



REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

# AGENDA

## MEETING NO. 7

**April 19, 2018**

P.O. BOX 820  
BURNS LAKE, BC V0J 1E0  
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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 2017-2019**

#### **Now**

- Revenue Sharing (Northwest Resource Benefits Alliance (RBA))
- Waste Management Strategy – Board reading/reviewing
- Internet Connectivity
- Transportation – moving people between communities; First Nations relations; Community to Community Forum

#### **Next**

- Attraction/Retention – Residents, Businesses, Organisations, Communities

#### **Board Advocacy**

- Health Services (Regional Health Services Access – Local Access, Hospital construction)
- Wildfire Mitigation
- Nechako Watershed
- CN Emergency Meeting and Exercise
- Three Phase Power



**AGENDA**

Thursday, April 19, 2018



<b><u>PAGE NO.</u></b>	<b><u>CALL TO ORDER</u></b>	<b><u>ACTION</u></b>
	<b><u>AGENDA – April 19, 2018</u></b>	<b>Approve</b>
	<b><u>MINUTES</u></b>	
	<b>(All grey highlighted items may be received as a block)</b>	
12-30	Board Meeting Minutes – March 15, 2018	Adopt
31-33	Special Board Meeting Minutes – April 5, 2018	Adopt
34-37	Special Board Meeting Minutes – March 8, 2018	Adopt
38-40	Agriculture Committee Meeting Minutes - March 8, 2018 (unapproved)	Receive
41-50	Agriculture Committee Meeting Minutes - January 11, 2018	Receive
51-60	Committee of the Whole Meeting Minutes - April 5, 2018 (unapproved)	Receive
61-65	Committee of the Whole Meeting Minutes - March 8, 2018	Receive
66-70	Forestry Committee Meeting Minutes - March 8, 2018 (unapproved)	Receive
71-81	Forestry Committee Meeting Minutes - November 9, 2017	Receive
82-84	Rural Directors Committee Meeting Minutes - April 5, 2017 (unapproved)	Receive
85-88	Rural Directors Committee Meeting Minutes - March 8, 2018	Receive
	<b><u>BUSINESS ARISING OUT OF THE MINUTES</u></b>	

**DELEGATION**

**89-103**      **MDB Insight Inc.**  
**Trudy Parsons, Executive Vice-President**  
**RE: Bulkley-Nechako Workforce Opportunities Strategic Plan 2018-2020**

**ADMINISTRATION REPORTS**

<b>104-109</b>	<b>Melany de Weerd, Chief Administrative Officer - Review of Strategic Priorities</b>	<b>Direction</b>
<b>110-111</b>	<b>Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - April 5, 2018</b>	<b>Recommendation (Page 111)</b>
<b>112</b>	<b>Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area “B” (Burns Lake Rural) – Lakes District Food Bank Society</b>	<b>Recommendation (Page 112)</b>
<b>113</b>	<b>Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area “F” (Vanderhoof Rural) – District of Vanderhoof - Recreation Fields, Phase 2</b>	<b>Recommendation (Page 113)</b>
<b>114</b>	<b>Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area “F” (Vanderhoof Rural) – District of Vanderhoof – Skateboard Park</b>	<b>Recommendation (Page 114)</b>
<b>115-127</b>	<b>Deneve Vanderwolf, Regional Transit Coordinator - 2018-2019 Annual Operating Agreement with BC Transit</b>	<b>Recommendation (Page 115)</b>
<b>128</b>	<b>Nellie Davis, Proposal Writer – RDBN Nechako- Kitamaat Development Fund Society Application</b>	<b>Recommendation (Page 128)</b>
<b>129-131</b>	<b>Cheryl Anderson, Manager of Administrative Services – BC Cattlemen's Association 90th Annual General Meeting – May 31-June 2, 2018 - Smithers, B.C.</b>	<b>Recommendation (Page 129)</b>
<b>132-149</b>	<b>John Illes, Chief Financial Officer – Changes to the Chinook Community Society</b>	<b>Recommendation (Page 133)</b>



<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION REPORTS (CONT'D)</u></b>	<b><u>ACTION</u></b>
150-153	John Illes, Chief Financial Officer – Budget Amendment for the Five Year Financial Plan - 2017 Notes for Bylaw #1829 and Bylaw Amendment #1795	Recommendation (Page 150)
154-169	Cheryl Anderson, Manager of Administrative Services – <i>The Regional News</i> – Spring/Summer 2018	Ratify
170-173	Nellie Davis, Proposal Writer – Regional Economic Development Proposal Writer Quarterly Report	Receive
<b><u>DEVELOPMENT SERVICES</u></b>		
174-197	Land Referral File No. 7409990 FLNRORD Electoral Area 'C'	Recommendation (Page 176)
198-200	Land Referral File No. 7409985 Niho Land and Cattle Company Ltd. Electoral Area 'D'	Recommendation (Page 199)
201-203	Land Referral File No. 152662 Corporation of the Village of Telkwa Electoral Area 'A'	Recommendation (Page 202)
204-206	Recreation Referral File Nos. REC258173, REC258167 and REC258164 Yekooche First Nation Electoral Area 'C'	Recommendation (Page 205)
207-212	Mines Referral File No. 1000065-2017 Gitennes Exploration Inc Electoral Area 'C'	Recommendation (Page 208)
<b><u>Memos</u></b>		
213-216	ALR / ALC Revitalization Stakeholder Consultation - Jason Llewellyn, Director of Planning	Recommendation (Page 213)

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## ELECTORAL AREA PLANNING

### Temporary Use Permit Application

217-224	<b>Temporary Use Permit B-01-18</b> <b>Gerald and Justina Sensenig</b> <b>Electoral Area "B"</b> <i>(call for comments from the gallery)</i>	<b>Recommendation</b> <b>(Page 221)</b>
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## EMERGENCY SERVICES

### Memos

**(All grey highlighted items may be received as a block)**

225-229	<b>Jason Blackwell, Regional Fire Chief</b> <b>RE: Governance for Road Rescue Service</b>	<b>Recommendation</b> <b>(Page 225)</b>
230-231	<b>Rebecca Goertzen, Protective Services Assistant</b> <b>RE: Monthly 9-1-1 Call Report – February 2018</b>	<b>Receive</b>
232-233	<b>Rebecca Goertzen, Protective Services Assistant</b> <b>RE: Monthly 9-1-1 Call Report – March 2018</b>	<b>Receive</b>
234-240	<b>Haley Jeffrey, Emergency Services Manager</b> <b>RE: March 1, 2018 Snow Survey and</b> <b>Water Supply Basin</b>	<b>Receive</b>

### Planning Department Enquiries Report

241	<b>For March, 2018</b>	<b>Receive</b>
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## VERBAL REPORTS

### RECEIPT OF VERBAL REPORTS

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
	<b>(All grey highlighted items may be received as a block)</b>	
242-267	<b>Heather Wiebe, NxNW Caribou Project Lead,</b> <b>Omineca Region, Ministry of Forests, Lands,</b> <b>Natural Resource Operations and Rural Development</b> <b>RE: Provincial Caribou Recovery Program</b> <b>Discussion Paper</b>	<b>Discussion/Receive</b>
268-269	<b>Union of B.C. Municipalities – UBCM</b> <b>Membership</b>	<b>Direction</b>

<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u></b>	<b><u>ACTION</u></b>
270-272	Tyee Trails – Request for Letter of Support RE: Grant proposal to the Wetzin'Kwa Forest Corporation	Direction
273-277	Voices for Good Air– Request for Letter of Support RE: EcoAction Community Fund	Direction
278-280	District of Fort St. James – Chamber Membership 2018/2019	Direction/Receive
281-284	Union of B.C. Municipalities – 2018 Emergency Operations Centres & Training – Approval and Terms & Conditions	Receive
285-286	Union of B.C. Municipalities – 2017 Resolutions	Receive
287-289	Minister of Mental Health & Addictions - Follow Up to 2017 UBCM Convention	Receive
290	British Columbia News – Government Funds Northwest B.C. Resource Benefits Alliance	Receive
291	ABC Communications – Project Status Update - Connecting B.C. and Digital Canada 150 Projects	Receive
292	Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Response to Letter re: Sufficient Time to Respond to Requests	Receive
293	Northern Development Initiative Trust – 2018 Economic Development Capacity Building	Receive
294	Northern Development Initiative Trust - Stellat'en Community Hall Upgrade	Receive
295-299	Northern Development Initiative Trust - 2018 Tourism Content Creation Marketing Initiative Program	Receive
300	Northern Development Initiative Trust -Digital Tourism Asset Development Marketing Initiative Program	Receive
301-302	Trans Canada Yellowhead Highway Association - Update from Director Reopen RE: RDBN Resolution to the TCYHA – Safety Infrastructure Funding	Receive



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

<b>303-304</b>	<b>Vanderhoof Clippers Speed Skating Club - Donation to BC Winter Games Zone 7 Speed Skating Team</b>	<b>Receive</b>
<b>305-306</b>	<b>Kitimat Chamber of Commerce and Visitor Centre – Thank You</b>	<b>Receive</b>
<b>307</b>	<b>Ministry of Municipal Affairs and Housing - Interest Rate on Taxes in Arrears or Delinquent and Interest on Refunds of Tax Overpayments</b>	<b>Receive</b>
<b>308</b>	<b>Municipal Insurance Association of B.C. - Claim Status Report</b>	<b>Receive</b>
<b>309-312</b>	<b>Union of B.C. Municipalities – Update on the Working Group on Responsible Conduct</b>	<b>Receive</b>
<b>313-317</b>	<b>City of Courtenay – 2018 Resolution – Asset Management</b>	<b>Receive</b>
<b>318</b>	<b>Village of Harrison Hot Springs – Cannabis Sales Revenue Sharing</b>	<b>Receive</b>
<b>319</b>	<b>Village of Harrison Hot Springs – New Municipal Tax Classes – Submission for LMLGA</b>	<b>Receive</b>
<b>320-327</b>	<b>Andy Shadrack – Letter to Passenger Transportation Board – 256-17 Decision of February 20<sup>th</sup>, 2018: Greyhound Canada Transportation ULC – Passenger Transportation Licence 70414</b>	<b>Receive</b>
<b>328</b>	<b>Town of Ladysmith – Cannabis Sales Revenue Sharing</b>	<b>Receive</b>
<b>329</b>	<b>City of Maple Ridge – Employer Health Tax</b>	<b>Receive</b>
<b>330</b>	<b>District of Peachland – Cannabis Sales Revenue Sharing</b>	<b>Receive</b>
<b>331-337</b>	<b>Township of Spallumcheen – Human Trafficking Task Force</b>	<b>Receive</b>

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

<b>338</b>	<b>Township of Spallumcheen – 2018 Resolution - Asset Management</b>	<b>Receive</b>
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<b>339-341</b>	<b>Federation of Canadian Municipalities – Voice March 29: Annual Conference News/MCIP Update/New First Nations-Municipal Partnerships</b>	<b>Receive</b>
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<b>342-343</b>	<b>Federation of Canadian Municipalities – Apply to the Low Carbon Economy Challenge</b>	<b>Receive</b>
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<b>344-345</b>	<b>Northern BC Tourism – Special Announcement on Indigenous Tourism</b>	<b>Receive</b>
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<b>346-347</b>	<b>Northern Health – News Release – Building on Primary and Community Care Space in Fort St. James</b>	<b>Receive</b>
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<b>348-351</b>	<b>Northern Health: Spring Dust Season and Air Quality Consideration Municipal Dust Letter</b>	<b>Receive</b>
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<b>352438</b>	<b>Union of B.C. Municipalities</b> <ul style="list-style-type: none"> <li>• UBCM Executive Meeting Highlights</li> <li>• Funding &amp; Resources Update               <ul style="list-style-type: none"> <li>○ March 7, 2018</li> <li>○ April 4, 2018</li> </ul> </li> <li>• Spill Management Intentions Paper</li> <li>• eTicketing Pilot Project Underway</li> <li>• National Abandoned Boats Inventory</li> <li>• Strategic Priorities Fund Approvals</li> <li>• Digging into Impacts of MSP Payroll Tax</li> <li>• ALR and ALC Input Encouraged</li> <li>• Campaign Financing Guides for Electoral Organizations</li> <li>• New Auxiliary Program Tiers Finalized</li> <li>• Environmental Assessment Revitalization</li> <li>• Provincial Responses to UBCM Resolutions</li> <li>• Resolutions Requesting UBCM Action</li> <li>• RCMP Contract Committee Seeks Input</li> <li>• Regional Hospital District Cost Sharing Review</li> <li>• Consultation: Cyanobacterial Toxins in Water</li> <li>• B.C. Community Road Safety Toolkit</li> <li>• Physical Activity Survey</li> <li>• Community Energy Management Course</li> <li>• UBCM Principles for Cannabis Taxation</li> <li>• Speculation Tax Update</li> <li>• Submission on ALR/ALC Revitalization</li> </ul>	<b>Receive</b>
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**PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION**

	<b>Union of B.C. Municipalities (CONT'D)</b>	<b>Receive</b>
	<ul style="list-style-type: none"> <li>• National Housing Strategy Consultation</li> <li>• UBCM Submission to Ferries Review</li> <li>• Federal Gas Tax Fund In British Columbia <ul style="list-style-type: none"> <li>○ 2018 Outcomes Report</li> </ul> </li> <li>• Protections for Manufactured Home Owners</li> <li>• Infrastructure Costing Pilot Project</li> </ul>	

**INVITATIONS**

(All grey highlighted items may be received as a block)

439	BC Assessment – 2018 UBCM Convention - BC Assessment Meeting Invitation	Direction/Receive
440-442	Northwest Food Security Forum Invitation -Smithers, BC – May 17 & 18, 2018	Direction/Receive
443	BC Broadband Association – 14th Annual BC Broadband Conference – May 1-2, 2018 - Richmond, B.C.	Receive
444	British Columbia Utilities Commission – An Inquiry into the Regulation of Electric Vehicle Charging Service – Information on April 16, 2018 Community Input Sessions – Video Conference	Receive
445-446	Canadian Bioeconomy Conference & Exhibition - Pre-Conference Workshop on Sustainability and Local Community Energy Solutions	Receive
447-451	Cannabis Legalization – A Workshop for Local Governments – April 26, 2018 – Langley, B.C.	Receive
452-453	Geometallurgy Short Course at Resources for Future Generations (RFG) 2018 – Vancouver -June 16-17, 2018	Receive
454-457	5 <sup>th</sup> Annual Resource Breakfast Series -September 11-13, 2018, Whistler, BC	Receive
458-460	UNBC Cumulative Impacts Research Consortium - Community Workshop – April 26, 2018 - Vanderhoof, B.C.	Receive



**FINANCIAL**

- |                |   |               |
|----------------|---|---------------|
| <b>461-468</b> | <b>Operating Accounts<br/>- Accounts Paid March, 2018</b> | <b>Ratify</b> |
|----------------|---|---------------|

**ADMINISTRATION BYLAWS**

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

- |                |  |  |
|----------------|--|--|
| <b>469-470</b> | <b><u>No. 1829</u> – RDBN Financial Plan Amendment<br/><br/>(All/Directors/Two-Thirds)</b> | <b>1<sup>st</sup>, 2<sup>nd</sup>, &amp; 3<sup>rd</sup><br/>Reading &amp;<br/>Adoption</b> |
|----------------|--|--|

**READING FILE**

**SUPPLEMENTARY AGENDA**

**NEW BUSINESS**

**IN-CAMERA MOTION**

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 90 (1)(c) and 90 (2)(b), labour relations or other employee relations and matters pertaining to the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Northwest BC Resource Benefits Alliance) must be closed to the public therefore exercise their option of excluding the public for this meeting.

**ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 5****Thursday, March 15, 2018**

**PRESENT:** Vice Chair Gerry Thiessen

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Thomas Liversidge  
Rob MacDougall  
Mark Parker  
Jerry Petersen

Directors Chris Beach, Village of Burns Lake  
Absent Bill Miller, Electoral Area "B" (Burns Lake Rural)  
Rob Newell, Electoral Area "G" (Houston Rural)  
Darcy Repen, Village of Telkwa

Alternate Doug Bysouth, Electoral Area "B" (Burns Lake Rural)  
Directors Brad Layton, Village of Telkwa

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Debbie Evans, Agriculture Coordinator - arrived at 10:39 a.m.  
John Illes, Chief Financial Officer  
Lindsay Larsen, Regional Economic Development Assistant - left at 10:55 a.m.  
Jason Llewellyn, Director of Planning  
Corrine Swenson, Manager of Regional Economic Development - arrived at 10:32 a.m., left at 11:15 a.m.  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

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

**AGENDA &  
SUPPLEMENTARY AGENDA**Moved by Director Greenaway  
Seconded by Director Liversidge**2018-5-1**

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of March 15, 2018 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  
-February 22, 2018**Moved by Director Petersen  
Seconded by Director MacDougall**2018-5-2**

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of February 22, 2018 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Committee**  
**Meeting Minutes**

Moved by Director Bachrach  
 Seconded by Director Lindstrom

**2018-5-3**

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

- Regional Transit Committee Meeting Minutes
  - February 22, 2018 (Unapproved);
- Regional Transit Committee Meeting Minutes
  - October 12, 2017;
- Waste Management Committee Meeting Minutes
  - February 22, 2018 (Unapproved);
- Waste Management Committee Meeting Minutes
  - December 14, 2017."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADMINISTRATION REPORTS**

**Northwest Resource Benefit**  
**Alliance – Stakeholder**  
**Discussions**

Moved by Alternate Director Layton  
 Seconded by Director Fisher

**2018-5-4**

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Administrative Officer's March 5, 2018 memo titled "Northwest Resource Benefit Alliance – Stakeholder Discussions;" and further, that Directors provide updates to Ms. de Weerd in regard to discussions and responses they have with key stakeholders."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Melany de Weerd, CAO mentioned that the designated RBA Political Committee has been meeting via teleconference weekly and one of the priorities identified is key stakeholder engagement. The RBA Political group is reaching out to all its members requesting assistance in gathering key stakeholder stories identifying issues and what is needed to grow stronger communities and assist organizations to thrive. The shared information will be provided to the Province as the RBA moves forward. An RBA All Members teleconference meeting will take place on March 23, 2018.

**Vehicle Insurance for Directors**  
**Use of their Personal Vehicles**

Moved by Director Benedict  
 Seconded by Director Liversidge

**2018-5-5**

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's March 5, 2018 memo titled "Vehicle Insurance for Directors use of their Personal Vehicles."
2. "That the Regional District of Bulkley-Nechako Board of Directors direct staff to inform newly elected Directors of their responsibility to insure their vehicle as appropriate; and further,
3. That the Regional District of Bulkley-Nechako Board of Directors direct staff to include Vehicle Insurance for Directors Use of their Personal Vehicles during a future remuneration review."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**



**ADMINISTRATION REPORTS (CONT'D)**

Discussion took place regarding the potential additional cost to Directors to insure their vehicle for business use and notification to future Directors. Staff are reviewing Canada Revenue Agency (CRA) changes to Directors' remuneration, including further information in regard to the RDBN Remuneration Bylaw review process and will provide a report to the Regional Board in April, 2018. Discussion took place in regard to forming a Remuneration Review Committee.

Committee Meeting  
Recommendations  
- February 22, 2018

Moved by Director Benedict  
Seconded by Director Greenaway

2018-5-6

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 4 as written:

**Waste Management Committee Meeting – February 22, 2018**

**Recommendation 1:**

**Re: Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC**

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize staff to further investigate and negotiate a contract with Recycle BC to host a small scale Recycling Depot at the Vanderhoof Transfer Station; and
2. That the Regional District of Bulkley-Nechako Board of Directors direct staff to provide a follow-up report including the cost of a small scale Recycling Depot at the Vanderhoof Transfer Station."

**Recommendation 2:**

**Re: RDBN Solid Waste Management Plan Advisory Committee Recommendation – Amendment**

"That the Regional District of Bulkley-Nechako Board of Directors approve the amended appointments to the Solid Waste Management Planning Advisory Committee Membership in the staff memo dated February 13, 2018."

**Recommendation 3:**

**Re: Northern Voice – Northern Waste Diversion Position Paper – Feb 2018**

"That the Regional District of Bulkley-Nechako Board of Directors direct Mark Fisher, Chair RDBN Waste Management Committee to continue to collaborate and facilitate with neighboring Regional Districts to develop a northern approach for solid waste issues in the region."

**ADMINISTRATION REPORTS (CONT'D)**

**Regional Transit Committee Meeting – February 22, 2018**

**Recommendation 4:**

**Re: 2018 Regional Transit Committee Meeting Schedule**

"That the Regional District of Bulkley-Nechako Board of Directors approve the 2018 Regional Transit Committee Meeting Schedule."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Invest in BC Advertising Opportunity**

Moved by Director Parker  
Seconded by Director MacDougall

2018-5-7

"That the Regional District of Bulkley-Nechako Board of Directors support placing a half page advertisement in the 2018 Invest in BC publication at a cost of \$1,750."

Opposed: Director Bachrach

CARRIED

(All/Directors/Majority)

**Trans Canada Yellowhead Highway Association 2018 Invoice**

Moved by Director Bachrach  
Seconded by Director Brien

2018-5-8

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to cancel the RDBN's Trans Canada Yellowhead Highway Association membership for 2018."

(All/Directors/Majority)

DEFEATED

Concerns were brought forward in regard to the effectiveness of the Trans Canada Yellowhead Highway Association (TCYHA) to the region. Director Bachrach raised concerns regarding consultation in regard to the TCYHA passing a resolution to advocate for the twinning of Highway 16 from Hinton, AB to Prince Rupert, BC. Director Petersen noted that the TCYHA has been in place for a number of years and is a lobbying body for Highway 16 in its entirety. Discussion took place in regard to the lack of engagement by the TCYHA and having a representative attend a future Regional Board meeting to discuss the TCYHA mandate and initiatives.

The ability for the Regional Board to communicate issues and concerns in regard to roadways within the region directly with the Ministry of Transportation and Infrastructure was discussed. Discussion took place regarding the importance and value of the Highway 16 transportation corridor to the region.

**ADMINISTRATION REPORTS (CONT'D)**

Trans Canada Yellowhead  
Highway Association 2018  
Invoice

Moved by Director Benedict  
Seconded by Director Brien

2018-5-9

"That the Regional District of Bulkley-Nechako Board of Directors Direct staff to renew the Trans Canada Yellowhead Highway Association membership at a cost of \$2,728.66 for 2018; and further, that the Regional District of Bulkley-Nechako request that the Trans Canada Yellowhead Highway Association be in attendance at the Union of B.C. Municipalities and/or North Central Local Government Association Conventions to provide better accessibility to the organization."

Opposed: Alt. Director Layton CARRIED  
Director Liversidge

(All/Directors/Majority)

Director Petersen mentioned that the TCYHA Annual General Meeting will be held April 6, 2018 in Edmonton, AB. He has requested to attend the AGM via teleconference. Director Fisher indicated he would like to be apprised of the decision to teleconference the TCYHA AGM.

Bulkley Valley Regional Pool  
Advisory Committee

Moved by Director Fisher  
Seconded by Director Brien

2018-5-10

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's March 5, 2018 memo titled "Bulkley Valley Regional Pool Advisory Committee" and further,

2. That the Regional District of Bulkley-Nechako Board of Directors consider giving Bylaw 1828 three readings further in the agenda."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Administration Reports

Moved by Director Brien  
Seconded by Director MacDougall

2018-5-11

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

- Proposal Writer's March 5, 2018 memo titled "Seniors Housing;"
- Rob Newell, Director, Electoral Area "G"
- 2018 Minerals Roundup
- 2018 UBCM Electoral Area Directors
- BC Natural Resources Forum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors)**

**Memo**

Oil and Gas Commission and  
TransCanada Meeting

Moved by Director Brien  
Seconded by Director Lindstrom

2018-5-12

"That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Planning's March 3, 2018 memo titled "Oil and Gas Commission and TransCanada Meetings."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (All Directors)**

**MEMOS**

Coastal GasLink Tchesinkut  
Lake Work Camp Preliminary  
Review

Moved by Director Benedict  
Seconded by Alternate Director Layton

2018-5-13

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with undertaking a preliminary review of the proposed Tchesinkut Lake work camp as outlined in the March 5, 2018 staff report on the Tchesinkut Lake Work Camp."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Bylaw For Third Reading and Adoption**

OCP Amendment & Rezoning  
File No. F-01-17 Bylaws No.  
1825 & 1826 Terry and  
Marianne Arndt – Electoral  
Area "F"

Moved by Director Petersen  
Seconded by Director MacDougall

2018-5-14

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1825 & 1826, 2018".
2. "That "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1825, 2018" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1826, 2018" be given third reading and adoption this 15<sup>th</sup> day of March, 2018."

(All/Directors/Two-Thirds)

CARRIED UNANIMOUSLY



## RURAL FIRE PROTECTION

### Memos

#### Village of Burns Lake ESS Strategy

Moved by Director Benedict  
Seconded by Alternate Director Bysouth

201-5-15

1. "That the Regional District of Bulkley-Nechako Board of Directors direct staff to continue with discussions with the Village of Burns Lake regarding an agreement where the RDBN provides the Village of Burns Lake with an ESS Director and the Village of Burns Lake provides the RDBN EOC with a BC Wildfire Service (BCWS) liaison officer;" and further,
2. "That the discussions include the assistance of Village of Burns Lake staff in establishing acceptable communications protocols and procedures with the BCWS regarding active wildfires that have the potential to impact residents; and further,
3. That staff report back to the RDBN Board of Directors with a draft agreement for further consideration following discussions with the Village of Burns Lake."

Opposed: Director Greenaway CARRIED  
Director Liversidge

(All/Directors/Majority)

#### 2017 Provincial Flood & Fire Review

Moved by Alternate Director Bysouth  
Seconded by Director Bachrach

2018-5-16

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to send the letter attached to the March 6, 2018 staff report regrading BC Flood and Wildfire Review to the Provincial Flood and Wildfire Review Committee."

(All/Directors/Majority) CARRIED UNANIMOUSLY

#### Rio Tinto's Nechako Reservoir Dam Emergency Plan

Moved by Director Parker  
Seconded by Director Bachrach

2018-5-17

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to send the letter attached to the March 5, 2018 staff report regrading the Nechako Reservoir Dam Emergency Plan to Rio Tinto Alcan as amended to include: Fraser Lake in the communities that would be severely impacted if there was a dam breach."

(All/Directors/Majority) CARRIED UNANIMOUSLY

### OTHER (All Directors)

#### Planning Department Reports

Moved by Director Bachrach  
Seconded by Director MacDougall

2018-5-18

"That the Regional District of Bulkley-Nechako Board of Directors receive the Planning Department Reports:  
-Building Inspector's Report –February, 2018  
-Planning Department Enquiries Report – February, 2018  
-Action List – February & March, 2018."

(All/Directors/Majority) CARRIED UNANIMOUSLY

## **CORRESPONDENCE**

Rio Tinto, Aluminium  
Production Group RE:  
Invitation to Participate in Rio  
Tinto's Water Management  
Initiative

Moved by Director Bachrach  
Seconded by Director Benedict

2018-5-19

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Rio Tinto, Aluminium Production Group re: Invitation to Participate in Rio Tinto's Water Management Initiative."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **VERBAL REPORTS**

Grant Funding for the  
Village of Granisle

Director Liversidge mentioned that the Village of Granisle received a grant for just over \$5 million for the construction of the Granisle Water Treatment Plant. The Village of Granisle also received grant funding for seniors accessibility to install an elevator in its curling rink. Director Liversidge also noted that the Village of Granisle is applying for funding to install an elevator in the new Community Hall which has been built inside the arena.

Logging Truck Fatality in  
Fort St. James

Director Greenaway raised concerns in regard to two separate logging truck accidents in Fort St. James and safety in the logging industry.

RCMP Musical Ride Coming  
to Burns Lake – Summer, 2018

Director Benedict announced that the Lakes District Fall Fair Association is hosting the RCMP Musical Ride at the Eagle Creek Fall Fair grounds this summer. She noted plans are for two showings and it will be a great community event.

Village of Fraser Lake Grant  
Funding

Director Lindstrom reported that the Village of Fraser Lake received grant funding to extend its water system.

ALR & ALC Revitalization  
-Stakeholder Meeting – Prince  
George-March 14, 2018

Director Parker, along with Jason Llewellyn, Director of Planning attended the Minister of Agriculture's Advisory Committee Regional Stakeholder Meeting regarding the Agricultural Land Reserve and Agricultural Land Commission Revitalization on March 14, 2018 in Prince George, B.C. He noted that it was a good meeting and it was worth attending. A report will be brought forward at a future meeting.

Staff Thank You

Alternate Director Bysouth thanked staff on behalf of Chair Miller for the 2017 Provincial Flood and Fire Review staff report.

Burn Smart Workshops

Alternate Director Bysouth mentioned that there are a series of Burn Smart Workshops being provided throughout the region. They will be in Burns Lake March 21<sup>st</sup>, Houston March 22<sup>nd</sup>, Telkwa March 23<sup>rd</sup> and Smithers March 24<sup>th</sup>. Alternate Director Bysouth noted that they are very good workshops to attend.

Smithers District Chamber of  
Commerce – Music Initiative

Director Fisher commented that the Smithers District Chamber of Commerce is working on a musical strategy for the area and investigating the economic impacts of music. They are wanting to provide information regarding music available in the community.

**VERBAL REPORTS (CONT'D)**

**Passive House Workshop**

Director Fisher mentioned that he provided grant in aid funding for a Passive House Workshop in Smithers. The workshop will take place April 12-13, 2018.

**Food Security Workshop**

Director Fisher noted he has also provided grant in aid funding for a Food Security Workshop in Smithers and the dates chosen for the workshop are May 17-18, 2018.

**Houston Hosting Tier 4 Midget Hockey Provincials**

Director Brienien invited the Regional Board to attend the Tier 4 Midget Hockey Provincials hosted by Houston on March 18-21, 2018. A team from Vanderhoof, with players from Burns Lake, Fraser Lake and Fort St. James will be participating along with the Houston Team which includes players from Burns Lake.

**Seniors Housing Meeting in Vanderhoof**

Director Petersen remarked that he recently attended a meeting in Vanderhoof regarding seniors housing with Northern Health and BC Housing. He noted that discussions regarding funding for seniors housing has been challenging. Vice Chair Thiessen mentioned that there is a meeting later today with Cathy Ulrich, President and CEO, Northern Health. If the seniors housing pilot project being proposed for Vanderhoof is successful in moving forward plans are to implement similar housing in Kitimat and Smithers.

**Smithers Tourism Marketing**

Director Bachrach mentioned that Smithers has had the opportunity this winter to host a number of journalists in regard to tourism marketing with Destination BC and Northern BC Tourism.

Director Bachrach spoke of Arc'Teryx, an outdoor supply company, using Smithers as its photoshoot background for its upcoming catalogue. Their global advertising and catalogue will feature the Bulkley Valley and Smithers. They also completed a virtual reality video of the Burnie Glacier Chalet in the Howson Range north of Smithers that will allow visitors to their stores to wear virtual reality glasses and have a virtual reality tour of the Burnie Glacier Chalet and its surrounding vistas.

Director Bachrach commented that, this evening, a celebration is taking place in Smithers for all the local community members who play a role in hosting all the visiting members to the community and supporting the tourism industry.

**Village of Telkwa Received Grant Funding For Water Tower**

Alternate Director Layton mentioned that the Village of Telkwa received federal grant funding for its water tower project. The municipality had been applying for grants for 31 years and will continue to pursue grant funding for further works to the water infrastructure in the community.

**Meeting with the Honourable Doug Donaldson on April 4, 2018 at the COFI Convention**

Vice Chair Thiessen noted that a meeting has been scheduled with the Honourable Doug Donaldson on April 4, 2018 while at the COFI Convention in Prince George. Director Lindstrom and Alternate Director Layton expressed interest in attending the meeting.

**VERBAL REPORTS (CONT'D)**

Receipt of Verbal  
Reports

Moved by Director Brien  
Seconded by Director Petersen

2018-5-20

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE**

Ministry of Forests, Lands,  
Natural Resource Operations  
and Rural Development  
-Name Change – Witch Lake to  
"Onjo Lake"

Moved by Director Greenaway  
Seconded by Director MacDougall

2018-5-21

"That the Regional District of Bulkley-Nechako Board of Directors support the Nak'azdli Whut'en request to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to change the name of Witch Lake to "Onjo Lake".

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Sean Sharpe Environmental  
Consulting Ltd. –Opportunity to  
Comment on Proposed  
Government Action Regulation  
and Management Regulation Orders

Moved by Alternate Director Layton  
Seconded by Director Bachrach

2018-5-22

"That the Regional District of Bulkley-Nechako Board of Directors invite Sean Sharpe, R.P.Bio., Ms.Sc., Sean Sharpe Environmental Consulting Ltd. to a future RDBN Forestry Committee meeting to discuss the proposed Mountain Goat Ungulate Winter Range (UWR) orders."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration  
Correspondence

Moved by Director Bachrach  
Seconded by Director Brien

2018-5-23

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

- Village of Burns Lake NCLGA Resolutions- Request for Support;
- North Central Local Government Association - NCLGA February Board Report;
- Bulkley Valley Christian School – Thank You for Grant in Aid;
- Town of Oliver – Alberta-British Columbia Trade War;
- Village of Chase – Prevention of Quagga and Zebra Mussels;
- City of Enderby – Revenue from Cannabis Sales - Equitable Share Between Province and Local Government;
- District of North Saanich – Marihuana Addiction Treatment, Prevention and Education;
- Village of Port Alice – Revenue from Cannabis Sales – Equitable Share Between Province and Local Government;
- District of Sicamous – Cannabis Sales Revenue Sharing;



**ADMINISTRATION CORRESPONDENCE (CONT'D)**

- The Corporation of the Township of Spallumcheen – 2018 Resolution – Asset Management;
- Cathy Peters – Child Sex Trafficking in BC Municipalities and How to Stop It;
- Association for Mineral Exploration – AME Responds to Federal Budget;
- Federation of Canadian Municipalities Voice February 16;
- Union of B.C. Municipalities
  - Focus on Affordability in Throne Speech
  - Changes Proposed for Major Projects Reviews
  - Changes Proposed to Fisheries Act
  - Local Elections Campaign Financing Guide
  - Best Practices for Resolutions
  - Update on National Contract Management Committee
  - Budget 2018
  - Scope Expanded for C2C Program
  - CivX 2018: Smart Communities, Smart Region
  - Advocacy Days at the Legislature
  - Federal Budget 2018
  - Homes for BC
  - Flood and Wildfire Review Engagement;

**INVITATIONS**

- Municipal Issues in the Legalization of Cannabis - Vancouver, B.C. – April 17-18, 2018;
- BC Community Forest Ltd.- Annual General Meeting – May 24-26, 2018- Burns Lake, B.C.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Village of Burns Lake's  
Request for Support - 2018  
NCLGA Resolution  
-Underfunding of Public Libraries

Moved by Director Benedict  
Seconded by Alternate Director Layton

2018-5-24

“That the Regional District of Bulkley-Nechako Board of Directors support the Village of Burns Lake's 2018 NCLGA Resolution in regard to Underfunding of Public Libraries.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**FINANCIAL**

Operating Accounts  
-February, 2018

Moved by Director Parker  
Seconded by Director Petersen

2018-5-25

“That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid February, 2018.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **ADMINISTRATION BYLAW**

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

No. 1828 – Bulkley Valley  
Regional Pool Advisory  
Committee Amendment Bylaw

Moved by Director Bachrach  
Seconded by Director Brien

2018-5-26

"That "Bulkley Valley Regional Pool Advisory Committee Amendment Bylaw No. 1828, 2018" be given first, second, third reading and adoption this 15<sup>th</sup> day of March, 2018."

(All/Directors/Two-thirds)

CARRIED UNANIMOUSLY

### **Bylaw for Adoption**

No. 1817 – Goetjen Road  
Street Lighting Local Service  
Establishment Repeal Bylaw

Moved by Director Greenaway  
Seconded by Director Bachrach

2018-5-27

"That "Goetjen Road Street Lighting Local Service Establishment Repeal Bylaw No. 1817, 2018" be adopted this 15<sup>th</sup> day of March, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **READING FILE**

Reading File

Moved by Director Bachrach  
Seconded by Director Layton

2018-5-28

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

### **INVITATION:**

-Canadian BioEconomy Conference & Exhibition – June 6-8, 2018 –Prince George, BC;

### **CORRESPONDENCE:**

- Association for Mineral Exploration – BC Exploration Sees Resurgence after Years of Stagnation;
- Association for Mineral Exploration – New Board, BC Budget Response, Roundup 2018;
- BC Community Forest Association – February 2018 Newsletter;
- BC Healthy Communities Society – STEVE, here's your March BCHC eNews;
- BC Natural Resources Forum – 2019 Speaker Announcement / Keynote Presentation Videos;
- Canada Research Connections – Upcoming Biodiversity Conversation, Drivers and Barriers;
- CANFO Corporation:
  - March 5, 2018 - Announces Renewal of Normal Course Issuer Bid
  - February 22, 2018 – Canfor Announces Construction of New State of the Art Greenfield Sawmill in Washington, Georgia
  - February 22, 2018 – Update to Greenfield Sawmill Announcement
  - February 22, 2018 – Canfor Reports Results for Fourth Quarter of 2017;

**READING FILE (CONT'D)**

**CORRESPONDENCE (CONT'D):**

- City of Prince George Economic Development – Economic Update – January 2018;
- Clean Energy Review:
  - March 5, 2018 – It's the Biggest Ever!
  - February 26, 2018 – The Honeymoon is Over
  - February 19, 2018 – 2017 Canadian EV Sales Revealed;
- Federation of Canadian Municipalities – Connect Update
  - March 2, 2018 Find Opportunities in Your Data: Sign Up For Our New Webinar;
- Federation of Canadian Municipalities – The Voice –
  - March 2, 2018 – Federal Budget 2018, International Women's Day , First Nations Local Government Collaboration
  - February 23, 2018 – Federal Cost Share Boost is a Win for Small Communities;
- Northern Development Initiative Trust – 2018 Grant Writing Support Funding;
- Resource Works – Newsletter – Tankers, Spills; Facts or Fears?
- Resource Works – Rally in Vancouver: Time to Get Things Built;
- Rio Tinto Alcan - Nechako Reservoir Flow Facts:
  - February 24 to March 2, 2018
  - February 17 to February 23, 2018
  - February 10 to February 16, 2018;
- Rio Tinto Alcan – Nechako Reservoir 2017 Review – January 2018;
- Smithers Exploration Group – SEG Rocks and Rambling March 2, 2018;
- Wilderness Committee – Kinder Morgan Pipeline Must Be Stopped;
- Union of British Columbia Municipalities – Minutes 114<sup>th</sup> Convention in Vancouver – September 25-29, 2018."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

**REPORTS**

**RDBN Northern Development  
Application – Strategic  
Initiatives Fund**

Moved by Director MacDougall  
Seconded by Alternate Director Layton

**2018-5-29**

1. "That the Regional District of Bulkley-Nechako Board of Directors support the Regional District of Bulkley-Nechako's *Regional Strategies for Economic Sustainability* application to Northern Development Initiative Trust's – Strategic Initiatives Fund, and;
2. That the Regional District of Bulkley-Nechako Board of Directors agree to enter into a contract with Northern Development, should the funding be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS (CONT'D)**

**Committee Meeting**  
**Recommendations**  
**- March 5, 2018**

Moved by Director Fisher  
Seconded by Director Parker

**2018-5-30**

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 11 as written:

**Committee of the Whole Meeting – March 8, 2018**

**Recommendation 1:**

**Re: Business Façade Program**

"That the Regional District of Bulkley-Nechako Board of Directors approve the Business Façade Improvement Program Guidelines."

**Recommendation 2:**

**Re: Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC – Follow-up Report**

1. "That the Regional District of Bulkley-Nechako Board of Directors direct staff to enter into a recycling depot contract with Recycle BC for the depot service at the Vanderhoof Transfer Station."
2. "That the Regional District of Bulkley-Nechako Board of Directors approve operational and staffing changes to provide a small scale recycling depot that provides full operational coverage in accordance to the requirements of the Recycle BC contract."

**Recommendation 3:**

**Re: Northern Healthy Communities Forum 2018 – May 7, 2018 – Fort Nelson, B.C.**

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to Northern Health requesting that the time be changed from a 9:00 a.m. start time to a later time in the day for its Northern Healthy Communities Forum 2018 meeting May 7, 2018 in Fort Nelson, B.C. during the North Central Local Government Association Convention to accommodate NCLGA members confirmed flight arrival times."



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**REPORTS (CONT'D)**

**Committee of the Whole Meeting – March 8, 2018 (CONT'D)**

**Recommendation 4:**

**Re: Smithers/Telkwa Transfer Station Recycling Contract Negotiations with Recycle BC – Follow Up Report**

1. "That the Regional District of Bulkley-Nechako Board of Directors direct staff to enter into a recycling depot contract with Recycle BC for the depot service at the Smithers/Telkwa Transfer Station.
2. That the RDBN Board of Directors approve operational and staffing changes to provide a small scale recycling depot that provides full operational coverage in accordance to the requirements of the Recycle BC contract.
3. That the RDBN Board of Directors direct staff to write a press release, once details are finalized, in regard to small scale recycling at the Smithers/Telkwa Area Transfer Station and Vanderhoof Transfer Station."

**Recommendation 5:**

**Re: Federal Gas Tax Funds – Electoral Area "A" (Smithers Rural) Smithers/Telkwa Transfer Station**

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$30,000 (plus recoverable GST) of Electoral Area "F" Federal Gas Tax allocation monies and up to \$30,000 (plus recoverable GST) of Electoral Area "A" Federal Gas Tax allocation monies for the purchase and set up of two recycle depots to be located one each at the Vanderhoof Transfer Station and the Smithers/Telkwa Transfer Station, and further,

(All/Directors/Majority)

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$60,000 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority)

**Rural Directors Committee – March 8, 2018**

**Recommendation 6:**

**Re: Permaculture Farm Festival Club- Request for Grant in Aid – Electoral Area "A" (Smithers Rural)**

"That the Permaculture Farm Festival Club be given \$1,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the Northwest Food Security Partnership."

**Recommendation 7:**

**Re: Town of Smithers - Request for Grant in Aid – Electoral Area "A" (Smithers Rural)**

"That the Town of Smithers be given \$2,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with a Smithers and District Transit Marketing Initiative."

**REPORTS (CONT'D)**

**Rural Directors Committee – March 8, 2018 (CONT'D)**

**Recommendation 8:**

**Re: Lakes District Fair Association - Request for Grant in Aid – Electoral Area “B” (Burns Lake Rural)**

“That the Lakes District Fair Association be given \$5,000 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for the parking lot expansion project.

**Recommendation 9:**

**Re: Fort St. James Public Library - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)**

“That the Fort St. James Public Library be given \$2,700 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for staff training in Interlibrary Loan Code and Outlook Online.”

**Recommendation 10:**

**Re: Fort St. James Secondary School Ski and Snowboard Team - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)**

“That the Fort St. James Secondary School Ski and Snowboard Team be given \$1,500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with Provincial Championships in Sun Peaks, B.C.”

**Recommendation 11:**

**Re: Fraser Lake Elementary Secondary School Senior Boys Basketball Team - Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

“That the Fraser Lake Elementary Secondary School Senior Boys Basketball Team be given \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Senior Boys’ Provincial Basketball Tournament in Langley, B.C.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Trans Canada Yellowhead  
Highway Association  
-Resolution**

Moved by Director Petersen  
Seconded by Director Greenaway

**2018-5-31**

“That the Regional District of Bulkley-Nechako Board of Directors submit the resolution titled “Safety Infrastructure Funding” to the Trans Canada Yellowhead Highway Association for consideration.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS (CONT'D)**

**Executive Committee Meeting**  
**Recommendation**  
**-March 8, 2018**

Moved by Director Fisher  
Seconded by Director Greenaway

2018-5-32

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

**Executive Committee Meeting – March 8, 2018**

**Recommendation 1:**

"That the Regional District of Bulkley-Nechako Board of Directors rescind the Regional District of Bulkley-Nechako Wages and Paydays Policy, and

That the Paydays Policy be converted to an operational procedure under the direction of the Chief Administrative Officer."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Houston Mountain Biking**  
**Association – Request for Grant**  
**In Aid – Electoral Area "G"**

Moved by Director Bachrach  
Seconded by Director Brien

2018-5-33

"That the Regional District of Bulkley-Nechako Board of Directors rescind motion 2018-3-20 – "That the Houston Mountain Bike Association be given \$1,000 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with signage for the promotion of its trail system; and further,

"That the Houston Mountain Bike Association be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with signage for the promotion of its trail system."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**UBCM 2018 Invoice**

Moved by Director Fisher  
Seconded by Director Brien

2018-5-34

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's March 14, 2018 memo titled "UBCM 2018 Invoice;" and further,

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to renew the UBCM membership at a cost of \$11,572.72 for 2018."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **ELECTORAL AREA PLANNING**

### **Public Hearing Minutes**

OCP Amendment & Rezoning  
File No. F-01-17  
Bylaws No. 1825 & 1826  
Terry and Marianne Arndt  
Electoral Area "F"

Moved by Director Petersen  
Seconded by Director Brien

2018-5-35

"That the Regional District of Bulkley-Nechako Board of Directors receive the Public Hearing Minutes for OCP Amendment & Rezoning File No. F-01-17 Bylaws No. 1825 & 1826 Terry and Marianne Arndt Electoral Area "F".

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **CORRESPONDENCE & Invitation**

Correspondence & Invitation

Moved by Alternate Director Layton  
Seconded by Director Brien

2018-5-36

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

-British Columbia News – B.C. Government Announces More Funding for Expanded High-Speed Internet

#### **INVITATION**

-BC Community Forest Association- 2018 Conference and AGM – May 24-26, 2018- Burns Lake, B.C."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **BYLAW**

### **BYLAW FOR ADOPTION**

No. 1818 – Smithers/Houston  
Telkwa Television  
Rebroadcasting Local Service  
Establishment

Moved by Director Fisher  
Seconded by Alternate Director Layton

2018-5-37

"That "Smithers/Houston Telkwa Television Rebroadcasting Local Service Establishment Bylaw No. 1818, 2018" be adopted this 15<sup>th</sup> day of March, 2018."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**



**SPECIAL IN-CAMERA  
MEETING MOTION**

Moved by Director Bachrach  
Seconded by Director Brien

2018-5-38

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 90 (1)(c) and 90 (2)(b), labour relations or other employee relations and matters pertaining to the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Northwest BC Resource Benefits Alliance) must be closed to the public therefore exercise their option of excluding the public for this meeting.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Benedict  
Seconded by Director Greenaway

2018-5-39

"That the meeting be adjourned at 12:00 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Gerry Thiessen, Vice Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****SPECIAL MEETING NO. 6****Thursday, April 5, 2018**

<b>PRESENT:</b>	Acting Chair	Mark Parker
	Directors	Shane Brien Mark Fisher Tom Greenaway Rob MacDougall Rob Newell Jerry Petersen Darcy Repen
	Directors Absent	Taylor Bachrach, Town of Smithers Chris Beach, Village of Burns Lake Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural) Dwayne Lindstrom, Village of Fraser Lake Thomas Liversidge, Village of Granisle Bill Miller, Electoral Area "B" (Burns Lake Rural) Gerry Thiessen, District of Vanderhoof
	Alternate Directors	Gladys Atrill, Town of Smithers Linda McGuire, Village of Granisle Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural) – arrived at 10:40 a.m.
	Staff	Cheryl Anderson, Manager of Administrative Services John Illes, Chief Financial Officer Haley Jeffrey, Emergency Services Manager Rory McKenzie, Director of Environmental Services Corrine Swenson, Manager of Regional Economic Development – arrived at 10:34 a.m. Wendy Wainwright, Executive Assistant
	Others	Chris Mushumanski, BC Search and Rescue Association Andy Muma, BC Search and Rescue Association
	Media	David Koch, Lakes District News

**CALL TO ORDER**

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

**MOTION TO HOLD SPECIAL  
BOARD MEETING**Moved by Alternate Director McGuire  
Seconded by Director Petersen2018-6-1"In accordance with Section 220 of the *Local Government Act*,  
the Regional District of Bulkley-Nechako Board of Directors calls  
a Special Board Meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**AGENDA**

Moved by Director Brien  
Seconded by Director MacDougall

2018-6-2

"That the agenda of the Regional District of Bulkley-Nechako Special Board meeting of April 5, 2018 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORT**

Authorization to Proceed with  
Purchase of Capital Equipment  
-Two Trucks for Western Waste  
Hauling

Moved by Director Greenaway  
Seconded by Director Brien

2018-6-3

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' March 26, 2018 memo titled "Authorization to Proceed with Purchase of Capital Equipment – Two Trucks for Western Waste Hauling."  
2. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to purchase the two trucks for western waste hauling for a total cost not to exceed \$330,000."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Trans Canada Yellowhead  
Highway Association Voting  
Representatives

Moved by Director Petersen  
Seconded by Director Fisher

2018-6-4

"That the Regional District of Bulkley-Nechako Board of Directors appoint Director Repen and Alternate Director Atrill to be voting representatives for the Trans Canada Yellowhead Highway Association along with appointees Directors Petersen and Benedict."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Petersen mentioned that the Trans Canada Yellowhead Highway Association has agreed to allow attendance via teleconference to its Annual General Meeting April 6, 2018 at 12:00 p.m. Staff will provide the teleconference information to the Regional Board.

CN Railway – Issues

Director Repen referenced the meeting he attended with Nathan Cullen, MP Skeena-Bulkley Valley in regard to CN Railway safety issues and the need to reach out to other regional districts and municipalities within B.C. for support with CN Railway issues. Director Repen provided the following draft resolution to bring forward to the Union of B.C. Municipalities 2018 Convention.

Whereas hazardous materials are shipped by rail through communities across B.C.,

And Whereas there is a significant risk to first responders and other local government agents in the event of a rail emergency,

**NEW BUSINESS (CONT'D)**

And Whereas the current system available to first responders and local government agents for identifying rail car contents may be inadequate during a derailment or rail emergency,

Therefore be it resolved that UBCM petition Transport Canada to enact legislation requiring that full manifests of all goods being carried on trains be made available to fire chiefs and local government agents at all times during the transport of those goods.

Resolution for the Union of  
B.C. Municipalities 2018  
Convention RE: Rail Safety  
Concerning the Transportation  
of Hazardous Waste

Moved by Director Repen  
Seconded by Alternate Director McGuire

2018-6-5

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to draft a resolution in regard to Rail Safety concerning the Transportation of Hazardous Waste to be submitted to the Union of B.C. Municipalities 2018 Convention."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Brien  
Seconded by Director Fisher

2018-6-6

"That the meeting be adjourned at 10:43 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Acting Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****SPECIAL MEETING NO. 4****Thursday, March 8, 2018**

**PRESENT:** Chair Bill Miller

Directors Chris Beach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Rob MacDougall  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

Directors Absent Taylor Bachrach, Town of Smithers  
Thomas Liversidge, Village of Granisle

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Janette Derksen, Deputy Director of Environmental Services – arrived at 10:52 a.m.  
Debbie Evans, Agriculture Coordinator – arrived at 10:57 a.m.  
John Illes, Chief Financial Officer  
Rory McKenzie, Director of Environmental Services – arrived at 10:52 a.m.  
Corrine Swenson, Manager of Regional Economic Development  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:34 a.m.

**MOTION TO HOLD SPECIAL BOARD MEETING**Moved by Director Repen  
Seconded by Director Beach2018-4-1"In accordance with Section 220 of the *Local Government Act*, the Regional District of Bulkley-Nechako Board of Directors calls a Special Board Meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****AGENDA & SUPPLEMENTARY AGENDA**Moved by Director Newell  
Seconded by Director Petersen2018-4-2

"That the agenda of the Regional District of Bulkley-Nechako Special Board meeting of March 8, 2018 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS**

**Federation of Canadian  
Municipalities 2018 – May 31-  
June 3, 2018, Halifax, NB**

Moved by Director MacDougall  
Seconded by Director Brien

**2018-4-3**

"That the Regional District of Bulkley-Nechako Board of Directors authorize Vice Chair Gerry Thiessen and Director Fisher to attend the Federation of Canadian Municipalities 2018 Convention May 31-June 3, 2018 in Halifax, NB."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place in regard to discussing waste management and the Regional Board's position regarding the topic of Cannabis legalization at FCM 2018. Staff will bring forward the items for discussion at a future RDBN Committee of the Whole meeting.

**Five Year Financial Plan**

Moved by Director Benedict  
Seconded by Director Beach

**2018-4-4**

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's February 27, 2018 memo titled "Five Year Financial Plan;" and further, that the Regional District of Bulkley-Nechako Board of Directors consider giving three readings and adoption to Bylaw 1827 further in the agenda."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Investment Services**

Moved by Director Greenaway  
Seconded by Director Benedict

**2018-4-5**

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's February 27, 2018 memo titled "Investment Services"; and further, that the Regional District of Bulkley-Nechako Board of Directors open an investment account with Canaccord Genuity."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Staff will also contact Bulkley Valley Credit Union and Integrus Credit Union in regard to investment services.

Director Petersen mentioned that in speaking with the RDBN Auditors they emphasized the RDBN Board of Directors' responsibility when investing funds.

**CORRESPONDENCE**

**Nechako Valley Search and  
Rescue**

Moved by Director Petersen  
Seconded by Director Newell

**2018-4-6**

"That the Regional District of Bulkley-Nechako Board of Directors write individual letters to both Nechako Kitamaat Development Fund and the Integrus Community Foundation in support of Nechako Valley Search and Rescue's grant application for a new three bay heated garage."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **INVITATION**

Rio Tinto, BC Works  
-Invitation to Participate  
in Water Engagement Initiative

Moved by Director Thiessen  
Seconded by Director Parker

2018-4-7

"That the Regional District of Bulkley-Nechako Board of Directors receive the invitation from Rio Tinto, BC Works – Invitation to Participate in Water Engagement Initiative."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Concerns were brought forward in regard to there being no tangible goals or outcomes in regard to Rio Tinto's invitation to participate in their water engagement initiative.

Discussion took place in regard to the Tahtsa Narrows and the potential to adjust water levels in the reservoir. Rio Tinto indicated calculations were performed by staff in their Montreal Office and determined that water levels should remain as is. Director Benedict brought forward concerns in regard to the impact to residents in Electoral Area "E" (Francois/Ootsa Lake Rural) if there is change to the water levels. She noted that the water levels increased when the upgrades were completed at the new smelter.

The sale of excess electricity by Rio Tinto was discussed along with the original intent of the energy utilized was for the production of aluminum not to sell excess electricity.

Letter to Rio Tinto Re:  
Invitation to Participate in  
Water Engagement Initiative

Moved by Director Repen  
Seconded by Director Thiessen

2018-4-8

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to work with Director Thiessen to draft a letter to Rio Tinto Aluminium Product Group Atlantic Operations – BC Works holding Rio Tinto accountable in terms of its invitation to participate in its water engagement initiative and amend its water use; and further, that Rio Tinto facilitate a water use plan for the Nechako River and Reservoir; and further, that the letter be provided to newspapers within the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **ADMINISTRATION BYLAW**

### **REPORT**

Correction in Budget 2018

Moved by Director Repen  
Seconded by Alternate Director McGuire

2018-4-9

"That the Regional District of Bulkley-Nechako Board of Directors replace Schedule A in the budget bylaw with the amended Schedule A."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

**No. 1827 – RDBN Financial  
Plan Bylaw**

Moved by Alternate Director McGuire  
Seconded by Beach

**2018-4-10**

"That "Regional District of Bulkley-Nechako Five Year Financial Plan Bylaw No. 1827, 2018" including the revised schedule A be given first, second, third reading, and adoption this 8<sup>th</sup> day of March, 2018."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Director Beach  
Seconded by Director Benedict

**2018-4-11**

"That the meeting be adjourned at 11:02 a.m.

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****AGRICULTURE COMMITTEE MEETING**  
**(Committee Of The Whole)****Thursday, March 8, 2018**

**PRESENT:**

Chair	Mark Parker
Directors	Chris Beach Eileen Benedict Shane Brien Mark Fisher Tom Greenaway Dwayne Lindstrom Rob MacDougall Bill Miller Rob Newell Jerry Petersen Darcy Repen Gerry Thiessen
Directors Absent	Taylor Bachrach, Town of Smithers Thomas Liversidge, Village of Granisle
Alternate Director	Linda McGuire, Village of Granisle
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services John Illes, Chief Financial Officer Debbie Evans, Agriculture Coordinator Jason Llewellyn, Director of Planning Corrine Swenson, Manager of Regional Economic Development Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Parker called the meeting to order at 11:51 a.m.

**AGENDA**Moved by Director Brien  
Seconded by Director Repen**AG.2018-2-1**

"That the Agriculture Committee Agenda of March 8, 2018 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Agriculture Committee**  
**Meeting Minutes**  
**-January 11, 2018**Moved by Director Petersen  
Seconded by Director McGuire**AG.2018-2-2**

"That the Minutes of the Agriculture Committee Meeting of January 11, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **REPORT**

### **ALR/ALC Revitalization Stakeholder Consultation**

Moved by Director Miller  
Seconded by Alternate Director McGuire

### **AG 2018-2-3**

"That the Agriculture Committee receive the preliminary comments to be provided to the Ministry of Agriculture's Advisory Committee outlined in the Planning Department staff report dated February 28, 2018."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding the Planning Department's staff report dated February 28, 2018. The Agriculture Committee indicated support for the comments to be provided to the Ministry of Agriculture's Advisory Committee and recommended that staff discuss the importance of Food Security to the region, the need to accommodate small-scale farmers, and the Regional Board's concerns regarding Foreign Ownership.

### **Beef Workshop Update**

Chair Parker commented that the Beef Workshop held in Burns Lake on March 2, 2018 went well with 30 people in attendance including staff. He noted that the quality of the speakers in attendance was exceptional. Kevin Boon, General Manager, BC Cattlemen's Association spoke about the processing plant proposed for Prince George and potential spinoffs from the plant. Andrew Petersen, P.Ag, CID, Regional Resource Specialist, Ministry of Agriculture spoke of small and large-scale irrigation and the *Water Sustainability Act*.

Debbie Evans, Agriculture Coordinator will provide a report to the Regional Board in regard to the Beef Workshop at a future RDBN meeting.

Director Thiessen recognized Chair Parker and Ms. Evans and expressed appreciation for being ambassadors for agriculture in the region.

## **NEW BUSINESS**

### **College of New Caledonia -Agriculture**

Director Thiessen spoke of the need to engage the College of New Caledonia in developing agricultural educational programs.

Director Thiessen attended the Agricultural Skills Training Needs Stakeholder Engagement session in Vanderhoof February 26, 2018 co-partnered by the College of New Caledonia. He mentioned the importance of having input from residents throughout the region. Ms. Evans reported that she attended the session in Burns Lake on February 19, 2018 and had a discussion with the facilitator. She will continue to follow-up.

Director Miller reported that in recent months he has received comments in regard to agriculture being a focus in the region. He mentioned the importance of developing educational programs to assist with the increased agricultural focus that is creating more enthusiasm for young farmers.

**ADJOURNMENT**

Moved by Director Fisher  
Seconded by Director Brien

AG.2018-2-4

"That the meeting be adjourned at 12:18 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****AGRICULTURE COMMITTEE MEETING**  
**(Committee Of The Whole)****Thursday, January 11, 2018**

**PRESENT:** Chair Mark Parker

Directors Taylor Bachrach  
Chris Beach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Rob MacDougall  
Bill Miller  
Rob Newell  
Jerry Petersen  
Darcy Repen

Directors Absent Thomas Liversidge, Village of Granisle  
Gerry Thiessen, District of Vanderhoof

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
John Illes, Chief Financial Officer  
Debbie Evans, Agriculture Coordinator  
Jason Llewellyn, Director of Planning – left at 11:40 a.m.,  
returned at 11:50 a.m., left at 12:00 p.m.  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Parker called the meeting to order at 11:24 a.m.

**AGENDA**Moved by Director Bachrach  
Seconded by Director Miller**AG.2018-1-1**

"That the Agriculture Committee Agenda of January 11, 2018 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Agriculture Committee**  
**Meeting Minutes**  
**-November 9, 2017**Moved by Director Benedict  
Seconded by Director Brien**AG.2018-1-2**

"That the Minutes of the Agriculture Committee Meeting of November 9, 2017 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **POWERPOINT PRESENTATION**

Debbie Evans, Agriculture Coordinator provided a PowerPoint Presentation.

### **Seeds Planted in 2 Months – 2017!**

- Nov 1 - started a brand new role in the region as the Agriculture Coordinator
- Have been establishing resources and starting to “plant the seeds”
- This is a review of the first 7 weeks prior to the holiday break
- During this time have “planted many seeds” and wanted to share the progress

### **Building Relationships**

- Creating and strengthening relationships with Agriculture Stakeholders, producers and all levels of government
- Recognize Northern Development Initiative Trust's (NDIT) funding partnership
  - very informative meeting with NDIT
  - gained a greater insight into NDIT and where regional agriculture projects might fit into NDIT funding opportunities
- Working with, and appreciate RDBN Grant Writer to leverage funding
- Met with Ministry of Agriculture staff
  - Smithers
  - Prince George
- As a past Ministry of Agriculture (MoA) employee very conscious of Ministry role and working together
- Met with local Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) Range Officers in Burns Lake and Vanderhoof
- FLNRORD has also added Rural Development and has formed an exciting working relationship with staff in Vanderhoof
- Re-establishing working relationships with individuals at the Investment Ag Foundation
- A former Ministry associate First Nations Agrologist currently the Agri-First Canada Project Manager who is working on a province wide project “First Nations Food Systems” funded through FN Health Authority and has 73 communities participating in the project and some within the RDBN

### **Meetings on Emergency Preparedness**

- Working with RDBN Protective Services staff in emergency services planning
- Met with FLNRORD Range staff and MoA staff to discuss 2017 and what “learning tools” might be brought forward from the wildfire events
- Registered in Emergency Management Justice Institute courses
- Agriculture Coordinator Workplan
  - Livestock brochures
  - emergency mock situation round table session
  - RDBN Agriculture Emergency Plan
- Investigating raising the awareness of small mixed farms in their preparation for emergency events
- Utilizing guides that BC Ministry of Agriculture has produced for:
  - BC Beef Producers
  - BC Dairy Producers
  - BC Small Mixed Farms
- While travelling within the region, it has been like picking out puzzle pieces and making connections
- Meeting with producers and agriculture organizations
  - goal to learn about agriculture strengths and issues
  - Issues - sort to fit within workplan
  - logistically can not address all issues

### **POWERPOINT PRESENTATION (CONT'D)**

- Once an issue has a "fit in the work plan"
  - task to research resources
  - where can partnerships be formed
  - what/is funding available
  - what other pieces of the issue need to be tracked down to find solutions and make them actionable items.
- The view of agriculture summarized in: "It All Starts Here, Inside, Outside and Underground!"
- A view of BC Agriculture Fresh to Me, Fresh To You
  - represents how the Farmers of the Regional District of Bulkley-Nechako supply Fresh From BC's Farmers.
- Agriculture Awareness and Promotion is an activity practiced wherever travelled to deliver the message of "Buying local preserves My Agriculture, My Community, My Health & My Future"

### **Regional Sustainable Food System Focuses on:**

- Local seasonal foods
- Health of the population
- Building communities
- Local economic development
- Supporting local producers, processors, distributors & retailers
- As the Agriculture Coordinator - role is built on Regional Agriculture Sustainability
  - Environmental Health
  - Economic Vitality
  - Social Equity & Human Health
- The overlaps of these 3 themes have:
  - Food processing, distribution and marketing
  - Food production
  - Food consumption
- Regional Sustainable Food Systems focuses on:
  - Local seasonable food
    - how could the seasons be extended
    - climate change opportunities
- Health of the population
  - includes working with schools and First Nations communities
- Building Communities
  - large region
  - goal is to work with every community
- Local economic development
  - new opportunities
    - building agriculture businesses
    - agricultural support for businesses
- Supporting local producers, processors, distributors & retailers
  - strengthening agriculture
    - more local produce in retail outlets
    - Going back to: "Buying local preserves My Agriculture, My Community, My Health & My Future."

## **POWERPOINT PRESENTATION (CONT'D)**

### **Farmers' Market**

- Attended the Bulkley Valley Farmers' Winter Market and met some of the individuals associated with the market
- Met some of the participants of the Burns Lake Farmers' Market
- Heard successes and issues at both markets
- Would like to bring all of the region's Farmers' Markets together for a strategic planning workshop where ideas can be shared and each individual market could work as small groups to address local market strengths, weaknesses, opportunities and threats
- Farmers' Markets are a great resource for communities as fresh local produce promotes healthy eating.
- Need to support and grow the regions Farmers' Markets.

### **Garlic Festival???**

- Lots of garlic is being grown and some producers have added some value-added garlic products to their garlic marketing
- Climate change may allow soft neck garlic growing, which adds more value-added market potential
- While visiting garlic producers asked about organizing a local garlic festival
- Garlic festivals are happening throughout BC. Why not in the RDBN?
- Would like to establish a non-profit society
  - Choose a high-visibility site
  - invite regional garlic producers
  - local entertainment
  - encourage some "garlic cooking" and have a fun one-day event
  - First year would have to source funding
  - Second year Garlic Festival could be eligible for NDIT's "Fabulous Festivals and Event" funding opportunity

### **Honey Production**

- Honey production is a producer group which works on quite an individual basis
- One issue commonly expressed by producers was the sourcing of queen bees
  - One solution - importing queen bees from other countries
- By Law in BC, Beekeeping is regulated under the Animal Health Act
- Role of RDBN Agriculture Coordinator:
  - Apprised a few non-registered apiarists who to contact to complete registration
  - Not policing
  - Concerned about the health of the bee industry and protection of the bee colonies within the region.

### **Haskap Berries**

- An emerging agriculture product - Haskap Berries
- At least 3 growers in the region and a potential distillery to make such products as Haskap Liqueurs
- To sustain a distillery will mean more berry production
- One issue is the supply of root stock
- The industry is growing in BC and the region is part of the growth
- Working with FLNRORD currently planning a Distillery and Brewing Workshop
  - When date established will promote within the region.

## **POWERPOINT PRESENTATION (CONT'D)**

### **Craft Brewery Expansion**

- Definite interest in craft brewery expansion, distillery and possibly a grain malting plant
- One of the speakers at Distillery & Brewing Workshop will be from the Gambrinus Malting Plant in Armstrong
- Have the potential to increase grain production and malt a variety, for example Honey Malt for local brewery industry or possible exportation
- With a malting plant, they do have grain beds that do not always meet quality standards and this grain is accessible for livestock feed

### **Ideas**

- Have received calls and ideas to research
  - Current idea is Laying Hens and establishing an egg grader to support "Local produce"
  - These hens are pasture fed but potential flock would be housed birds
  - BC Egg Marketing Board and quota allocation are one of the issues being researched
  - How to achieve quota allocation in the RDBN and permission to run an egg grading facility
- This is an actionable item - working on finding some solutions and growing an industry

### **Exciting News for March!**

- The Beef Industry within the Regional District is the largest producer group
  - Building relationships with Regional Cattlemen and BC Cattlemen's Association
  - Attending Cattlemen's AGM in Jan & Feb, 2018
- Have been in contact with the General Manager of the BC Cattlemen's Association
- Spoke in regard to two issues:
  - 1) BC Livestock Premise ID's
    - a) How it assisted in the 2017 Wildfires
    - b) How there is a need to promote them in the region
  - 2) Proposed Prince George Beef Cattle processing plant
- Proposed Beef Strategy Workshop
  - General Manager of BC Cattlemen's Association plans to be in attendance to announce exciting news for the BC Beef Industry
  - RDBN cattle producers will get an early preview and strategize how they can take advantage of the opportunity
- A past presentation from the Shavings Committee to the RDBN Agriculture Committee identified the issue of a lack of shavings provincially and is a growing issue in the livestock industries
  - Insufficient bedding, wet and muddy conditions not only affect animal health and feed efficiency but the excess tag, (manure and dirt clinging to the hide) can be an issue at the slaughter plants
  - The Nechako Valley Cattlemen's Association has a 3-year contract with PAC-BIO, which will be ending in August 2018
  - Bio-generator plants & wood pellet mills are reducing shavings available, increasing the cost and producers are running with a minimal amount
  - An option to address the lack of shavings has been to shift calving times to later in the spring
  - Having kiln-dried shavings is not only important for beef in corral bedding packs and calving areas but also for dairy, swine, horse, poultry and other livestock
- This is an issue identified in the job application process
- Recognize and familiar with the issue, now finding the resources to find a solution!



