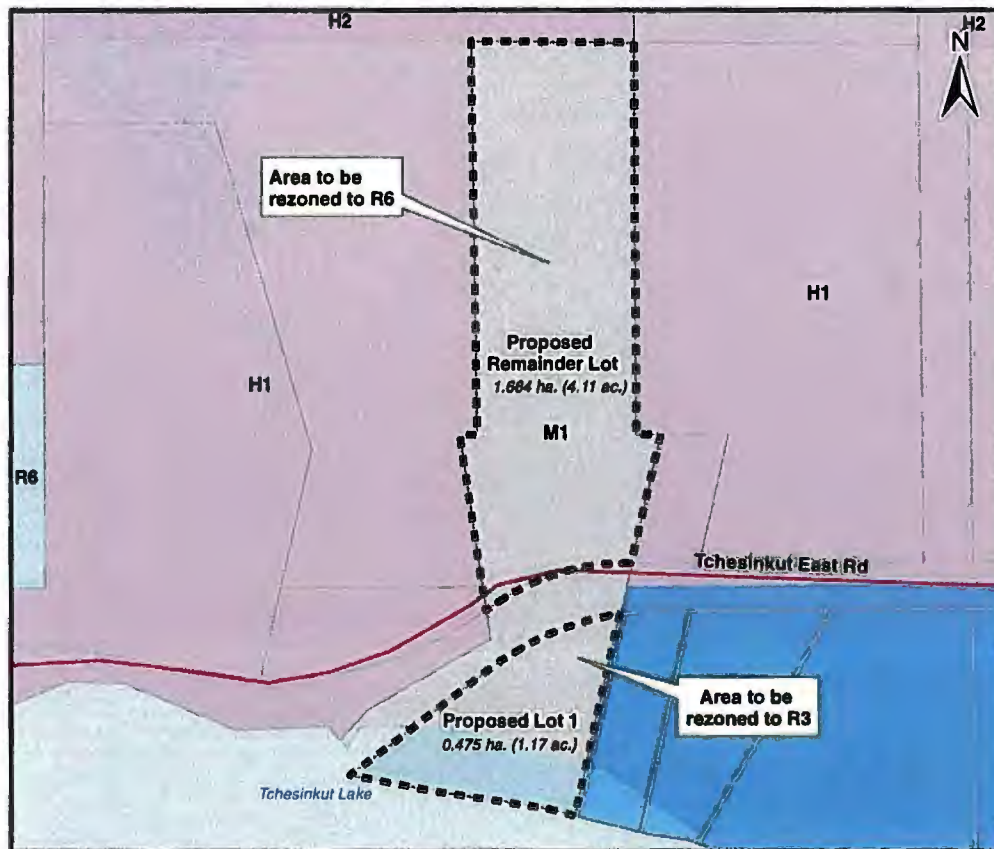
**ALR Status:** Not in the ALR

**Proposed Rezoning:**

The applicant wishes to subdivide the subject property in two parcels

- Proposed Lot 1, is 0.475 ha. (1.17 ac.) in size and will include the residence, septic tank, storage building and shed.
- Proposed Remainder Lot is 1.664 ha. (4.11 ac.) in size and will become vacant.

**Proposed Zoning and Subdivision Plan**



The minimum parcel size requirement of the R4 zone is 1.98 acres; therefore, proposed Lot 1 must be rezoned to R3, which allows a smaller minimum parcel area of 0.25 ha. (0.62 ac. or 2500 m<sup>2</sup>).

The Remainder Lot is proposed to be rezoned to Rural Residential (R6). The R6 zone is compatible with the intended residential use and the minimum parcel area requirement of 1 ha. (2.47 acres).

## REFERRAL COMMENTS

### Ministry of Transportation

Will appear on Supplemental Agenda

### Northern Health Authority

The proposed bylaw amendment has been reviewed by this office, before comments can be provided on the proposed rezoning, Northern Health would need to assess the suitability of the proposed subdivided lots for servicing on-site sewage disposal systems. This office has received a proposed subdivision application referral from an Approving Officer from the Ministry of Transportation and Infrastructure. The applicant has been provided information regarding further requirements, which would need to be fulfilled prior to Northern health undertaking the assessment.

Please note that Northern Health evaluates subdivision application referrals with respect to the *BC Sewerage System Regulation*, the *BC Sewerage System Standard Practice Manual*, and *Northern Guidelines for Subdivision*.

### Area 'E' Advisory Planning Commission

Resolution: Support the application to change the zoning on said property from Light Industrial to Rural Residential.

## PLANNING DEPARTMENT COMMENTS

### Official Community Plan

The property has two designations. The portion of the property south of Tchutsinkut East Road adjacent to the lake, is designated Lakeshore (L) and the portion north of the road is designated Rural Residential (RR) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009 (the OCP).

The proposed rezoning is supported by the OCP as the Lakeshore and Rural Residential designations support the creation of parcels as small as those proposed if the property is truncated by a road and onsite sewage disposal can be accommodated.

### Zoning

The uses permitted on the property currently are light industrial in nature and do not fit the character of the area. The uses permitted in the Light Industrial (M1) zone include:

- (a) *light manufacturing including the construction, assembly and repair of wood and fibreglass products, signs, boats and ceramic products;*
- (b) *warehousing including cold storage plants, frozen food lockers and feed and seed storage and distribution;*
- (c) *food products manufacturing, processing and packaging excluding processing and packaging of fish and including only pre-dressed and government inspected meats and eviscerated poultry;*
- (d) *building supplies and lumber yard;*

- (e) *automotive repair garage including autobody work and painting, muffler shops, transmission shops, tire sales and service, carwashes and excluding the wrecking, salvage and storage of automobiles;*
- (f) *commercial workshop including machine shop, welding shop, private or government garage and workshop;*
- (g) *storage compounds;*
- (h) *retail sales of petroleum products.*

If a principal use of land has been established in the Light Industrial Zone, the following secondary uses of land, buildings or structures are permitted:

- (a) *one dwelling unit per parcel;*
- (b) *buildings and structures accessory to the permitted principal and secondary uses;*
- (c) *retail sales and rentals.*

The uses permitted in the proposed R3 zone, located on Proposed Lot 1 include:

- (a) *single family dwelling;*
- (b) *home occupation;*
- (c) *buildings and structures accessory to the permitted principal uses.*

The uses permitted in the proposed R6 zone, located on the Remainder Lot include:

- (a) *single family dwelling;*
- (b) *two family dwelling;*
- (c) *field crops and horticulture;*
- (d) *noncommercial farm livestock;*
- (e) *home occupation;*
- (f) *buildings and structures accessory to the permitted principal uses.*

The permitted uses fit the character of the area, and the zones would allow the subdivision as proposed.

### **Historical Industrial Use and Contaminated Sites**

The property is currently zoned Light Industrial which reflects the previous uses of a float plane hangar on the property. The hangar is currently being used as an accessory building to the residential use of the property.

The *Environmental Management Act* requires the Local Government to submit a Site Profile to the Director of Waste Management when industrial and/ or commercial activities have occurred on a property that is subject to a zoning application. A Site Profile has been sent by staff on November 4, 2016. We have not heard a response from the Director of Waste Management.

If the Director notifies the Local Government that a site investigation is required at the subject property, the application will be put on hold until a release is obtained from the Director of Waste Management.

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## **Sewage and Water**

A Registered Onsite Wastewater Practitioner (ROWP) has done test pits and surveyed the subject property for suitable areas for on-site sewage disposal systems and water supply. The ROWP states in his report that both of the proposed lots can accommodate on-site water supply and sewage disposal systems substantially in accordance with the Northern Health Subdivision Guidelines and the BC Sewerage Regulation.

## **Land Use Discussion**

In the Planning Department's opinion the proposed rezoning will permit uses that are a better fit with the surrounding character of the area. In addition, the proposal will reduce the potential for negative impacts to Tchesinkut Lake associated with future industrial use of the land.

This application will permit a new waterfront parcel and residential development north of the road. The parcel located near the water is already developed and proposed zoning will not allow further subdivision beyond the proposed 2 parcels.

There are approximately 7 other properties that are truncated by Tchesinkut East Road that may potentially be rezoned and subdivided. The public's and the Board's response to this application may potentially have a bearing on future applications.

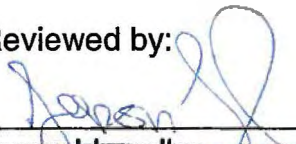
Given that the proposal allows for a more appropriate use of the land, and the rezoning is in accordance with OCP Policy, it is recommended that the Board approve 1<sup>st</sup> and 2<sup>nd</sup> Reading and subsequently be taken to Public Hearing.

### **Recommendations:**

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016" be given First and Second Reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016" be delegated to the Director or Alternate Director for Electoral Area E.

*Electoral Area Planning – All Directors/ Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Jennifer MacIntyre  
Planner I



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1788**

A Bylaw to Amend "Regional District of  
Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Light Industrial (M1)" Zone to the "Waterfront Residential I (R3)" Zone.

"Portion of Lot A, District Lot 5693, Range 5, Coast District, Plan 9640", shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Light Industrial (M1)" Zone to the "Rural Residential (R6)" Zone.

"Portion of Lot A, District Lot 5693, Range 5, Coast District, Plan 9640", shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016".

READ A FIRST TIME this      day of                      , 2016

READ A SECOND TIME this      day of                      , 2016

PUBLIC HEARING HELD this      day of                      , 2016

READ A THIRD TIME this      day of                      , 2016

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016"

DATED AT BURNS LAKE this                      day of                      , 2016

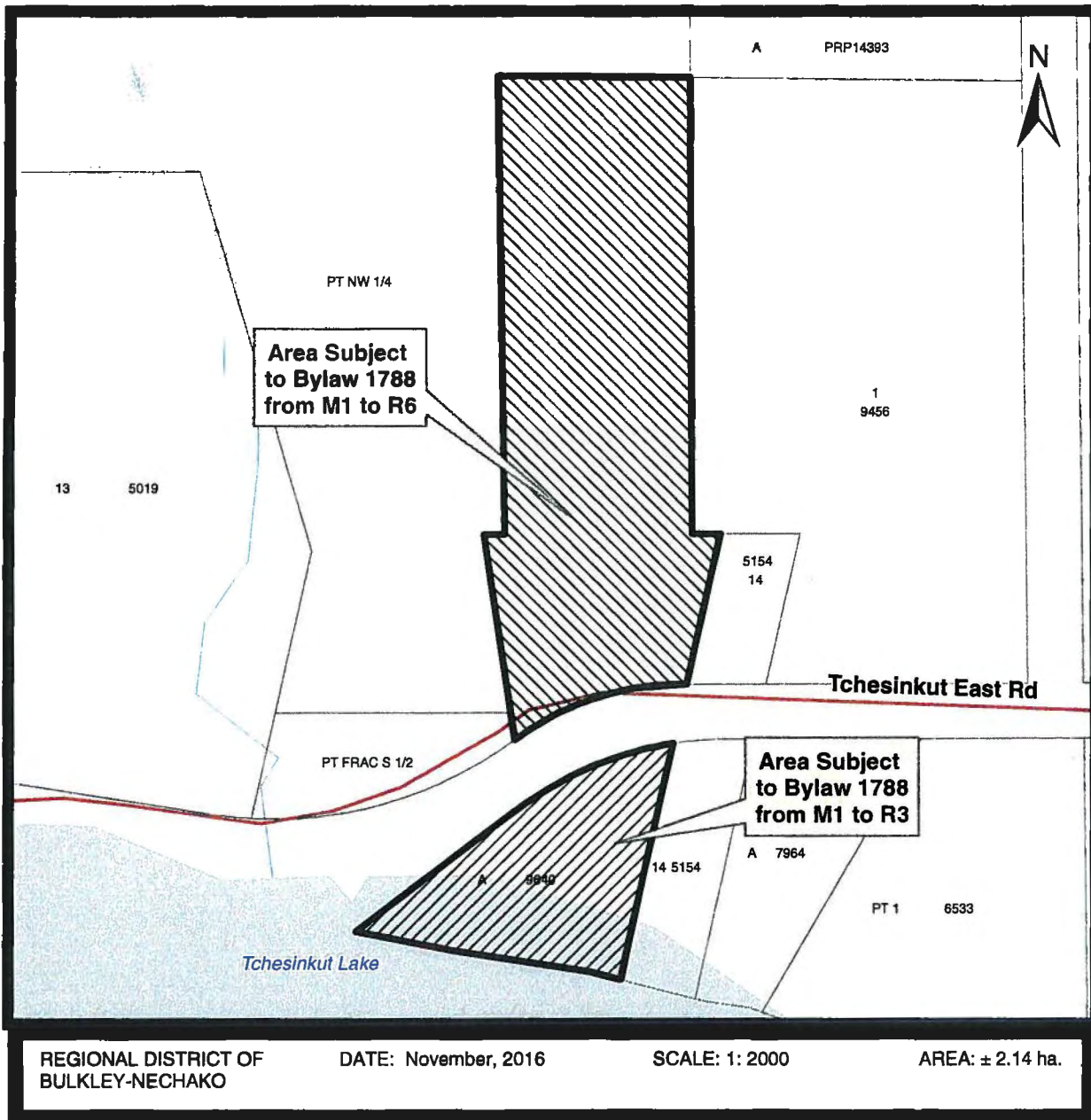
\_\_\_\_\_  
Corporate Administrator

ADOPTED this      day of                      , 2016

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

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**SCHEDULE "A" BYLAW NO. 1788**

A portion of Lot A, District Lot 5693, Range 5, Cost District, Plan 9640 comprising of 2.139 ha. Being rezoned from "Light Industrial (M1)" Zone to the "Waterfront Residential I (R3)" Zone, as shown.

A portion of Lot A, District Lot 5693, Range 5, Cost District, Plan 9640 comprising of 2.139 ha. Being rezoned from "Light Industrial (M1)" Zone to the "Rural Residential (R6)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1788, 2016.

\_\_\_\_\_  
Corporate Administrator



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Janet Wilder  
5040 Hot Springs Rd.  
Fairmont Hot Springs, BC  
VOB 1L1  
July 0, 2016

Regional District of Bulkley Nechako  
P.O. Box 820,  
Burns Lake, BC  
VOJ 1E0

To Whom It May Concern:

Re: Parcel Identifier: 005-898-251 Lot A DL 5693 Range 5, Coast District Plan 9640.

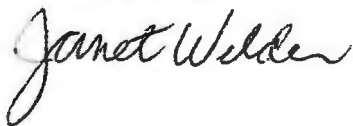
I am writing this letter in regards to subdividing my property into two parcels. The civic address is 3685 Tchesinkut Lake Rd. East. The property is divided by this road which is designated by the highways.

I propose to divide the property north of the road from the property south of the road which is located on Tchesinkut Lake.

This land is currently zoned light industrial MI and I would like to rezone it to :  
The piece south of the road and on the lake to R3 and the piece north of the road to R6 ( the larger piece about 4.03 acres).

The use of the land would be primarily residential/recreation.

Sincerely,  
Janet Wilder





August 31, 2016

Our File: 16.135

Janet Wilder

3685 Tchesinkut Rd E.

Francois Lake, British Columbia

V0J 1R0

**Re: Subdivision of property located at [PID 005-898-251]**

Bulkeley Valley Engineering Services Ltd. (BVES) was engaged by Janet Wilder (Owner) to undertake an assessment of residential water and sewer in support of a proposed rezoning and subdivision application.

#### **Background**

The subject property is 0.621 hectares (5.35 acres) and truncated by Tchesinkut Lake Road. The Owner wishes to apply for rezoning and subdivision which would see the property divided at the road right of way. This would create a smaller lakeshore lot [Proposed Lot A] of approximately 1.166 acre (0.472 hectares) and a larger 4.184 Acre (1.693Ha) lot [Proposed Remainder]. The current zoning is M1, and BVES understands the property is not within the Agricultural Land Reserve. Lot A, located on the south side of Tchesinkut Lake Road, would be rezoned as Waterfront Residential (R3) and the Remainder lot as Rural Residential (R6).

Currently there is a single residential dwelling and a sea-plane hangar located on Lot A. Both proposed lots can be accessed via existing driveways with existing culverts directly from Tchesinkut Lake Road. The existing residential dwelling is approximately 260 square meters (2,800 square feet), was constructed in 1966, has a conventional absorption field septic system, and a concrete septic tank located on the lake side of the dwelling. The existing residence gets potable water from the adjacent Tchesinkut Lake.

#### **Methodology**

The relevant guiding documents are the following:

- RDBN Zoning Bylaw and mapping
- RDBN OCP and mapping
- RDBN Rezoning Brochure
- Northern Health Subdivision Guidelines
- BC Sewerage System Standard Practice Manual (SPM) V3

Our Mr. Eerik Lilles, P.Eng. and Liam Overstall visited the site on August 3<sup>rd</sup>, 2016 to review existing and meet with the Owner. During this site visit RTK and optical survey was undertaken. Mr. Lilles and Overstall returned to the site on August 11<sup>th</sup>, and with the aid of a tracked excavator, excavated test pits, undertook field soil hydraulic conductivity testing, and performed additional survey.

Test pits and soil tests were undertaken to demonstrate primary and reserve sewage discharge areas for the proposed Remainder lot, and a reserve discharge area for the proposed Lot A. The existing septic system was checked for field failures and the tank was inspected visually.

### **Results and Recommendations**

Results of site evaluation for each of the two proposed lots are described:

#### **1) Proposed new Waterfront Residential (R3) Lot A:**

The existing septic system, while likely non-conforming to the current SPM, shows no signs of historical or pending failure, and the owner indicated there have not been any failures with the system since they have owned the property.

The site slopes towards the lakeshore at approximately 5%. Testing was undertaken on the uphill side of the property at least 30 meters away from the lakeshore. Soils in this area were found to be a sandy clay loam and dry. No groundwater or indications of seasonal high groundwater were observed within the 1.5 meters (5 feet) deep test pits. Field soil hydraulic conductivity testing indicate soils with percolation rates at 35 and 50 minutes per 2.5 cm. This site is not affected by flooding.

While soils are generally fine grained, it is BVES' opinion that undisturbed soils near the surface have adequate permeability to demonstrate a Type 1 residential absorption field in reserve (in addition to the existing) and there is adequate space to support a system with eighty square meters of infiltrative area. This area includes factors of safety of 10% for construction allowance and 5% to accommodate the site slope.

Due to the limited area and horizontal setback requirements, a Type 1 pressure absorption system will be required and a Type 2 system may be better suited to minimize site disruption. The lot is serviced by power to support a pump. BVES understands adjacent lakefront lots also have absorption fields.

The adjacent Tchesinkut Lake is a large fresh water body and a suitable source of drinking water with reasonable precautions undertaken, by all who use it, including intermittent testing and point of use treatment and/or disinfection should it be required.

#### **2) Proposed new Rural Residential (R6) Remainder Lot:**

No existing dwelling or septic system exists on this proposed Lot. An obvious building site immediately behind the existing driveway access was observed. The lot slopes at less than 5% north and west from the obvious building site.

Test pits indicate soils to be a sandy clay loam and unsaturated soils up to 3 meters (10 feet). The proposed lot is more than 1.6 hectares (4.0 acres) in area. Field soil hydraulic conductivity tests indicate percolation rates are slower than 60 minutes per 2.5 cm. This site is not affected by flooding.

Two suitable sites for zero discharge sewerage lagoons have been identified based on the investigation undertaken by BVES. Adjacent lots on this side of the Tchesinkut Lake Road also have zero discharge sewerage lagoon systems.

While on site, BVES interviewed neighbors and found that adjacent properties on this side of Tchesinkut Lake Road have producing residential wells at moderate depth.

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It is the opinion of BVES that both proposed new lots can accommodate on-site water supply and sewage disposal systems substantially in accordance with the Northern Health Subdivision Guidelines, and the British Columbia Sewerage Regulation.

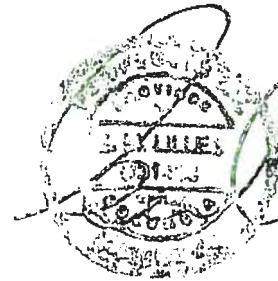
If you have any questions or require additional information please contact the undersign

**Bulkley Valley Engineering Services Ltd.**



**Erik Lilles, P.Eng. LEED AP**

**Civil Engineer**



Sept 1, 2016

**Attachments: Site Plan (1 Page)**

**Test Pit Profiles (2 Pages)**

**Project Photos (3 Pages)**

## Soil Profile Description

Project 16.135 Wilder  
 Site Address 3685 Tchesinkut Rd E.  
 Depth (in) 50"

Site Lot A  
 Test Pit # TP-01  
 Date of Log 11-Aug-16

Crew: LO  
 Weather: clear, +16 C

Depth (in)	Matrix Colour	Texture	C. Fragemtns Kind, %		Structure Shape, Grade	Moisture	Consistency	Roots	Mottles	Water Table
0	4	Light Brown	Loam		Weak	Dry	Soft	Fine	None	no
4	50	Brown	Clay Loam		Weak	Moist	Slightly Hard		None	no

Larger % sand at surface, harder at depth. No indications of high water.

Project 16.135 Wilder  
 Site Address 3685 Tchesinkut Rd E.  
 Depth (in) 54

Site Lot A  
 Test Pit # TP-02  
 Date of Log 11-Aug-16

Crew: LO  
 Weather: clear, +16 C

Depth (in)	Matrix Colour	Texture	C. Fragemtns Kind, %		Structure Shape, Grade	Moisture	Consistency	Roots	Mottles	Water Table
0	4	Light Brown	Loam		Weak	Dry	Soft	Fine	None	no
4	54	Brown	Clay Loam		Weak	Dry	Slightly Hard		None	no

Larger % sand at surface, harder at depth. No indications of high water.

Project 16.135 Wilder  
 Site Address 3685 Tchesinkut Rd E.  
 Depth (in) 54

Site Remainder  
 Test Pit # TP-03  
 Date of Log 11-Aug-16

Crew: LO  
 Weather: clear, +16 C

Depth (in)	Matrix Colour	Texture	C. Fragemtns Kind, %		Structure Shape, Grade	Moisture	Consistency	Roots	Mottles	Water Table
0	4	Light Brown	Loam		Weak	Dry	Soft	Coarse	None	no
4	54	Brown	Clay Loam	gravel 0 to 5	Weak	Dry	Soft		None	no

Larger % sand at surface, harder at depth. No indications of high water.

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## Soil Profile Description

Project 16.135 Wilder  
 Site Address 3685 Tchesinkut Rd E.  
 Depth (in) 72

Site Test Pit # TP-04  
 Date of Log 11-Aug-16

Remainder  
 Crew: LO  
 Weather: clear, +16 C

Depth (in)	Matrix Colour	Texture	C. Fragemtns Kind, %		Structure Shape, Grade	Moisture	Consistency	Roots	Mottles	Water Table	
0	4	Light Brown	Loam			Weak	Dry	Soft	Coarse	None	no
4	72	Brown	Clay Loam	gravel	0 to 5	Weak	Dry	Hard		None	no

Larger % sand at surface, harder at depth. No indications of high water.

Project 16.135 Wilder  
 Site Address 3685 Tchesinkut Rd E.  
 Depth (in) 84

Site Test Pit # TP-05  
 Date of Log 11-Aug-16

Remainder  
 Crew: LO  
 Weather: clear, +16 C

Depth (in)	Matrix Colour	Texture	C. Fragemtns Kind, %		Structure Shape, Grade	Moisture	Consistency	Roots	Mottles	Water Table	
0	4	Light Brown	Loam			Weak	Dry	Soft	Coarse	None	no
4	84	Brown	Clay Loam	gravel	0 to 5	Weak	Dry	Hard		None	no

Larger % sand at surface, harder at depth. No indications of high water.

Project 16.135 Wilder  
 Site Address 3685 Tchesinkut Rd E.  
 Depth (in) 120

Site Test Pit # TP-05  
 Date of Log 11-Aug-16

Remainder  
 Crew: LO  
 Weather: clear, +16 C

Depth (in)	Matrix Colour	Texture	C. Fragemtns Kind, %		Structure Shape, Grade	Moisture	Consistency	Roots	Mottles	Water Table	
0	4	Light Brown	Loam			Weak	Dry	Soft	Coarse	None	no
4	120	Brown	Clay Loam	gravel	0 to 5	Weak	Dry	Very Hard		None	no

Larger % sand at surface, harder at depth. No indications of high water.

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Photo 1: Soil field conductivity testing on Lot A

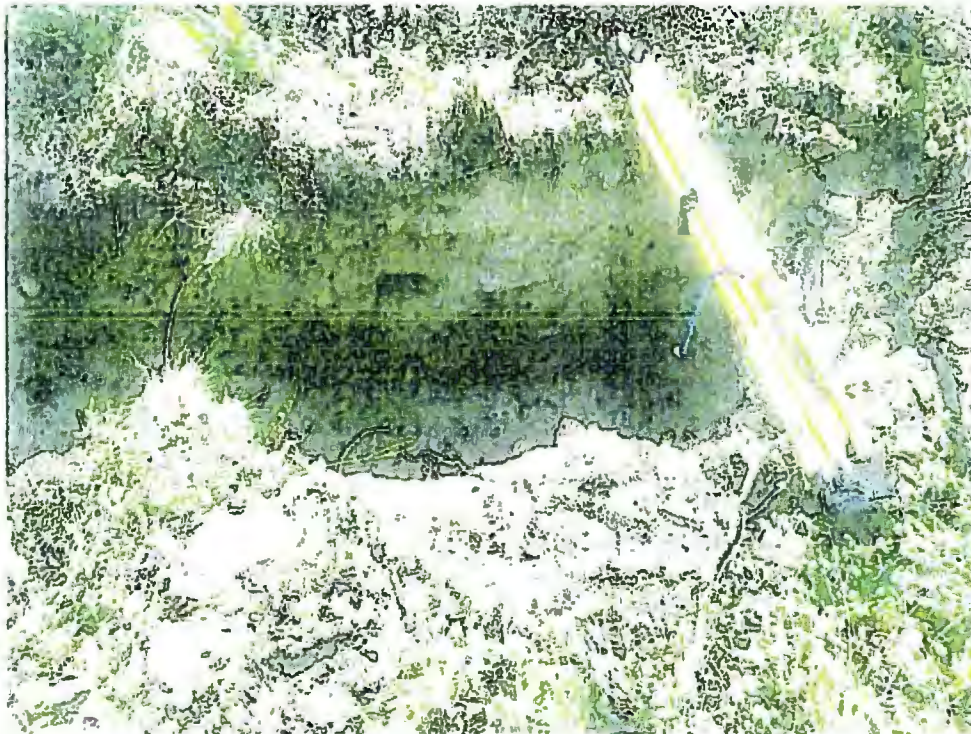


Photo 2: Typical test pit

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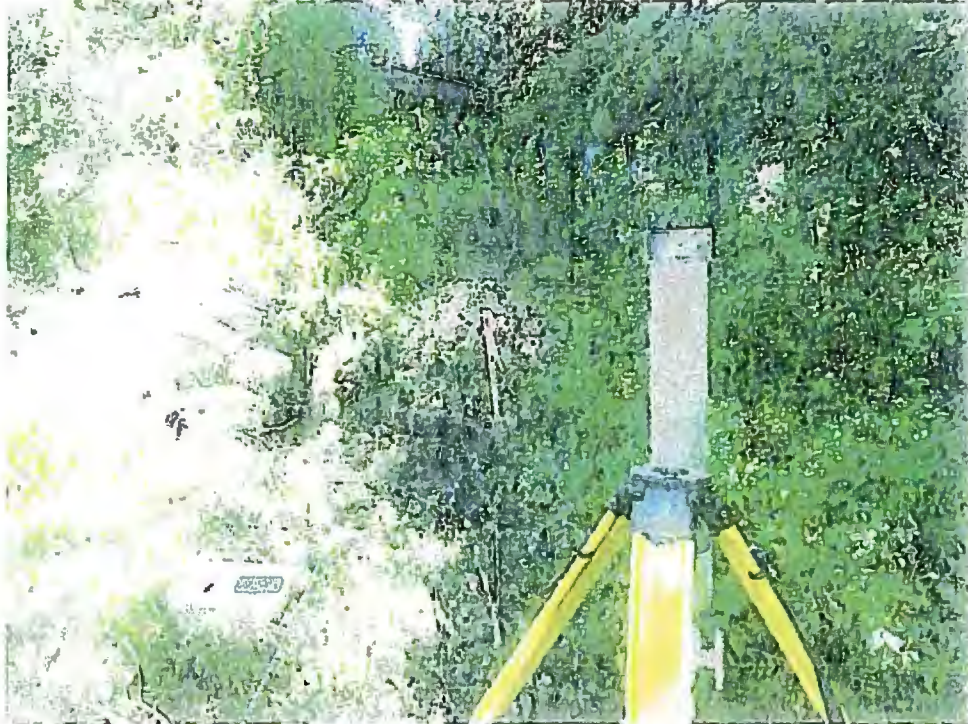


Photo 3: Field permeameter testing

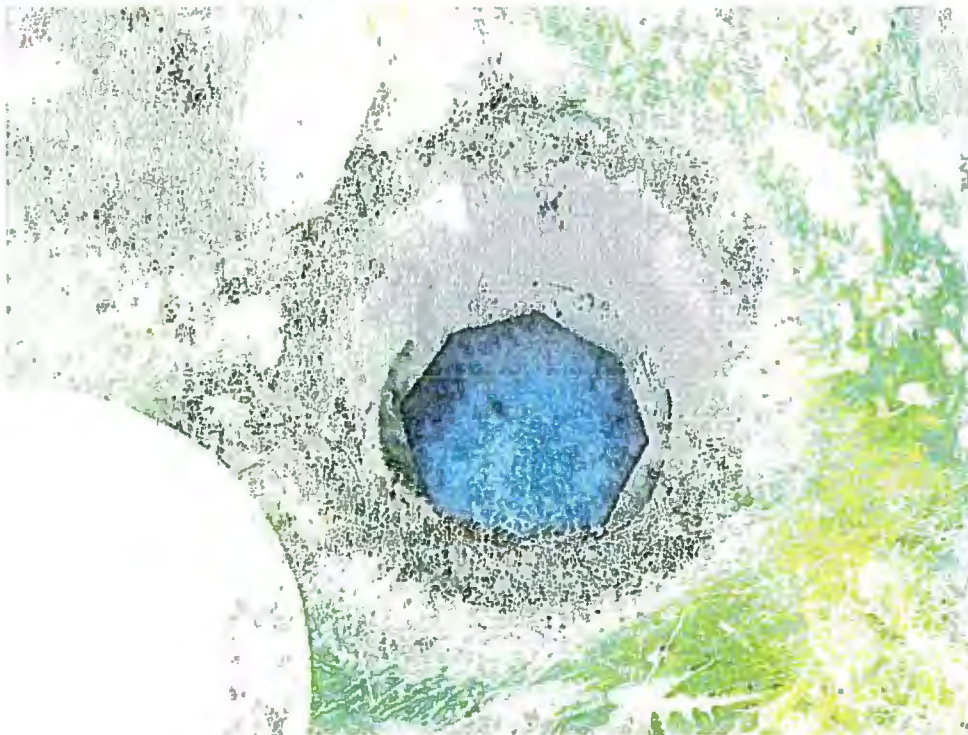


Photo 4: Existing septic tank

B2



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Photo 5: Existing absorption site.



Photo 6: View of house from lake

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**Planning Department Report  
OCP Amendment Bylaw No. 1786  
& Rezoning Bylaw No. 1787  
1<sup>st</sup> & 2<sup>nd</sup> Reading  
File No. A-03-16  
November 11, 2016**

## APPLICATION SUMMARY

**Name of Property Owner:** Phils Boxes Ltd.

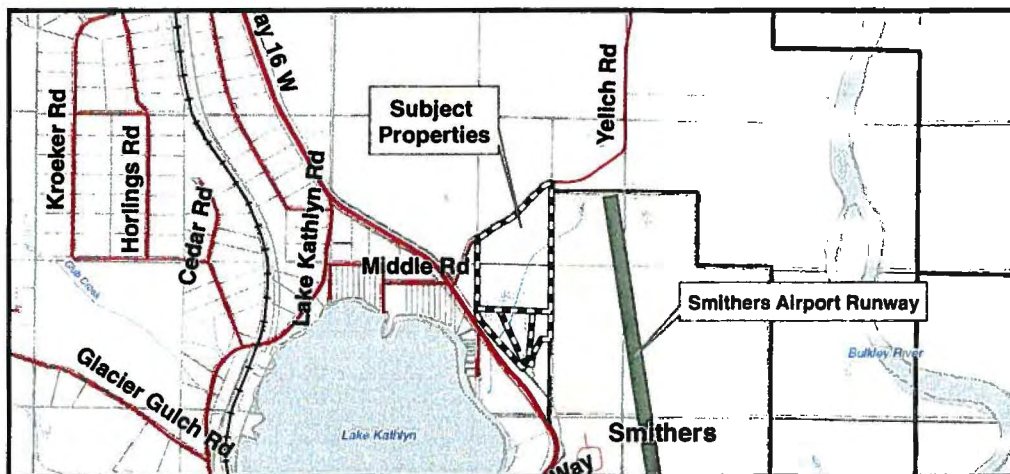
**Name of Agent:** HBH Land Surveying Inc.