## **POWERPOINT PRESENTATION (CONT'D)**

### **Potential New Business!**

- Livestock Wood Shaving Mill
  - Source a drying Kiln
  - Requires storage for dried shavings
  - Loading and trucking facility
- FLNRORD, NDIT and RDBN Agriculture Coordinator piecing together the resources to find a solution
  - Couple of potential business owners in discussion with NDIT.
- Current Nechako Valley Cattlemen's Association shaving contract is 1,000 loads per year at 7.6 tonnes per load
- New opportunities in beef industry could mean beef backgrounding and increasing feedlots which could push the beef shaving usage in the region to potentially over 150,000 tonnes per year
- Short-term solution is getting a Livestock Shaving Business running at this minimal capacity
- Long-term is sourcing the fibre and possibly increasing agro-forestry agriculture

### **Freight Farms**

- Lots of enthusiasm for the role of Agriculture Coordinator and have discovered a huge potential for the Region
- Introducing Freight Farms!
  - Farming in a shipping container
    - 365 days/year
    - Over 1 acre of growth achieved in one container
    - Growing leafy greens, lettuces, kale, swiss chard, etc. or herbs and many other unit tested products in a vertical, hydroponic system
  - The containers originate in Boston, Massachusetts, United States
    - Ready to arrive on site, hook up water and electricity
    - Unit takes 5-10 gallons of water per day
    - Uses 125 kWh of electricity per day
    - Single-phase power
    - Many units have been converted to run on solar energy
  - Freight Farms has units throughout the United States, Caribbean, Europe, Vietnam, the United Arab Emirates and Canada
  - Units have run successfully in temperatures from -51 °C to +54 °C
  - Unit is heated with LED lights and are divided into two zones
    - Planting and seeding zone
    - Vertical Growing zone.
  - Each unit can house 4,000 plants and can be harvested 52 weeks/year
  - Unit is computer controlled and with their computer program "FarmHand" you are in contact with your unit wherever you go
  - Freight Farm offers a 2-day farming course and work closely with Freight Farmers for the success of their Freight Farm business
  - Each Freight Farm is 40' x 9' x 8'. The unit cost and delivery to RDBN with Freight Farm computer and training is approximately \$100,000 US
  - Business models show a unit could potentially pay for itself in 2 years
  - WHAT COULD BE THE POTENTIALS HERE?
- This is where partnerships are starting to see results.
- FLNRORD has developed a non-profit funding model and are presenting to NDIT
- One non-profit group looking at this currently
- Have started a promotions list that included First Nations Communities, and School Districts. (For example, SD #91 Nechako Lakes is working on a marketing project and FLNRORD and RDBN Ag Coordinator are planning a meeting to show a Freight Farm Business model)
- Stated to CAO "Challenged to work on having at least 10 units in the RDBN within 6 months"

## **POWERPOINT PRESENTATION (CONT'D)**

### **Seeds are Growing! Where will they grow in 2018?**

- Many other puzzle pieces to find and make the connections
- This position has so far been a fantastic opportunity searching for puzzle pieces, creating the connections with resources and working on the successful completion of actionable items
- Over the past two months "Seeds are starting to grow"
- "Puzzle pieces" are connecting and "seeds are planted" and those still to "plant" just leave the question
  - *Where will they grow in 2018!*

Director Fisher mentioned the importance of identifying and being aware of the needs and drivers of regional agriculture communities and the RDBN responding to support community needs.

Director Beach spoke of connecting with the Burns Lake Community Garden in regard to the possibility of a Freight Farm. Alternate Director McGuire also noted that the Village of Granisle may be interested. Discussion took place in regard to small scale container farming products currently available. Ms. Evans spoke of opportunities in connecting with the Farmers' Market in Burns Lake.

Director Fisher commented that developing emergency management workshops throughout the region and combining them in conjunction with fire smart initiatives. Ms. Evans noted that staff are developing a plan for moving forward within the communities and noted that she will be working with commercial and small mixed farms to prepare for emergency events. Chair Miller mentioned that there are potential funding opportunities identified by the Union of B.C. Municipalities for education in regard to emergency management.

Discussion took place in regard to establishing an egg grader to support local producers. Director Fisher spoke of Day Break Farms an established egg producer in Terrace. Ms. Evans noted that the intent is to support smaller operations in getting their eggs to local markets. She has had a request from a local producer requesting information in regard to moving forward with egg production.

PowerPoint Presentation  
-Agriculture Coordinator  
Update

Moved by Alternate Director McGuire  
Seconded by Director Greenaway

AG.2018-1-3

"That the Agriculture Committee receive the Agriculture Coordinator's PowerPoint Presentation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **REPORTS**

Canada's Agriculture Day

Discussion took place in regard to the following ideas for promoting Canada's Agriculture Day in the region:

- Utilizing the RDBN website for local regional agriculture initiatives
- Encourage supporting/eating local produce
- Education in regard to "where our food comes from"
  - Did you know "what buying local" means and the impact to the community
- Focus on agriculture and connection to the land and peoples food that is consumed

**REPORTS (CONT'D)**

- Be proactive and host community lunches with local produce
  - Alternate Director McGuire encouraged the 3 E's
    - Educate, Encourage, Engage
  - Supporting an additional agriculture day in the region in early May when local communities are planting their gardens to promote the growing season in the region

Director Repen spoke of growing agriculture capacity in the Regional District. Chair Parker identified the importance and need to support local production and then look at investigating and moving forward with expanding production beyond local markets. Director Miller spoke of developing the ability to store and process food in the region. He noted the need to educate people in regard to the land base supporting the food supply chain for the populace in the region, province, national and internationally.

Director Bachrach questioned if there has been research conducted in regard to how large the local market currently is, how large the local food production to the local market is and where there is room to grow to outstretch demand. Ms. Evans noted that the local seasonal product is well supported but without local storage facilities, residents rely on imported produce during non-growing months. She commented that the large beef industry in the region does have a substantial amount being exported. Ms. Evans spoke noted that depending on the product there are different levels locally consumed and exported.

Canada's Agriculture Day  
Tuesday, February 13, 2018

Moved by Director Beach  
Seconded by Director Greenaway

AG.2018-1-4

"That the Agriculture Committee receive the Agriculture Coordinator's January 2, 2018 memo titled "Canada's Agriculture Day, Tuesday, February 13, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fraser Lake Biomass Ash  
Project

Moved by Director Miller  
Seconded by Director Lindstrom

AG.2018-1-5

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter of support for the Fraser Lake Biomass Ash Project's application to the Rural Dividend Application."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller spoke of the opportunity provided to the region from the Fraser Lake Biomass Ash Project.

**REPORTS (CONT'D)**

49

Invitation to FPInnovations  
to Attend a Future RDBN  
Board Meeting

Moved by Director Fisher  
Seconded by Miller

AG.2018-1-6

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to FPInnovations BC Provincial Leader inviting them to attend a future Regional District of Bulkley-Nechako Board meeting to provide an update in regard to the Fraser Lake Biomass Ash Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional Beef Producers  
Strategic Planning Workshop  
-March 2, 2018

Moved by Alternate Director McGuire  
Seconded by Director Newell

AG.2018-1-7

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with planning the Regional Beef Producers Strategic Planning Workshop March 2, 2018; and further, that the Regional District of Bulkley-Nechako Board of Directors authorize applying for grant opportunities to contribute funding toward the cost of this event."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Agriculture More Than Ever

Moved by Director Miller  
Seconded by Director MacDougall

AG.2018-1-8

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with registering the RDBN as a Partner with Agriculture More Than Ever."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Climate Change Regional  
Adaptation Program

Moved by Alternate Director McGuire  
Seconded by Director Beach

AG.2018-1-9

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to prepare an RDBN Expression of Interest for the Climate Change Regional Adaptation Program for the April 1, 2018 funding intake for Canadian Agricultural Partnership program funding."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Miller spoke of a report that the Omineca Beetle Action Coalition (OBAC) received in the past in regard to Climate Change Regional Adaptation which contained a good analysis and good modeling for the region. Chair Miller also identified the impact of weeds to the agriculture community.

Ms. Evans commented that if the RDBN is successful with its application the time line for forming a committee will be fall/winter 2018.

**REPORTS (CONT'D)**

**BC Ministry of Agriculture  
-Agricultural Advisory  
Committee Workshops**

Moved by Director Fisher  
Seconded by Director Miller

**AG.2018-1-10**

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize registering for the BC Ministry of Agriculture Agricultural Advisory Committee Kelowna Workshop; and further, that, staff proceed with booking flights and hotels for the Chair and Agriculture Coordinator."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Agriculture Report &  
Correspondence**

Moved by Director MacDougall  
Seconded by Director Beach

**AG.2018-1-11**

"That the Agriculture Committee receive the following:  
-Agriculture Coordinator's January 2, 2018 memo titled  
"Columbia Basin Agriculture Forum;"

**CORRESPONDENCE**

-the Ministry of Forests, Lands, Natural Resource Operations  
and Rural Development re: Zero-Energy Hydraulic Ram Pump  
for Off-Grid Irrigation;  
-Northern Development Initiative Trust – 2017 Q4 Newsletter."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place in regard to the very interesting research from FLNRORD in regard to Zero-Energy Hydraulic Ram Pump for Off-Grid Irrigation.

**SPECIAL IN CAMERA  
MEETING MOTION**

Moved by Director McGuire  
Seconded by Director Miller

**AG.2018-1-12**

"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)(a), personal information about an identifiable individual who is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality (Solid Waste Management Plan Advisory Committee), may be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Director Petersen

**AG.2018-1-13**

"That the meeting be adjourned at 12:18 pm."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, April 5, 2018**

**PRESENT:**    Acting Chair    Mark Parker

                 Directors        Shane Brien  
   Mark Fisher  
   Tom Greenaway  
   Rob MacDougall  
   Rob Newell  
   Jerry Petersen  
   Darcy Repen

                 Directors        Taylor Bachrach, Town of Smithers  
                 Absent            Chris Beach, Village of Burns Lake  
   Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)  
   Dwayne Lindstrom, Village of Fraser Lake  
   Thomas Liversidge, Village of Granisle  
   Bill Miller, Electoral Area "B" (Burns Lake Rural)  
   Gerry Thiessen, District of Vanderhoof

                 Alternate        Gladys Atrill, Town of Smithers  
                 Directors        Linda McGuire, Village of Granisle  
   Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural)

                 Staff                Cheryl Anderson, Manager of Administrative Services  
   Nellie Davis, Proposal Writer – arrived at 10:52 a.m., left at 11:40 a.m.  
   John Illes, Chief Financial Officer  
   Haley Jeffrey, Emergency Services Manager – left at 11:40 a.m.  
   Jason Llewellyn, Director of Planning – arrived at 10:49 a.m.  
   Kristi Rensby, Finance/Administration Coordinator – arrived at 11:17 a.m., left at 12:15 p.m.  
   Corrine Swenson, Manager of Regional Economic Development - left at 1:04 p.m.  
   Wendy Wainwright, Executive Assistant

                 Others               Chris Mushumanski, BC Search and Rescue Association – left at 11:40 a.m.  
   Andy Muma, BC Search and Rescue Association – left at 11:40 a.m.

                 Media                    David Koch, Lakes District News – left at 1:01 p.m.

**CALL TO ORDER**

Acting Chair Parker called the meeting to order at 10:43 a.m.

**AGENDA**

Moved by Director Newell  
Seconded by Alternate Director Atrill

**C.W.2018-3-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of April 5, 2018 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **MINUTES**

### **Committee of the Whole Minutes –March 8, 2018**

Moved by Director MacDougall  
Seconded by Director Petersen

#### **C.W.2018-3-2**

"That the Committee of the Whole meeting minutes of March 8, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **Nechako Watershed Service Meeting Minutes -March 8, 2018**

Moved by Director Fisher  
Seconded by Director Greenaway

#### **C.W.2018-3-3**

"That the Committee of the Whole receive the Nechako Watershed Service Meeting Minutes of March 8, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **DELEGATION**

### **BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE: Evacuation Issues**

Acting Chair Parker welcomed Chris Mushumanski, Nechako Valley Search and Rescue and BC Search and Rescue Association and Andy Muma, Houston Search and Rescue and BC Search and Rescue Association.

Messrs. Mushumanski and Muma provided a PowerPoint Presentation.

#### **Search and Rescue**

Mr. Mushumanski spoke of the statistics and trends for Search and Rescue incidents from 1991/1992 to 2016/2017.

#### **SAR Groups Recognized by EMBC (Emergency Management BC) in northern British Columbia**

- 24 SAR groups from 100 Mile House north
- 5 SAR groups within the RDBN
  - o Bulkley Valley
  - o Houston
  - o Burns Lake
  - o Nechako Valley
  - o Fort St. James

#### **Requesting Agencies**

- The RCMP, BC Ambulance Service, IIO (Independent Investigations Office of BC), Coroner Service, Regional Districts and municipalities can activate SAR groups through the Emergency Co-ordination Centre (ECC)
- SAR cannot be self-deployed
- Search and Rescue is a volunteer organization with no paid individuals providing services

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

### **BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE: Evacuation Issues (Cont'D)**

#### **All groups can...**

- Complete a variety of ground search techniques
- Complete basic rescues
- Recover deceased subjects
- Deliver evacuation alerts or notices
  - o Increase in services in past ten years
  - o E.g. forest fire and flooding events
  - o Fire Events in 2017 – Central Interior (Cariboo region/Williams Lake)
    - SAR was activated for 41 days consecutively
    - 4000 volunteer hours on one task

#### **Meeting/Training**

- Coordinating efforts on such events as the 2015 Bobtail Fire near Cluculz Lake has led to further training events and coordination with SAR groups in the north
- Now meeting annually
- Meeting/training planned for April 7, 2018 in Prince George
- SAR groups often have to travel some distances to attend training events at a substantial cost to each group

#### **Capabilities**

- Each group has its own recognition of capabilities
- E.g. swift water, avalanche, etc.
- Emergency Management BC provides guidelines in terms of training required, equipment needed, how current training needs to be, how many members with that training and equipment required to respond, etc.

#### **Avalanche**

- Important for local governments to be aware of which SAR group has certain capabilities
  - o Bulkley Valley SAR has Avalanche capabilities within the RDBN
- Assistance can be requested from different SAR groups with different capabilities

#### **Swift Water**

- Includes log jams/boat capsizing etc.
- Bulkley Valley and Houston SAR Partner
- Nechako Valley SAR

#### **Flat Ice**

- Bulkley Valley SAR
- Nechako Valley SAR

#### **High Angle Rope Rescue**

- Bulkley Valley SAR

#### **CDFL/HETS (Class D fixed line/Helicopter long line rescue systems)**

- Prince George SAR
- Terrace SAR
- Fort St. John SAR
- Reduces risk to SAR members
- Specific pilot/specific SAR member

#### **SAR Training**

- Training is provided in house, by the Justice Institute and by third party providers
- Volunteers are first trained in the 90 hour Ground SAR course
- From there they can train in a wide variety of areas including advanced first aid, team leading, search management, and more



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

### **BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE: Evacuation Issues (Cont'D)**

#### **Regional Issues**

- Search vs. rescue
  - o Eg. North Shore SAR – high level of rescues vs. northern teams experience more searches
  - o majority of searches take place in specific areas
  - o Northern BC teams typically smaller vs. southern teams
- Initial response vs. full response teams
- Unique locations vs. repeat offenders
  - o Searches/rescues in the north are in unique locations each time vs. North Shore SAR experiences the majority of its searches/rescues in specific locations
- Training frequency and cost
- Working with First Nations
- Use of convergents – not registered SAR volunteer
  - o Northern teams find it necessary to utilize convergents to assist in conducting searches due to the large areas needing to be searched
- Challenges of multi-day and remote callouts

#### **Funding and the SAR Support Model**

- Funding is a critical issue for all 5 groups, currently for SAR hall buildings
- BCSARA is currently working with the provincial gov't to secure long term, stable and predictable funding for the 80 recognized GSAR groups in BC
- This will benefit all groups in the north that have limited access to grant writers, large publicity
- This will benefit all groups in the north that have limited access to grant writers, large publicity campaigns and variety of corporate sponsors

#### **Successes in the North**

- Financial support from the different levels of local government, either in cash or in kind donations
  - o Village of Burns Lake
  - o District of Fort St. James
  - o District of Vanderhoof
  - o District of Houston
  - o Village of Fraser Lake
  - o Town of Smithers
  - o Regional District of Bulkley-Nechako
- iPad mapping
  - o SAR groups rely heavily on map technology
  - o Mapping technology required a skilled knowledge base
  - o The volunteer groups do not always have skilled personnel
  - o Mr. Muma spearheaded the initiative in the north and it is starting to be utilized in the south
  - o Revolutionary technology to better assist SAR groups

Mr. Mushumanski mentioned that SAR dedicates a lot of its volunteer time fundraising and securing funding. The past provincial government recognized the funding challenges and provided \$5 million for three years with the funding being divided among SAR groups according to a funding formula based on certain criteria such as capabilities and qualifications, etc. BC SARA is in its last year of the three year funding term. Gaming grants have been a main source of funding and in 2017, they introduced a capital gaming grant application to assist in funding capital projects. Until 2017, gaming grant funding could not be used for capital expenditures. With the provincial funding of \$5 million nearing the end of its three-year term BC SARA is continuing to pursue provincial government for an alternative funding model.

**DELEGATION (CONT'D)**

**BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE:  
Evacuation Issues (Cont'D)**

Director Brienens asked if the three-year recertification process was sufficient. Mr. Muma noted that the three-year training recertification process is sufficient and assists in helping volunteers to have vital skills that keeps both themselves and others safe. The challenges associated with the recertification process is the cost and travel required to maintain certification.

Director Brienens asked about the top challenges experienced by SAR currently. Mr. Mushumanski noted the following:

1. Volunteer retention
  - a. 90 hour ground SAR course to start
  - b. 200 hours a year training; and,
  - c. Responses over and above the training time
2. Unpredictability of responses
3. Management of volunteers (unpaid position)
  - a. Tracking recurrence training, etc.

Director Petersen questioned the ability for SAR to utilize its iphone/ipad technology for mapping purposes outside connectivity areas. Mr. Muma mentioned that the mapping can be cached on the device for use when connectivity is unavailable and to be uploaded once the device is in wifi range. Bluetooth technology is also utilized to share information between devices.

Director Newell noted that mining companies often list SAR as first responders in their emergency plans but do not provide funding to the group. Director Newell asked if work has been completed to determine the effectiveness of mobile air to ground satellite technology for communication outside areas of connectivity. Mr. Muma noted that research has been done but there is yet to be technology that consistently works and is reliable for the cost in the northern B.C. He mentioned that 24 volunteers within the SAR community has formed a provincial technology committee to research communication options for SAR groups across the province.

Director Repen spoke of supporting SAR through a letter of support to the Province and/or a resolution brought forward at the Union of B.C. Municipalities 2018 convention. He also brought forward the potential for a search and rescue taxation mechanism to provide cost recovery funding for SAR groups. Mr. Mushumanski commented that they have researched a number of SAR models around the world and investigated the best possible method for cost recovery. He spoke of the challenges associated with a potential taxation of backcountry user groups/outdoor equipment purchases and mentioned that SAR does not support charging for rescues. Mr. Mushumanski noted that funding to SAR is being provided through gaming grants but it is an unpredictable process along with time consuming for volunteers to complete the grant process. He noted that BC SARA has communicated to the provincial government that the funding is being provided through grants it just needs to be a more reliable efficient method of funding.

Mr. Mushumanski stated that BC SARA recently implemented a new data management system to accumulate better data in regard to search and rescue tasks.

Discussion took place in regard to the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General overseeing Emergency Management BC and BC SARA. Alternate Director McGuire spoke of bringing forward long term funding for BC SARA to Minister Farnworth. The Regional Board provided direction to staff to bring forward a draft resolution in regard to long term funding model for BC SARA to submit to the Union of B.C. Municipalities for consideration at its 2018 convention.

**DELEGATION (CONT'D)**

**BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE:  
Evacuation Issues (Cont'D)**

SAR groups within the RDBN have utilized the RDBN Proposal Writer for grant funding applications and has been successful in receiving gaming grants. Houston SAR was successful in receiving the newly formed capital gaming grant. One of two successful SARA groups that received the capital gaming grant funding out of numerous groups that applied for the grant. Messrs. Mushumanski and Muma thanked staff for all their work in regard to grant applications.

Discussion took place in regard to the number of callouts for search and rescue increasing since 1991/1992 to 2016/2017. Mr. Mushumanski noted that the increase in call volumes is attributed to a number of factors: "Instagram effect" – individuals taking great photos of accessing locations that require knowledge and skill and posting them on social media and others not realizing the skill required to visit that location but wanting to follow. The profile of SAR has also been raised in recent years and tasking agencies are realizing the value of accessing SAR groups and their resources. The callout numbers in 2017 did decrease and it was suggested that it could relate to the closure of the bush and forests due to wildfires and wildfire risk. Mr. Mushumanski commented that BC SARA has reduced its groups from 126 to 80 groups currently and EMBC has a moratorium on new groups in the province as it reviews the needs required for SARA in the province.

Mr. Mushumanski spoke of the benefits and need for education. He mentioned that the funding for the "Adventure Smart" program has assisted in providing education to outdoor users. There was also a train the trainer event that took place in Vanderhoof to assist in promoting the program.

Acting Chair Parker thanked Messrs. Mushumanski and Muma for attending the meeting.

**REPORTS**

**Director Remuneration**

Moved by Alternate Director McGuire  
Seconded by Director MacDougall

**C.W.2018-3-4**

1. "That the Committee of the Whole receive the Chief Financial Officer's March 22, 2018 memo titled "Director Remuneration;" and further,
2. That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct the Chief Financial Officer to present a new draft remuneration bylaw for further discussion at the next Committee of the Whole Meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

John Illes, Chief Financial Officer provided an overview of the memo titled "Director Remuneration." He spoke of the Canadian Revenue Agency's *Income Tax Act* change that removes the municipal officers' allowance beginning the 2019 calendar year. He noted that an increase of the remuneration by 10.4% (plus the cost of living allowance for BC) for the 2019 calendar year will result in most directors receiving the same after tax benefit. Discussion took place regarding the percentage increase required for annual income from all sources less than \$40,000, \$40,000 to \$80,000 and near \$100,000 to cover the additional taxation that Directors would be required to pay when their entire remuneration becomes taxable.

**REPORTS (CONT'D)**

This information was provided for Directors to have a reference point in determining the amount of increase they personally would need to receive the same amount after taxes. For the purposes of the bylaw; however, each Director must receive the same increase. Directors will not need to disclose their income.

Mr. Illes also noted the following:

**Part Two – Per Diem amounts for meetings**

- o Consideration of per diem amounts for meetings
- o Consideration of travel allowances
  - Discussed the Cariboo Regional District rate of \$20 per 100 km driven to compensate Directors for their time while travelling
  - Would compensate those also wishing to carpool
- o Consideration of per diem amount for Stuart-Nechako Regional Hospital District Directors similar to the Northwest Regional Hospital District Bylaw
  - Discussed not making changes

**Part Three – Directors' Monthly Remuneration**

- o Consider additional pay by Rural Director
  - Discussed not making changes
- o Consider the financial discrepancy between municipalities

**Part Four- Extra Allowances**

- o Consider allowance for the Chair and Vice Chair

Discussion took place in regard to considering the non-taxable benefits to directors outlined in Mr. Illes' March 26, 2018 memo rather than increasing remuneration. Director Repen brought forward consideration for the use of video conferencing technology to hold one of the two meetings in a month. Discussion took place regarding the challenges of consistent reliable video conferencing technology. Director Fisher asked if there would be flexibility in regard to funding for an electronic device for use for electronic agendas, rather than buying a new device, upgrading devices that Directors own. Mr. Illes noted security consideration in regard to the device.

Pension Plans for Directors was discussed. Staff will investigate further and provide the information to the Regional Board.

Director Newell brought forward the cost for internet/cell service in his area and the additional cost for ICBC insurance between commercial and pleasure-use-only for vehicles when using multiple vehicles for use for RDBN business.

**Break for lunch at 12:15 p.m.**

**Reconvened at 12:44 p.m.**

**REPORTS (CONT'D)**

**Cannabis Legalization**

Moved by Director Repen  
Seconded by Director Brien

**C.W.2018-3-5**

"That the Committee of the Whole receive the Director of Planning's March 26, 2018 memo titled "Cannabis Legalization."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Jason Llewellyn, Director of Planning noted that the current RDBN zoning bylaws could be interpreted to the sale of cannabis in any zone where retail is allowed. However, the provincial government has indicated that local governments will be sent referrals regarding the issuance of retail sales licenses and will be given the ability to veto a location. Staff will do more research as the implementation of cannabis legalization moves forward and make recommendations regarding any changes necessary to the zoning bylaw. formalized.

It was noted that the Province has indicated that cannabis will not be sold in conjunction with liquor in urban areas; however, in rural areas cannabis may be allowed to be sold from rural liquor agency stores.

Director Repen noted the importance of having a cohesiveness between communities and that regulations be similar between jurisdictional boundaries. Mr. Llewellyn commented that municipalities might evaluate and potentially amend their zoning bylaws to address the uses related to cannabis. Jason said that he expects the Liquor Control and Licensing Branch regulations to be thorough.

Director MacDougall mentioned that the District of Fort St. James hosted a public forum in regard to cannabis legalization. At this time, the District of Fort St. James Council has determined they will not approve the sale of cannabis until further regulations are in place and will reevaluate as regulations and legislation is formalized.

Director Llewellyn noted that staff will complete their research and report back to the Board with further recommendations.

**CORRESPONDENCE**

**Northern Health - Northern  
Healthy Communities Forum  
-Response to Request for  
Time Change**

Moved by Director MacDougall  
Seconded by Director Brien

**C.W.2018-3-6**

"That the Committee of the Whole receive the correspondence from Northern Health – Northern Healthy Communities Forum – Response to Request for Time Change."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**CORRESPONDENCE (CONT'D)**

Cheryl Anderson, Manager of Administrative Services mentioned that Directors wishing to attend the Northern Healthy Communities Forum at NCLGA in Fort Nelson on May 7, 2018 may inform staff that they wish to take the charter flight leaving from Prince George on the morning of May 7, 2018 in order to arrive in time for the Forum.

**Correspondence**

Moved by Alternate Director McGuire  
Seconded by Director Repen

**C.W.2018-3-7**

"That the Committee of the Whole receive the following correspondence:  
-Northern Health – Northern Healthy Communities Forum – Response to Request for Time Change;  
--Federation of Canadian Municipalities – Apply to the Low Carbon Economy Challenge."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

**Ministry of Forests, Lands,  
Natural Resource Operations  
And Rural Development  
– Rural Dividend Program  
– Approval of Funding  
– 2018/19 Rural Tourism Initiatives**

Moved by Director Fisher  
Seconded by Director Brien

**I.C.2018-3-8**

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development re: Rural Dividend Program – Approval of Funding – 2018/19 Rural Tourism Initiatives."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Scholarship/Bursary Funding  
For Medical Professionals  
RE: Retention in the North**

Director Newell mentioned that the Northwest Regional Hospital District Board of Directors is funding scholarships for medical professionals to assist with medical professional physician recruitment. He spoke of the need to investigate changing the Federal Gas Tax criteria to use the funding for retention and recruitment of local residents into healthcare, forestry and mining sectors. Director Newell will contact the Union of B.C. Municipalities in regard to Federal Gas Tax criteria changes.

**IN-CAMERA MOTION**

Moved by Director Brien  
Seconded by Director Greenaway

C.W.2018-3-9

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 90 (1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for the purpose (Home Occupation at Gala Bay Road) and 90 (2)(b) matters pertaining to the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the Federal government or both, or between a provincial government or the federal government or both and a third party (Information Technology Services) must be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Alternate Director McGuire

C.W.2018-3-10

"That the meeting be adjourned at 1:13 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Acting Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, March 8, 2018**

**PRESENT:** Chairperson Bill Miller

Directors Chris Beach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Rob MacDougall  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

Directors Taylor Bachrach, Town of Smithers  
Absent Thomas Liversidge, Village of Granisle

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Janette Derksen, Deputy Director of Environmental Services  
Debbie Evans, Agriculture Coordinator  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning – arrived at 11:06 a.m.  
Rory McKenzie, Director of Environmental Services  
Corrine Swenson, Manager of Regional Economic Development  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Miller called the meeting to order at 11:03 a.m.

**AGENDA &  
SUPPLEMENTARY AGENDA**Moved by Director Petersen  
Seconded by Director Greenaway**C.W.2018-2-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of March 8, 2018 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Committee of the Whole  
Minutes – January 11, 2018**Moved by Director Newell  
Seconded by Alternate Director McGuire**C.W.2018-2-2**

"That the Committee of the Whole meeting minutes of January 11, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**



## **REPORTS**

### **Business Façade Program**

Moved by Director Benedict  
Seconded by Director Fisher

### **C.W.2018-2-3**

"That the Committee of the Whole recommend to the Regional District of Bulkley-Nechako Board of Directors that the Business Façade Improvement Program Guidelines be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Reppen spoke of challenges of small communities utilizing the Business Façade funding program one year and having minimal uptake the next year to access the potential funding. He suggested that finding creative solutions for small communities to continue to access the Business Façade funding for attraction purposes would be beneficial for small communities.

### **Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC -Follow Up Report**

Moved by Director Thiessen  
Seconded by Director Petersen

### **C.W.2018-2-4**

1. "That the Committee of the Whole receive the Director of Environmental Service's February 26, 2018 memo titled "Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC -- Follow Up Report."
2. "That the Committee of the Whole recommend that the RDBN Board of Directors direct staff to enter into a recycling depot contract with Recycle BC for the depot service at the Vanderhoof Transfer Station."
3. "That the Committee of the Whole recommend that the RDBN Board of Directors approve operational and staffing changes to provide a small scale recycling depot that provides full operational coverage in accordance to the requirements of the Recycle BC contract."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Rory McKenzie, Director of Environmental Services provided an overview of his memo titled "Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC -- Follow Up Report." The Recycle BC contract is a five year contract. Mr. McKenzie mentioned that Recycle BC has requested that the RDBN submit a Letter of Intent by September 2018 to outline a "wish list" of Recycle BC facilities within the RDBN. Staff will bring forward the Letter of Intent to a future RDBN meeting for review. Recycle BC's funding is managed by the stewards of the association and is impacted by the world commodity markets.

Director Thiessen thanked staff for their assistance in developing recycling options for Vanderhoof and area. He has also received a number of positive comments from his community.

Discussion took place regarding recycling service levels in Fraser Lake and the challenges in regard to space to store products.

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

### **SWOT Update**

Moved by Director Newell  
Seconded by Director Fisher

### **C.W.2018-2-5**

"That the Committee of the Whole receive the Manager of Regional Economic Development's February 26, 2018 memo titled "SWOT Update."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **CORRESPONDENCE & INVITATIONS**

### **Correspondence**

Moved by Director Brien  
Seconded by Director Beach

### **C.W.2018-2-6**

"That the Committee of the Whole receive the following correspondence and invitations:

- BC Assessment – Assessment Initiatives & Emerging Issues – February 2018;
- Trans Canada Yellowhead Highway Association
  - Call for Resolutions 2018 AGM;
- Federation of Canadian Municipalities – Federal Budget 2018: Highlights;

### **INVITATIONS**

- Northern Healthy Communities Forum 2018 - May 7, 2018
  - Fort Nelson, B.C.;
- Trans Canada Yellowhead Highway Association Annual General Meeting – April 6, 2018– Edmonton, AB."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Petersen mentioned that the Yellowhead Highway Association is accepting resolutions for the Annual General Meeting April 6, 2018 in Edmonton, AB." Concerns were brought forward regarding the following issues:

- Turn off at Stella West Road and Highway 16 - Fraser Lake area/Stellat'en First Nation
- Intersection at Chowsunket St. and Highway 16 – Village of Fraser Lake
- Cross walk needed at Silversmith Avenue and Pine Street - Vanderhoof
- Street lighting costs in Telkwa.

Director Repen provided the following suggested wording for a resolution to the Yellowhead Highway Association:

WHEREAS Highway 16 creates a significant hazard where it passes through populated areas and incorporated communities;  
AND WHEREAS those communities incur significant costs and impacts to their residents due to the Highway 16 corridor passing through those communities;

**CORRESPONDENCE & INVITATIONS (CONT'D)**

THEREFORE BE IT RESOLVED that Provincial and Federal Governments support those communities financially to offset those hazards and support those communities for necessary safety infrastructure on Highway 16.

Staff will draft a resolution for RDBN Board review at the March 15, 2018 Regional Board Meeting. Discussion took place in regard to sending a copy of the resolution to John Rustad, MLA Nechako Lakes, Doug Donaldson, MLA Stikine and the Minister of Transportation and Infrastructure.

Northern Healthy Communities Forum 2018 - May 7, 2018 -Fort Nelson, B.C.

Discussion took place in regard to the challenges for the Stuart-Nechako Regional Hospital District and Northwest Regional Hospital District Board of Directors to attend the Northern Health Communities Forum – May 7, 2018 in Fort Nelson, B.C. due to booked flight arrival times.

Northern Healthy Communities  
Forum 2018 - May 7, 2018  
– Fort Nelson, B.C.

Moved by Director Fisher  
Seconded by Alternate Director McGuire

C.W.2018-2-7

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to Northern Health requesting that the time be changed from a 9:00 a.m. start time to a later time in the day for its Northern Healthy Communities Forum 2018 meeting May 7, 2018 in Fort Nelson, B.C. during the North Central Local Government Association Convention to accommodate NCLGA members confirmed flight arrival times."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**REPORT**

Smithers/Telkwa Transfer  
Station Recycling Contract  
Negotiations with Recycle BC  
-Follow Up Report

Moved by Director Repen  
Seconded by Alternate Director McGuire

C.W.2018-2-8

1. "That the Committee of the Whole receive the Director of Environmental Services' March 6, 2018 memo titled "Smithers/Telkwa Transfer Station Recycling Contract Negotiations with Recycle BC – Follow Up Report."
2. "That the Committee of the Whole recommend that the RDBN Board of Directors direct staff to enter into a recycling depot contract with Recycle BC for the depot service at the Smithers/Telkwa Transfer Station."
3. "That the Committee of the Whole recommend that the RDBN Board of Directors approve operational and staffing changes to provide a small scale recycling depot that provides full operational coverage in accordance to the requirements of the Recycle BC contract."

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**SUPPLEMENTARY AGENDA (CONT'D)**

**REPORT (CONT'D)**

4. The Committee of the Whole recommend that the RDBN Board of Directors direct staff to write a press release, once details are finalized, in regard to small scale recycling at the Smithers/Telkwa Area Transfer Station and Vanderhoof Transfer Station."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Federal Gas Tax Funds  
-Electoral Area "A"  
(Smithers Rural) Smithers  
Telkwa Transfer Station

Moved by Director Petersen  
Seconded by Director Fisher

C.W.2018-2-9

1. "That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$30,000 (plus recoverable GST) of Electoral Area "F" Federal Gas Tax allocation monies and up to \$30,000 (plus recoverable GST) of Electoral Area "A" Federal Gas Tax allocation monies for the purchase and set up of two recycle depots to be located one each at the Vanderhoof Transfer Station and the Smithers/Telkwa Transfer Station, and further,

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

2. That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$60,000 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Alternate Director McGuire

C.W.2018-2-10

"That the meeting be adjourned at 11:47 a.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Bill Miller, Chair

\_\_\_\_\_  
Wendy Wainwright, Executive Assistant

bb

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**FORESTRY COMMITTEE MEETING**  
**(Committee of the Whole)**

**Thursday, March 8, 2018**

**PRESENT:**

Chair	Gerry Thiessen
Directors	Chris Beach Eileen Benedict Shane Brienon Mark Fisher Tom Greenaway Dwayne Lindstrom Bill Miller Rob Newell Mark Parker Jerry Petersen Darcy Repen
Directors Absent	Taylor Bachrach, Town of Smithers Thomas Liversidge, Village of Smithers Rob MacDougall, District of Fort St. James
Alternate Director	Linda McGuire, Village of Granisle
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services John Illes, Chief Financial Officer Corrine Swenson, Manager of Regional Economic Development Wendy Wainwright, Executive Assistant
Other	Eamon O'Donoghue, Regional Executive Director Skeena, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 1:37 p.m. Miles Fuller, Chinook Community Forest (Burns Lake) – left at 1:37 p.m. Brent May, District Manager, Regional Operations Nadina, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 1:37 p.m. Dion Oake, Babine Forest Products (Burns Lake) – left at 1:37 p.m. Klaus Posselt, Tahtsa/Pacific Timber (Burns Lake) – left at 1:37 p.m. Darrell Whelan, Resource Manager, Regional Operations Nadina, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 1:37 p.m.

**CALL TO ORDER**

Chair Thiessen called the meeting to order at 1:02 p.m.

**AGENDA**

Moved by Director Miller  
Seconded by Alternate Director McGuire

**F.C.2018-1-1**

"That the Forestry Committee Meeting Agenda of March 8, 2018 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

**Forestry Committee Meeting  
Minutes – November 9, 2017**

Moved by Director Brien  
Seconded by Director Petersen

**F.C.2018-1-2**

"That the Forestry Committee Meeting Minutes of November 9, 2017 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DELEGATION**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Eamon O'Donoghue, Regional Executive Director Skeena, Brent May, District Manager, Regional Operations Nadina, Darrell Whelan, Resource Manager, Regional Operations Nadina Update re: Nechako Lakes and Spruce Beetle**

Chair Thiessen welcomed Eamon O'Donoghue, Regional Executive Director Skeena, Brent May, District Manager, Regional Operations Nadina, Darrell Whelan, Resource Manager, Regional Operations Nadina, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. Whelan provided a PowerPoint Presentation.

**Status of Spruce Bark beetle in the Nadina Natural Resource District**

**Outline**

- Spruce in the Nadina District
- Provincial Aerial Overview Survey (PAOS)
- Detailed Aerial Overview Survey (DAOS)
- Actions to date
  - Licensee harvest plans
  - Trap tree program
  - Fall & Burn
- Other Resource Values

**Spruce Forest in the Nadina District**

- Approximately 25% of stands are spruce leading
- Scattered on the landscape
- High value/importance
- Spruce Beetle is a natural occurrence in these stands
  - 2 year life cycle
- Prefer green blowdown
- Historical cycles
- Is climate altering the cycle?

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT re: Nechako Lakes and Spruce Beetle (CONT'D)**

**PAOS (Provincial Aerial Overview Survey)**

- High level
  - Provincial scope
  - Higher altitude
- Fixed wing
- Not always accurate
  - Data interpretation (T,L,H)
- Shows trends

**DAOS (District Aerial Overview Survey)**

- Helicopter
- Entire district flown
- 139 IBS (Spruce Beetle) points & 6 IBS polygons ID'd

**Action Taken:**

**Tactical Plan**

- DAOS data provided to licensees and they have committed to action 107 of 139 points and all the polygons;
  - Half of remaining sites in constrained areas other half being actioned by SSS (Small Scale Salvage) or probed by district

**Trap Tree Program**

- All licensees are using trap trees to contain spruce bark beetle in areas until they can be logged or to draw beetles out of sensitive or constrained areas

**District Probing & Fall & Burn**

- Wildfire Management Branch Staff hired to help probe and conduct fall & burn

**Monitoring**

- Will continue to conduct annual overview flights and action-identified areas

**Must continue to consider all resource values**

- Biodiversity
- Cultural heritage resources
- Fish
- Forage and associated plant communities
- Recreation resources
- Resource features
- Soils
- Timber
- Water
- Wildlife
- Water quality

Director Miller questioned age class that has the percentage of spruce leading stands. Mr. Whelan indicated that FLNRORD staff is noticing that the higher percentage of spruce leading stands currently being impacted by spruce beetle is in older stands that are more susceptible.

Director Miller asked if the removal of trees killed from the Mountain Pine Beetle is exasperating and having an impact on the outbreak of the spruce beetle. Mr. Whelan commented that currently there is no correlation from the harvesting of the mountain pine beetle infested trees and the outbreak of spruce beetle. The Nadina District has witnessed impacts of the spruce beetle outbreak in areas where there is significant blowdown such as the north side of Babine Lake.

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**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT re: Nechako Lakes and Spruce Beetle (CONT'D)**

Director Miller requested information in regard to the feedback being received from area based tenures. Mr. Whelan referenced the 107 of the 139 IBS (Spruce Beetle) points that have been actioned including area-based tenure. Mr. Whelan noted there has been a very good response in the Nadina area from licensees.

Discussion took place regarding strategies for managing old growth, riparian areas, etc. impacted by Spruce Beetle outbreaks. Mr. Whelan mentioned that the Nadina District is learning from the Omineca District which is one of the initial areas experiencing Spruce Beetle outbreaks. Falling trap trees outside old growth management areas and fall and burns are just two potential strategy options to manage sensitive forest areas. There is a guide book available through the Ministry of Forests, Lands, Natural Resource Operations and Rural Development website that contains information and strategies in regard to the Spruce Beetle.

Director Brienens requested clarification in regard to Spruce Beetle outbreaks in the Houston area. Mr. Whelan mentioned that there have been areas west of Houston that have been harvested and BCTF and Canfor are utilizing trap trees south of Houston near the Morice Mountain Nordic Ski Trails to mitigate Spruce Beetle impacts. Mr. Whelan commented that licensees have been encouraged and requested to cut fiber immediately once hauled to milling facilities. Director Newell has received numerous calls from area residents and has visited the site being harvested on Buck Flats road near the ski trails. Concerns have been raised regarding the road leading to the area currently being harvested from Buck Flats Road and the collateral damage occurring from the harvesting. Mr. Whelan will provide further information to Director Newell in regard to the amount of fiber being removed in the infested area being harvested.

Director Greenaway questioned if licensees were or have requested the ability to harvest the Spruce Beetle similar to the Mountain Pine Beetle during prime weather and temperatures to ensure the beetle remains dormant during transportation of the trees for processing to mitigate infestation. Mr. May mentioned that he is unaware of this practice. Mr. O'Donoghue commented that the Mountain Pine Beetle and Spruce Beetle have very different behavior from one another and response to each beetle is different. The Mountain Pine Beetle spreads in a wave pattern where the Spruce Beetle spreads in pockets throughout the forest.

Chair Thiessen requested an update in regard to the Timber Supply Review (TSR) and the responsibility of licensees to communicate with communities in regard to the forests/timber surrounding a community. Messrs. O'Donoghue, May and Whelan will attend a future Forestry Committee Meeting to provide an update.

Director Miller along with Chair Thiessen has a meeting scheduled with Mr. O'Donoghue on March 14, 2018 in regard to forest concerns in the Lakes region. Director Miller extended the invitation to Director Beach.

Discussion took place in regard to salvaging fiber to mitigate the need to burn waste fiber in the forests. Mr. O'Donoghue noted that licensees are utilizing more fiber for the bioenergy sector and leaving less waste on the ground.

Chair Thiessen granted permission for a gallery member to speak. Miles Fuller, Chinook Community Forest commented that when the re-inventory is complete it would be beneficial to include information in regard to the predicted amount of biofuel that may be available.

Chair Thiessen thanked Messrs. O'Donoghue, May and Whelan for attending the meeting.



## **NEW BUSINESS**

### **Temperature Strategy for Mountain Pine Beetle Outbreak**

Discussion took place regarding the past application to haul fiber impacted by the Mountain Pine Beetle to the processing companies during temperatures that would keep the beetle in its dormant state. During the beginning stages of the outbreak there were a number of strategies investigated and applied to mitigate the Mountain Pine Beetle outbreak.

### **Sort Yards**

Director Lindstrom brought forward the potential benefits of sort yards in cutting areas. Chair Thiessen mentioned that small independent producers in the region could potentially benefit from the ability to access fiber through sort yards. Discussion took place regarding the challenges of implementing sort yards under the current forest regulations and systems. It will take cooperation from the entire forest sector to consider a sort yard system. Chair Thiessen spoke of the need to continue to work on creating more opportunities to utilize volume from cut trees and mitigate waste. Discussion took place regarding comments made by Premier John Horgan concerning forestry in the province.

### **Bioenergy Plants**

Director Parker brought forward concerns regarding bioenergy plants utilizing chips from other producers to operate and the need for requirements to be in place when obtaining a license to produce their own energy. He also noted the impact to the agriculture sector regarding the lack of available wood chips for operations.

Discussion took place regarding the Fort St. James Bioenergy Plant and its application for a license and the need to request clarification from FLNRORD staff.

Chair Thiessen spoke of the importance of fiber utilization and the economic value of small mills for regional and community sustainability.

## **ADJOURNMENT**

Moved by Director Miller  
Seconded by Director Petersen

### **F.C.2018-1-3**

"That the meeting be adjourned at 1:57 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Gerry Thiessen, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORESTRY COMMITTEE MEETING**  
**(Committee of the Whole)****Thursday, November 9, 2017**

**PRESENT:**

Chair	Gerry Thiessen
Directors	Taylor Bachrach Chris Beach Eileen Benedict Shane Brienens – arrived at 10:38 a.m. Mark Fisher Dwayne Lindstrom Thomas Liversidge Rob MacDougall Bill Miller Rob Newell Mark Parker Jerry Petersen Darcy Repen
Director Absent	Tom Greenaway, Electoral Area "C" (Fort St. James Rural)
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning Wendy Wainwright, Executive Assistant
Other	Kelly Izzard, RPF, Timber Supply/Geomatics Forester, Forest Analysis and Inventory Branch, Victoria, Ministry of Forests, Lands, Natural Resource Operations and Rural Development John Pousette, RPF, Major Projects Team Lead, Omineca Region, Prince George, Ministry of Forests, Lands, Natural Resource Operations and Rural Development Dave Van Dolah, District Manager, Stuart Nechako District, Ministry of Forests, Lands, Natural Resource Operations and Rural Development Jevan Hanchard, District Manager, Regional Operations Skeena Stikine District, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:43 a.m. Anne Marie Sam, Nak'azdli First Nation – arrived at 10:53 a.m.
Media	Flavio Nienow, LD News – left at 10:50 a.m.

**CALL TO ORDER**

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

**AGENDA**Moved by Director Beach  
Seconded by Director Repen**F.C.2017-1-1**

"That the Forestry Committee Meeting Agenda of November 9, 2017 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## DELEGATION

### MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Dave Van Dolah, District Manager, Stuart Nechako District, John Pousette, RPF, Major Projects Team Lead, Omineca Region, Prince George, Kelly Izzard, RPF, Timber Supply/Geomatics Forester, Forest Analysis and Inventory Branch, Victoria RE: Chief Forester's Allowable Annual Cut Determination for the Prince George Timber Supply Area

Chair Thiessen welcomed Dave Van Dolah, District Manager, Stuart Nechako District, John Pousette, RPF, Major Projects Team Lead, Omineca Region, Prince George, Kelly Izzard, RPF, Timber Supply/Geomatics Forester, Forest Analysis and Inventory Branch, Victoria, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

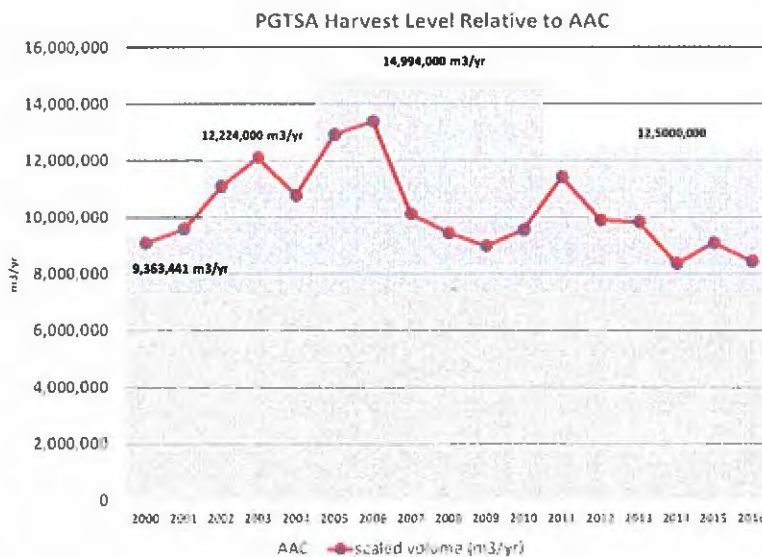
Messrs. Izzard, Pousette and Van Dolah provided a PowerPoint Presentation.

#### **Presentation**

- Major Issues and Current Condition in the TSA
- TSR Chronology
- Timber Supply Projections
- Prince George TSA Allowable Annual Cut (AAC) Decision
- Reasons for decision
- Decision Implementation
- Questions

#### **PGTSA Harvest Level Relative to AAC**

- First AAC in 1996 at 9.3 million m<sup>3</sup>
- AAC raised in 2002 to 12.2 million m<sup>3</sup>
  - Addressing the emerging Mountain Pine Beetle (MPB) epidemic
- AAC raised in 2004 to 14.9 million m<sup>3</sup>
- In 2010, Chief Forester began the process of stepping down from the uplift and set the AAC to 12.5 million m<sup>3</sup>
- Billed volume has been between 8-10 million m<sup>3</sup>/year for the past decade with a declined average since 2012-2017 of just under 9 million m<sup>3</sup>



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

### **MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

#### **Harvest Level by District (Vanderhoof (DVA), Fort St. James (DJA), Prince George (DPG))**

- 2002 – during MPB – harvest increased substantially in Vanderhoof and Prince George Districts
- Declines overtime with a significant transfer of harvest in 2010 between Vanderhoof and Prince George into the Fort St. James district
- At the onset of the MPB – large scale harvest focused on pine leading stands in the TSA

#### **Pine Proportion of Cutting Permits**

- Since the last AAC decision in 2010 – pine proportion has had a steady decline
- That decline in pine focus is what triggered the most recent pine review in the PG TSA
- Signified the shift out of large scale pine salvage

#### **Prince George Timber Supply Area (PG TSA)**

The gross boundary of the PGTSA

- ~7.6 million ha.
- ~ 80% is crown forest
  - ~80% of the crown forest is classified as “legally loggable” – where timber harvest could occur
- TSA subdivided into supply blocks
  - Block A in the northwest of the PG TSA to supply Block H in the southeast portion of the PG TSA Rocky Mountain trench
  - Historically harvesting has been concentrated in supply Block C – H, the “Core”
  - Block A-B, the “North” – historically little harvest,

#### **Major Issues/Themes:**

- The end of the MPB epidemic and a decline in salvage harvest
  - Since 2002 harvested over 2 million m<sup>3</sup> of dead pine in the “Core”
- Wildlife impacts
  - Focused on caribou and grizzly bear
- IBS outbreak (Insect Beetle Spruce)
  - Supply Blocks E and H
- Treatment of problem forest types
  - Balsam and deciduous leading stands– very little harvesting
- CSFN (Carrier Sekani First Nations) collaboration
  - Traditional Territories 60% of PG TSA
  - 65% Timber Harvesting Land Base (THLB)
  - April 2015 – Province entered into a *Collaboration Agreement and Environmental and Socio-Cultural Agreement* collaboration with CSFN on major projects – mining and LNG but was expanded to forestry and the PG Timber Supply Review
  - Impacts of forest management on their rights and title
  -

#### **Chronology**

- Summer 2014: TSR 5 startup/CF direction
- Spring 2015: Data package released
- Summer 2015: CSFN Collaboration
- Fall 2015: IBS issue emerges
- Spring 2016: PDP (Public Discussion Paper) released
- Summer 2016: Reference Scenario/Revised Base case/CSFN analysis
- Spring 2017: Determination meeting
- Spring/Summer 2017: Supplemental Analysis/CSFN analysis presentation
- Fall 2017: AAC Rational Publication

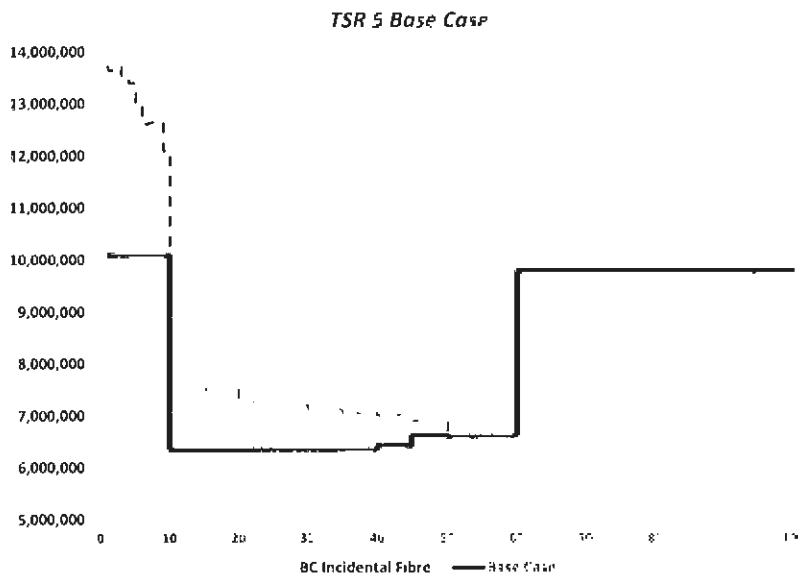
## DELEGATION (CONT'D)

### MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)

#### **Base Case Projection**

Harvest projection is important but can often be confused with predictions for the decision.

- Harvest projections are a tool to explore risk and uncertainty
- One facet of a multi-faceted very complex decision making process
- Based on professional judgement of the Chief Forester
- **TSR 5 Base Case**
  - Explored- how long can MFLNRORD continue to focus harvest in pine leading stands while maximizing the midterm harvest level?
  - What are the implications?
  - Initial harvest level set at 10.1 million m<sup>3</sup>/year
    - 5 year (2009-2014) average harvest for the TSA
    - Sustain a focus in pine salvage for 9 years and then collapses in the projection
    - Mid-term harvest level is 6.35 million m<sup>3</sup>/year for 50 years for the mid-term harvest level after which climbs to 9.85 million m<sup>3</sup>/year
    - ~ 2.6 million m<sup>3</sup> of fiber by catch is harvested during that term
    - In harvesting 10.1 million m<sup>3</sup>/year of merchantable volume there is ~2-3 million m<sup>3</sup> of incidental harvest for secondary processing– eg. Bioenergy

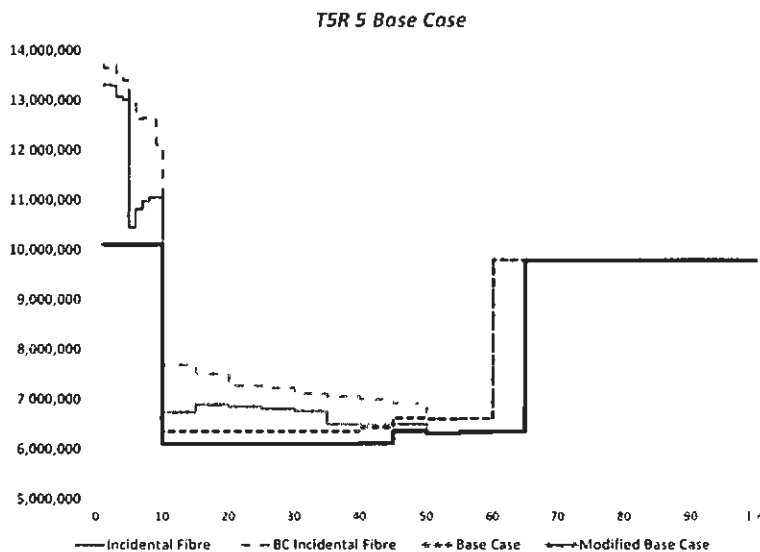


#### **Feedback from the Public Discussion Paper (PDP)**

- 9 year salvage unrealistic
- Salvage would end 3-5 years
- Modified base case to reflect feedback
- Impact on midterm timber supply and drops to 6.1 million m<sup>3</sup> per year

## DELEGATION (CONT'D)

### MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)

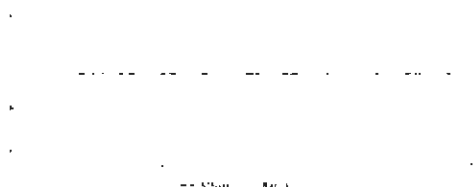


Summer 2015 Spruce Beetle issue evolved in Prince George area

- Developed a number of spruce beetle scenarios
  - If the partition was shifted to allow for harvest of spruce in the first 5 years, there would have to be a step down to maintain the 6.1 million m<sup>3</sup> harvest levels in the midterm timber supply
  - Became focus during determination meeting
  - Process elongated
    - A number of changes occurred in the land base during the process
    - Chief Forester asked to review the implications
      - Changes in management assumptions
      - Changes to the land base on spruce beetle scenario #2
      - Looked at addressing the problem forest types
      - Removing balsam leading stands
      - Only harvesting in merchantable stands
      - Removing area based tenures
      - Short term harvest level dropped 10% to maintain the floor 6.1 million m<sup>3</sup>
      - Additional area based tenures moving forward
      - Implementation of geographic partitions
        - Spruce beetle
        - Recovery in the "Core" area

e.g Alternate Harvest Flow Projection

*Alternate Harvest Flows: First 20 yrs*



**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

**Under Government/Carrier Sekani First Nations Collaborative Agreements the following Timber Supply Analyses were Conducted by FLNRO and Presented to CSFN:**

- Stand level retention relative to CF guidance
- Patch size analysis (harvest openings)
- Nation-specific traditional territory harvest flow
- Natural Range of Variability (Biodiversity)
- Grizzly Bear & Caribou (population and timber supply scenarios)
- Watershed Health
- Spruce beetle

**AAC Guiding Principles**

- Chief Forester AAC decision directed by Section 8 of the *Forest Act*
- Decision based on best available information
- Decision based on 'Current Practice' forest management as defined by:
  - Harvest performance
  - Approved Forest Stewardship Plans (FSPs)
  - Legislation and policy
  - Considerations for other values such as signed off Ungulate Winter Range (UWR), Wildlife Habitat Areas (WHA), Old Growth and Biodiversity Orders, recognized cultural heritage values, Riparian, etc.
- Chief Forester can not speculate on outcomes of land use planning processes that are the responsibility of the Government to approve and enact.
- Once government approval is given to new objectives, and new forest management practices are defined the CF can incorporate these into AAC decisions.

**AAC Decision (effective October 11, 2017)**

The new AAC is two-tiered. For the first 5 years, the new AAC will be 8 350 000 m<sup>3</sup>/year.

- Partitions (under Section 8(5)(a) of the *Forest Act*):
  1. A maximum of 1 500 000 m<sup>3</sup>/year is attributed to supply blocks A and B;
  2. A maximum of 6 100 000 m<sup>3</sup>/year, is attributed to supply blocks other than A and B (supply blocks C, D, E, F, G, H), of which 62 000 m<sup>3</sup>/year is attributed to deciduous-leading stands.
  3. A maximum of 750 000 m<sup>3</sup>/year is attributed to bioenergy stands, which are mature, damaged pine-leading stands with less than 140 m<sup>3</sup>/ha net merchantable sawlog volume

The AAC will be reduced to 7 350 000 m<sup>3</sup>/year for years 6 to 10 (Oct 2022 to Oct 2027).

- Partitions (under Section 8(5)(a) of the *Forest Act*):
    1. A maximum of 1 500 000 m<sup>3</sup>/year is attributed to supply blocks A and B;
    2. A maximum of 5 100 000 m<sup>3</sup>/year, is attributed to supply blocks other than A and B (supply blocks C, D, E, F, G, H), of which 62 000 m<sup>3</sup>/year is attributed to deciduous-leading stands.
    3. A maximum of 750 000 m<sup>3</sup>/year is attributed to bioenergy stands, which are mature, damaged, pine-leading stands with less than 140 m<sup>3</sup>/ha net merchantable sawlog volume
- "... In this determination I expect that harvest over the next five years will be focused to the extent practicable in dead, dying and damaged stands. This includes both spruce- and pine-beetle infested stands as well as balsam bark beetle and fire damaged stands."

*"I note that if spruce beetle remains of epidemic proportions the Chief Forester may establish a partition at any time for trees alive and uninfested at the time of harvest to account for the recovery of dead fiber in spruce beetle-impacted stands." - Chief Forester*

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

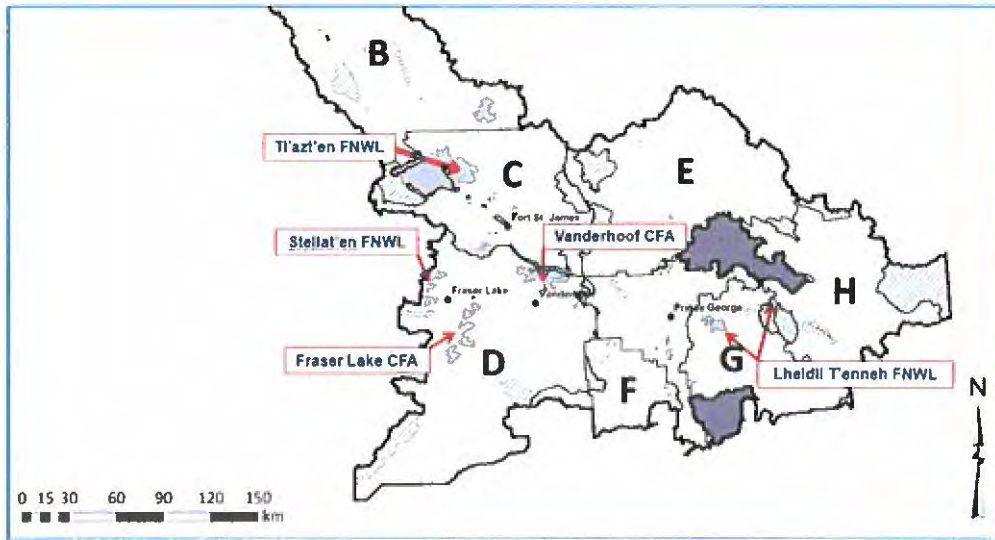
### **MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

#### **Quantifiable Forest Management Changes Since March 2016**

- Removing pure Balsam stands ( $\geq 80\%$  BI) decreases the THLB by  $\sim 6\%$  ( $\sim 185\,000$  ha); decreases short-term harvest level by  $29\%$
- Removing 5 approved area-based tenures decreases the THLB by  $\sim 2.3\%$  ( $\sim 72\,720$  ha).

**The combined reduction to the THLB is  $\sim 8.39\%$  ( $\sim 258\,000$  ha).**

#### **Area Based Tenures - First Nations/Community Forests**



#### **Quantifiable Forest Management Changes Since March 2016 (cont'd)**

- Reducing the contribution of deciduous stands to  $62\,000\text{ m}^3/\text{year}$  (from  $400\,000\text{ m}^3/\text{year}$  in base case reduces the short-term harvest level by  $\sim 7\%$ ).
- Changing the managed stand age threshold from 1987 to 1980 (establishment date) shifts  $\sim 150\,000$  ha of THLB from Natural stand yield curves (VDYP) to Managed stand curves (TIPSY) yield curves and increases the short-term harvest level by  $29.7\%$  relative to the base case.  
→ BASED on young stand monitoring (YSM) plot data

#### **Socio-Economic Impacts**

- SEA Analysis - harvest level of 10.8 million cubic metres generated;
  - \$132 million/year stumpage revenue,
  - supported 8200 direct, indirect and induced full-time employment
  - an annual government tax revenue of \$169 million.
- If annual consumption declines to the AAC of 8.35 million cubic metres;
  - stumpage revenue will decline to \$102 million
  - full-time employment from the forest industry will decline to 6300,
  - annual gross government revenue will be reduced to \$132 million

#### **Implementation**

- **Expectations**
  - Directly related to timber supply review or stewardship issues which require urgent action
- **Recommendations**
  - Stewardship and/or sustainability issues highlighted during the TSR which the CF recommends



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

### **MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

**All Expectations and Recommendations are dependant on available capacity (FTEs) and funding.**

#### **Expectations**

- Harvest performance monitoring
  - Balsam-leading stands and balsam fiber
  - Deciduous-leading and deciduous fiber
  - Douglas-fir leading stands
  - Bioenergy profile stands
- Ministry staff to consider established biodiversity thresholds for old forest, interior old forest and young seral patch size in the Order Establishing Landscape Biodiversity Objectives for the Prince George TSA when developing tenure opportunities for licences specific to deciduous-leading stands.
- Continue to support data collection and analysis for the Young Stand Monitoring program.
- Develop best practices for stand and landscape level retention in MPB salvage and spruce beetle sanitation/salvage harvesting
- Maintain the focus on spruce beetle sanitation harvesting, and the removal of live infested trees at the leading edge of the outbreak.
- Monitor spruce-beetle sanitation harvesting and rate of spread of the spruce-beetle infestation, and provide regular reporting to the Chief Forester
- Engage collaboratively with First Nations to establish management objectives (such as FSWs, UWRs, WHAs and OGMAs) to conserve biologically and culturally significant areas
- Enhance caribou management and to improve research and monitoring of the Prince George TSA's caribou populations.
- Monitor and report to the Chief Forester on the status of connector roads and haul patterns
- Monitor use of Grade 4 cut control credits
- Monitor and report annually on harvesting activities by First Nations' territory.
- Develop local timber management targets and strategies for the Prince George TSA, consistent with *Provincial Timber Management Goals, Objectives & Targets*.

#### **Recommendations**

- Secondary stand structure
- BMPs for watershed health, support Regional research
- Strengthen wildlife conservation
- Guidelines for retention and harvesting for spruce beetle – considering other values and constraints
- Develop forest management regimes to mitigate impacts to grizzly bear
- Review and update policy re: Douglas-fir
- Strategic access management planning
- Improve identification and mitigation for impacts to CHR
- Guidelines for enhanced protection of riparian habitat

Chair Thiessen expressed appreciation to Messrs. Van Dolah, Pousette and Izzard for presenting the PG TSA to the Forestry Committee as it has large implications to the western portion of the Regional District of Bulkley-Nechako.

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

Director Miller commented in regard to jobs per cubic metre and the viability of communities. He also noted that the Chief Forester's Implementation- Expectations and Recommendations are good initiatives to make certain that she is receiving good information to ensure the accuracy of the AAC. He spoke of the need to focus and consider seed stocks and stand management along with implementing density management and pre-commercial harvesting monitoring. Discussion took place regarding stocking standards per regeneration of hectare. Director Miller mentioned that harvest utilization needs to be a priority and he spoke of concerns of the full utilization of timber. There needs to be examination beyond the AAC determination and evaluation on how to incent all stakeholders to utilize and use every amount of fiber. Mr. Izzard noted that the Timber Supply Review process is retrospective process and review the current conditions and forward projections. It determines forward based practices built on what has been done in the past. The forward based practices are reviewed in the Integrated Silviculture Strategy process, which are taking place currently in the Stuart Nechako and McKenzie areas. The examination of the implications of using different seed stock and different practices in the future to improve forest management is provided to the Chief Forester for consideration for the Timber Supply Review Process. It is a continuous cycle.

Director MacDougall commented that BCTS (BC Timber Sales) has beetle damaged and/or wind thrown timber that they are not selling and the licensees are not interested in removing but could be a potential opportunity for small independent operators. Mr. Van Dolah mentioned that the Chief Forester from the new AAC determination will determine a new apportionment to the stakeholders. The licensees will meet to undertake a timber salvaging reallocation process. Bioenergy licenses have and are also being offered salvaging licenses which overlap in some areas with BCTS. There are challenges with the small scale salvage program in areas where BCTS is considering development. BCTS understands the drop in AAC and that there are other interests in regard to salvaging timber. Mr. Van Dolah spoke of Bill 12 legislation introduced this year that allows BCTS to partner with First Nations and continues to have the volume and market pricing system benchmarks under BCTS's program and 50% of revenue is provided to First Nations. There are different levels of success in southern B.C. but there has not been utilization of Bill 12 in the north as of yet.

Director Newell spoke of the need for enforced harvesting practices in regard to increasing salvaging operations and that the burning of slash piles is a great concern. Some of the slash piles located in his region that are being burnt are located within 3 kms of the pellet plant. Mr. Van Dolah mentioned that in the PG TSA they are implementing new tenure tools called Fiber Supply Licenses to Cut that address the post-harvest residual. Once a fiber recovery area is identified and based on economics to have material brought to pellet facilities the District Manager can issue a "Do Not Destroy" Order. Once an order is issued they cannot burn the piles incenting licensees to form business to business relationships with a secondary harvester to give access to those secondary materials for processing. There have been some issues when the legislation was first developed but those are being resolved. Prince George has a Fiber Supply License to Cut issued and FLNRORD is in the process of issuing a license in the Stuart-Nechako area.

Discussion took place in regard to 1,320 m<sup>3</sup> equaling one job in the forest industry. This is an estimate and requires further research to determine the exact number.

Chair Thiessen spoke of the remanufacturing mills and their challenges in securing fiber vs. the fiber that is leaving the country. Mr. Van Dolah noted that FLNRORD is working to find opportunities for fiber. He noted that there are challenges in regard to the demand on the fiber in regard to the various stakeholders. FLNRORD is monitoring and having to find solutions to the potential challenges and issues.

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

Mr. Van Dolah mentioned that the Regional Tenures team is investigating proportional reduction options due to the upcoming downturn in the AAC and the process will require full consultation with First Nations, stakeholders and communities. The apportionment decision will take approximately one year to complete and will be the decision of the Minister of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. Izzard commented that a detailed technical summary of the analysis is available upon request.

Chair Thiessen thanked Messrs. Van Dolah, Pousette and Izzard for attending the meeting.

**MINUTES**

Forestry Committee Meeting  
Minutes – July 21, 2016

Moved by Director MacDougall  
Seconded by Director Brien

F.C.2017-1-2

"That the Forestry Committee Meeting Minutes of July 21, 2016 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**CORRESPONDENCE**

Ministry of Forests, Lands  
and Natural Resource  
Operations – Forest Stewardship  
Plans: Are they Meeting  
Expectations? (August 2015) and  
District Managers' Authority over Forest  
Operations (December 2015)

Moved by Director Brien  
Seconded by Director Benedict

F.C.2017-1-3

"That the Forestry Committee receive the correspondence from the Ministry of Forests, Lands and Natural Resource Operations – *Forest Stewardship Plans: Are They Meeting Expectations? (August 2015) and District Managers' Authority over Forest Operations (December 2015)*."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

Utilization of Burnt Wood  
from the 2017 Wildfire  
Events

Director Lindstrom brought forward for discussion the utilization of the burnt wood from the 2017 wildfire events in the province. Chair Thiessen mentioned that while in Williams Lake recently the forest industry was determining fiber usage. He spoke of discussing the matter with the Minister of Forests, Lands, Natural Resource Operations and Rural Development to encourage the ministry to utilize the burnt wood.

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**ADJOURNMENT**

Moved by Director Brien  
Seconded by Director Parker

F.C.2017-1-4

"That the meeting be adjourned at 11:41 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

---

Gerry Thiessen, Chair

---

Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, April 5, 2018**

**PRESENT:**

Acting Chair	Mark Parker
Directors	Mark Fisher Tom Greenaway Rob Newell Mark Parker Jerry Petersen
Directors Absent	Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural) Bill Miller, Electoral Area "B" (Burns Lake Rural)
Alternate Director	Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural)
Staff	Cheryl Anderson, Manager of Administrative Services John Illes, Chief Financial Officer Wendy Wainwright, Executive Assistant
Others	Linda McGuire, Mayor, Village of Granisle Darcy Repen, Mayor, Village of Telkwa – left at 1:29 p.m.

**CALL TO ORDER**

Acting Chair Parker called the meeting to order at 1:26 p.m.

**AGENDA**

Moved by Director Greenaway  
Seconded by Alternate Director Shelford

**RDC.2018-3-1**

"That the Rural Directors Committee Agenda for April 5, 2018 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES**

**Rural Directors Committee**  
**Meeting Minutes**  
**-March 8, 2018**

Moved by Director Greenaway  
Seconded by Director Newell

**RDC.2018-3-2**

"That the minutes of the Rural Directors Committee meeting of March 8, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## REPORTS

Smithers Farmers Institute  
- Request for Grant in Aid  
- Electoral Area "A"  
(Smithers Rural)

Moved by Director Fisher  
Seconded by Director Newell

RDC.2018-3-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Smithers Farmers Institute be given \$1,080 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the "Smithers Farmers' Institute Northern Agricultural Gala 2018: Food for Thought and two complimentary tickets for one youth and one First Nation attendee."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Stuart Lake Outreach Group  
Society- Request for Grant in  
Aid – Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-3-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Stuart Lake Outreach Group Society be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its food bank and lunch program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Secondary  
School- Request for Grant in  
Aid– Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-3-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for a Grade 12 Scholarship."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Taekwondo  
Society- Request for Grant in  
Aid– Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-3-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with students competing at the ITF World Cup, Australia in September, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Granisle T.V. Society  
- Request for Grant in Aid  
- Electoral Area "G"  
(Houston Rural)

Moved by Director Newell  
Seconded by Director Greenaway

RDC.2018-3-7

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Granisle T.V. Society be given \$2,000 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with maintenance."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Minerals North - Houston  
-Mine Rescue Course

Director Newell mentioned that Minerals North Houston is having a Mine Rescue course that he would like to sponsor five school students from Houston to attend. Discussion took place regarding the use of grant in aid to sponsor the students to attend the course. Director Newell will follow-up with the schools and provide information to staff.

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2018-3-8

"That the meeting be adjourned at 1:35 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

---

Mark Parker, Acting Chair

---

Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, March 8, 2018**

**PRESENT:**

Chair	Eileen Benedict
Directors	Mark Fisher Tom Greenaway Bill Miller Rob Newell Mark Parker Jerry Petersen
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning Wendy Wainwright, Executive Assistant
Others	Chris Beach, Mayor, Village of Burns Lake - left at 12:55 p.m. Dwayne Lindstrom, Mayor, Village of Fraser Lake Linda McGuire, Mayor, Village of Granisle Darcy Repen, Mayor, Village of Telkwa - left at 12:56 p.m. Gerry Thiessen, Mayor, District of Vanderhoof

**CALL TO ORDER**

Chair Benedict called the meeting to order at 12:53 p.m.

**AGENDA**

Moved by Director Petersen  
Seconded by Director Greenaway

**RDC.2018-2-1**

"That the Rural Directors Committee Agenda for March 8, 2018 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES**

**Rural Directors Committee**  
**Meeting Minutes**  
**-January 11, 2018**

Moved by Director Parker  
Seconded by Director Fisher

**RDC.2018-2-2**

"That the minutes of the Rural Directors Committee meeting of January 11, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**



## REPORTS

Permaculture Farm Festival  
Club- Request for Grant in Aid  
- Electoral Area "A"  
(Smithers Rural)

Moved by Director Fisher  
Seconded by Director Newell

RDC.2018-2-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Permaculture Farm Festival Club be given \$1,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the Northwest Food Security Partnership."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Town of Smithers  
- Request for Grant in Aid  
- Electoral Area "A"  
(Smithers Rural)

Moved by Director Fisher  
Seconded by Director Miller

RDC.2018-2-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Town of Smithers be given \$2,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with a Smithers and District Transit Marketing Initiative."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lakes District Fair Association  
- Request for Grant in Aid  
- Electoral Area "B"  
(Burns Lake Rural)

Moved by Director Miller  
Seconded by Director Greenaway

RDC.2018-2-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes District Fair Association be given \$5,000 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for the parking lot expansion project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Public Library  
- Request for Grant in Aid  
- Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-2-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Public Library be given \$2,700 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for staff training in Interlibrary Loan Code and Outlook Online."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Fort St. James Secondary  
School Ski and Snowboard  
Team- Request for Grant in Aid  
– Electoral Area “C”  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Miller

RDC.2018-2-7

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School Ski and Snowboard Team be given \$1,500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with Provincial Championships in Sun Peaks, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fraser Lake Elementary  
Secondary School Senior Boys  
Basketball Team- Request for  
Grant in Aid– Electoral Area “D”  
(Fraser Lake Rural)

Moved by Director Parker  
Seconded by Director Newell

RDC.2018-2-8

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary Secondary School Senior Boys Basketball Team be given \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Senior Boys’ Provincial Basketball Tournament in Langley, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors)**

**Referrals**

Land Referral File No.  
0276534 Ken Redecopp  
Electoral Area “D”

Moved by Director Parker  
Seconded by Director Greenaway

RDC.2018-2-9

“That the comment sheet titled “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No.0276534 be provided to the Province as the Regional District’s comments on Crown Land Referral 0276534.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.  
7409975 Vivian Buchanan  
Electoral Area “F”

Moved by Director Petersen  
Seconded by Director Miller

RDC.2018-2-10

“That the comment sheet titled “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409975 be provided to the Province as the Regional District’s comments on Crown Land Referral 7409975.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Newell  
Seconded by Director Miller

RDC.2018-2-11

"That the meeting be adjourned at 1:00 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

---

Eileen Benedict, Chair

---

Wendy Wainwright, Executive Assistant

**Cheryl Anderson**

---

**From:** Corrine Swenson  
**Sent:** April 9, 2018 9:36 AM  
**To:** Cheryl Anderson  
**Subject:** delegation

Bulkley-Nechako Workforce Opportunities Table Strategic Plan 2018-2020

**Trudy Parsons, MBA, C.I.M., P.Mgr. | Executive Vice-President**

**MDB Insight Inc**

*Corrine Swenson*  
Manager of Regional Economic Development

**Regional District of Bulkley-Nechako**

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# Bulkley-Neelchako Workforce Opportunities Table Strategic Plan 2018-2020

DRAFT FINAL REPORT

April 9 2018



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## 1. Planning Our Future

In March 2018 the Bulkley-Nechako Workforce Opportunities Table (Table) (formerly known as the Strategic Workforce Opportunities Team (SWOT)) initiated a strategic planning process to support the development of a three-year strategic plan, 2018-2020. This Strategic Plan will serve as the roadmap to guide the Table's activities and priorities, ensuring actions remain targeted, focused, and monitored. The activities included in the action plan offer timelines that reflect areas of priority and inform resource allocation. That being said, it is important to recognize that the Plan should not be treated as a static document. The strategy should be re-assessed at least annually, as the context of local circumstances can change. These changes may be reflected through local demographics, economic shifts, and provincial and regional developments.

By treating this Strategic Plan as a living document, the Table can ensure that priorities remain relevant, and actions contribute towards the overall objective of supporting the vision of the Table.

### *What does the Strategic Plan do?*

- Provides a vision, mission, and values to guide the Table in all of its actions
- Identifies challenges and opportunities, and prioritizes responsive actions
- Offers a roadmap that articulates what needs to be done, when it needs to be done, and who needs to be involved.

## 2. Reviewing Our Evolution

The Regional District of Bulkley- Nechako completed its *Regional Skills Gap Analysis Report* in January 2014. Later that year, following up on one of the report's key recommendations, a community-based action team was formed, called the Strategic Workforce Opportunities Team (SWOT). In essence, this local network is a workforce table that reflects broad-based community leadership from across the region, including stakeholder groups that impact workforce development within Bulkley-Nechako, and local employers representing various sectors.

Now renamed the Bulkley-Nechako Workforce Opportunities Table, the main role is to advance the recommendations set out in the *Regional Skills Gap Analysis Report*. Its over-arching goal is to:

- achieve a skilled and resilient local work force that is better aligned with local employment demand
- improve talent retention rates in the area
- attract talent that is in high demand by employers.

SWOT members meet regularly and work on a shared agenda informed by the goals and strategies articulated in the plan as follows:

1. Community Regional and local assets and quality of life strengthen capacity to attract and retain talent.
  - Promote the Regional District of Bulkley-Nechako as an opportune and welcoming employment destination



- Support businesses to address human resource needs and future planning
- 2. Ensure that the labour force is skilled, resilient and aligned with local labour market needs, supporting retention, participation and economic development
  - Prepare local labour force through career engagement, learning and skills development
  - Empower youth through increased career awareness and experiential learning opportunities, supported by the business community.
- 3. Increase collaboration between and among key stakeholder groups and communities to strengthen opportunities and impact at both the local and regional levels.
  - Foster a culture of collaboration between and among stakeholder groups and communities
  - Embrace cultural diversity and recognize it as a competitive advantage
- 4. Empower evidence-based decision making through reliable, current and relevant information
  - Inform to strengthen decision-making
  - Support community engagement with workforce residing outside of the region

## 2.1 Advancing our Impact

In terms of concrete outcomes, the Table has, to date, successfully developed several economic/workforce development tools and initiated a communication strategy designed to improve local labour market conditions in Bulkley-Nechako.

The Regional District of Bulkley-Nechako (RDBN) and the Bulkley-Nechako Workforce Opportunities Table has assembled and continue to assemble resources on regional assets that support workforce attraction, retention and development in order to strengthen the economic competitiveness and capacity of the region. This process will help increase the awareness throughout the region of what assets and resources exist, help inform workforce decisions, and bring relevant information into a single space (inventory, database, reports) that is also made available through online channels (website and social media).

### 2.1.1 Relationship to Local, Regional, Provincial and Federal Priorities

The work of the Table fits within broader local, regional, provincial and federal contexts. In looking at the sustainability of the Table, it will be important to recognize and leverage the overlapping areas of priority and how they best support the work of the Table.

*Local:* There are a variety of important educational, private sector, and community-based organizations working throughout the various communities of Bulkley-Nechako, each with their own mandates and areas of focus. It is important to identify projects and areas of focus that these groups are working on for consideration when the SWOT is developing and prioritizing actions to work on for the coming year. A sample of these organizations include Community Futures, School District #91 & #54, Industry Training Authority, College of New Caledonia, the University of Northern BC, TransCanada Coastal Gas Link, Rio Tinto Alcan, Burns Lake Native Development Corp (BLNDC), Fraser Lake Eco Co-op, and the New Gold Blackwater Project. Consideration to what each of the municipal governments in the region are working on should also be a priority.





**Regional:** The [Regional Economic Development Action Plan](#) is the RDBN's strategy for economic growth. The plan outlines major strategic actions related to sustainable development such as supporting the growth of apprenticeship programs; supporting youth employment and young entrepreneurship; targeting business attraction efforts to agriculture and forestry sectors; and diversifying the economy.

The Northern Development Initiative Trust Board has a [Strategic Plan](#) (2018-2020) with four major pillars for economic development, including governing a sustainable and responsible organization; supporting the development of resilient and profitable businesses; stimulating welcoming, thriving communities; and enhancing regional capacity, investment, and opportunities for growth. To date they have committed to \$167.5 million in funding to more than 2,771 projects in central and northern B.C. that align with these pillars and continue to fund projects that promote economic development in the region.

**Provincial:** [The B.C. Jobs Plan](#) and the 2017 [B.C. Rural Economic Development Strategy](#) both work towards building the resilience of communities and workforce. The Rural Economic Development Strategy is of particular relevance as it focuses on three key areas for rural communities – building capacity to attract new investment and residents; strengthening opportunities so that rural communities can attract and retain the people who will support economic growth; and diversifying rural economies to improve community resilience.

**Federal:** The 2017 Federal Budget included an [Innovation and Skills Plan](#), which focuses on people and addresses the changing nature of jobs in the economy. The plan outlines the Government's agenda to make Canada a world-leading centre for innovation as well as support employment and job security. Relevant components of the plan to Bulkley-Nechako include: helping working adults upgrade their skills, expanding the youth employment strategy, supporting access to skills development and training for Indigenous Peoples, improving the Temporary Foreign Worker Program, and supporting the next generation of entrepreneurs.

## 2.2 Vision, Guiding Principle Statements

In March of 2014, the SWOT completed its Terms of Reference which included development of its vision, and guiding principle statements. As part of the strategic planning process, the vision was updated to more accurately reflect a future state for the Bulkley-Nechako as it relates to labour force and labour demand.

**Vision:** *Supported by a regional partnership, the Bulkley-Nechako provides an inclusive and resilient talent pool that meets the demand of our diversified economy.*



Guiding Principles are stated as:



### 3. Collective Input – Future Focused

On February 20<sup>th</sup>, 2018 members of SWOT met at the Regional District of Bulkley-Nechako in Burns Lake for a face to face, facilitated dialogue. The session included a detailed review of the deliverables of the Administrative Services Contract followed by a discussion guided by a series of questions to inform future structure, priorities, and ongoing commitment, and sustainability.

This section offers the reflection to the questions presented to participants.

#### 1. *What is our desired future state?*

- Diversified economy where employers and employees have the relevant tools and resources to meet the needs of a thriving economy
- Participation from industry to help coordinate the training needs of the region, inform longer-term planning; collaboration between education and industry to ensure relevant training
- Region is supported through proactive initiatives to ensure employee/resident retention and competitiveness



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- Communities promote their quality of life
- Industry is an active participant at the SWOT table
- Three-way communication between employees, employers, and government inform education and training needs
- Existing relationships are strengthened and new relationships are welcomed
- Bulkley Nechako Workforce Opportunities Table seen as neutral body that facilitates discussions and advances relevant actions to support the vision

2. *What does success look like?*

- Collaboration between government, industry, education, NGOs, First Nations – in a long term sustainable way
- Industry engages SWOT to approach issues, needs, resources, access to information and collaborative opportunities
- Sustainable and secure funding (3-5 years; supported by industry and government based on strong value proposition)
- Maintain and develop resources and content to promote and support development of relevant workforce skills
- Relevant training programs available in the region
- Talent Retention is no longer a challenge
- Results from initiatives demonstrate impact
- Funding is based on measurable outcomes – what has been achieved and the return on investment
- Contributors to SWOT recognize value and return on investment which leads to sustainable funding
- The Bulkley-Nechako is seen as being an attractive place to be; retaining those that are here, and attracting new people to the area
- General population increases (census period comparative); school population increases

3. *What is our elevator speech (in 25 words or less)?*

SWOT is a regional partnership that supports the capacity to attract, retain and develop a workforce that meets local employment needs in the Bulkley-Nechako.

4. *Who is missing from the table?*

The group offered potential suggestions.



5. *Is our Name relevant – does it reflect what we are doing; does it resonate?*

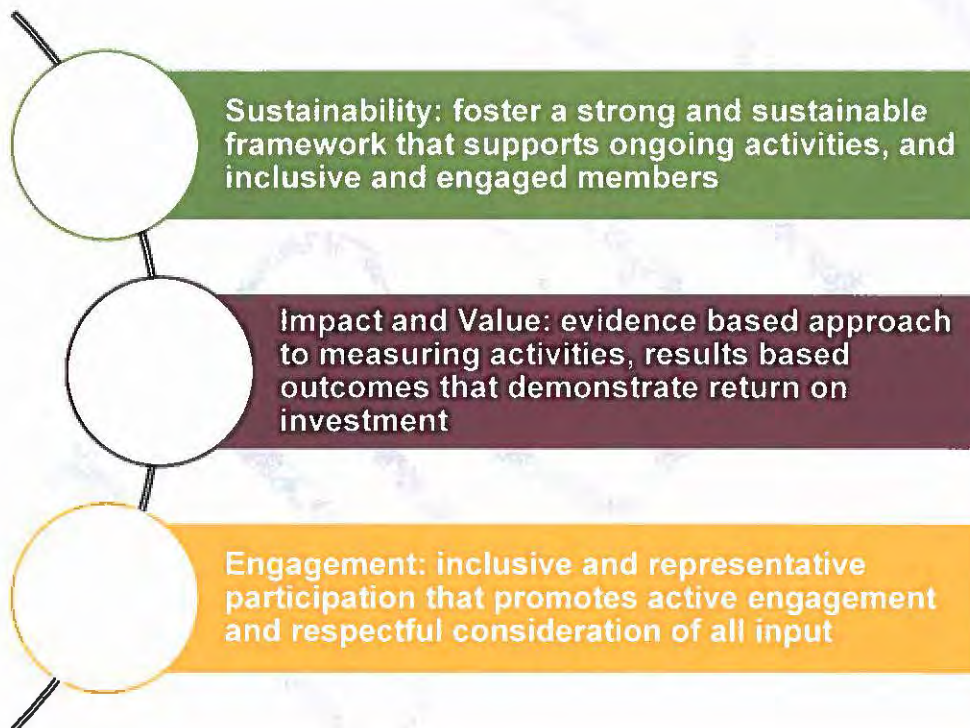
The group engaged in a discussion pertaining to the relevance of the current name (Strategic Workforce Opportunities Team – SWOT) and offered general consensus that the name is difficult to remember and somewhat confusing as an acronym. Following discussion, the group offered the following to names for consideration:

1. Bulkley-Nechako Workforce Opportunities Table
2. Workforce Opportunities Advisory Committee

Further dialogue led the group to consensus for: Bulkley-Nechako Workforce Opportunities Table. This was approved at the March 20 2018 meeting.

6. *What's our Focus for 2018-2020?*

Three key priority areas emerged from the discussion for future focus. Specifically,



Section 5 of this plan offers specific actions as they relate to addressing these three priority areas. Consideration of the Sustainability Plan has also been incorporated to ensure advancement of relevant actions.



## 4. Strategic Plan Structure

A Strategic Plan serves as a roadmap to inform decision making and articulates the common vision towards which all actions are directed. Through a series of strategic directions, specific and targeted actions advance solutions for positive impact. The Strategy brings clarity to the function of the Table, establishes a shared vision for the future of labour force alignment, and offers a series of value statements that guide decisions.

Perhaps now more than before, the value and necessity of a Strategic Plan is evident. Communities are focused on attracting and retaining their labour force, growing their population, and meeting local business talent needs to strengthen economic competitiveness. The planning process has asked some hard questions that need to be addressed to set the future course. This section shares key aspects of the Strategy as it relates specifically to the Bulkley-Nechako Workforce Opportunities Table.

### 4.1 Informing Action Plan Interpretation

Section 5 presents a detailed action plan that offers tangible tactics, and insight into the action plan implementation. Each column is described below to ensure clear understanding of the plan's implementation. Specifically,

**Lead:** Local organizations, government (municipal, regional), educational institutions and other key stakeholders that chose to take “ownership” of the action and work to lead its implementation

**Support/Partner:** Local organizations, government (municipal, regional, provincial, federal), educational institutions and other key stakeholders who demonstrate a commitment to supporting, leading, or financially contributing to an action implementation.

**Performance Measure:** Performance measurement is a tool to determine how well a job has been done using both qualitative and quantitative information and activities. The following reasons make it important to track activity and performance:

- Providing public accountability
- Assisting with human resources management
- Using results to improve performance
- Identifying the return on investment

Performance Measures will support the Table to in tracking the progress and success of initiatives over time.

**Priority:** The level of priority has been based on several criteria including:

- The level of immediacy based on priorities
- The potential to contribute to the overall sustainability of the Table
- The resources required (i.e. the capacity to implement given the current state)





The time frame for each priority level may be operationalized as:

- High – within 1-2 years
- Medium – 2 years
- Low – 3 years

## 5. Strategic Priorities and Action Planning

Maintaining momentum through a targeted and priority driven strategic plan will position the Bulkley-Nechako Opportunities Workforce Table and its member organizations to capitalize on regional advantages and understand new and emerging trends that may impact economic and workforce conditions. Most importantly, thinking strategically with a focus on sustainability will position the Table to maximize resources, build on collaborative efforts, and advance new opportunities and partnerships.

A key element of success to the strategic plan implementation is the ongoing efforts by the Table executive and sub-committees to utilize the strategy as a guide to annual business planning to focus efforts. Recommendations set out in the Regional Skills Gap Analysis Report have been reviewed and integrated to this strategy to support action implementation that remains relevant and responsive to promoting the broader regional vision of an aligned and responsive labour market.

It is recognized, however, that the ongoing functionality of the SWOT requires commitments beyond the executive and committees, and extends to its municipalities, local employers, local intermediary organizations, and Table member organizations. The effort must be collective with shared ownership and accountability.

Recognition of the role, value, and leadership of the Table will elevate awareness of its purpose and mandate. Such awareness can also drive interest to other stakeholders to become engaged through active participation or through other means of support. This recognition will further serve to spark momentum, a necessary driver as people find themselves stretched for time due to personal and professional commitments.

The following plan is designed to guide and prioritize efforts and actions of the Table, directly advancing the vision for an aligned labour market. The plan requires a validated commitment of the Table member organizations and local municipalities across the Bulkley-Nechako through direct contribution of financial, in-kind, and human resources. It is necessary that a collective ownership of these initiatives, and support for member organization led initiatives, be demonstrated and implemented, if sustainability and impact are to be achieved.



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STRATEGIC PRIORITY: Sustainability				
Goal: Maintain Support Structure				
Action	Lead	Support/ Partner	Performance Measure	Priority
Utilize existing web space to distribute and make accessible resources created through the Administrative Services project. These resources will require updating and ongoing monitoring.	Bulkley-Nechako Workforce Opportunities Table Committees	RDBN – opportunities website and social media and staff	Website content is updated and validated bi-annually, at a minimum	Short Term
Establish a dedicated coordination resource to maintain currency of inventory and data base information.	Regional District of Bulkley Nechako	Bulkley-Nechako Workforce Opportunities Table	Minimal bi-annual updates to each externally shared resource	Medium Term
Goal: Ensure member commitment and contributions				
Formalize Member Commitment to participation and contribution (financial and human resources) to the Bulkley-Nechako Workforce Opportunities Table	Bulkley-Nechako Workforce Opportunities Table Exec		Each member has entered into a MOU (or similar agreement) to demonstrate commitment to Bulkley-Nechako Workforce Opportunities Table	Medium Term



STRATEGIC PRIORITY: Impact and Value				
Goal: Measure and Monitor Outcomes and Impact				
Action	Lead	Support/ Partner	Performance Measure	Priority
Develop and maintain a shared measurement system that enables partners to measure progress, outcomes, and impact and utilize evidence to support funding opportunities	Create Bulkley-Nechako Workforce Opportunities Table Committee		Performance measure system implemented, including ROI, and updated annually	Short Term
Goal: Maintain Current Regional Skills Profile				
Update the Regional Labour Skills Gap to ensure relevancy, currency, and recognition of changes in the economy and labour market.	Bulkley-Nechako Workforce Opportunities Table Exec		Regional Labour Skills Gap is updated for relevancy and currency	Short Term
Goal: Promote Value Proposition				
Craft a tailored and relevant value proposition that targets employers, local key stakeholder groups	Bulkley-Nechako Workforce Opportunities Table		Value proposition is utilized to demonstrate relevancy	Medium Term
Goal: Facilitate knowledge access and exchange				
Support workshop development and delivery to enhance business community strategies to strengthen talent attraction, retention, engagement and productivity	Bulkley-Nechako Workforce Opportunities Table	Chambers of Commerce	Workshop offerings are delivered across the region	Medium Term
Engage with industries proactively to identify existing and emerging training needs	Bulkley-Nechako Workforce Opportunities Table	Chambers of Commerce	Industries are targeted annually to collect relevant information	Short Term
Identify and promote tools and resources to facilitate small business succession planning	Bulkley-Nechako Workforce Opportunities Table	Chambers of Commerce	Relevant tools and resources are promoted on the "Opportunities RDBN" website	Medium Term





STRATEGIC PRIORITY: Engagement				
Goal: Foster Active Engagement and Increase Membership in the Bulkley-Nechako Workforce Opportunities Table				
Action	Lead	Support/ Partner	Performance Measure	Priority
Raise the profile of the Bulkley-Nechako Workforce Opportunities Table to heighten awareness of its presence, purpose, and value	Promotions Committee		Social media and communication messaging is increased	Short Term
Invite participation of new stakeholder groups, especially industry representatives to strengthen the capacity, inclusivity, and credibility of the Bulkley-Nechako Workforce Opportunities Table.	Bulkley-Nechako Workforce Opportunities Table Exec or Promo Committee		Stakeholder participation is responsive to gaps in representation	Short Term
Goal: Engage with First Nations and Indigenous Populations				
Co-create workforce development initiatives with First Nations communities and organizations.	Bulkley-Nechako Workforce Opportunities Table		Increased collaboration on initiatives is present	Medium Term
Work with existing industry based First Nation liaisons to increase participation at the Bulkley-Nechako Workforce Opportunities Table and Bulkley-Nechako Workforce Opportunities Table led initiatives	Bulkley-Nechako Workforce Opportunities Table Exec		First Nation representation is evident on Bulkley-Nechako Workforce Opportunities Table	Medium Term
Goal: Celebrate!				
Recognize the progress being influenced by the Bulkley-Nechako Workforce Opportunities Tablework. This recognition will serve as a fuel to keep members motivated and engaged.	Bulkley-Nechako Workforce Opportunities Table Exec		Successes are promoted and recognized	Short Term
Support relevant projects that partner groups and local organizations are initiating	Promotions committee		Local initiatives are supported	Short Term



Goal: Maximize knowledge exchange and integrated planning				
Promote direct linkages between Bulkley-Nechako Workforce Opportunities Table and local groups to maintain increased visibility, likelihood for partnerships and collaboration, and cross-purpose planning.	Promotions committee		Increased collaboration across initiatives results in greater return on investment	Medium Term
Goal: Facilitate evidence-based decision making through the provision of reliable, current and relevant information.				
Regularly distribute current and relevant information to Bulkley-Nechako Workforce Opportunities Table Members to support discussion, informed decisions and planning.	Bulkley-Nechako Workforce Opportunities Table		Bulkley-Nechako Workforce Opportunities Table remain informed and current through information dissemination	Short Term
Goal: Promote school to work linkages				
Encourage local businesses to participate in college and university internship and support programs throughout BC as a means of attracting and retaining educated talent to the area.	Bulkley-Nechako Workforce Opportunities Table		Increase in graduate employment locally	Short Term



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## MEMORANDUM

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

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

**DATE:** April 9, 2018

**SUBJECT:** Review of Strategic Priorities

The Regional District of Bulkley-Nechako Board of Directors held a Strategic Planning session on February 9, 2017 and made mid-term adjustments.

	STRATEGIC PRIORITIES CHART	2017
	NOW	
1.	Revenue Sharing (Northwest Resource Benefits Alliance (RBA))	Board/RBA

- During the election in 2017, there was a major focus on raising awareness about RBA at both a political and regional level. All of our local candidates came out with some level of support for RBA. Premier Horgan committed to negotiations with RBA.
- In August 2017 Chair Miller, along with Chair Germuth, Chair Pages, and Mayor Brain traveled to Victoria to meet with the new government. The NDP government reaffirmed commitment to revenue sharing for northwest BC.
- In September 2017, meetings at UBCM with Premier Horgan confirmed that he and his senior government officials will collaborate on this, beginning immediately; meetings were also held with Ministers and MLA's by RBA and its member local governments.
- In October and November, a business case was compiled to present to the government.
- In November and December of 2017 and again in February 2018, meetings were held between the RBA negotiating team and provincial government staff.
- In January 2018, a meeting of several RBA members was held in Terrace to review progress made and priorities moving forward.
- In April 2018, RBA members met with Premier Horgan in Kitimat to discuss progress.
- Meetings are ongoing.

2.	<b>Waste Management Strategy – Board reading/reviewing the current waste management strategy</b>	<b>Waste Management Committee/Board</b>
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A review of the current Waste Management Plan was completed, and a report on actions completed was presented to the Board. Currently, a Solid Waste Management Advisory Committee, appointed by the Board, is working with the RDBN's consultants, Tetrattech, to draft a new Solid Waste Management Plan. It is scheduled to be complete for presentation to the Board by August of this year and subsequently sent to the Ministry for final review and approval. This will set the Regional District's waste management principles, targets and strategies for the next 10 years.

The Regional District is starting a new phase of recycling by entering into a 5 year contract with Recycle BC to operate new RBC Recycling Depots at the Smithers – Telkwa and Vanderhoof Transfer Stations. Both recycling depots will be set up and operating by May 1, 2018. This will create new employment and lower recycling subsidization by RDBN taxpayers.

3.	<b>Internet Connectivity</b>	<b>Board – Rural Directors Committee - Lead</b>
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Research into existing ISP's, their services offered, costs to internet users, and the geographic area of their services has been completed. A recent report on progress made to date went to the Board on February 22<sup>nd</sup>. A further report will be brought back to the Board this spring summarizing the results of the research and seeking further direction.

The Regional District was successful in securing Rural Dividend Funds to engage a consultant to support us in this process.

4.	<b>Transportation</b> – methods of moving people between communities. First Nations Relations <ul style="list-style-type: none"> <li>➤ Community to Community Forum (Funding available from INAC) <ul style="list-style-type: none"> <li>▪ Focused on Transportation</li> <li>▪ Building communications</li> </ul> </li> </ul>	<b>Board</b>
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The Regional District of Bulkley-Nechako transit service, inclusive of routes 161 and 162 became operational in June 2017. Ridership continues to increase, connecting our communities along the Highway 16 corridor.

Larger, 30 passenger buses will replace the current buses in spring 2018.

Work to establish Partnership Agreements with First Nations for financial support of the Bulkley-Nechako Regional Transit Service is ongoing in 2018.



5.	<b>First Nations Protocol</b> <ul style="list-style-type: none"> <li>➤ Community to Community Forum (Funding available from INAC) <ul style="list-style-type: none"> <li>▪ Focused on Transportation</li> <li>▪ Building communications</li> </ul> </li> </ul>	<b>Board</b>
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A Community to Community Forum, cohosted with Nadleh Whut'en First Nation was held at Nadleh Whut'enne Yah in June 2017 focused on transportation and building communications. The morning agenda focused on transportation and the afternoon agenda focused on establishing a protocol agreement between First Nations and the RDBN. Dan George, President of Four Directions Management Services facilitated the Forum.

A working group was established at the June 2017 C2C to revise the draft protocol agreement. The working group met during 2017 and a second draft of the protocol agreement was sent to all First Nations and Municipalities in January of 2018.

	NEXT	
6.	<b>Attraction/Retention –</b> Residents/Business'/Organizations/Communities	<b>Sub-regional/ Regional- Board support</b>

Economic Development Initiatives, including the opportunities website and the SWOT continue to work to attract residents and businesses into our region. A number of marketing materials have been produced and are being promoted through opportunities.rdbn.bc.ca, social media accounts, print advertising and in person (tradeshows/by request). Initiatives include:

- Cost of living infographics
- Industrial Land Inventory Overviews
- Community /Regional Profiles
- Career Pathways
- Discovery App
- Sector Profiles
- Bulkley-Nechako Directory
- Get to Know Your Region Program – focused on employees working in the region but not living in the region.
- Business Façade Program
- Regional Image Bank
- Value of Tourism Study
- Tourism Profiles
- Tourism Investment Attraction Package (2018 project using data collected through the Value of Tourism Study and Tourism Profiles)
- Connecting Consumers and Producers Project (community events and annual brochure)
- Talent Attraction and Retention Workshop (available May, 2018)

- Monthly Economic Development Stories (beginning May, 2018)

Staff are receiving training in April in order to be able to update many of these documents 'in house'. An update to the RDBN's economic development strategy is tentatively planned for 2019.

	BOARD ADVOCACY	
7.	<b>Health Services</b> (Regional Health Services Access – Local Access, Hospital Construction)	<b>Regional Hospital Districts</b>

The Board has advocated for important RHD priorities, including procurement for the Primary Care Facility in Fort St James and ultimate replacement of the Stuart Lake Hospital; the upgrade of the Pines cafeteria in Burns Lake, and the renovations to the Fraser Lake Health Centre. The Board has lobbied the province on other health care issues including Emergency Health Services' Air Ambulance Program; use of RDBN airports; and continuing mammography services in Smithers.

The primary care facility in Ft. St. James was formally announced on April 3, 2018 and construction is scheduled to be complete by Spring of 2019.

Funding for major projects is a priority for SNRHD. This is being accomplished through a savings program before construction and by lobbying efforts by the Board to have the SNRHD share of major capital costs be 20%.

8.	<b>Wildfire Mitigation</b> <ul style="list-style-type: none"> <li>➤ Staff had recent contact with Emergency Management BC and they have indicated their intent to take the lead;</li> <li>➤ Continue to have regular calls and support across the North and continue to collaborate;</li> </ul>	<b>EMBC - Lead</b>
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The RDBN continues to encourage the Ministry of Forests, Lands, and Natural Resource Operations to take responsibility for implementing fuel management programs on Crown Lands surrounding communities as the current Provincial Government approach to community wildfire protection, including the downloading of responsibility for fuel management onto local governments, is very inefficient and ineffective. This was most recently done as part of the BC Flood and Wildfire Review.

Staff continue to raise public awareness regarding the actions that can be taken to fire proof rural properties as part of all development approval processes.

9.	<b>Nechako Watershed</b> (Impacts of Rio Tinto Alcan)	
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The Nechako Watershed presented to the Board on their plans and funding requirements. A meeting of the Directors who are part of the watershed occurred on March 8, 2018 to consider the matter.

**Impacts of Rio Tinto:**

In 2017 and 2018 staff participated in a consultation process to review the Dam Emergency Plan for the Nechako Reservoir. Staff and the Board requested that Rio Tinto address reservoir management issues as part of their Dam Emergency Plan.

In 2018 the Board considered participation in Rio Tinto's water engagement initiative; but deferred further consideration of participation pending further information from Rio Tinto regarding the scope of the initiative and the opportunity that exists for the RDBN to have a meaningful impact on the manner in which Rio Tinto manages the water resources in our region.

10.	<b>CN Emergency Meeting and Exercise</b>	
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A meeting with CN occurred in 2018 to discuss safety related to at-road crossing.

A resolution is going forward to UBCM regarding the need for local governments and fire departments to be provided with full manifests of the contents of trains travelling through their communities.

11.	<b>Three Phase Power</b> <ul style="list-style-type: none"> <li>➤ Issues in regard to light industrial farming initiatives;</li> <li>➤ Lack of access to three phase power;</li> <li>➤ If three phase power was wanted the company had to pay for the infrastructure;</li> <li>➤ Southside of Francois Lake – lacks three phase power;</li> <li>➤ Study completed – capacity issues in communities identified;</li> </ul> BC Hydro has completed some upgrades since the time of the study;	Advocacy – BC Hydro RBA - Advocating
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The Board continues to lobby the provincial government and B. C. Hydro for the construction of three phase power in Rural Areas (including the southern portion of "Area E"). Opportunities to partner will be used wherever industrial activity makes the creation of this infrastructure more affordable. Examples could be the construction of mines or projects initiated by Rio Tinto in the reservoir.

	OTHER	
12.	Diversification Strategy – (Mid-Term Timber Supply)	Forestry Committee

The Morice Timber Supply Area (TSA) surrounding Houston and Granisle Annual Allowable Cut (AAC) will fall from 1.9 M m<sup>3</sup>/year to 1.6 m<sup>3</sup>/year on March 16, 2020.

The Bulkley Timber Supply Area surrounding Smithers and Telkwa has an AAC of 0.852 m<sup>3</sup>/year; however, 0.3493 m<sup>3</sup>/year is attributable only to pulp logs.

The Prince George TSA has recently dropped 33% from 12.5 m<sup>3</sup>/year to 8.350 m<sup>3</sup>/year on October 11, 2017 and will drop to 7.350 on October 11, 2022. The

Prince George TSA surrounds Fraser Lake, Vanderhoof, Ft. St. James and Prince George.

The AAC for community forests and woodlots are determined individually and are not included in the figures above.

The figures above may be exasperated if additional land use constraints impact logging operations. This could include land use changes for the protection of Caribou.

Actions outlined in Strategic Priorities #6. and #13. of this report support economic diversification across the region.

13.	Bulkley-Nechako Workforce Opportunities Table (Previously SWOT – Strategic Workforce Opportunities Team)  (Trade/Apprenticeship Training)	Operational
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An update on the SWOT and completed actions was provided to the Board in March. Currently, the SWOT is completing the Labour Market Partnership agreement (May, 2018) and a Strategic Plan. The SWOT has been renamed the Bulkley-Nechako Workforce Opportunities Table. The Table is working on securing long term (3-5 year) funding through partnerships with industry, local government, and other organizations. A funding application has been submitted to Northern Development's Strategic Initiative Fund and NKDF to complete the remaining recommendations in the Regional Skills Gap Analysis (RSGA), to update the RSGA and to complete priority actions from the updated RSGA.

14.	Agricultural Land Protection	Agricultural Committee
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Agricultural Land Protection is a land use priority in the Electoral Area D and E Official Community Plan adopted in 2017, and the Electoral Area D Official community Plan currently under review.

The Board lobbied the Provincial and Federal Governments regarding the need for legislation limiting the foreign ownership of farm land in the region.

In 2018 the Board provided input to the Minister of Agriculture's independent Advisory Committee on revitalizing the Agricultural Land Reserve (ALR) and the Agricultural Land Commission (ALC).

#### **RECOMMENDATION:**

**(All/Directors/Majority)**

Direction.





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**SUPPLEMENTARY MEMORANDUM**

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

**FROM:** Wendy Wainwright, Executive Assistant

**DATE:** April 9, 2018

**SUBJECT:** Committee Meeting Recommendations  
– April 5, 2018

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Following are recommendations from the April 5, 2018 Committee meetings for the Regional Board's consideration and approval.

**Committee of the Whole Meeting – April 5, 2018**

**Recommendation 1:**

**Re: Director Remuneration**

"That the Regional District of Bulkley-Nechako Board of Directors direct the Chief Financial Officer to present a new draft remuneration bylaw for further discussion at the next Committee of the Whole Meeting."

**Rural Directors Committee – April 5, 2018**

**Recommendation 2:**

**Re: Smithers Farmers Institute- Request for Grant in Aid – Electoral Area "A" (Smithers Rural)**

"That the Smithers Farmers Institute be given \$1,080 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the "Smithers Farmers' Institute Northern Agricultural Gala 2018: Food for Thought and two complimentary tickets for one youth and one First Nation attendee."

**Recommendation 3:**

**Re: Stuart Lake Outreach Group Society - Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)**

"That the Stuart Lake Outreach Group Society be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its food bank and lunch program."

**Recommendation 4:**

**Re: Fort St. James Secondary School - Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)**

"That the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for a Grade 12 Scholarship."



**Rural Directors Committee – April 5, 2018 (CONT'D)**

**Recommendation 5:**

**Re: Fort St. James Taekwondo - Request for Grant in Aid – Electoral Area “C”  
(Fort St. James Rural)**

“That the Fort St. James Secondary School be given \$1,000 grant in aid monies from electoral Area “C” (Fort St. James Rural) for costs associated with students competing at the ITF World Cup, Australia in September, 2018.”

**Recommendation 6:**

**Re: Granisle T.V. Society - Request for Grant in Aid – Electoral Area “G” (Houston Rural)**

“That the Granisle T.V. Society be given \$2,000 grant in aid monies from Electoral Area “G” (Houston Rural) for costs associated with maintenance.”

**RECOMMENDATION:**

**(ALL/DIRECTORS/MAJORITY)**

Recommendations 1 through 6 as written.



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
April 19, 2018**

**To:** Chair Miller and the Board of Directors  
**From:** Kristi Rensby, Finance/Administration Coordinator  
**Date:** April 6, 2018  
**Regarding:** Federal Gas Tax Funds – Electoral Area 'B' (Burns Lake Rural)  
 Lakes District Food Bank Society

The Lakes District Food Bank Society has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to assist with energy efficiency upgrades at the Lakes District Food Bank, located in Burns Lake.

This project includes the replacement of the roof, adding insulation, replacing a hot water tank, and replacing the windows. The budget for this project has been quoted at \$17,770.68.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'B' allocation is \$281,131.08. Director Miller is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$17,770.68 from Area 'B' for this Recreation Infrastructure project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$17,770.68 of Electoral Area 'B' Federal Gas Tax allocation monies to the Lakes District Food Bank Society for energy efficiency upgrades at the Lakes District Food Bank; and further,

**(All/Directors/Majority)**

2. That the RDBN Board of Directors authorize the withdrawal of up to \$17,770.68 from the Federal Gas Tax Reserve Fund.

**(Participants/Weighted/Majority)**



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
April 19, 2018**

**To:** Chair Miller and the Board of Directors  
**From:** Kristi Rensby, Finance/Administration Coordinator  
**Date:** April 6, 2018  
**Regarding:** Federal Gas Tax Funds – Electoral Area 'F' (Vanderhoof Rural)  
 District of Vanderhoof – Recreation Fields, Phase 2

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The District of Vanderhoof has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to assist with a Recreation Infrastructure improvement project located in Vanderhoof.

In 2016, the District built one recreation field as the first step in a phased approach to a "full service" recreation field to be used for soccer, football, rugby, lacrosse and field hockey. In 2018, they are ready to begin Phase 2, with the development of a second field and preparation for the proposed developments for Phase 3.

The cost for the Phase 2 portion of the project has been estimated at \$127,330. The District has also applied for funding towards this project through Northern Development Initiative Trust.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'F' allocation is approximately \$388,070.05. Director Petersen is supportive of this project and accessing Federal Gas Tax Funds in the amount of up to \$100,000. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$100,00 of Electoral Area 'F' Federal Gas Tax allocation monies to the District of Vanderhoof for the Recreation Infrastructure improvement project at the Vanderhoof recreation field location ; and further,  

**(All/Directors/Majority)**
2. That the RDBN Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund.  

**(Participants/Weighted/Majority)**



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
April 19, 2018**

**To:** Chair Miller and the Board of Directors  
**From:** Kristi Rensby, Finance/Administration Coordinator  
**Date:** April 6, 2018  
**Regarding:** Federal Gas Tax Funds – Electoral Area 'F' (Vanderhoof Rural)  
 District of Vanderhoof – Skateboard Park

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The District of Vanderhoof has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to assist with a Recreation Infrastructure improvement project located in Vanderhoof.

The District is building a Skateboard Park near the recreation fields, arena and aquatic centre. The estimated cost for this construction, including the design work, is \$545,000.

The District has committed funds towards this project, and has also applied for funding through Northern Development Initiative Trust and Nechako-Kitimaat Development Foundation.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'F' allocation is approximately \$388,070.05. Director Petersen is supportive of this project and accessing Federal Gas Tax Funds in the amount of up to \$100,000. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$100,00 of Electoral Area 'F' Federal Gas Tax allocation monies to the District of Vanderhoof for the construction of a Skateboard Park in Vanderhoof; and further,  

(All/Directors/Majority)
2. That the RDBN Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund.  

(Participants/Weighted/Majority)



## Regional District of Bulkley-Nechako Board of Directors Memorandum

**To:** Chair Miller and RDBN Board of Directors  
**From:** Deneve Vanderwolf, Regional Transit Coordinator  
**Date:** April 04, 2018  
**Re:** 2018-2019 Annual Operating Agreement with BC Transit

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Attached is the 2018-2019 Annual Operating Agreement (AOA) that formalizes the partnership with BC Transit to operate the Bulkley-Nechako Regional Transit Service. The budgeted Local Government Share of Costs for 2018/2019 is \$105,005 as indicated on Schedule "C" Budget (AOA, Page 12). This amount is \$2,102 more than budgeted. There is contingency in the Regional Public Transit and Para-Transit Service budget to cover this overage.

I would be pleased to answer any questions.

**Recommendation:**

(all/directors/majority)

**That the Regional District of Bulkley-Nechako Board of Directors receive the 2018-2019 Annual Operating Agreement and that the Regional District of Bulkley-Nechako Board of Directors approve entering into the Agreement with BC Transit.**

**ANNUAL OPERATING AGREEMENT**

**between**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**and**

**BRITISH COLUMBIA TRANSIT**

**Effective**

**April 1, 2018**

**INFORMATION CONTAINED IN THIS AGREEMENT IS SUBJECT TO THE  
FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT. CONSULT  
WITH THE AUTHORITY PRIOR TO RELEASING INFORMATION TO INDIVIDUALS  
OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.**

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## **ANNUAL OPERATING AGREEMENT**

**BETWEEN:**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

(the "Municipality")

**AND:**

**BRITISH COLUMBIA TRANSIT**

(the "Authority")

WHEREAS the Authority is authorized to contract for transit services for the purpose of providing and maintaining those services and facilities necessary for the establishment, maintenance and operation of a public passenger transportation system in the Transit Service Area,

WHEREAS the Municipality is authorized to enter into one or more agreements with the Authority for transit services in the Transit Service Area;

WHEREAS the parties hereto have entered into a Transit Service Agreement which sets out the general rights and responsibilities of the parties hereto;

WHEREAS the Municipality and the Authority are authorized to share in the costs for the provision of a Public Passenger Transportation System pursuant to the *British Columbia Transit Act*;

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Transit Service Agreement, the specific terms and conditions for the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants hereinafter contained, the parties covenant and agree with each other as follows:



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## SECTION 1: DEFINITIONS

Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Transit Service Agreement shall apply to this Annual Operating Agreement including:

- a) "Annual Operating Agreement" shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendments negotiated and entered into by the parties subsequent hereto; and,
- b) "Transit Service Agreement" shall mean the Transit Service Agreement between the parties to this Annual Operating Agreement, including any amendments made thereto.

## SECTION 2: INCORPORATION OF SCHEDULES

All schedules to this agreement are incorporated into the agreement, and form part of the agreement.

## SECTION 3: INCORPORATION OF TRANSIT SERVICE AGREEMENT

Upon execution, this Annual Operating Agreement shall be deemed integrated into the Transit Service Agreement and thereafter the Transit Service Agreement and Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the *British Columbia Transit Act*, as amended from time to time.

## SECTION 4: TERM AND RENEWAL

- a) The parties agree that the effective date of this agreement is to be April 1, 2018, whether or not the agreements have been fully executed by the necessary parties. Once this agreement and the associated Transit Service Agreement are duly executed, this agreement will replace all provisions in the existing Transit Service Agreement and Master Operating Agreement with respect to the rights and obligations as between the Authority and the Municipality.
- b) Upon commencement in accordance with Section 4(a) of this agreement, the term of this agreement shall be to March 31, 2019 except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Transit Service Agreement shall likewise be so terminated or not renewed, as the case may be.
- c) Either party may terminate this agreement as follows:
  - a. Cancellation by the Authority: In the event that the Authority decides to terminate this Agreement for any reason whatsoever, the Authority shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 10.
  - b. Cancellation by the Municipality: In the event that the Municipality decides to terminate this Transit Service Agreement for any reason whatsoever, and by extension the Annual Operating Agreement, the Municipality shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 10.

## SECTION 5: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

This Agreement and the parties hereto are subject to the provisions of the *Freedom Of Information And Protection Of Privacy Act* ("FOIPPA"). Any information developed in the performance of this Agreement, or any personal information obtained, collected, stored pursuant to this Agreement, including database information, shall be deemed confidential and subject to

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the provisions of the FOIPPA including the handling, storage, access and security of such information. Confidential information shall not be disclosed to any third party except as expressly permitted by the Authority or pursuant to the requirements of the FOIPPA.

## SECTION 6: SETTLEMENT OF DISPUTES

In the event of any dispute arising between or among the parties as to their respective rights and obligations under this Agreement, or in the event of a breach of this Agreement, the parties agree to use their best efforts to find resolution through a mediated settlement. However, in the event that mediation is not successful in finding a resolution satisfactory to all parties involved, any party shall be entitled to give to the other notice of such dispute and to request arbitration thereof; and the parties may, with respect to the particular matter then in dispute, agree to submit the same to a single arbitrator in accordance with the applicable statutes of the Province of British Columbia.

## SECTION 7: MISCELLANEOUS PROVISIONS

- a) Amendment: This agreement may only be amended in writing signed by the Municipality and the Authority and specifying the effective date of the amendment.
- b) Assignment: This Agreement shall not be assignable without prior written consent of the parties.
- c) Enurement: This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- d) Operating Reserve Fund: In accordance with OIC 594, in fiscal year 2015/16, BC Transit established a Reserve Fund to record, for each local government, the contributions that BC Transit has received but has not yet earned.
  - a. BC Transit will invoice and collect on monthly Municipal invoices based on budgeted Eligible Expenses.
  - b. Any expenditure of monies from the Reserve Fund will only be credited towards Eligible Expenses for the location for which it was collected.
  - c. Eligible Expenses are comprised of the following costs of providing Public Passenger Transportation Systems:
    - i. *For Conventional Transit Service:*
      - i. the operating costs incurred in providing Conventional Transit Service excluding interest and amortization;
      - ii. the amount of any operating lease costs incurred by BC Transit for Conventional Transit Services;
      - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement; and,
      - iv. an amount of the annual operating costs of BC Transit not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement.
    - ii. *For Custom Transit Service:*
      - i. the operating costs incurred in providing Custom Transit Service excluding interest and amortization, but including the amount paid by BC Transit to redeem taxi saver coupons issued under the Taxi Saver Program after deducting from that amount the amount realized from the sale of those coupons;
      - ii. the amount of any operating lease costs incurred by BC Transit for Custom Transit Service;

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- iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement; and,
  - iv. an amount of the annual operating costs of BC Transit not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement.
- d. Eligible Expenses exclude the costs of providing third-party 100%-funded services.
  - e. BC Transit will provide an annual statement of account of the reserves received and utilized, including any interest earned for each local government.
- e) The parties agree that this agreement is in substantial compliance with all relevant legislative requirements to establish the rights and obligations of the parties as set out in the *British Columbia Transit Act*.

## **SECTION 8: GOVERNING LAW**

This Agreement is governed by and shall be construed in accordance with the laws of the Province of British Columbia, with respect to those matters within provincial jurisdiction, and in accordance with the laws of Canada with respect to those matters within the jurisdiction of the government of Canada.

## **SECTION 9: COUNTERPARTS**

This contract and any amendment hereto may be executed in counterparts, each of which shall be deemed to be an original and all of which shall be considered to be one and the same contract. A signed facsimile or pdf copy of this contract, or any amendment, shall be effective and valid proof of execution and delivery.

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## **SECTION 10: NOTICES AND COMMUNICATIONS**

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a designated officer of the parties hereto to whom it is addressed or if mailed by prepaid registered mail to the Authority at:

**BRITISH COLUMBIA TRANSIT**

c/o President & CEO  
P.O. Box 610  
520 Gorge Road East  
Victoria, British Columbia V8W 2P3

and to the Municipality at:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

c/o Chief Administrative Officer  
P.O. Box 820  
37 3rd Avenue  
Burns Lake, British Columbia  
V0J 1E0

and, if so mailed, shall be deemed to have been received five (5) days following the date of such mailing.

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IN WITNESS WHEREOF, the parties have hereunto set their hand this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

\_\_\_\_\_

\_\_\_\_\_

**BRITISH COLUMBIA TRANSIT**

\_\_\_\_\_  
PRESIDENT & CEO

\_\_\_\_\_  
CORPORATE SECRETARY

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**SCHEDULE "A": TARIFF AND FARES****Appendix 1: Tariff Notes****Passenger Categories:** There shall be the following passenger categories:

- a) Child - a person who is under six (6) years of age.
- b) Student - a person, other than a child, who is:
  - a) under the age of 21 years; and
  - i. regularly attending classes at a public or private school at or below the level of Grade 12; and
  - ii. the holder of a current Student I.D. Card or other identification approved by the Municipality.
- c) Senior - a person who is sixty-five (65) years of age or over and the holder of valid identification.
- d) Adult - a person not defined as a child, student or senior.

**Mode of Payment:** There shall be the following modes of payment:

- a) Fare - an entitlement to ride upon the services of the Public Passenger Transportation System, as defined in terms of the Passenger Category, time and Zones of travel.
- b) Cash - legal tender issued by the authority of the Government of Canada for use as money, or the equivalent in legal tender issued by the authority of the Government of the United States of America for use as money
- c) Ticket - a prepaid form of fare, issued by the Municipality, for use in lieu of cash, for payment of a single fare.
- d) Single Fare - payment of a fare by means of cash or ticket, for individual travel within designated zones, and within a specified period of time.
- e) BC Bus Pass - a Pass available to BC residents who receive:
  - Federal Guaranteed Income Supplement with the Old Age Security Pension or Spouse's Allowance (60 years and older); or
  - Disability allowance under BC Benefits (18-64 years of age)
- f) Canadian National Institute of the Blind Pass – a pass available to those who are certified by the Institute and are residents of B.C.

**Terms and Conditions:** There shall be the following terms and conditions:

- a) Young Children - Not more than four children under five years of age who board a vehicle with, and who are at all times accompanied by an Adult, Student or Senior, shall be carried free.
- b) Proof of fare when boarding - Each passenger boarding a transit vehicle must present proof of a valid fare by means of either:
  - i) deposit of correct Fare in the farebox, plus presentation of any entitlement to a reduced fare, or
- c) BC Bus Pass - A Provincial Pass honoured only upon compliance with all of the following conditions:
  - i) valid only for year indicated;
  - ii) valid only when presented face-up and unfolded; void if mutilated or altered;
  - iii) valid only when presented with signature of bearer.
- d) CNIB Pass - A Canadian National Institute of the Blind pass will be honoured only upon compliance of the following conditions:
  - i) valid only for year indicated;
  - ii) valid only when presented face-up and unfolded; void if mutilated or altered;
  - iii) valid only when presented with signature of bearer.

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**Appendix 2: Tariff and Fares****Fares:** For each one-way passenger trip*Effective as of June 19, 2017*

- a) Cash Fares
  - Adult/Students/Seniors \$5.00
  - Child (5 or under) Free
- b) Tickets (sheet of 10):
  - Adult/Students/Seniors \$45.00
- c) BC Bus Pass valid for the current calendar year and available through the Government of British Columbia BC Bus Pass Program
- d) CNIB Identification Card available from the local office of the CNIB.
- f) BC Transit Employee Bus Pass

Fares valid on Regional Service only.



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**SCHEDULE "B": SERVICE SPECIFICATIONS**

The Local Transit Service Area for the Bulkley-Nechako Regional Transit service shall be coterminous with the boundaries of the Town of Smithers, the Village of Telkwa, the District of Houston, the Village of Granisle, the Village of Burns Lake, the Village of Fraser Lake, the District of Fort St. James, and the District of Vanderhoof, as per Regional District of Bulkley-Nechako Bylaw No. 1790.

The Annual Service Level for Bulkley-Nechako Regional Transit Service shall be 2800 Revenue Service Hours.

The Exception Days recognized annually for the Bulkley-Nechako Regional Transit Service are:

<b>Exception Day</b>	<b>Service Level</b>
Good Friday	No Service
Easter Monday	Regular Service
Victoria Day	No Service
Canada Day	No Service
BC Day	No Service
Labour Day	No Service
Thanksgiving Day	No Service
Remembrance Day	No Service
Christmas Day	No Service
Boxing Day	No Service
New Years Day	No Service
Family Day	No Service

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**SCHEDULE "C": BUDGET**

	<b>Base Budget 2018/2019</b>
Total Revenue	\$27,000
Total Direct Operating Costs	\$372,064
Total Operating Costs	\$410,442
Total Costs (including Local Government Share of Lease Fees)	\$411,930
<b>Net Local Government Share of Costs</b>	<b>\$105,005</b>



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## **Regional District of Bulkley-Nechako Board of Directors April 19, 2018**

To: Chair Miller and the Board of Directors  
From: Nellie Davis, Proposal Writer  
Date: April 3, 2018  
Regarding: RDBN Nechako-Kitamaat Development Fund Society Application

RDBN Staff have submitted an application to the Nechako-Kitamaat Development Fund Society (NKDF) for Initiatives planned by the Bulkley-Nechako Workforce Opportunities Table (formerly SWOT). An RDBN Board resolution is requested in order for the RDBN to enter into a contract with NKDF, should the application be approved.

The Bulkley-Nechako Workforce Opportunities Table (through the RDBN) is requesting \$14,000 for initiatives identified in the Regional Skills Gap Analysis (RSGA), as well as an update to the RSGA, which was originally completed in 2014. Funding from this application will be paid directly to the RDBN, and will be allocated to RSGA initiatives as required. This project was put forward to Northern Development Trust's Strategic Initiatives Fund and, if approved, will provide the remaining funds required.

The \$70,000 Project includes:

- Updating the Regional Skills Gap Analysis
- Completing remaining Initiatives not funded through the Labour Market Partnership
- Completing any new initiatives identified in the updated Regional Skills Gap Analysis

<b>Funding Organization</b>	<b>Amount</b>	<b>Status</b>
Nechako-Kitamaat Development Fund	\$14,000	Pending
Northern Development Initiative Trust	\$56,000	Pending
<b>Total</b>	<b>\$70,000</b>	

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.

<b>Recommendation:</b>	<b>(All/Directors/Majority)</b>
That the Regional District of Bulkley-Nechako Board of Directors agree to enter into a contract with the Nechako-Kitamaat Development Fund, should the funding be approved.	

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

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

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

**DATE:** April 6, 2018

**SUBJECT:** BC Cattlemen's Association 90<sup>th</sup> Annual General Meeting – May 31 – June 2, 2018 – Smithers, B.C.

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The British Columbia Cattlemen's Association 90<sup>th</sup> Annual General Meeting is being held in Smithers from May 31-June 2, 2018.

At this time, formal authorization is being requested for attendance at the AGM for Director Parker, Chair, Agriculture Committee.

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

**That the Board of the Regional District of Bulkley-Nechako authorize attendance of Mark Parker, Chair, Agriculture Committee to the British Columbia Cattlemen's Association 90<sup>th</sup> Annual General Meeting in Smithers, B.C. from May 31-June 2, 2018.**



**BRITISH COLUMBIA CATTLEMEN'S ASSOCIATION**  
**90<sup>th</sup> ANNUAL GENERAL MEETING**  
**MAY 31 – JUNE 2, 2018**



**SMITHERS CIVIC ARENAS**

**Theme: "RANCHING IN THE AGE OF TECHNOLOGY"**

**For more information see: [www.bccaagm.com](http://www.bccaagm.com)**

**Registration must be received in full by April 15, 2018 to be eligible for the  
Early Bird Prize: Free Couple Registration (Value of \$330.00)**

**Registration includes:**

**THURSDAY:** Registration & Trade Show 5:00 pm, Welcome Reception 7:00 pm

**FRIDAY:** Breakfast, Lunch, Trade Show, Companion Tour, BBQ, and Silent and Live Auction

**SATURDAY:** Breakfast, Lunch, Trade Show, Research Forum plus Education Day Event and Banquet

**REGISTRATION OPENS AT 5:00 PM ON THURSDAY MAY 31<sup>ST</sup>**

**Cut along dotted line and mail lower portion in enclosed envelope.**



**BC CATTLEMEN'S ASSOCIATION 2018 ANNUAL GENERAL MEETING**

Name: \_\_\_\_\_ Spouse/Partner: \_\_\_\_\_  
Please Print

Name Badge: \_\_\_\_\_ or Guest: \_\_\_\_\_  
Print your name as you would like it to appear on your name badge

Address: \_\_\_\_\_

City / Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Ranch / Company Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Will You Be Joining the Companion Tour** Morning \_\_\_\_\_ Afternoon \_\_\_\_\_ How many \_\_\_\_\_

**Research Forum** Yes \_\_\_\_\_ No \_\_\_\_\_ How many \_\_\_\_\_

**Education Day Workshop** Yes \_\_\_\_\_ No \_\_\_\_\_ How many \_\_\_\_\_

**RESEARCH FORUM AND EDUCATION DAY 2018** On Saturday, the Convention turns to education and learning experience for our attendees with our Research Forum and Education Day. Join us Saturday morning to engage with researchers on projects of interest to the BC ranching community. Saturday afternoon our presenters will embrace the AGM theme of "Ranching in the Age of Technology" with a range of innovations set to take the cattle industry into the future.

**Full Registration (Early Bird) - Thurs, Fri, Sat - by April 15th.**

Single: \$190.00 + GST \$ 9.50 = 199.50

Couple: \$330.00 + GST \$16.50 = \_\_\_\_\_

**Full Registration - Thurs, Fri, Sat - after April 15th**

Single: \$215.00 + GST \$ 10.75 = \_\_\_\_\_

Couple: \$380.00 + GST \$ 19.00 = \_\_\_\_\_

**Youth Registration - (13-19 yrs.) Under 13 free, but pls register**

Single: \$100.00 + GST \$5.00 = \_\_\_\_\_

**Day Registration - Fri or Sat only**

Single: \$115.00 + GST \$5.75 = \_\_\_\_\_

Couple: \$175.00 + GST \$8.75 = \_\_\_\_\_

Which day are you attending? \_\_\_\_\_

**Send Registration Form and Fees to:**

**BCCA Convention 2018**

**#4 - 10145 Dallas Drive**

**Kamloops, BC V2C 6T4**

Phone: 1 877-688-2333 (toll free) Fax: 250-573-5155

Email: [becky@cattlemen.bc.ca](mailto:becky@cattlemen.bc.ca)

Make **CHEQUE** payable to **Skeena Regional AGM 2018**

Charge to ☐ VISA ☐ MASTERCARD

Card No. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Expiry date \_\_\_\_\_ / \_\_\_\_\_

Name on Card: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**To Register Online go to [www.bccaagm.com](http://www.bccaagm.com)**

**NO REFUNDS AFTER MAY 8th GST # 871035028 RT0001**

## CONVENTION PROGRAM

### SMITHERS CIVIC ARENA & NEW ARENA

#### Thursday May 31<sup>st</sup>

##### Registration opens at 5:00 pm

- Trade Show 5:00 pm – 9:00 pm
- Welcome Reception 7:00 pm

#### Friday June 1<sup>st</sup>

- Registration 7:00 am
- Breakfast 7:00 am – 8:30 am
- Trade Show 8:00 am – 5:00 pm
- **BC Cattlemen's Annual**  
**General Meeting 8:00 am**
- Coffee Break 9:30 am
- Companion Tour  
8:30 am – 11:00 am & 1:30 pm – 4:00 pm
- Lunch 11:00 am – 1:00 pm
- **BC Cattlemen's Annual**  
**General Meeting 1:00 pm**
- Cocktails 5:00 pm
- BBQ Dinner 6:00 pm
- Martin Riedemann Society Live & Silent Auction

#### Saturday June 2<sup>nd</sup>

- Breakfast 7:00 am – 8:30 am
- Trade Show 8:00 am – 1:00 pm
- Research Forum 8:00 am – 11:00 am
- Lunch 11:00 am – 1:00 pm
- Education Day 1:00 pm – 4:00 pm
- Cocktails 6:00 pm
- Dinner 7:00 pm
- Dance 9:00 pm—Dze L'Kant Friendship Centre,  
1188 Main St., Smithers
- Entertainment by local DJ—Sheldon Staney,  
known to cater to his crowd

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## ACCOMMODATION LIST

When you call for your reservation please ask for the block of rooms that have been held under the group number **BCCA-AGM-2018**. Please reserve your rooms as soon as possible. All rooms will be released from the group booking by May 17, 2018.

— FIRST COME FIRST SERVE —

### CAPRI MOTOR INN

250-847-4226 or 1-888-327-9513 3984 Hwy 16  
www.caprismithers.com 800 meters to venue  
\$85—1 bed • \$95—2 bed • Plus tax

### ASPEN MOTOR INN

250-847-4551 or 1-800-663-7676 4268 Hwy 16  
www.aspeninnsmithers.com 222 meters to venue  
\$95—1 person • \$110—2 people • Plus tax

### PRESTIGE HUDSON BAY LODGE

250-847-4581 or 1-877-737-8442 3251 Hwy 16  
www.prestigehotelandsresorts.com 2.2 km to venue  
\$105—1 or 2 beds • Plus tax

### SUNSHINE INN

250-847-6668 or 1-877-674-4637 3880-4th Ave  
www.sunshineinn.ca 1 km to venue  
\$119—1 or 2 beds • Plus tax

### SMITHERS PAR 3 AND RV PARK

250-847-3229 575 Hwy 16  
www.smitherspar3andrv.com 4 km to venue  
Power/Water/Sewer—\$30 • \$5/ person over 2 people

### RIVERSIDE MUNICIPAL RV PARK

250-847-1600 19th Ave  
www.smithers.ca 2.9 km to venue  
Power/Water/Sewer—\$33

### TYHEE LAKE PROVINCIAL PARK

www.discovercamping.ca Telkwa High Rd  
10 km east of Smithers 16.8 km to venue  
Unserviced—\$27

## COMPANION TOUR

- 8:45 am Bus Leaves  
Rustica Bakery—Artisan Bakery  
on a farm in Smithers, BC  
Healthy Hugs Organic Farm—  
along the Bulkley River, tour
- 11:00 am Back at the venue for lunch
- 1:30 pm Shopping on Main Street  
Tour of the new local Craft Brewery



## Regional District of Bulkley-Nechako Memo Board Agenda – April 19, 2018

**Prepared For:** Chair Miller and the Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** April 9, 2018  
**Issue:** Changes to the Chinook Community Society  
**Tracking:** Chinook Society Constitution and Bylaws

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### Background:

The Board has previously approved the Constitution and Bylaws in August 2017. The society is being created to manage the funds (in conjunction with the Prince George Community Foundation) received by the Regional District from the Chinook Community Forest partnership.

The Society was originally to be named the Chinook Community Foundation. However, a society should only use the words "Community Foundation" in its name if it is indeed a **Community Foundation** under the **Canadian Income Tax Act** otherwise it may be considered to be misleading the Canadian public. The society will be seeking to be registered as a charity under the **Income Tax Act**.

To be consistent with best practices several changes are required to the Constitution and bylaws including the changing of the proposed society's name (essentially dropping the word "foundation") and changing other legal changes that are required for the bylaws of registered charities.

### Discussion:

The Society's name will be changed to the "Chinook Community Society". In addition the bylaws will be updated to reflect the fact that under the Canadian **Income Tax Act** any money received from a Community Foundation (in this case the Prince George Community Foundation), no matter how indirectly, must ultimately be utilized by a qualified donee. A qualified donee is usually thought of as a registered charity; however, other organizations including local governments are also consider a qualified donee. A list is attached.

The changes are highlighted on the attached sheet. The specific changes are:

Deleting the word "Foundation" and replacing it with "Society".

Delete Bylaw 2.7 of the Bylaws and replace it with the following:



"In the event that the Society is dissolved and the Prince George Community Foundation has been wound up, dissolved or otherwise ceases to operate, the assets of the Society shall be distributed to a qualified donee, as defined in subsection 149.1(1) of the Income Tax Act (Canada), having similar purposes benefitting the local communities within the geographic area specified in Bylaw 1.6."

Delete Bylaw 8.1 of the Bylaws and replace it with the following:

"Community organizations that are a qualified donee (defined in subsection 149.1(1) of the Income Tax Act [Canada]) and operate within the Village of Burns Lake or within the boundaries of Regional District of Bulkley Nechako Electoral Areas B and E are eligible to apply for grant funding."