**Electoral Area:** A

**Subject Properties:** Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Except Plan EPP42101 (referred to as Lot B); and, Lots 2, 3, and 4, Section 14, Township 1A, Range 5, Coast District, Plan EPP 42101 (referred to as Lots 2, 3, and 4).

**Location:** The subject properties are located west of the Smithers airport on Yelich Road and Highway 16, approximately 7 km north of the Town of Smithers.

### Location Map



**O.C.P. Designation:** Agricultural (Ag) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014.

**Zoning:** Small Holdings (H1) and Large Holdings (H2) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

**Existing Land Use:** Vacant, forested.

**ALR Status:** Not in the ALR

## Proposal:

To amend the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 from **Agricultural (AG)** to **Rural Residential (RR)** for Lot B and Lots 2, 3 and 4.

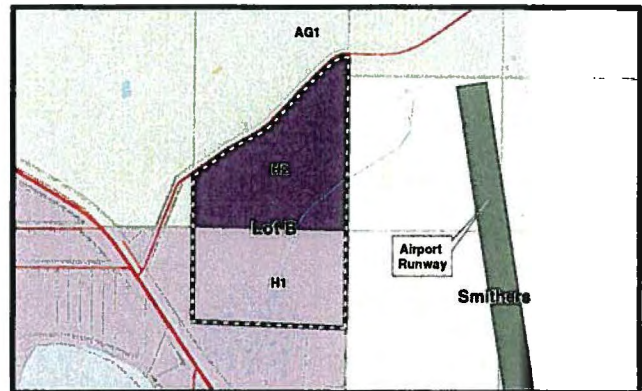
To amend the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Large Holdings (H2)** to **Small Holdings (H1)** for Part of Lot B and to amend the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Small Holdings (H1)** to **Large Holdings (H2)** for Part of Lot B.

## Existing Zoning

Lot B is currently split zoned Small Holdings (H1) and Large Holdings (H2).

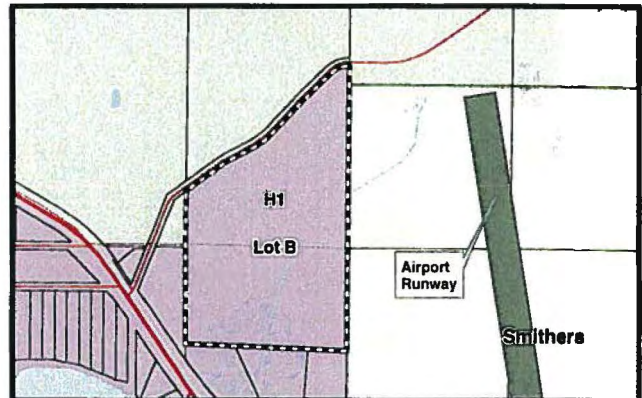
The H1 zoned area is approximately 9.82 ha. in size. The minimum parcel size for the H1 Zone is 2 ha.

The H2 zoned area is approximately 11.5 ha. in size. The minimum parcel size for the Large Holdings zone is 8 ha.



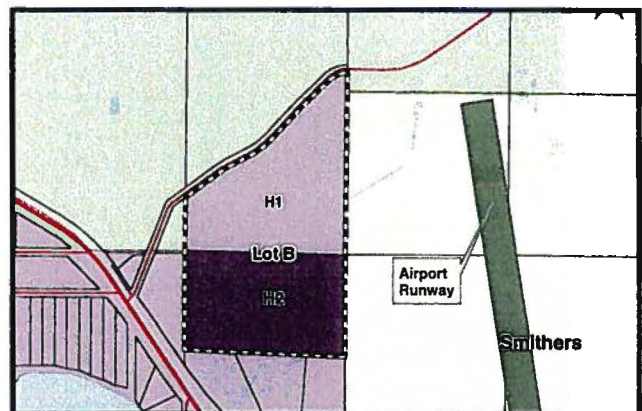
## Denied Zoning

The applicant proposed to rezone all of Lot B to Small Holdings to accommodate an eight lot subdivision. This application was denied by the Regional District Board at its August 18, 2016 meeting.



## Proposed Zoning

The current application proposes to swap the Small Holding's zone with the Large Holdings zone to allow a six lot subdivision. The northern portion of the property, currently zoned Large Holdings (H2) will become Small Holdings (H1) to create five 2.0 ha lots. The southern portion of the property is proposed to be changed from Small Holdings (H1) to Large Holdings (H2) to accommodate a 9.82 ha. .



The applicant intends to achieve the proposed 6 lot subdivision in 3 phases.

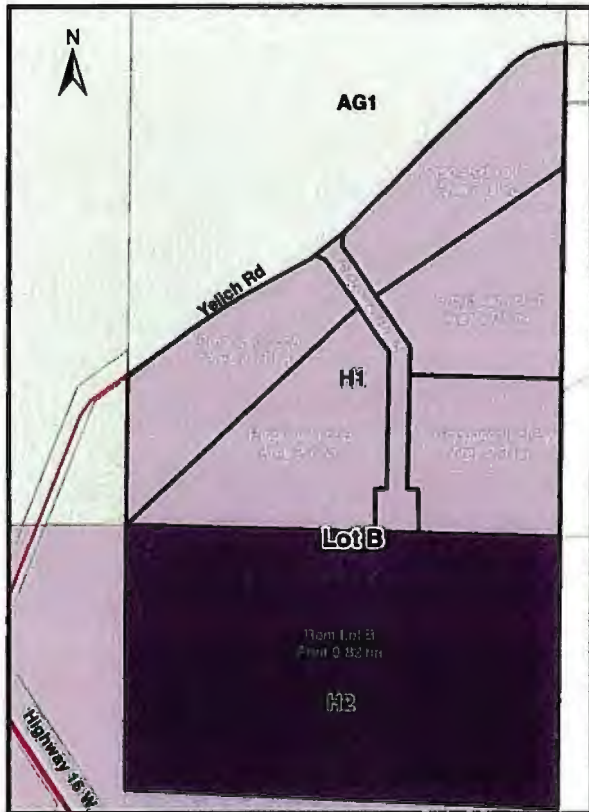
- Phase 1 is proposed to create three lots; two on the portion proposed to be rezoned to H1 and one lot on the portion proposed to be rezoned to H2.
- Phase 2 will is proposed to create five lots; 4 lots on the portion proposed to be rezoned to H1 and one lot on the portion proposed to be rezoned H2.
- Phase 3 is proposed to create 6 lots on the portion proposed to be rezoned to H1 and 1 lot on the portion proposed to be rezoned H2.

### Existing Subdivision Potential

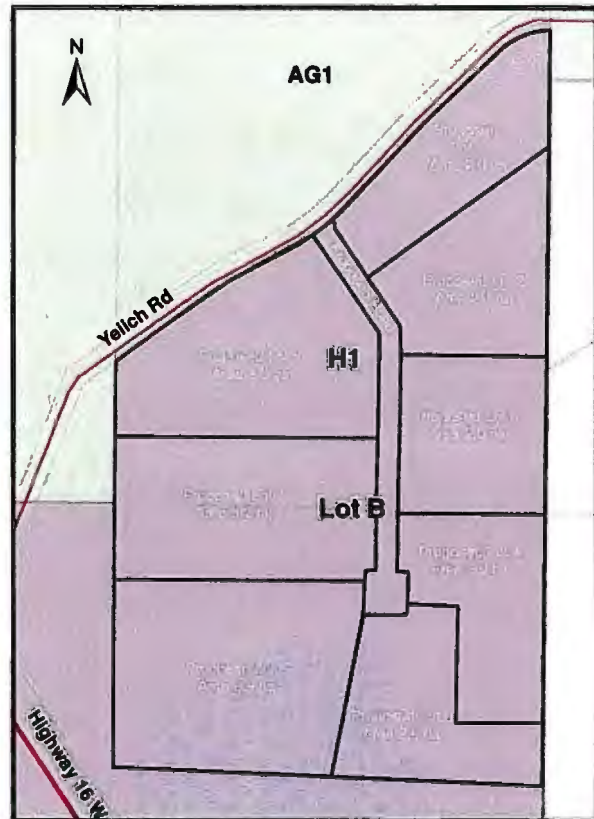
The current zoning on Lot B would potentially allow the land to be subdivided into 6 lots in total. However, the area that is currently zoned H1, and has subdivision potential, is quite swampy. The area that is currently zoned H2 is more suited for subdivision, and is more easily accessed by Yelich Road.

The previously proposed subdivision Plan, which was denied, is shown below on the right. The subdivision plan proposed with the current rezoning application is shown below on the left.

**Phase 3 (final) Subdivision Plan**



**Previous Proposed Subdivision Plan**



**REFERRAL COMMENTS****Area 'A' Advisory Planning Commission****October 11, 2016**

Resolution: Application not supported as presented

Comments: Upon discussion, we thought that we would recommend the zoning amendment, but were not in favour of the subdivision as submitted. It was noted that we may support an application for the zoning amendment and a total of three lots.

**November 7, 2016**

Comments: Gina wanted to ensure that any questions / concerns that the APC had were answered (she was unable to attend the October meeting) and asked if the application should be amended before presented to the RDBN. This question came based upon APC comments regarding the number of lots in the application for rezoning implying that the application for subdivision may be made as presented in the application for rezoning. We expressed that we did not have concerns for the rezoning as submitted, but did in fact have concerns regarding the number of lots indicated as presented on the application.

**Ministry of Transportation**

No objections

**Town of Smithers**

No comments received

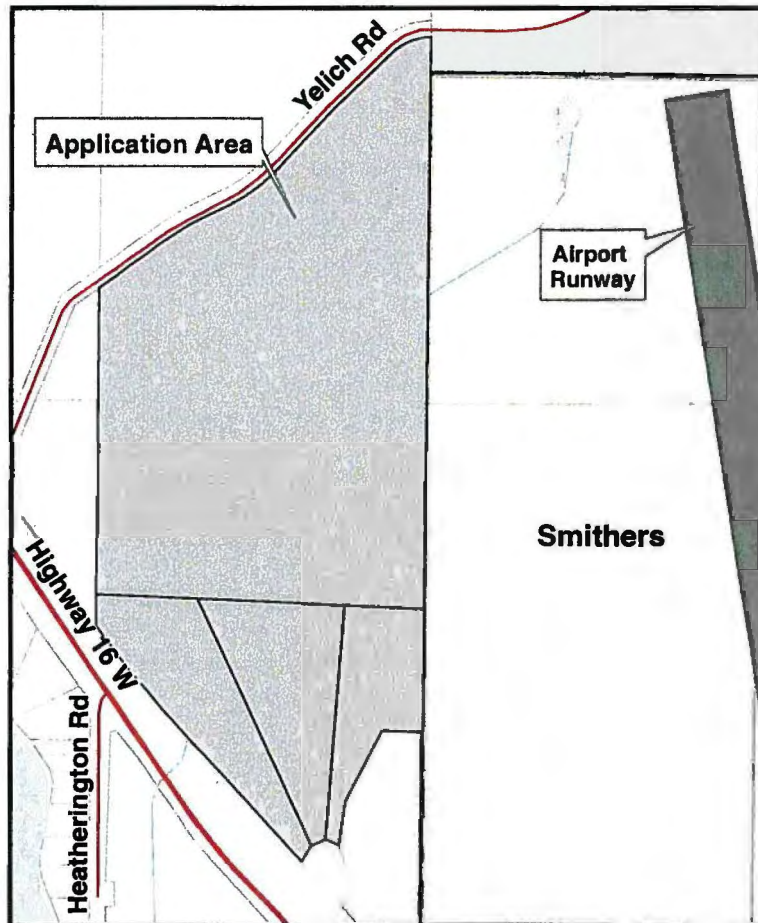
**Northern Health**

No comments received

**PLANNING DEPARTMENT COMMENTS****Official Community Plan**

The properties to the south of the subject property were subdivided into a four lot subdivision by the applicant in 2009. These lands were zoned H1; therefore, a rezoning or OCP amendment were not necessary (it is noted one of these parcels was rezoned for industrial use). An OCP change from AG to RR is proposed for the previously subdivided residential parcels (lots 2, 3, and 4) in addition to Lot B to reflect their use and zoning.

## OCP Amendment Area



### Zoning

Lot B is currently split zoned Small Holdings (H1) and Large Holdings (H2). The rezoning application does not intend to change the use, rather than to change the locations of the zones to allow the proposed subdivision layout noted above.

The following uses are permitted in the Small Holdings (H1) Zone.

- (a) *single family dwelling;*
- (b) *two family dwelling;*
- (c) *agriculture;*
- (d) *horticulture, nursery, greenhouse;*
- (e) *silviculture;*
- (f) *kennel and veterinary clinic;*
- (g) *home occupation;*
- (h) *buildings and structures accessory to the permitted principal uses.*

The following uses are permitted in the Large Holdings (H2) Zone.

- (a) *agriculture;*
- (b) *intensive agriculture;*
- (c) *horticulture, nursery, greenhouse;*
- (d) *single family dwelling;*

- (e) *two family dwelling;*
- (f) *logging and silviculture;*
- (g) *portable sawmill and lumber kiln (provided that the floor of the lumber kiln does not exceed 45 m2);*
- (h) *mineral, placer, coal and aggregate exploration, extraction and processing;*
- (i) *waste disposal site;*
- (j) *outdoor recreation facilities;*
- (k) *kennel and veterinary clinic;*
- (l) *primitive campsite;*
- (m) *guest ranch;*
- (n) *rural retreat;*
- (o) *peat extraction;*
- (p) *home occupation;*
- (q) *buildings and structures accessory to the permitted principal uses.*

The Rural Residential (RR) designation in the Smithers Telkwa Rural OCP is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area.

The proposed 2 ha. sized lots are an appropriate size for the area and facilitate privately drilled wells and sewage lagoons that may not need municipal servicing.

### **Conflict with Airport Lands**

There is concern that conflicts may occur between the proposed residential development and noise associated with airport operations, and future light industrial land use contemplated on the airport lands. To address this concern the applicant has proposed the registration of a noise covenant on title of the proposed subdivided properties. The covenant would be in favor of the Town of Smithers who would be required to sign the covenant document as the Grantee. Such an easement could give the airport the right to create noise, odors and other impacts associated with airport and industrial operations in the area that would potentially create a nuisance on the lots.

This easement would protect the airport and its tenants from potential nuisance complaints from the residential property owners, and would also serve to notify any purchasers of the new residential lots that they are in the middle of an industrial area and they can expect to be impacted by activity on the airport lands.

Staff recognize that this is not a typical easement and the applicant's lawyer or notary may have trouble developing wording that is acceptable. In such situations it is not uncommon for the local government's lawyer to draft the covenant for the Regional District and have the applicant reimburse the legal costs. The local government then provides the draft covenant to the applicant for review and consideration. If the Board is supportive of the recommendations contained in this report staff will offer this option to the applicant unless directed otherwise by the Board.



## Discussion

**Growth Management:** The proposed rezoning is not expected to result in an increased potential for residential development surrounding the airport. The existing zoning allows the same number of parcels to be created as the proposed rezoning. If developed, the proposed rezoning will allow for the subdivision to be placed on lands better suited for development and will not impact the existing swamp.

**Airport Operations:** It is noted that the Town of Smithers previously stated opposition to the development surrounding the Smithers Airport Lands. However, they have expressed a willingness to discuss aspects of the Noise Covenant on the subject properties to ensure that there remains a setback buffer between the airport and residential uses.

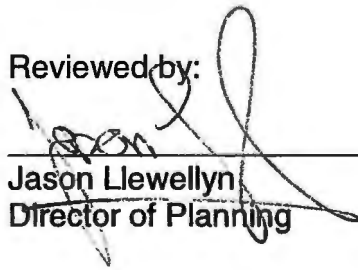
Given that the proposal does not change the density to the lands adjacent to the airport; the Planning Department recommends approval, and will work with the Town of Smithers Airport Manager and Staff to develop a suitable covenant to ensure the protection and proper development of the residential lands to avoid any anticipated conflict.

### **Recommendations:**

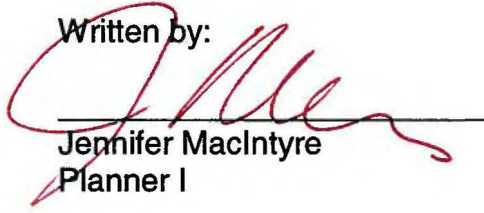
1. That the Board consider and approve the consultation identified in the consultation checklist attached as "Appendix A".
2. That "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1786, 2016" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1787, 2016" be given First and Second Reading and subsequently be taken to Public Hearing.
3. That the Public Hearing for "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1786, 2016" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1787, 2016" be delegated to the Director or Alternate Director for Electoral Area A.
4. That the Public Hearing for Bylaw No. 1786, 2016 and Bylaw No. 1787, 2016 not be held until a draft Noise Covenant is completed to the satisfaction of the Director of Planning and the Town of Smithers.

*Electoral Area Planning – All Directors/ Majority*

Reviewed by:

  
 \_\_\_\_\_  
 Jason Llewellyn  
 Director of Planning

Written by:

  
 \_\_\_\_\_  
 Jennifer MacIntyre  
 Planner I



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO.1786**

A Bylaw to Amend "Smithers Telkwa Rural Official Community Plan,  
Bylaw No. 1704, 2014"

---

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

That the "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014" be amended such that the designation of the following land is changed from Agriculture (AG) to Rural Residential (RR).

Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Except Plan EPP42101, and;

Lot 2, 3, and 4, Section 14, Township 1A, Range 5, Coast District, Plan EPP 42101, shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1786, 2016".

READ A FIRST TIME this     day of     , 2016

READ A SECOND TIME this     day of     , 2016

PUBLIC HEARING HELD this     day of     , 2016

READ A THIRD TIME this this     day of     , 2016

I hereby certify that the foregoing is a true and correct copy of "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1786, 2016".

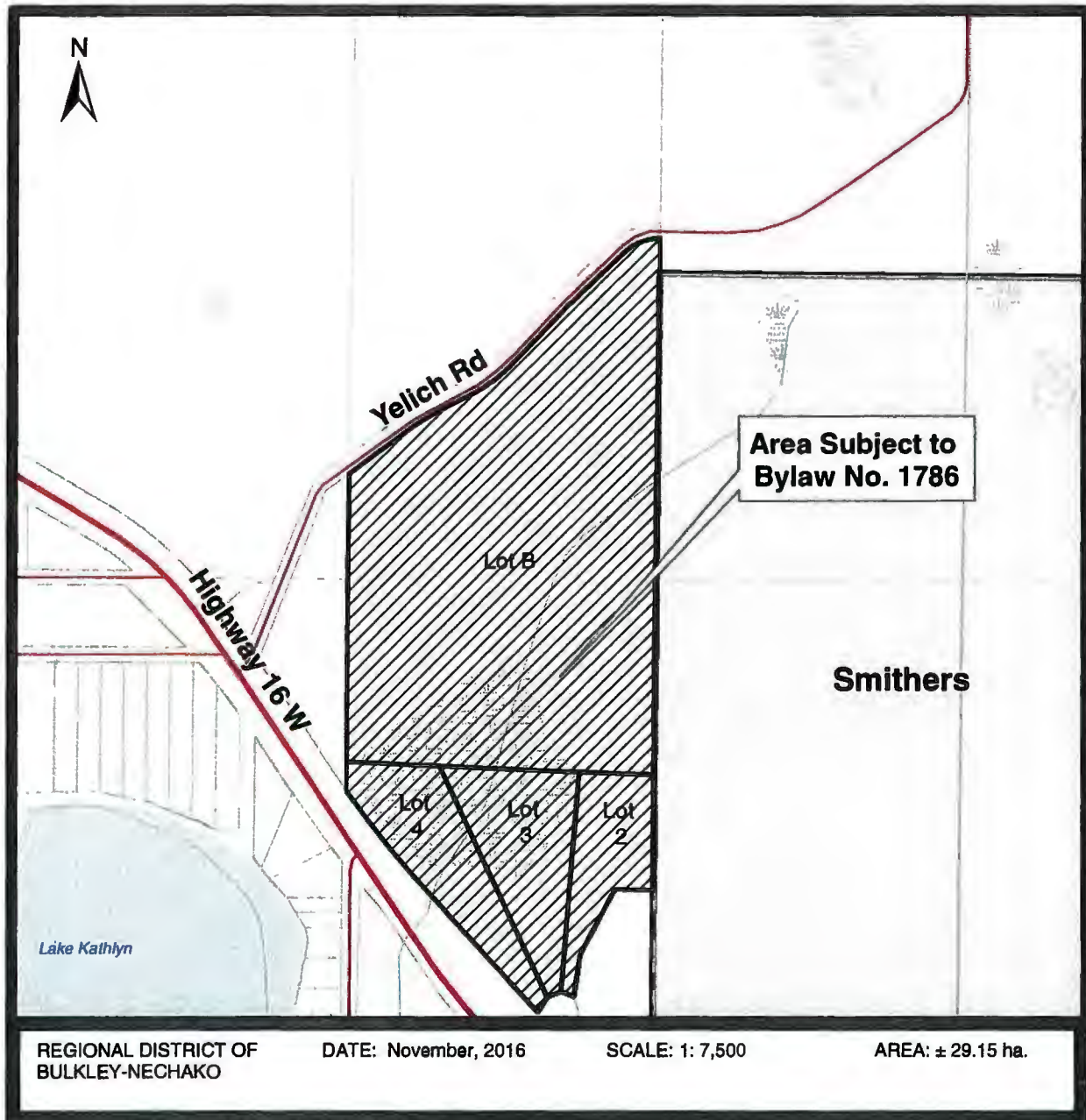
DATED AT BURNS LAKE this     day of

\_\_\_\_\_  
Corporate Administrator

ADOPTED this                     day of

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



### **SCHEDULE "A" BYLAW NO. 1786**

Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Except Plan EPP42101 comprising of 21.4 ha. and Lots 2, 3, and 4, Section 14, Township 1A, Range 5, Coast District, Plan EPP 42101 comprising of 7.75 ha. Designation being changed from Agriculture (AG) to Rural Residential (RR) as shown on Schedule "A", which is incorporated in and forms part of this bylaw.

I hereby certify that this is Schedule "A" of Bylaw No. 1786, 2016.

\_\_\_\_\_  
Corporate Administrator



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1787**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Small Holdings (H1)" Zone to the "Large Holdings (H2)" Zone.

"Portion of Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Except Plan EPP42101", shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Large Holdings (H2)" Zone to the "Small Holdings (H1)" Zone.

"Portion of Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Except Plan EPP42101", shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1787, 2016".

READ A FIRST TIME this      day of                      , 2016

READ A SECOND TIME this      day of                      , 2016

PUBLIC HEARING HELD this      day of                      , 2016

READ A THIRD TIME this      day of                      , 2016

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1787, 2016"

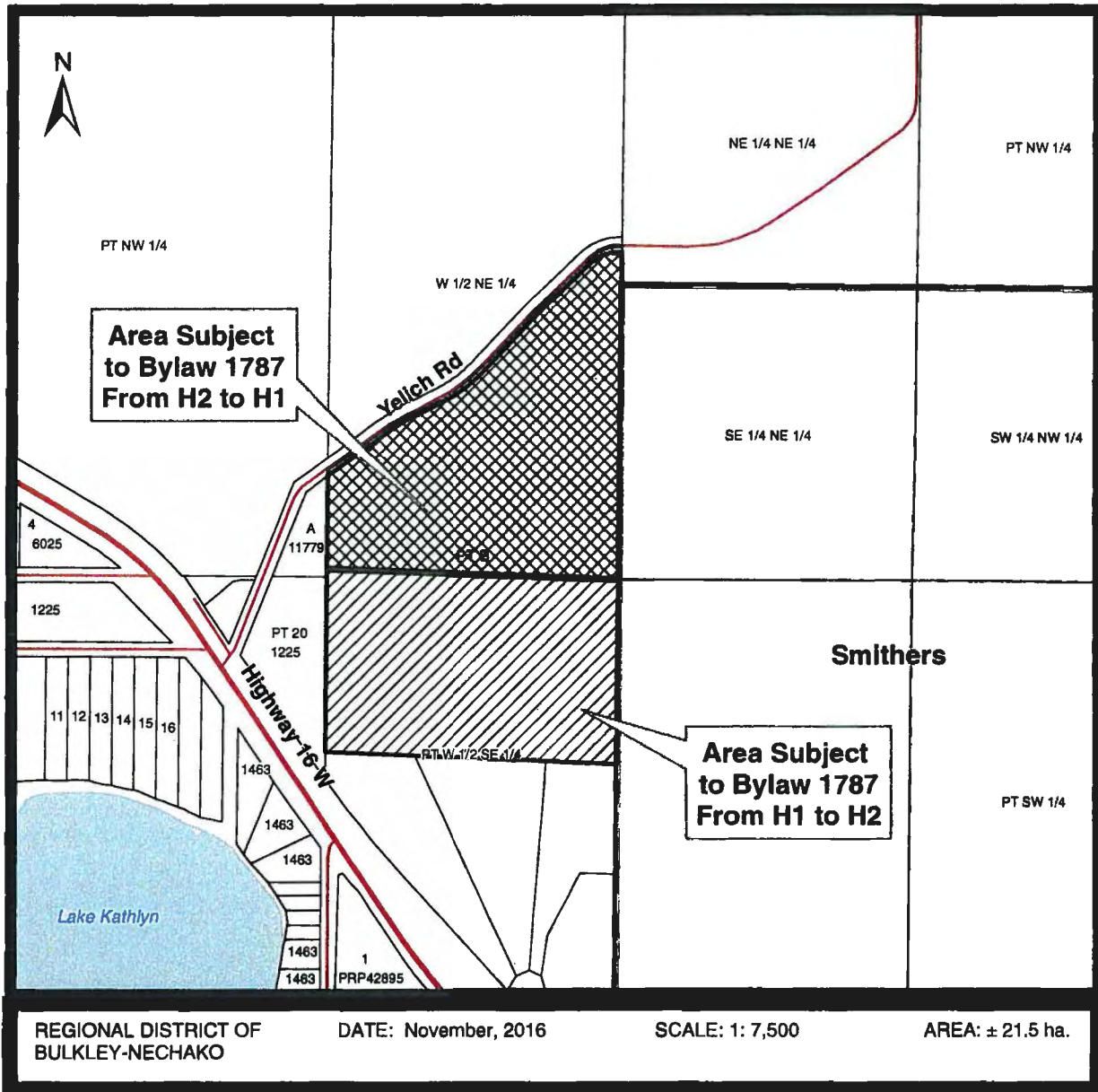
DATED AT BURNS LAKE this                      day of                      , 2016

\_\_\_\_\_  
Corporate Administrator

ADOPTED this      day of                      , 2016

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

DATE: November, 2016

SCALE: 1: 7,500

AREA: ± 21.5 ha.

**SCHEDULE “A” BYLAW NO. 1787**

A portion of Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Except Plan EPP42101 comprising of 9.82 ha. Being rezoned from “Small Holdings (H1)” Zone to the “Large Holdings (H2)” Zone, as shown.

A portion of Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Except Plan EPP42101 comprised of 11.5 ha. Being rezoned from “Large Holdings (H2)” Zone to the “Small Holdings (H1)” Zone, as shown.

I hereby certify that this is Schedule “A” of Bylaw No. 1787, 2016.

\_\_\_\_\_  
Corporate Administrator

## Appendix A

### Official Community Plan (OCP) Amendment Consultation Checklist

1. Associated OCP amendment application number: **A-03-16**  
Associated OCP Amendment Bylaw number: **1786**

2. Special Conditions

- Agricultural Land Reserve
- Zoning Bylaw Floodplain Overlay
- Environmentally sensitive area
- Potential contaminated site
- Within 800 metres of a Provincial Highway
- Crown land
- Other (specify): Adjacent to Airport Lands

3. Consideration of affected persons, organizations, and authorities

Prior to the Public Hearing for the OCP bylaw amendment, consideration has been given to consultation with the following:

- Cariboo Regional District
- Regional District of Fraser Fort George
- Regional District of Kitimat-Stikine
- Regional District of Peace Rive
- Village of Vanderhoof
- District of Fort St James
- Village of Fraser Lake
- Village of Burns Lake
- District of Houston
- Village of Telkwa
- Village of Granisle
- Town of Smithers
- Agricultural Land Commission
- Other (specify) – Advisory Planning Commission

**Federal / Provincial Ministries or Agencies**

- Ministry of Transportation and Infrastructure
- Ministry of Agriculture
- Ministry of Environment – Parks and Protected Areas Division
- Ministry of Natural Resource Operations
- Ministry of Community, Sport and Cultural Development
- Ministry of Forests, Mines and Lands
- Northern Health
- Department of Fisheries and Oceans

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- ✓ First Nations - Wet'suwet'en'
  - School District No. 91
  - ✓ School District No. 54
  - Improvement Districts

**Public**

- ✓ Immediate neighbours (within 200 metres of subject property)
- Surrounding neighbourhood
- Region wide
- ✓ Public Hearing
- ✓ Other (specify) - RDBN Website and newspaper

4. Statutory Approvals Required for OCP Amendment Bylaw or associated Rezoning Bylaw

- ✓ Ministry of Transportation and Infrastructure
- Ministry of Community, Sport and Cultural Development

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Rebecca Broten, EIT, BCLS  
Gina Hidber, PEng, BCLS  
Mark Rossmann, BCLS

Our file: PHI1302

August 29th, 2016

Regional District of Bulkley Nechako  
PO Box 820  
Burns Lake  
VOJ 1E0

**Attn: Planning Department**

**Re: Application for Rezoning of  
Lot B Section 14 Township 1A Range 5 Coast District Plan EPP25548 Except Plan  
EPP42101.**

Please find enclosed the following in support of a rezoning application of Lot B Section 14 Township 1A Range 5 Coast District Plan EPP25548 except Plan EPP42101:

- Completed application
- Copy of Title search
- Sketch Plan of area to be rezoned (and Proposed future development)
- Agency form and contaminated sites declaration
- ALC Resolution #325/2015
- Surrounding Tenure (RDBN mapping sketch plan)

The proponent wishes to flip the split zoning of Lot B Sec 14 Tp1A R5C Plan EPP25548 from H2 to H1 and H1 to H2 facilitate a future proposed subdivision. This property has recently been removed from the ALR as the "North Panel believes the property has no meaningful agricultural capability, is not appropriately designated as ALR and that the property is not suitable for agricultural use". A copy of the resolution is included with this submission. Should the rezoning be approved the proponent intends to subdivide the lot directly south of Yelich Road and create 5 residential lots. A sketch of this proposal is attached. This is part of an overall development plan that the applicant has been working on since 2009.

In reviewing the previous comments from the Town of Smithers, the applicant would like to address the potential land use conflicts by offering to register a noise covenant on title. This will indicate to potential buyers not familiar with the noise and traffic associated with the Smithers Airport, in essence offering full disclosure for out of town buyers and alleviating complaints in the future. The lots will be a minimum of 5 acres in size and will be serviced privately by drilled wells and sewage lagoons. The road maintenance falls under the jurisdiction of the Ministry of Transportation and Infrastructure and will not create an additional burden on the Town of Smithers' operating and maintenance costs.





Rebecca Broten, EIT, BCLS  
 Gina Hidber, PEng, BCLS  
 Mark Rossmann, BCLS

At present, the property to the north and northwest is not farmed. This property owner has cleared a 20 acre section of land over the past 10 years and has no intention of planting crops due to the rocky conditions of the soils. To the east is the Town of Smithers airport and west and south are small residential lots (0.5 acre to 5 acre). There are agricultural developments to the east of the Smithers airport boundaries, but for the most part, the large parcels are single family homes.

With respect to the economic and social considerations of this proposed subdivision, it has been my experience over the past 8 years in land surveying in Smithers that there is a demand for the 5 acre "hobby farm" lifestyle. In order to keep with the green initiatives of the province and people in general, it is necessary to create this type of subdivision in locations where a person can exercise green transportation options. There are few subdivisions of this type in the Smithers area where a person can have the hobby farm lifestyle and be close enough to town to walk or bike to school or work. This subdivision will offer this alternative as the recent upgrades of Highway 16 in this area provide a widened shoulder for this purpose.

Increase to traffic along Yelich Road will be minimal with the introduction of 1 additional residential lot. The road location, approved by the Ministry of Transportation, has safe site lines along Yelich Road.

With respect to the OCP Amendment and the request of the Regional District of Bulkley Nechako, we request that the OCP designation for Lot B Plan EPP25548 and Lots 2,3 and 4 Plan EPP42101 be designated as Rural Residential as the land is no longer in the ALR and should not be considered Agricultural.

A cheque for the application fee will follow by mail. Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Gina  
 Hidber  
 CSIUC9

Digitally signed by Gina Hidber CSIUC9  
 DN: cn=Gina Hidber CSIUC9, o=BC  
 Land Surveyor, email=Gina.Hidber@hbh-land-surveying.com, c=CA, email=250.847.3808

Gina Hidber, PEng BCLS  
 HBH Land Surveying Inc.



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Rebecca Broten, EIT, BCLS  
Gina Hidber, PEng, BCLS  
Mark Rossmann, BCLS

---

Our file: PHI1302

November 15<sup>th</sup>, 2016

Regional District of Bulkley Nechako  
PO Box 820  
Burns Lake  
V0J 1E0

**Attn: Planning Department**

**Re: Application for Rezoning of  
Lot B Section 14 Township 1A Range 5 Coast District Plan EPP25548  
Except Plan EPP42101.**

Please find attached three Proposed Plans which outline a proposed development scenario for Rem Lot B Plan EPP25548 should the rezoning application be successful. The desire of the applicant is to switch his present H1 development rights from the south portion of Rem Lot B to the north piece which is closer to Yelich Road, contains less wetlands and will result in more desirable residential lots. It will also create an additional buffer between the industrial lot on Highway 16.

At this time, it is the intent of the applicant to subdivide two lots, one on each side of the proposed road dedication. Phase 2 of the proposed scenario would involve the creation of one or two more lots on the east side of the proposed road. Eventually, a total of 5 lots would be created which the H1 zoning would allow.

I will be attending the Board meeting on November when this application will be heard and would be happy to answer any further questions you may have.

Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Gina Hidber, PEng BCLS  
HBH Land Surveying Inc.



Sketch Plan to Accompany a  
Rezoning Application  
Proposal Phase 2 – Nov 14/16

Part of Lot B Section 14 Township 1A  
Range 5 Coast District Plan EPP25548  
Except Plan EPP42101





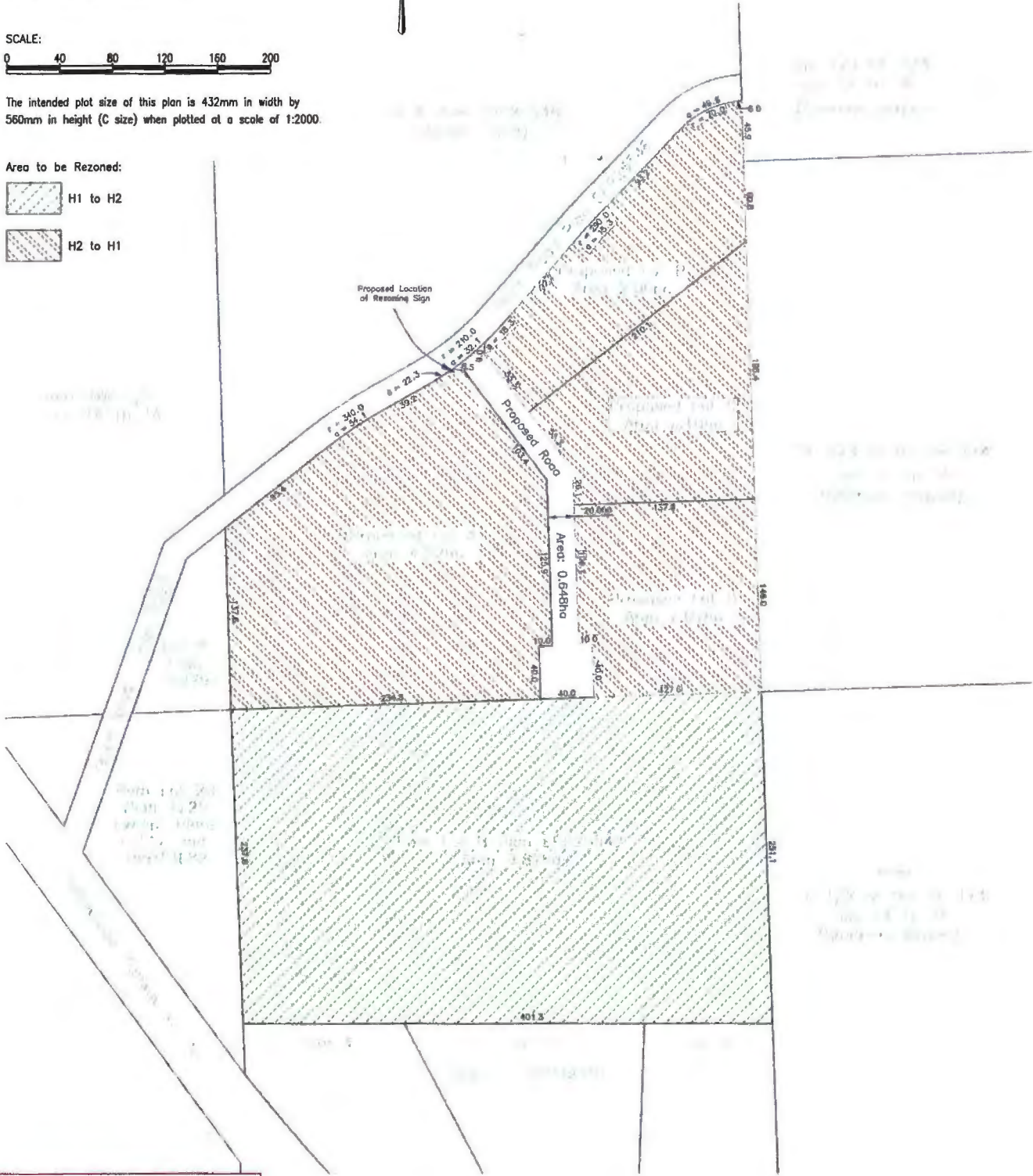
SCALE:



The intended plot size of this plan is 432mm in width by  
560mm in height (C size) when plotted at a scale of 1:2000.

Area to be Rezoned:

-  H1 to H2
-  H2 to H1



**HBH**  
Land Surveying Inc.  
3750 1st Avenue, PO Box 536  
Smithers, BC V0J 2N0  
Phone & Fax: 250.847.3808  
BCLS@HBHLandSurveying.ca

Date Drawn: November 14, 2016  
HBH File No. PHI1302

# Sketch Plan to Accompany a Rezoning Application

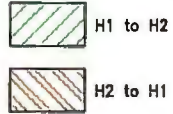
Part of Lot B Section 14 Township 1A  
Range 5 Coast District Plan EPP25548  
Except Plan EPP42101

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The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:2000.

Area to be Rezoned:

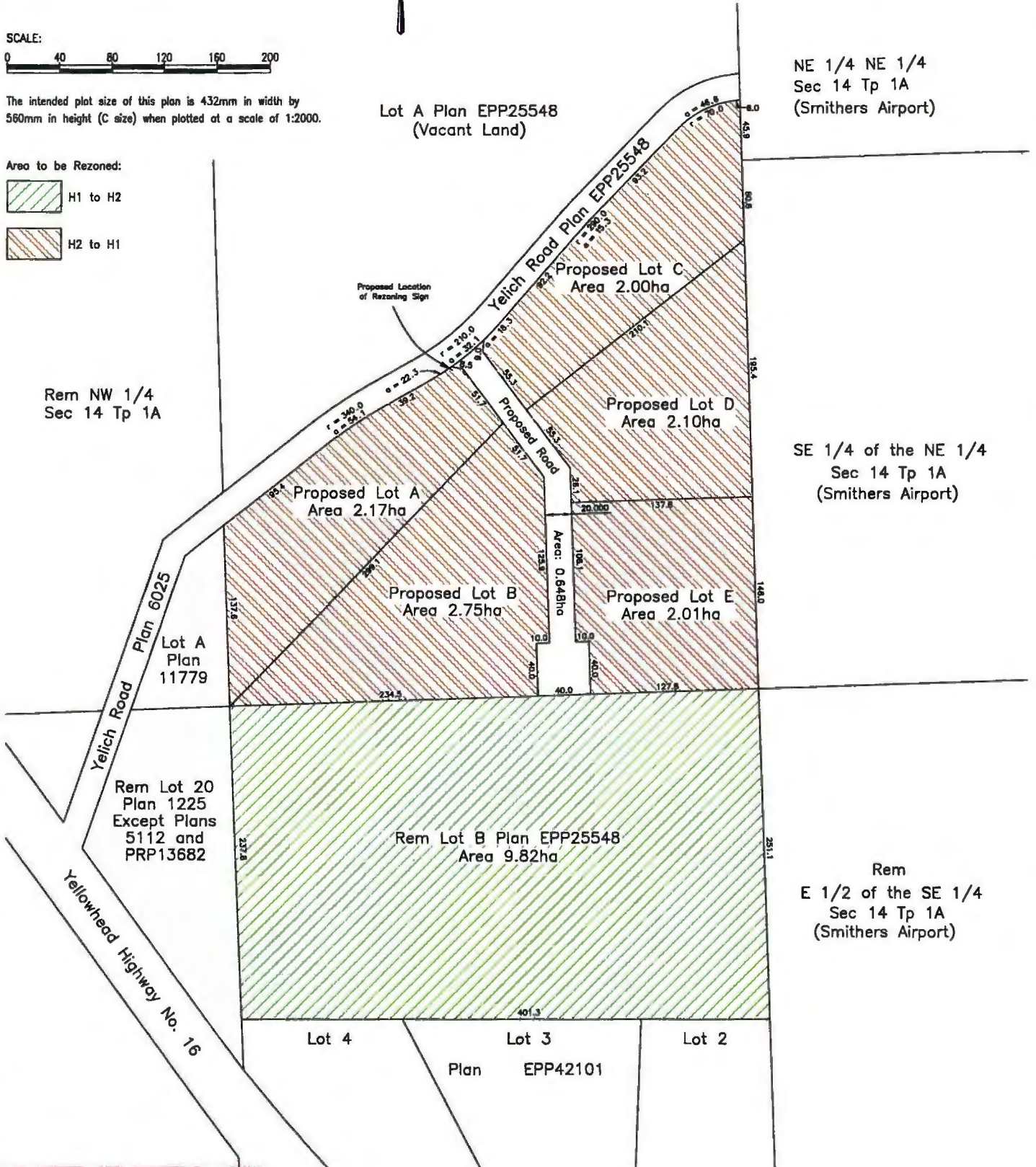


Lot A Plan EPP25548  
(Vacant Land)

NE 1/4 NE 1/4  
Sec 14 Tp 1A  
(Smithers Airport)

Rem NW 1/4  
Sec 14 Tp 1A

SE 1/4 of the NE 1/4  
Sec 14 Tp 1A  
(Smithers Airport)





**Planning Department Report  
Rezoning Report,  
File No. D-01-16  
November 14, 2016**

## APPLICATION SUMMARY

**Name of Property Owner:** FRC Holdings Inc.

**Electoral Area:** D

**Subject Property:** Lot 9, District Lot 1089, Range 5 Coast District, Plan 4011. The subject property is  $\pm 0.92$  ha ( $\pm 2.28$  acres) in size.

**Location:** The subject property is located at 22361 Gala Bay Road, approximately 15 km northeast of the Village of Fraser Lake.

**Location Map**



**O.C.P. Designation:** Lakeshore (L) in Endako, Fraser Lake, Fort Fraser Rural Official Community Plan Bylaw No. 1487, 2008

**Zoning:** Waterfront Residential II (R4) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

**Existing Land Use:** Residential, home occupation

**ALR Status:** Not in the ALR

## Proposal

The application requests a relaxation of the Home Occupation regulations to allow the operation of the Gala Bay Springs water bottling plant to operate on the subject property. The applicants wish to 'relax' the home occupation regulation from the maximum required 55 m<sup>2</sup> maximum floor space to 100 m<sup>2</sup> maximum floor space used for a home occupation.

The company wishes to expand their product to provide 500 ml bottles for private labelled services including weddings, company promotions, and other types of organized events. Therefore, the company needs an increase in floor space dedicated to the home occupation. Bottles needed to be labeled will be transported to another location off-site. The company expects an increase between 1-3 additional vehicles per week that will be transporting water.

## OCP AND ZONING

### Official Community Plan

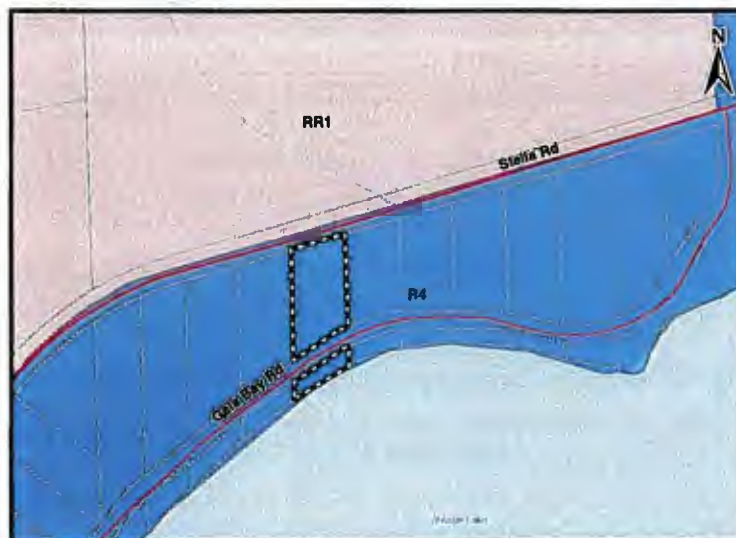
The Lakeshore (L) designation in the Endako, Fraser Lake, Fort Fraser Rural OCP is intended to provide opportunities for lakeshore residential lots that fit the existing character of the Plan area, and to ensure future development does not have a negative impact on the natural environment and surrounding neighbourhood.

### Zoning

The following uses are permitted in the Waterfront Residential II (R4) Zone.

- a) *single family dwelling;*
- b) *two family dwelling;*
- c) *home occupation;*
- d) *buildings and structures accessory to the permitted principal uses.*

### Zoning Map



## Previous Rezoning Application

This property has a long enforcement history dating back to 2012 when the owners first applied to rezone the property to facilitate an expansion of the business.

The rezoning application requested the following.

- 1. To be allowed to employ up to 3 persons who reside in, but do not own, a dwelling on the same parcel.*
- 2. And, to be allowed up to 110 m<sup>2</sup> of gross floor area of accessory buildings devoted to the home occupation.*

The applicant offered to limit the bottling to less than 6500 litres of water per week with a requirement that the water bottled will only come from the same parcel, and is bottled using only electrically powered equipment.

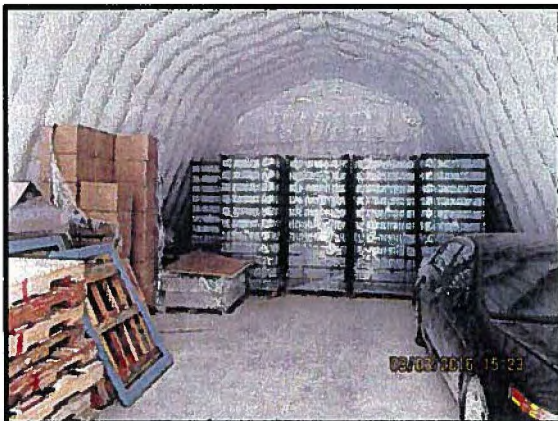
This rezoning was denied by the Board in 2013

## PLANNING DEPARTMENT COMMENTS

Gala Bay Springs currently operates contrary to the Zoning Bylaw.

- Water bottles are regularly stored outdoors which is contrary to the Home Occupation regulations.
- An adjacent accessory building was used contrary to the Zoning Bylaw, and contrary to representations made to the RDBN to obtain a building permit.
- The area used for the purposes of the water bottling is 837.5 square feet, or 77.81 square metres, in contravention of the Home Occupation regulations.
- The business appears to have more employees working on the property than is permitted by the Home Occupation regulations.
- The use is not a home occupation, and is not a permitted use on the property.

It is noted that the RDBN has initiated legal action to address the above noted Zoning Bylaw infractions.





The subject property is located on the lakeshore in a recreational and residential subdivision consisting of smaller sized parcels (1 to 3 acres in size). The RDBN has received a number of complaints from neighboring residents regarding the noise from, and level of activity on, the Gala Bay Springs property over the last few years

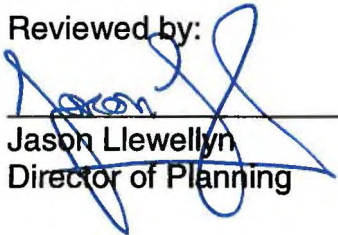
Given the non-compliance with the Zoning Bylaw and the history of complaints from area residents the Planning Department recommend that Rezoning Application No. D-01-16 be denied.

**Recommendations:**

That OCP Amendment and Rezoning Application No. D-01-16 be denied.

*Electoral Area Planning – All Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Jennifer MacIntyre  
Planner I

## Proposal

In late 2013, Gala Bay Springs Water Company requested a relaxation to the Land Use Regulations on the subject property. We were denied with overwhelming response from our community. After review of all the material from the previous application and changes to our business model, we are requesting a similar relaxation to the Land Use Regulations with key changes that has taken into consideration all the feedback received from the local community.

We are requesting the following relaxations in order to accommodate our current and perceived future business activities:

- To be allowed up to 110 square metres of gross floor area of accessory buildings devoted to the home occupation.

These relaxations will allow us to continue to operate all of our existing equipment including machinery and storage tanks, necessary materials used in our daily operations, a small workshop for servicing equipment and ensure proper and safe access for vehicles on the property. The relaxations are required primarily due to the cumbersome nature of our products and needs to be handled appropriately.

The existing by-law regulations will be upheld regarding employees as we should not require more than one assistant on the property at any given time.

## Background & Review of the Property

Gala Bay Springs Water Company has been operating under its current ownership for approximately four years. Previous to that, the company was run by former owners for many years prior. Ownership of the company is split three ways between FRC Holdings – a family investment owned by Flora & Ryan Chiu – Tak Poon and Jace McCord. Originally, Ryan and Flora desired a water company as an income-providing investment for them and their future family. Due to the growth of their family and for health reasons, Ryan and Flora have remained in Vancouver to be close to other family members and to receive the continued medical attention they require. In lieu of this, and for the last 3 years, Jace McCord has been the sole resident living full time at the property and is responsible for operations of the business. In addition to the water business, he has made many friends in the surrounding area and has made a positive impact to others through teaching computers and providing qualified financial consultation during his off-time.

The property, itself, includes one single family dwelling in which Jace McCord resides and one accessory building totaling approximately 70 square metres. Our water sources are two naturally flowing aquifers which do not require any artificial pumping methods. We are currently in the process of upgrades to these wells as per the recommendations following from an inspection by the Ministry of the Environment earlier this year. These upgrades are to be performed by an approved, qualified contractor and we expect them to be completed in advance of any public hearing. We will continue to work closely with the Ministry of the Environment to ensure that our wells meet or exceed their standards according

the new Water Sustainability Act and Groundwater Usage Regulations. This legislation was put in place by the Provincial government to ensure that all water systems, wells, streams, lakes, rivers and other bodies of water are protected and are used fairly by everyone.

## Operations & Expansions

The company's operations on the property are and will continue to be limited to three and five gallon bottles. The bottles are stored on property until they are delivered by a one-ton van to locations including Vanderhoof, Fort St. James, Fraser Lake and Burns Lake. Our primary clients are the residents, businesses and industrial outfits in these areas that either do not have access to municipal sources or for other reasons do not have potable water sources around them. These clients rely on the delivery service from our company to serve them and many are avid believers in the quality of the spring water that we offer.

Our bottling process is simple in nature but should be explained as it identifies how wastewater is created, managed and disposed of appropriately. From our water sources, we collect and store water from the aquifers into a storage tank, using no artificial means, to act as a buffer for servicing the residence and our bottling facility. We work closely with Northern Health to ensure that water is stored and transported from this storage container in a safe, clean and closed system to ensure quality and safety. Bottles are manually washed, then sanitized and filled by a small, automated machine. Any chemical sanitizers used in this process are biodegradable, environmentally friendly and disposed of in a manner that has been reviewed and inspected by the Ministry of Environment earlier this year. An advisory was issued to recommend changes if we intend on expansions that will increase our wastewater output. We will continue to work with the Ministry as per their recommendations going forwards.

We have explored and still have interest in expanding our services to 500mL bottles – primarily for private labelled services including weddings, company promotions and other types of organized events. After much consideration over our land usage restrictions, input received from the community and Regional District, we have realized the infeasibility to expand these services at our current location. Instead, we are actively searching for a partnering bottling company offsite to manage these operations. What this means to the community is that there will be an increased amount of traffic in the future. We expect between 1-3 additional vehicles per week that will be transporting water to this location. Please note that this number has taken into consideration the natural flow rate of our wells and cannot be increased without artificial methods (pumping) which would cause irreparable damage to our wells.

## Summary

Gala Bay Springs Water Company acknowledges and respects the community that it is in. We appreciate all the outdoor activities and the quiet, nature-driven environment around us. We take every step possible to ensure that our footprint is minimal in nature and does not impede on anyone's right to enjoy the surrounding area. We, also, appreciate all the feedback that we have received and take into

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consideration the concerns of its community members. We encourage any and all feedback to be sent to us and greatly look forward to any opportunity to address future ideas with those members having interest in our operations together. We strive to be a positive community business by sponsoring and assisting local initiatives wherever possible. Many of our customers and community members have become friends that call on us when needed – whether it be helping them with building, moving or assisting them in their own projects. We gladly extend that offer to anyone we meet who treats us fairly and with respect.

In the future, we will continue to work closely with the Regional District, appropriate Ministry departments of the Provincial government, Northern Health and community members to ensure that our operations continue to meet their expectations. Any expansions will be continually monitored by the aforementioned parties to ensure that we meet any existing or new regulations and meet safety needs without damaging the environment around us.

With all of this in mind, we feel that our request to relax the land use regulations will allow us to expand our business with minimal impact to the community and an ongoing system of checks and balances will ensure that everyone is heard and respected.

Thank you for your consideration.



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# Planning Department Enquiries Report, Month of October 2016

## **Planning Enquiries**

For the Directors' information, the Planning Department has kept track of and tabulated the number of planning enquiries from the public that were processed by the department for the month of October 2016. During this month the Planning Department responded to 174 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In October 2015, the Planning Department answered 151 enquiries.

<b>Subject Area</b>	<b>May 2016</b>	<b>June 2016</b>	<b>July 2016</b>	<b>August 2016</b>	<b>Sept 2016</b>	<b>Oct 2016</b>
Development Services	25	29	43	40	37	25
Electoral Area Planning	66	46	48	36	63	32
House Numbering	25	23	18	12	18	11
Maps	53	48	70	51	79	34
Bylaw Enforcement	15	11	8	9	18	8
Other	49	53	64	53	72	64
<b>Total</b>	<b>233</b>	<b>210</b>	<b>251</b>	<b>201</b>	<b>287</b>	<b>174</b>

### **Recommendation**

"That the Board receive the October 2016 Planning Department Enquiries Report."

*(All Directors)*

Respectfully submitted,

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning



## ***Building Inspector's Report For October, 2016***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 7 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$790.00, with a total construction value of \$125,000.00. There have been 89 permits issued to date in 2016.

2. Building Permit Summary for the Village of Burns Lake

There were 2 building permit applications submitted this reporting period with a total construction value of \$356,000.00. There have been 15 permits issued to date in 2016.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period. There have been 2 permits issued to date in 2016.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There have been 2 permits issued to date in 2016.

5. Building Permit Summary for the District of Fort St. James

There were 2 building permit applications submitted this reporting period with a total construction value of \$14,500.00. There have been 20 permits issued to date in 2016.

Reviewed by:

A handwritten signature in black ink, appearing to read "Jason Llewellyn".

Jason Llewellyn

Written by:

A handwritten signature in black ink, appearing to read "Jason Berlin".

Jason Berlin



**Randall Sweet**  
Sr. External Relations Advisor

November 1, 2016

Gail Chapman  
Regional District of Bulkley-Nechako  
PO Box 820  
37 - 3rd Avenue  
Burns Lake, BC V0J 1E0

**RECEIVED**  
NOV 08 2016  
REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Dear Gail Chapman,

**Re: Kitimat LNG work on the Pacific Trail Pipeline in your region**

I am writing on behalf of Chevron Canada to share information on the proposed Kitimat LNG project as a follow-up to our July 2016 project update and notification. The proposed Kitimat LNG project includes the Kitimat LNG facility in Kitimat, the Pacific Trail Pipeline (PTP) natural gas pipeline project, and the upstream assets in the Liard and Horn River basins in Northeastern B.C.

Please be advised of the following tentative activities in your region:

- Monitoring work to maintain ongoing environmental compliance
- Maintenance as required to ensure safety and environmental standards

These activities are part of the ongoing early works related to the Kitimat LNG facility site and PTP that will help confirm project specifications.

As part of our ongoing commitment to communities to meet or exceed regulatory requirements, Chevron regularly shares project information and our latest schedule of activities so that you may inform your members or constituents in a timely way and provide feedback.

A variety of informative videos, including a project overview, economic benefits and other LNG related information resources, are available on our website: [www.chevron.ca/our-businesses/kitimat-lng-project](http://www.chevron.ca/our-businesses/kitimat-lng-project).

The Kitimat LNG Project welcomes your feedback. If you have any comments or questions, please visit our website, contact us by email at [KitimatLNGfeedback@chevron.com](mailto:KitimatLNGfeedback@chevron.com) or call us toll-free at 1-844-800-0900.

Yours truly,

Randall Sweet

Omineca Coalition  
2006-3333 University Way  
Prince George, BC V2N 4Z9

Chair and Board  
Regional District Bulkley-Nechako  
37 3rd Avenue, PO Box 820  
Burns Lake BC V0J 1E0

October 31, 2016

**RE: Request for core funding commitment April 2017 – March 2018**

In 2005, even before others grasped the significance of the mountain pine beetle epidemic, local governments recognized the impending consequences to the communities of our region, providing funding and in-kind contributions to start the Omineca Beetle Action Coalition. The Province recognized the benefits of regional planning and leadership, and provided ongoing funding for strategy development, action planning and implementation until March 2017.

By 2006, the BC government had already forecast that “25% or more of the present income level in several communities will be lost”. As of 2010, the Central 1 Economic Analysis of BC projected the beetle kill would “...lead to a net loss of 11,250 direct forestry jobs and up to 9,500 indirect/induced jobs in the BC interior through to 2028.” Over the next decade, the provincial allowable cut will decline by more than 13 million cubic meters per year, about equal to the demand of a dozen good-sized sawmills. Now, and for the next 5-10 years, mills will close and forest sector jobs will be lost.

Every community in the central interior of the province has been affected by the mountain pine beetle epidemic, although not all to the same degree. The impacts vary both spatially and temporally, depending on when and how much timber is killed, how much good timber is left to sustain an industry, and how much of the local economy depends on forestry. Having experienced the first mill closure in our region and the resulting regional complexities, we believe the continuation of the Coalition is even more essential to the region. Being forced to examine our long-term goals and reduce our dependence on the existing industrial model opens us up to finding new ways to sustain our communities. The challenges faced by our communities motivate us to work together to transform our regional economy by:

- Defining our unique qualities and interests;
- Creating a voice and collaborative leadership within the region;
- Working with senior governments and First Nations to ensure government policies and programs are appropriate to our needs;
- Creating a climate for investment that is compatible with our communities’ needs and aspirations.

We have received strong support letters for OBAC’s continuation from our twelve member municipalities and two regional districts. These letters provide the Board of Directors clear indication that their volunteer time is of significance and the continued implementation of the long term sector strategies of value.

• OBAC...“has been an invaluable asset to communities in the North for many years. Their focus on articulating regional communities' interests and priorities to government and business has helped our area weather the tide of uncertainty that has been brought about by the northern pine beetle infestation. Their continued support to our region is crucial...”  
Village of Burns Lake

• “...The Regional District of Fraser- Fort George recognizes the vital role that the Omineca Beetle Action Coalition (OBAC) plays in supporting the development of our region....To be successful in our work, we need OBAC to continue to fulfill its role as a single cohesive and informed voice that articulates regional communities' interests, priorities and good ideas to government and business, and to continue be a catalyst for projects that contribute to the region's capacity to adapt, innovate and achieve its long-term objectives...”

.../2



- "...In moving forward, it is imperative we recognize the vital importance of working together and collaboratively to ensure the strength of each and every community is identified. To achieve this effort, both the inclusion of First Nations and continued engagement with senior government is crucial. OBAC has been the driving force for several years acknowledging and addressing community challenges at the grass roots level. The OBAC leadership has displayed a unique and successful formula and must continue to strive for a continued "one voice", cohesive approach in the diversification of our region..." Village of Granisle
- ... "Since its inception in 2005, the Omineca Beetle Action Coalition (OBAC) has provided immeasurable support, guidance and leadership to the District of Houston and our membership communities with the tools required to adapt to changes to the timber supply and other factors. With the continued uncertainties in the forest sector, it is critical that the Omineca Beetle Action Coalition continue to advocate on our behalf to both the private and public sectors..." District of Houston

OBAC's Diversification and Implementation Plan 2016 – 2020, which included a request for continued funding, was presented to the Province in April 2015. On March 31, 2016, the Board received the Province's response that they were not considering providing additional funding to OBAC at this time.

On October 21, 2016, the OBAC Board committed to requesting its two regional districts to consider contributing to core funding of \$140,000, up to \$70,000 per each Regional District, to continue operations from April 2017 – March 2018. Discussions are ongoing with the Province regarding providing core funding to a new "entity" i.e. a community coalition vs a beetle action coalition.

The Board respectfully asks this funding request of up to \$70,000 to support core operations be included with your 2017 budget considerations. A formal response would be appreciated as soon as possible.

Sincerely,



Sharon Tower

Executive Director  
Omineca Coalition

Attached      Briefing Note Re: Funding Request

**BRIEFING NOTE**

OCTOBER 31, 2016

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<b>For:</b>	<b>For Information for Regional District Directors</b>
<b>Subject:</b>	<b>Core funding for the Omineca Coalition (formerly OBAC)</b>
<b>Issue:</b>	<b>Material to support a funding resolution by member governments, Regional District of Bulkley Nechako and Regional District of Fraser Fort George</b>

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**BACKGROUND**

In March 2016 the Coalition was formally notified that the province would not provide it further funding. Directors decided at that time to continue operation until at least March 2017 using existing funds, and to explore options for continued financial support, including the possibility of core funding by member communities. Directors also approved a name change, reflecting the organization's renewed mandate.

By transitioning to a new identity and generating core funding from members, the Coalition expects to be much better positioned to then access incremental financial support through the rural dividend, Northern Trust, or others key initiatives. If funding is not confirmed, then the Coalition will have to discontinue operations early in 2017. If funding is confirmed, the Coalition will be formally reconstituted under the new name and move forward on the strategic priorities communities have identified.

\$140,000 is considered the minimum funding necessary to carry out the core functions: facilitating the regional dialogue that supports effective engagement with senior governments; and providing capacity to communities to engage in key issues that affect them. The two Regional Districts are asked to contribute up to \$70,000 for the 2017/18 fiscal year to enable continuation of the Coalition. The following resolution has been prepared to support that process.

**RECOMMENDATION**

It is recommended that Directors take the following motion to their respective regional district board at the earliest possible opportunity:

*WHEREAS the negative impacts of the pine beetle epidemic on regional timber supplies, and therefore on the social and economic wellbeing of communities in the Omineca Region are now being felt; and*

*WHEREAS the Coalition has developed and supported implementation of a regional plan and sector-based strategies to enhance community resilience; and*

*WHEREAS the Coalition has proven its effectiveness at providing a cohesive and credible regional voice on matters of importance to its member communities; and*

*WHEREAS the Coalition provides capacity and support needed to ensure all communities, regardless of size, are able to engage in a constructive dialogue with senior governments; and*

*WHEREAS there is an ongoing need for these functions;*

**BE IT RESOLVED THAT**

**The (name of Regional District) approve a cash grant of up to \$70,000 to be contributed to the Coalition for its core operations in the 2017/18 fiscal year.**

## POTENTIAL QUESTIONS AND ANSWERS ABOUT THE OMINECA COALITION

### 1. What is the Coalition?

Primary response:

***It is a voluntary Coalition of 14 local government leaders working together to identify and promote the common interests of their communities.***

Supporting points:

- Modelled after the Omineca Beetle Action Coalition (2005- 2016) to deal with the community impacts of the pine beetle epidemic.
- Made up of elected leaders from all municipalities and regional districts.
- Membership extends from Smithers to Valemount and from Hixon to Mackenzie.
- Provides a forum and capacity for working together for more resilient communities.

### 2. What does it do?

Primary response:

***It fills a gap by providing a forum and resources for elected leaders to plan and act together.***

Supporting points:

- Enables leaders to meet regularly to discuss and act on their communities' common interests.
- Develops and communicates regional plans and priorities to support economic and social sustainability and resilience.
- Communicates the region's interests and advice directly to the premier, cabinet ministers and other senior officials.
- Engages directly with local and regional provincial government staff on matters of importance to communities.
- Provides direct support to enable key local initiatives to succeed.

### 3. What impact has the Coalition had on the region?

Primary response:

***It has brought us together to respond to the biggest social and economic challenge we have faced.***

Supporting points:

- Given the region a strong and united "voice".
- Enabled communities to focus on common interests and promote meaningful opportunities for the future.
- Developed an overall plan (Blueprint for Action) and supporting economic and social strategies for the region.
- Efficiently communicated the needs and priorities of the region directly to senior governments.
- Increased capacity for communities to help themselves and benefit through networks with others, which is especially important for small communities that often aren't able to act on their own.