A society requires initial members to incorporate. As the initial few years of a society is largely administrative in nature and at this time community grants will not be given (as the fund is being established), it is recommended that staff members be the initial directors. Staff would report back to the Directors when the Society is at a stage that community grants would be able to be provided and at that time the Directors would appoint community members to be the Society's directors.

I would be pleased to answer any questions.

**Recommendation:**

(All/Directors/Majority)

"That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer's memo dated April 9, 2018 titled 'Changes to the Chinook Community Society', and further

"That the Board of the Regional District approve the revised Constitution and Bylaws for the Chinook Community Society", and further

"That the Board of the Regional District direct staff to work with staff from the Village of Burns Lake to establish the society and to report back to the Board when the society has sufficient funding to provide community grants".



**SOCIETIES ACT****CONSTITUTION**

1. The name of the Society is: **CHINOOK COMMUNITY SOCIETY** (the "Society");
2. The purposes of the Society are:
  - (a) to provide grants for charitable purposes as may contribute to the benefit and well-being of the residents of the Village of Burns Lake and Electoral Areas B and E of the Regional District of Bulkley-Nechako in the Province of British Columbia;
  - (b) to invite contributions and promote fund development through the receipt of bequests, trusts, funds and property ("Assets");
  - (c) to receive and remit to the Prince George Community Foundation funds received from the Village of Burns Lake and the Regional District of Bulkley Nechako derived from the Chinook Comfor Limited Partnership ("Chinook Revenue"), and to remit to the Prince George Community Foundation funds received by the Society as part of its Assets (collectively with the Chinook Revenue, the "Funds");
  - (d) to consider and approve requests for funding and to provide direction to the Prince George Community Foundation for disbursement of grants to be awarded from income derived from the Funds, to charitable organizations providing services primarily and exclusively within the boundaries of the Village of Burns Lake and Electoral Areas B and E of the Regional District of Bulkley-Nechako in the Province of British Columbia in accordance with the Chinook Community **Society** Terms of Reference.
  - (e) to ensure that the capital of the Funds is invested to preserve the capital and establish a legacy fund;
  - (f) to exercise all powers as are necessarily ancillary to the fulfilment of the purposes of the Society.

DATED: 2017/\_\_\_\_\_/\_\_\_\_

WITNESSES(ES)	APPLICANTS FOR INCORPORATION

**BYLAWS OF  
CHINOOK COMMUNITY SOCIETY**

(the "Society")

**PART 1 – INTERPRETATION**

- 1.1. In these Bylaws, unless the context otherwise requires:
- “Act” means the *Societies Act* of British Columbia as amended from time to time;
- “Board of Directors” means the directors of the Society;
- “Bylaws” means these Bylaws as altered from time to time.
- 1.2. The definitions in the Act apply to these Bylaws.
- 1.3. If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.
- 1.4. The Society shall have perpetual succession and has the power to acquire by purchase, gifts, devise, bequest, trust agreement, contract or otherwise, real and personal property within and without the province, and may hold, sell, dispose of, exchange, mortgage, lease, let, improve, and develop any such property, and without restricting the generality of the foregoing, may acquire in any way or ways real and personal property for the purpose of funding the purposes of the Society and deal with any and all such property as is empowered by this Bylaw.
- 1.5. The directors may, in their sole and absolute discretion, refuse to accept any bequests, trusts, funds or property.
- 1.6. The geographic area served by the Chinook Community Society shall be within the municipal boundaries of the Village of Burns Lake and within the boundaries of Electoral Areas B and E of the Regional District of Bulkley-Nechako, both in the Province of British Columbia.

**PART 2 – MEMBERS**

**Membership**

- 2.1 The members of the Society shall be comprised of
- (a) the Village of Burns Lake;
  - (b) the Regional District of Bulkley-Nechako.

**Member Representatives**

- 2.2 For the purpose of a meeting of the members, each member shall be represented by an

individual who shall be appointed by that member (the "Member Representative") and the individual Member Representative may or may not be that member's director or councilor.

- 2.3 A Member Representative is entitled to speak and vote, and in all other respects exercise the rights of a member, and that Member Representative shall be reckoned as a member for all purposes with respect to a meeting of the Society.

#### **Duties of members**

- 2.4 Every member and every Member Representative must uphold the constitution of the Society and must comply with these Bylaws.

#### **Member Resignation**

- 2.5 A person shall cease to be a member of the Society
- (a) by delivering a resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society; or
  - (b) on death, or in the case of a corporation, on dissolution;
- 2.6 In the event that one or more members ceases to be a member under Bylaw 2.5, the Society shall dissolve and the assets, if any, shall be distributed in accordance with the terms of the agreement between the Society and the Prince George Community Foundation.
- 2.7 In the event that the Society is dissolved and the Prince George Community Foundation has been wound up, dissolved or otherwise ceases to operate, the assets of the Society shall be distributed to a qualified donee, as defined in subsection 149.1(1) of the Income Tax Act (Canada), having similar purposes benefitting the local communities within the geographic area specified in Bylaw 1.6.

### **PART 3 – GENERAL MEETINGS OF MEMBERS**

#### **First Annual General Meeting**

- 3.1 The first Annual General Meeting of the Society shall be held not more than 6 months after the date of incorporation and after that an Annual General Meeting shall be held at least once in every calendar year.

#### **Time and place of general meeting**

- 3.2 A general meeting must be held at the time and place the Board of Directors, or the Members by unanimous written resolution, determine.

#### **Annual General Meeting deemed to be held**

- 3.3 An Annual General Meeting is deemed to have been held if:

- (a) the matters that must, under the *Societies Act* or the Bylaws, be dealt with at that meeting, including the presentation of the financial statements and auditor's report, if any, to the Members are dealt with in a resolution; and
- (b) all of the Members consent in writing to the resolution on or before the date by which the Annual General Meeting must be held.

### **Calling a general meeting**

- 3.4 The Board of Directors, may, at any time, call a general meeting.
- 3.5 The Board of Directors must, on receiving a written request signed by any of the members, call a general meeting.
- 3.6 Notice of a general meeting shall specify the place, day and hour of meeting and in case of business other than ordinary business, the general nature of that business.
- 3.7 At a general meeting, the following business is ordinary business:
  - (a) adoption of rules of order;
  - (b) consideration of any financial statements of the Society presented to the meeting;
  - (c) consideration of the reports, if any, of the directors or auditor;
  - (d) election or appointment of directors;
  - (e) appointment of an auditor, if any;
  - (f) business arising out of a report of the directors not requiring the passing of a special resolution.
- 3.8 The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.

### **Attendance at a general meeting**

- 3.9 A Member Representative may participate in a meeting of the Member Representatives by means of conference telephone or other communications facility by means of which all the Member Representatives participating in the meeting can communicate with each other. A Member Representative participating in a meeting in accordance with this Bylaw shall be deemed to be present at the meeting and shall be counted in the quorum therefore and be entitled to communicate, speak and vote at the meeting.

### **Notice of special business**

- 3.10 A notice of a general meeting must state the nature of any business, other than ordinary business, to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.

### **Chair of general meeting**

3.11 The following individual is entitled to preside as the chair of a general meeting:

- (a) the individual, if any, appointed by the Board of Directors to preside as the chair;
- (b) if the Board of Directors has not appointed an individual to preside as the chair or the individual appointed by the Board of Directors is unable to preside as the chair,
  - (i) the president,
  - (ii) the vice-president, if the president is unable to preside as the chair, or
  - (iii) one of the other directors present at the meeting, if both the president and vice-president are unable to preside as the chair.

### **Alternate chair of general meeting**

3.12 If there is no individual entitled under these Bylaws who is able to preside as the chair of a general meeting within 15 minutes from the time set for holding the meeting, the members who are present must elect an individual present at the meeting to preside as the chair.

### **Quorum required**

3.13 Business, other than the election of the chair of the meeting and the adjournment or termination of the meeting, must not be transacted at a general meeting unless a quorum of members is present.

### **Quorum for general meetings**

3.14 The quorum for the transaction of business at a general meeting is all of the members, represented by their respective Member Representative.

### **Lack of quorum at commencement of meeting**

3.15 If, within 30 minutes from the time set for holding a general meeting, a quorum of members is not present,

- (a) in the case of a meeting convened on the requisition of members, the meeting is terminated, and
- (b) in any other case, the meeting stands adjourned to the same day in the next week, at the same time and place, and if, at the continuation of the adjourned meeting, a quorum is not present within 30 minutes from the time set for holding the continuation of the adjourned meeting, the meeting shall be terminated and a new meeting scheduled.

### **If quorum ceases to be present**

- 3.16 If, at any time during a general meeting, there ceases to be a quorum of members present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.

### **Adjournments by chair**

- 3.17 The chair of a general meeting may, or, if so directed by the members at the meeting, must, adjourn the meeting from time to time and from place to place, but no business may be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting.

### **Notice of continuation of adjourned general meeting**

- 3.18 It is not necessary to give notice of a continuation of an adjourned general meeting or of the business to be transacted at a continuation of an adjourned general meeting except that, when a general meeting is adjourned for 30 days or more, notice of the continuation of the adjourned meeting must be given.

### **Order of business at general meeting**

- 3.19 The order of business at a general meeting is as follows:
- (a) elect an individual to chair the meeting, if necessary;
  - (b) determine that there is a quorum;
  - (c) approve the agenda;
  - (d) approve the minutes from the last general meeting;
  - (e) deal with unfinished business from the last general meeting;
  - (f) if the meeting is an annual general meeting,
    - (i) receive the directors' report on the financial statements of the Society for the previous financial year, and the auditor's report, if any, on those statements,
    - (ii) receive any other reports of directors' activities and decisions since the previous annual general meeting,
    - (iii) elect or appoint directors, and
    - (iv) appoint an auditor, if any;
  - (g) deal with new business, including any matters about which notice has been given to the members in the notice of meeting;
  - (h) terminate the meeting.



### **Methods of voting**

- 3.20 At a general meeting, voting must be by a show of hands, an oral vote or another method that adequately discloses the intention of the members.

### **Announcement of result**

- 3.21 The chair of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

### **Proxy voting not permitted**

- 3.22 Voting by proxy is not permitted.

### **Matters decided at general meeting by ordinary resolution**

- 3.23 A matter to be decided at a general meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

### **Resolutions at general meetings**

- 3.24 No resolution proposed at a general meeting need be seconded and the chair of a meeting may move or propose a resolution.
- 3.25 At a general meeting where a Member Representative is presiding as chair, in case of an equality of votes, the chair shall not have a casting or second vote in addition to the vote to which he or she may be entitled as a Member Representative, and the proposed resolution shall not pass.
- 3.26 Unless the **Societies Act** or these Bylaws otherwise provide, an action to be taken by resolution of the Members may be taken by ordinary resolution.
- 3.27 A notice may be given to a member, either personally, by mail, or by electronic mail to the Member at the member's registered address.
- 3.28 A notice sent by mail is deemed to have been given on the second day following the day on which the notice is posted, and in proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
- 3.29 Notice of a general meeting must be given to every member shown on the Register of Members on the day notice is given.
- 3.30 No other person is entitled to receive a notice of a general meeting.

## **PART 4 – DIRECTORS**

### **Number of directors on Board of Directors**



4.1 The Society must have 6 directors.

#### **Election or appointment of directors**

- 4.2 (a) The Village of Burns Lake shall appoint 2 directors to the Board of Directors; and
- (b) The Regional District of Bulkley Nechako Electoral Area B shall appoint 2 directors to the Board of Directors.
- (c) The Regional District of Bulkley Nechako Electoral Area E shall appoint 2 directors to the Board of Directors.
- 4.3 Directors are appointed to serve a term of up to four (4) consecutive years.
- 4.4 Directors may serve more than one (1) term as a Director provided they are not consecutive terms which for this purpose means the terms be separated by at least one year.
- 4.5 An act or proceeding of the Board of Directors is not invalid merely because there are fewer than the prescribed numbers of directors in office.
- 4.6 An appointee cannot be a director unless
- (a) the person is qualified to be a director under the **Societies Act**, and
- (b) the individual consents in writing to be a director; or
- (c) the individual is present at the meeting where the nomination is accepted or the appointment is made and the individual does not refuse, at the meeting, to be a director.
- 4.7 An appointee is not qualified to be a director if he or she is a local government elected official or local government employee.
- 4.8 A director who ceases to be qualified to act as a director must promptly resign.

#### **Resigning or ceasing to be a director**

- 4.9 A member may remove a director who that member appointed before the expiration of that director's term as director.
- 4.10 A director may resign by submitting written notice to the Board of Directors indicating the effective date of the resignation.
- 4.11 If a director resigns or otherwise ceases to be a director, the member who appointed that director will, within 30 days of the resignation or cessation, appoint a new person to complete the remainder of the term of the former director and that person becomes a director upon being appointed, subject to the requirements in Bylaws 4.6 and 4.7.

**Exercise of powers**

- 4.12 Subject to Bylaw 4.14, the Board of Directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and which are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in a general meeting, but subject, nevertheless to,
- (a) all laws affecting the Society;
  - (b) these Bylaws; and
  - (c) rules, consistent with these Bylaws, which are made from time to time by the Society in a general meeting.
- 4.13 No rule, made by the Society in a general meeting, invalidates a prior act of the Board of Directors that would have been valid if that rule had not been made.
- 4.14 During the 30-day period referenced in Bylaw 4.11, or such shorter period before a member appoints a replacement director under Bylaw , the Board of Directors may not vote on any matter.
- 4.15 If after the 30-day period referenced in Bylaw 4.11, a director vacancy remains unfilled, the Board of Directors shall carry on with the conduct of the Society's business as though the vacancy did not exist.

**Borrowing**

- 4.16 The directors may from time to time on behalf of the Society, with the prior approval of the members granted by an ordinary resolution, borrow money in such manner and amount, on such security, from such sources and upon such terms and conditions as they determine appropriate to further the purposes of the Society, subject to the Act.

**PART 5 – DIRECTORS' MEETINGS****Calling directors' meeting**

- 5.1 A directors' meeting may be called by the president or by any 2 other directors.
- 5.2 The president must convene a meeting of the Board of Directors within 30 days of receipt of notice from the members that the members have received a distribution of profits from the Chinook Comfor Limited Partnership.

**Notice of directors' meeting**

- 5.3 At least 2 days' notice of a directors' meeting must be given unless all the directors agree to a shorter notice period.

**Proceedings valid despite omission to give notice**

- 5.4 The accidental omission to give notice of a directors' meeting to a director, or the non-receipt of a notice by a director, does not invalidate proceedings at the meeting.

### **Conduct of directors' meetings**

- 5.5 The directors may regulate their meetings and proceedings as they think fit.

### **Quorum of directors**

- 5.6 The quorum for the transaction of business at a directors' meeting is a majority of the directors provided that at least one of the directors appointed by each of the RDBN Electoral Areas B and E and the Village of Burns Lake is present.

### **Proceedings of directors**

- 5.7 A director may participate in a meeting of the Board of Directors by means of conference telephone or other communications facility by means of which all the directors participating in the meeting can communicate with each other. A director participating in a meeting in accordance with this Bylaw shall be deemed to be present at the meeting and shall be counted in the quorum therefore and be entitled to speak, communicate and vote at the meeting.
- 5.8 For a first meeting of the Board of Directors held immediately following the appointment of a director or directors at an Annual or other general meeting of Members, or for a meeting of the Board of Directors at which a director is appointed to fill a vacancy in the Board of Directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be constituted, if a quorum of the directors is present.
- 5.9 Questions arising at a meeting of the Board of Directors shall be decided by a majority of votes.
- 5.10 In the case of an equality of votes the chair does not have a second or casting vote.
- 5.11 A resolution proposed at a meeting of the Board of Directors must be seconded and the chair of a meeting may move, propose or second a resolution.
- 5.12 A resolution in writing, signed by all of the Board of Directors and placed with the minutes of the Board of Directors is as valid and effective as if regularly passed at a meeting of directors.

## **PART 6 – BOARD POSITIONS**

### **Election or appointment to Board of Directors positions**

- 6.1 Directors must be elected or appointed to the following Board of Directors positions, and a director, other than the president, may hold more than one position:

- (a) president;
- (b) vice-president;
- (c) secretary;
- (d) treasurer.

### **Directors at large**

6.2 Directors who are elected or appointed to positions on the Board of Directors in addition to the positions described in these Bylaws are elected or appointed as directors at large.

### **Role of president**

6.3 The president is the chair of the Board of Directors and is responsible for supervising the other directors in the execution of their duties.

### **Role of vice-president**

6.4 The vice-president is the vice-chair of the Board of Directors and is responsible for carrying out the duties of the president if the president is unable to act.

### **Role of secretary**

6.5 The secretary is responsible for doing, or making the necessary arrangements for, the following:

- (a) issuing notices of general meetings and directors' meetings;
- (b) taking minutes of general meetings and directors' meetings;
- (c) keeping the records of the Society in accordance with the Act;
- (d) conducting the correspondence of the Society;
- (e) filing the annual report of the Society and making any other filings with the registrar under the Act.

### **Absence of secretary from meeting**

6.6 In the absence of the secretary from a meeting, the Board of Directors must appoint another individual to act as secretary at the meeting.

### **Role of treasurer**

6.7 The treasurer is responsible for doing, or making the necessary arrangements for, the following:

- (a) receiving and banking monies collected from the members or other sources;

- (b) keeping accounting records in respect of the Society's financial transactions;
- (c) preparing the Society's financial statements;
- (d) making the Society's filings respecting taxes.

## **PART 7 – REMUNERATION OF DIRECTORS AND SIGNING AUTHORITY**

### **Remuneration of directors**

- 7.1 These Bylaws do not permit the Society to pay to a director remuneration for being a director, but the Society may, subject to the Act, pay remuneration to a director for services provided by the director to the Society in another capacity.
- 7.2 A director must be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the Society.

### **Signing authority**

- 7.3 A contract or other record to be signed by the Society must be signed on behalf of the Society
  - (a) by the president, together with one other director,
  - (b) if the president is unable to provide a signature, by the vice-president together with one other director,
  - (c) if the president and vice-president are both unable to provide signatures, by any 2 other directors, or
  - (d) in any case, by one or more individuals authorized by the Board of Directors to sign the record on behalf of the Society.

## **PART 8 – GRANT REQUESTS**

### **Eligible Recipients and Expenses**

- 8.1 Community organizations that are registered charities or are qualified donees (defined in subsection 149.1(1) of the Income Tax Act [Canada]) and operate within the Village of Burns Lake or within the boundaries of Regional District of Bulkley Nechako Electoral Areas B and E are eligible to apply for grant funding.
- 8.2 Individuals and for-profit businesses are not eligible to receive funds from the Society.
- 8.3 The services provided by community organizations receiving a grant from the Society must be available to the entire community.

### **Ineligible Expenditures**

- 8.4 The Society will not grant funds where the funds granted are to be used for any of the

following community organization's expenses or purposes:

- (a) usual operational or core expenditures,
- (b) expenses incurred prior to the approval of the grant
- (c) operational deficits, debt repayment or mortgage payments
- (d) for the establishment of an endowment;
- (e) sectarian, religious or political purposes;
- (f) services that are not provided primarily and exclusively within the boundaries of the geographic area described in Bylaw 1.6.



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# Qualified donees

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## Guidance

### Reference Number

CG-010

### Issued

August 15, 2011

This guidance replaces Summary policy CSP-Q01, Qualified donee.

## Summary

Under the Income Tax Act, qualified donees are organizations that can issue official donation receipts for gifts they receive from individuals and corporations. Registered charities can also make gifts to them.

## Qualified donees

Qualified donees are as follows:

- a registered charity (including a registered national arts service organization)
- a registered Canadian amateur athletic association
- a registered housing corporation resident in Canada constituted exclusively to provide low-cost housing for the aged
- a registered Canadian municipality
- a registered municipal or public body performing a function of government in Canada
- a registered university outside Canada that is prescribed to be a university, the student body of which ordinarily includes students from Canada
- a registered charitable organization outside Canada to which Her Majesty in right of Canada has made a gift
- Her Majesty in right of Canada, a province, or a territory
- the United Nations and its agencies

Her Majesty in right of Canada, a province, or a territory, and the United Nations and its agencies are qualified donees that do not have to be registered to be recognized as such.

## References

- Income Tax Act, R.S.C. 1985 (5<sup>th</sup> supp.) c. 1, para. 110.1(1)(a), ss. 118.1(1) and 149.1(1) and 149.1(6.4), 188.1(5)
- Disbursement of funds to a qualified donee, CPC-014
- Charitable organizations outside Canada that have received a gift from Her Majesty in right of Canada, CG-015
- Registered Charities Newsletter, Issue No. 24
- Qualified donee: Becoming a Prescribed University Outside Canada, RC191

**Date modified:**

2017-01-11





## Regional District of Bulkley-Nechako Memo Board Agenda – April 19, 2018

**Prepared For:** Chair Miller and the Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** April 3, 2018  
**Issue:** Budget Amendment for the Five Year Financial Plan – 2017  
**Tracking:** Notes for Bylaw #1829 and Bylaw Amendment #1795

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### **Background:**

The budget for a local government provides the authority to make expenditures. The Budget is required to be amended if expenditures exceed the budget amounts.

Budget amendments will be triggered if there are any changes to property value taxation, any changes to transfers (usually to and from reserves) and for any changes to debt payments. In addition the budget will also be amended if capital expenditures increase over the budget amount.

The Budget will not be amended if there is a decrease in operating or capital expenditures. Similarly, an increase or a decrease in other revenue (often associated with grants) will not trigger an amendment as long as this change is not associated with a change in transfers or an increase in expenditures over the current budget amount.

### **Discussion:**

The Gas Tax grant for 2017 was higher than expected. In addition the amount of Gas Tax grants provided by the RDBN to other organizations was higher than expected. These changes require a formal budget amendment.

A number of other minor changes were also required as highlighted on the attached exhibit.

I would be pleased to answer any questions.

### **Recommendation:**

(All/Directors/Majority)

"That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer's memo dated April 3, 2018 titled 'Budget Amendment for the Five Year Financial Plan – 2017', and further

"That the Board of Directors consider providing three readings and adoption to Bylaw #1829 later in the agenda."

## Exhibit A: 2017 Budget Amendment

### **Service 1102 Rural Government administration**

Increase transfers from Federal Gas Tax from \$700,000 to \$999,052  
 Increase Federal Gas Tax Expenditures from \$700,000 to \$999,052  
 Increase Federal Gas Tax Revenue from \$838,699 to \$892,392  
 Increase contribution to reserves for Federal Gas Tax from \$838,699 to \$892,392

### **Service 1202 General Government Administration**

Increase transfer from vehicle reserve from NIL to \$16,417  
 Increase Capital expenditures from \$20,900 to \$36,624

### **Service 4101 Electoral Area Planning**

Increase transfer from vehicle reserve from NIL to \$16,417  
 Increase Capital Expenditures from NIL to \$16,417

### **Service 7601 Emergency Preparedness Planning**

Increase transfer from vehicle reserve from NIL to \$16,417  
 Increase Capital Expenditures from NIL to \$16,417

### **Service 4201 Building Inspection**

Increase Building Permits from \$55,000 to \$87,267  
 Increase Municipal Cost Sharing from \$104,464 to \$125,272

### **Service 7102 Southside Rural Fire Protection**

Increase Donation Revenue from NIL to \$45,000  
 Increase transfer to vehicle reserve from \$4,000 to \$34,000  
 Increase contribution to Repairs and Maintenance reserve from NIL to \$15,000

### **Service 7103 Topley Rural Fire Protection**

Increase Donations from NIL to \$10,638  
 Increase Gas Tax Transfer from NIL to \$19,558  
 Increase Capital Expenditures from NIL to \$30,196

### **Service 8101 Lakes District Airport**

Increase Revenue from taxation by \$5000 (from \$95,997 to \$100,997) and service budget  
 Increase Transfer to Capital Reserves from NIL to \$5000

### **Service 9106 Colony Point Street Lighting**

Increase Utility Expense form \$3,230 to \$3,514

**10504 Burns Lake and Area TV Rebroadcasting**

Increase revenue from taxation by \$3484 (from \$21,044 to \$24,528) and service budget

Increase General Expenses from \$34,018 to \$37,500

Regional District of Bulkley-Nechako  
2017 to 2021 Financial Plan - Bylaw No. 1795

Schedule "A"

2017 Financial Plan:																
Service	FUNDING						TRANSFERS From/To				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1100 Rural Government Services	244,019				1,084,214	1,328,233	97,843	270,386		368,231				1,595,462		1,696,462
1200 General Government Services	1,040,334		15,900		311,899	1,368,133	(12,390)	360,128	70,000	417,738	7,800	37,317	70,000	1,670,756		1,785,873
1301 Feasibility Studies					17,161	17,161		2,692		2,692				19,853		19,853
1501 Local Community of Fort Fraser	3,651				5,000	8,651		1,141		1,141				9,192		9,192
1701 Chinook Community Forest					42,636	42,636								17,000	25,636	42,636
2100 Lakes Economic Development	97,593				1,000	98,593		59,442		59,442				158,035		158,035
2200 Area "E" Economic Development	8,249				11,244	19,493	(1,000)	9,751		8,751				28,244		28,244
2300 Stuart-Nechako Economic Development								10,218		10,218				10,218		10,218
2400 Area "A" Economic Development	40,000					40,000								40,000		40,000
2500 Regional Economic Development	263,021				389,520	652,541	(1,828)	145,455		143,627				796,168		796,168
3101 Member Fiscal Services					548,173	548,173					548,173					548,173
4101 Planning	189,886		12,250		27,768	229,704	13,824	53,649	5,500	72,973		16,417	5,500	280,760		302,677
4201 Building Inspection	197,523		212,539			410,062	(11,953)	21,317	12,485	21,849			12,485	366,351		378,836
4301 Development Services	291,039		4,500		37,247	332,786	29,431	67,624	6,000	103,055		30,500	6,000	399,341		435,841
4401 Building Numbering Extended Service	7,153				1,661	8,814	(230)	2,728		2,499				11,313		11,313
4501 Unsanitary Premises Regulatory Control	20,531				2,898	23,429	(1,784)	13,842		12,058				35,487		35,487
5101 Environmental Services	3,096,240		283,000		393,434	3,772,674	325,767	1,257,244	650,000	2,233,011	495,092	593,000	650,000	4,270,593		6,008,685
5801 Weeds	37,760		5,029		15,035	57,824		11,526		11,526				69,350		69,350
5902 Lake Kathryn Aquatic Weed Harvesting		7,472	544		150	8,166		9		9				8,175		8,175
5903 Glacier Gulch Water Diversion		2,420	180		25	2,625		16,573		16,573				19,198		19,198
6101 Ft. Fraser Sewer System		29,653	25,500		20,000	75,153	(16,093)	43,883	15,200	42,990			15,200	102,943		118,143
6201 Ft. Fraser Water System		58,978	42,129		302,901	404,008	15,519	30,711	28,100	74,330		378,626	28,100	71,611		478,338
6301 Clucutz Lake - Somerset Estates Sewer								3,358		3,358				3,358		3,358
6401 Pump & Haul Sewer Disposal				500		500								500		500
6402 Liquid Waste Disposal				5,000		5,000		5,581		5,581				10,581		10,581
7101 Ft. Fraser Fire Protection	49,171				5,000	54,171	(3,613)	4,359	10,800	11,546	14,617		10,800	40,300		65,717
7102 Southside Rural Fire Protection	40,137				45,000	85,137	(48,154)	331	18,000	(30,783)			18,000	36,354		54,354
7103 Topley Rural Fire Protection	72,000				30,196	102,196	(71)		19,700	19,629	17,741	30,196	19,700	45,568	8,622	121,825
7201 Burns Lake Rural Fire Protection	107,042					107,042								107,042		107,042
7202 Ft St James Rural Fire Protection	146,755					146,755	(10,000)			(10,000)				136,755		136,755
7203 Houston Rural Fire Protection	16,157					16,157	(1,250)			(1,250)				14,907		14,907
7204 Luck Bay Rural Fire Protection	44,277					44,277	5,000	7,712	5,300	12,012	10,732	9,300		36,257		56,289
7205 Smithers Rural Fire Protection	181,597					181,597	(10,000)			(10,000)				171,597		171,597
7206 Telkwa Rural Fire Protection	108,124					108,124								108,124		108,124
7207 Vanderhoof Rural Fire Protection	35,700					35,700								35,700		35,700
7208 Round Lake Fire Protection	10,304			19,817		30,121			400	400	1,973	4,991	400	10,823	12,634	30,521
7301 Clucutz Lake Emergency Response	18,750					18,750		28		28				18,778		18,778
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7402 Area "F" Extinction Services	3,021					3,021								3,021		3,021
7403 Lakes District Emergency Services	619				333	952		218		218				1,170		1,170
7404 Area "D" Extinction	2,036				2,775	4,811		2,464		2,464				7,275		7,275
7405 Area "C" Road Rescue Service	18,153					18,153		89		89				18,242		18,242
7406 Topley Road Rescue/First Responders	6,883					6,883	(10)	80	1,000	1,070			1,000	6,953		7,953
7501 9-1-1 Service	199,613		140,404		23,092	363,109	(51,295)	16,792	70,000	35,497			70,000	328,606		398,606
7600 Emergency Preparedness Planning	159,671				352,073	511,744	11,236	51,248	1,900	64,084		16,417	1,900	554,172	3,639	575,828
7701 Burns Lake & Area Victim Services	5,646				9,802	15,448		7,223		7,223				22,671		22,671
7702 Smithers Victim Services	41,825					41,825								41,825		41,825
8101 Lakes District Airport	100,997				37,698	138,695	(5,000)	11,537		6,537	36,025	20,000		89,207		145,232
8201 Smithers Para-Transit	5,000					5,000								5,000		5,000
8202 FSJ Seniors Helping Seniors Transportation S	42,364					42,364		738		738				43,102		43,102
8203 Regional Public Transit & Para Transit Service	65,188		74,493		75,339	215,020								215,020		215,020
8301 Telkwa Pedestrian Crosswalk	1,000					1,000								1,000		1,000
9101 Decker Lake Street Lighting		9,536	350			9,886		195		195				10,081		10,081
9102 Endako Street Lighting	3,207		224			3,431		171		171				3,602		3,602
9103 Ft. Fraser Street Lighting	7,282		353			7,635		817		817				8,452		8,452
9104 Gerow Island Street Lighting	3,954					3,954		222		222				4,176		4,176
9105 Goletyen Road Street Lighting								504		504				504		504
9106 Colony Point Street Lighting	3,616					3,616								3,514	386	3,900
10101 Bulkley Valley Regional Pool and Rec Centre	862,569				19,135	881,704	(262,936)	66,532	95,000	(101,404)	1,200		95,000	684,100		780,300
10201 Ft St James Arena Grant	30,000					30,000								30,000		30,000
10202 Burns Lake Arena	243,086				2,500	245,586	(64,371)	315		(64,056)	15,030			162,500		181,530
10301 Smithers Rural Recreation/Culture	296,703					296,703								296,703		296,703
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10401 Ft Fraser Cemetery Grant	1,956		40			1,996		2		2				2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	49,396				625	50,021								50,000	21	50,021
10502 Fraser Lake and Area TV Rebroadcasting	36,338				30,727	67,065		11,337		11,337				78,402		78,402
10503 Ft St James and Area TV Rebroadcasting	161,150				2,200	163,350		662		662				164,012		164,012
10504 Burns Lake and Area TV Rebroadcasting	24,528				8,582	33,110		4,390		4,390				37,500		37,500
10601 Burns Lake and Area Library Grant	126,838				50,816	177,654		9,916		9,916				184,570		184,570
10602 Fraser Lake Rural Library Grant	9,966		60		13,585	23,511		4,130		4,130				27,741		27,741
10603 Fort St James Library	13,679					13,679		71		71				13,750		13,750
10701 Burns Lake Museum Society	25,966				10,419	36,385		2,689		2,689				39,074		39,074
10801 Fort Fraser Community Hall	2,448		50			2,498		2		2				2,500		2,500
Total for all Departments	9,026,406	108,059	823,045	19,817	3,931,864	13,909,190	(14,318)	2,589,035	1,013,085	3,587,802	1,152,384	1,127,064	1,013,085	14,100,731	50,936	17,444,201

4/3/2018

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

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

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

**DATE:** April 9, 2018

**SUBJECT:** *The Regional News* – Spring/Summer 2018

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Attached is a draft copy of the RDBN's electronic version of *The Regional News* – Spring/Summer 2018 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 Spring/Summer 2018 edition of “*The Regional News*”.”**





# The Regional News

## 2018 Meeting Dates:

### Board Meetings:

- May 24th
- June 21st
- July 19th
- August 16th
- September 27th
- October 18th
- November 29th
- December 13th

### Committee Meetings:

- May 3rd
- June 7th
- July 19th
- August 16th
- September 6th
- October 18th
- November 15th
- December 13th

## Questions & Comments:

37 3rd Avenue  
Burns Lake, B.C.

Mail: P.O. Box 820  
Burns Lake, B.C.  
VOJ 1E0

Phone:  
250-692-3195

Toll Free:  
1-800-320-3339

Fax: 250-692-3305

Email: inquiries  
@rdbn.bc.ca

Websites:  
[www.rdbn.bc.ca](http://www.rdbn.bc.ca)

[opportunities.rdbn.bc.ca](http://opportunities.rdbn.bc.ca)

[www.visitbulkleynechako.com](http://www.visitbulkleynechako.com)

## Message from the Chair

It has been my honour to be elected Chair of the RDBN again this year and I look forward to another exciting year for the Board and staff.



Spring is on its way, slowly, but it is coming. Weather has certainly been the topic of conversation for the last few months. Our snowfall this year and temperatures throughout the winter have been trying at times but it will certainly replenish our aquifers and

hopefully give a better start to fire season. Regardless of spring we must be sure we are all applying fire smart principles, making sure we are mitigating and preparing for the fire season.

The Regional District has been busy these past few months of 2018. Staff, along with an appointed advisory committee, has been working diligently on the Solid Waste Management Plan, looking for innovative and cost effective ways of dealing with waste. Already some things are changing in our region. The RDBN has signed an agreement with Recycle BC to provide services at the Vanderhoof and Smithers/Telkwa transfer stations. This provision of

(Continued on page 2)

## Mark Fisher, Director - Electoral Area "A" (Smithers Rural)

Being the Area A (Smithers/Telkwa) Rural Director on the Regional District of Bulkley Nechako Board is an honour. I am grateful for the opportunity to work with you, and for you on a variety of issues.

One of the most important parts of being an elected official is engaging with you, the public. The photo is me at the Smithers Trade Show, chatting about all kinds of RD issues. The information we get from you is put together with our own research, and the recommendations from our great staff. All sides, opinions, and perspectives are essential for relevant and accurate budgeting, and key when negotiating diverse



(Continued on page 4)

"A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION"





(Continued from page 1)

cost effective services is a part of the move toward diverting the waste stream from landfills.

The new Agriculture Coordinator Debbie Evans, hired under a joint project between the RD and NDIT, has really hit the ground running. The obvious need for this facilitation in our area has been shown by the demand on Debbie's time and the uptake of the service.

There also is some great news on the connectivity front: City West was successful in receiving a Connect to Innovate Grant of \$4 million from the Federal Government and \$1.9 million from the Provincial Government for an \$8 million project, which is going to help provide fiber backbone in a large piece of our region. The Regional District Board of Directors is still lobbying hard to make sure we have the high speed connectivity that will make us able to attract and retain residents and business. The RDBN is completing a Connectivity Study for the region to identify gaps and make recommendations for highspeed affordable internet access.

The work on the Fort Fraser water system is about to start, it is great to be able to upgrade infrastructure before it fails.

The North West Resource Benefits Alliance has also been gaining great traction with the new Provincial government. The negotiation process has been initiated and talks have been happening between our negotiators and provincial staff. This agreement, if reached, will significantly benefit all in

our region by supporting those infrastructure upgrades and investing in strengthening and renewing services.

The Regional District also continues to market our region for all sectors, from affordability to livability, and as a place to visit. Check out our websites ([opportunities.rdbn.bc.ca](http://opportunities.rdbn.bc.ca) and [visitbulkleynechako.ca](http://visitbulkleynechako.ca)) and the marketing material we have.

Following are only a few of the many issues we are taking forward to higher levels of government, industry, and other stakeholders:

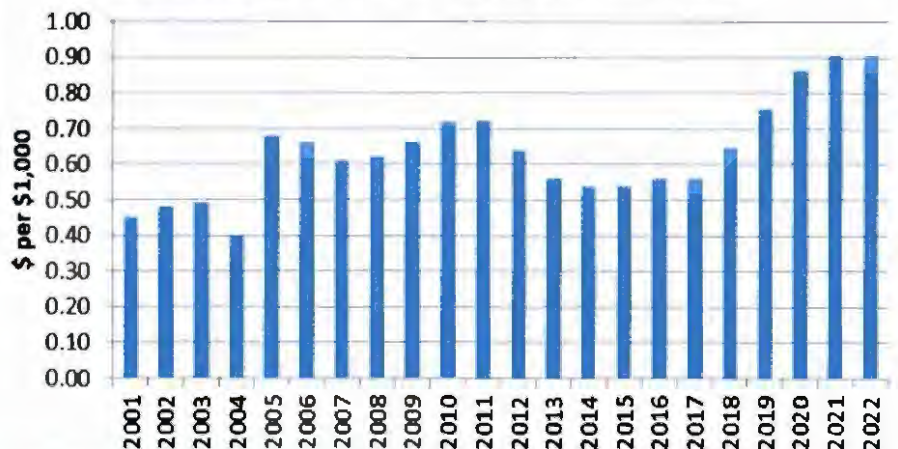
- CN Rail - safety, derailments, weed control, and crossing issues
- Forestry - full use of fiber, wildfire issues, wildlife issues, soft wood lumber agreement
- Emergency Management - preventative costs, road rescue costs
- BC Safety Authority - building codes, new regulations for home builders

It is the last year of a four-year term for local government, so this fall we will all be going to the polls to elect our representatives. Local government is where the rubber hits the road, lobbying other levels of government and stakeholders, as well as the provision of services to the region. If you're interested in the work of community service check out board or council meetings in your community. You may find yourself on the other side of the ballot.

## 2018 Stuart-Nechako Regional Hospital District Budget

Stuart Nechako Regional Hospital District's primary focus is providing funding for new healthcare infrastructure. The Hospital District includes all municipalities from Vanderhoof to Granisle including Ft. St. James as well as the Rural Areas Burns Lake, Ft. St. James, Fraser Lake and Vanderhoof. The Hospital District is currently in the process of planning for the funding of a new hospital in Ft. St. James. Tax rates are expected to increase to \$0.90 per \$1000 of property assessments in 2021 in order to provide the necessary funds for this project. The last major infrastructure project was the Burns Lake Hospital.

### Residential Tax Rates per \$1,000





162 Smithers		To Smithers	
Monday, Wednesday, Friday			
Burns Lake: Government at Gilgan	6:46 am	—	
Wet'suwet'en: Tom Dr at Hwy 16	7:00	—	
Burns Lake: Government at Gilgan	7:14	—	
Burns Lake: 3rd Ave at Kerr	7:24	—	
Burns Lake: Centre St at 10th Ave	7:30	—	
Decker Lake: Trading Post	7:38	—	
Broman/Duncan: Hwy 16 at Duncan Lk Rd	7:58		
Topley: Rest Area	8:10	—	
Houston: Leisure Facility	8:33 Ar		
Houston: Leisure Facility	8:48 Lv	1:00 pm	
Telkwa: Post Office	9:33	1:45	
Smithers: 8th Ave at Columbia Dr	9:49	—	
Smithers: Roi Theatre	9:53 am	2:00 pm	

162 Burns Lake		To Burns Lake	
Monday, Wednesday, Friday			
Smithers: Roi Theatre	11:30 am	3:00 pm	
Smithers: 8th Ave at Columbia Dr	—	3:04	
Telkwa: Post Office	11:45	3:20	
Houston: Leisure Facility	12:30 pm	4:05	Ar
Houston: Leisure Facility	—	4:15	Lv
Topley: Rest Area	—	4:38	
Broman/Duncan: Hwy 16 at Duncan Lk Rd	—	4:50	
Wet'suwet'en: Tom Drive at Hwy 16	—	5:07	
Decker Lake: Trading Post	—	5:12	
Burns Lake: Government at Gilgan	—	5:20	Ar
Burns Lake: Government at Gilgan		5:25	Lv
Burns Lake: 3rd Ave at Kerr	—	5:35	
Burns Lake: Centre St at 10th Ave	—	5:41	
Decker Lake: Trading Post	—	5:49	
Wet'suwet'en: Tom Dr at Hwy 16	—	5:54	
Burns Lake: Government at Gilgan	—	6:08 pm	



(Transit schedules cont'd on Page 4)

## Composter Rebates

Once again, the Regional District will be offering composter rebates of \$40 to those residents who would like to keep organics out of our waste stream by doing backyard composting. Participating retailers in our Region will offer the rebates when you purchase a composter at their establishment.

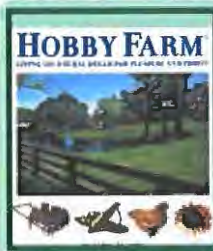
For more information on any of these initiatives, please contact the Environmental Services Department at

1-800-320-3339 or [wastewatchers@rdbn.bc.ca](mailto:wastewatchers@rdbn.bc.ca).



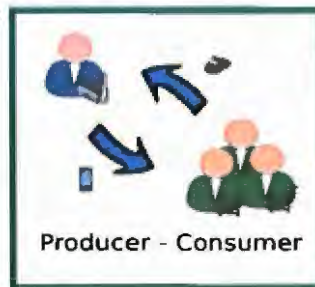


"**A World of Agriculture Opportunities**" will be the theme of the Regional Agriculture Forum to be held on Thursday, September 20 – 21, 2018 in Burns Lake BC. The event will start in the late afternoon of Thursday September 20<sup>th</sup> with a Keynote Speaker and a Feast of the Fields, showcasing local food! Friday will have concurrent workshops and a panel discussion and the forum will end at 3:00 p.m. The full event package and registration details will be available on the RDBN website by the end of June.



**Are you a hobby farmer?** A three-hour workshop on Emergency Preparedness for Small Mixed Farms will be held throughout the region. Event times and locations will be advertised in local newspapers, flyers and on the RDBN website. The timeline for the workshops are from the end of April to mid-June.

The 2018 **Connecting Consumers and Producers** brochure will be available in August. Are you a producer who markets your product(s) locally? If you are in the current guide, you will be contacted to confirm your details. Not in the 2017 guide and you want your farm to be included in the 2018 brochure! Please contact Debbie Evans at 250-692-3195 or email [debbie.evans@rdbn.bc.ca](mailto:debbie.evans@rdbn.bc.ca) by June 30<sup>th</sup>, 2018.



At the beginning of March, the Region hosted a **Beef Workshop** in Burns Lake. There were 30 producers and two guest speakers. The first guest speaker was Andrew Petersen, Water Management Specialist with the BC Ministry of Agriculture and he discussed water regulations, farm irrigation systems and forage irrigation systems in the North. The other guest speaker was Kevin Boon, General Manager, British Columbia Cattlemen's Association, (BCCA). Kevin gave an overview of the BCCA, current initiatives of the BCCA and the future of the beef industry with the proposed Prince George Beef Processing Plant. A set of the meeting minutes with attachments are available on the RDBN website.



(Continued from page 1)

### **Mark Fisher, Director - Electoral Area "A" (Smithers Rural)**

opinions on things like land use planning, waste management, economic development, fire protection, recreation, forestry and agriculture issues, and how to best implement other regional district services (please see the website for a complete overview). For this reason I invite you to continually keep informed and give any thoughts or feedback you may have by contacting me at [mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca), 250-877-8434, or [www.facebook.com/markfisherpolitical](https://www.facebook.com/markfisherpolitical).

There truly are unlimited opportunities in the Regional District of Bulkley Nechako. Our history, resources, creative thinking, committed RDBN staff, and informed and motivated residents all work together to adapt and strengthen the role of local government, and how it serves us. Again, please contact me if I may be of assistance in this or any other way.

Thanks, Mark Fisher



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## 161 Prince George/To Prince George Tuesday, Thursday, Saturday

Wet'suwet'en: Tom Dr at Hwy 16	7:00 am
Decker Lake: Trading Post	7:05
Burns Lake: Government at Gilgan	7:13
Burns Lake: 3rd Ave at Kerr	7:23
Burns Lake: Centre St at 10th Ave	7:29
Burns Lake: Government at Gilgan	7:33
Tintagel: Rest Area Hwy 16 at Tintagel	7:44
Endako: Endako Pub	8:14
Stellaquo: Slenyah Store	8:21
Fraser Lake: Fraser Lake Mall	8:27 <i>Ar</i>
Fraser Lake: Fraser Lake Mall	8:37 <i>Lv</i>
Nautley: Nadleh Whut'en Store	8:54
Fort Fraser: Community Hall	9:01
Vanderhoof: Co-Op	9:31 <i>Ar</i>
Vanderhoof: Co-Op	9:41 <i>Lv</i>
Hospital Rd at Health Care Ave	9:46
Vanderhoof: Co-Op	9:50
Beverly: Petro Canada	10:48
Prince George: Westgate Mall	10:58
Prince George: Pine Centre	11:06
Prince George: Edmonton at 13th Ave (Hospital)	11:15
Prince George: Downtown 7th at Dominion	11:22 am

## 161 Burns Lake To Burns Lake Tuesday, Thursday, Saturday

Prince George: Downtown 7th at Dominion	3:00 pm
Prince George: Edmonton at 13th Ave (Hospital)	3:04
Prince George: Pine Centre	3:16
Prince George: Westgate Mall	3:26
Beverly: Petro Canada	3:36
Beverly: Petro Canada	3:41
Vanderhoof: Co-Op	4:39 <i>Ar</i>
Vanderhoof: Co-Op	4:49 <i>Lv</i>
Hospital Rd at Health Care Ave	4:54
Vanderhoof: Co-Op	4:58
Fort Fraser: Community Hall	5:28
Nautley: Nadleh Whut'en Store	5:35
Fraser Lake: Fraser Lake Mall	5:52 <i>Ar</i>
Fraser Lake: Fraser Lake Mall	6:02 <i>Lv</i>
Stellaquo: Slenyah Store	6:08
Endako: Endako Pub	6:15
Tintagel: Rest Area Hwy 16 at Tintagel	6:45
Burns Lake: Government at Gilgan	6:56
Burns Lake: 3rd Ave at Kerr	7:06
Burns Lake: Centre St at 10th Ave	7:12
Decker Lake: Trading Post	7:20
Wet'suwet'en: Tom Dr at Hwy 16	7:25 pm

### **Riding The Bus:**

Arrive at the bus stop a few minutes early; seats are for customers, hold your bag on your lap or on the floor where it will not obstruct aisles or other customers. Please allow others to make use of the seats; have correct fare; take a seat as soon as possible; hold on while the bus is in motion; keep head, hands and arms inside bus at all times; assist your chil-

dren on and off the bus; never allow your children to stand or kneel on the seat while riding the bus; be considerate of others e.g. loud music, offensive language; remind your driver if you have to get your bike off the bike rack; never enter the street in front of or directly behind a stopped bus. Make sure traffic can see you; take your garbage with you when you leave. Rural residents requir-

ing information in regard to flagging the bus please contact the Regional District at 1-800-320-3339 or 250-692-3195.





## Are you eligible for a BC Bus Pass?



Ministry of  
Social Development  
and Poverty Reduction

Low-income seniors and Elders or Persons with Disabilities have access to the BC Bus Pass Program. The pass is valid in

communities served by BC Transit including the Bulkley-Nechako Regional Transit System.

### To Apply for a BC Bus Pass

#### Persons with Disabilities:

If you are receiving disability assistance and would like to apply for a bus pass, contact the Ministry of Social Development and Poverty Reduction at:

**1-866-866-0800.**

For more information [click here](#).

#### Low-income seniors and Elders

Eligibility:

- 60-64 years old and someone in your family unit is a Person with Disabilities receiving disability assistance from the Province of British Columbia
- 60-64 years old and on income assistance from the Province of British Columbia

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- 60-64 years old, living on a First Nations reserve and getting assistance from the band office
- Over 65 years old and would qualify for the GIS but do not meet the Canadian 10-year residency rule
- Getting Guaranteed Income Supplement (GIS)
- Getting the Federal Spousal Allowance
- Getting the Allowance for the Survivor

The cost is \$45 per year for the bus pass and it's valid from January 1st – December 31st of the calendar year.

### To Apply for a BC Bus Pass

- Call 1-866-866-0800
- Press option 2
- Enter your 10-digit phone number
- Press option 2
- Press option 1

To apply or for more information [click here](#).

### About the Bulkley-Nechako Regional Transit System

Funding for this transit service on Highway 16 is provided through a partnership with the government of British Columbia and BC Transit. Ongoing funding for Bulkley-Nechako is cost shared between the Regional District of Bulkley-Nechako and BC Transit with the assistance of funding partners.

Decisions on fares, routes and service levels are made by the Regional Transit Committee at the Regional District of Bulkley-Nechako and are based on public feedback and information provided by BC Transit.

Buses are operated by Pacific Western Transportation located at 1041 Great St. Prince George, BC V2N 2K8.

Operating costs are met by a combination of fare box revenues and joint local government and provincial funding.

**Transit Information 1-855-499-1119**

Compass

NAME FIRST LAST  
EXP 00/00/00



### Suggestions or Comments?

If you have comments about service in general or suggestions for

improvements, contact:

Deneve Vanderwolf, Regional  
Transit Coordinator

Toll Free 1-800-320-3339 or

[deneve.vanderwolf@rdbn.bc.ca](mailto:deneve.vanderwolf@rdbn.bc.ca)



### Newsletter

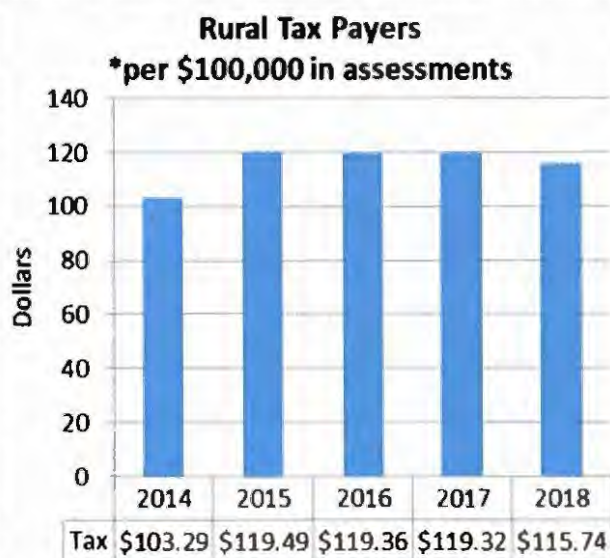
If you wish to be included in the distribution list to receive the "Regional News" please send an email to:

[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](#).

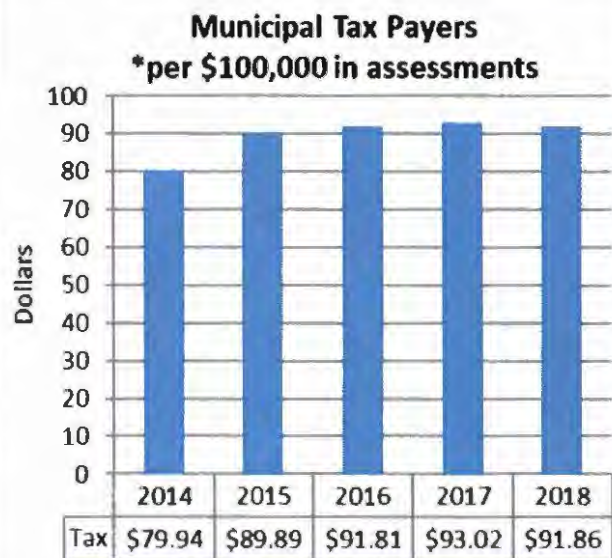


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The Regional District of Bulkley Nechako Board of Directors recently approved the Five Year Financial Plan for 2018-2022. The plan includes a reduced tax rate for both municipal and rural residents. This reduction is due to the value of property tax assessments, which have increased beyond the costs required to provide services. The tables below show the changes in tax rates from 2014-2018.



Each property owner pays taxes based on the assessed value of their home and which services are provided through taxation in their Electoral Area or Municipality. Examples of services provided through taxation include Libraries, Museums, Arts and Culture organizations, TV Re-broadcasting Societies and Rural Fire Departments. New for this year is the Agricultural Service, which promotes the development of Agriculture in the Region.



Area or Municipality. Examples of services provided through taxation include Libraries, Museums, Arts and Culture organizations, TV Re-broadcasting Societies and Rural Fire Departments. New for this year is the Agricultural Service, which promotes the development of Agriculture in the Region.

With your 2018 tax notice you will receive an information slip from the RDBN Finance department describing all the services subscribed to by your Rural Area or Municipality, along with the associated tax rates. I encourage you to keep this great source of information and to please contact us if you have any questions.



On March 23, 2018, the Board of the North West Regional Hospital District (NWRHD) approved its 2018 budget. The total amount of taxes raised will be \$9,258,968, the same amount as 2017. The residential tax rate on a \$100,000 property will be approximately \$66 in 2018.

The 2018 budget includes grants for minor and major equipment and Building Integrity funds.

Highlights of projects in planning include:

- \$360,000 towards the Radiography Room for BVDH
- \$85,600 towards the Ultrasound Machine for BVDH
- \$48,800 towards the new phone systems for Houston and Stikine clinics
- \$1,152,000 towards the BV Health

Foundations CT Scanner Project at BVDH

The next priority project for the NWRHD is the Mills Memorial Replacement, that is at the Business Plan stage. NWRHD committed in February 2018 to contributing 30% to this project or a maximum of \$113.7 million. The total residential tax increase related to this replacement project is estimated to be \$31.15 per \$100,000 of assessed value when construction is complete.

In 2018, the NWRHD plans to contribute \$1.5 million to a capital infrastructure reserve bringing the balance to \$14.5 million by the end of 2018. The NWRHD shares the same boundaries as the entire Regional District of Kitimat-Stikine, and North Coast Regional District (formerly Skeena-Queen Charlotte Regional District), and the western portion of the Regional District of Bulkley-Nechako including Houston, Telkwa, and Smithers, and the Nisga'a Nation. For more information please visit <http://www.rdks.bc.ca/content/north-west-regional-hospital-district> or email [nwrhd@rdks.bc.ca](mailto:nwrhd@rdks.bc.ca)



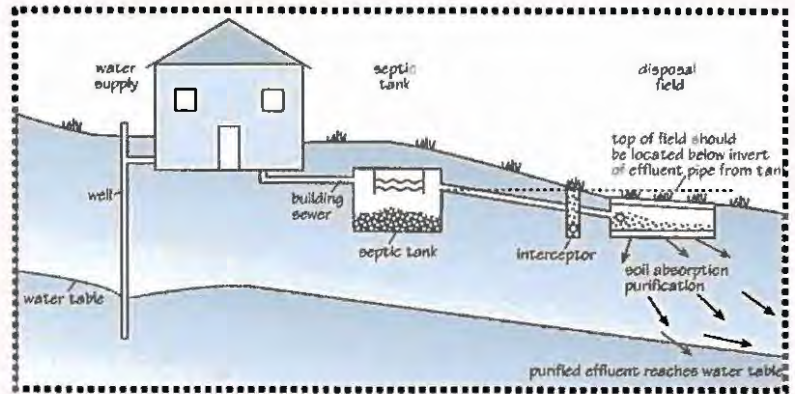




## Attention rural home owners,

Spring is a good time to think about the health of your on-site sewage disposal system. Septic tanks should be inspected every year and may need servicing every two to five years. The servicing schedule depends on the number of people using the system and the volume of daily sewage flow. A properly maintained system will function better and last longer. The following are signs that a sewage disposal system may be failing:

- Backed up or slowly draining sinks and toilets;
- gurgling sounds in the plumbing;
- sewage odours in the house or yard;
- wet or mushy ground near the disposal field;
- grass growing faster or greener near the disposal field; and
- tests showing the presence of bacteria in nearby wells.



If your septic system was installed after May 30, 2005, there should be a maintenance plan for the system. Owners of systems built before 2005 should contact an Authorized Person (AP) to develop a maintenance plan. For more information about septic system requirements, how to find an AP, or how to search for a sewerage system filing on a property, please contact your local Northern Health - Environmental Health office or visit their website at: <https://www.northernhealth.ca/YourHealth/EnvironmentalHealth/SewerageandSubdivision.aspx.aspx#12629412-onsite-sewage>

## Waterfront Development

Owners of waterfront properties have a unique opportunity to serve as environmental stewards. The RDBN brochure titled "General Guidelines for Responsible Waterfront Development" is available from the RDBN office, or on line at [www.rdbn.bc.ca](http://www.rdbn.bc.ca) where. This brochure provides detailed information on using waterfront property in a manner that is sensitive to the health of the natural environment. You may also be interested in reading the RDBN's "Shore land Development Strategy". The strategy was adopted in 2009 and discusses the health of the region's lakes, the recommended approach to the regulation of subdivision and development of waterfront property.

## Summer Grilling

This is the time of year for being outside, enjoying the sunshine and outdoor grilling. Use caution and follow these tips for a summer of safe grilling:

- place your grill in a safe location away from trees or tall grass;
- never grill in a garage or tent as carbon monoxide is an odorless, colorless gas and silent killer;
- have a 1 metre 'safe zone' where kids and pets aren't playing;
- never wear loose clothing that could catch fire;
- use long handled utensils to prevent burns;
- keep a fire extinguisher close by, remember water from a garden hose can spread a grease fire, and;
- never leave your grill unattended.





Alert Ready is a service designed to deliver critical and potentially life-saving alerts to Canadians in the event of an emergency or disaster. All Canadian wireless service providers will be required to broadcast emergency alerts received from authorities directly to consumers through WPA compatible wireless devices. Wireless service providers will only receive and broadcast alerts issued for threat-to-life situations. At this time, the Province of BC will only issue alerts for a potential tsunami. Additional testing will be scheduled as the system is expanded to include other types of hazards. For more information, visit <https://www.emergencyinfobc.gov.bc.ca/alert-ready-wireless-public-alerting>



### **BE RESPONSIBLE WHEN BACKYARD BURNING**

With spring upon us, everyone is looking forward to getting outside and starting spring cleanup activities. Please keep in mind that backyard burning is one of the leading causes of forest fires at this time of year. An unattended grass or shrub fire can quickly get out of control. Wildfires threaten lives of people, livestock and wildlife. It destroys timber, and other forest resources costing millions of dollars to extinguish.

Important tips to consider when planning a backyard burn or a grass fire:

- Ensure adequate hand tools, water, and personnel are available on site to keep the fire under control
- Be aware of weather conditions, do not light or burn when the wind is strong enough to carry sparks onto combustible material
- Keep informed regarding the burning bans, restrictions, and municipal bylaws in your area.



Lighting or fueling an open fire within one kilometer of forest or grassland, must comply with the Environmental Management Act and Open Burning Smoke Control Regulations. It is your responsibility to phone the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to check the venting index and make sure there are no bans or restrictions in place at 1-888-336-7378 or 1-888-797-1717 to register for a burn permit if required.

**REMEMBER ALWAYS BURN RESPONSIBLY!**

### **Free Grant Writing**

The Regional District of Bulkley-Nechako provides **free** grant writing assistance to non-profit organizations located within the region. Non-profit organizations can fill out a "Request for Assistance" form to access the service. The form is located on the RDBN website - [www.rdbn.bc.ca](http://www.rdbn.bc.ca)

Once approved of, the RDBN will:

- Identify funding source(s)
- Write funding proposal(s)
- Submit the proposal to the non-profit group to review and approve
- Submit the proposal to the funding organization

For more information contact Nellie Davis at:

[Nellie.davis@rdbn.bc.ca](mailto:Nellie.davis@rdbn.bc.ca)

### **Fort Fraser's Community Water Project**

As most of you are aware, the RDBN received a grant for the Fort Fraser water distribution system. Currently staff are working with True Consulting with the tender documents for construction. The award for the construction will be April 17<sup>th</sup>. The project will be starting, weather dependent, on May 10<sup>th</sup>. More information can be found on the RDBN Website as the project moves forward.





IBS

Emergencies and disasters happen, and can leave you without basic services such as water, gas, electricity or a working telephone. You might have to evacuate your home or neighborhood, or you may be confined to your home for safety. Roads may be closed or important supplies unavailable. Your best strategy in dealing with a disaster is to be as prepared as possible.

**Ensure your family is prepared to care for yourselves for a minimum of 72 hours. Here are some projects you can work on:**

- ✓ Develop a Family Emergency Plan;
- ✓ Prepare a 72-hour emergency kit;
- ✓ Talk to your neighbours;

- ✓ Build Grab'n'Go Bag in case of evacuation;
- ✓ Make an emergency plan for your children and teach them what to do;
- ✓ Make an emergency plan for your pets;
- ✓ Make an emergency plan for your livestock.



### **Become an Emergency Support Services Volunteer!**

#### **Volunteering as an ESS Responder is a Rewarding experience**

Would you like to help people in your community during a crisis or emergency? Would you like to work with a team of other dedicated volunteers? Can you be available on short notice to respond to an emergency event? We need your help!

**Making a Difference:** You will be part of a team that provides shelter, food and a shoulder to lean on when disaster forces people from their homes.

**Training:** Offered through the Justice Institute and your local government.

**Recognition:** Volunteers form the backbone of Emergency Support Services. Recognition of their efforts may take many forms, including volunteer appreciation events, certificates and awards.

**Protection:** All ESS volunteers receive WorkSafe BC and liability insurance coverage while on assignments.





## Emergency Services

### **Spring is Upon us! - Please Ensure You Are Prepared Should Flooding Occur**

Flooding can occur during seasonal Freshet. Low-lying areas are especially susceptible to flooding. There is higher risk of flooding:

- during spring melt;
- after extreme weather events;
- when there is rapid change in climate condition.

### **Tips to Prepare you for Flooding:**

- Follow information on Flood Advisories from the River Forecast Center;
- Have a plan and educate others;
- Have access to a Sump Pump;
- Know where to access sand and sandbags;
- Know the risks associated with living in a flood plain;
- Have a 72 Hour Emergency Kit available that is easily accessible.



### **Sandbagging Information:**

The Regional District of Bulkley–Nechako (RDBN) may provide sand and sandbags to residents whose homes are under imminent threat from overland flooding.

For more information on how to request sand and sandbags, call:

1-800-320-3339 or visit [www.rdbn.bc.ca/protectiveservices/](http://www.rdbn.bc.ca/protectiveservices/)

### **Additional Information:**

For more information on advisories visit the River Forecast Center at: [www.bcrfc.env.gov.bc.ca/](http://www.bcrfc.env.gov.bc.ca/).

For more information on how to protect your home visit:

[www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery](http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery).

## **Emergency Support Services**

Emergency Support Services (ESS) is a service provided by the Regional District of Bulkley-Nechako (RDBN) in accordance with the Province of BC to provide temporary support to residents who must evacuate their homes as a result of an emergency such as a house fire or a flood.

ESS is provided by the RDBN through trained staff and volunteers. If you become displaced from your home and don't have insurance to take care of your immediate needs, ESS will provide you with accommodations, food, clothing and incidentals for 72 hours.

**Please call 250-692-3195 or 250-251-0515 as soon as possible as ESS support starts from the time of the incident.**

### **Northern Emergency Support Services Training Conference**

The 2018 Northern Emergency Support Services Training (NESST) Conference organizing committee has been working hard to ensure that a variety of training and networking opportunities will be available for ESS volunteers attending the 2018 NESST Conference. Friday, April 13 – Sunday, April 15 2018, NESST attendees will network, train and participate in a functional exercise to better prepare themselves to help those who need it most. NESST 2018 will be held in Terrace. For more information, please visit: <http://www.rdbn.bc.ca/protectiveservices>





**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 Brienien  
**Village of Granisle**  
 - Councillor Thomas Liversidge  
**Village of Burns Lake**  
 - Mayor Chris Beach  
**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

## Find us On Facebook

- \* [Bulkley Nechako Opportunities](#)
- \* [Connecting Consumers & Producers](#)
- \* [Visit Bulkley Nechako](#)
- \* [Sustainable RDBN](#)
- \* [Bulkley-Nechako Emergency Information.](#)

## Solid Waste Management Plan

The RDBN is currently working on updating our Solid Waste Management Plan (SWMP). Every Regional District in the province is required to have an updated plan, approved by the Ministry of Environment. The plan sets our direction for dealing with garbage and recycling in our region. A survey has been completed, looking at what residents think of our current system. A Regional Solid Waste Advisory Committee has been formed and these wonderful volunteers (along with a consulting team)



are looking at not only what we currently have in place for our region, but also what we could do in the coming years to manage the region's garbage and its recycling. We've met twice in person and virtually once for an options webinar. The Advisory Committee is currently in Stage 3 of 5. There will be a public consultation period in the late spring of 2018. Local residents will be asked to provide feedback through open houses, surveys and other means. Please keep an eye on our "Waste Watcher" website at <http://www.rdbn.bc.ca/environmentalservices/solid-waste-management/waste-watchers> or like "Sustainable RDBN" on Facebook for further updates.

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## Regional Invasive Plant Management

**Land Owner Weed Removal Rebate** - The Environmental Services Department is responsible for administering the funding for the Regional District's Invasive Plant Management Program, the goals of which are to provide public education and assistance in the control of invasive plant species through the Northwest Invasive Plant Council (NWIPC). The RDBN seasonally likes to pass along an option of some assistance for home owners in the region who are planning to manage invasive weeds on their property. This Program allows for the home owner to have 50% of the cost of the work reimbursed up to \$500 to manage invasive weeds. To utilize this rebate, the home owner can fill out the designated form and submit it to NWIPC. The RDBN can assist you with sending you this form or visit [www.nwipc.org](http://www.nwipc.org) to download a copy. For more information on RDBN's involvement in invasive plant management please see our website.



**NWIPC Geocaches** - The NWIPC has begun establishing Invasive Plant geocaches. What better way to learn about invasive plants than by getting outdoors and challenging yourself at the same time?!! If you're not sure what I'm talking about, watch the quick video online <https://youtu.be/1YTqitVK-Ts>.

Three caches have been established to date, [blueweed](#), [hoary alyssum](#) and [mountain bluet](#). Look for more in the future. If you're an invasive plant professional, note that these caches are not always directly within the IAPP site. As always, use caution around parking areas and road crossings. Good luck!









































































































































































































## 4/ Management & Decision Making

**The province will adopt a program-wide management system that will include a series of consistent steps to keep decision-making at all levels flexible and fair. The governance and team planners will use a systematic decision-making process that will help guide their choices in all aspects of caribou recovery strategies.**

This "structured decision making" will be used at the provincial and the detailed herd planning levels for each of the 54 herds. The upgraded management process will track how planning decisions actually work in the field, the outcomes, and their effectiveness. For example, B.C. plans to pilot this structure decision making process for herds found within the Central Mountain Group of Southern Mountain Caribou. The results will be used to adjust or refine decisions in the next round or cycle of planning.

### 4.1 Land Use Plans and Models

Land use decisions affect caribou habitat and populations, and caribou recovery actions also impact land use decisions. Wildlife managers will consider the impacts of caribou recovery actions for the caribou, First Nations, resource and other affected groups.

We will use land use models that will clearly show affected parties why decisions were made, and to assess results after actions are taken. The models will also be used to show how proposed plans might work. The models will be designed so that they can be easily understood by members of the public.

### 4.2 Herd Plans

One of our most important guiding principles is to use consistent, fact-based approaches with all caribou herds in the province. We will adopt a new format of 'herd plans' that will:

- Provide a consistent approach to managing all herds in B.C.
- Recognize the unique circumstances of each herd
- Build from current (legacy) caribou management plans
- Consider First Nations' and stakeholder interests and ideas
- Be included in larger regional plans

Herd plans will describe the status of each herd, and the threats faced by that herd. The plans will take note of previous actions, and actions that are planned. As we implement the herd plans, we will carefully monitor how well the caribou respond, and modify our actions as needed. Herd plans will help us document our decisions and discuss issues with First Nations and with stakeholders.



*Photo by Doug Heard*



### 4.3 Information Management

A well-planned and organized system to manage information is key to the success of the new Caribou Recovery Plan. Good information management is important because the reasons behind decisions on caribou management plans are multiple and complex, and can involve several government and public groups.

The Caribou Recovery Program will develop a central storehouse of field reports, traditional knowledge and other vital details that are used to make decisions. It will include past and current information. Caribou recovery information will be available to government scientists and managers, to the wider scientific community, industry, non-government organizations and the public.

**As the database grows, caribou program information will be made available to the public online, to foster public awareness, citizen science and involvement.**

### 4.4 Monitoring and Inventory

We will develop a standard monitoring and inventory process to keep the Caribou Recovery Plan database current. Monitoring will track caribou herds to assess the impacts of our management actions. It will also record other changes, such as predator numbers or climate change effects, which could significantly impact our planning choices. Monitoring will also record impacts on other wildlife, and on human user groups.

### 4.5 Performance Management (Or Measuring our Efforts)

One important to have centralized program information is to measure and evaluate the program performance. Initially, performance management will build consistency across program work and link actions to our common objectives for caribou recovery. We will identify metrics (things to measure) and apply them to track our progress toward program objectives.

Over time, managers will be able to assess the benefit of the program work and, where warranted, adapt their actions to improve results. Assessing how well we do our work will also enable the Province to transparently demonstrate to the public the effectiveness of our work in caribou recovery.

### 4.6 Reporting

The first caribou recovery report will be published in April 2018 with annual reports published every year after that. Program details and results will be available to the public at the Caribou Recovery Program website.

## 5/ Managing Habitat

### 5.1 Forest Practices Regulations

Regulations that guide land use activities provide the most effective ways to protect caribou areas and help recovery. In most of British Columbia, the forestry sector has the most significant current and potential impacts on caribou habitat.

We will work with this sector to bring in more caribou-friendly approaches. We will produce a *Best Practice Guide: Forestry in Caribou Country*, to show forest sector members how they can harvest in a hypothetical caribou habitat in ways that reduce or erase impacts on caribou.

**Current legislation that regulates forest practices with respect to impacts on caribou and caribou habitat are:**

- The *Land Act* and its Land Use Objectives
- The *Forest and Range Practices Act* and its Government Actions Regulation

However, conflicting goals between caribou recovery and timber production limit the effectiveness of these laws to protect caribou. The Province can ease conflicts by reviewing its forestry regulations, and make recommendations that will help support caribou recovery and forestry.

**We recognize any new or amended forestry policy must:**

- address the economic costs of new harvesting and access,
- ensure the appraisal system provides licensees incentives for a greater emphasis on habitat restoration, and
- include guidance on how much timber can be harvested and still reach caribou recovery targets.

Updated forestry rules can be put into action through herd plans, compliance, legislation and education.



*Photo by Ministry of Forests, Lands, Natural Resource Operations and Rural Development staff*



Photo by Rob Buchanan

## 5.2 Habitat Restoration

Caribou need large areas of undisturbed land in which to roam freely. Mining, forestry, oil and gas, renewable energy and road building activities have all impacted caribou habitats in the Province. Fortunately, restoration work can improve disturbed habitats and erase some negative impacts of these activities. Restoring habitats will also help the Province meet federal caribou recovery disturbance thresholds set by the federal *Species at Risk Act*.

**Two methods of habitat restoration hold the most promise in the province: functional and ecological restoration.**

**Functional restoration** is aimed at reducing the use of linear features; roads, trails, rights-of-way, and seismic lines. Wolves, other large predators and people can move along these access routes more quickly than through dense bush, and easily travel to caribou habitats that were once difficult to reach.

The intent of functional restoration is to reduce caribou mortality in the short term, and to reduce the need for ongoing predator control. Any functional restoration would depend on collaboration with industry, the public and First Nations communities.

Restoration will include replanting routes that are no longer in use, placing slash, trees and other debris across trails, disrupting sightlines, and putting up fences. These actions will also restrict human access.

**Ecological restoration** refers to the regeneration of a disturbed ecosystem to its pre-disturbed state. Tree replanting, enhanced site work, controlling herbaceous species such as willow, and fertilization help speed up the ecological restoration of disturbed habitat.

We will explore partnerships with groups inside and outside of government to carry out this work.

### 5.3 Habitat Protection Legislation

British Columbia's past strategy to protect caribou and other species has been to regulate land-use activities to reduce negative impacts. Canada's Caribou Recovery Strategy under the *Species at Risk Act* expects that critical caribou habitat in B.C. be "effectively protected." In general, this means all human activities must be controlled so that there is a high degree of certainty that caribou and caribou habitat will not be disturbed.

The Province has nearly 20 pieces of legislation that could affect land use, but these have a limited degree of effectiveness because they were not created with caribou protection in mind.

Another challenge is that important areas of caribou habitat in B.C. have few or no regulations in place to mitigate the impacts from industrial activity.

Complete protection of caribou habitat would require new habitat protection rules under existing legislation, or a new legal conservation designation that would govern the full range of land-based activities in any given habitat. The endangered species legislation under development will help to address many of the needs of caribou.

### 5.4 Recreation Management

Controlled and limited access to sensitive habitats in the backcountry is the most effective way to reduce disturbance from recreational activities. Public and stakeholder education is vital to raise awareness, to boost a stewardship culture, and encourage desired behaviour in recreational user groups.

#### Controlling access to caribou areas

While backcountry recreational activity has less impact on habitats than resource development uses, it could disturb or displace caribou from their preferred habitat.

To date, the Province has focused on restricting snowmobile and heli-ski operations in specific areas. We will continue to review regions where removing recreational access will decrease human and predator access, and reduce the disturbances to caribou habitat. We will use existing laws and policies to reduce access to sensitive areas, especially in situations where roads are not managed under tenures or other permits.

Working with the Conservation Officer Service, we will build a motor vehicle compliance strategy that will be applied across the province.

#### Education

Educating the public on the potential impacts of their activities on caribou herds and their habitats is essential, especially as more and more people want to visit the backcountry.

We will work with groups like the B.C. Snowmobile Federation, HeliCat Canada, guide outfitters, local recreational clubs, land tenure holders and others to help get the word out to their clients and members.

### 5.5 Parks and Protected Areas

A significant portion of caribou habitat in B.C. is in provincial parks and protected areas.

Different rules and applications for park and Crown lands means caribou management regulations in those two jurisdictions may be quite different in how well they protect caribou and their habitats. The challenge for the Province is to align this mix of agencies, regulations and economic interests in order to allow the Caribou Recovery Program to thrive throughout the province.

BC Parks will take a more active and leading role in making strategic decisions relating to caribou management in their jurisdictions.

## 6/ Managing Populations

### 6.1 Caribou Health and Science

#### Science and Research

A substantial catalogue of scientific research on caribou management has been amassed over the span of decades, both in British Columbia and elsewhere in Canada. B.C. continues to invest significant resources in projects in many areas of caribou science. Our science and research program will bring forward existing research, and invest in new science to inform caribou recovery and management and support all other components of the caribou recovery program.

We plan to develop a Strategic Science Plan to support caribou recovery, and envision establishing a Provincial Caribou Science Committee made up of biologists from across the province. The committee will work with regional staff to set objectives for caribou science and research.

#### Health

Population size and good habitat are factors important in caribou recovery. We also need to better understand caribou health to help preserve and protect the species.

Improved wildlife health monitoring will strengthen our future herd management decisions. The B.C. Wildlife Health Program will develop standardized sample collection methods from live and dead animals to provide reliable data.

A new formal caribou health research program that is under development will directly support and complement ongoing caribou management and conservation work. The research will help us understand the impacts of various stressors on caribou health, and shed light on how health and genetics can affect the strength of caribou herds.

Finally, our vision is to create a Centre of Excellence for caribou health and genetic/genomic research, and lead the development of innovative methods of capturing general and specific measures of caribou health.



*Photo by Ministry of Forests, Land, Natural Resource Operations and Rural Development staff*

### 6.2 Predator Control

Predator management is likely the most controversial action we take in caribou recovery.

Wolves are the caribou's principal predator in British Columbia, and high wolf numbers are associated with declining caribou populations.

Managing wolf populations and other caribou recovery actions is challenging. Both animals are part of a complex ecological and now human-influenced relationship. Wolf packs are dependent on their prey (moose, caribou, deer). Prey populations are affected by forest practices and other human activities that affect their habitat. When resource development and recreation open up new roads, wolves use them for easy access to wintering caribou herds.

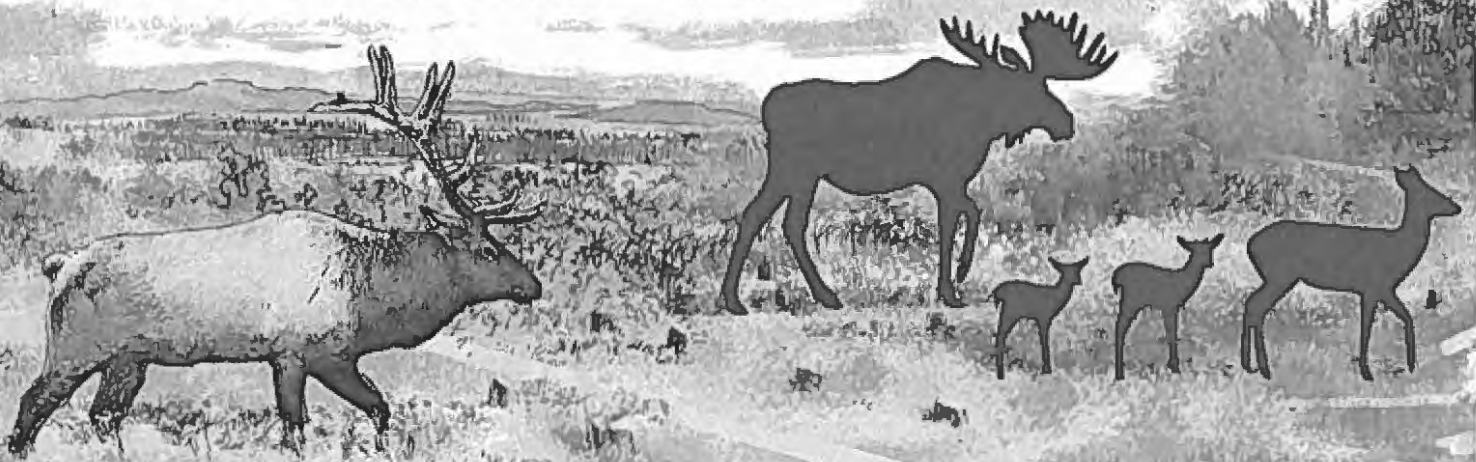
Decisions on predator control must be approached with care, and with abundant and clear information to the public on how they were made. It is important to note that wolf control is never carried out in isolation as a single solution.



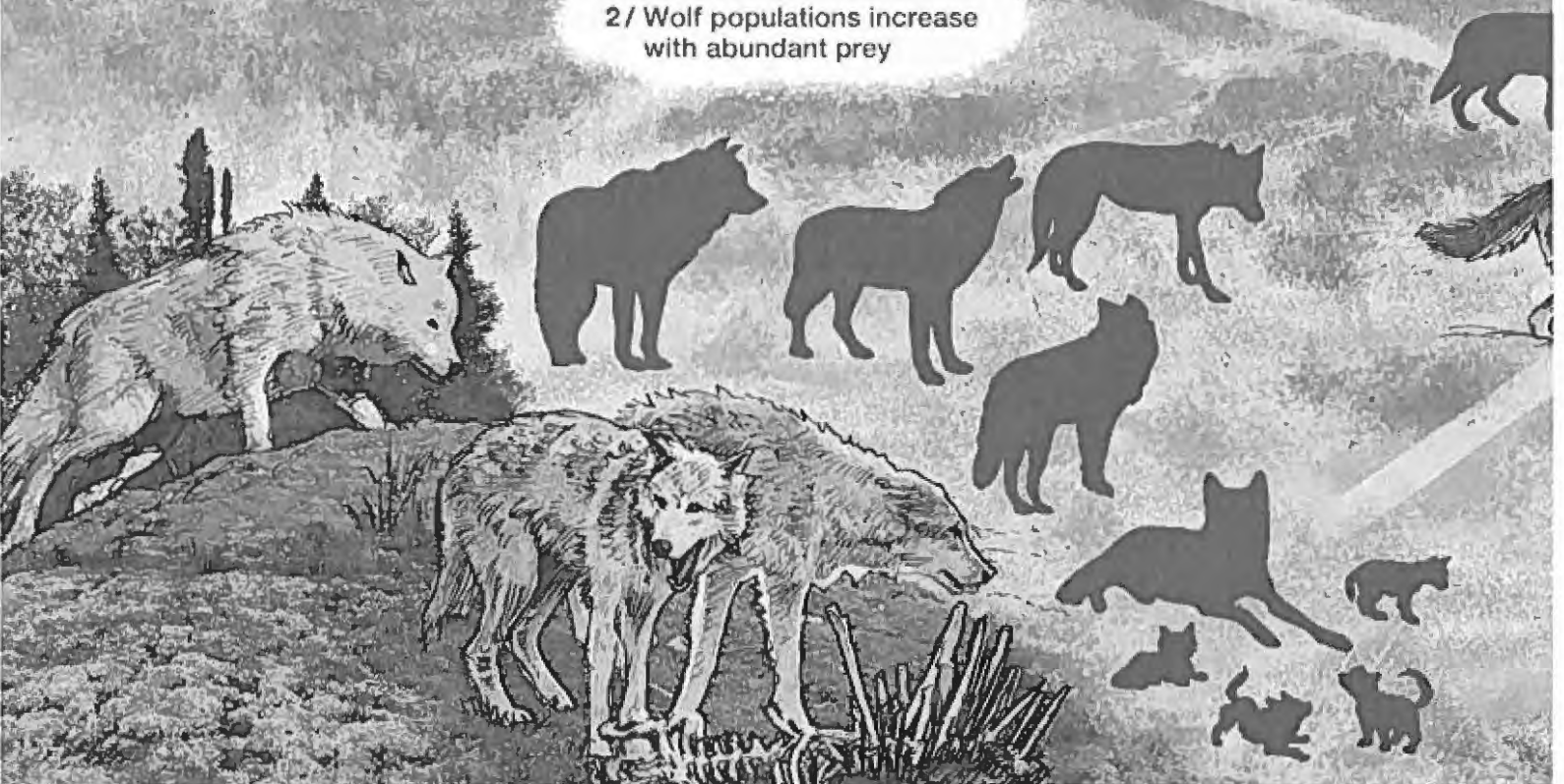
A warmer climate  
generates more fires

Logging requires roads  
and removes old forest

1/ Regenerating forests provide abundant forage;  
moose, deer and elk expand north as climate warms



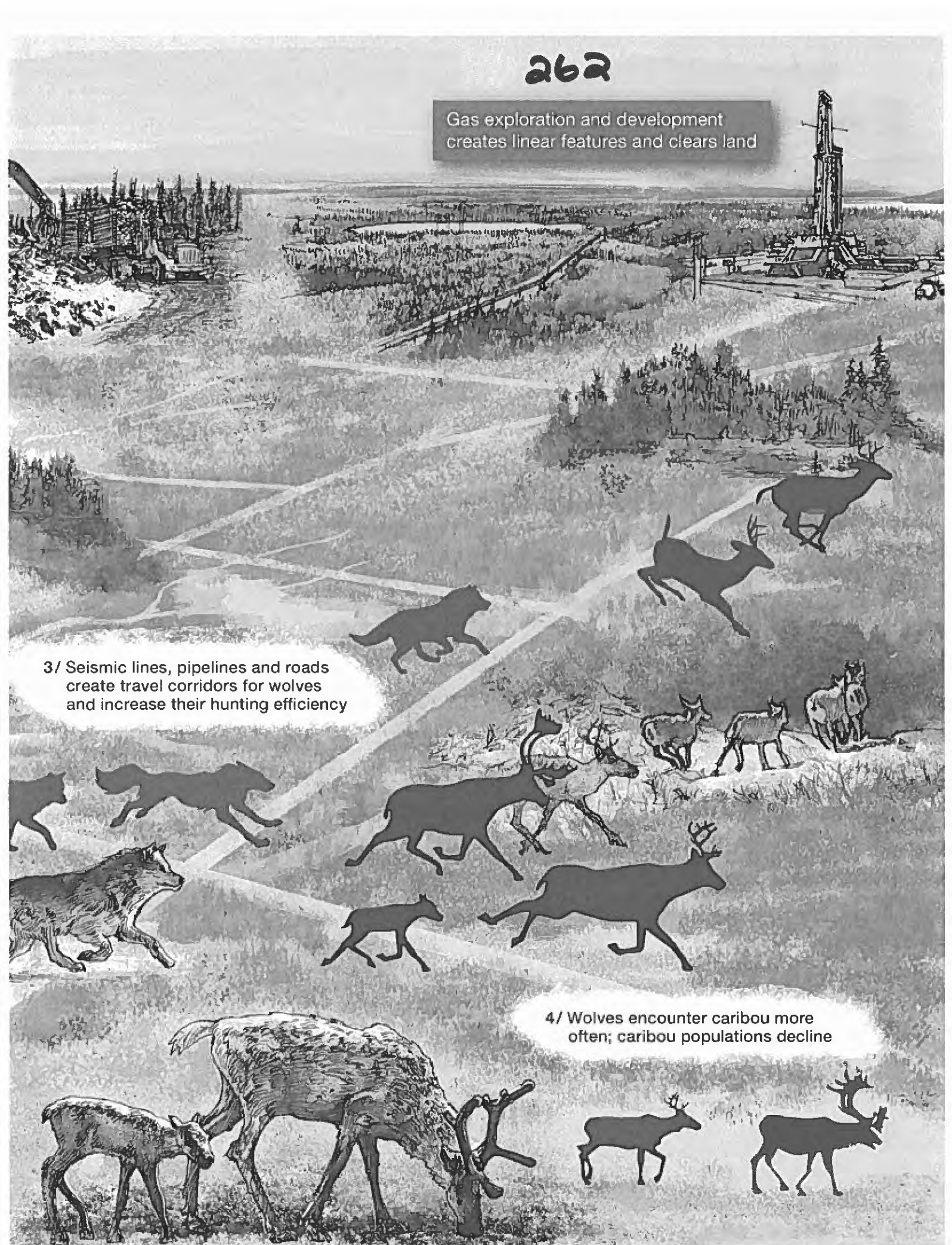
2/ Wolf populations increase  
with abundant prey



Gas exploration and development  
creates linear features and clears land

3/ Seismic lines, pipelines and roads  
create travel corridors for wolves  
and increase their hunting efficiency

4/ Wolves encounter caribou more  
often; caribou populations decline





As the Caribou Recovery Program planning continues, we will record approaches and policies currently used in B.C. and outside the province. B.C. is currently in year four of a five-year pilot project focusing on wolf removal around the South Selkirks and South Peace herds. Building on this knowledge, we can draft new provincial policy with a focus on multi-region predator plans, clear decision-making steps, and transparent communications.

Most importantly, we will develop science-based measures and criteria that will be the same as the Caribou Recovery Program's new decision-making and herd planning models.

### 6.3 Penning

British Columbia currently has several active maternity penning projects: one near Revelstoke, one near Creston, and another in the Northeast at Klinse-Za; each are operated through partnerships and receive funding from a variety of sources.

Maternity penning has both advocates and critics who bring different viewpoints on the overall benefits to caribou recovery that come from this activity.

On the positive side, maternity pens generally increase caribou numbers immediately, and are less controversial than wolf control. They provide opportunities for partnership and collaboration with First Nations.

However, maternity pens are costly and labour intensive. Effectiveness is governed by habitat availability and the herd size.

Alternatively, Alberta is working on an innovative penning approach, which is also under consideration for a pilot project in B.C. The large fenced "enclosure" concept involves the construction of very large fenced areas (up to 100 km<sup>2</sup>) where caribou can exist on a semi-permanent basis, protected from predators.

**Since much has yet to be learned about the impacts and consequences of this type of penning, the first steps will involve research into best practices, costs, and benefits in order to refine performance indicators for expected outcomes.**

### 6.4 Supplemental Feeding

Caribou herds may leave their preferred habitat because of predation, access roads or other human activities. In a new habitat, they may have fewer or less nutritious food, which could reduce their survival, pregnancy and juvenile growth rates.

Ongoing research projects suggest that large-scale supplemental feeding could offset the lack of good food in the wild, and may be a practical way to promote population growth. There are two experimental supplemental feeding programs in the province: the Kennedy Siding herd low elevation winter range, and the Telkwa herd high elevation winter range.

### 6.5 Primary Prey Management

Logging and forest fires have reduced some of the woodland caribou's preferred old forest habitats. The open meadows and young forest or early seral landscapes newly abundant with grass and shrubs attract moose, elk and deer. In turn, these primary prey species attract wolves, bears and cougars, which often choose caribou as secondary prey.

Reducing these other prey species in and around caribou habitat may help reduce the presence of predators, and protect caribou herds. This idea is being tested in pilot projects to reduce moose numbers in the Parsnip and Revelstoke areas. Findings from these ongoing projects will influence decisions for matrix (multiple species) habitat, and could lead to a standard approach in similar habitats.



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Photo by Doug Heard

## 7/ Engaging the Community

The Caribou Recovery Program plan may impact many communities and sectors. Keeping the public and our partners informed will be important to the success of the program.

**Working with communities must happen on many levels, be collaborative, and ongoing. We will:**

- Communicate plans and progress to the public
- Pursue the public's ideas and concerns and consider them in our decisions
- Develop partnerships in caribou herds plans
- Educate wilderness users and all B.C. citizens and raise awareness

### 7.1 First Nations Engagement and Collaboration

Our BC Government is committed to fully adopting and implementing the United Nations Declaration on the Rights of Indigenous Peoples, and the Calls to Action of the Truth and Reconciliation Commission. This has important implications for the provincial Caribou Recovery Program.

British Columbia will work with First Nations and with other ministries to advance reconciliation through the caribou program. We will involve First Nations communities across B.C. to ensure their interests are represented at all levels of decision-making, from early policy development to on-the-ground actions.

We will start with relationships already in place, such as Government-to-Government Agreements, and regional initiatives. Existing protocols will guide any partnerships and policies we expect will form as we expand projects on the ground, or as new situations arise.

We intend to work in close partnership with First Nations, and will follow these principles:

- Support Aboriginal and Treaty rights and title
- Develop collaborative methods for planning recovery
- Create partnership opportunities in our recovery plans

### 7.2 Adjacent Jurisdictions and Other Governments

The Province will continue its long-standing and valued collaboration on caribou recovery and research with adjacent jurisdictions (Alberta, Yukon, Idaho, Montana), and the federal government.

We will work with our provincial and federal counterparts to co-ordinate our work to try to meet the *Species At Risk Act* goals.

We will continue to seek and formalize valuable collaborations with these jurisdictions, to share our science and solutions and resources.

We intend to become a national leader on caribou recovery solutions, science and research.

### 7.3 Stakeholder Relationships and Partnerships

B.C. has a long history of formal and informal relationships with a range of stakeholders to work on caribou conservation. The Caribou Recovery Program will develop a more formal, consistent way to keep our conversations and partnerships going with these groups, but also retain the flexibility to deal with their unique concerns.

We will explore the creation of a B.C.-wide stakeholder organization. They may be invited to comment on reports, help with funding programs, or help us engage with communities and industry members.

## Partnerships

We also recognize the Caribou Recovery Program depends a great deal on strong partnerships, with a host of participants: First Nations, environmental NGOs, recreation and resource sectors, communities and governments. We rely on partners to deliver some or all of the caribou recovery actions. All of our work will be more successful in a spirit of open collaboration, and with a robust partnership program.

## 7.4 Communication and Outreach to the Public

We will provide more information to the public and other interested parties about our work. In addition, we will help the public share their feedback with us.

As we refine our communications plans, we will ask our stakeholder groups what kinds of information they need, and their preferred method of communication. We will expand our list of interested parties. We will refine or update our information and engagement tools, including:

- A web-based library of scientific, research, monitoring and progress reports, and other data
- Interactive mapping capability
- Outreach materials (portable signs, brochures, contact cards)
- Participation in public events (community events, conferences, trade shows)
- Annual program progress report
- Caribou recovery team hosted regular update calls for Indigenous groups, communities, environmental groups, industry, and other stakeholders
- Annual program progress report

## 7.5 Compliance and Enforcement

Updated goals for caribou recovery will require fresh ways to motivate people to comply with regulations. Generally, compliance is preferable to enforcement. Education and conversations with land users, stakeholders and the public encourage compliance. Enforcement will be required at times.

We will work on a natural resource sector-wide caribou compliance and enforcement strategy, building on existing roles and policies, with plans for enforcement and monitoring in specific areas. Recreational use, poaching, access control, forestry and mining will require much interaction for enforcement staff. We will develop an overall compliance and enforcement strategy that focuses on caribou and habitat.

# 8/ Conclusion – Send Your Comments

**We have provided you an outline on how we propose to proceed with our Caribou Recovery Program. What do you think? What are your thoughts and comments?**

You can provide your comments online at [engage.gov.bc.ca/caribou](https://engage.gov.bc.ca/caribou) or e-mail [caribou.recovery@gov.bc.ca](mailto:caribou.recovery@gov.bc.ca).

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## PROVINCIAL CARIBOU RECOVERY PROGRAM

**Mailing Address:**

PO Box 9338 Stn Prov Govt, Victoria, BC V8W 9M1

**Email:**

[caribou.recovery@gov.bc.ca](mailto:caribou.recovery@gov.bc.ca)

To participate in the discussion, please visit:

[engage.gov.bc.ca/caribou](http://engage.gov.bc.ca/caribou)

*Cover Image: Photo by Conrad Thiessen*



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March 1, 2018

Chair Bill Miller and Board Members  
Regional District of Bulkley-Nechako  
Box 820  
Burns Lake, BC V0J 1E0

MAR 13 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Chair and Board Members:

**Re: UBCM Membership**

I am writing to invite Regional District of Bulkley-Nechako to renew its membership with the Union of B.C. Municipalities (UBCM).

UBCM has served as the voice for local government in British Columbia since 1905. Created by local government to serve local government, our policy-based, non-partisan approach to advocacy has made us the recognized voice for B.C. communities.

Over the past year we have taken a leading role in areas as diverse as cannabis legalization, housing policy and responsible conduct. We have also continued to advocate for a stronger, integrated response to the opioid crisis and a place at the table for local government in the design of new infrastructure programs. 2018 will provide new challenges and opportunities to advance the agenda on these and other issues shared in common by our membership.

Our credibility as an organization is grounded in strong local government support. In 2017 we celebrated the 39th consecutive year that 100% of B.C. local governments have chosen to be members of UBCM. Through the renewal membership by your Board, our aim is to maintain the same level of support from B.C. communities for 2018.

It has been an honour to work on your behalf this past year. If you have any questions or comments about our work, please contact me.

Yours truly,

A handwritten signature in black ink that reads "Wendy Booth". The signature is fluid and cursive, with the first name "Wendy" being more prominent than the last name "Booth".

Wendy Booth, President

**MEMO**

January 31, 2018

**TO:** Local Government Chief Financial Officers

**FROM:** Kathleen Spalek, Chief Financial Officer, UBCM

**RE: 2018 UBCM MEMBERSHIP DUES**

---

UBCM President Wendy Booth has written to all local councils and regional boards requesting them to consider renewing their membership for 2018 (enclosed).

UBCM membership dues are based on Executive Policies 2.1–2.3. The UBCM Executive approved a 1% increase in our rates effective January 1, 2018. Rates for 2018 are:

<u>Population</u>	<u>Rate</u>
First 5,000	0.6955
Next 10,000	0.5051
Next 15,000	0.3178
Balance	0.0650

Membership dues are calculated on your population, and the population estimates used are those prepared by BC STATS, Ministry of Jobs, Trade & Technology, Province of BC (December 2017).

We also enclose for your attention our 2018 dues invoice. Should you wish to make electronic payment, please contact our office for direct deposit information ([hbains@ubcm.ca](mailto:hbains@ubcm.ca)).

Please feel free to call me if you have any questions.

Encls.

wendy.wainwright

---

**From:** Cheryl Anderson  
**Sent:** Tuesday, April 10, 2018 4:30 PM  
**To:** wendy.wainwright; Melany Deweerdt  
**Subject:** Fwd: Revised Letter to RDBN  
**Attachments:** Tyee Trails - Letter to RDBN - Wetzin'Kwa grant.doc

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

**From:** "Mark.Fisher" <[Mark.Fisher@rdbn.bc.ca](mailto:Mark.Fisher@rdbn.bc.ca)>  
**Date:** Tue, Apr 10, 2018 at 3:42 PM -0700  
**Subject:** FW: Revised Letter to RDBN  
**To:** "Cheryl Anderson" <[cheryl.anderson@rdbn.bc.ca](mailto:cheryl.anderson@rdbn.bc.ca)>

Hi Cheryl,  
Here is another request for LOS.  
Again, just let me know if this could be on the agenda next week.  
I'm not sure when the Wetzinkwa deadline is but could find out if necessary.  
Thanks.  
MF

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:** heather sosnowski <[tyeemountaintrails@gmail.com](mailto:tyeemountaintrails@gmail.com)>  
**Date:** Tuesday, April 10, 2018 2:11 PM  
**To:** Mark Fisher <[mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca)>  
**Subject:** Revised Letter to RDBN

Hey again,

here is the letter - attached as a doc this time rather than in the body of the email.

Thanks for your time this morning. Sorry that we were not there when you expected - I thought that Ian would have told you we'd be there after we dropped the kids at school.

Please let me know if this needs revising..Ian started the letter and I worked on it. I am not sure if this is what is expected in terms of detail - perhaps I have given too much or else missed something I should have included.

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Hope you are having a good day..  
H



To the Regional District of Bulkley Nechako,

The Tyee Mountain Trail Society is a not for profit charitable organization dedicated to maintaining 30+ km of cross country/mountain biking trails near Tyee Lake, near Telkwa, BC. The trails were established many years ago through logging and some local trail builders and have been maintained to various degrees over the past 40 years.

After early logging activity opened up some access in the area, Tony Harris spent over 10 years building up the area under a tenure agreement with the government and developed a popular network of cross country ski trails which he ran in conjunction with a teahouse and a rental cabin on McDowell Lake, which is located in the centre of the trail network. 10 years ago the work was taken over by Heather Sosnowski and Ian Bissonnette, who established the Tyee Mountain Trail Society to oversee trail maintenance, helped to establish the area as a BC Recreation Reserve, and who have contributed volunteer hours throughout the year to maintaining the trails for public use.

The Tyee Mountain Trail Society is writing to request support from the RDBN in the form of a letter of recommendation to accompany a grant proposal to the Wetzin'Kwa Forest Corporation, and also to request access to the RDBN grant writer with whom we have already been connected with. }

Our main priorities in accessing grant funding at this time are to improve the trails in terms of accessibility, safety and maintenance. In terms of accessibility, there are two main trailheads from which one can access the trails; currently there is a problem with access at the trailhead which sees heavier traffic, and we envision building a new access trail which would resolve this problem. We would like to have a more clear setup in terms of parking and trailhead organization, and are working with private landowners in the vicinity as well as public land managers to come up with a solution that satisfies all. Once we have this accomplished, we will be able to advertise the trails in the local community and increase local and visitor use.

We would also like to improve safety by assessing the existing network and making adjustments and improvements to make existing trails more usable.

Finally, we would like to pursue funding to upgrade our track setting equipment. We have been using a snowmobile to pull grooming and track setting equipment and in certain weather and snow conditions, there is often an issue with getting stuck, which can waste a lot of time. We are researching different machines which could be used for maintaining the set tracks and are also talking with people in this community and others to find out how other machines would perform. Our board is currently reviewing the information and expects to have a decision on what kind of upgrade would make the most sense for this area in terms of ease of use and affordability.

We plan to conduct a local survey to assess what the surrounding communities think about supporting and using these trails, and would also use the survey as an outreach opportunity to increase society membership.

Thank you for your consideration in this matter,  
Tyee Mountain Trail Society

wendy.wainwright

---

**From:** Cheryl Anderson  
**Sent:** Tuesday, April 10, 2018 4:30 PM  
**To:** wendy.wainwright; Melany Deweerdt  
**Subject:** Fwd: EcoAction Community Fund  
**Attachments:** Template Community Support Letter.docx; EcoAction-Overview 2.0[2].pdf

Get Outlook for iOS

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

**From:** "Mark.Fisher" <[Mark.Fisher@rdbn.bc.ca](mailto:Mark.Fisher@rdbn.bc.ca)>  
**Date:** Tue, Apr 10, 2018 at 10:31 AM -0700  
**Subject:** FW: EcoAction Community Fund  
**To:** "Cheryl Anderson" <[cheryl.anderson@rdbn.bc.ca](mailto:cheryl.anderson@rdbn.bc.ca)>  
**Cc:** "Christopher Howard" <[chrislornehoward@gmail.com](mailto:chrislornehoward@gmail.com)>

Hi Cheryl,

Hope you're well.

If its not too late can we get this request for a letter of support on the agenda next week, or let me know if too late and we can do it next time.

Attached is an overview of the project and then a template that can help with our LOS.

Let me know any thoughts or if you have any questions.

I've included Chris, the contact, as well in case you have questions for him.

Thanks.

MF

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:** Christopher Howard <[chrislornehoward@gmail.com](mailto:chrislornehoward@gmail.com)>  
**Date:** Tuesday, April 10, 2018 7:47 AM  
**To:** Mark Fisher <[mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca)>  
**Subject:** Re: EcoAction Community Fund

Mark,

Here is the template letter for community support. As I mentioned at the pool RDBN could write their own letter or simply use ours and add to it.

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Please don't hesitate to contact me for more information or if you see any funding leads or initiatives that fit with this project.

Regards,

Chris

On Mon, Apr 9, 2018 at 7:29 PM, Mark.Fisher <[Mark.Fisher@rdbn.bc.ca](mailto:Mark.Fisher@rdbn.bc.ca)> wrote:

Hi Chris,

If you send a request for letter of support with background info I still might be able to get it on the agenda for next Thurs. If not it will have to wait until next month.

Nice chatting the other day.

Thanks for your work on this.

MF

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:** Christopher Howard <[chrislornehoward@gmail.com](mailto:chrislornehoward@gmail.com)>

**Date:** Tuesday, April 3, 2018 2:24 PM

**To:** Mark Fisher <[mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca)>

**Subject:** EcoAction Community Fund

Mark,

I was wondering if you had a chance to review the overview I sent you a while back.

I would like to discuss this initiative with you.

Regards,

Chris

--

*Chris Howard*

*Smithers, BC*

*cel: 778 210 0607*

--

*Chris Howard*

*Smithers, BC*

*cel: 778 210 0607*

### ***Forest Waste Fuels to Biochar***

*“Creating value added products and positive climate action from forest waste, by developing technology to reduce emissions of atmospheric carbon and Criteria Air Contaminants (CAC) in the Bulkley Valley.”*

In response to a Call for Proposals the community group ***Voices for Good Air*** have begun formulating a Smithers based environmental action project. For your further information details of the grant criteria can be found at the following link:

<https://www.canada.ca/en/environment-climate-change/services/environmental-funding/ecoaction-community-program.html>

#### **Synopsis:**

The *Forest Waste Fuels to Biochar* initiative would be a 2-year multi-phase, grass-roots, environmental research and economic capacity building project, focused on reducing emissions from the open burning of forest waste. Identification and mitigation of wildfire fuel sources in the interface between urban settings (Smithers, Telkwa, Witset) and the forest environment and the reduction of open burning of slash piles in proximity to urban areas would be the target waste sources.

#### **Elements:**

- Air shed conservation and criteria air contaminant reduction.
- Rural economic development via the creation of biochar technology for carbon sequestration and forestry and agricultural land base applications.
- Employment capacity building and skill training for unemployed or underemployed indigenous youth (18-26) (specifically members of the Witset First Nation).
- Community engagement/education regarding air quality, carbon sequestration and soil amendment and wildfire preparedness.

#### **Key Personnel**

Chris Howard, General Manager, Silviculture specialist.

Adam Gagnon, Wet'suwet'en Hereditary Chief Dsta'hyl, (Technology/Heavy Equipment)

Len Vanderstar, Manager Governance and Oversight, (RPBiology, RPForester)

#### **Current Support**

Office of MP Nathan Cullen    Office of the Wet'suwet'en    Mayor Taylor Bachrach

**In-Kind Support**

\$35 000.00 of in-kind support of goods, services and expertise has been committed to the project to date.

**Community Guidance (to date)**

John Stevenson, Regional Agrologist, Ministry of Agriculture  
 Erica Lilles, Soil and Vegetation Scientist, M.Sc., MFLMNRO  
 Hans Duerichen, Mechanical Engineer, Owner Ardent Energy  
 Dr.Daphne Hart, MD

**Potential Stakeholders**

Wetzin'Kwa Community Forest  
 Witset First Nation  
 Town of Smithers  
 Village of Telkwa  
 PIR West Fraser Mills  
 Ministry of Forests, Lands and Natural Resource Operations  
 Ministry of Environment and Climate Change Strategy

March 21, 2018

EcoAction Community Funding Program  
Environment and Climate Change Canada

**RE:Letter of Support for *Forest Waste to Biochar* Project**

Members of the Selection Panel,

I am writing to offer my support for the Forest Waste Fuels to Biochar Project, which seeks to create value-added product from forest waste, reduce emissions and carbon dioxide from the open burning of forest waste, and provide employment capacity building and skill training for un/under employed Indigenous youth.

This Smithers based environmental action project proposes research that will identify wildfire fuel sources in the Interface between three communities and the forest environment, and reduce the size and volume of area slash piles. 10-40 tonnes of biochar will be generated over a 2 year period and be available for trial to local growers, gardeners and farmers. Direct seasonal wages are estimated at \$80 000.00 and will be directed primarily to Indigenous youth age 18-26 years.

(Please insert your comments here as they would impact your business or organization, Place your name and business/organization and your position and sign). Convert to PDF and return to me at [chrislornehoward@gmail.com](mailto:chrislornehoward@gmail.com) at your convenience.



March 7, 2018

**REGIONAL DISTRICT OF BULKLEY HOUSE  
PO BOX 820  
BURNS LAKE, BC  
V0J 1E0**

**MAR 14 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO**

**Re: Membership 2018/2019**

We would like to take this opportunity to invite you to join our organization. Without businesses like yours we would not be here, your support lends strength to an organization dedicated to promoting business growth in our area.

The Chamber continues to move forward through another busy year. Our Committees remain hard at work to maintain and increase our advocacy role. Through the participation of a small army of volunteers we are opening up numerous opportunities to influence government and continue to work on the development of Chamber policies and programs. We work hard to promote our community as a great place to live, work and visit.

We will continue to host local events such as our Christmas celebrations and other events that will attract people to our community but also make people aware of what Fort St. James has to offer.

Enclosed please find our annual **Chamber Membership Renewal Invoice/ Fee Schedule for 2018/2019**, and an outline of our direct and indirect benefits.

Our commitment to serve our members will continue throughout the year! Should you have any questions regarding benefits or would like more information on what the Chamber has been doing please feel free to contact me at 250.996.7023 or [fsjchamb@fsjames.com](mailto:fsjchamb@fsjames.com)

Sincerely,

Rosa Anne Howell, Manager  
Fort St. James Chamber



## Membership Application

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Contact Person: \_\_\_\_\_

### Membership Fee Schedule 2018 - 2019

Retired Individual	\$ 33.00
Non-profit Organizations, Clubs, Sporting Organizations, home-based business, sole-proprietor.	\$ 59.95
1 -3 Employees	\$ 97.75
4 - 12 Employees	\$ 156.65
13 - 25 Employees	\$ 229.98
26 plus Employees	\$ 339.96

What is your preferred way to receive notifications? (Email, fax, phone) \_\_\_\_\_

Check out our new website: [www.fortstjameschamber.ca](http://www.fortstjameschamber.ca) where we have highlighted your business as well as others that **Chamber Members**. Let me know if we've missed something or you have something you want highlighted in your profile. \_\_\_\_\_














\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fee Remitted: \_\_\_\_\_

Please make your cheque payable to the Fort St. James Chamber of Commerce and return it with this form. Thank you.



Your membership can save you money!

 <p><b>Constant Contact</b>        Constant Contact is the source for all your online marketing. Create professional email campaigns with easy-to-use, fully customizable templates for: newsletters, announcements, events and surveys. Giving you more ways than ever to build your business and engage your community.</p>	 <p><b>Chambers of Commerce Group Insurance Plan</b>        Benefit options include life, health, dental and travel care insurance, vision care, short and long-term disability, business overhead benefits and many others. Guaranteed renewable contract.</p>
 <p>Kubera in partnership with BluePay are able to offer the following solutions:</p> <ul style="list-style-type: none"> <li>• The widest range of processing partners and POS integration options available</li> <li>• Industry leading preferential processing rates for members</li> <li>• PCI and PA:DSS compliance consulting services</li> <li>• Custom integration support and management</li> <li>• Electronic invoicing and payment systems implementation</li> <li>• Custom hosted payment form set up and deployment services</li> <li>• Web development services</li> <li>• Local support and service from a BC based team</li> </ul>	 <p>Every day the Purolator network successfully delivers more promises to more points across Canada than any other parcel and freight solutions provider. We understand the importance of delivering your promise, without the worry.</p>  <p>ChamberMaster provides member management software solutions of web-based management systems to improve association efficiency and effectiveness.</p>
 <p>First Data's Merchant solutions help businesses reach more customers by offering fast and secure payment processing options in tandem with a wide selection of devices. BC Chamber members are provided exclusive low rates on merchant services, credit and debit card transactions and products tailored to suit your business needs.</p>	<p>The BC Chamber of Commerce hotel and car rental discount program is provided exclusively for our members and their employees. Access worldwide business and leisure travel discounts and car rental discounts. BC Chamber members access exclusive discounts on hotels and car rentals. Savings may be as much as 50%, and average 10 to 20% below market rates.</p> 
 <p>For a small monthly fee, LegalShield drops high hourly rates to offer legal plans that get you 24/7 access to advice and counsel on an unlimited number of personal legal issues from lawyers with an average of 19 years of experience. From wills and estate planning to small business protection and identity theft, LegalShield is a one-stop shop for legal counsel and services.</p>	 <p>Canadian-owned Payworks provides comprehensive, innovative, and integrated online Payroll, HR, and Time and Absence Management solutions to more than 15,000 businesses across Canada. Features include: direct deposit, automatic government remittances, mobile-optimized employee self-service, year-end tax filing/T4 submissions and electronic records of employment. Payworks Chamber of Commerce Affinity pricing offers BC Chamber members access to Payworks' workforce management solutions at a member discount.</p>
 <p>SuperPass is the only one-card solution that gives you access to Canada's largest gasoline and diesel network. Get all the benefits that come with SuperPass – security features, customized reporting, convenience and cost controls. BC Chamber members receive 2 cents off per litre on all grades of gas and diesel.</p>	<p>Spark is our preferred partner for discounted nonprofit and charity insurance. Spark aims to engage our communities with helpful educational resources combined with an honest, secure, and user-friendly insurance buying experience. The application takes less than 5 minutes to complete and no obligation quotes are free. All nonprofits and charities are eligible.</p> 
 <p>Discounts pricing for Chamber members. Staples offers online purchasing, next day business delivery and volume pricing.</p>	 <p>With the Shell Fleet Card™, BC Chamber of Commerce members receive discount off the pump price for gasoline and diesel and up to 30% off Car Washes at</p>



Administration provided  
by UBCM

Funding provided by  
Province of B.C.



For program  
information, visit the  
Funding Programs  
section at:

[www.ubcm.ca](http://www.ubcm.ca)

LGPS Secretariat

Local Government House  
525 Government Street  
Victoria, BC, V8V 0A8

E-mail: [lgps@ubcm.ca](mailto:lgps@ubcm.ca)  
Phone: (250) 356-2947

281 Board-Receive  
**Local Government Program Services**

*...programs to address provincial-local government shared priorities*

March 20, 2018

Chair Miller and Board  
Regional District of Bulkley-Nechako  
Box 820  
Burns Lake, BC V0J 1E0

RECEIVED

MAR 26 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**Re: 2018 Emergency Operations Centres & Training - Approval and  
Terms & Conditions**

Dear Chair and Board,

Thank you for submitting an application under the Community  
Emergency Preparedness Fund for the 2018 Emergency Operations  
Centres & Training program.

I am pleased to inform you that the Evaluation Committee has approved  
funding for your project, *EOC - Emergency Operations Program Building*, in  
the amount of \$24,995.36.

As outlined in the Program & Application Guide, grant payments will be  
issued when the approved project is complete and UBCM has received  
and approved the required final report and financial summary.

The Ministry of Transportation & Infrastructure has provided funding for  
this program and the general Terms & Conditions for this grant are  
enclosed. In addition, in order to satisfy the terms of the contribution  
agreement, we have the following requirements:

- (1) The funding is to be used solely for the purpose of the above  
named project and for the expenses itemized in the budget that  
was approved as part of your application;
- (2) All expenditures must meet eligibility requirements as defined in  
the Program & Application Guide;
- (3) All project activities must be completed within 12 months and no  
later than March 29, 2019;
- (4) The final report is required to be submitted to UBCM within 30  
days of project completion and no later than April 30, 2019;
- (5) Any unused funds must be returned to UBCM within 30 days  
following the project end date.

Applicants who submitted funding requests for Justice Institute of British Columbia (JIBC) Emergency Operations Centres courses are advised that if an EOC course is approved for funding under the regular Provincial EOC training program, this cost will no longer be eligible through the CEPF grant.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and /or provincial government websites, and all final report materials will be made available to the provincial government.

On behalf of the Evaluation Committee, I would like to congratulate the Regional District of Bulkley-Nechako for responding to this opportunity to develop EOC capacity to support the resiliency of BC communities.

If you have any questions, please contact Local Government Program Services at (250) 387-4470 or by email at [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

Sincerely,



Rebecca Bishop  
Program Officer

cc: *Jason Llewellyn, Director of Planning*

*Enclosure*



## Local Government Program Services

# General Funding Terms & Conditions

*The purpose of the Terms & Conditions is to provide basic information on grants administered by the Union of BC Municipalities through Local Government Program Services (LGPS). For specific information regarding the terms and conditions of each funding program, please refer to the relevant Program & Application Guide.*

### 1. Definitions

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- **Approved Applicant** - In general, LGPS grants are awarded to local governments (regional districts and municipalities). However, under some programs, First Nations can be the approved applicant. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.
- **Approved Partner(s)** - Are organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. Possible partners include, but are not limited to, boards of education, health authorities, First Nations or aboriginal organizations, non-profit organizations and local governments (other than the applicant).
- **Approved Project** - Is the activity or activities described in the application and approved by UBCM.
- **Cash Expenditures** - Are direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partner for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.
- **In-Kind Expenditures** - Are the use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.

### 2. Eligible & Ineligible Costs

---

Eligible costs, including cash and in-kind expenditures, are direct costs properly and reasonably incurred by the approved applicant or approved partner as part of the approved project. To be eligible, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM. Requests to change the budget must be made to UBCM, in writing, by the approved applicant (see below). Please see the relevant Program & Application Guide for specific notes regarding eligible and ineligible costs.

### 3. Post-Approval Terms

---

#### Notice of Approval

UBCM will inform all applicants of the status of their application by letter. Approved applicants will be informed of specific conditions of the grant approval and if a specified percentage of the approved grant amount will be forwarded to the approved applicant upon approval. The balance of the grant will be paid on satisfactory completion of the project and receipt and approval of all final reporting requirements.

#### Applicant Responsibilities

LGPS grants are awarded to approved applicants. When collaborative projects are undertaken, the approved applicant remains the primary organization responsible for the grant. Due to this, the approved applicant is the primary contact for UBCM and is responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline
- Providing proper fiscal management of the grant and approved project (see below)
- Submitting final reports, using UBCM forms where available, as required by the Program & Application Guide (see below).

### **Accounting Records**

Acceptable accounting records must be kept that clearly disclose the nature and amounts of eligible expenditures (cash and in-kind) incurred as part of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant (or as required in the Program & Application Guide).

In all cases, the final project expenditure must be net of any rebates (such as GST/PST) that the approved applicant or approved partner is eligible to receive.

### **Changes to or Cancellation of Approved Project**

Approved applicants need to apply to UBCM, in writing, for any significant variation from the approved project as described in the approved application, including any major changes to:

- Start or end dates
- Project purpose, goals, outcomes or milestones
- Cash and in-kind expenditures or matching funds (when required)
- Project partners

UBCM's approval is required in advance for such changes. If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program & Application Guide.

## **4. Reporting Requirements**

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### **Submission of Reports**

Approved applicants are required to submit final reports as outlined in the Program & Application Guide. When UBCM forms or templates are available, they are required to be used. Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- Submit all documents as Word or PDF files. Note: files over 20mb cannot be accepted.
- Submit all digital photos or images as JPEG files. Note: files over 20mb cannot be accepted.
- If a hardcopy of the report is required, do not bind reports or submit in binders or folders.
- When you are ready to submit your report, please e-mail it directly to lgps@ubcm.ca or mail it to Local Government House: 525 Government Street, Victoria, BC, V8V 0A8.

### **Extensions and Outstanding Reports**

In order for an approved project to continue past the approved end date – or for a final report to be submitted after the established deadline – approved applicants must contact UBCM to request and be granted permission for an extension.

Approved applicants that do not request extensions and have outstanding reports may forfeit the final payment of their grant and may not be eligible to apply to future LGPS programs until reports are received.

## **5. Recognition of Funding and Funders**

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Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact LGPS at (250) 356-2947.

285



March 9, 2018

Chair Bill Miller  
Regional District of Bulkley-Nechako  
Box 820  
Burns Lake BC V0J 1E0

RECEIVED  
MAR 1 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Chair Miller:

**Re: 2017 Resolutions**

Please find attached the provincial response to the 2017 resolution(s) put forward by your Board and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Jamee Justason, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604.270.8226 ext. 100 Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Sincerely,

President

*Enclosure*

**2017 B72 Unconditional Local Government Grants****Bulkley-Nechako RD**

Whereas previously, local governments received annual unconditional grants from the Province in two payments, one at the end of March and the other at the end of June;

And whereas the 2016 grants are being paid in a single payment at the end of June, creating a cash flow hardship for small local governments that depend on the March payment to meet their operational needs:

Therefore be it resolved that the provincial government process unconditional grants in two payments annually to alleviate cash flow hardships.

**Convention Decision:                      Endorsed**

**Provincial Response*****Ministry of Municipal Affairs & Housing***

*With the conclusion of the Strategic Community Investment Fund (SCIF) in 2015, the Ministry returned to a single annual payment date for its unconditional grants to local governments. These grants include Traffic Fine Revenue Sharing, Small Community Grants, and Regional District Basic Grants.*

*The payment date is set for June of each year; this roughly coincides with the collection of municipal property taxes, and it is a full month in advance of the remission of regional district taxes from participating municipalities to their respective regional districts.*

*As both the remission of taxes and the payment of grants occurs months after the start of the municipal fiscal year, regional districts need to finance their first few months of operations from other sources. A regional district may temporarily fund its operational needs from existing cash surplus and/or from revenue anticipation at a nominal rate of interest. We encourage local governments to investigate either of these cash-management methods.*



Board-Receive

1097768

March 7, 2018

Mr. Bill Miller  
Chair  
Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake BC V0J 1E0

MAR 13 2018  
REC'D  
BULKLEY NECHAKO

Dear Mr. Miller:

I appreciated meeting with you and your delegation at the 2017 Union of British Columbia Municipalities Convention in Vancouver on September 27, 2017, and thank you for your follow up letter on December 12, 2017.

The BC government is committed to making the health care system work for all British Columbians by providing people with care when they need it, where they need it, and to finding local solutions to meet the needs in communities. We know that the current mental health and addictions system is fragmented and often limited in many rural and remote communities.

I appreciate you sharing with me the issues related to the lack of accessible mental health and addiction services in the Bulkley-Nechako region and the challenges with accessing services in larger centres. This kind of information and feedback is important for our efforts to improve services.

The concerns you have expressed underscore our commitment to collaborate in the development of a mental health and addictions strategy to address the needs across the diversity of communities. We are undertaking a whole-of-government, multi-systems approach involving partnerships across many sectors. We are committed to working with local governments like yours, as well as with the Ministry of Health, the Ministry of Children and Family Development, the Ministry of Education, First Nations and Indigenous British Columbians, individuals and families with lived experience, and the education, justice, employment, and housing systems toward the goal of responsive, coordinated, effective mental health and addictions services that meet the needs of individuals, families, caregivers and service providers.

We will also be working with the health authorities to establish an integrated and well-coordinated system of care across the province, to provide quality mental health and addictions services along with primary, community and emergency services.



You specifically mentioned your interest in the mobile support teams. The First Nations Health Authority, Northern Health, and the local First Nation communities have established the Mental Wellness and Substance Use Project, which is developing several multi-disciplinary Mobile Support Teams (MSTs), with funding provided by the Joint Project Board, a senior bilateral forum between BC Ministry of Health, and the First Nations Health Authority. The MSTs will provide a continuum of services including prevention and promotion activities, intervention activities, consultation for urban Indigenous populations on cultural interventions, and emergency/crisis response when communities are impacted by critical events. The MSTs will include members with specialties in mental health and substance use and will be designed to reach underserved First Nation communities.

There are three MSTs under development in your area and currently have project advisory committees comprised of representatives from First Nations Health Authority, Northern Health, and the local First Nation communities, who are working in partnership to develop the service model before recruitment will begin:

- Ft. St. James area will serve the First Nation communities of Tl'azt'en and Nak'azdli
- Burns Lake area will serve all the communities of the Lake Babine Nation – including Fort Babine near the west end of Babine Lake
- The Hazelton-based MST will also serve Moricetown and is still under discussion between the partners.

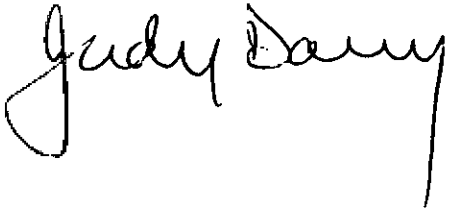
If you are interested in gathering more information about the Mobile Support Teams, please contact First Nations Health Authority contacts: Karla Tait, Northern Mental Wellness Advisor (Karla.Tait@fnha.ca) and Keith Henry, Northern Project Developer (Keith.Henry@fnha.ca).

Further, to escalate the response to BC's overdose public health emergency, we launched the new Overdose Emergency Response Centre on December 1, 2017. The centre will spearhead urgent action on the ground to save lives and support people with addiction toward treatment and recovery. The Overdose Emergency Response Centre will support a range of community-level, low-barrier services tailored to local needs. Recently I announced our government's support for community action teams in 18 of the communities hardest hit by the overdose crisis and dedicated funding as part of government's escalated response to the overdose crisis. This dedicated funding includes \$1.5 million available to all BC communities, through a Community Crisis Response Grants application process. To learn more about this initiative, please visit: <https://www2.gov.bc.ca/gov/content/overdose/how-the-province-is-responding>

For additional information about mental health and addictions programs and services overall, please contact Ms. Michelle Lawrence, Executive Lead, Mental Health and Substance Use, Northern Health, at 250-565-7482, or by email at [Michelle.Lawrence@northernhealth.ca](mailto:Michelle.Lawrence@northernhealth.ca)

Thank you again for your interest in these matters. I look forward to continuing to work with you as we move forward to improve the mental health and addictions services in BC.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Judy Darcy". The signature is fluid and cursive, with a long vertical line extending from the bottom of the "y".

Judy Darcy  
Minister

pc: Ms. Michelle Lawrence, Executive Lead, Mental Health and Substance Use,  
Northern Health Authority  
Ms. Cathy Ulrich, President and Chief Executive Officer, Northern Health Authority  
Ms. Karla Tait, Northern Mental Wellness Advisor, First Nations Health Authority  
Mr. Keith Henry, Northern Project Developer, First Nations Health Authority  
Mr. Joe Gallagher, Chief Executive Officer, First Nations Health Authority

British Columbia News

290

## Government funds Northwest B.C. Resource Benefits Alliance

<https://news.gov.bc.ca/16808>

Tuesday, April 10, 2018 10:01 AM

**victoria** - The Government of British Columbia is providing the Northwest B.C. Resource Benefits Alliance (RBA) with \$300,000 in support of RBA communities' continued efforts to strengthen economic development in the region.

"We believe that people should benefit from the prosperity generated by their hard work, and the resources of the regions where they live. I applaud the efforts of the RBA to strengthen their local economies," Premier John Horgan said. "We are committed to working with Northwest communities as they work to help stabilize their economy over the long term."

"Building a strong, sustainable, innovative economy is a priority for this government," said Selina Robinson, Minister of Municipal Affairs and Housing. "This funding is expected to help the RBA build relationships with First Nations, labour, major project proponents, local business and the non-profit sector."

The Resource Benefits Alliance, representing 21 local governments from Vanderhoof to Masset, was formed in 2014 to advocate for the infrastructure needs of their communities.

"The RBA shares the government's vision of economic development that creates good local jobs and sustainable communities," said RBA chair Bill Miller. "We thank the Premier and minister for recognizing that liveable, well-serviced communities are essential for economic development."

The B.C. government recognizes that strong partnerships are essential to addressing issues facing people throughout British Columbia. The Province will continue to work closely with the RBA and its communities to strengthen economic development in Northwest B.C.

### Media Contacts

**Sage Aaron**  
Communications Director  
Office of the Premier  
250 387-1398

**Lindsay Byers**  
Media Relations  
Ministry of Municipal Affairs and Housing  
250 952-0617

291

March 8, 2018

Regional District of Bulkley-Nechako  
 Attn: Chairman Bill Miller and Board  
 37 3rd Avenue, PO Box 820  
 Burns Lake, British Columbia V0J 1E0

Regarding: Broadband Projects Update

RECEIVED

MAR 13 2018

To Whom It May Concern,

ABC Communications would like to provide a project status update on the Connecting British Columbia and Digital Canada 150 projects that you supported us in.

Project Area	Regional Districts	Local Solution	Proposed start	Proposed completion date	Project Status	Actual Completion Date	Number of Households Targeted
Burns Lake	Bulkley-Nechako	Fixed Wireless	42491	15-Nov-17	Complete	1-Jan-18	1016
Cluculz Lake	Bulkley-Nechako	Fixed Wireless	1-Jun-16	6-Jan-17	Complete	1-Oct-16	324
Fort St. James	Bulkley-Nechako	Fixed Wireless	1-Jul-16	30-Sep-18	In progress		138
Fraser Mountain	Bulkley-Nechako	Fixed Wireless	1-Jun-16	8-Aug-16	Complete	8-Aug-16	479
Sinkut	Bulkley-Nechako	Fixed Wireless	1-Oct-15	1-May-16	Complete	1-May-16	1225

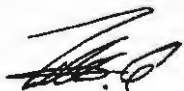
We are diligently working towards completing the ones that have not yet been completed.

ABC Communications is still awaiting news from the Connect to Innovate Program for broadband projects that we applied for in your Region. Our continued investment into innovative ways to provide the best possible services to your rural citizens continues as we work towards LTE Advanced and the platform for fixed 5G LTE.

We appreciate your support and initiatives toward broadband development within your region. We also recognize that open lines of communication are important to keep track of efforts to reach our common connectivity goals.

We look forward to working with the Regional District of Bulkley-Nechako on Broadband Connectivity well into the future.

Kind regards,



Falko Kadenbach, Vice-President  
 ABC Communications



Reference: 235337

March 14, 2018

VIA EMAIL: [bmiller.pbm@gmail.com](mailto:bmiller.pbm@gmail.com)

Chair Bill Miller  
Regional District of Bulkley Nechako  
PO Box 820  
Burns Lake, British Columbia  
V0J 1E0

RECEIVED  
MAR 19 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Chair Miller:

Bill:

Thank you for your letter of December 19, 2017, regarding ensuring that sufficient time is provided to respond to requests from my ministry. Please excuse the delay in my response.

The Ministry of Forests, Lands, Natural Resource Operations and Rural Development values the information received from the Regional District of Bulkley Nechako in response to our referrals and information requests. My staff endeavour to provide as much response time as possible in order to enable local government to provide an effective response; however, circumstances may arise where a shorter referral period is necessary.

In the event that you receive an information request that does not allow sufficient time for your staff to complete a proper review and to prepare a meaningful response, I encourage you to contact the originator of the request at the earliest opportunity and request that the review timelines be extended. Ministry staff will be willing to discuss timeline extensions where practical.

Thank you for writing and sharing your concerns.

Sincerely,

Doug Donaldson  
Minister

February 20, 2018

Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

Attention: Chair Bill Miller

Dear Chair Miller:

Subject: 2018 Economic Development Capacity Building  
Northern Development Project Number 5377 30

Thank you for your application to the 2018 Economic Development Capacity Building program. Northern Development is pleased to advise you that your application has been approved up to \$50,000 to support your community in its efforts to develop the local and regional economy.

Funding under the 2018 Economic Development Capacity Building program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Complete reporting is required prior to February 28, 2019. Reporting must include a completed Economic Development Capacity Building program reporting form which can be found on Northern Development's website at [www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/](http://www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/).

The Northern Development Board wants to see the Regional District of Bulkley-Nechako reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely,

Joel McKay  
Chief Executive Officer

c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Corrine Swenson, Manager of Regional Economic Development, Regional District of Bulkley-Nechako

March 14, 2018

Stellat'en First Nation  
PO Box 760  
Fraser Lake, BC V0J 1S0

**Attention:** Chief Archie Patrick

Dear Chief Patrick:

**Subject:** Stellat'en Community Hall Upgrade  
Community Halls and Recreation Facilities Program  
Northern Development Project Number 5142 70

RECEIVED  
MAR 27 2018  
REGIONAL DISTRICT  
BULKLEY-NECHAKO

Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that Northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

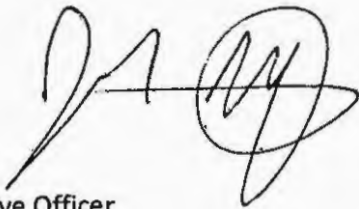
I am pleased to advise you that the Community Halls and Recreation Facilities application from the Stellat'en First Nation for the 'Stellat'en Community Hall Upgrade' project was approved for a grant up to \$30,000 from the Prince George Regional Development Account on January 15, 2018.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,

Joel McKay  
Chief Executive Officer



- c: Sandra Nahornoff, Band Manager, Stellat'en First Nation  
Craig Casimel, Housing Coordinator, Stellat'en First Nation  
Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Bill Miller, Chair, Regional District of Bulkley-Nechako and Vice Chair, Prince George Regional Advisory Committee



March 23, 2018

Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

**Attention: Chair Bill Miller**

Dear Chair Miller:

**Subject: 2018 Tourism Content Creation  
Marketing Initiatives Program  
Northern Development Project Number 5478 70**

Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that Northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Marketing Initiatives application from the Regional District of Bulkley-Nechako for the '2018 Tourism Content Creation' project was approved for a grant up to \$8,125 from the Prince George Regional Development Account on March 9, 2018.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,

Joel McKay  
Chief Executive Officer

c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Corrine Swenson, Manager of Regional Economic Development, Regional District of Bulkley-Nechako

RECEIVED

APR 03 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO



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Northern  
Development  
INITIATIVE TRUST

You're  
Approved!

Now



291



# what?

## Community Development Programs:

- Business Facade Improvement
- Capital Investment Analysis
- Community Foundation Matching Grants
- Community Halls and Recreation Facilities
- Community Revitalization
- Economic Diversification Infrastructure
- Marketing Initiatives

## Who do I contact?

### Finance Department

Northern Development Initiative Trust

Phone: 250-561-2525

[finance@northerndevelopment.bc.ca](mailto:finance@northerndevelopment.bc.ca)

[www.northerndevelopment.bc.ca](http://www.northerndevelopment.bc.ca)

# Post-Approval Process for Community Development Projects

## 1. You've been approved

### How you'll find out

We will contact you by phone, followed by a formal approval letter by mail.

## 2. Sign a contract

\*Not required for Business Façade Improvement or Community Foundation Matching Grants programs.

### Collect all information

Before you begin your project please ensure the following information is current and has been collected:

- Approval letters that show the additional funding you need for your project has been secured
- A finalized budget with up to date quotes
- A current project timeline that includes a project start date, completion date, and key milestones
- If applicable, a society incorporation document

### Contact our finance team

Once the items are in order, phone our finance team at 250.561.2525 to draft a funding contract.

### Sign contract

The contract must be signed by both parties within one year of your approval date. Once the contract has been signed, work can begin on the project and you can begin to incur costs.



### 3. Receiving the money

#### Obtain a project reporting form

Email [finance@northerndevelopment.bc.ca](mailto:finance@northerndevelopment.bc.ca) or call our finance team at 250-561-2525 to have a project reporting form sent to you.

#### Submit reporting

Email complete reporting form and supporting documentation to [finance@northerndevelopment.bc.ca](mailto:finance@northerndevelopment.bc.ca). If you have any questions, give us a call. Don't forget that we reimburse based on the percentage of eligible costs incurred up to the maximum amount. *The percentage and maximum funding are specified in the contract.*

#### We will process your reporting

We will process your reporting and be sure to contact you if we need any additional information.

#### We will send you a cheque

Once our team has reviewed and finalized your report, we will let you know that a cheque is coming your way.

### 4. Keeping us informed

#### We will send you an annual reporting form

Starting the year you receive your final cheque, we will email you a one page annual reporting form that measures the success of your project.

#### Submit completed form

Submit your completed annual reporting form to [finance@northerndevelopment.bc.ca](mailto:finance@northerndevelopment.bc.ca) by the date specified on the form. If you have any questions, give us a call.

#### Reporting duration

The length of time you will need to report is based on the program you accessed:

- Business Façade Improvement: not applicable
- Capital Investment Analysis: 2 years
- Community Foundation Matching Grants: 2 years
- Community Halls and Recreation Facilities: 3 years
- Community Revitalization: not applicable
- Economic Diversification Infrastructure: 5 years
- Marketing Initiatives: 2 years

March 23, 2018

Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

**Attention: Chair Bill Miller**

Dear Chair Miller:

**Subject: Digital Tourism Asset Development  
Marketing Initiatives Program  
Northern Development Project Number 5480 70**

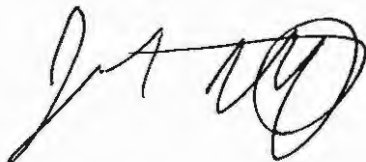
Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that Northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Marketing Initiatives application from the Regional District of Bulkley-Nechako for the 'Digital Tourism Asset Development' project was approved for a grant up to \$10,000 from the Prince George Regional Development Account on March 9, 2018.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,



Joel McKay  
Chief Executive Officer

c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Corrine Swenson, Manager of Regional Economic Development, Regional District of Bulkley-Nechako

wendy.wainwright

---

**From:** Melany Deweerdt  
**Sent:** Tuesday, April 10, 2018 11:13 AM  
**To:** wendy.wainwright  
**Subject:** FW: TCYHA resolution

Let's add this to the agenda for receipt as well, it's in the minutes attached to this agenda, thx

-----Original Message-----

**From:** Darcy Repen <darcyrepen@gmail.com>  
**Sent:** April 6, 2018 4:50 PM  
**To:** Bill Miller <bill.miller@rdbn.bc.ca>; Melany Deweerdt <Melany.Deweerdt@rdbn.bc.ca>  
**Cc:** Jerry Petersen <jeraud@telus.net>  
**Subject:** TCYHA resolution

Hi Bill and Melany,

Just an update on today's meeting. The late resolution was admitted for debate, amended slightly (it was a friendly amendment strengthening the wording), and endorsed.

Best regards,  
Darcy

Sent from my iPhone

**SUBJECT:** Safety Infrastructure Funding

**SUBMITTED BY:** Regional District of Bulkley-Nechako

**WHEREAS** Highway 16 creates a significant hazard where it passes through populated areas and incorporated communities;

**AND WHEREAS** those communities incur significant costs and impacts to their residents due to the Highway 16 corridor passing through those communities;

**THEREFORE BE IT RESOLVED** that the Trans Canada Yellowhead Highway Association lobby the Provincial and Federal Governments to support those communities financially to offset the hazards and support necessary safety infrastructure on Highway 16.



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Board-Receive

Vanderhoof Clippers Speed Skating Club  
Box 2209  
Vanderhoof, B.C. V0J 3A0

March 6, 2018

Regional District of Bulkley Nechako  
37, 3<sup>rd</sup> Ave  
PO Box 820  
Burns Lake, V0J 1E0

**RE: Donation to BC Winter Games Zone 7 Speed Skating Team**

Dear Wendy,

Thank you so much for the donation from the Regional District of Bulkley Nechako to the BC Winter Games Zone 7 Speed Skating Team. The money was used towards the purchase of cut proof skating suits for the entire team of 7 skaters, and greatly appreciated by the kids. The total cost of the suits was just under \$2700 dollars.

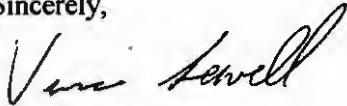
It was wonderful to have Director Peterson and Director Greenaway come to the Vanderhoof Arena to meet the kids and to hand out the suits when they arrived in early February. The kids were very excited when the suits arrived and it was great for them to actually meet the Directors and understand the generosity of the Regional District that went a long way in helping them get the safety equipment they required to participate in the BC Winter Games.

This year's zone 7 team had a very successful Winter Games, with all the skaters being very competitive in their divisions. One skater in particular, Madison Seely from Vanderhoof, was the top Under 14 Girls skater at the Games winning a total of 5 Gold Medals. This performance is even more spectacular when compared to the total medals in all sports for Zone 7 at this year's Games was 8 medals including Madison's 5 medals.

Please accept the enclosed photo as a token of our appreciation and if there anything more that you would like from us, please let us know.