4. **Why couldn't this be done by existing organizations?**

Primary response:

***No other organization has a mandate to provide regional leadership toward community resilience.***

Supporting points:

- Fills a gap by helping local governments collaborate on work beyond their core mandates.
- Has the capacity to bring together existing organizations to identify and work on common objectives – benefit the region by facilitating synergies.
- Has a unique mandate from regional citizens through its members.
- Has a regional perspective and is able to respond quickly.
- Has MOU's with NCLGA and NDIT to ensure clear lines of responsibility and avoid overlap.

5. **What are some tangible examples of things that wouldn't have happened without the Coalition?**

Primary response:

***In addition to providing a blueprint for action and a forum for regional leadership, the Coalition's participation has supported and enabled numerous initiatives in the region.***

Supporting points:

- (current) The regional wildfire forum, bringing together provincial, local and First Nations interests to cooperate on better protecting communities and natural resource values.
- (current) Regional engagement on key initiatives with the Ministry of Natural Resource Operations, for example: informed and coordinated input to the Prince George and Lakes Timber Supply Reviews, input to the Forest Stewardship Plan renewal process.
- (recent) Facilitated coordinated community input to passenger transportation solutions for the region.
- (recent) Development of a comprehensive submission on changes to forest policy necessary for community sustainability.
- Local government involvement in the growth and diversity of the bioenergy sector.
- Well informed regional input to provincial government deliberations such as the mid-term timber supply review, BC timber sales review, rural BC project, the passenger transportation initiative, agricultural developments; and the rail review.
- Greater community capacity through implementation of the community transition toolkit.
- A stronger regional social services network.

6. **How is the Coalition accountable?**

Primary response:

***It is accountable to communities through the direct participation of locally elected leaders.***

Supporting points:

- The Coalition directors, who are mayors, councilors, regional district directors and regional district chairs, are appointed by their respective local governments and accountable to citizens through them.
- Coalition plans, reports and other activities are regularly reported in newsletters or posted on our web site.
- Coalition books are audited annually.

7. Where to from here?

Primary response:

***The past 10 years have shown how important it is for local governments to work together as a region – we need to continue this collaborative approach.***

Supporting points:

- We provide an efficient and effective mechanism for the province to engage the region's communities, and therefore hope to see its continued support.
- We will need to evolve to ensure we continue to be relevant and add value to the region.
- We may need to find new, innovative approaches to maintain our capacity.
- Our focus goes well beyond the immediate impacts of forest industry transition to the broader, longer term economic and social interests of the region.

8. What specifically will the Regional Districts' cash grant be spent on?

Primary response:

***The core capacity to convene, facilitate and inform regional dialogue and then follow through with the senior governments and others.***

Supporting points:

- Salary and office expenses for one staff member.
- Directors' meetings and teleconferences.
- Meetings with senior elected officials, government staff and others.
- Consulting support for technical and strategic advice.
- Continuation of high priority initiatives such as the regional wildfire forum and the engagement initiative with FLNRO.
- Leverage and time to obtain funding from other sources for key initiatives (e.g., the province, NDIT, Rural Dividend, Forest Enhancement Society, WED).

**Cheryl Anderson**

---

**Subject:** FW: Smithers Air Quality

**From:** Mark.Fisher

**Sent:** October 26, 2016 11:53 AM

**To:** Melany Deweerdt <[Melany.Deweerdt@rdbn.bc.ca](mailto:Melany.Deweerdt@rdbn.bc.ca)>; Yvonne Koerner <[yvonnek@rdks.bc.ca](mailto:yvonnek@rdks.bc.ca)>

**Cc:** Taylor Bachrach <[mayor@smithers.ca](mailto:mayor@smithers.ca)>; Darcy Repen <[darcyrepen@gmail.com](mailto:darcyrepen@gmail.com)>; Bill Miller <[bill.miller@rdbn.bc.ca](mailto:bill.miller@rdbn.bc.ca)>

**Subject:** FW: Smithers Air Quality

Hi Melany and Yvonne,  
Hope you're well.

Not sure if you two have met yet but if not... Melany (our new RDBN COA) meet Yvonne (our NWRHD ED).

I am looking for a little help on this issue.

Getting lots of calls and emails, and while I know we can't specifically do anything specific other than advocate, I would like to get some better information for people.

It is a top priority for our area.

Specifically 2 things I would like to request.

I am requesting from both of you but hoping it could be done collaboratively, and/or with other organizations.

Not sure of the best process, and apologies if I'm complicating things but looking for guidance and help and your two brains better than just one.

1. A press release outlining

- process for companies who want to burn
- Approval criteria/process for permits
- Contact numbers for Area A (MOE, companies, MOH, FLNROE, MLA) so people to call to get more information as well as express concerns. (I also want a list I can use).
- A link to the Bulkley Smoke management plan. [www.cleanairplan.ca](http://www.cleanairplan.ca) and any other relevant resources for people to better understand the issue

There have been several pieces in the Interior News from Wetzinkwa (Sept 28, pg A11, Oct 12 and 19 both on page A9) community forest outlining their process/perspective but it would be good to have something a more comprehensive release about the overall issue.

2. Actions being taken by different bodies to address the issue, examples

- MOE open burning consultation/recommendations
- Permitting changes
- Developing FLNRO policy and procedures that facilitate the use of waste fibre (into tenure criteria if I understand correctly) and 'pre harvest waste assessment' and related pricing
- Other??

3. Discussion at RD and RHD about moving this forward. I know lots of work has been done, and I am not as familiar as I should be, partly because I feel there is no clear and concise information. I realize changes are being implemented as we speak, but I would like to discuss and action plan for the RD and RHD on how to ensure it continues to move forward quickly and drastically. I imagine the discussion would focus on action to support local airshed societies, regular dialog with

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provincial regulators/permit operators as well as industry. I am basically hoping for an action plan from our (local gov't) perspective which does not result in more work for us, but outlines actions we can take, or the public can take, that keeps the 'fire' on the appropriate organizations. Pardon the pun.

Thanks.  
Thoughts appreciated.  
Thanks.  
Mark

Mark Fisher  
Area A Director (Smithers / Telkwa Rural)  
Regional District Bulkley Nechako  
[mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca)  
250-877-8434 (c)  
250-846-9045 (h)

---

**From:** Pati Struthers <[retire2@citywest.ca](mailto:retire2@citywest.ca)>  
**Date:** Tuesday, October 25, 2016 5:37 PM  
**To:** Mark Fisher <[mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca)>  
**Subject:** Smithers Air Quality

Hi Mark

Taylor Bacharach gave me your contact information – I didn't know you were our Area Representative on the Regional District – I had thought it was Taylor.

We live on Viewmount Road, North, just out of Smithers and have a great view (now that the leaves are off the trees) of our lovely valley looking towards the Town of Smithers. We also have a view (not so great) of the smoke that hangs, flows, or settles over the Town of Smithers and one of the business' that produces this smoke is New Pro or RePap or whatever it is called now.....I do know they are allowed a certain amount of pollutants to be released each day but I can't tell what this amount looks like and the volume does seem to change. PIR/West Fraser is also guilty of smoke and I was of the understanding that they were NOT allowed to burn without notifying Ministry of Environment well in advance of doing the burn. There has also been, for quite a few days, another funnel of smoke coming from the Tatlow Road (?) area.

I would like to have a telephone number/email address when the air quality is bad, like it was today.....no alerts on the Bulkley Valley Air Alerts from Ministry of Environment during all of this time AND the smoke was hanging over Smithers until around noon or later when the cloud cover over the Town lifted.

I feel strongly that the air quality is NOT being monitored or reported to the public as frequently as is needed. CFNR and CNFW from Terrace are the only stations that issue alerts as far as I know – the local radio station, I feel, is very poor at alerting BV and regional residents and perhaps that is because the air quality levels are too high for people with lung/breathing problems to be able to take care when there is air pollution.

I would like to hear from you regarding my concerns,

Pati Struthers  
250-847-9190  
[retire2@citywest.ca](mailto:retire2@citywest.ca)



37, 3RD AVE, PO BOX 820  
BURNS LAKE, BC  
VOJ 1E0

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Board-Ratify

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO  
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

October 31, 2016

Village of Burns Lake  
Box 570  
Burns Lake, B.C.  
VOJ 1E0

Attention: Valerie Anderson  
Economic Development Officer

Dear Ms. Anderson,

**RE: Economic Diversification: A Journey to Shared Prosperity Project**

As Director of Electoral Area "B" (Burns Lake Rural), I wish to express my support in providing up to \$6,000 from the Lakes Economic Development Service Function in leveraging dollars for your application to the Rural Dividend Fund for "*Economic Diversification: A Journey to Shared Prosperity Project.*"

This letter will be included on the Regional District of Bulkley-Nechako Board meeting agenda of November 24<sup>th</sup> for ratification by the Board of Directors.

I wish you the best of luck with your grant application.

Yours truly,

Bill Miller  
Director, Electoral Area "B"

MUNICIPALITIES:

SMITHERS FORT ST. JAMES  
VANDERHOOF FRASER LAKE  
HOUSTON TELKWA  
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL  
B - BURNS LAKE RURAL F - VANDERHOOF RURAL  
C - FORT ST. JAMES RURAL G - HOUSTON RURAL  
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

TF: 800-320-3339



31/10/2016

Regional District of Bulkley Nechako  
P.O. Box 820  
Burns Lake, BC  
V0J 1E0

RECEIVED

NOV 02 2016

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

To Whom It May Concern:

**RE: Appointment of Village Representatives to the RDBN**

Please be advised that at the October 27, 2016 meeting of the Village of Burns Lake, Council approved the appointment of Councillor John Illes to the RDBN board. Councillor Susan Schienbein will serve as his alternate. If you have any questions regarding this appointment please contact me at 250-692-7587 or at [chart@burnslake.ca](mailto:chart@burnslake.ca).

Sincerely,



Cameron Hart  
City Clerk – Village of Burns Lake



Board-Receive  
**RECEIVED**

NOV 16 2016

REC'D  
ST OF  
KO

**CERTIFIED TRUE COPY OF COUNCIL RESOLUTION**

**DATE: November 16, 2016**

**File: 113.01**

**BE IT RESOLVED:**

**\*\*\*0280-2016**

Moved/Seconded

"That Council resolves to receive notice of the following appointments by Mayor Shane Brien:

- Rick Lundrigan - Acting Mayor - December 1, 2016 - November 30, 2017
- Jonathan Van Barneveld - Alternate - Regional District of Bulkley Nechako"

**CARRIED**

I HEREBY CERTIFY the following to be a true copy of a resolution as approved by the Council of the District of Houston on Tuesday, August 2, 2016 in the District of Houston Council Chambers.

\_\_\_\_\_  
Gerald Pinchbeck  
Corporate Services Officer

RECEIVED

OCT 12 2016



Board - Receive

I just wanted to thank you and your team for our meeting at UBCM in Victoria. We will follow up and provide more feedback in the future! Best Wishes to you and your community!

Minister Peter  
Foadbender  
~



## Report from Fall Fair Beef Committee

October 17, 2016

Thank you to the NVE and the Regional District of Bulkley Nechako for the opportunity of continued improvements to the beef barn. Your generous donation has allowed us to replace, upgrade and improve our facilities to a more usable venue. It was very much appreciated by all the participants of the Beef Show as well as the general public who toured our beef barn. In addition, this facility will be considerably more user friendly for the winter storage component of the program due to the new floor surface.

The following is a list of our progress to date, as well as the financial breakdown:

### **Floor:**

We upgraded the existing floor of the barn. Approximately 300 c/m of material was placed and packed to bring the floor level to an elevation higher than the outside ground level. \$8159.82

### **Wash rack:**

The 20 year-old wash racks were removed and totally rebuilt with the exception of the concrete pads and some existing plumbing. As well we managed to replace the existing water pump that supplies the beef barn with the pressure for washing and watering of livestock. \$ 966.49

### **Show ring:**

Due to safety concerns, we decided that it would be prudent to complete the show ring by adding two gates. Due to previous fiscal restraints, we weren't able to totally enclose the area when the show ring was updated three years ago. \$ 244.16

### **Summary:**

Over the years we have managed to improve the beef barn and keep up with many of the ongoing maintenance programs. It certainly has become a more usable facility with the upgrades we completed this year. However we have identified other improvements and required maintenance that will have to be addressed in the near future and as funding becomes available.

Again, thank you for your contributions and continued support. Our community and our agriculture producers really appreciate your efforts.

Respectfully submitted:

Mike Wheeler  
Beef Committee

# THANK YOU!



## Movin' On Up After School Program



wishes to thank our community for assisting in the upgrades that have been put into place at our facility.

Safety fencing has been installed - along with a play house, a Flyer and numerous other items that have greatly improved the quality of our outdoor play!

*We are so grateful to:*

**Radley Contracting Inc.**

**Starland Building Supply**

**Burns Lake and District Community Foundation**

**Burns Lake Community Forest Ltd**

**Regional District of Bulkley- Nechako**

**Hampton Affiliates**

**George Janzen**

**Lee and all the guys at our SD91 maintenance office  
for all of their "behind the scenes" work!**



Board - Trever



## Bulkley Valley Child Development Centre

*Inspiring strength in families and exploring  
the potential in children and youth*

---

◆ Mail: 3350 Poplar Road, PO Box 995 Smithers, BC V0J 2N0 ◆ Phone: (250) 847-4122 ◆ Fax: (250) 847-9338  
◆ Web: [www.bvcdc.ca](http://www.bvcdc.ca) ◆ E-mail: [reception@bvcdc.ca](mailto:reception@bvcdc.ca)

October 24<sup>th</sup>, 2016

Bill Miller  
Chair  
Regional District Bulkley Nechako  
PO Box 820  
Burns Lake, BC  
V0J 1E0

Sent by email to: [bmiller.pbm@gmail.com](mailto:bmiller.pbm@gmail.com)

Dear Director Miller and Area Directors:

Thank you for supporting the Bulkley Valley Child Development Centre's (BV CDC) roof renovation and furnace upgrade project through **Project Pinwheel – Give Today to Build Tomorrow**. The Regional District's contribution will ensure the BV CDC's regional building remains energy efficient for many years to come.

The roof replacement work began last week and is set to be finished next week. New eaves troughs will be installed within the next week and the furnace will be replaced as soon as our supplier is available. We will be sure to keep you apprised of the progress on this important project. These improvements will be made with sustainability, community and safety in mind to benefit children, youth and families of the Bulkley Valley, Upper Skeena and Nechako Lakes Area.

The Bulkley Valley Child Development Centre offers a comprehensive donor recognition program in which we would be pleased to recognize the Regional District Bulkley Nechako. We would be pleased to name a room after the RDBN as part of our donor recognition for your contribution. We will work with the Regional District's Administration Team to finalize these details and a photo opportunity with our Area Director, Mark Fisher.

Thank you again for supporting the Bulkley Valley Child Development Centre!

Sincerely,

Kerri Bassett, B.Sc (Psyc)  
Executive Director  
Bulkley Valley Child Development Centre  
(250) 847-4122 or (250) 847-1139  
[director@bvcdc.ca](mailto:director@bvcdc.ca)



has accredited the BV Child Development Centre in Community Services:  
Child & Youth Services Governance Standards Applied

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Board - Receive

PO Box 995  
Smithers, BC V0J 2N0  
Phone 250-847-4122  
www.bvcdc.ca

Bulkley Valley  
Child Development Centre



# Thank You

**Bulkley Valley Child Development Centre**

**Project  
Pinwheel**

Give Today to Build Tomorrow



Mark-

Thank you for participating in Project Pinwheel's Feasibility Study. Your insights into this project have helped us gain Community perspective on this campaign. Based on your input and that of the other 14 interviewees, we are proceeding with this campaign. I have included a copy of the Executive Summary from the Feasibility Study for your reference. Thanks again!

Xeni Bassett



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# Bulkley Valley Child Development Centre

*Inspiring strength in families and exploring  
the potential in children and youth*

◆ Mail: 3350 Poplar Road, PO Box 995 Smithers, BC V0J 2N0 ◆ Phone: (250) 847-4122 ◆ Fax: (250) 847-9338  
◆ Web: [www.bvcdc.ca](http://www.bvcdc.ca) ◆ E-mail: [reception@bvcdc.ca](mailto:reception@bvcdc.ca)

## EXECUTIVE SUMMARY: FEASIBILITY STUDY

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NOV 10 2016

REC'D DISTRICT OF  
BULKLEY NECHAKO

### Introduction

In total, fifteen personal, confidential interviews were held amongst a cross section of community leaders, stakeholders, and potential user groups to test the proposed \$871,142 campaign. A detailed report was prepared with findings and recommendations presented to the Board of the Bulkley Valley Child Development Centre in September 2016. The respondents had detailed comments and offered a variety of helpful insights. The following provides only a high-level summary of the themes and opinions that emerged from these interviews.

### Highlights

#### General

- First thoughts are uniformly favorable about dealings with the Bulkley Valley Child Development Centre and the Executive Director
- There is limited knowledge about the services and programs offered through the CDC; an increased social media plan needs to be developed
- The majority of interviewees felt that the BV CDC provided a critical health service to the community of Smithers and the Bulkley Valley

#### The Campaign

- Three distinct cases to be made- community, infant/youth development and education
- Early financial participation by the Child Development Centre's Board, Society Members, Staff and friends critical in securing additional support
- 100% of respondents felt that testimonials from families who are using or have used the center would be the strongest reason for people to donate


- 75% of respondents said that the sale of the Poplar Road Building was crucial in securing all of the funds for this campaign
- Many respondents talked about increasing public knowledge about the center – its services, programs and success stories, through an increased social media strategy
- Significant numbers of major gifts are needed- the same names were identified and generally, in context as industries rather than individuals
- Now is the time to move forward

## **Conclusions**

1. It is crucial to secure financial commitments from the BV CDC's Board, Society members, staff and friends. This is an immediate campaign priority critical to gaining private & public sector support.
2. The Case is valid and this project should go forward. A detailed Case for Support needs to be finalized to help solicit major donations. The fundraising Case must carefully articulate three perspectives- community, infant/youth development and education.
3. The BV CDC needs to redefine there social media and outreach plan to increase knowledge of the center by the community, region and Province.

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Board - Receive

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**TransCanada**  
In business to deliver

OCT 27 2016

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

October 19, 2016

Regional District of Bulkley Nechako  
37, 3<sup>rd</sup> Ave, PO Box 820  
Burns Lake, British Columbia V0J 1E0

Attention: Bill Miller, Chair, RDBN Board

TransCanada Corporation  
450 – 1<sup>st</sup> Street S.W.  
Calgary, AB, Canada T2P 5H1

Tel: 250-596-8060

Fax: 403-920-2334

Emergency: 1-855-633-2011

Email:

[Dave\\_Kmet@transcanada.com](mailto:Dave_Kmet@transcanada.com)

[www.transcanada.com/](http://www.transcanada.com/)

Doc: CGW4703-HMA-LA-LTR-0275

Dear Mr. Miller,

RE: Coastal Gaslink Pipeline Ltd.  
Proposed Multi-Use Site #9 within Units 75 & 85, Block L, Group 93-L-3  
Crown Disposition - Regional District

---

We acknowledge receipt of your response letter dated December 10th, 2015 and wish to advise you that your letter and the subsequent written reply will be included in Coastal Gaslink's Right Holder's engagement summary submitted to the BC Oil & Gas Commission (OGC).

We also wish to advise that if there are concerns that emerge during the course of this project, we are available to meet and discuss these concerns with you. Further, if you would prefer, you may also make a Written Submission to the OGC at any time prior to the permit being issued.

Written responses may be sent to the following addresses:

**Coastal GasLink Pipeline Ltd.**  
450 – 1 Street SW  
Calgary, Alberta T2P 5H1

Attn: Dave Kmet  
Email: [Dave\\_Kmet@transcanada.com](mailto:Dave_Kmet@transcanada.com)

Written submissions may also be sent by direct mail to the Commission's office any time prior to the application decision at:

**BC Oil & Gas Commission**  
Bag 2

Fort St. John, British Columbia V1J 2B0

The written submission form can be downloaded from the OGC website at:  
(<https://www.bco.gc.ca/content/written-submission-form>).

**Coastal GasLink**  
Pipeline Project

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Coastal GasLink Pipeline Ltd. will continue to engage affected stakeholders throughout the permitting process and will endeavor to keep them informed of the progress throughout the project.

For further information about this project, please contact:

**RPS**

Sandra Dixon, Associate Project Manager

Email: [Sandra.dixon@rpsgroup.com](mailto:Sandra.dixon@rpsgroup.com)

Phone: 403-385-4255

Yours truly,

**RPS**

A handwritten signature in black ink, appearing to be "Sandra Dixon", is written over the printed name and title.

Sandra Dixon

Associate Project Manager

as agent for Coastal GasLink Pipeline Ltd.

Encl/

Regional District of Fraser-Fort George Response letter dated February 16, 2016

**Coastal GasLink**  
Pipeline Project

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37, 3RD AVE, PO Box 820  
BURNS LAKE, BC  
VOJ 1E0

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO  
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

December 10<sup>th</sup>, 2015

Dave Kmet, Sr. Land Representative  
TransCanada Corporation.  
450-1 Street SW  
Calgary, AB, Canada, T2P 5H1

Sent by e-mail to [Dave\\_Kmet@transcanada.com](mailto:Dave_Kmet@transcanada.com)

Re: Notification regarding Coastal GasLink Pipeline Ltd. (TransCanada) Multi-use and Stockpile Sites referral document CGW 4703-HMA-LA-LTR-0191, 0913, 0915, and 0917

The lands containing the proposed Multi-use and Stockpile Sites are not zoned and are not in the ALR according to our records. The locations are also outside of building inspection and fire protection areas. Our mapping indicates that there are no residences or private properties in the vicinity of the referral sites.

As TransCanada is aware the Regional District of Bulkley-Nechako has the following concerns regarding worker camps, and other facilities associated with the construction process.

### Solid Waste Disposal

There is additional consultation required regarding the pipeline's solid waste disposal needs to allow the RDBN to identify any potential impacts on our infrastructure, determine our ability to accommodate the waste, and allow for the necessary planning and budgeting. The following is an example of some of the information required:

- How much solid waste (in tonnes) is proposed to be disposed of at each RDBN landfill?
- How much of that waste is industrial waste and hazardous waste?
- Over what time period is the waste proposed to be disposed?
- What waste reduction activities will be conducted to minimize waste generated (recycling, composting, etc.)

There is no certainty that the RDBN may be able to accommodate certain solid waste from pipeline construction at our landfills. There needs to be discussions relating to the capacity of our facilities, our operational limitations, and our long term costs well in advance of any request to utilize RDBN facilities.

**MUNICIPALITIES:**

SMITHERS	FORT ST. JAMES
VANDERHOOF	FRASER LAKE
HOUSTON	TELKWA
BURNS LAKE	GRANISLE

**ELECTORAL AREAS:**

A - SMITHERS RURAL	E - FRANCOIS/OOTSA LAKE RURAL
B - BURNS LAKE RURAL	F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL	G - HOUSTON RURAL
D - FRASER LAKE RURAL	

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

TF: 800-320-3339

### Liquid Waste Disposal

The RDBN's ability to accept liquid waste at our facilities is very limited. The most practical solution may be the disposal of liquid waste at municipal facilities; however, the capacity of municipal facilities to accommodate the waste from all of the potential pipeline projects is likely not known. It may be in the best interest of Coastal GasLink Pipeline Ltd. to begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It may also be an option to develop a regional facility. This may be an opportunity for the region to obtain upgrades to infrastructure for the benefit of the region's residents. This same opportunity may be available for municipal water systems. The RDBN's Environmental Services Department is open to facilitating the necessary discussions between the municipalities and the pipelines.

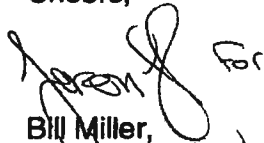
### Invasive Plant Control

The proposed Coastal Gaslink Pipeline right of way can be expected to facilitate the spread of invasive plants. The RDBN is asking that Coastal GasLink Pipeline Ltd. develop an invasive plant management plan (for the RDBN's review), and commit to provide annual funding to the Northwest Invasive Plant Council (NWIPC) to support their weed control efforts in the RDBN.

### Fire Protection and Emergency Response

Coastal GasLink Pipeline Ltd. should consult with the RDBN regarding fire protection, emergency response, and their emergency management plan. The Regional District is concerned that there will be inadequate and inconsistent plans and protocols between camps, and pipeline contractors. Of particular concerns are the communications protocols and emergency evacuation components of the plan.

Cheers,



Bill Miller,  
Chair, RDBN Board

cc: Peter Wijkamp, Manager, Special Projects, OGC (Peter.Wijkamp@bcogc.ca)  
Scott Bailey, Executive Project Director LNG Facilities, EAO (Scott.Bailey@gov.bc.ca)  
BC Oil and Gas Commission, Bag 2, Fort St. John, BC, V1J 2B0  
Sandra Dixon – Project Manager, (Sandra.dixon@rpsgroup.com)

November 01, 2016

To our Honourable Regional District Board members,

The Bulkley Valley Dairymen's Association would like to let our local Regional District know that we do not support a ban on Genetically Modified Organisms.

We believe that the agriculture employed citizens of our community should be free to choose or not choose GMO seeds, whether or not to farm organically, and whether they do or do not use conventional modern farming techniques.

Our local farmers work hard to try and make a living for ourselves and our employees, provide healthy food for our communities while at the same time taking good care of the land in a sustainable manner for future generations. We deserve the freedom to farm with out undo interference from special interest groups. Our practices are legislated by the Federal Government, by our own rigorous industry practices program ProAction, as well as Provincially by the Ministry of Agriculture and related government agencies.

For your own information the Federal Ministry of Health as well as the Canadian Food Inspection Agency have given approval to a wide variety of GMO seeds. These are Federally regulated products. Any ban that Municipalities, or Regional Districts put in place on these products would be symbolic in nature only and would not be legally enforceable. This issue simply is not in our local jurisdiction, and it would be good to advise any individuals who wish to ban GMO products to take their protests to the appropriate Federal Governmental Ministry.

The Province of British Columbia also has a law called the " Farm Practices Protection Act". Provisions in this act state that Towns, Municipalities, and Regional Districts do not have the right to instruct farmers what they can or cannot grow on their farms.

We hope you find this information helpful in all your deliberations on this subject. Keep up the good work on our behalf.

On behalf of the B.V. Dairymen's Association,

President Rick Vandenberg.

A handwritten signature in blue ink, appearing to read "Rick Vandenberg", written in a cursive style.



Smithers Farmers' Institute  
1658 Snake Road  
Smithers, BC V0J2N7

Regional District Bulkley Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

October 28, 2016

Dear Honorable Directors:

The Smithers Farmers' Institute (SFI) has been an advocate for the rural community since 1922. Two of our main objectives are: to improve conditions of rural life, so that settlement may be permanent and prosperous; and to promote the theory and practice of agriculture by lectures, essays, the circulation of information and other educational methods.

The SFI is an umbrella agricultural organization – our members practice a wide range of production protocols, including organic or chemical –free and more conventional production methods. We are dismayed by the decisions being made by the RDBN and some local municipalities regarding potential bans on GMO crops as we are representatives and promoters of agriculture in all its diversity as it occurs within our region. We feel that these decisions should be done in partnership with both consumers and producers. To date there has been no direct consultation with any local agricultural groups. It is our feeling that making decisions without proper dialogue between all of the stakeholders is detrimental to the regional agriculture industry.

Before decisions are made we feel it is imperative that the public and local governing bodies both be fully informed of how GMO crops differ from conventional crops, and also how GMO foods have been incorporated in our food system. Further context regarding how GMO crops are grown, both in the Bulkley Valley and nationwide, would ensure that decisions made by the RDBN do not detrimentally affect our local food system. We worry that without proper education decisions can be made that negatively impact farmers in our region who work very hard to produce quality and healthy food for our citizens. We are also concerned with potential conflicts between the RDBN resolution made in 2013 (and any decisions made subsequent to this) with property rights and legal authority between government bodies. Growing genetically modified crops is a standard farm practice in Canada, and as such producers of these crops are protected under the provincial Right to Farm legislation.

Farming is difficult. We are constantly challenged by weather, changing markets, increased regulation, environmental concerns, public scrutiny and more. The SFI has a mandate to support the local agriculture industry in our area; we feel that is best accomplished by encouraging cooperation between rural and urban communities to their mutual benefits.

We hope we can work together with the RDBN to resolve issues that concern our farming community and facilitate communication between the RDBN and local farmers.

Sincerely,

Paul Davidson, President  
Smithers Farmers' Institute

cc./

Mayor and Town Council, Town of Smithers  
Mayor and Village Council, Village of Telkwa  
John Stevenson, Ministry of Agriculture



Board - Review

File: 19040-20/1265, 19500-25/A93557

OCT 02 2016

Tom Greenaway, Director,  
Regional District of Bulkley Nechako  
PO Box 820  
37 3rd Avenue,  
Burns Lake, British Columbia V0J 1E0

RECEIVED  
OCT 13 2016  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO.

Dear Tom Greenaway:

The purpose of this letter is to notify you of the outcome of my review regarding Canadian Forest Products Ltd. (Canfor) purchase of Forest Licence (FL) A93557 from Conifex Timber Inc. (Conifex).

On February 12, 2016, the ministry was notified by Conifex Timber Inc. that Canfor took ownership control of 1040804 B.C., an affiliate of Conifex Timber Inc. that holds FL A93557.

I have reviewed the details of the change in control and I am satisfied that the requirements set out in Section 54.5 of the *Forest Act* have been met thus no further actions are required.

As part of the review process, a competition assessment was undertaken and information from community leaders and First Nations was considered including buyer power. The findings indicate that this transaction is unlikely to unduly restrict competition in the markets for standing timber, logs or chips. This is based on the lack of change in milling capacity, and comparatively small size of the licence allowable annual cut relative to the timber supply area, which results in little change to the market.

I do wish to assure you that my government shares your concerns with the sustainability and economic health of the community of Fort St. James especially as the forest sector adjusts to a falling timber supply created by the mountain pine beetle epidemic. The ministry is well aware of the critical importance of maintaining competitive log and timber market conditions to support a vibrant forest sector in British Columbia as we transition through this period of declining timber supplies.

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Tom Greenaway, Director, Regional District of Bulkley Nechako

Thank you again for taking the time to write and I encourage you to continue to engage with Greg Rawling, Regional Executive Director, Omineca Region along with your contacts at Conifex and Canfor.

If you have any technical questions on forest tenure transfers, please contact Patrick Russell, Senior Timber Tenures Forester, Forest Tenures Branch at (250) 387-8955.

Sincerely,



Steve Thomson  
Minister

pc: Honourable John Rustad, Minister of Aboriginal Relations and Reconciliation  
Tim Sheldon, Deputy Minister  
Ministry of Forests, Lands and Natural Resource Operations  
Greg Rawling, Regional Executive Director, Omineca Region  
Dave Van Dolah, District Manager, Stuart Nechako Natural Resource District  
Patrick Russell, Senior Timber Tenures Forester, Forest Tenures Branch

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OCT 27 2016

geraldine.craven

REGIONAL DISTRICT OF  
PULKLEY NECHAKO

**From:** Rail Safety Improvement Program 1 / Programme d'amélioration de la sécurité ferroviaire 1 (TC) <TC.RSIPITR-PASFITR.TC@tc.gc.ca>

**Sent:** October 27, 2016 7:00 AM

**Subject:** Rail Safety Improvement Program Awareness/Sensibilisation Programme d'amélioration des passage à niveau

**Attachments:** Renseignements Généraux PASF.pdf; RSIP Background Information (English).pdf

Good Morning,

As you may be aware, the Minister of Transport Canada announced, on October 12<sup>th</sup>, the Rail Safety Improvement Program, an investment of more than \$55 million over a period of 3 years to improve rail safety across Canada.

The new program provides federal funding, in the form of grants and contributions, to improve rail safety and reduce injuries and fatalities related to rail transportation.

The program builds on Transport Canada's Grade Crossing Improvement Program (GCIP), Grade Crossing Closure Program (GCCP), and the Operation Lifesaver Program with increased overall funding, expanded list of eligible recipients and broader scope of projects that could be funded to enhance rail safety.

There are two key components under the new Program:

1. Infrastructure, Technology and Research;
2. Education and Awareness.

A call for proposals is now open for both components for projects to be considered for funding in fiscal year 2017-2018. Deadlines to apply is **December 23<sup>rd</sup>, 2016** for the Infrastructure, Technology and Research component and **January 31, 2017** for the Education and Awareness component.

You will find enclosed a backgrounder on the new program. For further information and details on the application process, you can also visit the [Rail Safety Improvement Program](#) website.

Please note that those applications already submitted under the previous GCIP and GCCP for funding in 2017-2018 (previous deadline of August 1, 2016) remain valid and will be evaluated with new applications. Should additional information be required under the new program, Transport Canada officials will be in contact with the applicants. However, applications submitted prior to September 1, 2015, must be submitted again under the new program to update project information.

As the deadlines for the proposals are quickly approaching, we are asking for your help spreading the news about the launch of the new program. Your collaboration will assist in improving rail safety across the country.