Thank-you

Sincerely,



Vince Sewell  
Assistant Speed Skating Coach Zone 7



RECEIVED

MAR 14 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

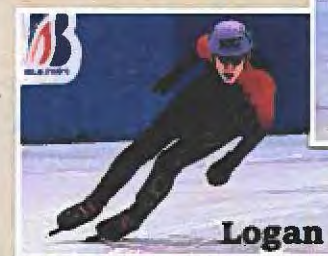
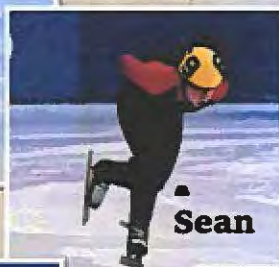
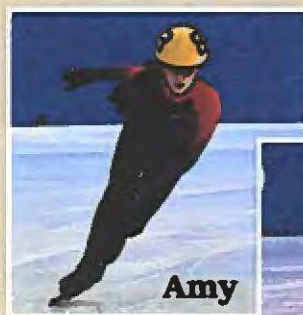


# 2018 BC Winter Games Speed Skating Team

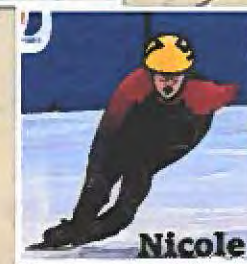
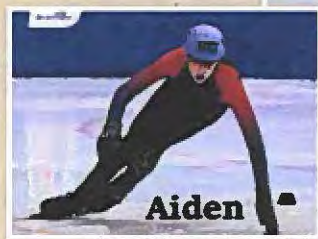
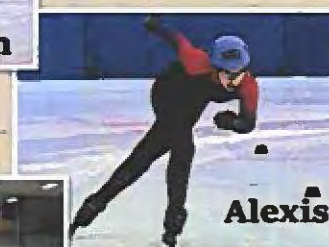


Thank you  
for  
your support

Regional District  
of  
Bulkley-Nechako



304



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Kitimat Chamber of Commerce  
and Visitor Centre  
info@kitimatchamber.ca  
(250) 632-6294



 TRAVEL  
NORTHERN BRITISH COLUMBIA



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Regional District Bulkley Nechako



Kermodei Tourism



Thank you ...

... for representing Travel Northern British Columbia at this year's  
Vancouver and Calgary Outdoor Adventure & Travel Shows -  
making this event such a great success.

Tourism Kitimat appreciates your support. We are looking forward to  
working with you in upcoming events and shows.

APR 06 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO



Regional District Kitimat Stikine



Tourism Prince George

Tourism Prince Rupert



Tourism Smithers





Ministry of Municipal  
Affairs and Housing

Local Government Infrastructure  
and Finance  
PO Box 9838 Stn Prov Govt  
(4<sup>th</sup> Floor - 800 Johnson Street)  
Victoria, BC V8W 9T1

307

Board-Receive  
CIRCULAR

---

Circular No. 18:06  
ARCS File #: 195-20

March 15, 2018

To: All Municipal Financial Administrators

Re: **Interest Rate on Taxes in Arrears or Delinquent  
and Interest on Refunds of Tax Overpayments**

1. **Interest Rate on Taxes in Arrears or Delinquent** (Sections 245, 246 and 254 of the *Community Charter* and Section 655 and 660 of the *Local Government Act*)

Effective April 1, 2018, the interest rate established under Section 11(3) of the *Taxation (Rural Area) Act* shall be 6.45%

The next rate setting will occur on July 1, 2018.

2. **Interest on Refunds of Tax Overpayments** (Section 239 of the *Community Charter*)

Effective April 1, 2018, the interest rate for the foregoing purpose is 1.45%

The next rate setting will occur on July 1, 2018.

3. The above rates are based on the prime lending rate of the principal banker to the Province of British Columbia which, at March 15, 2018, was 3.45%; i.e., the interest rate on taxes in arrears or delinquent is 3.00% above and on overpayments 2.00% below the prime lending rate as of the 15<sup>th</sup> of the month preceding the effective dates.

Sean Grant  
Director  
Local Government Finance Unit



**308**  
MUNICIPAL INSURANCE ASSOCIATION  
of British Columbia

Board-Receive

MEMORANDUM

To: Ms. Melany de Weerd  
Chief Administrative Officer  
Bulkley-Nechako, Reg. Dist. of  
PO Box 820  
Burns Lake, BC V0J 1E0

From: Claudia Chan, Office and Communications Assistant

Date: Thursday, March 29, 2018

Subject: Claim Status Report

Congratulations, you currently have no open or recently closed liability claims with the Municipal Insurance Association. However, if you are aware of any open or potential claims, please report them to the MIABC office.



Union of BC  
Municipalities



LGMA

309 Board-Receive

RECEIVED

MAR 13 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

March 6, 2018

**RE: Update on the Working Group on Responsible Conduct**

Dear Mayor and Council, Chair and Board and Chief Administrative Officers:

This letter provides an update on the status of the work being undertaken by the Working Group on Responsible Conduct (Working Group).

Responsible conduct -- which broadly refers to how local government elected officials conduct themselves with their elected colleagues, with staff, and with the public -- continues to be an important topic of interest in British Columbia. In fall 2016, the Working Group was formed to better understand issues related to responsible conduct and to explore how British Columbia's responsible conduct framework could be further strengthened. The Working Group is a staff level committee with members from the Union of British Columbia Municipalities (UBCM), the Local Government Management Association (LGMA) and the Ministry of Municipal Affairs and Housing (MAH).

At the 2017 UBCM Convention, UBCM members endorsed a policy paper prepared by the Working Group that included several recommendations to strengthen British Columbia's responsible conduct framework. The Working Group has since been collaboratively working to start implementing the recommendations.

***Foundational principles of responsible conduct are now available for use***

As its first priority, the Working Group has identified and defined four foundational principles -- *integrity, accountability, respect, and leadership and collaboration* -- that can be used as a resource to guide the conduct of both individual elected officials and the collective council/board. While the principles are already reflected in the actions of elected officials in communities across British Columbia, they will be of real value in enhancing everyone's shared understanding of expectations around responsible conduct.

We encourage each of you to use these principles by integrating them into your everyday actions, as well as your governments' policies and practices, as you see fit. As a start, for instance, there may be value in including these principles in information materials for prospective candidates, and in orientation materials for when new councils and boards are elected after October 2018.

Working Group members have begun to integrate the foundational principles into resources, such as education materials for the 2018 general local elections, and will continue to incorporate them into other guidance materials as opportunities arise. The LGMA will also be working with its members to determine how the foundational principles could be further embedded into other local government documents, such as oaths of office, procedure bylaws, and existing codes of conduct, in advance of the 2018 elections.

***Moving towards developing a code of conduct framework***

Moving forward, the Working Group will be focusing on developing a code of conduct framework – that means thinking not just about the content of a code of conduct but also about the mechanisms for implementing such a code.

Developing this framework needs to be done thoughtfully and carefully – it will involve a number of important design choices along the way as important questions are considered about, for example, how a code of conduct is reviewed and adopted, how a code of conduct is enforced, and what happens if it is breached. We know from UBCM's and LGMA's consultations with members in spring 2017 that while there is agreement that a code of conduct framework would be useful in enhancing responsible conduct, there is not yet any consensus on the specific design for such a framework.

The Working Group will be focusing on developing the content of a "default" or "model" code of conduct -- which could be of real value as new and returning elected officials come together after the October 2018 elections -- while starting to identify the many design questions that will need to be answered as the complete framework is developed. Input on this work will be sought from UBCM and LGMA members -- specifically about code of conduct content -- in the next few months. For the 2018 UBCM Convention, the Working Group is also aiming to have prepared a critical path of key questions and considerations for the development of a code of conduct framework.

We very much appreciate the collaborative work undertaken by the Working Group to date and expect that the code of conduct framework will be developed thoughtfully, and will lead to an approach that respects the autonomy of local governments, is supported by elected officials and provides confidence for the public.

We look forward to the Working Group's ongoing collaboration to further strengthen responsible conduct and support the good governance of local governments in British Columbia.

If you have any questions about the Working Group's activities, please contact any of the member organizations.

Sincerely,



Selina Robinson  
Minister of Municipal Affairs & Housing  
[LGgovernance@gov.bc.ca](mailto:LGgovernance@gov.bc.ca)  
250 387-4020



Wendy Booth  
President, UBCM  
[UBCM@UBCM.ca](mailto:UBCM@UBCM.ca)  
604 270-8826



Patti Bridal  
President, LGMA  
[office@lgma.ca](mailto:office@lgma.ca)  
250 383-7032

**Leadership and Collaboration: an ability to lead, listen to, and positively influence others; coming together to create or meet a common goal through collective efforts.**

- Demonstrate behaviour that builds and inspires public trust and confidence in local government.
- Calmly face challenges and provide considered direction on the issues of the day, while empowering colleagues and staff to do the same.
- Create space for open expression by others, take responsibility for one's own actions and reactions, and accept the decisions of the majority.
- Accept that it is the equal responsibility of the individual elected official, the council/board as a collective, the community and stakeholders to work together to achieve common goals.
- Be an active participant in ensuring the foundational principles are followed in all local government dealings (e.g., including among elected officials, between council/board members and staff, with community members, with other orders of government, in the decisions of a council/board, and in services and other activities of the local government).



*The Working Group on Responsible Conduct is a joint initiative between the UBCM, LGMA and the Ministry of Municipal Affairs & Housing. The Group was formed to undertake collaborative research and policy work around issues of responsible conduct of local government elected officials.*

## How do the principles “fit” with legal obligations?

It is the duty of elected officials to understand and abide by all legal requirements that apply to elected officials and local governments<sup>1</sup>, and nothing in this document should be interpreted as taking precedence over such legal obligations.

Local government elected officials should interpret the principles described below in accordance with the responsibilities and obligations set out in B.C.'s local government legislation, other applicable legislation, the common law and the policies and bylaws of the local government.



<sup>1</sup> Many legal obligations apply to elected officials and local governments, including but not limited to rules about: ethical standards such as conflict of interest; open meetings; protecting confidential information; workplace safety such as harassment; and expenditure of local government funds.

# Foundational Principles Of Responsible Conduct

FOR B.C.'S LOCAL GOVERNMENTS

## Key Foundational Principles

- ◇ INTEGRITY
- ◇ ACCOUNTABILITY
- ◇ RESPECT
- ◇ LEADERSHIP & COLLABORATION

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PRODUCED BY THE WORKING GROUP ON RESPONSIBLE CONDUCT

January 2018



## What are foundational principles?

This document outlines four key foundational principles -- *integrity, accountability, respect, and leadership & collaboration* -- to guide the conduct of local government elected officials in B.C.

The foundational principles provide a basis for how local government elected officials fulfill their roles and responsibilities, including in their relationships with each other, with local government staff and with the public.

These principles are intended to guide both the conduct of individual elected officials and the collective behaviour of the local government council or board. The principles are also meant to guide local governments in fulfilling their corporate functions and responsibilities to their communities.

Responsible conduct at all of these levels is key to furthering a local government's ability to provide good governance to its community.

*"The foundational principles provide a basis for how local government elected officials fulfill their roles and responsibilities, including in their relationships with each other, with local government staff and with the public."*

### *Integrity: being honest and demonstrating strong ethical principles.*

- Be truthful, honest and open in all dealings.
- Behave in a manner that promotes public confidence in local government, including actively avoiding any perceptions of conflicts of interest, improper use of office, or unethical conduct.
- Uphold the public interest, serving citizens diligently to make decisions in the best interests of the community.
- Ensure alignment between stated values and actions, including following through on commitments, engaging in positive communication with the community, and correcting errors in a timely, transparent manner.

### *Accountability: an obligation and willingness to accept responsibility or to account for one's actions.*

- Be transparent in how an elected official individually, and a council/board collectively, conducts business and carries out their duties.
- Ensure information is accessible, and citizens can view the process and rationale behind each decision and action, while protecting confidentiality where appropriate or necessary.
- Accept and uphold that the council/board is collectively accountable for local government decisions, and that individual elected officials are responsible and accountable for the decisions they make in fulfilling their roles as council/board members.
- Listen to and consider the opinions and needs of the community in all decision making, and allow for discourse and feedback.

### *Respect: having due regard for others' perspectives, wishes, and rights; displaying deference<sup>2</sup> to the offices<sup>3</sup> of local government, and the role of local government in community decision making.*

- Treat every person, including other members of council/board, staff and the public, with dignity, understanding and respect.
- Show consideration at all times for colleagues and staff, including by honouring people's values, beliefs, ideas, roles, contributions and needs.
- Create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory.
- Value the role of diverse perspectives and debate in decision making.
- Act in a way that is respectful of the roles and responsibilities of the offices of Mayor/Chair and Councillor/Director.
- Value the distinct roles and responsibilities of local government staff and the community in local government considerations and operations, and commit to foster a positive working relationship between staff, the public and elected officials.
- Call for and expect respect from the community towards elected officials and staff, and their roles and responsibilities within the local government system.

<sup>2</sup> Displaying deference is acting in a way that is respectful of both the tradition and legacy enshrined in the various local government positions, as well as their intended functions.

<sup>3</sup> 'Offices' of local government refers to the roles/responsibilities of the various roles and positions within the local government system, such as Mayor, Chair, Councillor or Director.

**Legislative Services Department**  
**830 Cliffe Avenue**  
**Courtenay, B.C.**  
**V9N 2J7**



**Phone (250) 334-4441**  
**Fax (250) 334-4241**  
**jward@courtenay.ca**

City File No.: 390-20

February 13, 2018

Association of Vancouver Island  
 And Coastal Communities  
 525 Government Street  
 Victoria, B.C. V8V 0A8

MAR 12 2018  
 REGIONAL DISTRICT  
 BULKLEY NECHAS

**Re: 2018 Resolution – Asset Management**

Please be advised that the City of Courtenay submits the following resolution for the 2018 AVICC Annual General Meeting:

***Common Asset Management Policy***  
***City of Courtenay***

*WHEREAS the purposes of a British Columbia municipality and regional district include providing for stewardship of the public assets of its community;*

*AND WHEREAS, the powers, duties and functions of British Columbia municipal and regional district Chief Administrative Officers include:*

*(a) overall management of the operations of the local government;*

*(b) ensuring that the policies, programs and other directions of the council or board are implemented; and*

*(c) advising and informing the council or board on the operation and affairs of the local government.*

*NOW THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island Coastal Communities supports sound Asset Management practices as the means to achieve local Sustainable Service Delivery;*

*THAT BC municipalities and regional districts, their respective CAOs and staffs would benefit from guidance to a common communications approach to enhance Asset Management Practices; and*

*THAT the AVICC recommends the Union of BC Municipalities Resolve to develop and implement such a common communications approach in partnership with the LGMA and Asset Management BC.*

I trust the above is satisfactory, and please do not hesitate to contact me if you require further information.

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Yours truly,

ORIGINAL SIGNED BY

John Ward, CMC  
Director of Legislative and Corporate Services  
Deputy Chief Administrative Officer

**BACKGROUND****Common Asset Management Policy**

Asset Management BC (AMBC) has been providing awareness of Asset Management best practices for nearly a decade and throughout that time senior City Staff have been closely affiliated with AMBC. The City has benefited from that relationship by adopting many of the practices AMBC devised or has otherwise supported and after several years, the positive impacts are beginning to be felt.

AMBC is a group of Associations, governments and first nations with a collective interest in Asset Management. It's important to emphasize that AMBC quite deliberately refers to itself as a "Community of Practice", meaning it does not depend upon or represent a particular entity or sector. Therefore, the various observations and suggested practices are motivated only by objectivity and excellence in Asset Management practices.

Given its chosen position as a neutral party, it might be considered presumptuous of AMBC to offer advice to elected officials without it first being requested. That is possibly why there has not yet been a collation of policy practices offered in support of CAOs and council/board elected officials where, from a public administrator's perspective, something of that nature would be very useful. Ironically, our affiliation with AMBC has helped us to recognize that this form of guidance does exist, but it is located in various places and has not been provided or promoted in a coherent, unified way. The guidance is located in statutes, senior government publications and Courtenay Council's Asset Management Policy.

Beyond the operational aspects, to be successful over the long-term a local government AM program depends upon three intertwined yet distinct communications channels and their respective content:

1. **The relationship between council members/regional directors with their constituents** to consider and agree upon continuing levels of service balanced with the constituents' willingness to pay;
2. **The relationship between council members/regional directors and their respective CAOs** to agree upon policy objectives (and reporting) and provision of the means to achieve them; and
3. **The relationship between municipal/regional district CAOs and their staffs** to set the operational and capital work plans in place to achieve sustainable service delivery through sound AM practices.

These three channels have their origins in the following references:

- *Community Charter (CC) and Local Government Act (LGA)*;  
<http://www.belaws.ca>
- Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”;  
<https://www.aglg.ca> and
- City of Courtenay Policy #1670.00.02 “Asset Management Policy”.  
<http://www.courtenay.ca/EN/main/city-hall/asset-management.html>

#### COUNCIL/BOARD MEMBERS AND CONSTITUENTS:

As most will know, municipalities and regional districts are distinct, but are both referred to as ‘local governments’ and the *Community Charter* and *Local Government Act* are the two principal sources of their respective authority. These statutes provide for the purposes of these two forms of local government. One purpose is “providing for stewardship of the public assets of its community”.<sup>1</sup> They also stipulate that ‘the powers, duties and functions of a municipality or regional district are to be exercised and performed by its council or board’<sup>2</sup> as the case may be.

The BC AGLG provides even more succinct guidance to the elected officials:

“Local residents, as service customers and taxpayers, expect to be advised and consulted on how you are spending tax dollars... It is important for you to... engage and educate members of the community on what asset management involves, why it is important and the implications if your local government fails to proactively manage publicly-owned assets. This communication provides an opportunity for your local government to ask the community about their service level expectations and their willingness to pay the costs of meeting those expectations.”<sup>3</sup>

This guidance is echoed the City’s Asset Management Policy: “...council members are responsible for adopting policy and ensuring that sufficient resources are applied to manage the City’s capital assets” and for providing “...those we serve with services and levels of service for which they are willing to pay”.<sup>4</sup>

#### COUNCIL/BOARD AND THEIR CAOs:

The *CC* and *LGA* speak to this relationship, too: CAOs’ powers, duties and functions include overall management of operations of the local government; ensuring that the policies, programs and other directions of the council/board are implemented; and advising and informing the council/board on the operation and affairs of the local government.<sup>5</sup>

<sup>1</sup> *Community Charter* s. 7 and *Local Government Act* s. 185.

<sup>2</sup> *Community Charter* s. 114 and *Local Government Act* s. 194.

<sup>3</sup> Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”, pp. 17-18.

<sup>4</sup> This latter policy statement is reiterated in the City of Courtenay Strategic Priorities 2016-2018.

<sup>5</sup> Paraphrased for convenience from *Community Charter* s. 147 and *Local Government Act* s. 235.

The AGLG also considers this relationship:

“Elected officials have a stewardship responsibility and an oversight role, while staff are responsible for implementation and for reporting back to the council/board. It is important for both parties to understand and respect the distinction between governance and management and to maintain an appropriate balance of accountability... As elected officials, you can help ensure effective asset management by supporting staff in their efforts to develop and implement asset management planning.”<sup>6</sup>

Council’s AM Policy commits to “Ensuring necessary capacity and other operational capabilities are provided” and to “...providing sufficient financial resources to accomplish them”. As a reflection of the legislation and AGLG guidance, the Policy goes on: “The Chief Administrative Officer has responsibility for Asset Management plans, strategies and procedures as well as reporting to Council on the effectiveness of Asset Management practices and their outcomes.”

#### CAOs AND THEIR STAFF:

Communications as part of this relationship is a matter of leadership style and public administration practices. How these manifest themselves locally is a function of the individuals’ education and experience along with ongoing professional development. This is offered by agencies such as the Local Government Management Association of BC and more formalized training through various academic institutions.

While the statutes do not speak to this particular relationship, the AGLG does provide some guidance:

“Asset management is a highly integrated activity requiring staff from across the local government to interact and share knowledge and data. It requires a shift to a new business model based on sustainable service delivery. To succeed, your chief administrative officer must champion asset management, select the right group of staff from finance, planning, operations, information technology and engineering, give them the proper authority and make them accountable for action.”<sup>7</sup>

This AGLG guidance coincides with the City’s AM Policy as provided above.

As is obvious, the guidance to successfully develop these three channels of communication does exist. However, it would be more effective if it were coalesced in a singular form that could be consistently referred to by local governments wishing to more effectively develop Asset Management for Sustainable Service Delivery. One way of accomplishing this could be for BC local governments to collectively request it be done on their behalf by an organization or agency such as Asset Management BC.

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<sup>6</sup> Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”, pp. 17 & 13.

<sup>7</sup> Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”, p. 18.

File: 0530-01

March 6, 2018

District of Sicamous  
PO Box 219  
446 Main Street  
Sicamous, BC V0E 2V0

RECEIVED  
MAR 07 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**Attention: Mayor Terry Rysz**

Dear Mayor Rysz and Council:

**Subject: Cannabis Sales Revenue Sharing**

Thank you for your letter of February 14, 2018 seeking Council's support regarding current discussions surrounding revenue sharing generated from the implementation of the legalization of cannabis.

Your letter was before Council at its Regular meeting on March 5, 2018 for consideration and I am happy to report that Council endorsed and supported your Council's request to have 50% of the provincial share of the cannabis tax sharing formula be provided to local governments. We view this request to be a fair and equitable share to recover costs that will be incurred by local governments.

Sincerely,

  
Leo Facio  
Mayor

cc: Union of British Columbia Municipalities

File: 0530-01

March 6, 2018

District of West Vancouver  
750 17<sup>th</sup> Street  
West Vancouver, BC V7V 3T3

**Attention: Mayor Michael Smith**

**RECEIVED**  
MAR 07 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

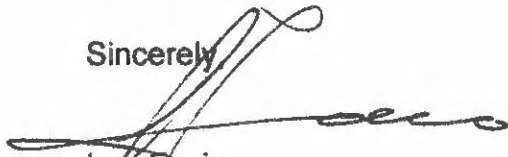
Dear Mayor Smith and Council:

**Subject: New Municipal Tax Classes – submission for LMLGA**

Thank you for your letter of February 23, 2018 seeking Council's support of your resolution regarding your request for the creation of new municipal tax classes.

Your letter was before Council at its Regular meeting on March 5, 2018 for consideration. I am happy to report that Council supported the District of West Vancouver's resolution which will be submitted for consideration at the LMLGA 2018 Convention.

Sincerely,

  
Leo Fasio  
Mayor

cc: Union of British Columbia Municipalities



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Board - Receive

**Box 484, Kaslo  
British Columbia, V0G 1M0**



**Phone: (250)353-7350  
E-Mail: ashadra@telus.net**

February 16<sup>th</sup>, 2018

Passenger Transportation Board  
202-940 Blanshard Street  
PO Box 9850 Station Provincial Government  
Victoria, BC  
V8W 9T5

FILED 16 FEB 2018  
RECORDING DISTRICT OF  
BULKLEY NECHAKO

To Whom It May Concern:

Re: 256-17 Decision of February 20<sup>th</sup>, 2018: Greyhound Canada Transportation ULC – Passenger Transportation Licence 70414

Having read the Passenger Transportation Board decision 256-17 on the Greyhound Canada Transportation ULC application to amend Passenger Transportation Licence 70414, and now being fully aware of the limitations placed on the Board by the provisions of the Act, I can find no fault in the decision of the Board to allow Greyhound to eliminate Routes E2(b), K, I1, I2, J, L1 and L2 or for allowing reduction in frequency of service to Routes A, B1, B2, C, D, E, G, N, P and S1.

I do, however, think that the Board erred in procedure, under 21(4)(b), to protect the public interest under 28(1)(a) when it failed to consult governments, both provincial and local, and the health authorities, First Nations, and federal government as to timing of these Passenger Transportation Board decisions.

The Board, I humbly submit, should be aware, and should therefore have taken into account, the budgeting cycles under which governments, both provincial and local, and the health authorities, First Nations and federal departments operate, and should therefore know that a date of May 31st/June 1st for elimination of certain routes and 14 days for reduction in service of certain routes is wholly inadequate for both consultation and alternative arrangements to Greyhound service to be made by said governments.

The same is true for any private carriers who might want to consider operating any service on these routes, in terms of their need to consult with governments, both provincial and local, and health authorities, First Nations and federal departments, and then come before the Passenger Transportation Board to obtain a licence to operate.

I therefore apply to the Board for a reconsideration and a variance as to timing of said Board decisions for the above routes from May 31st/June 1st 2018 and 14 days notice to June 1st, 2019.

I will not reiterate all that the Board itself stated in its decisions in 256-17, other than to state that I believe that the public will be better served under 28(1)(a) if sufficient time was given to seamlessly transition from the Greyhound Bus service to some other private carrier or public transit service or some combination thereof.

All of which is respectfully submitted,

Andy Shadrack

APR 08 2018

**From:** Andy Shadrack <ashadra@telus.net>  
**Sent:** April 7, 2018 11:02 AM  
**To:** Carol Leclerc; mayor@mcbride.ca; porteous@endingviolence.org; Gerry Thiessen; bigjohn4@telus.net; Lee Brain; RD of Fraser-Fort George; CFO Peace River RD; Kitimat-Stikine RD; justask@northernrockies.ca; richard.cannings@parl.gc.ca; traymond@fvrd.ca; cnewsom@gochetwynd.com; CAO Village of Midway; Todd.Doherty@parl.gc.ca; dwalsh@kamloops.ca; mayor@kamloops.ca; City of Dawson Creek; City of Fort St. John; admin@oliver.ca; smckortoff@osoyoos.ca; jlightfoot@lytton.ca; Bud Smith; Village of Clinton; info@ncrdbc.com; 'ubcm@'; 'ed@'; 'Wayne.Stetski.C1A@'; Michelle.Mungall.MLA@leg.bc.ca; gladysatrill@gmail.com; info@nelsonseniors.ca; info@fortnelsonchamber.com; fsjwrs@telus.net; RD of Okanagan-Similkameen; rob11gay@gmail.com; gdwilkie@cyberlink.bc.ca; wndbooth@gmail.com; s.janewalter@gmail.com; arichmond@cariboord.ca; mcampsall@cariboord.ca; bsimpson@cariboord.ca; rwilliam@cariboord.ca; Shaely Wilbur; Lorraine Gerwing; Pat Crook; Mayor Lyn Hall; RD of Central Kootenay; RD of Okanagan-Similkameen; inquiries; Taylor Bachrach; mark.parker@penticton.ca  
**Cc:** Louise Gmail; Aimee Watson; Dana Burgess; Bob Adams; Bruce Gardave; Charlene Bondroff; Corrine Younie; Dan Danforth; Diane Lockwood; Elizabeth Brandrick; Frank Beresford; Gerry Tennant; Linda Martin; Lynda Beddow; Michael Dailly; Pegasis McGauley; Ramona Faust; Randi Jensen; Sandra Rempel; Sharman Thomas; Tom Newell; Valerie Warmington; Vickie Fitzpatrick; Walter Popoff  
**Subject:** Fwd: RE: 256-17 Greyhound Transportation ULC - Reconsideration  
**Attachments:** a137a6.png; DOCS-#17738561-v5-Response\_to\_Request\_to\_Reconsider.pdf

Kaslo

Saturday April 7th

Attached please find the response of Greyhound Canada's lawyer to my reconsideration application. Next step is for the PTB Board to consider it's options. Once again thank you to all those who have sent in letters of support for the reconsideration, please keep them coming.

On Monday April 9th, 6.45 AM, I will be interviewed by CBC Daybreak North and note that the Minister of Transportation and Infrastructure Claire Trevena, announced on Thursday that it is impossible to put in place an alternative bus service by May 31st, 2018. Stay tuned.

Respectfully  
 Andy Shadrack

From: "Blair, David F" <DBLAIR@mccarthy.ca>  
 To: "'Passenger Transportation Board TRAN:EX'" <ptboard@gov.bc.ca>  
 CC: 'Andy Shadrack' <ashadra@telus.net>, "Lipson, Brian" <BLIPSON@mccarthy.ca>  
 Date: Fri, 6 Apr 2018 17:47:20 +0000

Greetings,

322

Please see enclosed letter on behalf of Greyhound Canada Transportation ULC.

Kind regards,

mccarthy  
tetrault

**David F Blair**

Associé | Partner

Droit des affaires | Business Law

T: 418-521-3053

C: 418-654-8899

F: 418-521-3099

E: [DBLAIR@mccarthy.ca](mailto:DBLAIR@mccarthy.ca)

**McCarthy Tétrault LLP**

500, Grande-Allee est

9e étage

Québec, QC G1R 2J7



Virus-free. [www.avast.com](http://www.avast.com)



**David F. Blair, C.M.**  
 Partner  
 Direct Line: (418) 521-3053  
 Direct Fax: (418) 521-3099  
 Email: dblair@mccarthy.ca

April 6, 2018

**Via Email**

Ms. Jan Broocke  
 Director to the PT Board  
 and  
 Mr. Michael McGee  
 Manager of Policy, Programs &  
 Communications  
 Passenger Transportation Board  
 202-940 Blanshard Street, P.O. Box 9850  
 STN Prov. GOVT  
 Victoria BC V8W 9T5

**Re: Greyhound Canada Transportation ULC  
 Application no. 256-17**

Dear Ms. Brooke and Mr. McGee,

This correspondence constitutes the response of Greyhound Canada Transportation ULC ("**Greyhound**") to the reconsideration request dated March 21<sup>st</sup>, 2018 ("**Request**") submitted by Mr. Andy Shadrack ("**Requestor**") following the Passenger Transportation Board ("**Board**")'s decision published February 20, 2018 ("**Decision**") with respect to Greyhound's application 256-17 ("**Application**") to amend its passenger transportation licence in British Columbia ("**BC**").

Pursuant to the Board's invitation and to rule 50.3 of the Passenger Transportation Board Rules of Practice and Procedure ("**Rules**"), Greyhound hereby provides written submissions concerning the Request. For the reasons that follow, we ask that the Board deny the Request and refuse to reconsider the Decision.

**1. Introductory Comments**

On September 27, 2017, Requestor provided written submissions in opposition to Greyhound's Application, as may "any person" under subsection 27(2) of the BC Passenger Transportation Act ("**Act**"). In those submissions, Requestor mentioned that he frequently travels from Nelson along Greyhound Route D, and that such route was near his residence. He invoked his income, his age, and other very personal circumstances and asked the Board not to allow for a reduction of service along route D.

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Requestor has now brought the Request under subsection 21(4) of the Act and under Rule 50, as may "a person" under those provisions.

In the Request, Requestor expressly concedes that he "can find no fault" in the Board's decision to allow for elimination of routes and reduction in Minimum Route Frequency ("MRF") along the routes considered by the Decision. The Request seeks merely the reconsideration of the dates of implementation of the Decision.

In order to succeed in his application, Requestor must meet the requirements of subsection 21(4) of the Act and Rule 50 of the Rules, which provisions allow the Board to reconsider a decision in two situations. First, an error of procedure by the Board allows for reconsideration. Second, there may be new evidence that "could not have been provided to the Board before the Board made its decision" (Rule 50).

Requestor has limited his application to an explicit allegation of an error of procedure; however, we will also address his claims as regards new evidence. We submit that neither of these criteria is satisfied by the Request.

## **2. Error of Procedure**

The Board's Reference Sheet 14 describes an "Error in Procedure" as follows:

The Board has a duty to act fairly and impartially in making its decisions. An error of procedure could mean that the Board did not follow fair procedures. The Board has developed Rules of Practice and Procedure to outline its process. Although, the Board may vary a rule or timeline "where appropriate in the circumstances", the rules are normally followed by the Board. Failure to follow a Rule may give rise to an error of procedure. In deciding if there has been an error in procedure, the Board would review the content of the decision making and impact of the error on the applicant or submitter.

Section 1.4 of the Board's Operational Policies further specifies the nature of an Error in Procedure:

"Error in Procedure" relates to the Board's duty of administrative fairness. The Board has a duty to act fairly and impartially in making its decisions. An error in procedure occurs when the Board does not act fairly. Procedural fairness relates to the Board's decision making process, not to the outcome of the decision. Disagreement with the Board's analysis or reasons does not give rise to an "error of procedure."

In the past, the Board has granted requests to reconsider where it failed to invite submissions with respect to new information provided by an applicant subsequent to an Application (*Taxi Rates at YVR*, decisions T211-13 to T230-13), or where the Board rendered its decision before receiving written submissions from the Applicant within the time frame allowed for same (*Romero*, application 08-09). These were properly asserted procedural errors, subsequently acknowledged by the Board in decisions granting requests to reconsider.

While Requestor admits that the Decision contains "no fault" in regard to elimination of routes, he goes on to assert an error in procedure, that being a failure for the Board to adequately consult governments, health authorities and first nations. In reality, Requestor responded to a valid notice of application by making written submissions to the Board on September 27, 2018, and then would have also had the opportunity to present further remarks at one of four well-publicized public hearings. Nevertheless, Requestor alleges that the Board "failed to consult" entities other than himself, those being governments both provincial and local, public health

authorities, First Nations, and the federal government as to the timing of the Decision, and that such failure to consult constitutes an "error of procedure.". In our view, this is not the case.

On September 13, 2017, Greyhound provided public notice of the Application ("**Public Notice**") as it was required to do under paragraph 31(1)(b) and subsection 26(2) of the Act. The Public Notice was sent to entities including 84 municipalities, 22 Regional Districts, 17 First Nations, and was published by the Board. It was also posted at all Greyhound Agencies and terminals along all the affected routes, as well as on the company's web platform. Following the Public Notice and the receipt of hundreds of public comments and interventions, the Board ruled that four public hearings would be held in respect of the Application, and notice of those hearings was sent on November 29, 2017 to the same parties having received the Public Notice and fully posted in the same locations and on the Greyhound web platform. In addition, the Board published on December 1, 2017, a "Question and Answer" bulletin on its website providing further information on the public hearings.

In response to the Application and the Public Notice, local, provincial and federal governments; First Nations; health authorities; and other members of the community all had the opportunity to provide comments on the Application. Hundreds of such comments were submitted, including those by the Northern Rockies Regional Municipality (September 20, 2017), the Fort Nelson and District Chamber of Commerce (October 12, 2017), the First Nations Summit (October 2, 2017), and the BC Minister of Transportation and Infrastructure (October 10, 2017). We thus do not believe that it can be fairly stated that the Board failed to consult, as alleged in the Request.

Within the September 2017 Public Notices, Greyhound specifically contemplated the timing of any changes to service when it stated as follows:

Subject to the outcome of the Board's review of our application we do not anticipate these changes will come into effect until early 2018. We expect no impact on passenger ticketing and package transport for the remainder of this year.

Greyhound was thus sensitive to, and commenters were thus specifically invited to consider, the timing of the possible changes in service sought by the Application. Timing was a live issue within the application process, from the Application itself to written submissions and comments, and throughout the public hearings conducted to further consult the public.

In its Decision, the Board in turn addressed timing as one of the issues before it. For example, at page 18 of the Decision, the Board allows the elimination of Route K, but finds that "if this route elimination is done without adequate notice, public need is not met." (Our emphasis.) The board thus explicitly contemplated the timing of the elimination of any routes or the reduction of MRF within the scope of the "public need" criterion at subsection 28(1) of the Act. This provision, and the decision made as to timing, are both substantive and not procedural. Indeed, Requestor also refers to subs. 28(1) of the Act and the "public need" as regards the timing of route elimination and service reduction. This disagreement as to timing and implementation is thus in our view a substantive disagreement with the Decision, not a valid allegation that the Rules were not followed or that standards of procedural fairness were not met.

In any event, Requestor's substantive disagreement with the Decision as to the time necessary for bus transportation providers other than Greyhound to arrange for service along eliminated routes is not borne out by the facts. To give one example, Tofino Bus lines was able to assume all of Greyhound's schedule along Route T between Victoria and Nanaimo, within two months of the Decision, and is as of this date the operator of record on that route.

We submit that Requestor's disagreements are with substantive issues within the Decision itself, which do not give rise to a request to reconsider for procedural error under section 21 of the Act and under Rule 50.

Finally, we add that the letters received by the Board in support of the Request are in our view totally inappropriate and without foundation in the Act or the Rules, and we urge the Board not to consider them in its decision on the Request. No number of letters of support will alter the fact that there has been no error of procedure in the Board's decision-making process.

### **3. New Evidence**

With respect to reconsideration on the grounds that new evidence has appeared which could not have been presented to the Board, Requestor submits that the Board should have taken into account government budget cycles in establishing the timeframe within which Greyhound's routes could be eliminated, or within which MRFs may be reduced. Although not explicitly invoking this motive, it appears that Requestor may wish to infer that the Board consider such government budget information as "new evidence" allowing the Board to reconsider the Decision.

As stated above, the possibility of reconsideration for new evidence does not arise each time evidence *was not* presented in relation to an application. As Rule 50 clearly states, this possibility rather arises when such evidence "could not have been provided to the Board before the Board made its decision." When Requestor suggests that the Board *should have* taken into account the budgeting cycles according to which certain entities operate, such argument presupposes the possibility for a consulted party to present such information to the Board before making its decision. By the same token, Requestor was clearly aware of such budgeting cycles at the time of his making written submissions to the Board. Requestor therefore could have raised this issue in those submissions, or at one of the public hearings held in relation to the Application, but he chose not to do so.

Finally, as Greyhound pointed out in its submissions dated November 7, 2017, and as the Board agreed in the Decision, issues of public policy fall outside the Board's purview. This is true whether those issues be projects to fund intercity transportation, or the timetables by which governments operate; in both cases, it is up to the governments of BC and of Canada to provide the funding necessary to preserve those routes whose service by Greyhound has become untenable due to decreased demand.

We thus submit that nothing in the Request falls under the "new evidence" criterion at s. 21 of the Act and Rule 50.

#### 4. Conclusion

In matter 256-17, the Board conducted a painstaking, thorough process. Greyhound's application was received and a public notice was widely circulated. Hundreds of parties provided written submissions including representatives from the provincial government (Minister) and numerous municipalities and regional districts, and thousands signed online e-mail petitions expressing their views. Following these remarks, a series of public hearings were held, preceded by the vigorous notification process as stated above, once again allowing interested parties to express their views.

After a period of deliberation, the Board rendered a detailed decision totaling 128 pages. The Decision addresses both Greyhound's arguments and many of the points brought up by those persons who submitted comments or testified at hearings. In speaking to these points in its detailed Decision, the Board reached a series of conclusions and prescribed the manner in which those conclusions may be implemented.

One of the concerns that the Board properly identified as being central to its mandate in deciding on the Application was the business viability of Greyhound's operations. Indeed, solely during the ten-month period between the filing of the Application on September 13, 2017, and the time at which Greyhound will be permitted to eliminate the routes detailed in the Decision, Greyhound will have continued to suffer operational losses of over \$35,000 per day, for an approximate loss of ten million dollars during these proceedings alone. Should the Board agree with Requestor's contention that governments and others require more time to adjust to these changes, such a decision would have the perverse effect of increasing more than twofold the very economic losses that the Board relied upon in order to reach its conclusions in the Decision.

In sum, it appears from the Request that Requestor is in disagreement with aspects of the Decision that are neither new nor procedural. We do not believe that a request for reconsideration is the proper forum within which to dispute this disagreement and we urge the Board to deny the Request.

Should you require further information, please do not hesitate to contact the undersigned.

Trusting this to be to your entire satisfaction, we remain,

Yours sincerely,

McCarthy Tétrault S.E.N.C.R.L., s.r.l.



David F. Blair, C.M.  
Partner

DFB/mr

C.c. Greyhound Canada Transportation ULC  
Andy Shadrack



February 28, 2018

File: 0400-20-01

The Honourable Selina Robinson  
Minister of Municipal Affairs and Housing  
Parliament Buildings  
Victoria, BC V8V 1X4

RECEIVED  
MAR 07 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Minister Robinson:

**Re: Cannabis Sales Revenue Sharing**

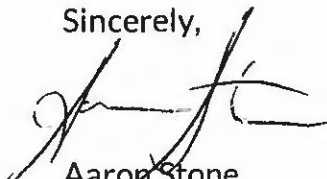
On behalf of the Council of the Town of Ladysmith, please accept this letter regarding the need for cannabis sales revenue sharing with local governments within the Province of BC.

The Town of Ladysmith is joining with other BC local governments to request that we be involved in the process of establishing a regulatory approach to the legalization of cannabis and that cannabis tax revenue be fairly distributed amongst all levels of government. Current discussions regarding revenue sharing involve the federal and provincial governments with no inclusion of local governments.

The Town of Ladysmith Council is requesting your support by agreeing to 50 percent of the provincial share of the cannabis tax sharing formula be provided to local government. This is an adequate and equitable share to help support costs and services incurred by local governments.

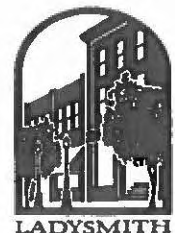
Thank you for your consideration.

Sincerely,



Aaron Stone  
Mayor

C: UBCM Member Municipalities





Office of the Mayor

Board - Receive

March 14, 2018

Honourable Carole James  
Minister of Finance  
PO Box 9048 Stn Prov Govt  
Victoria, BC V8W 9E2

RECEIVED  
MAR 14 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

RE: Employer Health Tax

Dear Minister Carole James,

We appreciate the recently announced Employer Health Tax is administratively more efficient and replaces a regressive form of taxation; however, it results in a significant cost increase to municipalities.

The direct impact of this change for the City of Maple Ridge will be a doubling of what was paid under Medical Service Plan (MSP) premiums. It is likely that there will also be indirect cost increases with Employer Health Tax implications being passed on by contracted service providers. Municipalities, unlike businesses, have not benefited from recent business tax reductions.

Municipalities have few options to cover cost increases. If unchanged, the payroll tax will result in increases to property taxes or reductions to municipal services resulting from funds being reallocated to cover the Employer Health Tax. School Districts have even fewer options to cover the increased costs, unless the Province decides to make exemptions or other adjustments to compensate.

Please consider options to attempt to make the transition to the Employer Health Tax cost neutral for municipalities.

Respectfully,

*Nicole Read*

Nicole Read  
Mayor

cc: UBCM Members (via emails)  
Maple Ridge Council  
Paul Gill, Chief Administrative Officer  
Kelly Swift, General Manager: Parks, Recreation & Culture  
Frank Quinn, General Manager: Public Works & Development Services

City of Maple Ridge

11995 Haney Place, Maple Ridge, British Columbia V2X 6A9 CANADA  
Telephone: 604 463-5221 • Fax: 604-467-7329 • Email: [enquiries@mapleridge.ca](mailto:enquiries@mapleridge.ca) • [www.mapleridge.ca](http://www.mapleridge.ca)



**330** Board-Receive  
*The Corporation of the District of Peachland*

5806 Beach Avenue  
Peachland, BC  
V0H 1X7

Phone: 250-767-2647  
Fax: 250-767-3433  
www.peachland.ca

March 16, 2018

RECEIVED  
MAR 23 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

The Honourable Selina Robinson  
Minister of Municipal Affairs and Housing  
P.O. Box 9056 STN. PROV. GOVT  
Victoria, BC V8W 9E2

Dear Minister Robinson,

Re: Cannabis Sales Revenue Sharing

As expressed by other local governments, the District of Peachland has concerns related to the fair distribution of the revenue generated by the sale of cannabis, among all orders of government including local governments.

The potential costs and responsibilities related to the legalization of cannabis without a confirmed source of additional funding could place a large burden on local governments. A Federation of Canadian Municipalities (FCM) paper is stating that the impact may affect policing, fire services, building codes, city planning, municipal licensing and standards, public health, social services and communications. Current discussions regarding revenue sharing involve the federal and provincial governments with no inclusion of local governments.

The District of Peachland respectfully requests your support in providing fifty percent (50%) of the provincial share of the cannabis tax sharing formula, as an adequate and equitable share to support costs and services incurred by local governments.

Thank you for your consideration.

Sincerely,

Cindy Fortin  
Mayor

c: UBCM Member Municipalities

331

Board-Receive

THE CORPORATION OF THE  
**TOWNSHIP OF SPALLUMCHEEN**

TEL. (250) 546-3013  
FAX. (250) 546-8878

OUR FILE NO.



www.spallumcheentwp.bc.ca

4144 Spallumcheen Way  
Spallumcheen, B.C. V0E 1B6

Email: mayor@spallumcheentwp.bc.ca

**OFFICE OF THE MAYOR**

March 8<sup>th</sup>, 2018

Honorable John Horgan  
Premier of British Columbia  
PO Box 9041  
STN PROV GOVT  
Victoria, BC  
V8W 9E1

Honorable Mike Farnworth  
Minister of Public Safety and Solicitor General  
Room 128  
Parliament Buildings  
Victoria, BC  
V8V 1X4

MAR 13 2018  
RECEIVED  
BULKLEY DEPT-TRANS

Dear Premier Horgan and Minister Farnworth,

**Re: Human Trafficking Task Force**

At its most recent Regular Meeting on March 5<sup>th</sup>, 2018, the Township of Spallumcheen Council received the attached email from Cathy Peters, BC's Anti-Human Trafficking Educator, Speaker and Advocate, dated February 26<sup>th</sup>, 2018. As such, Council passed the following resolution:

***"THAT the Township of Spallumcheen Council direct staff to send a letter to the BC Premier John Horgan and the Public Safety Minister/Solicitor General Mike Farnworth that we need a Human Trafficking Task Force and the Federal Law enforced as requested in an Email from Cathy Peters, BC's Anti-Human Trafficking Educator, Speaker and Advocate, dated February 26<sup>th</sup>, 2018 – Re: Child Sex Trafficking in BC Municipalities and How to Stop It."***

Thank you for your attention to this matter, if you have any questions in this regard please contact the undersigned.

Respectfully,

Janice Brown  
Mayor

Attach: Email from Cathy Peters dated February 26<sup>th</sup>, 2018 Re: Child Sex Trafficking in BC Municipalities and How to Stop It.

cc: Cathy Peters, BC's Anti-Human Trafficking Educator, Speaker and Advocate  
All UBCM member municipalities

Maureen Williamson

**RECEIVED***correspondence  
receive & file*

**From:** Cathy Peters <ca.peters@telus.net>  
**Sent:** FEB 28 2018 Monday, February 26, 2018 9:19 PM  
**To:** Maureen Williamson  
**Subject:** Child sex trafficking in BC Municipalities and how to stop it  
**Attachments:** WHAT CAN I DO AS A PARENT TO STOP MY CHILD FROM BEING TRAFFICKED.docx;  
 Some Ways to Prevent Your Child from Being Recruited Into Prostitution.docx; UBCM &  
 Bill C-36.docx; Ontario unveils funds for Human trafficking.docx

**Importance:** High

Mayor	
Mayor & Council	
MAR. 5/18 Council Agenda	✓
I/C Agenda	
Cite Agenda	
DEV SVS	
FILE	✓
OTHER	WEEKLY SUM 3

Dear Mayor Janice Brown and City Councillors,  
 Child Sex trafficking (including child pornography) is the fastest growing crime in the world, Canada and in BC.  
 I have been raising awareness to this issue for the past 5 years.

I have included two attachments addressing how to stop this crime and the UBCM 2015 Resolutions on Human trafficking/Rape culture.

BC needs a properly funded Human Trafficking Task Force (like Ontario) for awareness, education and training for law enforcement.

Also, the current Federal Law, "Protection of Communities and Exploited Persons Act" needs to be properly enforced.

**ASK:** Would you please write a letter to the BC Premier John Horgan and the Public Safety Minister/Solicitor General Mike Farnworth that we need a Human Trafficking Task Force AND the Federal Law enforced (it is in the rest of the country), and send me a copy of that letter.

#MeToo and #TimesUp are 2 timely anti- sexual abuse campaigns. Please write me if you support these campaigns.

Sincerely, Mrs. Cathy Peters BC's anti-human trafficking educator, speaker, advocate  
 #302-150 W. 15<sup>th</sup> St., North Vancouver, BC V7M 0C4

**Mission statement:** A Modern Equal Society does not buy and sell women and children.

**My goal:** to traffick-proof every community in BC and insure there is not another Robert Pickton (Port Coquitlam serial killer) situation.

**Strategy:** the 2 E's- **Education** (of the problem), **Enforcement** (of the Law, The Protection of Communities and Exploited Persons Act)

**Result:** to make it known that British Columbia is a bad place (for buyers of sex, traffickers, facilitators) for the business of sexual exploitation.

MAR 05 2018

REGULAR COUNCIL MEETING

ITEM: 8.0100

**WHAT CAN I DO AS A PARENT?** Here are five things that you can do to help prevent your child from being lured away by a trafficker:

**1. Set a high standard of “love” within your home.**

The way you define and express love shapes your children’s self-image, confidence and opinions of future relationships. Treat them the way you want their future spouses to treat them. Help them to distinguish between real love and empty promises or cheap gifts.

**2. Talk to your children about sexual abuse.**

According to the US Department of Justice, every two minutes someone in the US is sexually assaulted, of which 29% are ages 12-17. Let your children know that if anyone has or ever does hurt them, they can talk to you. This is the most important thing you can say. Don’t assume they have not been hurt by sexual violence before. Leave the door open for your child to talk about past circumstances that they haven’t shared with you.

**3. Talk to your children about sex trafficking.**

Discuss ways children and teens are targeted for sex trafficking. Let them know that traffickers specifically try to woo young girls and boys with promises of a better life – whether it’s promises of love and attention or promises of nice things and trips – these pimps look for ways of exploiting dreams. Traffickers can be male or female, even classmates. Traffickers may even use kids to recruit other kids.

**4. Talk to your children about the dangers of social media.**

It’s important to provide practical safety tips like: don’t share personal information on the Internet; don’t accept Facebook requests from unknown people; NEVER share naked photos of yourself with anyone; and tell a parent or a trusted adult if you feel threatened or uncomfortable online. Also, children need help in defining friendships. Social media has distorted our childrens’ understanding of what friendship means. Teach them that a friend is not someone you met yesterday and that a “friend” on Facebook is not the same thing as a friendship.

**5. Pay attention to your children.**

Monitor your children’s social media accounts, look for ways to meet their friends, their friends’ parents and those they hang out with. Be alert to boyfriends who are much older, or friendships that tend to isolate your child from other friends or family. Notice if your child has new clothing items, makeup products, cell phone or other items and inquire about how they aquired them.

## Some Ways to Prevent Your Child from Being Recruited Into Prostitution

- Recruiters frequent malls, movie theaters, bowling alleys, parks, typical teen hang out areas, and around school grounds. Make sure your children are supervised and not alone when in these areas.
- Recruiters are always looking for girls who are alone or isolated; if your child is with a group, she is much less likely to be targeted.
- Make sure your child is not alone when they are going to or from school or other extracurricular activities.
- Check your child's emails, social media, and internet activities. Many recruiters will build a relationship with children through the internet over time in order to gain their trust.
- Screen any boyfriend by checking his age and status in the community. Check with his parents to verify his age, any gang affiliation, or any criminal history. Recruiters are notorious for lying about their age and who they are in order to gain a girl's *and even her parent's* trust.
- Know where your child is all times. It may be annoying to your child, but it also could mean saving their life.
- Adding a GPS tracker to your child's phone is a great form of protection, as it allows you to find out exactly where your child is at any time.
- Have a code word or phrase. For example, saying "I'm fine" means "*Not okay! I need help!*". This way, if they are in the hands of an abductor they can text you this code without raising the suspicion of the abductor or recruiter.
- Use the percentage sign or some unique symbol that will allow your child to text you one quick symbol to tell you they are in trouble.
- Have specific and periodic check in times with your children. Setting a recurring alarm on your child's phone will help them remember to check in. If your child misses a check in time, you can set a response in motion assuming that they are in trouble.
- Ethical Modeling agencies do not typically solicit girls who are alone. Thoroughly screen any solicitation for your child to model or to go somewhere with someone who has not been vetted.
- Talk to your child about what to do if they get into trouble with someone who is threatening them. The basic rule is to never go to the second location once you realize you are in danger. No matter what the threat, advise them to go to a figure of authority *immediately*.
- It is a difficult discussion to have, especially with junior high age children, but 8 to 14 year-olds are the primary targets of recruiters. Children really need to be coached on how to respond to that type of threat if it happens to them.
- If your child is going to a party, make sure that you know it is held at a safe place with the supervision of people you trust. Recruiters for sex trafficking will often frequent parties that teenagers attend and wait until a child is alone, single them out, and actually take them during the party. Many times the recruiter will take them to a back room where any kind of disturbance would not be heard due to the noise of the party.
- Advise your child to never leave any drink, even water, unattended at any party or event. Recruiters will drop what they call a "roofie" into the drink which causes the victim to become submissive to anyone without bringing attention to the situation.

**Most importantly, get involved in your child's life and be their parent, not their buddy. They may resist, but it is our job as parents to protect our children from the predators that seek to destroy their lives.**



**CANADIAN FEDERAL LAW:****“The Protection of Communities and Exploited Persons Act”**

1. **Targets the demand** by targeting the buyer of sex; the predator, pimp, trafficker, john are criminalized 2. Recognizes the seller of sex is a victim; usually female and is not criminalized 3. Exit strategies put in place to assist the victim out of the sex trade.

**UBCM RESOLUTIONS September 2015:****B53****HUMAN TRAFFICKING; NCLGA Executive**

WHEREAS human trafficking is a real and devastating issue in British Columbia;

AND WHEREAS significant work & research has been done as of late to aid in the prevention and prosecution of human trafficking throughout Canada:

THEREFORE BE IT RESOLVED that UBCM call on the RCMP, local police forces and local governments to work collaboratively in order to implement the recommendations found within the National Task Force on Sex Trafficking of Women and Girls in Canada's recent report ("NO MORE' Ending Sex -Trafficking In Canada") as well as the Province of British Columbia's "Action Plan to Combat Human Trafficking."

ENDORSED BY THE NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

UBCM RESOLUTIONS COMMITTEE RECOMMENDATION

**B80****RAPE CULTURE IN CANADA; NCLGA Executive**

WHEREAS sexual assaults continue to be committed across Canada, and victims are of every age, race, income and gender;

AND WHEREAS sexual assaults are under reported, and prosecution and conviction rates are low:

THEREFORE BE IT RESOLVED that UBCM advocate for an intergovernmental task force to be convened to determine the steps needed to erase the "rape culture" that is pervasive in schools, universities, workplaces and elsewhere across Canada;

AND BE IT FURTHER RESOLVED that the task force be mandated to elicit testimony from victims in order to determine the steps needed to improve the reporting, arrest and conviction rates across Canada.

ENDORSED BY THE NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

UBCM RESOLUTIONS COMMITTEE RECOMMENDATION



# Ontario unveils \$72-million plan to fight human trafficking

Tavia Grant

The Globe and Mail

Published Thursday, Jun. 30, 2016 10:37AM EDT

Last updated Thursday, Jun. 30, 2016 8:28PM EDT

The Ontario government will spend up to \$72-million over four years in a new anti-trafficking strategy, with support for indigenous-led approaches to tackling the issue as one of its priorities.

Government ministers unveiled the strategy on Thursday at Covenant House in Toronto, a shelter for homeless youth. They said the money will be used to bolster support for culturally appropriate services for indigenous survivors of trafficking, establish a provincial anti-trafficking coordination centre and create a specialized prosecution team for human-trafficking crimes.

Ontario is the third province in Canada to adopt a plan to fight human trafficking. The province has about 65 per cent of the human trafficking cases reported to police in the country, and the RCMP has identified Ontario as a major hub for trafficking in Canada.

Human trafficking “is a deplorable crime that robs the safety, livelihood and dignity of those who are being exploited and abused,” Attorney-General Yasir Naqvi said at the announcement.

Indigenous women and girls are disproportionately affected, he said in an interview. “We know the number is high. A lot of indigenous women, unfortunately, get trafficked, and that is why we wanted to have an indigenous approach as a wraparound for this entire strategy. It is disproportionate, absolutely.”

A Globe and Mail investigation earlier this year showed that, despite a raft of studies, reports and surveys showing that aboriginal youth and women comprise an outsized share of trafficking victims, relatively little dedicated federal funding has gone to prevention or protection.

Covenant House has provided services to 60 victims of sex trafficking so far this year, which already surpasses last year’s numbers. The agency has estimated about a quarter of cases involve indigenous girls and young women.

Trafficking charges have resulted in few convictions. The rate, specifically for human trafficking, is less than 10 per cent of charges in the Ontario Court of Justice. Mr. Naqvi said that reflects the complexity of the crime and difficulty in getting victims to testify.

The provincial government did not break down how the \$72-million will be spent. It did say it will expand supports for at-risk youth leaving care and bolster services for survivors, such as trauma counselling and job skills training.

Barbara Gosse, CEO of the Canadian Centre to End Human Trafficking, said she would have liked the plan to include education for judges on the issue, and more emphasis on data collection. “We need a coordinated and integrated system of collecting data from law-enforcement, frontline service providers and non-profit organizations who provide services and supports to victims,” she said, so that governments can develop policies based on evidence.

Canada’s national action plan on human trafficking expired in March. Public Safety Canada, which coordinated the federal response to trafficking, said the government is determining “next steps.”

Human trafficking is defined as recruiting, transporting or exercising control over a person to exploit them, typically through sexual exploitation or forced labour. The majority of trafficking cases in Canada are domestic, rather than international or cross-border, and most domestic cases are sex trafficking, the RCMP says.

The province’s announcement came as a global report said Canada remains a source, transit and destination for sex trafficking. Canada is also a destination country for men and women subjected to forced labour, the U.S. State Department said in its annual global report on trafficking in persons.

“Women and girls from Aboriginal communities; migrants, including those newly arrived, at-risk youth; runaway youth; and girls in the child welfare system are especially vulnerable,” it said.

The report recommended Canada “significantly increase” specialized services and shelter for victims. Data collection should be improved, while inter-agency co-ordination between the provinces has been “uneven.” It said training efforts – particularly for prosecutors and judges -- should be increased.

It also said the government “did not provide adequate funding for specialized victim services; and the range, quality, and timely delivery of services varied across the provinces.”

Globally, human trafficking is now a \$150-billion industry, the report said.

Follow Tavia Grant on Twitter: [@taviagrants](https://twitter.com/@taviagrants)

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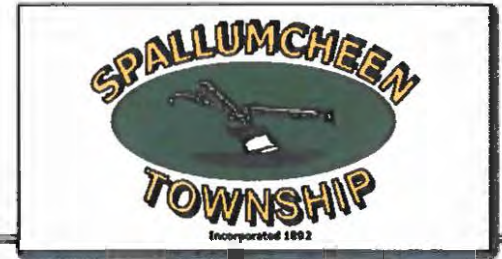
- [The Taken: Five women, five serial killers and how their paths came to meet](#)
- [The Trafficked: Sexual exploitation is costing Canadian women their lives](#)

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# THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

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Board-Receive



February 22<sup>nd</sup>, 2018

David Allen  
Chief Administrative Officer  
City of Courtenay  
830 Cliffe Ave., Courtenay, BC  
V9N 2J7

RECEIVED  
MAR 12 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

To David Allen:

Re: **2018 Resolution – Asset Management**

Thank you for your email dated February 13<sup>th</sup>, 2018, providing a copy of the City of Courtenay's letter that was sent to the Association of Vancouver Island and Coastal Communities regarding Asset Management.

This is to advise that the Township of Spallumcheen Council passed the following resolution at its Monday, February 19<sup>th</sup>, 2018 Regular Meeting:

***"WHEREAS the purposes of a British Columbia Municipality and Regional District included providing for stewardship of the public assets of its community;***

***AND WHEREAS, the power, duties and functions of British Columbia municipal and regional district Chief Administrative Officers include:***

- (a) Overall management of the operations of the local government;***
- (b) Ensuring that the policies, programs and other directions of the council or board are implemented; and***
- (c) Advising and informing the council or boards on the operation and affairs of the local government.***

***NOW THEREFORE BE IT RESOLVED THAT the Township of Spallumcheen supports sound Asset Management practices as the means to achieve local Sustainable Service Delivery;***

***THAT BC municipalities and regional districts, their respective CAO's and Staff would benefit from guidance to a common communications approach to enhance Asset Management Practices; and***

***THAT the Township of Spallumcheen recommends the Union of BC Municipalities resolve to develop and implement such a common communications approach in partnership with the LGMA and Asset Management BC."***

If you have any questions in this regard, please contact the undersigned.

Respectfully,

  
Cindy Graves  
Corporate Officer

Cc: All BC Municipalities

**From:** FCM Communiqué <communiqué@fcm.ca>  
**Sent:** March 29, 2018 12:09 PM  
**To:** inquiries  
**Subject:** FCM Voice March 29: Annual Conference news | MCIP update | New First Nations-municipal partnerships | more

MAR 29 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

FCM NEWS | March 29, 2018

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# Voice

Canada's Voice of  
Municipal Government

## 2018 Annual Conference and Trade Show in Halifax

May 31 to June 3, 2018



### AC 2018: Workshop topics are now online

FCM's 2018 Annual Conference and Trade Show kicks off May 31 in beautiful Halifax. Join us for four days of exciting activities and opportunities. Workshop topics are now available online. Take a look and start planning which ones you want to attend. If you need help convincing your council of the value in attending FCM's annual conference, check out this council resolution template and list of the top 5 reasons why you should attend AC 2018.

Local governments are nation-builders. With the right tools, we're ready to build tomorrow's Canada. You can be part of it. [Register today](#) and take advantage of our early bird rate. See you in Halifax.

## IN THIS ISSUE

- Partners selected to support municipalities in climate adaptation
- GMF advisory council recruitment
- New First Nations-municipal partnerships
- Your ticket to making a difference

### Partners selected to support municipalities in climate adaptation

We're pleased to announce the 12 partner organizations that will receive grants to design and deliver climate adaptation training and guidance to more than 70 participating communities across Canada. These organizations will drive local solutions in municipalities facing similar geographic or climate conditions through peer learning and collaboration activities. [Learn more.](#)

The grants are delivered through FCM's Municipalities for Climate Innovation Program and funded by the Government of Canada.

### Green Municipal Fund advisory council recruitment

FCM is seeking a new member from the municipal sector for the Green Municipal Fund Council. We hope you can help us by [sharing the following information](#) within your networks. Here you can find detailed information about the role and the Expression of Interest application form. The deadline for candidates to apply is April 13, 2018.

### New First Nations-municipal partnerships on solid waste management

The [Community Infrastructure Partnership Project](#) celebrated two significant milestones in March. On March 23, Alderville First Nation and Northumberland County signed a joint solid waste and recycling service agreement. On March 29, Constance Lake First Nation and the Town of Hearst ratified a similar agreement, which includes the implementation of a brand new joint recycling system. [Learn more about our participating communities.](#)

### Your ticket to making a difference



Operation Lifesaver's Rail Safety Ambassador Program recruits Canadians from across the country to help get the rail safety message out to the public. Whether it's sharing blog posts and tweets on social media networks, doing presentations in classrooms, or volunteering at events, we need you. Become a Rail Safety Ambassador and start helping us save lives. Find out how at [www.operationlifesaver.ca/ambassador](http://www.operationlifesaver.ca/ambassador).

#### FCM Tweets

- **Mar 26:** A good step. As part of comprehensive recommendations to end the #opioid crisis, FCM's Mayors' Task Force on the Opioid Crisis asked @GovCanHealth to increase access to opioid substitution therapy. #CDNmuni #CDNpoli
- **Mar 20:** Proud to announce the 12 organizations receiving grants to help participating #CDNmuni adapt to local #ClimateChange effects: <http://bit.ly/2IANGlk>
- **Mar 28:** On March 29, the Town of Hearst and the Community of Constance Lake will announce a major partnership on waste management. The two communities will work together to improve the environment and will pursue their commitment to a cooperative and supportive relationship #CDNmuni

Find us:    

# FCM

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This newsletter was sent to [inquiries@robn.bc.ca](mailto:inquiries@robn.bc.ca).  
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**geraldine.craven**

**From:** FCM Communiqué <communiqué@fcm.ca>  
**Sent:** March 22, 2018 11:02 AM  
**To:** geraldine.craven  
**Subject:** Apply to the Low Carbon Economy Challenge

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MAR 26 2018  
REGIONAL DISTRICT OF  
YUKON

March 22, 2018

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**FCM**

Communiqué

## Apply to the Low Carbon Economy Challenge

Your municipality may be able to tap a new \$500-million federal fund to scale up cost-saving green innovation — from building retrofits to renewable energy — helping Canada meet its commitment to reduce greenhouse gas (GHG) emissions.

The [Low Carbon Economy Challenge](#) (LCEC) includes two streams: One for communities over 100,000 and one for communities under 100,000. Applications to the large communities stream are due May 14, 2018. Applications to the small communities stream will be accepted later in 2018, final deadline to be determined.

### Scaling up local innovation

This program responds to FCM's calls for federal climate change funding to help municipalities scale up local innovation to reduce emissions. Since the Challenge was first announced in 2017, FCM engaged with federal officials to help shape the design of the program to ensure municipal access and that it meets municipal needs.

The federal government incorporated FCM's recommendations by making municipal projects eligible for funding under multiple categories and creating a separate stream for small communities. They also established a two-stage intake process whereby municipalities first submit an Expression of Interest before submitting a full application. The government is also providing clear guidance on how to measure GHG reductions to assist municipalities make successful applications.

## Meeting emission reduction targets

The fund is intended to help Canada meet its 2030 GHG reduction target under the Paris Agreement. Applications will be assessed based on their ability to reduce GHG emissions. Projects must be new and demonstrate that they require this funding to proceed. See [applicant guide](#) for full details.

Eligible categories relevant to municipalities include: municipal building retrofits, social housing retrofits, district heating systems, combined heat and power systems, renewable energy systems (e.g. solar, wind or micro-hydro), landfill gas capture, organics diversion and biogas or biofuel production.

Note that this program is separate from the green infrastructure funding that will be available to municipalities through the Integrated Bilateral Agreements currently being concluded between the federal government and provinces and territories. The Low Carbon Economy Challenge is a federally-administered national program that municipalities must apply to directly.

Environment and Climate Change Canada is conducting a series of [information sessions](#) on the LCEC in communities across Canada over the next two weeks.

Find us: [f](#) [in](#) [t](#) [v](#)

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This newsletter was sent to [geraldine.craven@rdn.bc.ca](mailto:geraldine.craven@rdn.bc.ca).  
To opt-out, follow this link: [Unsubscribe](#) | [Privacy Policy](#)  
[Change your language](#) | [View email in your browser](#)



344

Board-Receive

geraldine.craven

**From:** Northern BC Tourism <info=nbctourism.com@mail209.sea81.mcsv.net> on behalf of Northern BC Tourism <info@nbctourism.com>  
**Sent:** March 7, 2018 1:03 PM  
**To:** inquiries  
**Subject:** Special Announcement on Indigenous Tourism

RECEIVED

MAR 07 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO[View this email in your browser](#)

**INDIGENOUS  
TOURISM BC**  
We Raise Our Hands

## Indigenous Tourism Specialist hired for northern BC

Northern British Columbia Tourism Association (NBCTA) and Indigenous Tourism British Columbia (ITBC) are delighted to announce the hiring of a Regional Indigenous Tourism Specialist dedicated to northern British Columbia. After an extensive search **Lucy Martin** was hired for the new role which is a partnership between the two tourism organizations.

Ms. Martin is a member and past councillor of McLeod Lake Indian Band and was a successful Economic Development Manager for Tse'khene Community Development Corporation before taking on this role. Martin's strong relationships, past committee work in tourism destination development, and certification in Technical Aboriginal Economic Development uniquely qualify her for the position.



*Lucy Martin, Regional Indigenous Tourism Specialist*

"Tourism is a valuable economic driver in our province, and Indigenous tourism experiences are in demand. As we look to further develop northern BC as a destination, it is important to ensure there is support for further developing Indigenous tourism experiences across the region," says Clint Fraser, CEO of Northern British Columbia Tourism Association. "We welcome Lucy to the team and are looking forward to growing this role."

In 2017, BC's Indigenous tourism sector generated approximately \$705 million in gross direct output for the province, and demand is high from Canadian, Chinese, German, American, British and US tourists.

"Indigenous Tourism is a fast growing industry. In order to meet the growing demand for authentic Indigenous experiences and products, we at ITBC need to work together with Indigenous communities to facilitate the supply of authentic Indigenous experiences and products," says Tracy Eyssens, CEO of Indigenous Tourism BC. "Lucy's connection to her culture and those of the Northern Indigenous people will make her a great addition to our team and our activator for Indigenous tourism."

The focus of Martin's work is to engage Indigenous individuals, businesses and communities in formal tourism development planning, and link them with programs and opportunities. A range of programs, from training and capacity, to experience development and standards, to marketing are available through ITBC, NBCTA and Destination British Columbia. Martin will be the contact and conduit for interested Indigenous people, and will have a role in collecting stories and experiences to be promoted to visitors to BC.