Best Regards,

**Martin McKay,**  
 Acting Director, Transit and West Projects / Directeur par interim, Projets de transport urbain et de l'Ouest (AHSE)  
 Transportation Infrastructure Programs, Programs Group / Programmes d'infrastructure de transport, Groupe de programmes  
 Transport Canada | Place de Ville (AHSE), Ottawa, Ontario K1A 0N5  
 Transports Canada | Place de Ville (AHSE) Ottawa (Ontario) K1A 0N5  
 Government of Canada | Gouvernement du Canada

\*\*\*\*\*  
 \*\*\*\*\*  
 \*\*\*\*\*

Bonjour,

Comme vous le savez probablement, le 12 octobre, le ministre de Transports Canada a annoncé le Programme d'amélioration de la sécurité ferroviaire, un investissement de plus de 55 millions de dollars sur une période de trois ans pour améliorer la sécurité ferroviaire à travers le Canada.

Le nouveau programme fournit du financement de subventions et de contributions pour améliorer la sécurité ferroviaire et réduire les blessures et décès liés au transport ferroviaire.

Le programme s'appuie sur le Programme d'amélioration des passages à niveau (PAPN), le Programme de fermeture de passages à niveau (PFPN), et le programme Opération Gareautrain avec une plus grande enveloppe de financement, une liste élargie de bénéficiaires admissibles, et un éventail plus vaste de projets qui pourraient être financés pour accroître la sécurité ferroviaire.

Le nouveau programme comprend deux volets principaux :

- 1- Infrastructure, technologie et recherche
- 2- Éducation et sensibilisation

Un appel de propositions est maintenant ouvert pour les volets pour que des projets puissent être admissibles à un financement pour l'exercice 2017-2018. Les dates limites pour faire une demande sont le **23 décembre 2016** pour le volet Infrastructure, technologie et recherche, et le **31 janvier 2017** pour le volet Éducation et sensibilisation.

Vous trouverez ci-joint un dossier d'information sur le nouveau programme. Pour davantage de renseignements sur le processus de demande, veuillez consulter le site Web du [Programme d'amélioration de la sécurité ferroviaire](#).

Veuillez remarquer que les demandes déjà présentées dans le cadre du PAPN et du PFPN pour du financement en 2017-2018 (ancienne date limite était le 1<sup>er</sup> août 2016) demeurent valides et seront évaluées avec les nouvelles demandes. Si des renseignements supplémentaires sont requis en vertu du nouveau programme, des représentants de Transports Canada communiqueront avec les demandeurs. Cependant, les demandes présentées avant le 1<sup>er</sup> septembre 2015 devront être présentées de nouveau dans le cadre du nouveau programme pour mettre à jour les renseignements du projet.

Puisque les dates limites pour les propositions approchent rapidement, nous vous demandons de l'aide à diffuser la nouvelle du lancement du nouveau programme. Votre collaboration aidera à accroître la sécurité ferroviaire à travers le pays.

Bien à vous,

**Martin McKay,**

Acting Director, Transit and West Projects / Directeur par interim, Projets de transport urbain et de l'Ouest (AHSE)  
Transportation Infrastructure Programs, Programs Group / Programmes d'infrastructure de transport, Groupe de programmes  
Transport Canada | Place de Ville (AHSE), Ottawa, Ontario K1A 0N5  
Transports Canada | Place de Ville (AHSE) Ottawa (Ontario) K1A 0N5  
Government of Canada | Gouvernement du Canada



Place de Ville  
Ottawa  
K1A 0N5

## **BACKGROUND INFORMATION**

### **Rail Safety Improvement Program**

The Rail Safety Improvement Program (RSIP) is a comprehensive approach to improving the safety of rail transportation through Infrastructure, Technology and Research, and Public Education and Awareness. The new program builds on Transport Canada's three rail safety programs: the Grade Crossing Improvement Program (GCIP); the Grade Crossing Closure Program (GCCP); and Operation Lifesaver, with an increased funding level, an expanded list of eligible recipients and a broadened scope of projects.

#### **Eligible Recipients:**

- Provinces and territories;
- Indigenous communities, groups and organizations;
- Municipalities, and local and regional governments;
- Road and transit authorities;
- Crown Corporations (including VIA Rail);
- For-profit organizations (i.e. railway operators, railway owners);
- Not-for-profit organizations; and
- Individuals.

#### **Eligible Project Categories:**

##### **Infrastructure, Technologies, and Research:**

- Safety enhancements and infrastructure such as installation of flashing lights, bells, gates; and roadway and intersection improvements.
- Technology such as the implementation of Intelligent Transportation System or other innovative technologies.
- Research and studies related to enhancing safety of rail lines such as blocked crossings.
- Closure of crossing for both private and public crossings.

##### **Education and Awareness**

- Projects that enhance awareness of grade crossing and trespassing hazards;
- Promote safe practices at road/railway grade crossings on railway property; and
- Research, studies and analysis that contribute to a better understanding of behaviours, attitudes and impact of rail safety issues.

**Call for Proposals:**

A call for proposals is now open for both components for projects to be considered for funding in fiscal year 2017-2018. The deadlines for the applications are as follows:

- Infrastructure, Technologies, and Research component: **December 23<sup>rd</sup>, 2016**
- Education and Awareness component: **January 31<sup>st</sup>, 2017**

For further information on the program and the application process, please review:

[The Applicant's Guide for Infrastructure, Technology and Research](#)

[The Applicant's Guide for Education and Awareness](#)

The following application forms, depending on project type need to be completed and submitted before the deadlines indicated above:

- [Safety-Related Infrastructure Improvements and Technology Implementation](#)
- [Safety-Related Research or Studies](#)
- [Grade Crossing Closures](#)
- [Education and Awareness](#)

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BEARD REEVE

NOV 14 2016

geraldine.craven

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**From:** Rail Safety Improvement Program 2 / Programme d'amélioration de sécurité ferroviaire 2 (TC) <TC.RSIPEA-PASFES.TC@tc.gc.ca>  
**Sent:** November 14, 2016 10:23 AM  
**Subject:** NEW - Rail Safety Improvement Program (RSIP)/NOUVEAU - Programme d'amélioration de la sécurité ferroviaire (PASF)  
**Attachments:** RSIP E&A component Information Brochure.pdf; PASF volet É&S brochure d'information.pdf

The Rail Safety Improvement Program (RSIP) is a program to improve rail safety and increase public confidence in Canada's rail transportation system. RSIP provides funding to improve rail safety and reduce injuries and fatalities related to rail transportation. The program funds:

- safety improvements to existing rail lines
- closures of grade crossings
- initiatives to raise awareness about rail safety issues across Canada

The program will provide funding towards two key components:

1. Infrastructure, Technology and Research (ITR)

Funding available - \$55 Million

Deadline for applications: **December 23, 2016**

2. Public Education and Awareness (E&A)

Funding available - \$2.4 Million

Deadline for applications: **January 31, 2017**

The Public Education and Awareness Component will provide funding to regional, municipal and local communities where there is a higher need for awareness and education and to work with organizations to address the specific issues in those areas of concern.

To know more specifically about the RSIP E&A component, please visit our website at [www.canada.ca/rsip](http://www.canada.ca/rsip). For quick reference, please find attached an Information brochure about the program. If you any questions or wish to apply, please contact us at: [TC.RSIPEA-PASFES.TC@tc.gc.ca](mailto:TC.RSIPEA-PASFES.TC@tc.gc.ca).

Le programme d'amélioration de la sécurité ferroviaire (PASF) est un programme pour améliorer la sécurité ferroviaire et accroître la confiance du public dans le système de transport ferroviaire au Canada. Le PASF fournit du financement pour améliorer la sécurité ferroviaire et réduire les blessures et décès liés au transport ferroviaire. Le financement du Programme vise :

- à améliorer la sécurité de lignes ferroviaires existantes
- les fermetures de passages à niveau
- les initiatives de sensibilisation sur les questions de sécurité ferroviaire à l'échelle du Canada

Le PASF comprend deux volets principaux :

1. Infrastructure, technologie et recherche (ITR)



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Financement disponible - 55 \$ million

Date limite pour les demandes: **23 décembre 2016**

2. Éducation et de sensibilisation (É&S)

Financement disponible – 2.4 \$ million

Date limite pour les demandes: **31 janvier 2017**

Le volet d'éducation et de sensibilisation fournira du financement aux collectivités régionales, municipales et locales où il y a un plus grand besoin de sensibilisation et d'éducation, et travaillera avec des organismes pour répondre aux besoins régionaux.

Pour en savoir davantage sur le PASF É&S, veuillez visiter notre site Web au [www.canada.ca/pasf](http://www.canada.ca/pasf) . Pour obtenir un aperçu, veuillez trouver ci-joint une brochure d'information sur le programme. Si vous avez des questions ou vous voulez soumettre une demande, veuillez nous contacter au [TC.RSIPEA-PASFES.TC@tc.gc.ca](mailto:TC.RSIPEA-PASFES.TC@tc.gc.ca) .



## Rail Safety Improvement Program Public Education and Awareness

### What is the Rail Safety Improvement Program?

The Rail Safety Improvement Program (RSIP) is a program to improve rail safety and increase public confidence in Canada's rail transportation system. The program aligns to the Department's strategic outcome to provide for a safe transportation system. Through investment in infrastructure and technologies along with education and awareness initiatives, the program will contribute to the reduction of injuries and fatalities as well as increase public confidence of railways in communities.

The RSIP provides grant and contribution funding to improve rail safety and reduce injuries and fatalities related to rail transportation. The program will provide funding towards two components:

1. Infrastructure, Technology and Research (ITR)
2. Public Education and Awareness (E&A)

RSIP's Public Education and Awareness component will provide funding to projects that:

- enhance awareness of grade crossing and trespassing hazards;
- promote safe practices at road/railway grade crossings and on railway property;
- conduct research studies for rail safety improvement; and
- help reduce deaths, injuries and accidents around road/railway crossings in Canada.

### What is the Public Education and Awareness component?

The E&A component will provide funding towards two key elements, a National Public Information and Education Program, and a Regional and Municipal Education and Awareness Program for high risk areas.

#### National Public Information and Education Program

Building on the existing and current initiative, this element will fund Operation Lifesaver Canada which will continue implementing a national program that will continue to raise awareness and education across Canada.

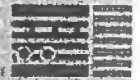
#### Regional and Municipal Education and Awareness Program for high risk areas

This element will leverage contributions from regional and local communities where there is a higher need for awareness and education and to work with organizations to address the specific issues in those areas of concern.

### Who is eligible for funding?

The following groups are eligible for funding:

- Provinces, territories, municipalities, local and regional governments
- Road and transit authorities
- Crown corporation (including VIA Rail)
- For-profit organizations (e.g. railway operators, railway owners)
- Not-for-profit non-government organizations (NGOs)
- Indigenous groups
- Individuals



## What can be reimbursed?

The program will reimburse recipients up to 50% of eligible expenditures incurred for a project.

Applicants may be reimbursed for the following expenditures:

- Staff wages & benefits, professional fees, public outreach and communication materials, travel costs, room rentals, facility costs, conference fees and administrative costs.

**Note:** The RSIP does NOT provide advance funding, and applicants must show they have enough up-front funding to carry out the proposed project.

## What activities are eligible for funding under the RSIP's Education and Awareness component?

Eligible activities include:

- outreach initiatives, promotional awareness and public campaigns related to rail safety;
- public service announcements, social media, websites and other communications activity related to rail safety;
- production and distribution of rail safety education and awareness materials to promote rails safety; and
- research, studies and analysis to a better understanding of behavior, attitudes and the impact of rail safety issues.

## When to apply?

Applicants wanting to apply for funding must send in their application no later than **January 31, 2017**.

## How to apply for funding?

The RSIP Applicant's Guide provides a detailed description of how to apply for funding. In general, the following information will be required to support eligibility assessment and for the selection process:

- project proposal using the template that is provided;
- budget estimates for the project using the budget template provide;
- project proposal meets the Eligibility Assessment Criteria; and
- project proposal clearly indicates it meets the Merit Selection Criteria.

## For more information, please contact:

Rail Safety Improvement Program, Education and Awareness Component  
Transport Canada  
330 Sparks Street, Place de Ville – Tower C (AHEC)  
Ottawa, ON K1A 0N5

E-mail: [Tc.rsipea-pasfes.tc@tc.gc.ca](mailto:Tc.rsipea-pasfes.tc@tc.gc.ca)

To obtain the Rail Safety Improvement Program Applicant's Guide and Application templates, please refer to the [Rail Safety Improvement Program website](#).

Chair Bill Miller Board-Receive  
Bulkeley - Nechako R.D. Directors,

Dear Mayors, Councillors, Regional District Directors,

November 1, 2016.

This is a follow-up letter to our letter of September 14, 2016 regarding the issue of **Human trafficking/sexual exploitation, youth and child exploitation, youth porn use/addiction in BC.**

We have included 5 strategies for Police to accompany the 10 strategies for City Councils that we sent previously.

We have also included a poster from the Vancouver "Buying Sex is a Crime" billboard and poster campaign. The Archdiocese of BC has sponsored this campaign, and they have also set up an excellent new website on trafficking locally: [thetraffickedhuman.org](http://thetraffickedhuman.org).

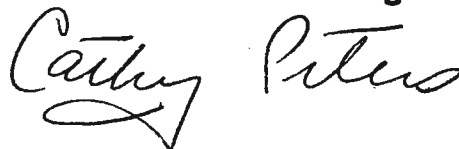
We would like to see the 2 E's: **Enforcement and Education**. 1. **Enforcement of the law** (Protection of Communities and Exploited Persons Act): Local police need basic training to the issue of Human trafficking/sexual exploitation, youth and child exploitation, youth porn use and addiction. 2. **Education**: Our youth need education about the seriousness of this issue. For example, "sexting" has become "cool", but it is child pornography and illegal under the criminal Code even between consenting minors. In the same way we have stringent rules for children learning to drive cars (age restrictions, training requirements, L and N levels of competency) we need to start comprehensive "**cyberspace safety training**" to encourage "**good humane digital citizens**" so that youth understand the serious irretrievable consequences of online presence (it is permanent and enduring becoming their "life brand").

We would like to hear what proactive steps your community is taking to address this issue of Human trafficking/sexual exploitation.

If you need more materials or would like a presentation to any stakeholder/community/advisory group, please let me know.

**Key: It is not acceptable that women and children can be bought and sold in a modern equal society.**

Most sincerely, Mrs. Cathy Peters



#302-150 W. 15<sup>th</sup> St., North Vancouver, BC V7M 0C4

[ca.peters@telus.net](mailto:ca.peters@telus.net)

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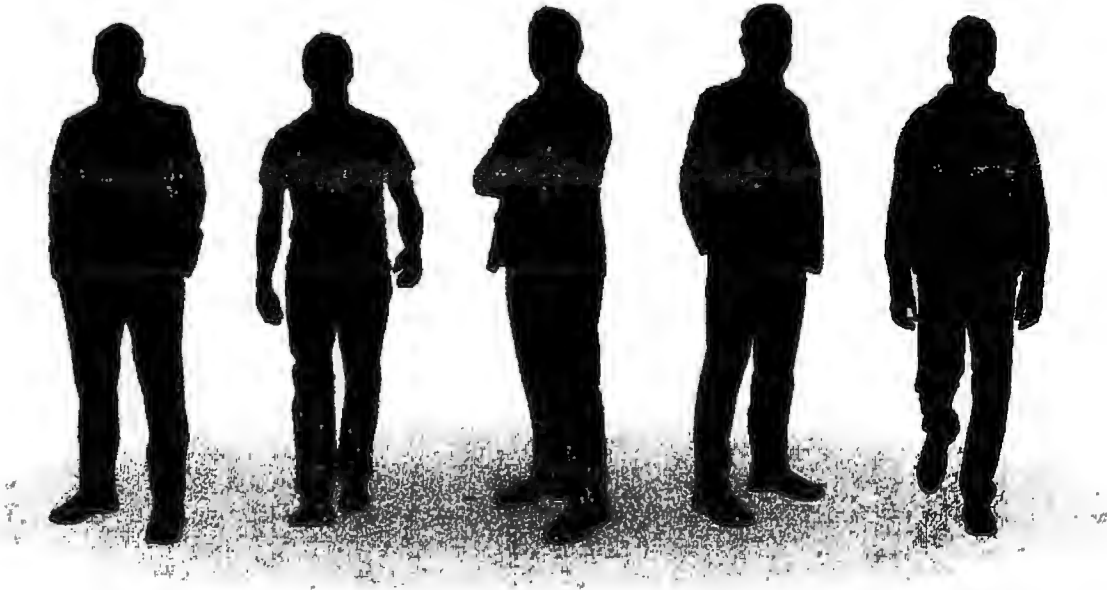
NOV 03 2016

REGIONAL DISTRICT OF

## 5 Strategies for Police:

1. **AWARENESS:** All Police need to be aware of the issue. Take HT training courses (Police Knowledge Network, OCTIP; Office to Combat Training In Persons). Read "Invisible Chains" by UBC law professor, Benjamin Perrin. Incorporate the United Nations 4 Pillars: Prevention, Protection, Prosecution, Partnerships
2. **ADDRESS DEMAND:** Until there is a deterrent for demand, this crime will flourish exponentially. Johns and the buyers of sex need to be targeted and charged; this is the law (Protection of Communities and Exploited Persons Act).
3. **SCHOOL LIASONS:** Develop positive and strong liasons with elementary and high school students. Young people are vulnerable and are being targeted. "Education is our greatest weapon".
4. **INVENTORY SCAN:** Assess your community. Look for sex ads (Backpage, Craigslist, the newspaper, Georgia Strait); these will lead you to the buyers and sellers. List the businesses that are endemic to HT: escort services, modelling agencies, casinos, adult entertainment centers, tattoo parlours, holistic health centers, nail spas, day spas, massage parlours, strip clubs, cheap hotels. Be aware of their services/clientele. List all your community resources to support victims.
5. **COLLABORATION AND BEST PRACTICES:** Share information with other agencies, RCMP, FBI, Interpol. Where are the best practices in the country? In the world? Halifax police addresses the North Preston and Preston "Finest" gang, RCMP operated "Northern Spotlight Operations", London Ontario has veteran frontline worker and police educator Megan Walker (1-519-432-2204) from the London Women's Abuse Center, Montreal vice unit, Peel Region Police in Hamilton in collaboration with survivor Tamea Nagy, Edmonton vice unit, Winnipeg police and the Tracia Trust in Manitoba, York police in Toronto with survivor Casandra Diamond of Bridge North, Ottawa police (made recent massage parlour sweep). Washington State with former Congresswoman Linda Smith and NGO "Shared Hope"; Seattle using Nordic Model. Sweden has successfully implemented and funded the Nordic Model of Law for the past 17 years: contact Detective Inspector Simon Haggstrom head of the Stockholm Police Prostitution Unit (his work is to charge johns).

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**Buying sex is a crime.**

**[thetraffickedhuman.org](http://thetraffickedhuman.org)**

295 Board - Receive

To: Hon. Todd Stone  
Minister of Transportation and Infrastructure  
Government of British Columbia  
Box 9055, Stn. Prov. Govt.  
Victoria, BC

RECEIVED  
NOV 03 2016  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

From: Rosamund Pojar and Janine Lemire  
Bulkley Valley Naturalists  
C/O, 1995, Viewmount Road, South  
Smithers, BC, V0J 2N6

And Shannon McPhail, Skeena Watershed Coalition, Hazelton, BC

Date: 2016-11-01

Dear Minister Stone,


Please find attached a Resolution and supporting Briefing Document that we have prepared for your attention concerning Roadside Vegetation Management in British Columbia and Contravention of the Canadian Migratory Birds Convention Act of 1994 and the British Columbia Wildlife Act of 1996.

We would appreciate a response to this resolution by November 30, 2016 stating

1. That you have received the Resolution and Briefing Document
2. How you intend to respond the requests and concerns that we have raised in the Resolution and supporting document.

If we have not received a response from you by November 30, 2016, or you indicate that you do not intend to take any action, then we will be taking this issue to the media.

Yours respectfully,

  
Rosamund Pojar (per Janine Lemire, Shannon McPhail and Ray Sturney)

Cc Hon. Mary Polak, Minister of the Environment, Government of BC  
Hon. Steve Thompson, Minister of Forests, Lands and Natural Resource Operations, Government of BC  
Right Hon. Christy Clark, Premier of British Columbia  
Doug Donaldson, NDP MLA, Stikine Riding, Government of BC  
Nathan Cullen, MP Skeena-Bulkley Valley, Government of Canada  
Hon. Marc Garneau, Minister of Transportation, Government of Canada  
Hon. Jim Carr, Minister of Natural Resources, Government of Canada  
Hon. Catherine McKenna, Minister of Environment and Climate Change, Government of Canada  
Hon. Kirsty Duncan, Minister of Science, Government of Canada  
Ministry of Transportation and Infrastructure, Bulkley Stikine District Office  
Ministry of Forests, Lands and Natural Resource Operations, District Office, Fish and Wildlife Branch, Smithers, BC  
Conservation Officer Service, Smithers, BC  
Regional District of Bulkley Nechacko, Burns Lake, BC  
Town of Smithers, BC  
Federation of BC Naturalists (Nature BC), Vancouver,  
BC Wildlife Federation, Vancouver, BC

**RESOLUTION CONCERNING ROADSIDE VEGETATION MANAGEMENT IN  
BRITISH COLUMBIA AND CONTRAVENTION OF THE CANADIAN MIGRATORY  
BIRDS CONVENTION ACT OF 1994 AND THE BRITISH COLUMBIA WILDLIFE ACT  
OF 1996**

**WHEREAS THE PURPOSE OF THE CANADIAN MIGRATORY BIRD CONVENTION ACT (MBCA) OF 1994 IS TO:**

Implement the International Convention between Canada and the United States of America by “protecting and conserving migratory birds – as populations and individual birds – and their nests.” (Statutes of Canada c.22)

**And the Act states:**

“no person shall: Disturb, destroy, or take a nest, egg, nest shelter, eider duck box or duck box of a migratory bird” (MBCA Regulations, General Prohibitions, Section 6, Section 5 (9))

**WHEREAS THIS ACT (MCBA) APPLIES TO ALL Provinces and parts of Provinces of Canada**

**WHEREAS THE BRITISH COLUMBIA WILDLIFE ACT STATES:**

“A person commits an offence if the person, except as provided by regulation, possesses, takes, injures, molests or destroys

- (a) A bird or its eggs
- (b) The nest of an eagle peregrine falcon, gyrfalcon, osprey, heron or burrowing owl, or
- (c) The nest of a bird not referred to in paragraph (b) when the nest is occupied by a bird or its egg” (Section 34, BC Wildlife Act)

**WHEREAS THE SPECIES AT RISK ACT (SARA) STATES:**

“ No person shall damage or destroy the residence of one or more individuals of a wildlife species that is listed as an endangered species or a threatened species, or that is listed as an extirpated species if a recovery strategy has recommended the reintroduction of the species into the wild in Canada” (Section 33)

and

**WHEREAS IT HAS BEEN WELL DOCUMENTED THAT MIGRATORY BIRDS ARE DECLINING IN NUMBERS (see background document)**

and

**WHEREAS THE BRITISH COLUMBIA’S MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE’S ENVIRONMENTAL BEST MANAGEMENT PRACTICES FOR HIGHWAY MAINTENANCE STATES:**



“Potential Environmental Impacts” from “Brushing” and “Mowing” “...may disturb birds and their nests” They then present a table showing the required “Performance Standards and Legal Requirements” to prevent disturbance to birds and their nests.

and

**WHEREAS THE BRITISH COLUMBIA GOVERNMENT IS CURRENTLY IN CONTRAVENTION OF THE ABOVE MENTIONED ACTS DESPITE REPEATED REQUESTS AND OPPORTUNITIES TO SIMPLY ADJUST ROADSIDE BRUSHING TIMELINES**

**THEREFORE BE IT RESOLVED:**

We (the undersigned) respectfully request that British Columbia’s Ministry of Transportation and Infrastructure:

1. Follow the mandatory law that no highway brushing be carried out during the peak breeding bird season in British Columbia in order to comply with the Migratory Birds Convention Act of 1994 and the British Columbia Wildlife Act of 1996.
2. Assess the peak breeding bird season in geographically explicit regions across British Columbia following Environment and Climate Change Canada’s Regional Nesting Period Tables (see <https://www.ec.gc.ca/paom-itmb/default.asp?lang=En&n=4F39A78F-1>) with accompanying maps for each region.
3. Only allow mowing of weeds only when it does not impact woody shrubs, trees and aquatic vegetation in ditches during breeding bird season.
4. If for any reason the brushing must be carried out, we strongly urge the Ministry to hire a professional ornithologist to assess the area prior to brushing to determine the presence or absence of birds and their nests. In the event that the ornithologist determines there is no risk to breeding birds, the brushing must be carried out within 7 days of the ornithologist’s recommended approval for brushing. If brushing is not carried out within this time period, an ornithologist must be hired again to do an additional assessment (see Environment and Climate Change Canada – Nature – Reducing Risk to Migratory Birds, <https://www.ec.gc.ca>)

Signed – November 2, 2016 by:

Bulkley Valley Naturalists, Smithers, BC

Contact persons: Rosamund Pojar, [rpojar@gmail.com](mailto:rpojar@gmail.com), 250-847-9429

Janine Lemire, [janinelemire10@hotmail.com](mailto:janinelemire10@hotmail.com), 250-917-8841

Skeena Watershed Coalition, Hazelton and Terrace, BC

Contact Person: Shannon McPhail, [shannon@skeenawatershed.com](mailto:shannon@skeenawatershed.com), 250-842-2494

Bulkley Valley (BC) birders represented by Ray Sturney, Hazelton, BC, 250-842-6147

## BRIEFING DOCUMENT

### RESOLUTION CONCERNING ROADSIDE VEGETATION MANAGEMENT IN BRITISH COLUMBIA AND CONTRAVENTION OF THE CANADIAN MIGRATORY BIRDS CONVENTION ACT OF 1994 AND THE BRITISH COLUMBIA WILDLIFE ACT OF 1996

In early 2016, residents and birders in northwest BC observed roadside clearing and brushing happening during peak breeding bird season. Concerned birders immediately contacted the local Ministry of Transportation (MoT - the Ministry responsible for roadside vegetation management) and asked them to postpone their activities during breeding bird season. The birding community has made this request to MoT continuously for several years and have explained that it is an offence under the Migratory Bird Conservation Act (MBCA). Only on one occasion did Ministry staff from Fish and Wildlife postpone the brushing along the Morice River Road until the breeding bird season was over. It is clear that communities cannot rely on the Provincial Ministry staff to monitor this as they are simply understaffed and underfunded to carry out this work.

It is also concerning that *Breeding Bird Surveys* and other data collection methods used by both the Provincial and Federal governments to determine the status of our birds are conducted at the same time as the Ministry of Transportation is cutting down the brush that some of the birds are nesting in.

Despite repeated complaints and concerns, the Ministry of Transportation continues to issue contracts to do the brushing during the peak breeding season for birds which is mid-May to mid-July. This past spring (2016) they brushed roads throughout the Bulkley Valley area during June.

On the latest occasion (June 2016), BC Conservation Officers (C.O.'s) were contacted about the brushing along Viewmount Road, Smithers. Only after a warning from the C.O.'s did the brushing cease. It is the Ministry of Transportation that makes the decisions (not the Contractors) around timing windows. There are not enough C.O.'s to monitor and enforce this issue. It would be far more effective for the Ministry of Transportation and Infrastructure to adopt the mandatory practice of inhibit all roadside brushing during peak breeding bird season.

We have been told that the Ministry likes to do the brushing when the leaves have all flushed to maximize the impact of their brushing. We would argue that the maximum negative impact on the regeneration of much of the "brush" would be achieved by brushing later in the season when all the food reserves of the plants have gone into leaf production as well as flower and seed production. Plants accumulate reserves in their roots in the fall and use up the reserves the following year in order to successfully reproduce. Hence for most species their food reserves are lowest at the time of flowering and seed production. Clearly this will vary from species to species. We would like to suggest that brushing later in the season may actually be more effective for reducing the regeneration of many roadside vegetation species

It is important to be clear that roadside vegetation management is important for a number of reasons and for the purposes of this resolution, we are asking that roadside brushing continue with the least impact to our declining bird populations. This would drastically reduce the harm to birds and their nests and eggs. This would also eliminate the continuous contravention of the Canadian and Provincial Acts described in the resolution.

We suggest that brushing, if it has to be done, be done in either April or after July 31. A good guideline as to whether or not the season has started or is over, is to listen to see if the birds are singing. If there is a lot of bird song, it means the birds are on territory and have nests. Searching for nests is not recommended for several reasons:

- a) Nests are extremely difficult to find (birds do not want their predators to find their nests so most are extremely well camouflaged)
- b) Looking for nests is likely to do more harm than good (see the recommendation from Environment Canada – [*Environment and Climate Change Canada – Nature - Reducing the Risk to Migratory Birds* <https://www.ec.gc.ca>] )
- c) Removal of nests after breeding season has little or no effect on the bird's ability to nest again. Most birds build a new nest every year with the exception of a few species e.g. Great Blue Heron which uses the same nest year after year.

### **Background information on the two Acts**

Migratory Birds Convention Act 1994 - Game Officers (i.e. Conservation Officers) can issue a compliance order if he/she believes that a person is contravening the Act and its Regulations (see Section 11.21 subsection 1). Persons subject to order (of compliance) are

#### **Section 11.21 (MBCA)**

**(2) Subsection (1) applies to any person who**

- a) Owns or has the charge, management or control of the substance to which the alleged contravention relates or the property on which the substance is located.**
- b) Causes or contributes to the alleged contravention – this suggests that the Ministry of Transportation, their workers and their contractors may be liable for contravention of the Act**
- c) Is likely to cause or contribute to the alleged contravention**

The order can instruct the person to cease the activity for a specified period and refrain from doing anything in contravention of the Act.

**The maximum penalty for every person that commits an offence is a fine up to \$1 million or imprisonment for a term of not more than 3 years or both upon conviction on indictment and up to \$ 300,000 or imprisonment of not more than 6 months, or both, upon summary conviction.**

The parties to the offence are described in Section 1.2 of Penalties in MBCA

*Section 1.2 If a corporation commits an offence under this Act, any director, officer, agent or mandatory of the corporation who directed, authorized, assented to, acquiesced in or participated in the commission of the offence is a party to the offence, and is liable on conviction to the penalty provided by this Act, whether or not the corporation is prosecuted for the offence.*

**The Convention** is described in the Schedule attached to the MBCA Act and outlines Canada's International Commitment to Migratory Birds.

**BC Wildlife Act**

Exemptions to Section 34 of the BC Wildlife Act are as follows:

“11.3 (1) A person is exempt from Section 34 of the Wildlife Act with respect to possessing, taking, injuring, molesting, or destroying a bird or its egg or a nest occupied by a bird or its egg if the bird is not designated as wildlife, a threatened species or an endangered species (where wildlife is listed under Schedule A)”

Schedule A of the BC Wildlife Act lists birds of the following species:

“all species of birds described in the American Ornithologist’s Union Checklist of North American Birds, 7<sup>th</sup> Edition (American Ornithologist’s Union 1999) or its supplements, which are native to Canada or the United States of America and were not introduced by man”

and

“(2) Despite subsection (1), a person is exempt from section 34 of the Wildlife Act with respect to taking, injuring, molesting or destroying a bird or its egg or a nest occupied by a bird or its egg if the bird is listed in Schedule C.”

Schedule C includes species that are not native to B.C. or have been specifically designated as problems e.g. brown-headed cowbird (BC Wildlife Act current to July 6, 2016)

**BC Wildlife Act (Fines and Penalties)**

Section 84 (1) states “for purpose of determining the fines and penalties to which a person is subject on conviction for an offence under this Act,”

(b) “subsections (3) and (4) apply in relation to an offence under Section 34”

(3) states “Subject to subsection (4), a person who commits an offence referred to in subsection (1) (b) is liable

(a) on a first conviction, to a fine of not more than \$100 000 or to a term of imprisonment not exceeding one year, or both, and

(b) on each subsequent conviction for the same offence or another offence referred to in subsection (1) (b), to a fine of not more than \$200 000 and not less than \$2 000 or to a term of imprisonment not exceeding 2 years, or both.”

(4) states “Despite subsection (3) (a), if the person referred to in that subsection has previously been convicted of an offence referred to in subsection (1) (a), the person is liable to the punishment set out in subsection (3) (b).”

### **Declining Migratory Birds**

1. One third of all North American Bird Species need Urgent Conservation Action
2. Of these, 73 species are birds of the Boreal Forest, 144 species are birds of Temperate Forests, 45 species are Grassland species – all habitats described as the Major Habitats in British Columbia
3. Other species occupying Arid Lands (e.g. Okanagan), and Wetlands and Alpine Tundra (i.e., habitats found throughout BC) are also listed as being of concern. (North American Bird Conservation Initiative, 2016. *The State of American Birds*. 2016. Environment and Climate Change Canada, Ottawa, Ontario. 8 pages [www.stateofthebirds.org](http://www.stateofthebirds.org))

See also Environment Canada and Climate Change – Nature – Reducing Risk to Migratory Birds <https://ec.gc.ca>

### **British Columbia's Ministry of Transportation and Infrastructure Best Management Practices**

Section 5-10 Roadside Vegetation Management, Potential Environmental Issues clearly states that “Brushing” and “Mowing” .... “may disturb birds and their nests” It then lists “Performance Standards and Legal Requirements” which include offences under both the Migratory Birds Convention Act and the BC Wildlife Act. ([http://www.th.gov.bc.ca/BCHighways/contracts/maintenance/Schedule\\_21\\_Maintenance\\_Specifications.pdf](http://www.th.gov.bc.ca/BCHighways/contracts/maintenance/Schedule_21_Maintenance_Specifications.pdf))

NOTE: It should be mandatory that a qualified ornithologist does a “walk through” of the area as it is unlikely that Ministry of Transportation and Infrastructure staff and/ or their contractors are qualified to do a proper assessment.

### **Lack of education**

We think that there should be a concerted effort made to educate the public on this issue as they can act as surrogate monitors of contravention and can report brushing during critical time periods. Most people are not aware that the MBCA exists or even that the BC Wildlife Act protects birds

Prepared November 2, 2016 by:

Rosamund Pojar, Janine Lemire (Bulkley Valley Naturalists) and Shannon McPhail (Skeena Watershed Coalition).

BRITISH COLUMBIA /  
YUKON COMMAND

THE ROYAL  
CANADIAN  
LEGION



Board - Receive

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NOV 15 2016

REGIONAL DISTRICT OF  
PULKLEY NECHAKO

**Dear Valued Supporter**

Please find enclosed a copy of Volume XI of the BC/Yukon Command of The Royal Canadian Legion's **Annual "Military Service Recognition Book"** recognizing Veterans in BC and the Yukon who so valiantly served our Country, as well as interesting military history. We have also enclosed a "Certificate of Appreciation" acknowledging your organization's generous support.

You will find the advertisement you purchased during our 2016 Telephone Appeal printed inside, along with another copy of your invoice, if you have not yet forwarded your payment.

Your ongoing support for this important project for the **BC/Yukon Command of The Royal Canadian Legion** is sincerely appreciated. Proceeds raised will be used to improve services to Veterans and the more than 150 Communities that we serve. Proceeds are also directed to programs and services sponsored by The Royal Canadian Legion in communities throughout British Columbia and the Yukon. The Royal Canadian Legion is one of the single largest contributors to a vast array of community charitable programs which touch every aspect of life, every age group, and every citizen in some way.

We look forward to your continued support of this important Legion project when you are contacted for our 2017 publication.

Please don't hesitate to contact us at **1-800-964-9074**, if you require additional information.

Once again, **Thank You!**

**Respectfully,**

**Marc Tremblay  
President  
BC/Yukon Command  
The Royal Canadian Legion**

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geraldine.craven

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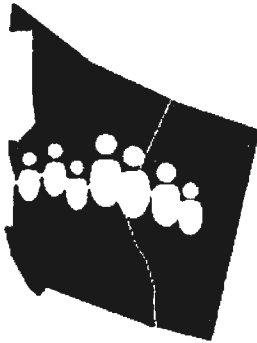
**From:** CAB Planning Team <mail@email.northerngateway.ca>  
**Sent:** October 27, 2016 10:25 AM  
**To:** inquiries  
**Subject:** Northern Gateway Update

RECEIVED

OCT 27 2016

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

To view this email as a web page, go [here](#).



## COMMUNITY ADVISORY BOARDS

Good afternoon CAB Members,

Hope you're having a good fall and are excited to see our Oilers and Canucks off to a good start to their seasons. This email is to provide a quick update on Northern Gateway and the happenings over the past couple of months.

As you may remember, there was the consultation process on the proposed Tanker Moratorium. This process ran for 6 weeks and closed on September 30, 2016. Thank you to those who submitted their comments to Minister Garneau. We understand the comments were well received and that the feedback is being reviewed by their office.

In June of this year, the Federal Court of Appeal quashed our project certificates. The court gave the Federal Government three options including redoing Phase IV consultation with First Nation and Metis communities, send it back to National Energy Board for further comment or reject it outright. **The Federal Government has indicated they will be making this decision on (or before) Friday, November 25, 2016.**

Northern Gateway is encouraging the Federal government to redo Phase IV consultation. We believe it is in the government's interest to keep all pipeline projects viable. If the Federal Government chooses to redo Phase IV, we are not sure of exactly how or when the consultation would take place. However, we would hope to take part of the consultation alongside the Federal government, where appropriate, as we have the technical background and project details that will ensure a complete consultation process.

At this stage, we have no indication of what decision the Federal Government will make but we are committed to keeping you informed. We will send an update to you all as soon as we find out and then will be **hosting a CAB Telephone Town Hall on November 29 at 12.30pm MST / 11.30pm PST**

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to review what the decision is and what it means for our project. An email closer to the date will be sent out with details but please mark that off in your calendars.

On a sad note, we regret to inform you that long time CAB member and great friend of the project, Dwight Davidson passed away on October 25, 2016. He was well liked and respected around the CAB table and showed great commitment to see this project succeed. Please keep him in your thoughts.

If you have any questions about the project, please do not hesitate to reach out to Donny (250-407-0462) or Sam (780-371-5097), otherwise we look forward to speaking with you on November 29 (hopefully with some good news!).

Regards,  
CAB Planning Team

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About the CAB's: The Community Advisory Boards (CABs) were established in 2009 and are an important aspect of the Northern Gateway consultation and engagement process. The CABs are held in three geographic locations. For more information visit [www.communityadvisoryboards.com](http://www.communityadvisoryboards.com) or contact the CAB Planning Team at [cab@northerngateway.com](mailto:cab@northerngateway.com)

Sent from Northern Gateway, C103 Parkwood Place, 1600 15th Avenue Prince George, BC, Canada V2L 3X3

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NOV 08 2016

REGIONAL DISTRICT OF  
BULKLEY NECHAKOHEART &  
STROKE  
FOUNDATION

## **COMMUNITIES ON THE MOVE DECLARATION: CREATING SMART, FAIR AND HEALTHY TRANSPORTATION OPTIONS FOR ALL BC COMMUNITIES**

### **VISION**

We envision that in 10 years, across BC - in communities small and large, it will be easy, safe and enjoyable to get around, whether by walking, biking, public transit, driving, ride-sharing or in a wheelchair. We want to see the provincial government making progressive investments that support active, connected and healthy communities with a wide range of mobility needs.

### **This vision is guided by the following VALUES:**

- **Safety for All Road Users:** The design and rules of the road should work towards a goal of zero fatalities so all British Columbians can arrive at their destination safely.
- **Healthy Communities:** It is easier for British Columbians to be active and healthy when there are safe biking and walking routes, good street design and regular transit.
- **Mobility for All:** Communities of all sizes need transportation options to enable everyone – including vulnerable groups such as children, older adults and those with disabilities or low incomes as well as non-drivers – to access education, employment, healthcare, recreation and cultural events and to foster important social connections.
- **Clean Air and Environment:** Public transit, telecommuting and active modes of transportation reduce local air pollution and carbon emissions that contribute to climate change.
- **Consideration of Community Needs:** All BC communities should have a range of convenient, affordable transportation options that are tailored to their context – whether urban or remote, dense or dispersed, small or suburban.
- **Cost Savings and Economic Opportunities:** Investments in active and public transportation can help to control rising healthcare costs while stimulating local business and tourism.

## What will it take:

- **Increased support and long-term funding for transit**
  - Provide full funding (\$400M/year) and policy support for implementation of the BC Transit Strategic Plan 2030 and local government 'Transit Future Plans' to grow transit service and meet local needs.<sup>1</sup>
  - Provide a fair share of capital funding and secure, predictable regional revenue tools for the full implementation of the TransLink Mayors' Council 10-Year Vision.
  - Provide funding for public transportation systems that serve small, rural, remote and isolated communities such as the use of school buses and bus services that feed into regional centres.
  
- **A Provincial Active Transportation Strategy**
  - Allocate \$100M per year over the next ten years to support the development of local cycling and walking infrastructure within a larger provincial network.<sup>2</sup> Priority should go to completing connected cycling and walking transportation networks.
  - Fund Active School Travel Planning and standardized cycling education for healthy, active children.
  - Increase capacity within the Ministry of Transportation by developing an Active Transportation unit that has the professional expertise to work on policy and planning.
  
- **Commitment to equity**
  - Improve handyDART service to meet demand and to expand accessibility to evenings, Sundays and holidays.
  - Revert back to the \$45 annual fee for Annual Bus Passes for Persons-with-Disability.
  - Ensure all public transit systems have affordable options for people with low incomes.
  - Ensure funding is allocated geographically and equitably across the province. Recognize infrastructure deficits for pedestrian, cycling and transit modes as well as limitations faced by rural, remote, geographically isolated and small communities as part of funding criteria.

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<sup>1</sup> Analysis by [David Suzuki Foundation](#) shows that although \$4.75 billion in provincial funds was promised in the 2008 Provincial Transit Plan – eight years into the 12-year plan, only 23 per cent per cent (\$1.1 billion) of the provincial contributions have been realized. DSF calculates that an average annual investment of \$400 M would be required to bridge the funding gap and add the capacity and level of service necessary to reduce traffic congestion, increase ridership and meet the 2020 Climate Change goals as outlined in the 2008 plan.

<sup>2</sup> \$100 million is an estimate for BC based on our population and what leading jurisdictions spend per person, per year on active transportation infrastructure (Netherlands \$40/person/year; Winnipeg \$32/person/year; Brisbane \$51/person/year; London \$27/person/year). This may seem like a large request but not in terms of transportation infrastructure costs, for example this amount is very close to what the Ministry of Transportation is spending to renovate a single interchange on Highway 1.

- **Regional considerations**

- Work with local governments to establish a Rural Transportation Strategy. Develop and fund innovative community transportation systems, ride-sharing, tele-services and telecommuting options that can serve rural and remote British Columbians including those who can't drive or don't have access to a vehicle.
- Provide support for the development and implementation of Winter City Guidelines that give residents the opportunity to be active all year long. This should include operational measures such as snow-clearing for active transportation networks and improved winter road maintenance to reduce accidents.
- Update Traffic Engineering Standards for managing industrial traffic in resource based communities so that they guide improvements in air quality, pedestrian and cycling movement as well as safety.
- Support the Metro Vancouver Mayor's Council to pursue alternative funding mechanisms – such as vehicle levies, road pricing (including tolling), local fuel and parking taxes and expansion of community/group passes.
- Continue and expand the UPASS program to the students and employees of postsecondary institutions.

- **Commitment to Safety**

- Support the BC Road Safety Strategy and work with all levels of government and other partners to achieve a goal of safe streets and zero fatalities. Speed limits should be reduced and strictly enforced, including through the use of speed cameras and other proven measures.
- Prioritize safety measures for vulnerable road users such as pedestrians, cyclists and those in wheelchairs and mobility devices.

[Click Here to Sign Our Declaration and Join the Call for a Healthier British Columbia for ALL!](#)



Board - Receive

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OCT 21 2016  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

We are pleased to provide you with copies of a commemorative poster celebrating the achievement of agreements reached in the Great Bear Rainforest.

The Great Bear Rainforest covers 6.4 million hectares on British Columbia's north and central coast, and is home to 26 separate First Nations. One-third of the 6.4 million-hectare area is fully protected, while low-impact resource development activities, such as forestry, tourism and hydro-electric generation are allowed in the remainder to support the people living in the area.

To celebrate this achievement, and to commemorate the Royal visit, the Province is also establishing a new \$1-million Great Bear Rainforest Education and Awareness Trust.

Trust funds will support:

- Developing teacher and student resources;
- Raising awareness of the Great Bear and the people who have lived here for more than 12,000 years;
- Resource management practices and ongoing research; and
- Resource management-based education, awareness and understanding in the Great Bear Rainforest area.

The Province has also established a new web resource: [www.gov.bc.ca/greatberrainforest](http://www.gov.bc.ca/greatberrainforest).

Spending one hour on the website will enable ordinary British Columbians to become Great Bear Rainforest champions.

Additional posters are for sale online, at the web link noted above. A portion of the proceeds will be donated to the trust fund.

We encourage you to learn more about the Great Bear Rainforest and why it is British Columbia's gift to the world, and help us share the story.

Sincerely,

Honourable Steve Thomson  
Minister of Forests, Lands &  
Natural Resource Operations

Honourable Shirley Bond  
Minister of Jobs, Tourism & Skills Training  
& Minister Responsible for Labour



BRITISH COLUMBIA

THE GREAT BEAR RAINFOREST



PROCLAMATION

FEBRUARY 11, 2016

*Conserving one-quarter of the world's coastal temperate rainforest.*

*British Columbia's Great Bear Rainforest, our gift to the world.*

GET INVOLVED AT  
GOV.BC.CA/GREATERBEARRAINFOREST



*Clisui*

*BT*

*MP*

**geraldine.craven**

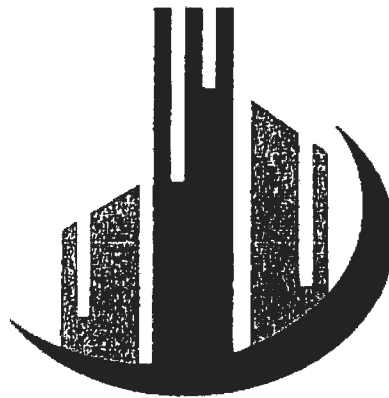
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**From:** Municipal Advocacy Solutions  
<Shawn=MunicipalAdvocacySolutions.ca@mail91.suw17.mcsv.net> on behalf of  
Municipal Advocacy Solutions <Shawn@MunicipalAdvocacySolutions.ca>  
**Sent:** October 20, 2016 11:07 AM  
**To:** inquiries  
**Subject:** New Federal Rail Funding Available For Your Municipality

RECEIVED  
OCT 20 2016  
REGIONAL DISTRICT OF  
BURNABY NECHAKO

Municipal Intelligence Report

[View this email in your browser](#)



## Municipal Advocacy Solutions

### **Municipal Intelligence Report**

#### **New Federal Railway Safety Funding Available for Municipalities**

In the 2016 Federal Budget, the government announced that they would continue investments in rail safety by providing \$143 million over three years to sustain existing rail safety measures and support new investments in oversight, enforcement, better risk management, and additional support for first responders.

Just last week the government provided more details on how some of that money will be spent, and there was good news for Municipalities.

The announcement outlined \$55 million in potential funding for the "Rail Safety Improvement Program". It is intended for projects including the installation of flashing lights and bells at railway crossings and the construction of full pedestrian overpasses. Funding will also support safety improvements on rail property, along rail lines and at road-rail grade crossings such as outreach, promotional awareness, educational activities and public service announcements, research and studies; as well as the closures of grade crossings that present safety concerns.

Funding is available as follows:

- \$12 million in 2016-2017
- \$20 million in 2017-2018
- \$20 million in 2018-2019

Depending on the nature of your project, grants and contributions are available on an annual or multi-year basis.

- They are now accepting applications for projects that will begin in 2017-2018.
- The deadline for applications is **December 23, 2016**.

There is also a smaller public awareness component with a deadline of **January 31, 2017**.

If you require any assistance with this funding opportunity, federal advocacy, funding applications or strategic advice, please feel free to contact me.

Kind Regards,

Shawn Menard  
Founder

geraldine.craven

NOV 02 2016

**From:** FCM Communiqué <communiqué@fcm.ca>  
**Sent:** November 2, 2016 11:33 AM  
**To:** geraldine.craven  
**Subject:** Fall fiscal update: a big win for rural, remote and northern communities

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

November 2, 2016

f in t d

**FCM**

Communiqué



## Fall fiscal update: a big win for rural, remote and northern communities

Yesterday's fall fiscal update included a transformative investment in Canada's small communities. Following FCM's urgent recommendation, the federal government has announced a \$2 billion fund dedicated to rural, remote and northern infrastructure needs that might not otherwise be addressed in Phase 2 of the federal infrastructure plan.

This is a major win for small communities from coast to coast to coast. These investments



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will go toward important local priorities like roads and bridges, water and wastewater treatment, septic system upgrades, and a full range of transportation needs. They will improve the quality of life for millions of Canadians.

FCM applauds the federal government for responding to our call for a dedicated fund for small communities. Rural, remote and northern communities are essential to Canada's economic, social and environmental health. Investing in communities is investing in Canada's future.

For more information, read our [fiscal update highlights](#).

On behalf of FCM, thank you for adding your voice to Canada's municipal movement. Together, we will continue to work so that Canada's small communities thrive.

Sincerely,

Clark Somerville  
FCM President

Find us: [f](#) [in](#) [t](#) [v](#)

FCM

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**geraldine.craven**

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**From:** NCLGA <admin=nclga.ca@mail6.suw13.rsgsv.net> on behalf of NCLGA  
<admin@nclga.ca>  
**Sent:** October 18, 2016 9:01 AM  
**To:** inquiries  
**Subject:** NCLGA October Newsletter

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OCT 18 2016  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

October Newsletter for NCLGA

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**WHAT'S NEW**

*From left to right: Brian Frenkel, Laurie Walters, Cheryl Shuman, Dave MacDonald, Shaely Wilbur, Gord Klassen, Laurey-Anne Roodenburg, Pat Crook, Joan Sorely, James Cordeiro, Lara Beckett, Mark Fisher and Brad Sperling.*

## **Executive Director's Report**

Hello NCLGA Members,

This is a very brief "NCLGA 101" for each of you to consider. Local government associations like FCM, UBCM and the NCLGA frequently get the "what, exactly, do you do?" question. It's a great question and a responsible question considering the important decisions you make to ensure your local government is getting the best possible bang for its buck.

Geographically, the NCLGA includes all local governments from 100 Mile House and the Cariboo Regional District north to the Yukon border, and from the Pacific Coast across to the Alberta border. It is an area that accounts for roughly 70% of British Columbia's landmass.

The NCLGA has a four year strategic plan and three of its most significant components are advocacy and regional collaboration and reconciliation.

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## **ADVOCACY**

On the advocacy front, we have worked hard over the past three years to focus on "partnership" rather than "protest" when it comes to working with senior levels of government and other stakeholders. This has really opened doors for the NCLGA and allowed us to successfully push through several key issues and resolutions.

From preventing the use of agricultural land for carbon offsets to upgrading HWY 97 from class B to class A status, and more broadly, garnering national attention around member driven resolutions on rape culture and human trafficking, the NCLGA is really focusing heavily on advocacy and its starting to show real results.



*Premier meets with North Central Local Government Association*

Just this past week at UBCM, the NCLGA had 25 separate meetings on issues specific to northern BC. These meetings included industry executives, cabinet ministers,

opposition MLAs and the Premier.

A major theme of our efforts- which is unique to the NCLGA- is the lack of understanding (from other jurisdictions) around our local resource based economies and how some decisions can impact northern communities (i.e. northern decision makers need to be at the table in a more substantive way).

It isn't an easy road to hoe, but it is certainly worth the effort. Two of many examples that show an increase in northern input are the northern post-secondary school marketing initiative and efforts to establish a beef processing facility in the region. Moving forward, we will be focusing on issues like waste management and emergency preparedness in northern BC.

Unlike other local government organizations who do a fantastic job on policy matters and can broadly apply their efforts to include Canada's largest municipal governments (from an array of jurisdictions), the NCLGA focuses on advocacy. It is the only advocacy organization mandated solely to promote the economic, social and environmental well-being of northern BC communities, (both rural and municipal).

---

## **REGIONAL COLLABORATION**



*Mayors, city managers and regional district chairs have all gathered at the Prince George Civic Centre*

Our region accounts for 80% of BC's overall exports, 80% of its agricultural lands, most of Canada's current, large scale resource development projects, and the largest tract of unsettled First Nation treaty lands in North America. It is also home to some of the world's most pristine, culturally rich, and environmentally significant locations.

It isn't an overstatement to say that Northern BC is one of the most strategically important places on the globe; the problem is that the residents of the region only account for 6.8% of BC's population. Our small and dispersed population, combined with the uniqueness of our region makes regional collaboration essential.

NCLGA is the only organization positioned to bring all communities in the region together and we're taking that responsibility very seriously.

Not only has the invitation list and amount of delegates to our annual convention increased exponentially over the past three years, we have signed seven MOUs with other region-centric organizations (from Northern Development to the Fraser Basin Council) which has allowed us to better align northern priorities and perspectives, and

has significantly increased our ability to advocate for our members.

Furthermore, just this year we organized and helped host the first ever Northern Mayors and RD Chairs Roundtable and are in the throes of organizing a Northern Rural Directors Roundtable.

Lastly on the regional collaboration front, the NCLGA created the Northern Voices Endowment Fund. It is currently at \$300,000, but the interest from this fund will go specifically toward regional collaboration and will be used to cover the venue, materials and catering costs of events like the Rural Directors Roundtable.

It is worth pointing out that we established this endowment fund without increasing NCLGA membership dues in nearly a decade, and our conference fees have remained steady at an all-inclusive \$375...the lowest of any related conferences attended by northern community leaders.

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## ABORIGINAL ENGAGEMENT AND RECONCILIATION



*UNBC strengthened ties with the Lheidli T'enneh and unveiled a new sign written in the Dakehl (Carrier) language.*

Approximately 16% of us who call northern BC home are aboriginal, a number that is more than three times higher than any other jurisdiction in BC. In fact, sixty percent of BC's aboriginal population lives within the NCLGA area (which includes a full third of First Nation governments in the Province).

More than eleven residential schools operated in northern BC over a period spanning 120 years. The broader public is only now starting to understand the ramifications of the Residential School System and learning about reconciliation and its endemic impact on northern communities.

The NCLGA is working hard with aboriginal organizations, key stakeholders and all levels of government to ensure that all of us who call northern BC home are respected as neighbors, partners and responsible stewards.

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Lastly, the NCLGA is incredibly agile and responsive to its members. We aren't a large association, but we are very effective in our capacity to promote our members priorities and perspectives. We have collaborated with other organizations who work extremely well on the policy and research aspect of northern issues, which has left us in a position to act more effectively as advocate and convener for our members.

## **RESOLUTION UPDATES**

[Click here for 2016's most recent resolution.](#)

### **Did you miss these articles/posts on social media?**

[Lheidli T'enneh and UNBC Strengthen Ties](#)

[Cities First Accessible Playground](#)

[Krause for UBCM President](#)

[Pioneer Day Happen in Hazelton on August 13](#)

[Aquatic Centre Announced in Vanderhoof](#)

[Northern Food Banks filled by the NPSCU](#)

[Joanne Monaghan was awarded Kitimat's Key to the City](#)

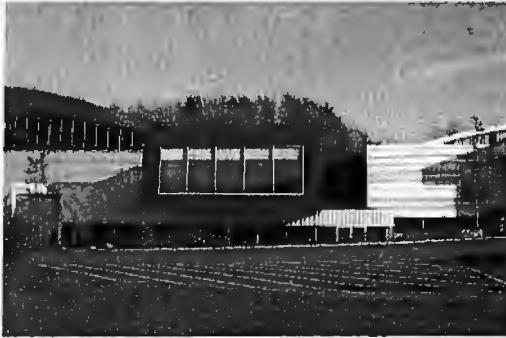
[13 UNBC graduates received Certificates in Haida Language and Culture](#)

**CLICK HERE - For recent official media releases**



## NEXT EVENT

### STRONGER TOGETHER - AGM 2017



The 2017 NCLGA Convention will take place at the Terrace Sportsplex (3320 Kalum Street) from May 3rd to May 5th, 2017!

Jointly hosted by the City of Terrace and the Regional District of Kitimat Stikine, the 62nd NCLGA Convention will include (among many other items) breathtaking cultural tour options, interesting and atypical speakers and fresh, new, informative content.

To find out more about the 2017 AGM:

[CLICK HERE](#)

## GET IN TOUCH

On a day to day basis, we work to move resolutions forward, address emerging and shared issues in our member communities, and help articulate our members' perspectives & priorities to a broader audience.

Please contact us if you have any questions, article suggestions, or ways we can help:



**Office Address:**

North Central Local Government Association  
206-155 George St  
Prince George, BC  
V2L 1P8

**Phone:** (250) 564-6585

EMAIL US

**JOIN US ON SOCIAL MEDIA**

Find out about recent community news, articles, programs or projects that are important to our region by joining us on [Twitter](#) or [Facebook](#).



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## NEWS RELEASE

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**For Immediate Release  
October 19, 2016**

### **Access to health services across the regions highlighted at Northern Health board meeting**

New and improved services and resources undertaken by Northern Health and its partners to improve the delivery of health services were highlighted for the Board during their regular meeting in Prince George on October 19<sup>th</sup>, 2016. The board also heard about significant awards garnered by Northern health staff and physicians.

The expansion of access to magnetic resonance imaging (MRI) in northern B.C. will grow significantly over the next year as the Request for Proposals (RFP) process has been completed and the tender has been awarded for three new MRIs as part of the Northern Health 10-year medical imaging strategy. The MRIs will be located in Terrace, Fort St. John and Prince George (replacement for UHNBC).

“We know in our expansive region that sometimes travel is required. Establishing MRIs to serve people in the northwest and northeast can reduce some of the travel burden,” states Dr. Charles Jago, Northern Health Board Chair. “This is a significant first step in enhanced medical imaging opportunities in our communities.”

The Board also heard details regarding the visit by their Royal Highnesses The Duke and Duchess of Cambridge to Haida Gwaii on Friday, September 30<sup>th</sup>. The Duke and Duchess toured the new hospital and health centre and met with Northern Health physicians, health care workers, patients and their families.

Haida Gwaii Hospital and Health Centre – *Xaayda Gwaay Ngaaysdli Naay* will officially open for service to the public in November and is the first facility in Northern Health that carries both an English name and a First Nations name.

An update on community consultations on ‘Growing up Healthy in Northern BC’ was also presented during the board meeting. Completed by the end of July, consultation results are being analyzed for a comprehensive report upcoming. There were two main approaches to listening to residents. The first approach included community meetings that were held across the north, including open public sessions, stakeholder focus groups and youth groups. The second approach was an electronic process where residents were also asked to



BRITISH  
COLUMBIA

contribute ideas and select priorities through an innovative online process, using Thoughtexchange as the platform for that engagement.

A total (allowing for overlap) of 874 participants engaged in these consultations, providing their thoughts, feedback and ideas for supporting child health in the north. Some of the suggestions brought forth from the public included:

- Focus on traditional First Nations and Aboriginal culture
- Increase supports for mental health and substance use issues for children and youth
- Increase access to existing recreation and culture activities
- Reducing use of technology (or use too young)
- Address poverty and related issues (food security well noted)

“Prioritizing child health is one way we are working to improve the current and future care of northern B.C. residents,” said Cathy Ulrich, Northern Health President & CEO. “We are grateful for the input of those people who live, work, learn and play in northern communities as we work together to support living well and preventing disease and injury.”

Northern Health, the Cariboo Chilcotin Regional Hospital District, the Cariboo Regional District and Barkerville Gold Mines partnered in the establishment of the Wells Primary Care Clinic. The clinic will host a visiting Nurse Practitioner and is a great example of how community partnerships improve access to health care. The official opening occurred on September 20, 2016.

Award-winning Northern Health staff and physicians were hailed at the meeting:

- Barb Crook, Health Services Administrator, Mackenzie & District Hospital & Health Centre is this year’s recipient of the Health Care Hero Gold Apple award.
- Dr. Nadine Caron, an Associate Professor in the Department of Surgery and Co-Director of the UBC Centre for Excellence in Indigenous Health, has received the Dr. Thomas Dignan Indigenous Health Award from the Royal College of Physicians and Surgeons.
- Dr. Becky Temple, Clinical Instructor, Department of Family Practice has been awarded the 2016 Clinical Faculty Award for Excellence in Community Practice Teaching by the Faculty of Medicine.

The next Northern Health Board Meetings will be held in Prince George on December 3 & 4.

#### **Media Contact**

Northern Health Media Line 1 (877) 961-7724

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## MEDIA BULLETIN

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OCT 24 2016  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**For Immediate Release: October 24, 2016**

### **Questions Save Lives - Canadian Patient Safety Week 2016**

Northern Health is proud to join with other organizations across the country to celebrate and raise awareness around patient safety during the last week of October. Canadian Patient Safety Week (CPSW) is October 24 to 28, 2016, and the theme this year is 'Questions Save Lives.'

The Questions Save Lives campaign encourages both patients and providers to share what questions they would ask to promote safe care. Patient safety is a shared responsibility, communication between providers and patients are critical for effective and safe health care delivery. Northern Health is encouraging patients to raise their concerns or to ask questions about their health or health care. It is important that people are not afraid to ask and participate in their care; health care providers want patients to ask questions.

Northern Health is also encouraging providers to always ask questions of patients and their family members. Research shows patient anxiety can slow down comprehension, so providers need to ensure essential communication is understood. Listening to patients ensures care provided will be optimally tailored to each patient's needs. Questioning, and being asked similar questions from different providers, is important to providing safe, effective care.

Lives can be saved with the simple question "Are there any other questions you have or things you would like me to explain better?"

An interactive Patient Safety Online Quiz will test your knowledge about safe care. Be sure to check it out at [www.asklistentalk.ca](http://www.asklistentalk.ca).

#### **Resources:**

To learn more about Canadian Patient Safety Week, please visit:  
<http://www.patientsafetyinstitute.ca/en/Pages/default.aspx>

#### **Media Contact:**

NH Media Line: 250-961-7724





## Anti-Gang Unit Seeks Local Government Engagement

Oct. 12, 2016

The Combined Forces Special Enforcement Unit of British Columbia (CFSEU-BC), as part of its commitment to public engagement, collaboration and education, is providing local governments an opportunity to learn more about gang violence in their communities.

CFSEU-BC Chief Superintendent Kevin Hackett, a panel member in UBCM's convention study session *Gang Violence in Our Communities*, is available to present to interested local governments. Some of the topics include: the purpose of the CFSEU-BC and how it fits into the BC policing system; the Provincial Tactical Enforcement Priority (PTEP) program; and the CFSEU-BC-led *End Gang Life* gang prevention, education, and public engagement initiative. To request a presentation, local governments may contact Staff Sergeant Lindsey Houghton at (778) 290-3099.

Composed of members from police departments throughout the Province, CFSEU is British Columbia's "integrated anti-gang police agency". This 400-member unit works to educate the public, prevent youth and adults from joining gangs, and investigate and prosecute gangs and other criminal organizations.

### Follow Us On

- Twitter: @ubcm



## Registration Open for CEOs Forum

Oct. 12, 2016

Mark your calendars - the Local Government Leadership Academy's *Chief Elected Officials Forum* will be held December 6-7, 2016 in Richmond, British Columbia. Registration is now open for this unique forum provided for Mayors, Chiefs and Board Chairs.

The session will be guided by Gordon McIntosh, who has 36 years of executive, consultant and educator experience and has conducted 1,200 sessions involving 130,00 elected and appointed civic leaders throughout Canada and overseas. The most valuable resource in the room, though, is your peers as we explore models, tools and strategies to deal with the "real life" leadership challenges you are facing.

Please also remember that **Oct 15** is the deadline to apply for the Cathy Watson Memorial Award – providing one elected official who may otherwise be unable to attend the annual forum with complimentary registration, accommodation and travel assistance.

In the coming weeks the LGLA will also be sharing information on the Province-wide Leadership Forum that will be held February 1-3, 2017.

### Follow Us On

- Twitter: @ubcm



## Consultation on Species at Risk Policies

Oct. 12, 2016

Environment and Climate Change Canada is seeking input on seven draft policies on the implementation of the *Species at Risk Act*. Feedback will be accepted until November 18, 2016.

The seven draft policies are designed to support predictable, clear and consistent implementation of the act, and address critical habitat protection on non-federal lands, *Species at Risk Act* permitting, and listing policy for terrestrial species at risk, among other topics. The seven proposed policies, together with additional related policies and guidelines, are available on the Species at Risk Public Registry. Interested parties may submit feedback to the Registry or to the Conservation Planning Unit by November 18.

### Follow Us On

- Twitter: @ubcm





## **Input Sought on Biosolids & Composting Policies**

Oct. 12, 2016

The BC Ministry of the Environment is seeking input on new biosolids and composting policies as outlined in an intentions paper for the Organic Matter Recycling Regulation. Comments will be accepted until December 2, 2016.

Proposed policies address:

- Increased transparency,
- Notification requirements,
- Facilitating improved organics recycling,
- Harmonization with national guidelines, and
- New standards for protection of health and the environment.

Additional background on the proposed changes is available on the Organic Matter Recycling Regulations & Guidelines webpage. Comments may be submitted to the Ministry of the Environment.

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## RCMP Seeking Input on Auxiliary Constable Program

Oct. 13, 2016

Based on input received during previous consultations, RCMP National Crime Prevention Services has developed several options regarding the future of the Auxiliary Constable Program (ACP). UBCM asks BC local governments to indicate their preferred option via survey prior to Tuesday, November 1, 2016. UBCM will then convey responses to the RCMP.