"I am passionate about working with Indigenous communities to assist them in projects that will develop capacity and benefit members," says Lucy Martin, Regional Indigenous Tourism Specialist, Northern BC.

Martin will be based in the Northern BC Tourism Association office in Prince George starting March 6.

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**About Northern British Columbia Tourism Association:** NBCTA is the Regional Destination Management Organization which promotes the northern British Columbia region through tourism development, media relations and advertising activities. NBCTA is one of BC's five official tourism regions, and as a non-profit association, is governed by a board of directors.

**About Indigenous Tourism British Columbia:** ITBC is a non-profit, Stakeholder-based organization committed to growing and promoting a sustainable, culturally rich Indigenous tourism industry. Through training, information resources, networking opportunities and co-operative marketing programs, ITBC is a one-stop resource for Indigenous entrepreneurs and communities in BC who are operating or looking to start a tourism business. ITBC works closely with tourism, business, education and government organizations to help BC's Indigenous tourism businesses offer quality experiences and actively promote these experiences to visitors and local residents.



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## NEWS RELEASE

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**For Immediate Release**  
**April 03, 2018**

### **Building on primary and community care space in Fort St. James**

Northern Health has committed to expanding the Fort St. James Primary Care/Medical Clinic in a way that will improve primary care and community health services for patients and staff, as well as introduce team-based care.

The Fort St. James Primary Care/Medical Clinic is moving to a new location which will undergo renovations to better meet the needs of the community.

Plans for the project include:

- Expansion of the clinic office and exam rooms;
- Addition of services such as tele-health;
- Enhanced space to ensure patient privacy, and;
- Co-location with Northern Health's community health services to enable a team-based approach to service delivery.

"We know team-based care has the potential to help more people access the primary care they need to improve and maintain their health," said Health Minister Adrian Dix. "This Northern Health initiative has recognized this type of care delivered by health-care teams working together can help make sure that people have access to effective supports, which can reduce hospitalizations and improve long term health outcomes."

The new space will better meet the needs of the community, staff and physicians as Northern Health moves toward a team-based model of health care delivery. Local health services will be shifted to an integrated primary and community care approach where physicians and other health care providers, such as nurses, nurse practitioners, counsellors and dieticians, work closer together to provide coordinated care.

"As we continue to build our primary & community health services around people and their families, we need to make sure we also have the right space to do that," said Colleen Nyce, Northern Health board chair. "This is another step in helping us to improve the environment and the care people receive."

"Making health services more accessible for patients and staff is a priority that will make a real difference in Fort St. James," said Jerry Petersen, Chair of the Stuart Nechako Regional Hospital District. "This expanded space and the co-location of community care services will better serve our community."

"Our society has been working diligently with Northern Health to finalize the expansion of our primary care services which include a new space for the medical clinic and integrated health services," said Ann McCormick, Chair of the Fort St. James Primary Care Society. "We recognize the need of our communities, patients and health care workers to have a space that can provide exceptional health services for our area."

Primary Care and Community Health Services will be located at 121-250 Douglas Avenue, and the renovation project is estimated to be complete by spring 2019.

**Media Contact:** NH media line - 877-961-7724

**wendy.wainwright**

---

**From:** Kaila Nielsen <knielsen@nclga.ca>  
**Sent:** Wednesday, April 11, 2018 10:09 AM  
**Cc:** Resource Development  
**Subject:** Northern Health: Spring Dust Season and Air Quality Considerations  
**Attachments:** Municipal Dust Letter.pdf

Good morning NCLGA members,

Please find a short message below and a letter attached from Northern Health on the health effects of dust.

Northern Health is reminding municipalities about seasonal air quality impacts that affect the health of all residents in our communities. Road dust can be a significant problem in the spring after the snow melts and winter traction materials dry up. Municipalities play an important role in overall airshed management planning and can set policies, goals and bylaws regarding local outdoor air quality and emissions. We are pleased to provide you with more information in the attached letter. Please let us know if you have any questions or concerns at [resource.development@northernhealth.ca](mailto:resource.development@northernhealth.ca).

Thank you,

**Kaila Nielsen**  
Communications Coordinator

"The Elected Voice of Central & Northern BC"  
North Central Local Government Association  
206 - 155 George Street  
Prince George, BC V2L 1P8  
Office: (250) 564 6585

Twitter: @NCLGA  
Website: <http://www.nclga.ca>



\*Please note this email has been sent to all members on the NCLGA mailing list.

March 20, 2018

Dear: Municipal Leaders and Staff Members,

**Re: Spring Dust Season and Air Quality Considerations**

Northern Health is reminding municipalities about seasonal air quality impacts that affect the health of all residents in our communities. Municipalities play an important role in overall airshed management planning and can set policies, goals and bylaws regarding local outdoor air quality and emissions.

**Air Pollution and Health – A Short Background**

Air pollution affects the entire population and is considered a full body pollutant. It affects many systems in our bodies and has been linked to a wide variety of illnesses. Even more concerning is that these effects occur at lower pollution levels than were previously understood. They are experienced more by children, the elderly and those with respiratory conditions or chronic illness.

The most concerning air contaminant in Northern BC is particulate matter (PM) which consists of small solid or liquid particles floating in the air where they can be breathed into the airways and lungs. Generally, smaller particles are more harmful to health than larger particles because they can move deeper into the respiratory tract. For this reason, fine particles which have diameters less than 2.5 micrometers (PM<sub>2.5</sub>) are linked to more serious health effects than larger particles. Elevated PM<sub>2.5</sub> levels are typically associated with wood burning, industry emissions, vehicle exhaust, wildfires, and other combustion sources. Stagnant weather conditions that temporarily trap cold air and pollutants in valley bottoms exacerbate the problem<sup>1</sup>. PM<sub>10</sub> includes PM<sub>2.5</sub> particles as well as coarse particles less than 10 micrometers in diameter and are often associated with dust and pollen. The coarser particles tend to stay in the upper parts of our respiratory tract, such as the nose and throat and are more of a concern for children, the elderly and those with respiratory conditions<sup>2</sup>. There is new evidence in BC that suggests an association between coarse particles and death in communities effected by road dust<sup>3</sup>.

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<sup>1</sup> BC Lung Association (2017) "State of the Air" [Online]. Available: <https://bc.lung.ca/sites/default/files/State%20of%20the%20Air%202017%20-%20merged.pdf> [2018, January].

<sup>2</sup> HealthLinkBC (2014) "Particulate Matter and Outdoor Air Pollution" [Online]. Available: <https://www.healthlinkbc.ca/healthlinkbc-files/outdoor-air-pollution> [2018, January].

<sup>3</sup> K.Y. Hong et al. "Seasonal ambient particulate matter and population health outcomes among communities impacted by road dust in British Columbia, Canada" *Journal of the Air and Waste Management Association* 2017 Sep; 67(9): 986-999.

It may be surprising to learn that many communities in Northern BC exceed the provincial objectives for particulate matter on a regular basis<sup>4</sup>. Find more information regarding provincial Air Quality Objectives and Standards on this [web page](#)<sup>5</sup>.

**Northern BC typically experiences four air quality 'risk seasons':**

- Summer: wildfire smoke
- Winter: residential wood burning
- Fall: slash burning smoke
- Spring: road dust

**The Role of Municipalities**

While industrial sources are largely managed by the Ministry of Environment and Climate Change Strategy (ENV), municipalities play a very important role in managing other sources of air pollution through their operations, planning, bylaw and education programs. Given the season, we provide further information on spring road dust below, but ask you to also visit [NH's Air Quality web page](#)<sup>6</sup> for other topics like residential wood smoke and consider air quality throughout the year.

**Spring Road Dust**

In 2017, there were approximately 20 days for which road dust advisories were issued across northern BC. The dust advisory days can start as early as late January and often extend into May. Generally, they result from the drying up of winter traction materials and mud tracked onto roadways which gets kicked up into the air. This dust contains both PM<sub>10</sub> and PM<sub>2.5</sub> and is harmful to health, especially since this particulate matter is not only comprised of dust particles, but also of heavy metals and organic compounds originating from the wear of brakes, tires and motor exhausts<sup>7</sup>. This dust may also reduce visibility for roadway users and leads to elevated concentrations of inhalable particulate. A dilemma faced by municipal planners and road managers is the trade-off between ensuring the safety of the travelling public and addressing air quality issues associated with dust from traction materials<sup>8</sup>. Ideally, roads and parking lots will be cleaned after the risks from ice and snow have passed, but soon enough that the remaining grit and dirt don't pose dust challenges. We are pleased to provide some suggestions below that may assist in managing road dust issues in your communities:

**Road maintenance crews, contractors and business owners:**

- Concentrate street cleaning on priority or sensitive areas first (healthcare facilities, residential care homes, school zones, playgrounds, areas of high traffic, etc)
- Utilize street sweeping methods that reduce the amount of dust generated (use filtration, wet the surface or take advantage of rainy periods)
- Restrict road, parking lot and sidewalk sweeping on air quality advisory days

<sup>4</sup> BC Lung Association (2017) "State of the Air" [Online]. Available: <https://bc.lung.ca/sites/default/files/State%20of%20the%20Air%202017%20-%20merged.pdf> [2018, January].

<sup>5</sup> BC Ministry of Environment and Climate Change Strategy "Air Quality Objectives and Standards" [Online]. Available: <https://www2.gov.bc.ca/gov/content/environment/air-land-water/air/air-quality-management/regulatory-framework/objectives-standards> [2018, March].

<sup>6</sup> Northern Health "Air Quality and Your Health" [Online]. Available: <https://www.northernhealth.ca/YourHealth/EnvironmentalHealth/AirQuality.aspx> [2018, January].

<sup>7</sup> AIRUSE (2016) "Technical Guide to Reduce Dust Emissions in Southern Europe" [Online]. Available: [http://airuse.eu/wp-content/uploads/2013/11/R28\\_AIRUSE-TechGuide-road-dust-emission-reduction.pdf](http://airuse.eu/wp-content/uploads/2013/11/R28_AIRUSE-TechGuide-road-dust-emission-reduction.pdf) [2018, January].

<sup>8</sup> BC Ministry of Water, Land and Air Protection (2005) "Best Management Practices to Mitigate Road Dust from Winter Traction Materials" [Online]. Available: <https://www.for.gov.bc.ca/hfd/library/documents/bib95657.pdf> [2018, January].

- Timing is everything – watch local weather forecasts to anticipate when to sweep (ideally damp or rainy days) and when to hold off (warm, dry, windy days, which will put more dust in the air)
- In consultation with expert information<sup>9</sup>, select specific traction materials that produce less dust, reduce the quantity of traction material applied to roads and/or use dust suppression agents on gravel roads where possible

Public education or community outreach campaigns:

- Advise community members to not drive on shoulders and to reduce speeds when driving on gravel
- Give community members enough notice so they can remove vehicles from roadways when street cleaning is taking place
- Spring is a great time of year to get back into active transportation like walking or bike riding – we can all promote this multi-purpose population health message

Bylaws, planning and municipal initiatives:

- Recommend or require hard-surfacing of gravel roads or entrances to unpaved lots
- Cover truck loads and/or decontaminate trucks leaving work areas
- Use vegetative buffers where possible (tall grass, shrubs and trees can actually help to displace dust out of the air)

Again, we would like to take this opportunity to remind our partners the role they play in air quality management and to let you know we are here as a health resource. We thank our communities and municipal partners who are taking pro-active measures in air quality management and other important health priorities. Please consider and share this information with residents, road maintenance contractors, facilities or infrastructure managers, and businesses in your district.

If you would like more information about air quality management activities and initiatives in the north, please consider registering for the **2018 North Central BC Clean Air Forum** being held in Prince George on June 4<sup>th</sup> and 5<sup>th</sup>. Stay tuned for updates on the Prince George Air Improvement Roundtable's web page<sup>10</sup>.

Yours truly,



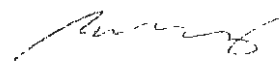
Dr. Sandra Allison, MPH  
CCFP FRCPC  
Chief Medical Health  
Officer  
Northern Health



Dr. Raina Fumerton, MPH  
FRCPC  
Medical Health Officer,  
Northwest HSDA  
Northern Health



Dr. Andrew Gray, MSc  
FRCPC  
Medical Health Officer,  
Northern Interior HSDA  
Northern Health



Dr. Jong Kim, MSc  
FRCPC  
Medical Health Officer,  
Northeast HSDA  
Northern Health

<sup>9</sup> BC Ministry of Water, Land and Air Protection (2005) "Best Management Practices to Mitigate Road Dust from Winter Traction Materials" [Online]. Available: <https://www.for.gov.bc.ca/hfd/library/documents/bib95657.pdf> [2018, January].

<sup>10</sup> Prince George Air Improvement Roundtable (PGAIR) [Online] (2018) <http://www.pgairquality.com/clean-air-forum-2018> [2018, March].





## UBCM Executive Meeting Highlights

Mar. 7, 2018

Executive members met in Victoria over February 21-23 to hold their quarterly Committee and board meetings. Executive members also met with MLAs from all parties to share local government perspectives on housing, infrastructure funding and issues related to mental health and the opioid crisis.

### Highlights of the February 23rd Executive meeting include:

- received a report highlighting the details of the provincial Throne Speech and Budget of specific interest to local governments.
- received a report on the President's activities since the last meeting.
- approved the following appointments to the Local Government Contract Management Committee:
  - Paul Gill, CAO, City of Maple Ridge
  - Dave Critchley, Director of Public Safety and Community Services, City of Burnaby
  - Rob Mayne, Divisional Director, Corporate and Protective Services, City of Kelowna
  - Councillor Kevin Jolly, City of Trail
- received an update on the following policy files: Vessel Operation Restriction Regulations; Problem Vessels; New RCMP Labour Relations Regime; Legalization of Cannabis; Electronic Roadside Ticketing; Auditor General for Local Government; *The Safe Drinking Water for First Nations Act*; Care Home Sprinkler Safety; Farm Assessment – Medical Cannabis Grow Operations; Federal Additions to Reserve Policy; Federal Comprehensive Land Claims Policy; Emergency Program Act Review; BC Ferries; National Inquiry into Missing & Murdered Aboriginal Women and Girls; Licensing of Commercial Dog & Cat Breeding; Auxiliary Program; 911 Call Answer Levy; Assessment Appeals: special use properties; Off Road Vehicle Management Framework; Natural Resource Roads Act
- received a report on UBCM's recent mission to Cambodia through FCM International Programs.
- received a final report from the Special Committee on Housing, noting the release of UBCM's housing report - *A Home For Everyone: A Housing Strategy For British Columbians*.
- received an update on infrastructure funding.
- received a report on next steps by the working group on Responsible Conduct following the endorsement of the policy paper at the 2017 UBCM Convention.
- received a report outlining the review of the ALR presently underway by an independent committee and directed that UBCM prepare a submission in order to highlight UBCM's policy position in relation to the ALC and ALR.
- received a report and presentation on status of cannabis legalization and the work to date by the Joint Provincial-Local Government Committee on Cannabis Regulation.
- received a report from the Ad-Hoc Committee on Alternate "unelected" Electoral Area Directors on the feedback received to their discussion paper that was presented at EA Forum delegates. It was noted that the Ad-Hoc Committee would be making a similar presentation to the attendees at the upcoming CEO-CAO Forum.

- received correspondence from the Minister of Municipal Affairs on appointments to the Audit Council of the Auditor General for Local Government and confirmed UBCM participation in a review of the AGLG office; declined a funding request from the BC Non-Profit Housing Association for their rental housing index; and received a letter from Minister Robinson in response to UBCM's feedback on amendments to local elections campaign financing.
- received the financial report for the period ending December 31, 2017
- received a staff report on recent activities and updates for the Local Government Program Services and the Gas Tax Fund.
- met with Premier Horgan and discussed UBCM's three Advocacy Days priorities - housing, infrastructure, mental health/opioid crisis.
- met with Minister of Municipal Affairs and Housing, the Honourable Selina Robinson and discussed UBCM's advocacy priorities, AGLG review and audit council appointments; as well as next steps regarding the joint work on responsible conduct.
- received a delegation from Agriculture Land Commission's Chair and CEO providing an overview of the ALC/ALR and discussed the review presently underway by the Minister of Agriculture.

### **Highlights of the February 22nd Committee meetings:**

#### **Presidents Committee**

Presidents Committee members provided direction of four referred resolutions from the 2017 Convention; approved direction for the 2018 Community Excellence Awards Program; reviewed and made recommendations on appointments to fill vacancies to the RCMP Contract Management Committee; and agreed to engage the services of a professional mediator to develop a UBCM Conference Code of Conduct and an implementation process for handling complaints should they arise.

Members also received reports on the Commercial Vehicle Licensing Program, staffing, quarterly financial reports, member services and group benefits, and intergovernmental relations.

#### **Convention Committee**

The Convention Committee received the financial statements for the period ending December 31st, 2017 as well as reports on the 2018 Convention programming and details. The 2018 Convention theme, keynote speaker options, site allocation, on-site childcare, catering, and banquet entertainment were discussed.

#### **Environment Committee**

The Committee received a proposal to create a working group with Stewardship Agencies of BC to provide joint recommendations to the Province on product stewardship priorities. This working group would provide a vision of extended product stewardship in BC, and would identify and propose potential extended producer responsibility (EPR) priorities to inform the provincial approach.

Committee members received updates on BC's Spill Preparedness and Response regime; Fisheries Act; National Energy Board; and the BC environmental assessment revitalization process.

#### **Community Economic Development Committee**

Committee members received reports on forest policy; BC Utilities Commission review of electric vehicle charging; National Energy Board; proposed changes to the Federal Fisheries Act; and the BC environmental assessment revitalization process. Members also discussed the Passenger Transportation Board's decision to approve Greyhound's application to cut bus service in the north and directed that a letter be written to express UBCM's disappointment with the decision.

Committee members also discussed issues arising from meetings held with the Minister of Agriculture and Minister of Energy.

### **Healthy Communities Committee**

The Committee received an update on provincial and federal initiatives with respect to child care, and considered a proposal to work with the Coalition of Child Care Advocates of BC (CCABC) to create a Child Care in Rural and Remote Communities report. The Committee also considered a request to participate on the University of British Columbia's Dean's Advisory Committee on Rural and Remote Health. A report was received on Regional Hospital Districts (RHDs), which noted that the recommendations from the 2009 RHD Cost Sharing Review had not been fully implemented.

Information was received on the BC Poverty Reduction Strategy and the Healthy Families Communities Initiative.

### **Community Safety Committee**

The Committee received a delegation from the Ministry of Public Safety and Solicitor General to discuss the provincial Road Safety Initiative (RSI). Recently amended legislation paves the way for electronic roadside ticketing to be introduced, as part of phase one of the RSI. A first step will be a provincial pilot project, expect to begin in March 2018 in selected communities. The Province has committed to ensuring local governments do not incur a negative fiscal impact as a result of this initiative.

Members discussed reports regarding RCMP labour relations; the new tiered Auxiliary Program; other relevant policing activities; liquor policy changes; referred resolutions and resolutions requesting UBCM action; and, the provincial 911 call answer levy initiative.

### **Indigenous Relations Committee**

The Committee considered a proposal for UBCM involvement in supporting the development of local Urban Aboriginal Strategies and reviewed reports on the National Council for Reconciliation and National Inquiry into Missing and Murdered Indigenous Women and Girls. The Committee also discussed the advocacy meeting with Minister Fraser, which addressed Committee priorities and information sharing with the Province on Treaty and other agreements with First Nations.

### **Resolutions Committee**

The Committee approved its Terms of Reference and reviewed the timeline for the 2018 resolutions process, noting that production of the Resolutions Book will be impacted by the fact that the UBCM Convention is two weeks early this year. Following up on member-endorsed Extraordinary Resolution 2017-ER1, the Committee took steps to amend Section 23(d) of the UBCM Bylaws, removing the requirement for a 60 per cent (three-fifths) majority in order to remove a resolution from a block for individual consideration. This change will come into effect for the 2018 Annual Convention.

The Committee also reviewed delegate feedback from the 2017 Annual Convention, and in response to the feedback resolved to: shorten and simplify the review of resolutions procedures during Convention policy sessions; clarify how the Resolutions Committee formulates the recommendation on a resolution; and emphasize that the membership, not the Chair, makes the decision to vary the agenda, or admit late resolutions or resolutions from off the floor for debate.

### **Resolutions from 2017 Referred to UBCM Executive:**

The UBCM membership referred three resolutions from 2017 to the UBCM Executive for consideration. The Executive considered these resolutions at their meeting in February 2018 and made the following decisions.

### **2017-B80 Elimination of Boards of Variance**

Executive decision: Not Endorsed

**2017-B83 Expedite Accident Clearing**

*Executive decision: Further research required (decision not yet made)*

UBCM will undertake further research regarding the proposed changes to the *Motor Vehicle Act* and possible impacts on the choice of individual local governments and first responders. The Executive will consider this information at a future meeting.

**2017-B130 Bill C-15 Federal Banking Bail-In Legislation**

Executive decision: Endorsed

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## Funding & Resources Update

Mar. 7, 2018

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

**Regional Community to Community Forum Program:** Matching funds of up to \$5,000 are available to support elected officials and/or senior staff of neighbouring First Nations and local governments to meet to address issues of common concern. The 2018/19 C2C program has been enhanced to increase focus on reconciliation, support coordinated approaches to emergency prevention, response and recovery, and to allow elected officials or senior staff to be eligible participants. The first of three intake deadlines is March 23, 2018.

**Asset Management Planning Program:** Matching grants of up to \$15,000 are available to support activities that advance a local government's asset management planning or practices, and that facilitate better integration of asset management planning with long term financial planning. Applications will be reviewed following the March 31, 2018 intake deadline.

**Structural Flood Mitigation:** Funding is available through the Community Emergency Preparedness Fund to support eligible applicants to prevent, eliminate or reduce the impacts of hazards through construction of structural flood mitigation projects. The application deadline is April 13, 2018.

### Other Funding

**Abandoned Boats Program:** Transport Canada is currently accepting applications for the Abandoned Boats Funding Program. This program funds the permanent removal of abandoned and/or wrecked small boats that pose a hazard in Canadian waters.

**Wildfire Community Preparedness Day:** Communities across Canada are encouraged to participate in projects to help reduce the risk of wildfire damage to homes and neighbourhoods on Saturday May 5, 2018. \$500 awards are also being offered, with a deadline of March 9, 2018.

**NDIT Strategic Initiatives Fund:** Part of the Northern Development Initiative Trust's ongoing response to mitigate the economic impact of the mountain pine beetle, this new program allows municipalities and First Nations to apply for funding to support significant projects that focus on long-term economic transformation and sustainability. Applications will be accepted until March 15, 2018.

**EcoAction Community Funding Program:** This Environment and Climate Change Canada program provides financial support to community groups for projects that have measurable, positive impacts on the environment. Local governments are not eligible to apply, but are encouraged to partner with non-profit organizations to support a project proposal. The deadline for summer 2018 projects is March 21, 2018.

**Municipal Asset Management Program:** Federal funding is available through FCM to help local governments adopt asset management practices. Eligible applicants may apply to both the FCM MAMP and the UBCM Asset Management Planning program for activities that are eligible under both programs. Applicants can leverage both programs to meet the community contribution requirements.

**Environmental Assessment Participant Funding Program:** The Canadian Environmental Assessment Agency provides funds to ensure that concerns from the public and Aboriginal groups are taken into consideration during an environmental assessment process.

**First Nations Adapt Program:** This federal program supports First Nation communities to assess and respond to climate change impacts on community infrastructure and emergency management. It prioritizes communities most impacted by sea level rise, flooding, forest fires, and winter road failures. Applications are reviewed on an ongoing basis.

**Climate change and infrastructure planning programs:** The federal government and the Federation of Canadian Municipalities have launched two programs to address climate change in communities and to strengthen infrastructure planning and decision-making. The Climate Innovation Program and The Municipal Asset Management Program will deliver funding, training, and learning opportunities to build local government capacity.

## **Resources**

**BC Flood and Wildfire Review:** The province has commissioned an independent, strategic review of flood and wildfire practices with a focus on the 2017 flood and wildfire season. Community events, written submissions and online feedback opportunities are being provided through March.

**Asset Management Intro Workshop:** The Canadian Network of Asset Managers is in the process of developing resources to support people who are new to infrastructure asset management. A 1-Day Infrastructure Asset Management Awareness Workshop is being held on March 12, 2018 in Kelowna.

**Interface Fires Workshop - Risks & Mitigation:** This workshop, in Kamloops March 13, 2018, is designed to provide water and wastewater professionals with an overview of interface fires, how to assess risk before and after a fire event, common mitigation practices, and tools (such funding resources) that are available to communities.

**Post-Natural Disturbance Forest Retention Guidance:** BC's Chief Forester has issued a report to guide decision makers on whether to leave or salvage fire damaged from last year's wildfires. She cautions that yielding to the health of ecosystems may be the most beneficial action in the long-term.

**Funding your Community Energy and Climate Initiatives:** The Community Energy Association has just released its updated Funding Guide for BC Local Governments, featuring more than 40 funding programs that support local government energy planning, energy efficiency measures, renewable energy projects and sustainable transportation initiatives.

**Smart Cities Challenge:** The Government of Canada, through Infrastructure Canada, wants innovative solutions to economic, environmental, and social problems. The Smart Cities Challenge is a competition to help solve Canada's biggest challenges. It is open to all municipalities, local or regional governments, and Indigenous communities across the country. Communities have until April 24, 2018 to submit their applications.

**CivicInfo BC:** British Columbia's local government information hub offers comprehensive organizational and grant directories, events listings, tools for training, research and career development, bids & tenders, and other resources.

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## **Funding & Resources Update**

Apr. 4, 2018

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**

**Structural Flood Mitigation:** The Community Emergency Preparedness Fund is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. The Structural Flood Mitigation stream supports eligible applicants to prevent, eliminate or reduce the impacts of hazards through construction of structural flood mitigation projects. The application deadline is April 13, 2018.

**Regional Community to Community Forum Program:** Matching funds of up to \$5,000 are available to support elected officials and/or senior staff of neighbouring First Nations and local governments to meet to address issues of common concern. The 2018/19 C2C program has been enhanced to increase focus on reconciliation, support coordinated approaches to emergency prevention, response and recovery, and to allow elected officials or senior staff to be eligible participants. The next intake deadline is June 1, 2018.

Final reports for all grants awarded under the 2017/18 C2C program are due no later than April 30, 2018.

### **Other Funding**

**Climate change staff grants:** The Federation of Canadian Municipalities now offers grants of up to \$125,000 over two years to help municipalities like yours supplement the salary of a new or existing staff person working on climate change initiatives.

**First Nations Adapt Program:** This federal program supports First Nation communities to assess and respond to climate change impacts on community infrastructure and emergency management. It prioritizes communities most impacted by sea level rise, flooding, forest fires, and winter road failures. Applications are reviewed on an ongoing basis.

**Climate change and infrastructure planning programs:** The federal government and the Federation of Canadian Municipalities have launched two programs to address climate change in communities and to strengthen infrastructure planning and decision-making. The Climate Innovation Program and The Municipal Asset Management Program will deliver funding, training, and learning opportunities to build local government capacity.

### **Resources**

**Wildfire Community Preparedness Day:** Communities across Canada are encouraged to participate in projects to help reduce the risk of wildfire damage to homes and neighbourhoods on Saturday May 5, 2018.

**Learning from the Fort McMurray wildland urban interface fire:** A recording of this recent webinar, addressing the question of why some homes survived the 2016 Horse River wildfire with little or no damage while others were vulnerable to ignition and destroyed, is now available online.

**Post-Natural Disturbance Forest Retention Guidance:** BC's Chief Forester has issued a report to guide decision makers on whether to leave or salvage fire damaged from last year's wildfires. She cautions that yielding to the health of ecosystems may be the most beneficial action in the long-term.

**Building sustainable communities with asset management:** This guidebook is designed for municipal staff or elected officials in medium and large municipalities who are responsible for green projects or who are interested in municipal sustainable development.

**Retooling for Climate Change:** The Fraser Basin Council hosts this website which aims to be your first-stop website for information on climate change adaptation.

**Funding your Community Energy and Climate Initiatives:** The Community Energy Association has just released its updated Funding Guide for BC Local Governments, featuring more than 40 funding programs that support local government energy planning, energy efficiency measures, renewable energy projects and sustainable transportation initiatives.

**Introduction to climate change action for elected officials:** A recording of this recent webinar, exploring the major concepts of climate change and related impacts on municipalities, is now available online.

**Smart Cities Challenge:** The Government of Canada, through Infrastructure Canada, wants innovative solutions to economic, environmental, and social problems. The Smart Cities Challenge is a competition to help solve Canada's biggest challenges using a smart cities approach. It is open to all municipalities, local or regional governments, and Indigenous communities across the country. Communities have until April 24, 2018 to submit their applications.

**Smart Cities Expo World Forum:** This Toronto conference May 7 & 8, 2018, will cover Smart City Vertical Application such as Smart Grid, Smart Transportation, Smart Health, Smart Building Management Systems, Enterprise IoT, Smart Lighting, Fog Computing, Big Data Analytics and Smart Governance.

**CivicInfo BC:** British Columbia's local government information hub offers comprehensive organizational and grant directories, events listings, tools for training, research and career development, bids & tenders, and other resources.

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## Spill Management Intentions Paper

Mar. 7, 2018

On February 28, the provincial government released a policy intentions paper, *Phase Two Enhancements to Spill Management in BC*. The paper presents four potential policy concepts to improve spill management in BC. Interested parties can submit feedback on the paper until April 30.

The proposed policy comments are as follows:

- Response times, which ensure timely responses following a spill;
- Geographic response plans, which ensure resources are available to support an immediate response, which consider the unique characteristics of a given sensitive area;
- Compensation for loss of public use from spills, including economic, cultural and recreational impacts; and
- Maximizing application of regulations to marine spills.

Interested parties can submit feedback on the paper until April 30. All feedback will be compiled in a summary that will be released in late 2018/early 2019.

The Province will also provide further engagement opportunities for local governments, industry, environmental groups and Indigenous peoples over the next few months.

For further information on the 2018 Phase Two Engagement, visit the provincial website.

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## eTicketing Pilot Project Underway

Mar. 7, 2018

The provincial government has begun pilot testing the new electronic ticketing (eTicketing) process. Consistent with information provided last month to UBCM's Community Safety Committee, eTicketing will be piloted through five police agencies, starting with the Delta Police Department. Results of the pilot project will help Treasury Board make decisions regarding potential province-wide implementation.

The electronic ticketing process involves officers being issued new software for their mobile terminals that automatically calculates fines based on parameters entered (e.g. speed). Police officers may then physically issue tickets by printing them with mobile thermal printers that will be installed in their vehicles. This process will eliminate data entry errors and improve the speed of ticket processing. Individuals will now be able to pay their electronic tickets online, in addition to the current methods of payment.

Pilot projects are scheduled to take place with the following police agencies:

- Delta Police Department;
- Capital Regional District Integrated Road Safety Unit;
- Prince George RCMP (municipal traffic services);
- Prince George RCMP (provincial traffic services);
- Vancouver Police Department.

The Province of British Columbia will assume all costs associated with the pilot project, and has assured UBCM that no local government will incur a negative fiscal impact in any fiscal year due to the eTicketing initiative.

The pilot project and subsequent evaluation, analysis and any necessary enhancements/changes are to be completed by end of year.

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## National Abandoned Boats Inventory

Mar. 7, 2018

Transport Canada is asking for assistance from local governments to help populate a national on-going inventory of wrecked and abandoned vessels in Canadian waters. If you have one or more of these vessels in your area, please contact Transport Canada staff to provide the location and details of the vessel. The following information on the vessel is requested:

- Vessel name (if known)
- Location – longitude and latitude however if you are unable to provide that detailed information, a general location of the vessel would suffice
- Type of vessel (Fishing Vessel, Pleasure Craft, etc.)
- Vessel description (including size)
- Define features or any other known history of the vessel
- Is there an known owner, if so, any information pertaining to the owner
- Condition of vessel (floating, sunk, partial sunk, dilapidated, etc.)
- Are there any known pollutants onboard the vessel?
- How long has the vessel been in its location?
- Picture of the vessel in its current position (if possible)

Input is requested by March 31, 2018.

The national inventory is one of six measures that make up the federal government's plan to address abandoned vessels. The other 5 measures are: the Proposed *Wrecked, Abandoned or Hazardous Vessels Act*; Improving vessel owner identification; Long-term funding for the removal of wrecked and abandoned vessels; Abandoned Boats Program; Small Craft Harbours Abandoned and Wrecked Vessels Removal Program.

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Board-Receive



## **Strategic Priorities Fund Approvals**

Mar. 14, 2018

\$193 million in funding has been announced for 108 approved and 4 conditionally approved projects through the Strategic Priorities stream of the Federal Gas Tax Fund.

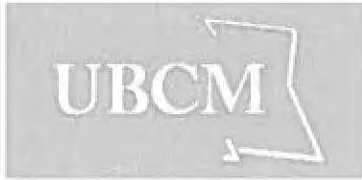
The application-based program provides funding to local government projects that are large in scale, regional in impact, or innovative and support the national program objectives (productivity and economic growth; a clean environment; strong cities and communities). A full list of approved projects is available on UBCM's website.

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## **Digging into Impacts of MSP Payroll Tax**

Mar. 14, 2018

UBCM is looking into the impacts of the provincial government's intention to replace MSP premiums with a payroll tax. Initial reports indicate that the proposed tax, one of several taxation measures announced in *Budget 2018*, will significantly add to local government expenditures. UBCM is reaching out to partners within the local government community to confirm data and share information with the province in advance of its implementation on January 1, 2019.

UBCM will provide further updates on its approach to collecting information from local governments in the coming weeks. If you have comments or questions, please contact Paul Taylor, Director of Communications at 250.893.8476.

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## **ALR and ALC Input Encouraged**

Mar. 14, 2018

UBCM encourages local governments to provide input to the Minister of Agriculture's advisory committee preparing recommendations on revitalizing the Agricultural Land Reserve (ALR) and the Agricultural Land Commission (ALC).

Local governments are partners in agricultural land preservation, working with the ALC on coordinated and collaborative planning. Approximately 150 local governments have ALR lands within their jurisdiction. Local governments are usually the first point of contact when an application is made under the ALC Act. This is an opportunity for local governments to comment on the preservation agricultural land.

A discussion paper and online survey are available, with submissions being accepted until April 30, 2018. UBCM will also be making a submission to the Minister's Advisory Committee.

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## Campaign Financing Guides for Electoral Organizations

Mar. 14, 2018

Elections BC has published the 2018 *Guide to Local Elections Campaign Financing in BC for Elector Organizations and their Financial Agents*. The guide, along with the elector organization campaign disclosure forms, are now available on the Elections BC website.

Electoral organizations may also wish to review Elections BC's March newsletter for further information. Guides and disclosure forms for Third Party Sponsors will be released shortly.

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## New Auxiliary Program Tiers Finalized

Mar. 14, 2018

In December 2016, following a series of reviews, the RCMP announced that its Auxiliary Program (formerly known as the Auxiliary Constable Program) would move to a tiered model, consistent with the results of UBCM's member survey. The RCMP has now finalized activities, training standards, uniforms and determined financial impacts for contract partners who wish to implement one of the three tiers.

Activities will vary depending on tier chosen, but may include:

- Public safety education;
- Crime prevention initiatives;
- Assistance at major events;
- Traffic control; and/or,
- General duty operational patrols with RCMP Members.

Depending on the tier chosen, it may be costly and a potential administrative burden for some detachments. At this point it is unclear whether the requirements and costs will act as a deterrent for those detachments considering implementation. The RCMP has not yet announced a plan to help detachments with the transition from the old program to the new tiered program.

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## Environmental Assessment Revitalization

Mar. 14, 2018

The BC government will review the environmental assessment process to ensure the legal rights of First Nations are respected, and to build public confidence through a strong and transparent process.

The government has created an Environmental Assessment Advisory Committee to review and make recommendations on the process, and will focus on three outcomes:

- Enhancing public confidence, transparency and meaningful participation;
- Advancing reconciliation with First Nations; and
- Protecting the environment while supporting sustainable economic development.

An initial engagement phase will run from March to April with First Nation groups, local governments and other key stakeholders such as industry, labour, and environmental non-governmental organizations.

In May, the government will release a discussion paper for public feedback. Changes to the environmental assessment process are expected in Fall 2018.

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## Provincial Responses to UBCM Resolutions

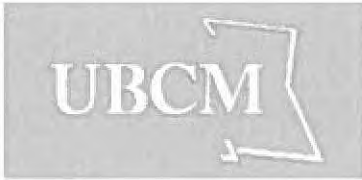
Mar. 21, 2018

Provincial responses to the resolutions from the 2017 UBCM Convention are now available. UBCM will follow up with letters to local governments that sponsored resolutions in 2017 to provide the relevant provincial responses to each resolution.

UBCM Executive will review a report on the responses at its May 2018 meeting with recommendations to update the work plan of the Executive, its committees, and UBCM staff for the coming year. The province has indicated that an addendum will follow with additional responses at a later date. The addendum will be posted to the UBCM web site once received.

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## Resolutions Requesting UBCM Action

Mar. 21, 2018

At the 2017 Annual Convention local governments endorsed several resolutions that requested specific action from UBCM. This article summarizes the actions undertaken by UBCM working committees in response to these resolutions.

### **2017-B3 Support for BC Fire Departments**

Assigned to: Community Safety Committee

Decided to: request a meeting with the Office of the Fire Commissioner to present supporting data and discuss options to support BC fire departments.

### **2017-B19 Future Tripartite Infrastructure Funding Programs**

Assigned to: Presidents Committee

Decided to: take the issue of population thresholds under advisement when developing future infrastructure funding programs with the provincial and federal governments.

### **2017-B54 UBCM Convention Resolution Section**

Assigned to: Convention Committee

Decided to: allocate 6 hours to resolutions debate during the 2018 Annual Convention.

### **2017-B66 Panel on Management & Preservation of Old Growth Forests**

Assigned to: Community Economic Development Committee

Decided to: defer action on the resolution until the May 2018 meeting, when the Committee will be able to review the provincial response to the resolution and can determine a further course of action.

### **2017-B68 Dock & Buoy Regulations**

Assigned to: Presidents Committee

Decided to: follow up with provincial staff responsible for dock regulations and request that they reach out to the resolution sponsor and the broader UBCM membership to clarify jurisdictional authority over dock and buoy regulations.

### **2017-B84 Interface Wildfire Risk**

Assigned to: Community Safety Committee

Decided to: work with BC Wildfire Service to prepare a summary of approaches being taken across British Columbia to address interface wildfire risks; further, provide information regarding endorsed resolution 2017-B84 to the BC Flood and Wildfire Review.

### **2017-ER1 Extraordinary Resolution to Amend the UBCM Bylaws Regarding Removal of a Resolution From a Block**

Assigned to: Resolutions Committee

Decided to: confirm amendment of section 23(d) of the UBCM Bylaws to require only a simple majority in order to remove a resolution from a block for individual consideration; and consequentially, update related documents including the Conference Rules and Procedures for Handling Resolutions, and the speaking notes for chairing resolutions debate.

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## **RCMP Contract Committee Seeks Input**

Mar. 21, 2018

The RCMP Local Government Contract Management Committee (LGCMC) will be meeting on May 3, 2018. Local governments may suggest discussion items related to the agreement under which the RCMP provides local police services to BC and are asked to submit input to Bhar Sihota, UBCM Policy Analyst, prior to April 20.

The LGCMC is a forum for consultation, analysis and communication between local government and the Province regarding the management of the RCMP police services contract. Biannual in-person meetings present an opportunity for members to analyze and respond to changes that may be proposed from time to time 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 across 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 and Director of Police Services, Policing and Security Branch. Representatives of the RCMP are invited to attend Committee meetings as required.

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## **Regional Hospital District Cost Sharing Review**

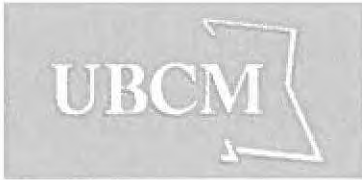
Mar. 21, 2018

UBCM's Health and Social Development Committee is re-circulating the Regional Hospital District Cost Sharing Review (2008) for those members who may not be aware of the report. The Review was a joint UBCM and Ministry of Health document that proposed thirteen recommendations to address issues with regional hospital districts.

The Committee will also be requesting a meeting with the Minister of Health and his staff to discuss the implementation of the recommendations from the Review.

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## **Consultation: Cyanobacterial Toxins in Water**

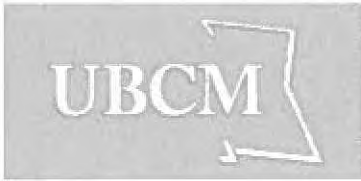
Mar. 21, 2018

The Ministry of Health is seeking input on a draft decision protocol for assessing and managing cyanobacterial toxins in B.C. drinking water and recreational water. This protocol is intended to provide strategies and resources to assist local governments, health authorities, and water system operators to assess and manage risks related to cyanobacterial bloom formations.

Any feedback you may have can be sent to the Health Protection Branch at the Ministry of Health. Please submit feedback by April 23, 2018.

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## **B.C. Community Road Safety Toolkit**

Mar. 21, 2018

The Safe Roads and Communities Working Committee has created a B.C. Community Road Safety Toolkit. A 2015 survey of British Columbia local governments gathered information about road safety and found that many local governments wanted more information on road safety planning, safety designs and strategies.

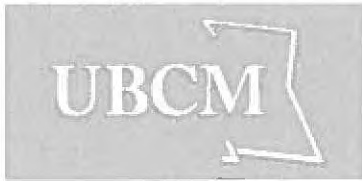
*Module 1 – Protecting People Walking and Cycling* focuses on road designs that protect pedestrians and cyclists from motor vehicle-related injury. This module also contains strategies that encourage more people to walk, cycle and use public transit since shifting to these methods of transport decreases private car use and, in turn, generates better road safety benefits.

Additional modules will be added as they become available.

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## Physical Activity Survey

Mar. 21, 2018

The BC Alliance for Healthy Living Society (BCAHL) invites local government to participate in a needs assessment survey that will support the development of equity, inclusion and accessibility policies for physical activity in British Columbia.

This survey seeks to identify existing and emerging equity/inclusion/accessibility policies or documents and asks stakeholders about the supports they need to develop or implement them.

This survey is being implemented on behalf of the BC Physical Activity and Health Collaborative, a network of organizations that are involved in the advancement of physical activity in the province of British Columbia in support of the goals outlined in British Columbia's physical activity strategy. The deadline for submitting feedback is April 13, 2018.

If you have any questions, contact Sue Cragg Consulting.

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## **Community Energy Management Course**

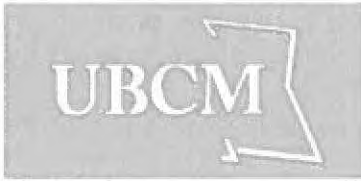
Mar. 21, 2018

Learn about the wide range of green energy strategies and local economic development opportunities for communities at the Green Energy and Local Economic Development course offered by BCIT and the Community Energy Association from March 28 – April 27, 2018.

To register and learn more about this course and the Certificate in Community Energy Management program, visit BCIT's website.

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## UBCM Principles for Cannabis Taxation

Mar. 28, 2018

The UBCM Executive, at its February 23, 2018 meeting, endorsed a principled approach to cannabis excise tax revenue sharing. In the absence of fulsome data, UBCM's four principles seek to ensure that BC's share of cannabis excise tax revenue addresses all local government costs associated with legalization, with remaining funds shared between the Province and BC local governments.

Derived primarily from the work of the Joint Provincial-Local Government Committee on Cannabis Regulation and established UBCM policy (i.e. endorsed resolutions), UBCM has established the following four principles:

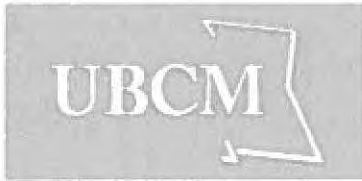
1. Cannabis legalization should not result in additional local government funding by property taxpayers
2. Local governments should be reimbursed for costs associated with the implementation of legalized cannabis.
3. Local governments should be reimbursed for any additional policing costs resulting from cannabis legalization.
4. Remaining excise tax revenue (after taking out expenses incurred as part of principles 1-3 and the federal share) should be shared between the Province of BC and local governments.

It is generally accepted that local government services will be greatly impacted by the legalization of non-medical cannabis. Areas such as policing, bylaw enforcement, land use, public health, business licensing, education, and public consultation have the potential to increase local budgets. Of these costs, law enforcement is arguably the most costly line item on a local government's budget. UBCM's principles look to address these costs, while also trying to ensure that any remaining taxation revenue will be shared between the Province and BC local governments.

Through endorsed resolutions 2017-SR1, 2016-A3, and 2016-A2, UBCM's membership has placed a high priority on cost recovery and equitable sharing of taxation revenue. However, at this point there is a lack of reliable data, and with a provincial framework that continues to evolve, UBCM has taken a principled approach to cannabis taxation revenue sharing.

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## Speculation Tax Update

Mar. 28, 2018

Finance Minister Carole James has announced several changes to the speculation tax, focusing its geographic scope of application on urban centres, introducing different rates based on residency and citizenship, and creating several exemptions. The speculation tax will be introduced into legislation in the fall sitting of the legislature.

Local governments in several communities have been advocating for changes to the province's vacancy-focused speculation tax. The key changes to the tax are as follows:

- *Geographic scope of application:* The tax will apply in the Metro Vancouver Regional District, excluding Bowen Island and Electoral A except for UBC and the Endowment lands; the Capital Regional District, excluding the Gulf Islands and Juan de Fuca; Kelowna-West Kelowna; Nanaimo-Lantzville, excluding Protection Island; and Abbotsford, Chilliwack, and Mission.
- *Rate and credit design:* In 2018, the tax rate will be 0.5% on property value. In 2019 and subsequent years, it will be 2% for foreign investors and satellite families, 1% for Canadian citizens and permanent residents not living in B.C., and 0.5% for British Columbians who are Canadian citizens or permanent residents. A tax credit will be immediately applied against the speculation tax to offset a total of \$2,000 for British Columbians who are Canadian citizens or permanent residents and not part of a satellite family. This will effectively exempt British Columbians from paying the tax on second homes valued up to \$400,000.
- *Exemptions – the tax will not apply to:*
  - Primary residences of British Columbians,
  - Homes rented out for at least three months in 2018, and starting in 2019, homes rented out for at least six months in increments of 30 days or more,
  - An owner or tenant undergoing medical care or residing in a hospital, long-term care, or a supportive-care facility,
  - An owner or tenant temporarily absent for work purposes, and
  - A property with a registered owner who is deceased, with the estate in the process of being administered.

In addition, owners of condos where strata corporations don't allow rentals will be temporarily grandfathered, although limited information is available on how this will be implemented.

UBCM's recent housing strategy proposed several measures aimed at addressing speculative demand, including a tax to penalize rapid speculative resale.

UBCM will continue to track this issue and work with provincial officials to advocate based on the positions brought forward by our membership.

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## Submission on ALR/ALC Revitalization

Mar. 28, 2018

On March 22, 2018, UBCM met with the Minister's Advisory Committee on the revitalization of the ALC and ALR to present a submission outlining the critical need for local governments to retain an active role in agricultural land use planning and decision-making.

UBCM recommendations to the Advisory Committee included the following:

- Recognize that local governments are a key component of agriculture planning and protection in BC and that thorough consultation with local governments is an integral aspect of enabling a robust and effective ALC and ALR.
- Endorse the critical role of local governments in preserving farmland through land use planning, bylaw enforcement, review of ALC applications, and other measures.
- Support the principles of consistency, fairness, and transparency in the governance of agriculture lands, and endorse the critical importance of local decision-making in agricultural land use planning.
- Carefully examine the means of production of recreational cannabis to determine if the expected industrial-style production is the best use of BC's limited agricultural land.
- Consider revisions to the farm class system, the issue of farmland speculation, concerns regarding residential uses in the ALR, and food security.

The Ministry of Agriculture's discussion paper and online survey continue to be available. The deadline to submit is April 30, 2018.

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## National Housing Strategy Consultation

Mar. 28, 2018

The Canadian Mortgage and Housing Corporation is conducting a consultation on a human rights based approach to housing that was introduced as part of the National Housing Strategy in November 2017. The consultation seeks feedback on a discussion paper, including input on proposed new legislation that would require future federal governments to maintain a National Housing Strategy.

In addition to the new legislation, the proposed housing approach includes the following elements:

- A Federal Housing Advocate to address systemic barriers to affordability,
- A National Housing Council including representatives from CMHC, the provincial and territorial governments, and municipalities, among others,
- A Community-Based Tenant Initiative to promote inclusive communities and build awareness of the challenges facing vulnerable groups, and
- A Public Engagement Campaign in 2020 to address discrimination in housing type and tenure and build more inclusive communities.

The proposed approach has been met with some criticism because it will not involve amendments to the Charter of Rights and Freedoms to officially recognize housing as a human right. On the other hand, a requirement to be enshrined in the new legislation that would see a report to Parliament on progress every three years has been viewed favourably as helping to ensure accountability.

The consultation is underway until June 2018.

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## **UBCM Submission to Ferries Review**

Apr. 4, 2018

Earlier today, UBCM met with Mr. Blair Redlin, Special Advisor to the Minister of Transportation and Infrastructure, who is conducting a comprehensive operating review of coastal ferry services in BC. UBCM's submission is reflective of the policy positions adopted by the membership through its resolutions process and 2014 socio-economic impact analysis of BC Ferries.

The scope of issues covered include: ferry fares, service levels, long-term planning, fleet development, ancillary issues related to ferry operations and communications amongst local governments and ferry stakeholders such as BC Ferries, Ferry Advisory Committees, Ferry Commissioner and the Province.

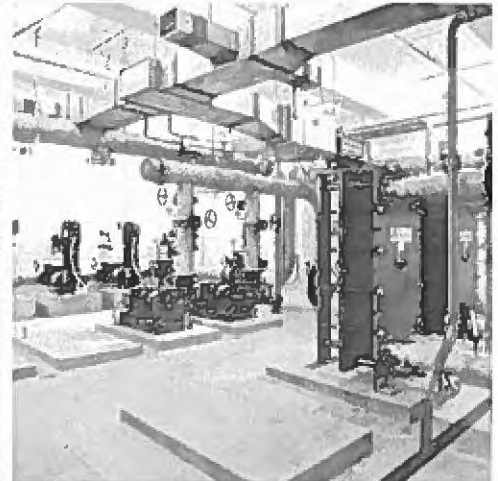
Mr. Redlin is expected to report to the Minister of Transportation and Infrastructure with the results of his review by June 30, 2018.

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# FEDERAL GAS TAX FUND IN BRITISH COLUMBIA

## 2018 Outcomes Report





## ACKNOWLEDGEMENTS

The outcomes report for the period of January 1, 2014 to December 31, 2016 is made pursuant to the tripartite agreement between Canada, British Columbia and UBCM on the Transfer of Federal Gas Tax Revenue (Gas Tax Agreement or GTA).

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Published by the Union of British Columbia Municipalities  
525 Government St.  
Victoria, BC V8V 0A8



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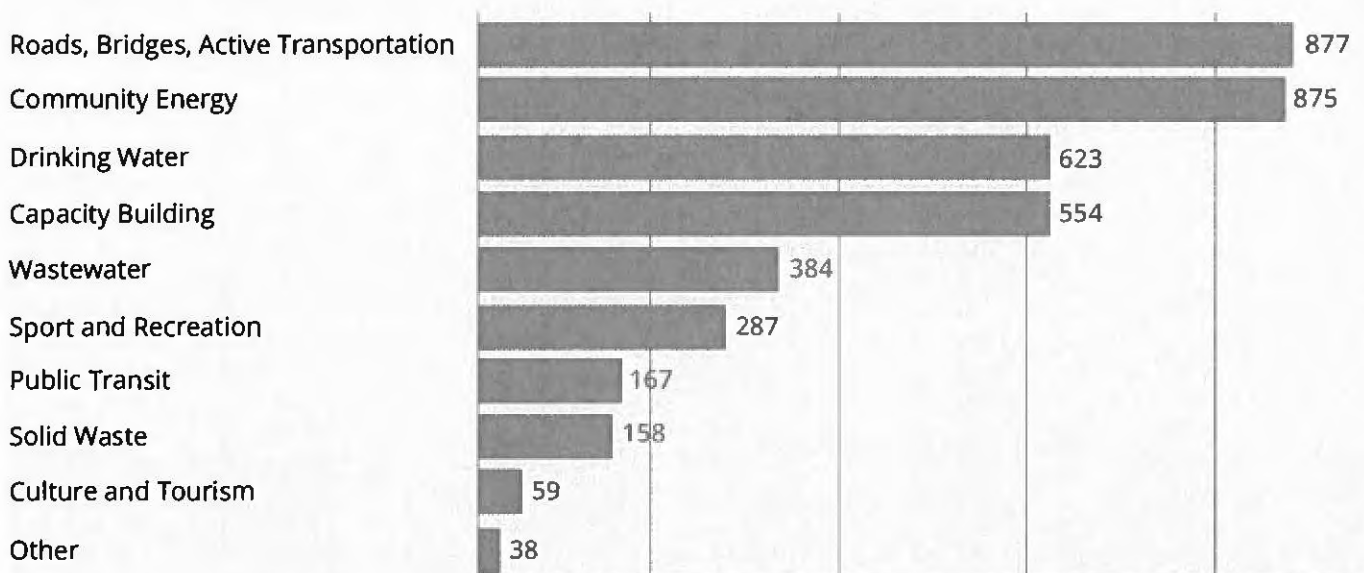
## EXECUTIVE SUMMARY

This document analyzes and reports on Gas Tax funded projects completed between January 1, 2014 and December 31, 2016, and continues previous program analysis undertaken by the Union of BC Municipalities, dating back to the programs inception in 2005.

From 2014 to 2016 the federal Gas Tax Fund (GTF) contributed over \$624 million towards 1,179 completed capital infrastructure projects in British Columbia. Projects span all eligible investment categories, though the majority of completed projects were for roads, public transit, and water/wastewater infrastructure. Some of the environmental, economic and social benefits resulting from Gas Tax funded projects between 2014-2016 include:

- Over 69,000 tonnes of greenhouse gas emissions reduced annually;
- 4.1 million kWh of energy generated or saved annually;
- 735 km of road, bicycle lane, and multi-use corridor constructed or improved;
- 110 tonnes of CAC emissions reduced annually;
- 42,994 water meters installed;
- 542 public transit vehicle purchases;
- 8.2% increase in public transit ridership in the Greater Vancouver Region;
- 1485 new spaces per day for public transit users;
- 26 boil water advisories removed;
- 48 water/wastewater treatment plants constructed or improved;
- 174 km of water/wastewater transmission mains installed;
- Energy and efficiency upgrades on 194 sport/recreation facilities and 134 cultural/tourism facilities.

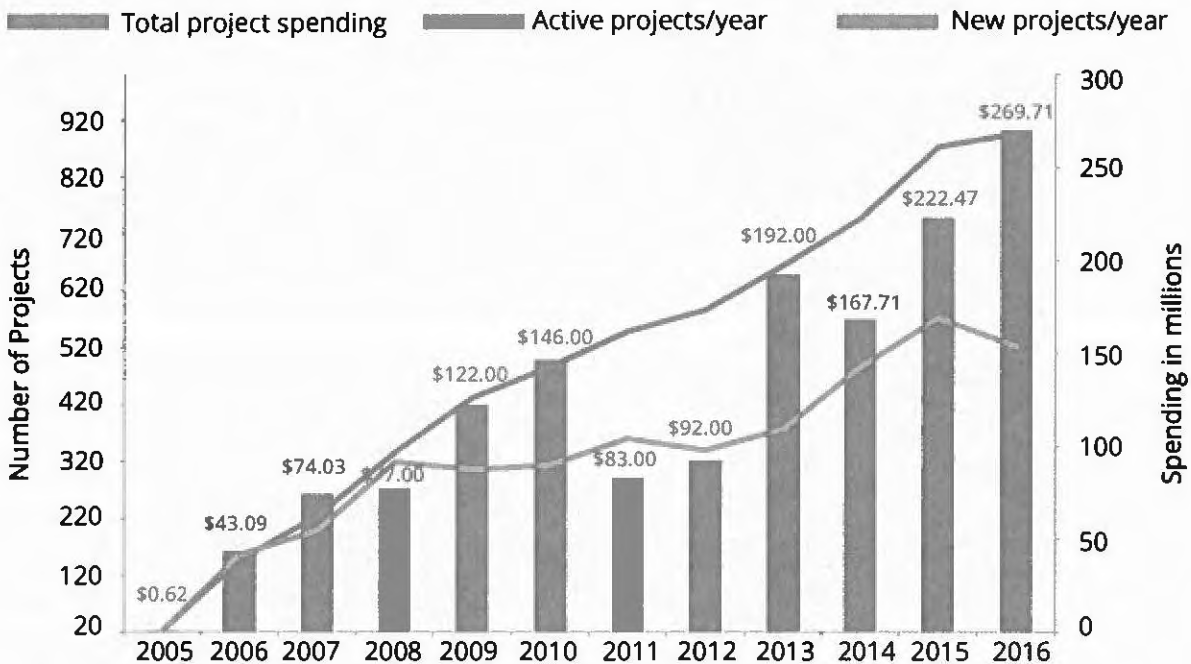
**Figure 1: New Gas Tax projects by investment category, 2005 - 2016**



## PROGRAM BACKGROUND

The federal GTF in British Columbia provides communities with stable, predictable and dedicated funding for eligible infrastructure and capacity building projects. Since 2005, the federal government, through UBCM, has transferred over \$2.4 billion to communities across British Columbia who, in turn, expended nearly \$1.5 billion undertaking 4022 projects. Since its inception, the GTF program has grown from 22 projects with expenditures of \$600,000 in its first year, to expending over \$269 million on 896 active projects in 2016. Over this period the rate of annual expenditure by recipients has grown at an average of 22%, while the overall number of projects has grown at an annual average rate of 19%.

**Figure 2: Project Statistics, 2005 - 2016**



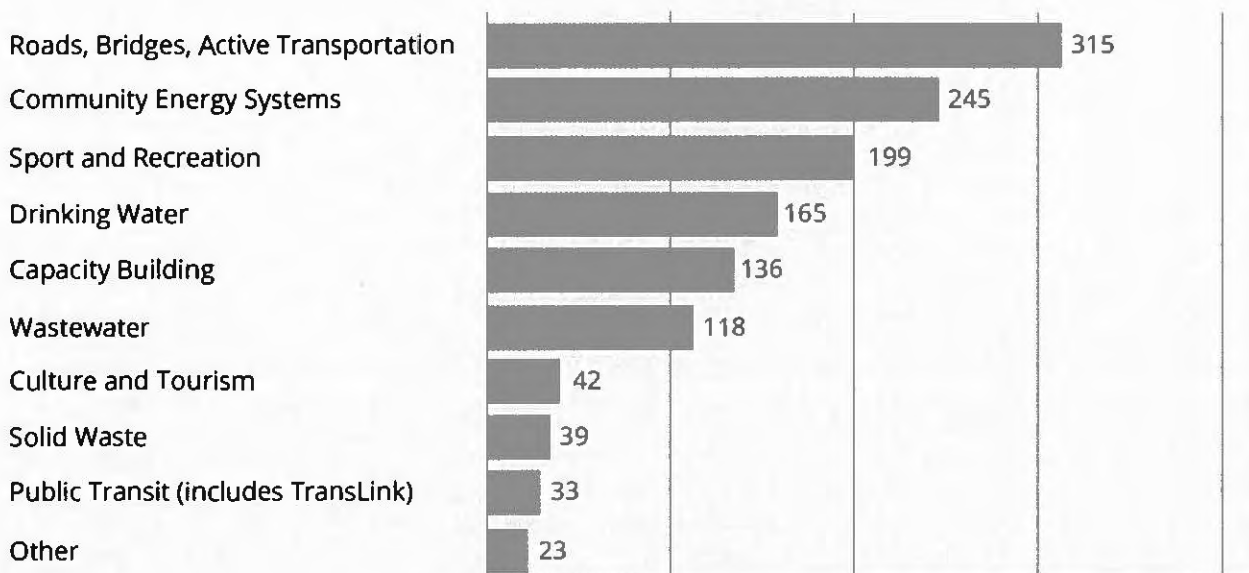
## Renewed Administrative Agreement on the Federal Gas Tax Fund in British Columbia

On April 1, 2014, the *Renewed Administrative Agreement on the Federal Gas Tax Fund in British Columbia* (Agreement or GTA) took effect. The tripartite Agreement between Canada-British Columbia-UBCM provides the administrative framework for the delivery of federal Gas Tax funding to local governments and other recipients in British Columbia through 2024.

In its first iteration, the federal Gas Tax Fund required local governments and other eligible recipients to apply funding towards a range of eligible infrastructure and capacity building projects. Recipients of funding were also required to demonstrate the achievement of environmental outcomes of cleaner air, cleaner water or reduced greenhouse gas emissions as a result of completed infrastructure projects.

When the Agreement was renewed in 2014, additional eligible project categories were added, such as sport, recreation, tourism and cultural infrastructure. The renewed agreement also requires recipients to demonstrate how completed infrastructure projects contribute to one of three national objectives of *productivity and economic growth*; *a clean environment* and *strong cities and communities*. While investments in areas such as water management, transportation works, and community energy initiatives still account for 60% of all projects, over the past three years, new investment categories have grown to account for 22% of reported projects and \$25 million in annual Gas Tax funding in 2016 (Fig. 1 & 3).

**Figure 3: Count of completed projects by investment category, 2014-2016**



## GAS TAX PROGRAM STREAMS

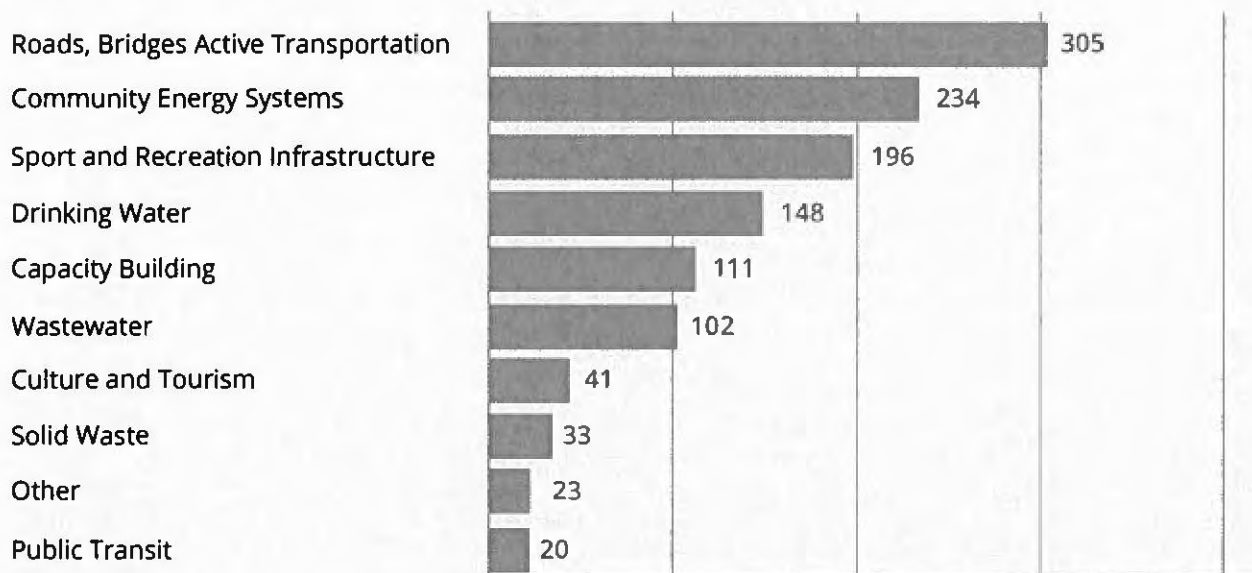
Upon the renewal of the Agreement in British Columbia, funding delivery was realigned through three funding streams: the Community Works Fund (CWF), the Strategic Priorities Fund (SPF) and the Greater Vancouver Regional Fund (GVRF).

### Community Works Fund

The Community Works Fund (CWF) is available to all local governments in British Columbia. CWF is delivered twice annually based on a per capita formula with a funding floor for all recipients. Local governments make choices about which eligible projects to fund and report annually on these projects and the ways in which they lead towards the achievement of the national objectives for the program. Since 2014, 1826 CWF projects have been reported and account for \$311.8 million in cumulative GTF investment. Accounting for \$297 million of expenditures, 1,543 of these projects are capital infrastructure investments. Additionally, 283 capacity building projects were undertaken, accounting for \$14.7 million in spending.

Using the Community Works Fund, recipients spent \$138.8 million on 1,213 completed capital infrastructure projects between 2014 and 2016 (Figure 4). Public Transit, Local Roads, Bridges and Active Transportation accounted for 52% of projects and \$47.1 million of CWF spending, or 61% of expenditures. Sports and Recreation accounted for 15% of projects and \$13.7 million in expenditures, while investments in water infrastructure accounted for 17% of all projects and \$16 million in expenditures. For completed CWF projects, for every \$100 of GTF expended, local governments leverage an addition \$190 from other sources.

**Figure 4: Complete CWF projects by investment category, 2014-2016**

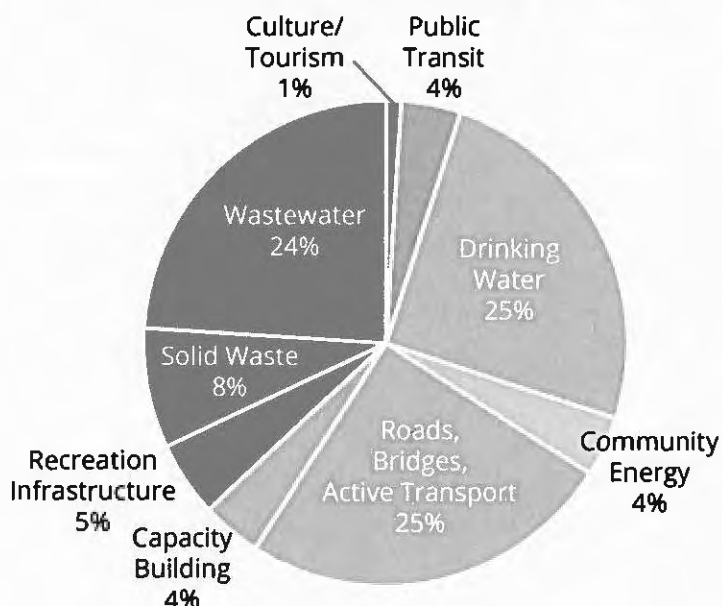




## Strategic Priorities Fund

The Strategic Priorities Fund (SPF) is an application-based program available to local governments and eligible recipients outside the Greater Vancouver Regional District. SPF supports infrastructure and capacity building projects that are large in scale, regional in impact or innovative, and align with the GTA's national objectives of *productivity and economic growth, a clean environment, and strong cities and communities*. Since 2014, 85 local governments have reported spending on 170 pooled-fund projects. These include projects from both the new SPF fund and prior Gas Tax funding programs (Innovations Fund, Regionally Significant Projects Fund and General Strategic Priorities Fund), which collectively account for GTF expenditures of \$192.9 million.

**Figure 5:  
Gas Tax Strategic Pooled Fund Project Spending**



## Greater Vancouver Regional Fund

The Greater Vancouver Regional Fund (GVRF) provides funding for regional transportation investments within the Greater Vancouver Regional District and its member municipalities. The GVRF funds regional transportation projects proposed by TransLink and approved by the GVRD board. Since 2014, GVRF has undertaken more than 20 major projects, with GTF providing more than \$271 million in funding for improvements to transportation infrastructure in the Greater Vancouver region. On an annual basis, the GVRF accounts for the highest percentage of expenditures, averaging 40% of total annual expenditures, while barely accounting for 1.5% of all projects reported. Projects undertaken using GVRF funding impact a population of 2.46 million people living in the Metro Vancouver region. Projects funded through the GVRF must also demonstrate the achievement of one or more of the national objectives for the program.



*Since 2014, 85 local governments have reported on 170 pooled-fund projects, accounting for \$192 million in GTF expenditures*

## REPORT METHODOLOGY

The Agreement requires UBCM to provide Canada and British Columbia with an outcomes report by March 31, 2018 and make it publicly available. In its outcomes report, UBCM is required to show in aggregate the degree to which investments through the federal Gas Tax Fund are supporting progress towards the achievement of beneficial impacts in communities, as well as the impact of the funding provided, including incremental spending and progress towards improving local government asset management. UBCM has produced two previous outcomes reports in 2009 and 2012.

### 2009 and 2012 Outcomes Report

In May 2009, the Gas Tax Partnership Committee approved the mandatory and non-mandatory indicator measures for the seven eligible project categories under the Agreement. These indicators offered flexibility in reporting by providing recipients the option to report on all possible outcomes. Two outcome reports were published using this method, the first in 2009 and again in 2012. These outcomes reports resulted in the analysis of more than 700 sustainably focused GTF projects, accounting for over \$750 million in expenditures and more than 64,722 tonnes of GHG emissions reduced annually.