The RCMP is considering three options with regard to the ACP. These options are as follows:

**Option 1 (Status Quo):** Maintain the ACP in its current form (consistent with January 2016 changes), with no Auxiliary Constable (AC) participation in general duty patrols or ride-alongs, and no firearms familiarization training. ACs would remain appointed peace officers, wear a police-type uniform, and be issued intervention tools and soft body armour. A training standard and activity matrix would be subsequently developed to ensure minimum standards for ACs. At this time, the level of supervision (direct or indirect), nature of the activity matrix, and training requirements are unknown.

**Option 2 (Community Corps Program):** ACs would participate solely in community policing (e.g. safety education, crime prevention initiatives). They would wear a civilian-type uniform, and would not be appointed as peace officers. The RCMP has developed a draft training standard, should this option be implemented, that consists of 13 courses totalling 81.5 hours (52 classroom hours, 39.5 hours online).

**Option 3 (Tiered Program):** A three-tier system. Each tier would have specific requirements for training and experience.

Tier 1 would be comprised of the duties and training standards described in Option 2, with participation set at 48 hours per year.

Tier 2 would include all Tier 1 activities, as well as traffic and crowd control, parades and public ceremonies, and foot or bike community presence under indirect supervision. Tier 2 ACs would be appointed Peace Officers, wear a police-type uniform, and be issued intervention tools and soft body armour. Training would include Tier 1 courses, as well as six additional courses. Participation would be set at 96 hours per year with a curfew imposed after 9:00 pm.

Tier 3 would include Tier 1 and Tier 2 duties, as well as general duty patrol (in an RCMP vehicle, all terrain vehicle, snowmobile, marine vessel, bike, on foot, etc.), check stops, and other activities deemed appropriate. Training would build on the Tier 1 and Tier 2 standards, as well as firearms familiarization and additional courses as determined by the division training unit. Participation would be set at 144 hours per year with a curfew imposed after midnight.

UBCM was initially given an insufficient amount of time to consult with local governments prior to submitting feedback to the RCMP. Based on input from stakeholders, including a letter from RCMP Local Government Contract Management Committee co-Chair, Councillor Sav Dhaliwal, the RCMP extended the deadline to November 1, 2016.

ACs are unarmed, uniformed volunteers whose primary purpose is to participate in community policing and crime prevention activities. In British Columbia, the ACP has been in existence for over 50 years and is governed by a Provincial Policy. There

are currently about 700 active ACs located in 67 RCMP detachments throughout the Province, volunteering about 120,000 hours of service a year to their local communities.

ACs are appointed under the BC *Police Act* to assist the Provincial Police Force in the performance of its duties. The Province provides the funding to support local ACPs approved and established at Provincial RCMP detachments. Municipalities with populations greater than 5,000 are responsible for providing policing within their municipality, and are responsible for funding their local ACP, with the Ministry providing maintenance support. The Province also provides ACs with personal liability protection, WorkSafe BC coverage, death and dismemberment insurance coverage, a training curriculum, badges and ID.

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## **RCMP Contract Management Committee Seeks Input**

Oct. 19, 2016

The RCMP Local Government Contract Management Committee (LGCMC) will meet November 3, 2016 to discuss a number of items related to policing in British Columbia. Local governments may suggest discussion items related to the RCMP contract by contacting Bhar Sihota, UBCM Policy Analyst prior to October 28.

The LGCMC is a forum for consultation, analysis and communication between local government and the Province regarding the management of the agreement under which the RCMP provides local police services in BC. Biannual in-person meetings present an opportunity for members to analyze and respond to changes that may be proposed by the federal government and/or RCMP, and recommend changes to the federal government and/or RCMP that may be considered necessary or appropriate.

The LGCMC is comprised of nine local government representatives from throughout the Province, appointed for two or three year terms by UBCM's Executive, as well as a representative of UBCM's Executive and the provincial Assistant Deputy Minister, Policing and Security Programs Branch. Representatives of the RCMP are invited to attend Committee meetings as required.

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## UBCM Appears Before Tax Competitiveness Commission

Oct. 19, 2016

UBCM delivered a presentation to the Province of BC's *Commission on Tax Competitiveness* last week. Announced in Budget 2016, the commission was appointed by the Minister of Finance in July. The Commission will provide recommendations on how to modernize British Columbia's PST and other business taxes to enhance competitiveness and stimulate economic growth.

As part of its work, the Commission undertook targeted public and stakeholder consultations. Other groups appearing before the Commission identified municipal business taxes as an issue.

In its presentation to the Commission, UBCM referenced work undertaken for the provincially appointed *Expert Tax Panel* back in 2012. The presentation provided the following context-setting statistics:

- When taxpayers look at their property tax bill, few realize that municipalities receive only a portion of the property tax collected. Using 2016 data, the total property tax levy totaled \$7.3 billion. Of this total, however, just \$4.1 billion – or 56% - was for "municipal" taxation. Regional District, transit and some other taxing jurisdictions represent 10%. The remaining 34% of the 2016 property tax supported provincial services.
- Of the \$4.1 billion in municipal property taxes referenced above, 61% of this share is levied to residential taxpayers, 37% to businesses and 2% to other properties. While the overall tax burden has increased, the percentage share of taxes levied on businesses has *decreased* by 5% since 2000.
- Municipal tax competitiveness must be considered in the context of all other provincial and federal taxes paid by businesses. Based on 2016 data, UBCM estimated the municipal tax burden represents approximately 14% of the total business tax burden in B.C. This estimate does not include taxes levied by the Federal Government.

Back in 2012 UBCM told the *Expert Panel* that local governments supported the province's aim of creating and sustaining a competitive tax environment. UBCM reiterated to the *Competitiveness Panel* that this is still the case today.

UBCM also noted that the majority of recommendations of the 2012 *Expert Tax Panel* have not been acted upon. The 2012 final report included recommendations that the Province work with UBCM and local governments on collaborative processes related to business tax benchmarking, best practices, and cost containment. In addition, a final recommendation spoke of the need to improve the integration of economic development strategies, and that arrangements should be made for local governments to share in the revenue gains associated with sustained, improvement in economic performance.

On balance, UBCM thought the findings of the 2012 *Expert Panel* were fair and deserving of further work and attention and we remain of that view.

UBCM reiterated three concepts for the Commission to consider. They were as follows:

***Perspective:*** Remember that municipal property tax represents a small proportion of the overall tax load on business.

***Build on the existing framework:*** The framework is sound, and municipalities are able to use existing tools to affect change. Promoting these tools – things like highlighting best practices with respect to local tax policy decision-making, and use of tax agreements and revitalization exemptions - is likely to improve the pace of change.

***Encourage inter-governmental dialogue and creative solutions:*** The local government system is diverse and complex. We need to work at this together and have local governments sitting down with the province and the federal government to make a concerted effort to look at the balance of responsibilities and authorities, and the range of tax and revenue. And we need to talk about inter-governmental transfers and take a good look at the cost effectiveness of the full regulatory system.

UBCM also cautioned against overly simplistic solutions that have been proposed by some organizations, such as a mandated ratio between residential and business taxes. A ratio of this nature in the current environment of rapidly escalating residential assessment and relatively flat business assessment will end up with unintended consequences that ultimately would not serve the business community well.

In conclusion UBCM would note that the Commission is comprised of individuals with knowledge and experience in the area of tax policy and we were appreciative of the invitation to appear as a delegation. We will keep our membership apprised of their final recommendations when the report is released later this fall.

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## Species at Risk Engagement

Oct. 26, 2016

The BC Ministry of the Environment has created an engagement website to gather input on species at risk. Comments will be accepted until November 30, 2016.

The website is structured around four topics:

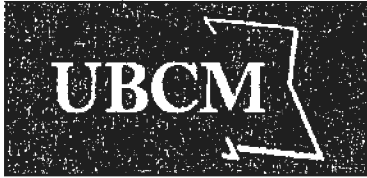
1. Principles for the protection of species at risk.
2. Provincial protection of species at risk.
3. Protection of species at risk on private land.
4. Funding for species and ecosystems at risk.

The website also contains case studies of recent success stories in BC and additional background on species at risk.

Input may be submitted directly through forms on the website.

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## Urban Deer Management Funding Applications Now Available

Oct. 26, 2016

The Province has been working with UBCM to develop a new urban deer cost management cost-sharing funding program. *The Provincial Urban Deer Cost Share Program* will help local governments or First Nations with funds to help address urban deer management challenges through operational or research projects. The program application is now available.

The Province will make up to \$100,000 (in total) available to local governments or First Nations through shared cost agreements in 2016/17. The Province will receive all project proposals and will be responsible for the final funding prioritizations and allocations.

In 2016/17 the Program is intended to support 'shovel ready' projects that are consistent with community-based planning processes.

The Provincial Urban Deer Cost-Share Program will fund priority projects that:

- address human-deer conflict in areas where the use of traditional deer management techniques (e.g. hunting) are not appropriate;
- are consistent with objectives that have been developed through a community-based planning process;
- have a resolution of support from the local government's council or board or Indian Band's/First Nation's chief and council;
- are compliant with all applicable laws and by-laws and adequately manage all human safety, environmental and animal welfare risks;
- are in accordance with a permit issued under the Wildlife Act (or any other statute);
- are technically sound and feasible;
- are scientifically rigorous (if a research project);
- commit to reporting; and,
- provide matching funds (from the local government or First Nation or any partners).

Applications should be received on or before November 22nd, 2016.

For further information please contact Jeff Morgan at the Ministry of Forests, Lands and Natural Resource Operations.

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## **New Federal Infrastructure Funding Announced**

Nov 2, 2016

Finance Minister Bill Morneau announced that Phase 2 of the federal Infrastructure Plan will be expanded from \$48 billion over 8 years to \$81 billion over 11 years during his fiscal update yesterday. Minister Morneau also announced that \$15 billion from the expanded Phase 2 plan would be delivered through a new Canada Infrastructure Bank.

The announcement deepens the commitment made by the Government of Canada in Budget 2016 to fund community infrastructure. Phase 2 funding will be allocated as follows:

- Public Transit: \$23.5 billion
- Green Infrastructure (Clean Air, Clean Water): \$21.9 billion
- Social Infrastructure: \$21.9 billion
- Getting Canadian Products to Global Markets: \$10.1 billion
- Rural & Northern Communities: \$2 billion

Further details on the full design of the Phase 2 plan are expected in Budget 2017. In a news release yesterday, Federation of Canadian Municipalities President Clark Sommerville applauded the Government of Canada's commitment to expanding infrastructure funding saying, "These unprecedented infrastructure investments will mean more growth, more jobs and stronger communities".

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## **BC Building Act Update: Variation Requests**

Nov 2, 2016

The application for requesting a local authority variation under Section 7 of the *Building Act* is now available on the *Building Act* website. An application guide is also available.

A local authority/local government variation is:

- A technical building requirement or set of requirements that differs from a requirement in provincial building regulations;
- Requested by a local authority or group of local authorities who wish to enforce the requirement within their jurisdiction(s);
- Subject to Minister approval; and, if approved,
- Enacted through a provincial building regulation that applies in the jurisdictions of the local authority(s) making the request.

For further information, contact Dale Andersson in the Building and Safety Standards Branch

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## **Electoral Area Directors Forum**

Nov 2, 2016

Registration is now open for the Electoral Area Directors Forum on January 31 & February 1, 2017 at the Radisson Hotel Vancouver Airport in Richmond, BC. The conference is open to Regional District Chairs, Electoral Area Directors and regional district staff.

This year's Forum will be held in conjunction with the Local Government Leadership Academy Forum to help reduce costs and provide an opportunity for delegates to attend both learning events.

This conference focuses on issues of concern to Electoral Area Directors and provides an opportunity to discuss common problems and share potential solutions to the problems identified. Some of the issues that are under consideration for this year's Forum include:

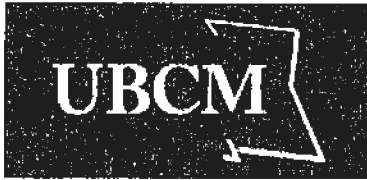
- food security,
- asset management and what it means for Electoral Areas, and
- new water licensing requirements

The registration fee is \$175 plus GST. A light lunch will be provided on Tuesday, January 31 at noon in advance of the first session, which will start at begin 1:00 p.m. In addition, the fee covers the cost for coffee and tea throughout the forum; the reception on Tuesday; and a hot breakfast on Wednesday.

The deadline for registration is January 2, 2017. Cancellations provided by Friday, December 30, 2016 will receive a full refund.

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## 2017 LGLA Leadership Forum

Nov 2, 2016

Registration is now open for the Local Government Leadership Academy's 2017 Leadership Forum will be held **February 1-3, 2017** in Richmond. Under the theme of *Communication: Listening, Connecting, Leading*, delegates from BC local governments and First Nations will come together to consider the importance of communicating well by making yourself understood and by taking the time to understand others.

This focus follows up on last year's theme of Respectful Leadership and will include a variety of practical sessions leading to improved communications – with colleagues, with staff and with your community.

Topics will range from the power of storytelling, to better communications between local governments and First Nations, to understanding different communication styles, to improving your public speaking, inclusive public engagement, communication ethics, leading through better communicating, and more. This year the LGLA has also contracted a professional Graphic Recorder to document the forum proceedings and to provide delegates with an introduction to the art of graphic recording.

The Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development will join us, as will MLA Selina Robinson, Opposition Spokesperson for Seniors, Local Government and Sport.

Since the first forum in 2007, LGLA's annual province-wide gathering has been well received by elected officials and senior administrators from BC local governments and First Nations communities. All those with an interest in leadership at the local level will benefit from attendance, including those working towards an LGLA Certificate in Local Government Leadership.

Delegates will experience a full program guaranteed to inform and inspire – an exciting keynote, practical sessions addressing an array of current issues and concerns, interesting panel discussions, ample networking opportunities and the excellent hospitality of the Radisson Hotel in the heart of downtown Richmond. Registration is \$310/person + GST and includes the welcome reception, full breakfasts on Thursday and Friday, lunch on Thursday, and refreshment breaks.

The Radisson Hotel is currently wait-listing rooms at the special "early bird" group rate of \$125/night (based on availability and subject to change). Please call 1-800-333-3333 or email [reservations@radissonvancouver.com](mailto:reservations@radissonvancouver.com) and mention the "2017 LGLA Forum" when you reserve.

Please Note: UBCM will be hosting the annual Electoral Area Directors' Forum January 30 – February 1, 2017, also at the Radisson Hotel.

Please contact Errin Morrison, Program Manager, at 778-800-9952 (ext. 101) with any questions.

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## **Funding & Resources Update**

Nov 2, 2016

Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local governments and First Nations.

### **Local Government Program Services**

**2017 Age-friendly Communities:** This Friday, November 4, 2016, is the application deadline for this program, which assists BC local governments to support their aging populations by developing and implementing policies and plans, or enacting projects that enable seniors to age in place and facilitate the creation of age-friendly communities. Grants of up to 20,000 are available.

**2017 Asset Management Planning:** Matching grants of up to \$10,000 are available to assist local governments in delivering sustainable services by extending and deepening their asset management practices. The application deadline is November 18, 2016.

The 2016 Asset Management Planning Training Subsidy will provide up to 50% of the registration fee for up to three staff per local government for eligible Asset Management BC training events.

**Strategic Wildfire Prevention Initiative:** Applications are accepted on an on-going basis under these program streams: Fuel Management Prescriptions, Demonstration and Operational Treatment projects. Applications are not presently being accepted to the Community Wildfire Protection Plan or SWPI FireSmart Grant program streams. Details on the 2017 Strategic Wildfire Prevention Initiative are expected later this month.

### **Other Funding**

**Northern Development Initiative Trust:** Applications are being accepted for the Trust's winter funding application until November 18, 2016.

**2016/17 Provincial Urban Deer Cost-Share Program:** The province has established a \$100,000 fund to help local governments and First Nations address urban deer management challenges through operational or research projects. The application deadline is November 22nd, 2016.

**Clean Water and Wastewater Fund:** This program supports the rehabilitation of local government drinking water, wastewater and stormwater infrastructure, and the planning and design of future facilities and upgrades to existing systems. Canada and British Columbia are investing up to \$373.6 million across the province.

**Vancouver Foundation:** Test and Grow applications (Stage One: Project Overviews) will be accepted in the Arts & Culture and Education & Training fields of interest from November 14 to December 9, 2016. The Foundation supports projects that address the root causes of complex social issues in ways that lead to systemic change. Applicants should ensure that their project meets this primary lens of social innovation and the outcomes listed under their guidelines.

### **Resources**

BC Healthy Communities' PlanH Resource Library: This rich online resource provides access to Action Guides & Toolkits, Community Health Data, publications, videos and a Rural Portal (Resources for Small, Rural and Remote Communities). BCHC facilitates local government learning, partnership development and planning for healthier communities where we live, learn, work and play.

Attract Investment and Promote Your Community with BritishColumbia.ca: This webinar, taking place from 1:30-2:30pm on Tuesday November 15, 2016, will include an overview of the Community Profiles and Opportunities Section of the BritishColumbia.ca site, a digital hub that promotes BC communities to the world by providing an up-to-date, free and customizable online presence.

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## **Sponsorship Training for Arts Organizations**

Nov 2, 2016

Business for the Arts' (BftA) would like to hear from local governments about their interests, capacity, and needs in order to help local arts organizations increase capacity and acquire the skills and confidence to seek out private funding.

artsVest is BftA's national flagship program that works directly with small to mid-sized arts organizations, equipping them with in-depth training, tools and mentorship, along with the opportunity to access matching grants.

For more information, and to complete the survey by November 15.

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## **Community Energy, Climate Action Funding**

Nov 2, 2016

The Community Energy Association is pleased to announce the release of the 2016 edition of Funding Your Community Energy and Climate Change Initiatives. It features a comprehensive list of programs offering financial incentives to local governments for climate action, energy planning, energy efficiency, and renewable energy.

The last page of the funding guide provides tips on winning a grant application.

The Community Energy Association is a charitable organization assisting BC local governments to promote energy efficiency and alternative energy through community energy planning and project implementation. For contact information and more local government resources, please go to the CEA website.

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## Oceans Protection Plan Announced

Nov 9, 2016

On November 7, Prime Minister Justin Trudeau announced the creation of an Oceans Protection Plan, supported by \$1.5 billion in funding over five years, starting in 2017-2018. As part of this announcement, the Prime Minister also indicated that legislation addressing derelict vessels would be introduced in 2017.

UBCM membership has consistently endorsed resolutions calling for enhanced spill planning and response, including calls for many of the elements that may be partly addressed through the Oceans Protection Plan: a collaborative approach to spill response, restoration of the Canadian Guard complement, and the development of approaches to remove derelict vessels. UBCM has actively advocated on behalf of local governments on these issues, including through a recent submission on marine safety to Transport Canada, as part of the consultations leading up to the announcement of the Oceans Protection Plan.

Elements of the plan include:

- Improvements to the marine safety system: enhanced Coast Guard response capabilities, and better coordination of emergency response;
- Ecosystem preservation and restoration: protections for marine mammals, improvements to marine pollution incident response, and investments in preservation and restoration of vulnerable ecosystems;
- Partnerships with Indigenous and coastal communities, including: more active roles in emergency response and additional opportunities for sharing of local knowledge; and
- Amendments to the Canadian Ship-Source Oil Pollution Fund to ensure that industry-funded compensation is available for those impacted by oil spills.

In addition the announcement included several BC specific elements:

- Indigenous Community Response Teams offering training for search and rescue, environmental response and incident command;
- A new regional oil spill response plan for the northern coast;
- Four new lifeboat stations, six new radars, and a new logistics depot in Port Hardy, to house staff and equipment for spill response; and
- A five year project with local and regional partners to collect and update baseline data to support stewardship and enhance spill response for the Northern BC Coast.

A detailed costing out of plan elements has not been made available.

Derelict vessels were addressed in the Prime Minister's announcement with a statement that legislation to be introduced in 2017 will incorporate:

- Support for the clean-up and removal of smaller high priority vessels and plans to address large commercial vessels; and

- Additional measures to prevent future derelict vessels.

The announcement of the new Oceans Protection Plan did not reference an anticipated tanker moratorium for the north coast, but federal Transportation Minister Marc Garneau has indicated that this will be announced before year's end.

Shortly following the Prime Minister's announcement, Premier Christy Clark issued a statement indicating that the federal announcement addresses the gaps in spill response identified by the BC Government.

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**From:** AME - Simone Hill <shill@amebc.ca>  
**Sent:** October 12, 2016 11:00 AM  
**To:** geraldine.craven  
**Subject:** Roundup 2017 Registration Open

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Association for  
Mineral Exploration

October 12, 2016

[UPCOMING EVENTS & CONFERENCES](#)

[COMMENTS & SUGGESTIONS](#)



Roundup 2017 [Registration](#) Now Open!

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## Start planning your Roundup 2017 experience today

The Annual AME Mineral Exploration Roundup conference is coming next January 23-26 and conference registration is now open.

In response to your feedback we have brought back the Exhibit Hall Passes!

[Click here](#) for additional info including all Roundup Pass Options.

[Click here](#) to register today.

Please help support the Association by booking hotels within the conference block. [Hotel booking details are here.](#)

Discounts now available for members and early bird registration.

We look forward to seeing you in January!



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**geraldine.craven**

**From:** AME Roundup <roundup@amebc.ca>  
**Sent:** November 2, 2016 9:42 AM  
**To:** geraldine.craven  
**Subject:** Top 3 NEW Events at Roundup

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Association for  
 Mineral Exploration

November 2, 2016

[UPCOMING EVENTS & CONFERENCES](#)  
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## Top 3 NEW Events at AME Roundup 2017

As we gear up for discovery at AME Roundup 2017, we have created some new events to continue to provide the best opportunities to connect, collaborate and learn with top industry leaders and professionals in the mineral exploration sector. Whether you are already registered, or have yet to do so, be sure to check out the latest offerings for AME Roundup 2017 – January 23-26, 2017..



### Conference Keynote: David Garofalo

We've changed things up a bit to feature a keynote speaker to set the tone for AME Roundup 2017: Gearing up for Discovery!

Joining us to kick-off Roundup 2017 is our featured keynote speaker, David Garofalo, President and Chief Executive Officer of Goldcorp. [Click here](#) or below to learn more.

[Read More](#)



## Passport to Explore 2<sup>nd</sup> Floor

Your journey through geoscience. The Passport to Explore Floor will host Provincial, Territorial, and National geological surveys. These rooms provide dedicated spaces for delegates to meet and discuss exploration activities and opportunities with each of the jurisdictions. [Click here](#) or below to learn more.

[Read More](#)



## Exhibit Hall Pass

We heard your feedback from last year and we listened! You can now purchase a one-day or a four-day exhibit hall pass. Make sure to take advantage of the early bird rate and register today. For more information [click here](#) or below.

[Read More](#)

Learn more!

### **Register today**

Haven't registered yet or want to pass on registration to a friend or colleague? Pass along this link or click below for more details:  
<http://bit.ly/2dwMsHZ>

[Read More](#)

### **Check out our blog**

From taking you behind the scenes as we prepare to take over the Vancouver Convention Centre, to Q&A's with keynote speakers on why they are excited for the conference, to a top 5 list on where to go for happy hour in Vancouver – the AME Roundup blog will be your go-to for getting information on all things Roundup and tips for all conference attendees. [Click here](#) or below to view the blog.

[Read More](#)

### **Navigate the website**

We are excited to reveal a new Roundup website as we gear up for discovery at Roundup 2017! New features include a mobile responsive design, an interactive [schedule at a glance](#), and easier navigation of Roundup 2017 [events](#). [Click here](#) or below to check out the new website and watch out for a blog post on some tips and tricks on how to better navigate the new site.

[Read More](#)

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**Opportunities to Support the Northern Medical Programs Trust**

Attend the Dr. Bob Ewert Memorial Lecture and Dinner, support health care students who wish to attend the event, or make a donation to the Northern Medical Programs Trust.

**Tickets**

To reserve your tickets or to make a donation to the NMPT visit: [unbc.ca/giving](http://unbc.ca/giving) and click on the Ewert link

**For More Information**

UNBC Office of University Advancement  
Phone: 250-960-5750  
Toll-Free: 1-866-960-5750  
Email: [development@unbc.ca](mailto:development@unbc.ca)  
UNBC Charitable # 12162-7350-RR0001

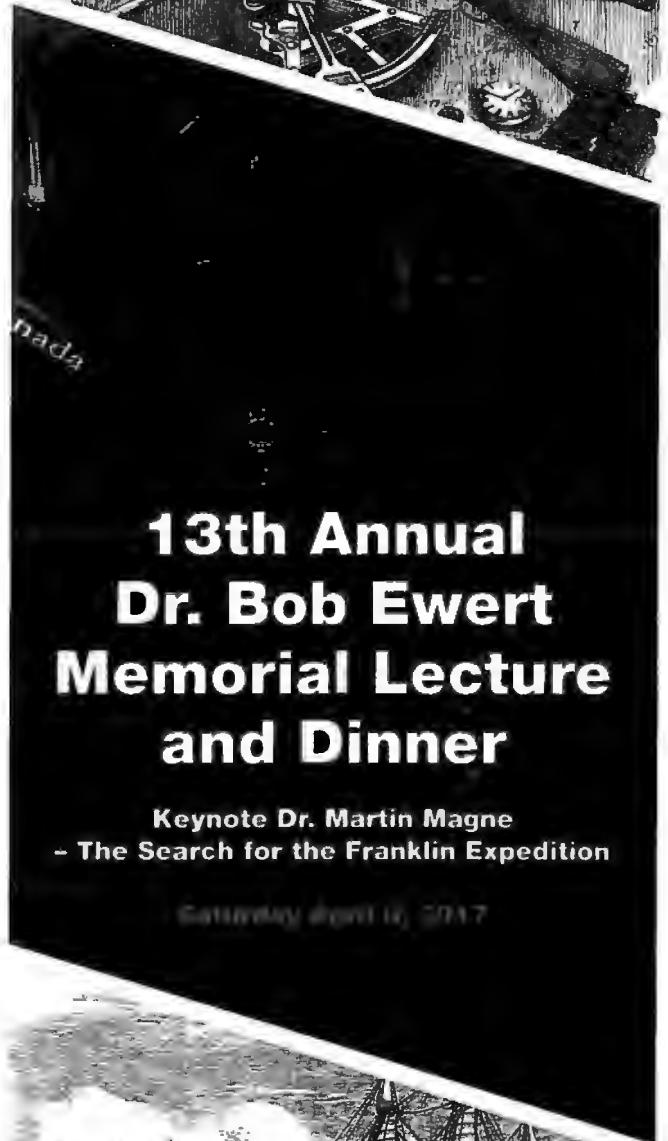
**Presenting Partners**



**In Support Of**

**Northern Medical Programs Trust**

A PARTNERSHIP OF NORTHERN BRITISH COLUMBIA COMMUNITIES AND UNBC



## About the Keynote



This year's keynote address will be by Dr. Martin Magne (third from right), on *The Search for the Franklin Expedition*.

Celebrate our northern history during Canada's 150th anniversary as Dr. Magne speaks about investigations by Parks Canada into one of the greatest puzzles in the history of Canadian exploration.

In 1845, Sir John Franklin set sail from England with two ships, HMS Erebus and HMS Terror, in search of a Northwest Passage across what is now Canada's Arctic. The ships and crew vanished, which prompted a massive search which continued until just recently.

After more than 160 years of searching, in 2014, the Parks Canada underwater team finally discovered one of the ships, the HMS Erebus. In September 2016, researchers found the HMS Terror.

The locations of the ships tell a different story than accepted theories and may change a chapter in Canadian history.

Dr. Marty Magne is recently retired from the position of Director of the Archaeology and History Branch for Parks Canada, where he oversaw 50 staff of terrestrial and underwater archaeologists as well as historians in offices across the country, including the team exploring the mystery of the ill-fated Franklin Expedition.

# Join us for the 13th Annual Dr. Bob Ewert Memorial Lecture and Dinner

Supporting the Northern Medical Programs Trust

**Saturday April 8, 2017  
Prince George Civic Centre**

5:30 pm - Reception  
6:30 pm - Dinner and Program  
Semi Formal

**Tables of 10 \$1,200  
Single Tickets \$125**

Reservations by table are encouraged  
Registration information on reverse



Northern Medical Program students on vacation during their experience thanks to NMAP funding.



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**From:** FCM Hotels <hotels@fcm.ca>  
**Sent:** October 17, 2016 12:09 PM  
**To:** inquiries  
**Subject:** List of hotels for FCM Annual Conference – Available October 31

OCT 17 2016  
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 KO



## Hotel accommodations for FCM's 2017 Annual Conference in Ottawa available on October 31

FCM's 2017 Annual Conference and Trade Show is taking place from June 1 to 4 in Ottawa amid celebrations of Canada's 150<sup>th</sup> anniversary.

**The list of hotels for the 2017 Annual Conference will be available on Monday, October 31.** We will issue a notification when the information is available to start reserving rooms. Hotels will not be accepting reservations until then.

Program details and registration will be launched in January.

We look forward to welcoming you!



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OCT 21 2016

**From:** PAHS-SSVA <PAHS-SSVA@inspection.gc.ca>  
**Sent:** October 21, 2016 6:24 AM  
**Subject:** Save the Date: National Planning Forum for Plant and Animal Health | À inscrire à l'horaire : Forum de planification en matière de la santé des végétaux et des animaux

Good morning,

You are invited to participate in a National Planning Forum for Plant and Animal Health in Ottawa on December 6-7, 2016.

Federal, provincial and territorial (FPT) governments want to engage stakeholders in the development of a plant and animal health strategy for Canada.

This Forum is an opportunity for all who play a role in plant and animal health to come together to collectively identify, plan and prioritize actions for strengthening plant and animal health in Canada.

If you are interested in participating in the Forum, please save the date. A separate email with information on how to register will be sent shortly.

In addition to the Forum, you can also engage in development of a national plant and animal health strategy by:

- Going online to learn more.
- Reading a discussion document and responding to the questions that you will find throughout.
- Following us on Twitter @CFIA\_Canada and joining the conversation using the hashtag #CanPAH.

Please contact [PAHS-SSVA@inspection.gc.ca](mailto:PAHS-SSVA@inspection.gc.ca) if you have any questions or want to find out more about how to get involved.

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Bonjour.

Nous vous invitons à participer à un forum de planification en matière de la santé des végétaux et des animaux qui sera tenu à Ottawa le 6 et 7 décembre 2016.

Les gouvernements fédéral, provinciaux et territoriaux (FPT) désirent mobiliser les intervenants pour l'élaboration d'une stratégie sur la santé des végétaux et des animaux pour le Canada.

Ce forum est une occasion pour tous ceux qui possèdent un rôle dans le secteur de la santé des végétaux et des animaux de se réunir pour définir, planifier et prioriser ensemble des mesures pour renforcer la santé des végétaux et des animaux au Canada.

Si vous souhaitez participer au forum, assurez-vous d'inscrire la date à votre calendrier. Un second courriel contenant les directives d'enregistrement sera envoyé sous peu.

En plus du forum, vous pourrez aussi participer à l'élaboration d'une stratégie nationale sur la santé des végétaux et des animaux en faisant ce qui suit :

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Vendor Name / Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
<b>ACT002 ACTION SERVICES</b>									
PA	TP-266-001	11/02/16			TP-266-001	-157.50	0.00		
Vendor (ACT002) totals:						<b>-157.50</b>	<b>0.00</b>		
<b>ALL002 ALL WEST GLASS - BURNS LAKE</b>									
PA	TP-266-002	11/02/16			TP-266-002	-159.26	0.00		
Vendor (ALL002) totals:						<b>-159.26</b>	<b>0.00</b>		
<b>ALT003 ALTERNATIVE GROUNDS</b>									
PA	TP-262-001	10/11/16			TP-262-001	-469.35	0.00		
PA	TP-266-003	11/02/16			TP-266-003	-636.78	0.00		
Vendor (ALT003) totals:						<b>-1,106.13</b>	<b>0.00</b>		
<b>ARO001 ARO AUTOMOTIVE &amp; INDUSTRIAL</b>									
PA	TP-263-001	10/17/16			TP-263-001	-313.15	0.00		
PA	TP-266-004	11/02/16			TP-266-004	-251.05	0.00		
Vendor (ARO001) totals:						<b>-564.20</b>	<b>0.00</b>		
<b>BAN001 BANDSTRA TRANSPORTATION</b>									
PA	TP-266-005	11/02/16			TP-266-005	-35.88	0.00		
Vendor (BAN001) totals:						<b>-35.88</b>	<b>0.00</b>		
<b>BCC002 COPS FOR CANCER</b>									
PA	30115	10/03/16			30115	-600.00	0.00		
Vendor (BCC002) totals:						<b>-600.00</b>	<b>0.00</b>		
<b>BCH002 BC HYDRO</b>									
PA	TP-262-002	10/11/16			TP-262-002	-5,384.70	0.00		
Vendor (BCH002) totals:						<b>-5,384.70</b>	<b>0.00</b>		
<b>BKV001 BKV ENTERPRISES</b>									
PA	30134	10/17/16			30134	-262.50	0.00		
Vendor (BKV001) totals:						<b>-262.50</b>	<b>0.00</b>		
<b>BLA001 BLACK PRESS GROUP LTD</b>									
PA	TP-266-006	11/02/16			TP-266-006	-2,552.32	0.00		
Vendor (BLA001) totals:						<b>-2,552.32</b>	<b>0.00</b>		
<b>BLA002 BLAIR WILSON CONTRACTING</b>									
PA	30163	11/02/16			30163	-39,684.75	0.00		
Vendor (BLA002) totals:						<b>-39,684.75</b>	<b>0.00</b>		
<b>BLR001 BL RETURN-IT RECYCLING DEPOT</b>									
PA	TP-262-003	10/11/16			TP-262-003	-4,047.31	0.00		
Vendor (BLR001) totals:						<b>-4,047.31</b>	<b>0.00</b>		
<b>BUL008 BULKLEY VALLEY HOME CENTRE LTD</b>									
PA	TP-262-004	10/11/16			TP-262-004	-71.63	0.00		
PA	TP-266-007	11/02/16			TP-266-007	-6.71	0.00		
Vendor (BUL008) totals:						<b>-78.34</b>	<b>0.00</b>		
<b>BUL012 BULKLEY VALLEY ECONOMIC</b>									
PA	TP-264-001	10/28/16			TP-264-001	-3,333.33	0.00		
Vendor (BUL012) totals:						<b>-3,333.33</b>	<b>0.00</b>		
<b>BUR001 BURNS LAKE AUTOMOTIVE SUPPLY</b>									
PA	TP-263-002	10/17/16			TP-263-002	-920.25	0.00		
PA	TP-266-008	11/02/16			TP-266-008	-2,000.61	0.00		
Vendor (BUR001) totals:						<b>-2,920.86</b>	<b>0.00</b>		
<b>BUR002 BURNS LAKE CHAMBER OF COMMERC</b>									
PA	30135	10/17/16			30135	-842.72	0.00		

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BUR002	BURNS LAKE CHAMBER OF COMMERCE (Continued)									
	Vendor (BUR002) totals:						-842.72	0.00		
BUR012	BURNS LAKE PUBLIC LIBRARY									
PA	TP-264-002	10/28/16			TP-264-002	-14,930.58	0.00			
	Vendor (BUR012) totals:						-14,930.58	0.00		
BUR014	BURNS LAKE REBROADCAST SOCIETY									
PA	TP-264-003	10/28/16			TP-264-003	-2,500.00	0.00			
	Vendor (BUR014) totals:						-2,500.00	0.00		
BVA001	B V AQUATIC CENTRE MANG. SOCIE									
PA	TP-264-004	10/28/16			TP-264-004	-40,707.25	0.00			
	Vendor (BVA001) totals:						-40,707.25	0.00		
CAR005	CARSWELL									
PA	TP-260-001	10/03/16			TP-260-001	-114.43	0.00			
PA	TP-262-005	10/11/16			TP-262-005	-608.14	0.00			
	Vendor (CAR005) totals:						-722.57	0.00		
CAR007	CARVELLO LAW CORPORATION									
PA	TP-262-006	10/11/16			TP-262-006	-3,803.23	0.00			
	Vendor (CAR007) totals:						-3,803.23	0.00		
CAS002	CASCADES RECOVERY INC.									
PA	30116	10/03/16			30116	-3,229.91	0.00			
PA	TP-266-009	11/02/16			TP-266-009	-5,111.46	0.00			
	Vendor (CAS002) totals:						-8,341.37	0.00		
CHE002	CHEVRON CANADA LIMITED									
PA	30124	10/06/16			30124	-6,091.02	0.00			
	Vendor (CHE002) totals:						-6,091.02	0.00		
CHI001	CHILCO CREEK CONTRACTING									
PA	30164	11/02/16			30164	-548.10	0.00			
	Vendor (CHI001) totals:						-548.10	0.00		
CHI006	CHIEF LOUIE PADDLE COMPANY									
PA	30151	10/26/16			30151	-36.50	0.00			
	Vendor (CHI006) totals:						-36.50	0.00		
CIN001	CINTAS									
PA	30136	10/17/16			30136	-110.79	0.00			
	Vendor (CIN001) totals:						-110.79	0.00		
CIV002	CIVICINFO BC									
PA	30125	10/06/16			30125	-446.25	0.00			
	Vendor (CIV002) totals:						-446.25	0.00		
CLU002	CLUCULZ LAKE COMMUNITY									
PA	30137	10/17/16			30137	-100,356.48	0.00			
	Vendor (CLU002) totals:						-100,356.48	0.00		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT									
PA	TP-264-005	10/28/16			TP-264-005	-1,497.25	0.00			
	Vendor (CLU003) totals:						-1,497.25	0.00		
COL005	COLLEGE OF NEW CALEDONIA									
PA	30165	11/02/16			30165	-336.00	0.00			
	Vendor (COL005) totals:						-336.00	0.00		
CON001	CONCEPT DESIGN LTD.									
PA	TP-262-007	10/11/16			TP-262-007	-238.40	0.00			

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CON001	CONCEPT DESIGN LTD. (Continued)								
	Vendor (CON001) totals:					-238.40	0.00		
DAV003	DAVERN ENTERPRISES								
PA	TP-266-010	11/02/16			TP-266-010	-262.50	0.00		
	Vendor (DAV003) totals:					-262.50	0.00		
DEA001	DEAN WILSON TRUCKING								
PA	30166	11/02/16			30166	-21,052.50	0.00		
	Vendor (DEA001) totals:					-21,052.50	0.00		
DOO001	DOOR2DOOR CONSTRUCTION								
PA	30152	10/26/16			30152	-6,251.54	0.00		
	Vendor (DOO001) totals:					-6,251.54	0.00		
DOU001	DOUBLE B GRAVEL & EXCAVATING								
PA	30153	10/26/16			30153	-3,271.80	0.00		
	Vendor (DOU001) totals:					-3,271.80	0.00		
EAG001	EAGLE AUTOMOTIVE CENTER								
PA	TP-263-003	10/17/16			TP-263-003	-1,187.90	0.00		
	Vendor (EAG001) totals:					-1,187.90	0.00		
EVE002	EVERGREEN INDUSTRIAL SUPPLIES								
PA	TP-263-004	10/17/16			TP-263-004	-13.64	0.00		
	Vendor (EVE002) totals:					-13.64	0.00		
EXP003	EXPEDITION MGMT CONSULTING LTD.								
PA	30138	10/17/16			30138	-11,898.75	0.00		
	Vendor (EXP003) totals:					-11,898.75	0.00		
EXT001	EXTREME SIGNS & STRIPES								
PA	TP-262-008	10/11/16			TP-262-008	-145.60	0.00		
PA	TP-263-005	10/17/16			TP-263-005	-131.04	0.00		
	Vendor (EXT001) totals:					-276.64	0.00		
FIN003	FINNING (CANADA)								
PA	TP-263-006	10/17/16			TP-263-006	-1,929.88	0.00		
PA	TP-266-011	11/02/16			TP-266-011	-1,073.32	0.00		
	Vendor (FIN003) totals:					-3,003.20	0.00		
FOR008	FORT FRASER VOL. FIRE DEP.								
PA	TP-264-006	10/28/16			TP-264-006	-1,516.67	0.00		
	Vendor (FOR008) totals:					-1,516.67	0.00		
FOR012	FORT ST JAMES SKI CLUB								
PA	30167	11/02/16			30167	-42,000.00	0.00		
	Vendor (FOR012) totals:					-42,000.00	0.00		
FOR015	FORT ST. JAMES LIBRARY								
PA	TP-264-007	10/28/16			TP-264-007	-1,145.83	0.00		
	Vendor (FOR015) totals:					-1,145.83	0.00		
FOR033	FORT SAINT JAMES TV SOCIETY								
PA	TP-264-008	10/28/16			TP-264-008	-12,993.50	0.00		
	Vendor (FOR033) totals:					-12,993.50	0.00		
FOU002	FOUR STAR COMMUNICATIONS INC								
PA	TP-264-009	10/28/16			TP-264-009	-118.13	0.00		
	Vendor (FOU002) totals:					-118.13	0.00		
FRA003	FRANCOIS TCHESINKUT REC COMM								
PA	30154	10/26/16			30154	-200.00	0.00		

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<b>FRA003 FRANCOIS TCHESINKUT REC COMM (Continued)</b>									
Vendor (FRA003) totals:						-200.00	0.00		
<b>FRA009 FRASER LAKE BUILDING SUPPLIES</b>									
PA	30131	10/13/16			30131	-35.23	0.00		
Vendor (FRA009) totals:						-35.23	0.00		
<b>FRA014 FRASER LAKE LIBRARY BOARD</b>									
PA	TP-264-010	10/28/16			TP-264-010	-2,013.00	0.00		
Vendor (FRA014) totals:						-2,013.00	0.00		
<b>FRA016 FRASER LAKE REBROADCASTING SOC</b>									
PA	TP-264-011	10/28/16			TP-264-011	-5,583.33	0.00		
Vendor (FRA016) totals:						-5,583.33	0.00		
<b>FRA025 FRASER LAKE BOTTLE DEPOT</b>									
PA	TP-262-009	10/11/16			TP-262-009	-2,856.45	0.00		
PA	TP-266-012	11/02/16			TP-266-012	-2,932.80	0.00		
Vendor (FRA025) totals:						-5,789.25	0.00		
<b>FRA035 FRASER LAKE COMMUNITY GARDEN</b>									
PA	30139	10/17/16			30139	-249.42	0.00		
Vendor (FRA035) totals:						-249.42	0.00		
<b>GRA008 GRASSY PLAINS HALL</b>									
PA	30117	10/03/16			30117	-6,532.00	0.00		
Vendor (GRA008) totals:						-6,532.00	0.00		
<b>GRE003 GREYHOUND COURIER EXPRESS</b>									
PA	TP-262-010	10/11/16			TP-262-010	-507.62	0.00		
Vendor (GRE003) totals:						-507.62	0.00		
<b>GRO002 GROUSE MOUNTAIN TRUCKING LTD.</b>									
PA	30132	10/13/16			30132	-11,332.43	0.00		
Vendor (GRO002) totals:						-11,332.43	0.00		
<b>HEA002 HEAVY METAL CO</b>									
PA	TP-266-013	11/02/16			TP-266-013	-7,753.20	0.00		
Vendor (HEA002) totals:						-7,753.20	0.00		
<b>HIL003 HILL STOP TRUCK WASH</b>									
PA	30126	10/06/16			30126	-36.71	0.00		
Vendor (HIL003) totals:						-36.71	0.00		
<b>HOS002 HOSKINS SCIENTIFIC LIMITED</b>									
PA	TP-263-007	10/17/16			TP-263-007	-522.67	0.00		
Vendor (HOS002) totals:						-522.67	0.00		
<b>HOT001 HOTSINCE COMPUTER SOLUTIONS</b>									
PA	TP-262-011	10/11/16			TP-262-011	-12,126.12	0.00		
Vendor (HOT001) totals:						-12,126.12	0.00		
<b>HOU018 HOUSTON BOTTLE DEPOT</b>									
PA	TP-262-012	10/11/16			TP-262-012	-3,346.04	0.00		
Vendor (HOU018) totals:						-3,346.04	0.00		
<b>IGI001 IGI RESOURCES</b>									
PA	TP-262-013	10/11/16			TP-262-013	-728.30	0.00		
Vendor (IGI001) totals:						-728.30	0.00		
<b>IND006 INDUSTRIAL TRANSFORMERS</b>									
PA	TP-263-008	10/17/16			TP-263-008	-364.39	0.00		
Vendor (IND006) totals:						-364.39	0.00		

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<b>INF001 INFOSAT COMMUNICATIONS</b>												
	PA	TP-262-014	10/11/16				TP-262-014	-55.35	0.00			
	<b>Vendor (INF001) totals:</b>								<b>-55.35</b>	<b>0.00</b>		
<b>ING001 INGRAM WELL &amp; PUMP SERVICE</b>												
	PA	30168	11/02/16				30168	-15,820.65	0.00			
	<b>Vendor (ING001) totals:</b>								<b>-15,820.65</b>	<b>0.00</b>		
<b>INL001 INLAND KENWORTH</b>												
	PA	TP-266-014	11/02/16				TP-266-014	-1,117.36	0.00			
	<b>Vendor (INL001) totals:</b>								<b>-1,117.36</b>	<b>0.00</b>		
<b>JAN003 JANET WILDER</b>												
	PA	30155	10/26/16				30155	-400.00	0.00			
	<b>Vendor (JAN003) totals:</b>								<b>-400.00</b>	<b>0.00</b>		
<b>KAL003 KAL TIRE - BURNS LAKE</b>												
	PA	TP-263-009	10/17/16				TP-263-009	-162.08	0.00			
	<b>Vendor (KAL003) totals:</b>								<b>-162.08</b>	<b>0.00</b>		
<b>KIL001 DIANE KILLMAN</b>												
	PA	30140	10/17/16				30140	-412.50	0.00			
	PA	30156	10/26/16				30156	-425.00	0.00			
	<b>Vendor (KIL001) totals:</b>								<b>-837.50</b>	<b>0.00</b>		
<b>KIL002 MATT KILLBACK</b>												
	PA	30169	11/02/16				30169	-350.00	0.00			
	<b>Vendor (KIL002) totals:</b>								<b>-350.00</b>	<b>0.00</b>		
<b>KON001 KONE INC</b>												
	PA	TP-263-010	10/17/16				TP-263-010	-1,064.89	0.00			
	<b>Vendor (KON001) totals:</b>								<b>-1,064.89</b>	<b>0.00</b>		
<b>LAK004 LAKES DISTRICT AIRPORT SOCIETY</b>												
	PA	TP-264-012	10/28/16				TP-264-012	-6,250.00	0.00			
	<b>Vendor (LAK004) totals:</b>								<b>-6,250.00</b>	<b>0.00</b>		
<b>LAK012 LAKES DISTRICT MUSEUM SOCIETY</b>												
	PA	TP-264-013	10/28/16				TP-264-013	-3,083.33	0.00			
	<b>Vendor (LAK012) totals:</b>								<b>-3,083.33</b>	<b>0.00</b>		
<b>LAK014 LAKES DISTRICT PRINTING</b>												
	PA	TP-262-015	10/11/16				TP-262-015	-351.68	0.00			
	<b>Vendor (LAK014) totals:</b>								<b>-351.68</b>	<b>0.00</b>		
<b>LAK032 LAKES DISTRICT FILM</b>												
	PA	TP-264-014	10/28/16				TP-264-014	-150.00	0.00			
	<b>Vendor (LAK032) totals:</b>								<b>-150.00</b>	<b>0.00</b>		
<b>LDF001 LD FREE CLASSIFIEDS</b>												
	PA	TP-263-011	10/17/16				TP-263-011	-1,149.08	0.00			
	<b>Vendor (LDF001) totals:</b>								<b>-1,149.08</b>	<b>0.00</b>		
<b>LIB001 LIBERTY TRANSPORT LTD.</b>												
	PA	TP-266-015	11/02/16				TP-266-015	-24.47	0.00			
	<b>Vendor (LIB001) totals:</b>								<b>-24.47</b>	<b>0.00</b>		
<b>LOO001 LOOMIS EXPRESS</b>												
	PA	TP-262-016	10/11/16				TP-262-016	-81.73	0.00			
	<b>Vendor (LOO001) totals:</b>								<b>-81.73</b>	<b>0.00</b>		
<b>M4E001 M 4 ENTERPRISES</b>												
	PA	TP-266-016	11/02/16				TP-266-016	-417.20	0.00			

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<b>M4E001 M 4 ENTERPRISES (Continued)</b>									
Vendor (M4E001) totals:						-417.20	0.00		
<b>MAX001 MAXXAM ANALYTICS INC</b>									
PA	TP-260-002	10/03/16			TP-260-002	-5,865.83	0.00		
PA	TP-262-017	10/11/16			TP-262-017	-6,223.35	0.00		
Vendor (MAX001) totals:						-12,089.18	0.00		
<b>MED001 MEDICAL SER. PLAN</b>									
PA	30118	10/03/16			30118	-4,562.00	0.00		
PA	30170	11/02/16			30170	-4,477.50	0.00		
Vendor (MED001) totals:						-9,039.50	0.00		
<b>MIC002 MICROSOFT CORPORATION</b>									
PA	30171	11/02/16			30171	-614.88	0.00		
Vendor (MIC002) totals:						-614.88	0.00		
<b>MID001 MID-VALLEY VENTURES LTD.</b>									
PA	30141	10/17/16			30141	-4,725.00	0.00		
Vendor (MID001) totals:						-4,725.00	0.00		
<b>MIN006 MIN FIN - Revenue Services</b>									
PA	30127	10/06/16			30127	-163.33	0.00		
Vendor (MIN006) totals:						-163.33	0.00		
<b>MOB001 MOBY CONCRETE LTD.</b>									
PA	TP-266-017	11/02/16			TP-266-017	-1,108.80	0.00		
Vendor (MOB001) totals:						-1,108.80	0.00		
<b>NAK001 NAK'AZDLI BAND</b>									
PA	TP-266-018	11/02/16			TP-266-018	-3,144.80	0.00		
Vendor (NAK001) totals:						-3,144.80	0.00		
<b>NAP001 NAPA AUTO PARTS - BL</b>									
PA	TP-263-012	10/17/16			TP-263-012	-136.40	0.00		
Vendor (NAP001) totals:						-136.40	0.00		
<b>NEC012 NECHAKO HEALTHY COM. ALLIANCE</b>									
PA	TP-262-018	10/11/16			TP-262-018	-6,403.89	0.00		
PA	TP-266-019	11/02/16			TP-266-019	-6,936.32	0.00		
Vendor (NEC012) totals:						-13,340.21	0.00		
<b>NOR015 NORTHERN LITES TECH LTD</b>									
PA	30119	10/03/16			30119	-5,775.00	0.00		
Vendor (NOR015) totals:						-5,775.00	0.00		
<b>NOR019 NORTHLAND AUTOMOTIVE</b>									
PA	TP-266-020	11/02/16			TP-266-020	-45.43	0.00		
Vendor (NOR019) totals:						-45.43	0.00		
<b>NOR022 NORTHWEST FUELS LTD.</b>									
PA	TP-266-021	11/02/16			TP-266-021	-1,672.01	0.00		
Vendor (NOR022) totals:						-1,672.01	0.00		
<b>NOR027 N.W. INVASIVE PLANT COUNCIL</b>									
PA	30142	10/17/16			30142	-8,130.13	0.00		
Vendor (NOR027) totals:						-8,130.13	0.00		
<b>NOR029 NORTH CENTRAL PLUMBING &amp; HEAT</b>									
PA	TP-262-019	10/11/16			TP-262-019	-1,521.16	0.00		
PA	TP-266-022	11/02/16			TP-266-022	-510.83	0.00		
Vendor (NOR029) totals:						-2,031.99	0.00		



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NOR033	NORTHERN AGGRAGATE LTD								
PA	TP-266-023	11/02/16			TP-266-023	-630.00	0.00		
	<b>Vendor (NOR033) totals:</b>								
						<b>-630.00</b>	<b>0.00</b>		
P&H001	P & H SUPPLIES								
PA	TP-262-020	10/11/16			TP-262-020	-21.71	0.00		
	<b>Vendor (P&amp;H001) totals:</b>								
						<b>-21.71</b>	<b>0.00</b>		
PAC004	PACIFIC NORTHERN GAS LTD.								
PA	TP-262-021	10/11/16			TP-262-021	-1,971.59	0.00		
PA	TP-263-013	10/17/16			TP-263-013	-97.55	0.00		
PA	TP-266-024	11/02/16			TP-266-024	-3,838.62	0.00		
	<b>Vendor (PAC004) totals:</b>								
						<b>-5,907.76</b>	<b>0.00</b>		
PAC007	PACIFIC TRUCK & EQUIPMENT INC								
PA	TP-263-014	10/17/16			TP-263-014	-3,238.39	0.00		
	<b>Vendor (PAC007) totals:</b>								
						<b>-3,238.39</b>	<b>0.00</b>		
PAC009	PACIFIC COASTCOM								
PA	TP-262-022	10/11/16			TP-262-022	-55.99	0.00		
	<b>Vendor (PAC009) totals:</b>								
						<b>-55.99</b>	<b>0.00</b>		
PIT001	PITNEY BOWES								
PA	30143	10/17/16			30143	-78.38	0.00		
	<b>Vendor (PIT001) totals:</b>								
						<b>-78.38</b>	<b>0.00</b>		
POS001	POSTAGE BY PHONE								
PA	TP-261-001	10/04/16			TP-261-001	-3,237.36	0.00		
	<b>Vendor (POS001) totals:</b>								
						<b>-3,237.36</b>	<b>0.00</b>		
PRA002	PRAGMATIC CONFERENCING								
PA	TP-266-025	11/02/16			TP-266-025	-100.94	0.00		
	<b>Vendor (PRA002) totals:</b>								
						<b>-100.94</b>	<b>0.00</b>		
PUB001	PUBLIC SECTOR PUBLICATIONS								
PA	30144	10/17/16			30144	-367.15	0.00		
	<b>Vendor (PUB001) totals:</b>								
						<b>-367.15</b>	<b>0.00</b>		
PUR001	PURELY H2O								
PA	TP-260-003	10/03/16			TP-260-003	-108.00	0.00		
PA	TP-266-026	11/02/16			TP-266-026	-90.00	0.00		
	<b>Vendor (PUR001) totals:</b>								
						<b>-198.00</b>	<b>0.00</b>		
RAD001	RADLEY CONTRACTING								
PA	TP-260-004	10/03/16			TP-260-004	-4,819.50	0.00		
	<b>Vendor (RAD001) totals:</b>								
						<b>-4,819.50</b>	<b>0.00</b>		
REI001	REITSMA'S HOME HARDWARE								
PA	TP-263-015	10/17/16			TP-263-015	-25.47	0.00		
	<b>Vendor (REI001) totals:</b>								
						<b>-25.47</b>	<b>0.00</b>		
ROG001	ROGERS								
PA	TP-262-023	10/11/16			TP-262-023	-170.84	0.00		
PA	TP-266-027	11/02/16			TP-266-027	-161.44	0.00		
	<b>Vendor (ROG001) totals:</b>								
						<b>-332.28</b>	<b>0.00</b>		
ROS001	ROSE LAKE COMMUNITY CLUB								
PA	30157	10/26/16			30157	-6,327.00	0.00		
	<b>Vendor (ROS001) totals:</b>								
						<b>-6,327.00</b>	<b>0.00</b>		
ROS003	ROSENAU TRANSPORT LTD.								
PA	TP-266-028	11/02/16			TP-266-028	-38.04	0.00		

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ROS003	ROSENAU TRANSPORT LTD. (Continued)								
	Vendor (ROS003) totals:					-38.04	0.00		
SIM002	SIMSON MAXWELL								
PA	TP-262-024	10/11/16			TP-262-024	-3,093.89	0.00		
	Vendor (SIM002) totals:					-3,093.89	0.00		
SMI003	SMITHERS CHAMBER OF COMMERCE								
PA	30121	10/03/16			30121	-170.62	0.00		
	Vendor (SMI003) totals:					-170.62	0.00		
SMI007	SMITHERS PUBLIC LIBRARY								
PA	TP-264-015	10/28/16			TP-264-015	-7,019.50	0.00		
	Vendor (SMI007) totals:					-7,019.50	0.00		
SOL003	SWANA BC & YUKON CHAPTER								
PA	30122	10/03/16			30122	-105.00	0.00		
	Vendor (SOL003) totals:					-105.00	0.00		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.								
PA	TP-264-016	10/28/16			TP-264-016	-1,992.00	0.00		
	Vendor (SOU003) totals:					-1,992.00	0.00		
SPO001	SPOTLESS UNIFORM LTD.								
PA	TP-262-025	10/11/16			TP-262-025	-31.24	0.00		
PA	TP-266-029	11/02/16			TP-266-029	-31.24	0.00		
	Vendor (SPO001) totals:					-62.48	0.00		
SSQ001	SSQ FINANCIAL								
PA	TP-262-026	10/11/16			TP-262-026	-983.67	0.00		
PA	TP-266-030	11/02/16			TP-266-030	-972.03	0.00		
	Vendor (SSQ001) totals:					-1,955.70	0.00		
STA008	STARLAND SUPPLY LTD								
PA	TP-262-027	10/11/16			TP-262-027	-453.29	0.00		
	Vendor (STA008) totals:					-453.29	0.00		
STE012	STEWART MCDANNOLD STUART								
PA	TP-262-028	10/11/16			TP-262-028	-830.69	0.00		
PA	TP-266-031	11/02/16			TP-266-031	-2,225.28	0.00		
	Vendor (STE012) totals:					-3,055.97	0.00		
STU007	STUART LAKE SENIORS ASSOC.								
PA	30150	10/20/16			30150	-5,925.00	0.00		
	Vendor (STU007) totals:					-5,925.00	0.00		
SUN002	SUN LIFE FINANCIAL								
PA	30128	10/06/16			30128	-14,915.55	0.00		
PA	30172	11/02/16			30172	-15,358.93	0.00		
	Vendor (SUN002) totals:					-30,274.48	0.00		
SWE001	SWEEPING BEAUTIES JANITORIAL								
PA	TP-264-017	10/28/16			TP-264-017	-2,034.61	0.00		
	Vendor (SWE001) totals:					-2,034.61	0.00		
TAK001	TAKYSIE LAKE ENTERPRISES								
PA	TP-266-032	11/02/16			TP-266-032	-308.00	0.00		
	Vendor (TAK001) totals:					-308.00	0.00		
TAY002	TAYLOR BROS HARDWARE								
PA	TP-262-029	10/11/16			TP-262-029	-66.83	0.00		
PA	TP-263-016	10/17/16			TP-263-016	-91.80	0.00		

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<b>TAY002 TAYLOR BROS HARDWARE (Continued)</b>									
PA	TP-266-033	11/02/16			TP-266-033	-79.05	0.00		
<b>Vendor (TAY002) totals:</b>						<b>-237.68</b>	<b>0.00</b>		
<b>TEL002 TELUS COMMUNICATIONS COMPANY</b>									
PA	TP-260-005	10/03/16			TP-260-005	-3,245.81	0.00		
PA	TP-266-034	11/02/16			TP-266-034	-3,208.58	0.00		
<b>Vendor (TEL002) totals:</b>						<b>-6 454.39</b>	<b>0.00</b>		
<b>TEL007 TELUS MOBILITY</b>									
PA	TP-263-017	10/17/16			TP-263-017	-1,155.90	0.00		
<b>Vendor (TEL007) totals:</b>						<b>-1 155.90</b>	<b>0.00</b>		
<b>TOP005 TOPLEY FIRE PROTECTION SOC.</b>									
PA	TP-264-018	10/28/16			TP-264-018	-2,620.84	0.00		
<b>Vendor (TOP005) totals:</b>						<b>-2,620.84</b>	<b>0.00</b>		
<b>TOW003 TOWER COMMUNICATIONS</b>									
PA	TP-262-030	10/11/16			TP-262-030	-3,048.99	0.00		
<b>Vendor (TOW003) totals:</b>						<b>-3 048.99</b>	<b>0.00</b>		
<b>USB001 US BANK CANADA</b>									
PA	TP-265-001	10/24/16			TP-265-001	-16,028.07	0.00		
<b>Vendor (USB001) totals:</b>						<b>-16,028.07</b>	<b>0.00</b>		
<b>VAN005 VANDERHOOF &amp; DISTRICTS CO-OP</b>									
PA	TP-263-018	10/17/16			TP-263-018	-8,862.20	0.00		
<b>Vendor (VAN005) totals:</b>						<b>-8,862.20</b>	<b>0.00</b>		
<b>VAN019 Fay Van Horn</b>									
PA	30158	10/26/16			30158	-375.96	0.00		
<b>Vendor (VAN019) totals:</b>						<b>-375.96</b>	<b>0.00</b>		
<b>VIL001 VILLAGE OF FRASER LAKE</b>									
PA	30173	11/02/16			30173	-14,394.99	0.00		
<b>Vendor (VIL001) totals:</b>						<b>-14,394.99</b>	<b>0.00</b>		
<b>VIS001 THE MOOSE - VISTA RADIO LTD.</b>									
PA	30145	10/17/16			30145	-231.00	0.00		
<b>Vendor (VIS001) totals:</b>						<b>-231.00</b>	<b>0.00</b>		
<b>WAS001 WASTE MANAGEMENT OF CANADA CO</b>									
PA	TP-262-031	10/11/16			TP-262-031	-4,508.51	0.00		
PA	TP-266-035	11/02/16			TP-266-035	-2,059.90	0.00		
<b>Vendor (WAS001) totals:</b>						<b>-6 568.41</b>	<b>0.00</b>		
<b>WEI002 WEIGH TRONIX CANADA, ULC</b>									
PA	30129	10/06/16			30129	-3,651.77	0.00		
<b>Vendor (WEI002) totals:</b>						<b>-3,651.77</b>	<b>0.00</b>		
<b>WIE004 Ken Wiebe</b>									
PA	TP-266-036	11/02/16			TP-266-036	-394.04	0.00		
<b>Vendor (WIE004) totals:</b>						<b>-394.04</b>	<b>0.00</b>		
<b>WIL004 WILLIAMS MACHINERY</b>									
PA	TP-266-037	11/02/16			TP-266-037	-795.62	0.00		
<b>Vendor (WIL004) totals:</b>						<b>-795.62</b>	<b>0.00</b>		
<b>WIL007 WILLSON'S GENERAL PLUMBING</b>									
PA	30146	10/17/16			30146	-819.00	0.00		
<b>Vendor (WIL007) totals:</b>						<b>-819.00</b>	<b>0.00</b>		
<b>WOO005 WOODS N' WATER SPORTS &amp; RECREA1</b>									

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<b>WOO005 WOODS N' WATER SPORTS &amp; RECREATION (Continued)</b>									
PA	30159	10/26/16			30159	-53.74	0.00		
	<b>Vendor (WOO005) totals:</b>					<b>-53.74</b>	<b>0.00</b>		
<b>XCG001 XCG CONSULTANTS LTD.</b>									
PA	TP-262-032	10/11/16			TP-262-032	-6,445.95	0.00		
	<b>Vendor (XCG001) totals:</b>					<b>-6,445.95</b>	<b>0.00</b>		
<b>XER001 XEROX CANADA LTD.</b>									
PA	TP-263-019	10/17/16			TP-263-019	-1,442.48	0.00		
	<b>Vendor (XER001) totals:</b>					<b>-1,442.48</b>	<b>0.00</b>		
<b>YIN001 YINTAH CONSULTING</b>									
PA	30123	10/03/16			30123	-593.75	0.00		
PA	30148	10/17/16			30148	-1,781.25	0.00		
	<b>Vendor (YIN001) totals:</b>					<b>-2,375.00</b>	<b>0.00</b>		
	<b>Control account (1) totals:</b>					<b>-655,624.42</b>	<b>0.00</b>		
<b>REC002 RECEIVER GENERAL</b>									
PA	30120	10/03/16			30120	-37,375.91	0.00		
PA	30133	10/13/16			30133	-31,702.06	0.00		
PA	30162	10/28/16			30162	-37,174.24	0.00		
	<b>Vendor (REC002) totals:</b>					<b>-106,252.21</b>	<b>0.00</b>		
<b>WOR001 WORK SAFE BC</b>									
PA	30130	10/06/16			30130	-1,049.93	0.00		
PA	30147	10/17/16			30147	-11,564.48	0.00		
	<b>Vendor (WOR001) totals:</b>					<b>-12,614.41</b>	<b>0.00</b>		
	<b>Control account (2) totals:</b>					<b>-118,866.62</b>	<b>0.00</b>		
	<b>Report Total</b>					<b>-774,491.04</b>	<b>0.00</b>		

139 vendor(s) printed.

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1st, 2nd & 3rd  
Reading

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1789**

**A bylaw to amend the tax limit for the Fort Fraser Water Service**

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 1243 the Fort Fraser Water Service within a portion of Electoral Area "D";

**AND WHEREAS** the Regional District wishes to increase the maximum annual tax requisition for this service from \$62,500 to \$78,125;

**AND WHEREAS** under Section 347 of the *Local Government Act*, the sole participant has consented to the adoption of this Bylaw;

**AND WHEREAS** under Regulation 113/2007, the approval of the Inspector is not required because the increase in the tax limit is not greater than 25% of the baseline amount five years previous;

**NOW THEREFORE** the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. Section 4 of Bylaw No. 1243, is hereby repealed and the following substituted therefore:

"4. The maximum amount that may be requisitioned annually for this service, under Section 388(1)(a) of the *Local Government Act*, shall be SEVENTY-EIGHT THOUSAND ONE HUNDRED TWENTY-FIVE (\$78,125) DOLLARS."

2. This bylaw may be cited as the "Fort Fraser Water Service Establishment Amendment Bylaw No. 1789, 2016".

READ A FIRST TIME this            day of            , 2016

READ A SECOND TIME this            day of            , 2016

READ A THIRD TIME this            day of            , 2016

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "D" received this day of            , 2016.

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ADOPTED this        day of                    , 2016

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1789 as adopted.

\_\_\_\_\_  
Corporate Administrator