The indicators measured for the 2018 outcomes report were established in accordance with the Gas Tax performance measurement framework developed and approved by the Gas Tax Partnership Committee. UBCM also worked in collaboration with the provincial Ministry of Municipal Affairs and Housing and the Ministry of Transportation & Infrastructure to ensure that the proposed performance indicators aligned with other existing and future capital funding programs in BC. In British Columbia, recipients determine which national outcome (*productivity and economic growth, a clean environment and strong cities and communities*) best suits their project.

Performance Measurement (PM) indicators have been split into two components: Output and Outcome indicators. Outcome performance indicators include both quantitative and qualitative measures. To facilitate aggregation at the provincial and national level, a minimum of one output and one outcome (quantitative) were required to be reported on by all Ultimate Recipients. Together, outputs and outcomes demonstrate progress towards the achievement of the national objectives for the program.

Under the Greater Vancouver Regional Fund, and consistent with past practice in previous outcomes reports, TransLink is required to develop and report on a more robust set of performance indicators which, moving forward, will serve as a reference for performance measurement for projects undertaken using the GVRF. With the exception of TransLink, all recipients are required to meet approved reporting requirements.

### Reporting Threshold

The most recent project data was collected from local governments through UBCM's online reporting system from November 2017 through February 2018. UBCM requested data on any project reported as complete between 2014 and 2016 with over \$100,000 of Gas Tax funds invested. This threshold was first implemented in the 2012 Outcomes Report and has proven to be an effective strategy for several reasons. First, adhering to the threshold allows the report to collect data from large infrastructure investments which account for 95% of total Gas Tax investment in this period. Second, it lessens the administrative burden of reporting on local government staff.



## Data Set

This report provides outcomes and output data for 491 Gas Tax funded capital infrastructure projects completed between January 1, 2014 and December 31, 2016, by 141 eligible recipients. 140 local governments returned or provided information for 484 projects - a 98% response rate. Once collected, data measuring output and outcome performance was analyzed and reported for each investment category. This performance outcomes report is the first to analyze the expanded eligible investment category list and the first report to include outcome indicators that demonstrate progress towards meeting national objectives of a *clean environment, strong cities and communities, and productivity and economic growth*.

The outputs and outcomes detailed in this report are based on data that was self-reported or collected by local governments and other recipients. In many cases, local governments provided data regarding project outputs but many did not provide tangible outcome metrics relating to the national program objectives. This was due, in part, to a lack of standard practice within local governments to measure increases and decreases, particularly in the category of roads and active transportation, as well as the culture/tourism/recreation and sport infrastructure categories. As a result, the outcomes achieved by these projects may be greater than listed in the report.

For projects that did not report GHG emissions reductions, calculation methodologies from the provincial Ministry of Municipal Affairs and Housing were applied to calculate emission reductions. The methodologies used for these calculations can be found in Appendix A, while a breakdown of the outcomes and outputs collected from recipients is listed in Figure 6. A list of the total number of projects completed by local government is attached in Appendix B. A high-level overview of the reporting period is located on page 8. Capacity building data and statistics are largely omitted from this report as tangible outputs and outcome are difficult to measure. Project counts are occasionally added to high-level statistical overviews to help paint a more complete picture of local government activity.

*Between 2014 and 2016 recipients expended over \$663.8 million of Gas Tax funding on 1667 projects*



## Summary of Reporting Period: A Macro-Overview of Gas Tax Activity

As previously mentioned, to help ease the administrative burden on all participants, UBCM established a Performance Measurement reporting requirement for projects completed between 2014-2016 that expended more than \$100,000 in Gas Tax funding. The following information includes all projects completed during the reporting period, while the outputs and outcomes statistics located later in the report are generated from projects meeting our reporting threshold.

Between 2014 and 2016, recipients expended over \$659.9 million of Gas Tax funding on 1667 individual projects. Of those projects, 1315 were reported as complete, while 352 will be completed in future years. Complete projects accounted for approximately \$631.8 million of Gas Tax funds over this period.

2014 - 2016  
Local Government  
Statistics

7

Average number of  
completed projects

\$369,391

Average cost per  
completed project

10.5

Average number  
of active projects

### Complete Project Expenditures: 2014 - 2016

Investment Category	Projects	Expenditures
Public Transit	33	\$340,216,138.33
Roads, Bridges, and Active Transportation	315	\$122,492,847.26
Drinking Water	165	\$57,244,559.44
Wastewater	118	\$44,598,411.20
Community Energy Systems	245	\$22,653,949.12
Sport and Recreation Infrastructure	199	\$20,114,408.13
Solid Waste	39	\$12,714,754.80
Tourism and Cultural Infrastructure	42	\$2,334,105.48
Capacity Building	136	\$6,869,651.80
Disaster Mitigation	13	\$1,956,925.71
Other (RLA, BR, BC, SLR)	10	\$617,447.27
<b>Totals</b>	<b>1315</b>	<b>\$631,813,198.54</b>

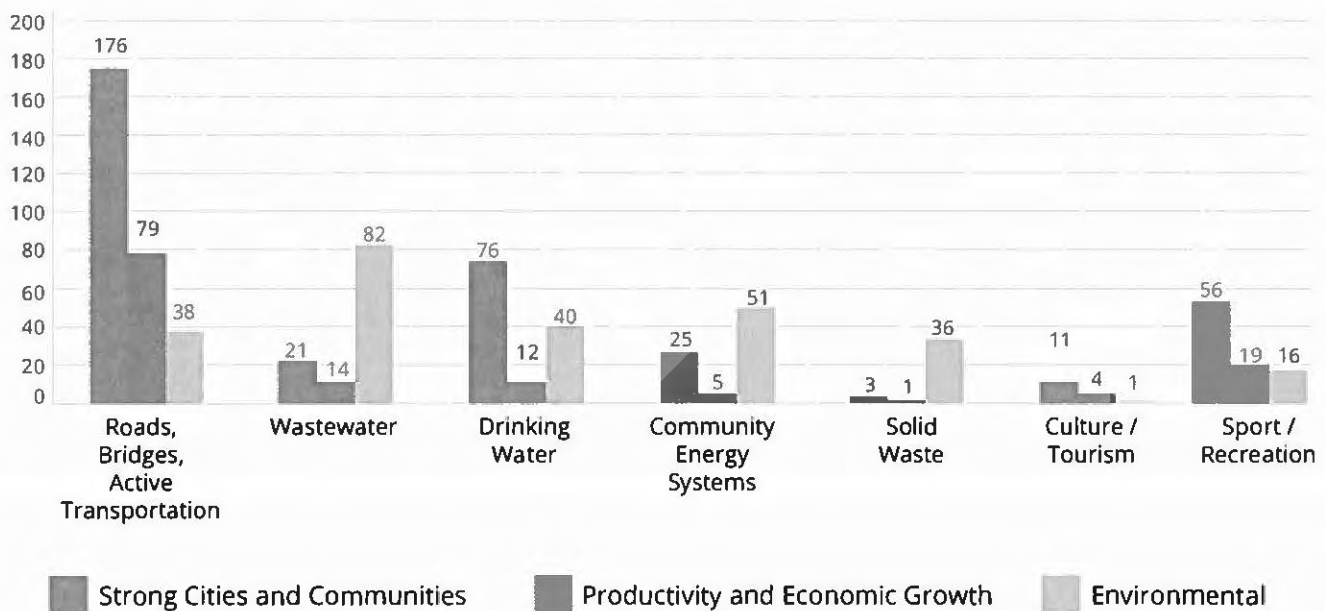
## National Objective Analysis

Each project qualifying for analysis was required to report on at least one project output and one project outcome. Roughly 45% of projects reported multiple outcomes achieved and local governments averaged more than one national objective per project. The investment categories most frequently linked to the *strong cities and communities* objective are drinking water, sport/recreation/culture/tourism and local road projects. On average, 62% of the outcomes generated by these projects were reported as building stronger communities. *Strong cities and communities* was the most cited national objectives, as indicated by 48% of reported outcomes (Figure 6).

The national objective of *clean environment* is cited most in the investment categories of solid waste (90%), wastewater (70%), and community energy systems (63%). An environmental outcome is achieved in 42% of all projects.

*Productivity and economic growth* is the least cited national objective, indicated by only 17% of outcomes. Local roads and bridges and active transportation and the conglomeration of sport/recreation/culture/tourism projects cited *productivity and economic growth* in 25% of outcomes.

Figure 6: Performance Measurement National Objectives Analysis Investment Category



# Outcomes and Outputs by Investment Category

## Local Roads, Bridges, and Active Transportation

The investment category of local roads, bridges, and active transportation saw the highest number of projects completed between 2014 and 2016. Road works were primarily focused on renewal and re-paving of aging road infrastructure, as 84% of projects reported replacement or enhancement as the type of investment. Smooth roads can reduce carbon emissions from vehicles by as much as 4%.

Many communities took advantage of economies of scale and along with road resurfacing, also completed substantial infrastructure upgrades including drinking water/wastewater pipe replacement, curbing/drainage upgrades, improved streetlights and road markings, and improved sidewalk infrastructure. An additional 30 km of transmission main was installed during roads projects.

Active transportation projects included the addition of bike lanes, multi-use trails, and new sidewalks in high traffic corridors that promote active lifestyles with their communities while, at the same time, offering modes of transportation that reduce traffic congestion and carbon emissions. This work also included active transportation network support infrastructure, such as bike storage lockers, intersection boxes, road markings and signage, and separated active transportation corridors. These projects provide commuters with safe and accessible alternative modes of transportation.

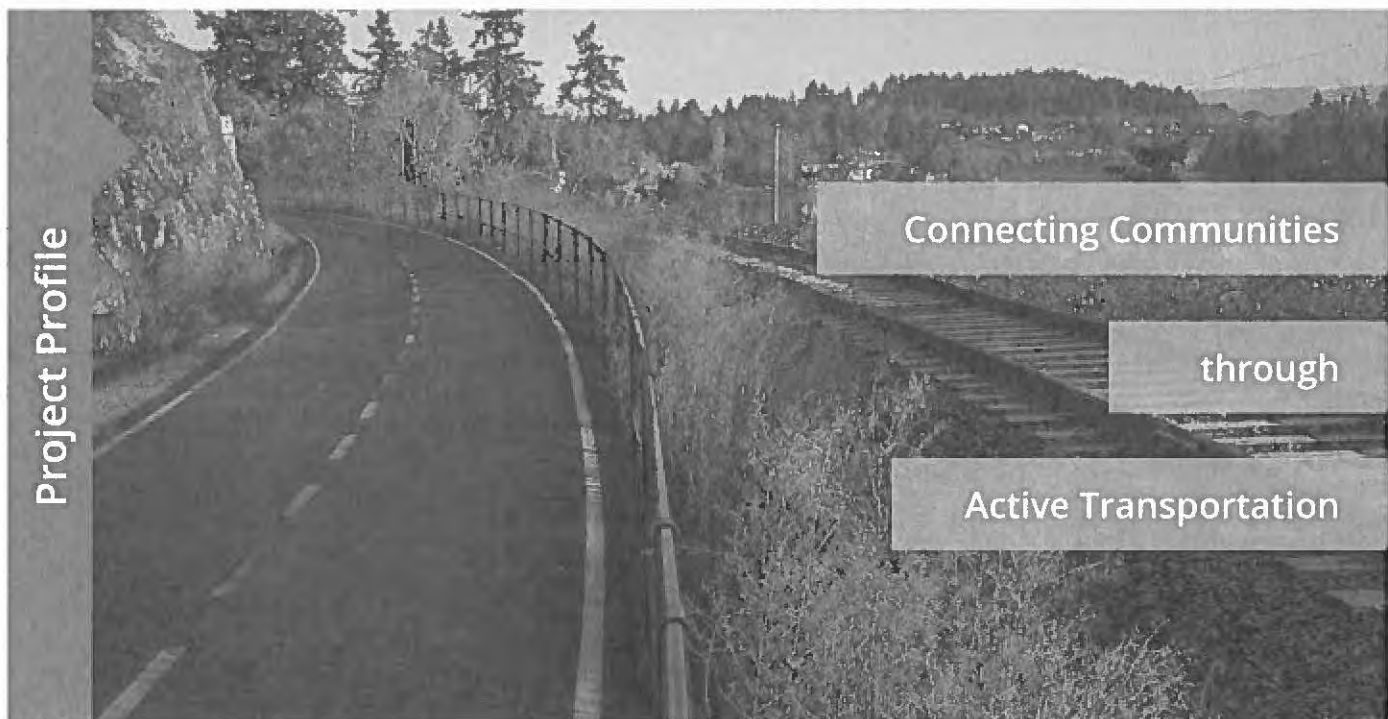
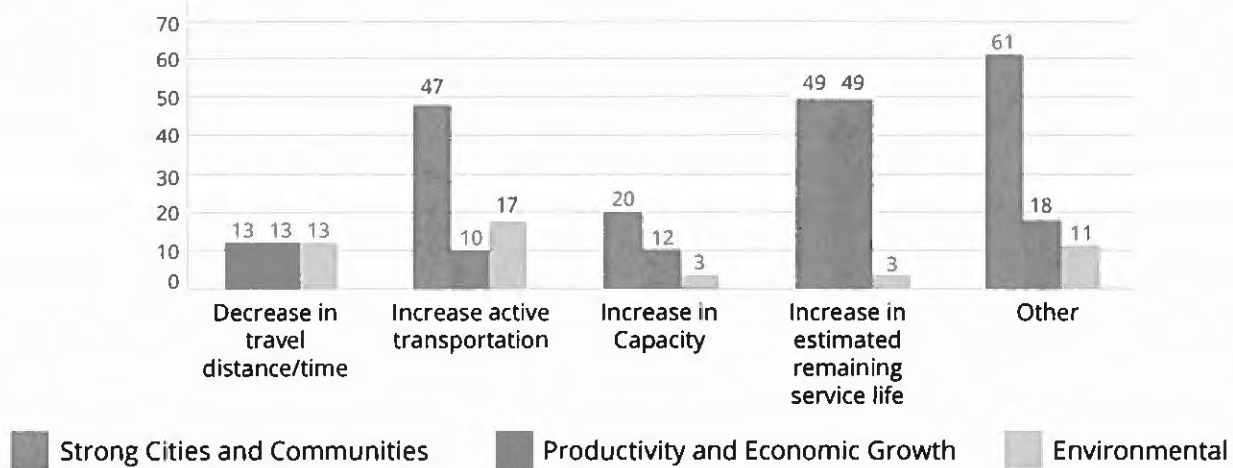


Local Roads, Bridges, and Active Transportation		
Total Reported Projects	182	
Total Gas Tax Funds (\$)	125,231,379.00	
Total Project Cost (\$)	237,108,886.00	
Outcomes/Outputs	Data	Reported Projects
Decrease in Travel Distance (km/day)	448,451	29
Increase in Active Transportation (annual trips = reduction in vehicles + increase in active transportation)	404,478	71
Increase in Capacity (Vehicles)	5,900	49
Reduction in GHG emissions (tCo2e)	50,123	163
Increase in Estimated Service Life (Average years)	27.1	93
Increase in Estimated Service Life (Total years)	3,447	179
<b>Infrastructure Construction</b>		
Active Transportation (km)	301.27	167
Bicycle Lanes (km)	152	58
Pedestrian Bridges (km)	1.18	5
Sidewalks (km)	89.63	83
Multi-use paths/Trails (km)	58.46	25
Roads Infrastructure (km)	434.6	114
New Road Construction (km)	13.44	16
Existing Road Improvements (km)	421.2	83
Gravel Road Paving (km)	8.22	2
Bridges (km)	0.53	7
Roundabouts (number)	6	6
Improved Curbing/Ditching/Drainage (km)	49.7	36
Intelligent Transportation Systems (#)	24	4
Cross Walks/Intersections (#)	27	23
Traffic Lights (#)	43	24
Water Mains (km)	30.2	28

Due to the broad array of work that can occur in conjunction with a road project, many communities reported multiple national outcome objectives for a single project. The most reported outcome indicator was an increase in estimated service life, the average of which was 27 years. Respondents viewed these projects as equally promoting *strong cities* and *economic growth*. The most cited outcome indicator was safety and accessibility, which is represented by the *Other* project category.



### Roads, Bridges, and Active Transportation National Objectives



The Capital Regional District is constructing the second phase of the E&N Rail Trail thanks to Federal Gas Tax funding.

The completed project will provide 2.2 km of paved multi-use trail along the E&N railway line from the 4-Mile Bridge to an interchange in the Town of View Royal. This project adds to the 10 km of trail constructed through the first phase of this project. The E&N Trail links the communities of Victoria, Esquimalt, View Royal and Langford, and provides a critical connection with the 55 km Galloping Goose Regional Trail. In 2017, the E&N Trail was the transportation choice for 328,910 residents and visitors in the Capital Region.

## Project Profile

## Expanding Modal Capacity

The District of North Cowichan replaced an aging bridge over the Chemainus River using Federal Gas Tax funding.

The original single-lane bridge was a 58 year-old wood timber construction without pedestrian or cycling capacity. The bridge replacement combines a steel plate girder design with a concrete deck and is anticipated to have a serviceable life of at least 75 years. A wider deck allows two-way traffic and will include a dedicated pedestrian and cycling lane as part of the Trans Canada Trail and the Cowichan Valley Regional Trail and Cycle Network. This integrated project also included a partnership with the Halalt First Nation to enhance a Chemainus River side channel for salmon rearing.



## Public Transit

Outside of the GVRF, a total of four public transportation projects qualified for the reporting threshold. Outputs and outcomes from these projects include infrastructure improvements at eleven bus stops, the paving of a park and ride facility with a capacity for 500 vehicles and two bus purchases which increased ridership by 136 persons per day.

A complete summary of TransLinks progress in improving public transportation in the Metro Vancouver region can be found starting on page 33.

### Project Profile



BC Transit used Federal Gas Tax funding to construct a compressed natural gas (CNG) fuelling station to service its low-emission bus fleet within the Regional District of Nanaimo.

Natural gas is delivered to the fuelling station through the same network that delivers supplies homes throughout the region. The natural gas is compressed onsite by a state of the art system and dispensed into high-pressure on-board storage tanks. In comparison to conventional buses, use of CNG reduces fleet greenhouse gas emissions by 15 to 25 per cent and costs 25 to 50 per cent less than traditional diesel fuel. Compared to diesel, the CNG-powered buses boast significantly quieter engines and simplified emission systems. Rider feedback indicates that the ride quality is improved due to the quieter operation of these buses. Adoption of clean burning CNG also supports British Columbians across the province employed by the natural gas industry.



## Wastewater

Throughout the reporting period, recipients used federal Gas Tax funds to improve wastewater transmission mains, collection pipes, treatment and pumping facilities, and storage infrastructure. Highlights include more than 28 km of pipe upgraded or installed and an increase of almost 137,000 m<sup>3</sup> in new treatment capacity, and when combined with improved treatment capacity, this number reaches 172,818 m<sup>3</sup> of improved wastewater treatment per day. Many of the communities constructing new wastewater treatment infrastructure included the total capacity of the new system and this number is referenced in the increase of homes connecting to an existing system metric, as communities now have connected, or created capacity for, more than 34,000 new residents.

New pipe accounted for 62% of transmission infrastructure. Benefits from these projects include improving outfall capacity, eliminating leakage from pipes, and connecting new homes to a system.

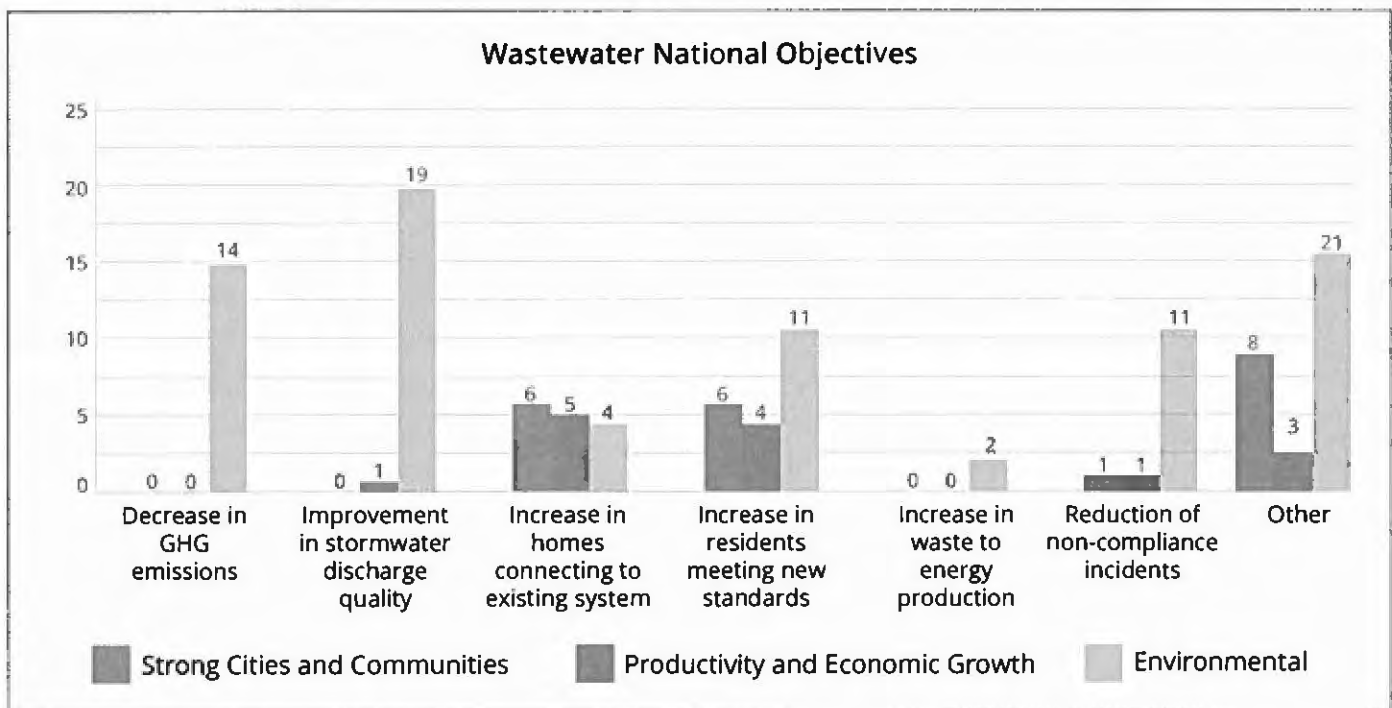
In total, seven communities reported the removal of 14 individual non-compliance incidents.

Wastewater		
Reported Projects	74	
Total Gas Tax Funds (\$)	92,524,725	
Total Project Cost (\$)	146,963,264	
Outcomes / Outputs	Data	Reported Projects
Projects Reporting Cleaner Water (#)	74	74
Decrease in GHG emissions (tCo2/year)	642	13
Improvement in storm water discharge quality (m <sup>3</sup> /day)	35,568	22
Increase in number of homes connecting to an existing system (#)	32,248	18
Increase in number of residents served meeting new standards (#)	415,371	49
Increase in waste to energy production (kWh/year)	100,330	2
Reduction of non-compliance incidents (#)	14	13
Facilities, equipment and pumping stations (#)	21	19
New facilities, equipment, and pumping stations (#)	10	8
Improved facilities, equipment, and pumping stations (#)	11	9
Storage Infrastructure (m <sup>3</sup> )	1,402,259	14
New storage infrastructure (m <sup>3</sup> )	41,700	6
Improved storage infrastructure (m <sup>3</sup> )	1,114,484	8
Transmission mains, collection pipes (m)	30,939	31
New transmission mains, collection pipes (m)	19,770	11
Improved transmission mains, collection pipes (m)	11,169	20
Treatment capacity (m <sup>3</sup> /day)	172,818	28
New treatment capacity (m <sup>3</sup> /day)	136,961	9
Improved treatment capacity (m <sup>3</sup> /day)	35,857	19
Other		
Landscape level drainage work (acres)	44	3
Drainage basins/Sanitary main units (#)	277	8

A *clean environment* is the most cited national objective for wastewater projects. Many projects mentioned an anecdotal decrease in GHG emissions due to improved wastewater infrastructure, however, actually measuring the decrease in energy usage proved difficult to quantify for many communities, due either to capacity reasons or too little time having passed since project completion.

Increasing the number of homes connecting to a system and increasing the number of residents meeting new wastewater treatment standards are viewed by respondents as building *strong cities and communities* and aiding *productivity and economic growth*, while a decrease in the number of non-compliance incidents is viewed as an *environmental* outcome.

Project outcomes reported by recipients in the *Other* category include increased flood resilience, aiding in the removal of a boil water advisory, improved road and slope stability, and the extension of a municipal boundary to include more residents.



More than 28 km of pipe upgraded or installed and an increase of almost 137,000 m<sup>3</sup> in new treatment capacity

## Project Profile

Expanding and Improving

Wastewater Treatment

The District of Lake Country upgraded its wastewater treatment plant with Federal Gas Tax funding.

The renewed facility doubled plant capacity to allow for the extension of sanitary sewer service to District residences and provide capacity for future development. The project added a second bioreactor to improve aeration efficiency, more building space for blowers, a laboratory, and an operations centre. Other components of the upgrade included improvements to the foul air handling system and an energy efficient HVAC system and a new effluent disposal system. The new facility reduced operational energy consumption by 50%, equating to a savings of 550,000 kWh annually. It also provides improved protection of groundwater and surface waters through cleaner effluent and reduces the amount of hydrogen sulfide and methane released into the environment.

*The new facility reduced operational energy consumption by 50%*

## Drinking Water

A safe and dependable supply of drinking water is critical to the resiliency of all regions. Drinking water infrastructure projects completed during this period helped supply more than 180,000 people with cleaner drinking water. To aid in reducing water waste, almost 43,000 new water meters were installed in three different communities. Additionally, more than 8,000 residents received increase fire flow protection standards and 10 separate communities had 26 boil water advisories lifted.

In addition to 51,000 m<sup>3</sup> of increased storage capacity, this reporting period saw two new water treatment facilities constructed, over 60 pieces of equipment installed and more than 100 km of new and improved transmission main installed. Highlights of the equipment installed, include pressure-reducing valves, pump stations, treatment equipment such as UV lights and filtration units, and SCADA monitoring systems.

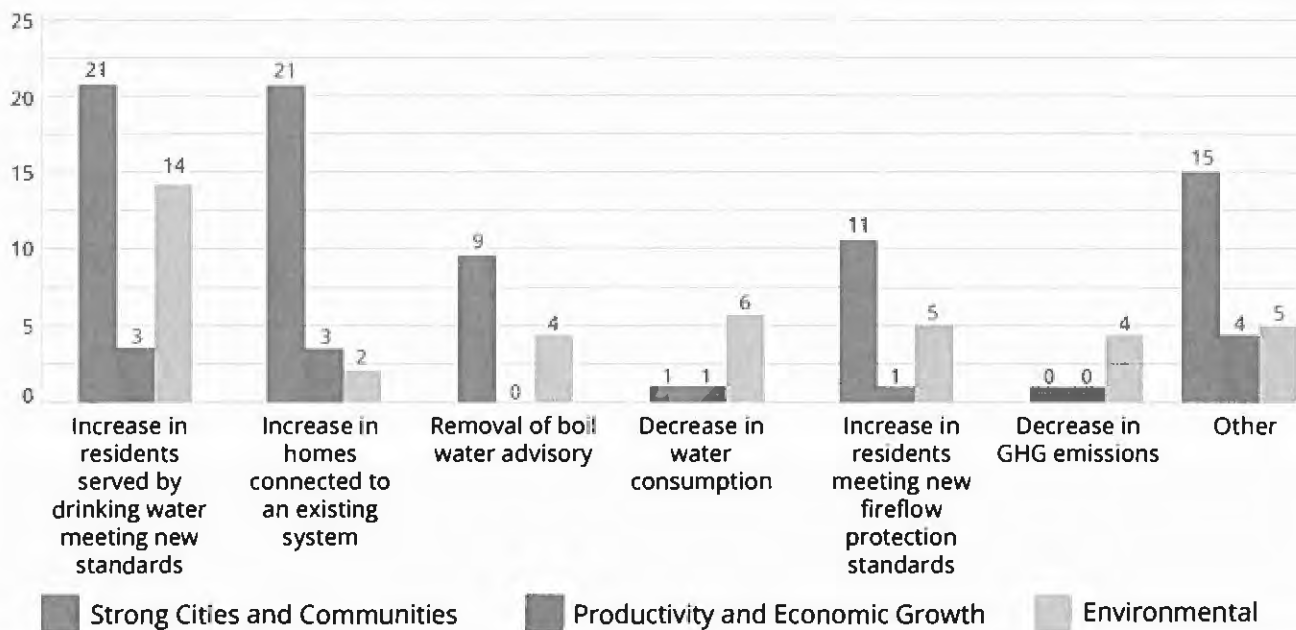
Drinking Water Projects		
Reported Projects	88	
Total Gas Tax Funds (\$)	61,749,963	
Total Project Cost (\$)	84,142,081	
Outcomes / Outputs	Data	Reported Projects
<b>GHG Emission Reductions (tCo2e/year)</b>	<b>56.79</b>	<b>4</b>
Decrease in water consumption - Outcome in m <sup>3</sup> /year	2,148,642	8
Increase in number of homes connected to an existing system (#)	9,851	33
Increase in number of residents meeting fire flow protection standard (#)	9,146	16
Number of residents served by drinking water meeting new standards (#)	185,568	71
Removal of Boil Water Advisory (#)	26	13
New water meters (#)	42,994	6
Facilities/equipment (pumping stations, valves, etc.) (#)	61	18
New facilities/ equipment (#)	12	11
Improved facilities/ equipment *#)	49	7
Storage - Output in m <sup>3</sup>	51,537	24
New Storage (m <sup>3</sup> )	45,190	12
Improved Storage (m <sup>3</sup> )	12,347	12
Transmission mains, distribution pipes (m)	115,153	35
New Transmission mains, distribution pipes	18,582	12
Improved Transmission mains, distribution pipes	96,577	23
Treatment (including wells) (m <sup>3</sup> /day)	201,489	27
New Treatment (m <sup>3</sup> /day)	119,124	14
Improved Treatment (m <sup>3</sup> /day)	82,365	12



*Strong cities and communities* is the most reported national outcome in the drinking water category. Supplying clean drinking water to communities and removing boil water advisories undoubtedly improves community resiliency. Environmental outcomes were cited but, as with wastewater projects, reporting of GHG emissions proved difficult to capture.

The two most common outcomes listed in the *Other* category are *clean environment* and *strong cities and communities*. The former by reducing the amount of chemicals used to treat drinking water and the latter through the reduction of dependence on a single source for drinking water.

Drinking Water National Objectives



Drinking water infrastructure projects completed during this period help supply more than 180,000 people with cleaner drinking water





### Improving Water Treatment

The Village of Clinton upgraded its water treatment plant and water reservoir thanks to Federal Gas Tax funding.

The project saw the construction of a new filter treatment system. By passing untreated water through 28 membrane filters prior to chlorination, the Village has eliminated the need for boil water advisories to local residents and fulfilled all current treatment standards. The addition of a 480,000-gallon reservoir also increases the resilience of the community. Previously, during a power outage the Village would be without water within three hours. The new reservoir provides the Village with water for up to three days and has increased the Village's water capacity to respond to fire emergencies.

### Community Energy Systems

Local governments undertook an array of community energy projects by employing alternative energy technology such as micro-hydro, bioenergy, solar panels, and energy loops in municipally-owned facilities. The outcomes of these projects help to reduce a community's dependence on fossil fuels for heating and electricity. Community energy projects also help reduce annual operational costs by decreasing the amount of energy required to heat publicly owned infrastructure.

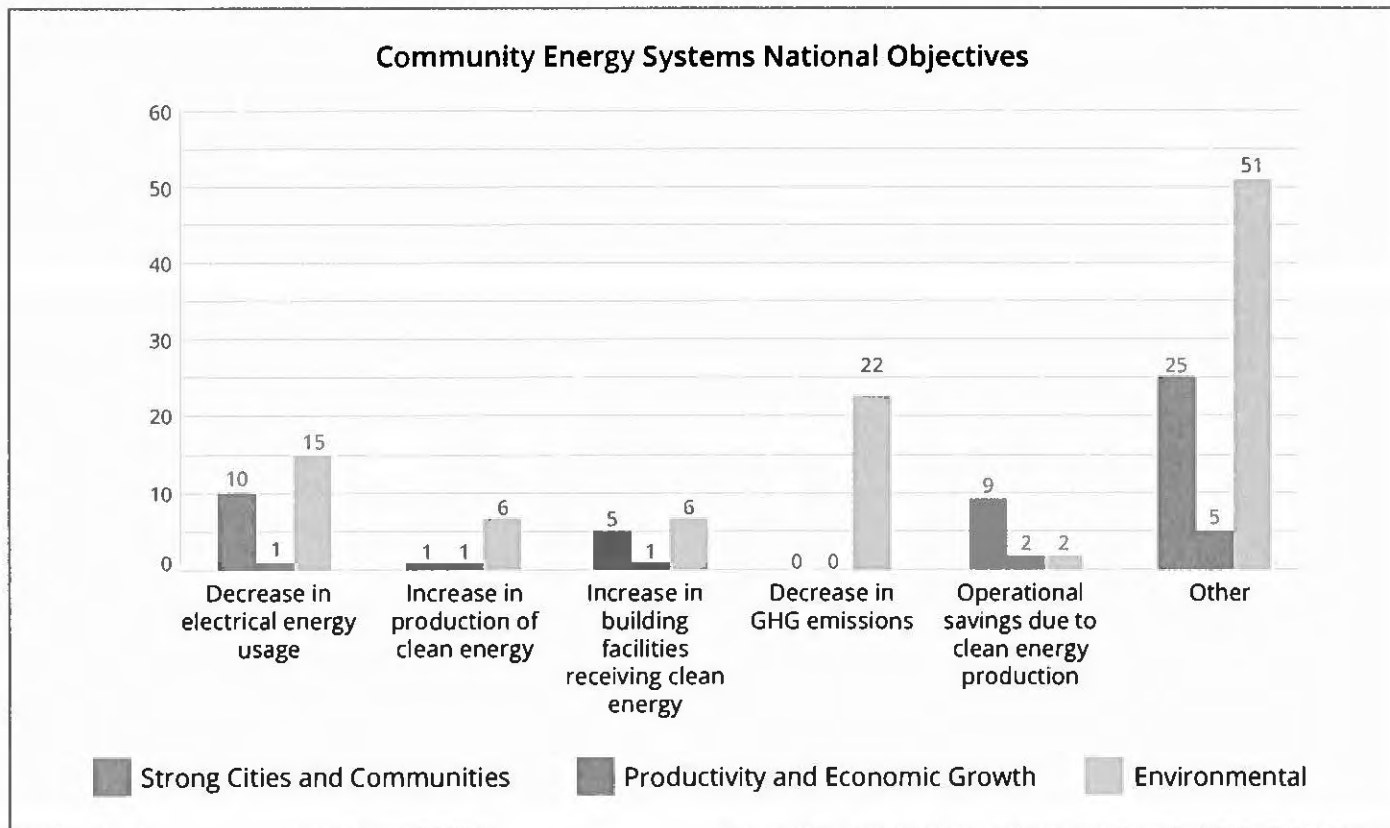
The most common project undertaken by respondents was the upgrade of an HVAC system, such as a furnace or boiler system. These units often see an average decrease in energy use of 20% when upgraded. However, many communities cited that once HVAC systems are improved, occupancy tends to increase, along with energy use. In fact one respondent noted, "with a new furnace system we are able to keep the building five degrees warmer for the same annual cost," and though a decrease in energy use was achieved in many instances, baseline measurements were not established prior to the installation of the new system.

Over 34,000 m<sup>2</sup> of community buildings received upgrades, these include six new alternative energy systems, five retrofit systems and 2,600 light bulbs converted to LED. These conversions took place in a variety of locations, including sport/cultural infrastructure such as arenas and theatres, local community centers, and streetlights.

Community Energy Projects		
Reported Projects	55	
Total Gas Tax Funds (\$)	15,350,651	
Total Project Cost (\$)	55,020,034	
Outcomes / Outputs	Data	Reported Projects
Decrease in energy usage (kWh/year)	4,031,532	26
Decrease in natural gas usage (GJ/year)	31,428	4
Propane use reduction (litres/year)	70,125	2
Decrease in GHG emissions (tCo2e/year)	976	22
Electric vehicle infrastructure (#)	5	5
Increase efficiency post retrofit (avg. % of energy savings)	56	4
Increase in production of clean energy (kWh/year)	615,675	8
Increase in waste to energy production (kWh/year)	-	-
Operational savings due to clean energy production (Avg. Annual Savings)	15,226	13
Energy systems - Wind/solar/thermal/geothermal (#)	11	8
New green energy systems	6	6
Retrofit green energy systems	5	2
Hydrogen Infrastructure - Output in total number	-	-
Green Building(s) Infrastructure (m <sup>2</sup> )	48,264	30
New Green Building(s) Infrastructure (m <sup>2</sup> )	14,039	6
Improved Green Building Infrastructure (m <sup>2</sup> )	34,225	24
Increase in buildings meeting current green/building standards (#)	67	40
Increase in number of buildings/facilities receiving clean energy source (#)	30	12
Other type of investment		
LED lighting conversions	2,670	13

*Clean environment* is the most heavily cited national objective for this investment category; this is not a surprising outcome as a decrease in energy use was cited in 100% of responses in this category. A decrease in energy use and realized operational savings received the highest ranking for *strong cities and communities*.

*Productivity and economic growth* was most cited in the *Other* category: these projects were successful pilot-projects regarding small bioenergy and solar projects that were deemed successful and will be expanded in the future. Additional outcomes from the *Other* category include improved resiliency of rural fire halls, decreased light pollution, and increased occupancy capability.

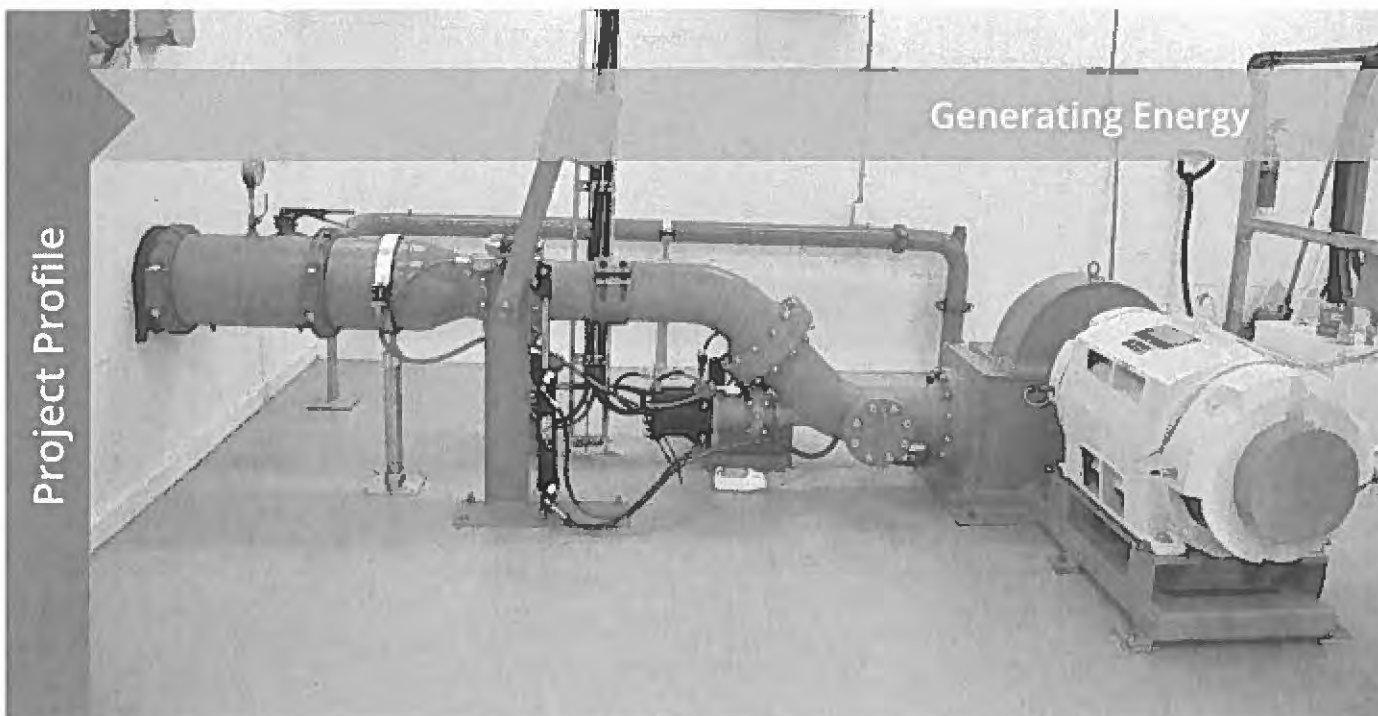


Due to the reporting threshold established by UBCM, many smaller scale infrastructure conversions and pilot-type projects were not analyzed. The following is a breakdown of Gas Tax projects undertaken within the reporting period that involved alternative energy in some capacity. This includes electric vehicle charging stations, solar powered crosswalk lights, geothermal conversions, heat pumps, and energy loop projects, not all of which fall under the Community Energy category.

Community Energy Projects*	
	Complete Projects
Biomass	8
Geothermal	12
Hydro	2
Retrofit	40
Solar	23
Electric Vehicle Charging Stations	5
Energy/Heat Loop	5

\*Includes all projects using green technology completed between 2014 and 2016 across all investment categories





Project Profile

The City of Fort St. John used Federal Gas Tax funding to install a micro-hydro system along the gravity discharge of a wastewater facility.

The project consists of a turbine, a 100-kilowatt generator, associated controls and building, along with a high-pressure penstock that was installed parallel to the existing discharge pipe. This is the first 100-kilowatt net metering installation in the province. All of the power produced is fed back into BC Hydro's power grid. The generator provides approximately 800 megawatt hours annually - enough power to supply 70 homes.



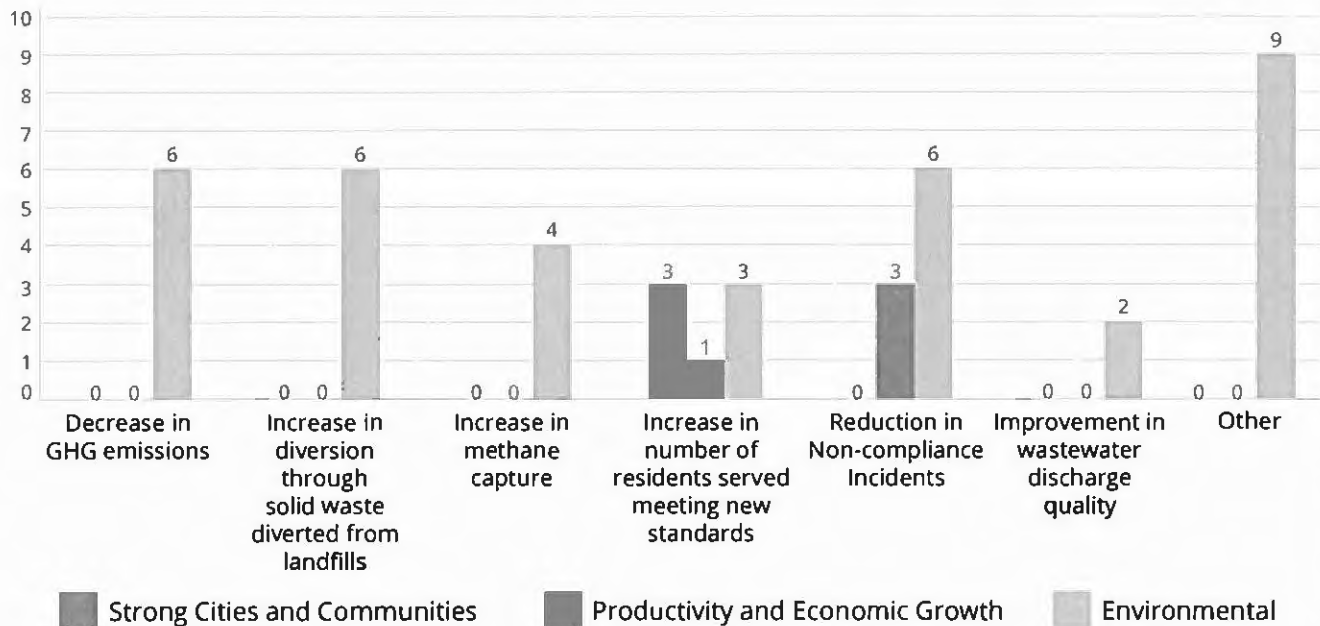
## Solid Waste

Local governments invested Gas Tax dollars in a variety of solid waste infrastructure projects. Several communities closed and capped decommissioned landfills by installing methane-reducing covers or landfill gas extraction systems, complete with flare capabilities. Other communities upgraded transfer stations to increase their ability to divert more waste from the landfill and purchased rolling stock and receptacles to expand local solid waste collection to include recyclable and compostable products.

Solid Waste Projects		
Reported Projects	12	
Total Gas Tax Funds (\$)	15,844,945	
Total Project Cost (\$)	26,448,697	
Outcomes / Outputs	Data	Reported Projects
Decrease in GHG emissions (tCo2e/year)	14,941	6
Improvement in wastewater discharge quality (m <sup>3</sup> /day)	4,471	2
Increase in diversion through solid waste diverted from landfills (tonnes/year)	2,743	6
Increase in methane capture (tonnes/year)	1,986	4
Increase in number of residents served meeting new standards (#)	50,012	7
Reduction of non-compliance incidents (#)	6	6
Facilities (Compost, recycling, weigh scales, bins, etc.)	10	7
New Facilities	5	4
Improved Facilities	5	3
New Rolling Stock Purchases (#)	3	2
New Collection Receptacle Purchases (#)	4,555	3
New Landfill Gas Management Systems (#)	4	4
Landfill Gas Extraction Pipe/Trenching (metres)	10,450	4
Methane Reducing Landfill Covers (Ha)	23	14
Other outcomes		
Remediated Incinerator Ash (m <sup>3</sup> )	60,000	2

Not surprisingly, recipients indicated that *clean environment* was the national objective best aligned to their projects. Several communities cited the conversion of decommissioned landfills as an outcomes leading towards national objectives of *clean environment* and *strong cities and communities*, as they were eliminating standing orders from the Ministry of Environment to remediate an area.

## Solid Waste National Objectives



## Reducing the Environmental Impact of Solid Waste

The Regional District of North Okanagan (RDNO) used Federal Gas Tax funding to install a landfill gas capture system at the Greater Vernon Recycling and Disposal Facility (GVRDF). This system was designed to meet the requirements of the B.C. Landfill Gas Management Regulation, reduce methane emissions from the GVRDF, and promote the potential to utilize the captured landfill gas as a source of renewable green energy.

Landfill gas, composed of equal proportions of methane and carbon dioxide, is produced as a result of the biological decomposition of organic waste material. The project constructed 2.6 km of trenches supplied by vertical landfill gas extraction wells. The collected gas is flared at the control plant to destroy it. In 2016, the system eliminated 410 tonnes of methane emissions and reduced carbon dioxide emissions by 10,270 tonnes. RDNO is currently in discussions with FortisBC to recycle the gas that is currently being captured for commercial uses, such as powering vehicles.

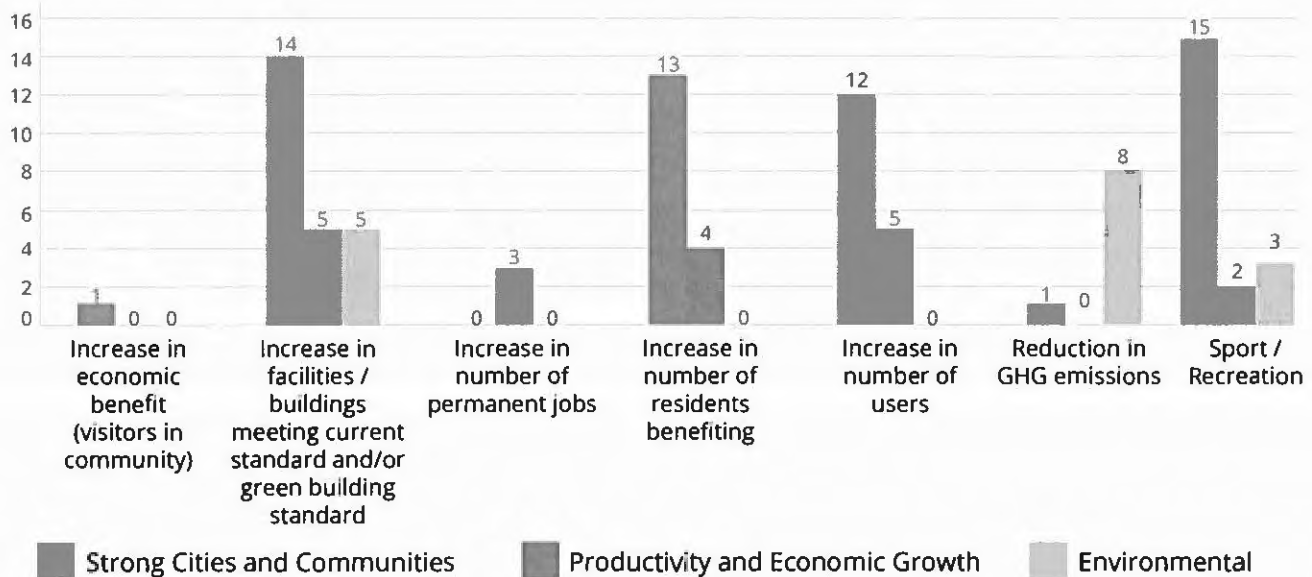
## Sport and Recreational Infrastructure

Outcomes collected from sports and recreation projects represent a diverse array of infrastructure that helps keep communities active and supports youth and amateur sport. Projects reported an increase of 387,629 individuals benefiting from funding. Three new facilities were constructed: a skateboard-park, one community centre, and an outbuilding for a community ski centre. Improved facilities embody a range of projects including playground infrastructure, splash parks, swimming pools, gymnasiums, ice rinks, rodeo grounds, and boat launches.

Sport and Recreation Infrastructure Projects		
Reported Projects	49	
Total Gas Tax Funds (\$)	24,980,930	
Total Project Cost (\$)	101,534,802	
Outcomes / Outputs	Data	Reported Projects
Increase in economic benefit (visitors to community/year)	500	1
Increase in facilities meeting current building standard and/or green building standard (#)	24	24
Increase in number of permanent jobs (#)	12	3
Increase in number of residents benefiting (#)	109,468	19
Increase in number of users (#)	278,161	17
Reduction in GHG emissions (tCO2/year)	71.26	9
Community Centres - Output (m <sup>2</sup> )	14,262	7
New Community Centres (m <sup>2</sup> )	1,672	1
Improved Community Centres (m <sup>2</sup> )	12,590	6
Facilities (arenas, pools, gymnasiums, sports fields, courts) (#)		
New Facilities	3	2
Improved Facilities	29	25
Skateboard Parks (#)	2	2
Rodeo Grounds (#)	1	1
Playgrounds (#)	4	4
Public Parks (#)	16	16
Docks/Boat Launch (#)	3	3
Swimming Pool (#)	9	9
Ice Rink (#)	7	7
Track or Sports Field (#)	5	5
Stadiums (#)	1	1
Community Rec Centre (#)	7	7
Ski Hill Infrastructure (#)	1	1
New Fitness trails/bike paths (m)	30.2	3
Parks (m <sup>2</sup> )	178,832	6
New Parks (m <sup>2</sup> )	18,130	2
Improved Parks (m <sup>2</sup> )	160,702	4
Improved spectator seating/public spaces (#)	1	1

*Strong cities and communities* is the national objective indicated by most projects in this investment category. On average, 56% of outcomes cited improved community resiliency. Outcomes leading toward *clean environment* were achieved in a handful of projects, these occurred in cases of turf replacement that no longer requires grass to be watered, heat/energy loop technology in pools and ice rinks and the upgrading of interiors/exterior of community facilities to meet modern building/energy codes. *Productivity and economic growth* was indicated by the addition of twelve permanent jobs, as well as hundreds of full-time temporary construction jobs that benefited from these projects.

Sport/Recreation Infrastructure National Objectives



On average **56%** of outcomes cited improved community resiliency





Many sport and recreation projects are small in nature and did not meet UBCM's reporting threshold. The following is a count and spending tally of projects undertaken by recipients. The majority of these projects are funded through the Community Works Fund.

Infrastructure	All Complete Projects	GTF Spending
Skateboard Parks	2	\$367,000.00
Rodeo Grounds	1	\$298,119.00
Playgrounds	17	\$1,106,374.98
Public Parks	77	\$10,616,756.93
Docks/Boat Launch	7	\$596,618.00
Swimming Pool	21	\$9,127,423.05
Ice Rink	48	\$5,985,903.83
Sports Field/Track	9	\$1,312,693.92
Stadium	2	\$667,524.00
Ski Hill Infrastructure	10	\$401,699.31



The Regional District of Central Kootenay retrofitted the Nelson and District Community Aquatic Centre thanks to Federal Gas Tax funding.

The renovations completely renewed the facility, extending its life expectancy by 40 years. In addition to improving access for those with mobility challenges, all major pieces of mechanical equipment were replaced or improved. Upgrades to the HVAC system improved air quality in the pool area, improving comfort and safety for both the public and employees. Following the upgrades, attendance at the Aquatic Centre increased 8.3% to 264,607 visits annually.

## Cultural and Tourism Infrastructure

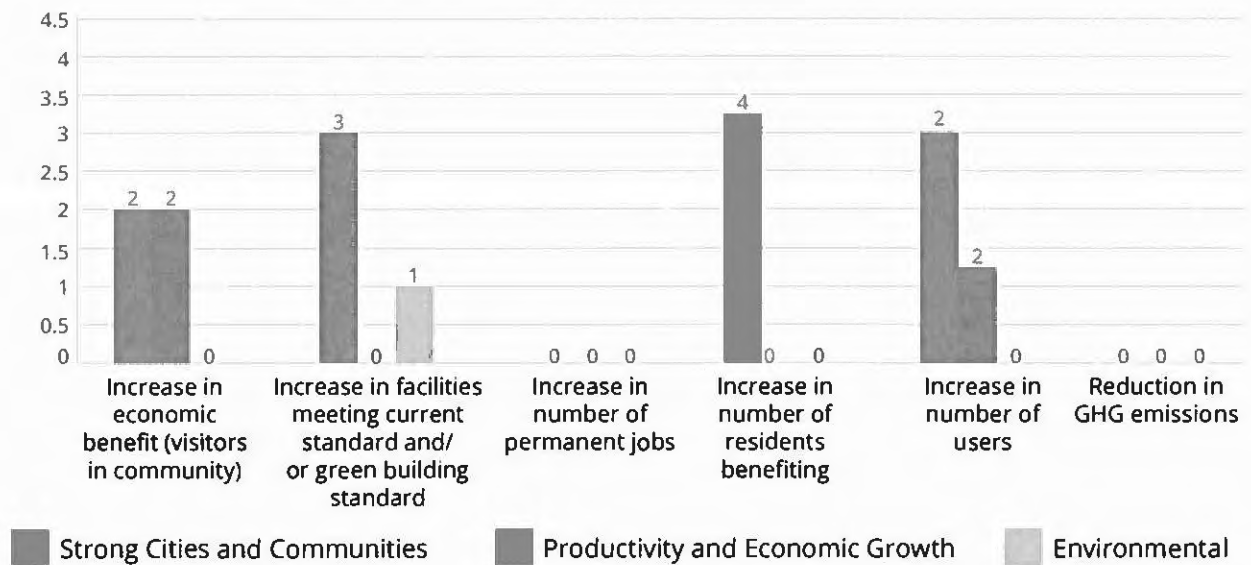
Culture and tourism projects provided new spaces for nearly 418,000 individuals in eight different communities. Three community halls were constructed or improved, one visitor centre constructed, and one heritage building improved. Roughly 10,000 residents directly benefited from cultural infrastructure upgrades in five different communities.

Improvements include energy upgrades, exterior renovations to facades, windows and doors to theatres, cultural centres, and municipal halls.

Tourism and Cultural Infrastructure Projects		
Reported Projects	8	
Total Gas Tax Funds (\$)	4,921,989	
Total Project Cost (\$)	14,928,224	
Outcomes / Outputs	Data	Reported Projects
Reduction in GHG emissions (tCo2e/year)	-	-
Improved Convention Centres (m <sup>2</sup> )	11,882	1
Increase in economic benefit (visitors to community) (#)	380,000	4
Increase in economic benefit (total revenue/year)	2,500,000	4
Increase in number of permanent jobs (#)	-	-
Increase in number of residents benefiting (#)	39,472	6
Increase in number of users (#)	378,123	4
Halls (m <sup>2</sup> )	17,355	4
New Halls (m <sup>2</sup> )	16,172	2
Improved Halls (m <sup>2</sup> )	1,145	2
Improved Heritage Buildings (m <sup>2</sup> )	525	1
Increase in facilities/buildings meeting current building standard and/or green building standard (#)	5	4
Museums (#)	-	-
Improved Theatres (#)	1	1
New Visitor Centres (#)	1	1
Other		
New boat launch	1	1

Outcomes were largely viewed by recipients as leading to *strong cities and communities* and *productivity and economic growth*. These outcomes are due to an increase of visitors to the community, increase in residents who can access facilities, and an increase in the number of facilities meeting modern or green building standards. Respondents struggled to produce an outcome for increased number of permanent jobs as many of the jobs created by this category fall into temporary or part time status.

### Cultural/Tourism Infrastructure National Objectives



Culture and tourism infrastructure had fewer entries largely due to the fact that both categories were added in 2014. Prior to that, energy efficient upgrades at these locations were considered community energy projects, therefore this has caused the categories of community energy systems and cultural/tourism infrastructure to become somewhat blurred. Only eight projects met our reporting threshold of exceeding \$100,000, therefore, the chart below includes a count of all projects completed that were undertaken on performance output indicators like museums, theatres, and heritage buildings. Much of this work is actually small scale lighting replacements or HVAC upgrades for community association buildings in Regional Districts. In fact, culture and tourist infrastructure projects in Regional Districts account for 73% of projects and 40% of spending in the category. These projects account for \$10.6 million spending, though the average spent on projects is \$76,000, while the average cost of projects spending less than the threshold is \$28,000. Many communities are undertaking large-scale community energy projects particularly at recreation centres, ice rinks, and municipal buildings where energy and heat loops are becoming more prevalent. However, once a project reaches such a scale, it generally becomes categorized as an energy project.

Infrastructure Type	Complete Projects	Renovation/ Replacement/ Retrofit	New Construction/ Installation	HVAC	Lighting/ Electrical	Exterior	Improved Accessibility	Water/ Septic/ Sewer
Museum	7	2	5	3	1	1	3	0
Visitor Centre	4	2	2	0	1	0	1	2
Heritage Building	4	5	1	0	2	1	1	0
Convention Centre	1	1	0	1	1	0	0	1
Halls	114	141	20	47	47	70	13	22
Theatres	4	6	1	4	1	0	0	1
Totals	134	157	29	55	53	72	18	26





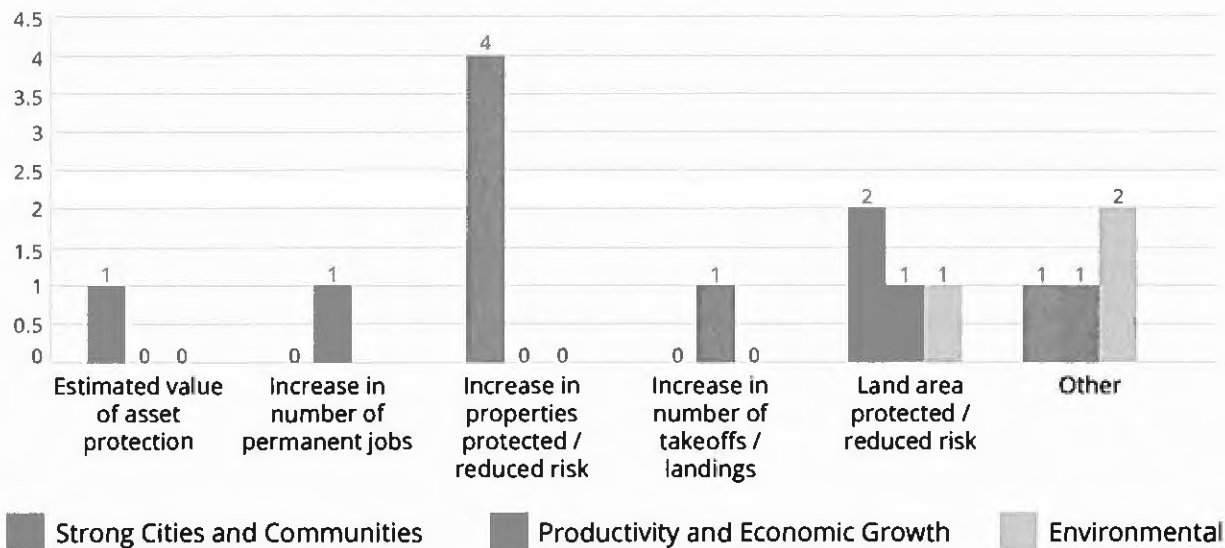
The District of Tumbler Ridge used Federal Gas Tax funding to construct a new visitor information centre.

Open year-round and located in the downtown core, the visitor information centre is the first stop for visitors to Tumbler Ridge's 47 hiking trails, 30 waterfalls, and UNESCO Global Geopark. In addition to the main visitor centre, the facility has two offices and a fully equipped meeting room on the lower level. Both floors have wheelchair accessible washrooms and there is an elevator to the lower meeting room. The facility also provides a hub for all tourism signage in the community. Since opening in 2015, the number of tourists entering the visitor centre has increased by nearly 60% to 16,500 visits annually.

### Other Capital Infrastructure Projects

Disaster Mitigation and Regional/Local Airports		
Reported Projects	8	
Total Gas Tax Funds (\$)	2,268,027	
Total Project Cost (\$)	7,859,900	
Outcomes / Outputs	Data	Reported Projects
Increase in number of permanent jobs (#)	2.5	1
Increase in number of take-offs/landings (#)	17	1
Renewed Runway/apron capacity (m <sup>2</sup> )	36,809	1
Increase in properties protected/reduced risk (#)	311	4
Land area protected/reduced risk (m <sup>2</sup> )	32,213,322	4
Expanded Berms/Dikes - Output (#)	4	1
Seismic Upgrades (#)	1	1

### Disaster Mitigation and Regional/Local Airports National Objectives



The Cowichan Valley Regional District has used Federal Gas Tax funding to mitigate the impacts of flooding through improvements to dikes around the City of Duncan.

The lower Cowichan River's floodplain covers one of the region's urban centers and includes a substantial portion of the region's population, as well as a much of its critical infrastructure and social capital. A November 2009 flood demonstrated that not only was the region affected immediately by the flood event, but also the potential long-term impacts due to road closures, loss of economic activity, and the disabled infrastructure. The dikes constructed by the CVRD protect all elevations at risk in the event of a 200-year flood and provide allowance for additional increases due to climate change.

## Public Transit: Translink - Summary of Activity

The following is TransLink's submission to the federal Gas Tax Fund in British Columbia - 2018 Outcomes Report.

### Purpose

This report provides outcomes and output data for the federal Gas Tax funded projects TransLink completed between January 1, 2014 and December 31, 2016<sup>1</sup>. Further details on TransLink's overall performance from 2014-2016 is provided on page 42.

Between 2014 and 2016 - Translink has invested over \$175 million in Gas Tax funds for a range of transit projects

Between 2014 - 2016

23 %

of the revenue fleet energy use was from renewable sources, primarily electricity



Between 2014 - 2016  
CAC emissions

decreased by 110 tonnes

= 13 %  
reduction

<sup>1</sup>This report does not include any 2016 Fleet Replacement projects as they have yet to be substantially completed.

## Summary of Projects

Between 2014 and 2016, TransLink has invested over \$175 million in Gas Tax funds for a range of transit projects designed to increase system capacity and/or replace older vehicles that were at end of life. Vehicles operating past their life expectancy result in higher emissions, greater fuel consumption and higher operating costs negatively impacting customer service and reliability. Newer vehicles generally improve noise pollution, and reduce greenhouse gas (GHG) emissions and criteria air contaminants (CACs). These benefits contribute to improvements in the quality of life in the Lower Mainland of British Columbia. A summary of the project outcomes is provided below.

### Summary of Projects 2014-2016

Public Transit	
Completed Projects	11
Total Gas Tax Funds (\$)*	175,025,464
Total Project Costs (\$)***	181,090,263
Outcomes / Output	
Vehicle Purchase	540
40' Conventional Diesel Buses	17
40' Compressed Natural Gas Buses	96
60' Hybrid Articulated Buses	46
Community Shuttles	201
HandyDART Vehicles	151
SeaBus Vessels	1
West Coast Express Rail Cars (buy-out)	28
System Capacity Increase (number of spaces)	1,348
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	2,438
Reduction in CAC Emissions (tonnes/year)	136
HC (tonnes/year)	1
CO (tonnes/year)	5
NO <sub>x</sub> (tonnes/year)	126
PM (tonnes/year)	3
Estimated Fuel Consumption (Litres/year) / (GJ/year)	6,876,570 L decrease in diesel consumption 3,850,490 L increase in gasoline consumption 183,264 GJ increase in compressed natural gas consumption
Other Transit Projects	5
New Transit Centre	1
Upgrade to Operations and Maintenance Centre	1
Smart Card System	1
Technology Upgrades	2

\*Includes interest earned on fund received

\*\* Project Forecast Costs as at 31 December 2016

## Fleet Project Outcomes

### Community Shuttle Replacement 2011 & 2012

*The projects consisted of replacing 38 diesel shuttles that reached the end of their economic life. The vehicles were replaced with 25 diesel shuttles and 13 gasoline shuttles.*

The 38 Community Shuttle vehicles had reached the end of their economic life in 2011 (based on 6 years / 450,000 km life expectancy).

Total Gas Tax Funds (\$)	5,514,586
Total Project Costs (\$)	5,647,477
System Capacity Increase	-
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	-12
Reduction in CAC Emissions (tonnes/year)	5.42
HC (tonnes/year)	0.06
CO (tonnes/year)	-0.42
NO <sub>x</sub> (tonnes/year)	5.77
PM (tonnes/year)	0.02
Estimated Fuel Consumption (Litres/year)	313,000 L increase diesel consumption
	321,000 L increase gasoline consumption *
Additional Benefits	New shuttles are more reliable and quieter than the existing Community Shuttle fleet.

\*The replacement vehicles are heavier than the retired vehicles, which resulted in increased fuel consumption, and increased GHG emissions.

### 2013 HandyDART Replacement

*The project consisted of replacing 57 vehicles (21 diesel micro-buses, 24 diesel midi-buses and 12 diesel mini-buses) that reached the end of their economic life. The vehicles were replaced with 31 vehicles (6 diesel micro-buses and 25 gasoline micro-buses).*

The 57 HandyDART vehicles had reached the end of their economic life in 2012 as follows:

- 21 micro buses and 24 midi buses based on a six year / 200,000 km life expectancy; and
- 12 mini buses based on an eight year / 250,000 km life expectancy.



The 57 vehicles were replaced by 31 micro-buses in the second year option of the HandyDART vehicle contract. The fleet was “right-sized” with a combination of fewer and smaller buses resulting in a reduction in vehicle capital costs. Lighter-weight, smaller vehicles consume less fuel and therefore, have lower GHG emissions.

Total Gas Tax Funds (\$)	3,535,399
Total Project Costs (\$)	3,594,738
System Capacity Increase	-448
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	712
Reduction in CAC Emissions (tonnes/year)	2.48
HC (tonnes/year)	-0.06
CO (tonnes/year)	-1.56
NO <sub>x</sub> (tonnes/year)	4.09
PM (tonnes/year)	0.001
Estimated Fuel Consumption (Litres/year)	239,580 L decrease in diesel consumption
	45,540 L increase gasoline consumption
Additional Benefits	HandyDART is a shared-ride public transit service, which uses specially equipped vehicles designed to carry passengers with physical or cognitive disabilities who are unable to use public transit without assistance.

### 2013 Community Shuttle Replacement

*The project consisted of replacing 44 diesel shuttles that reached the end of their economic life. The vehicles were replaced with 57 shuttles (37 diesel shuttles and 20 gasoline shuttles).*

The 44 Community Shuttle vehicles had reached the end of their economic life in 2013 (based on 6 years / 450,000 km life expectancy). In this project, an additional 13 shuttles were added to the fleet resulting in an increase in fuel consumption and therefore, higher GHG emission.

Total Gas Tax Funds (\$)	8,842,437
Total Project Costs (\$)	8,878,970
System Capacity Increase	312
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	-813
Reduction in CAC Emissions (tonnes/year)	7.16
HC (tonnes/year)	0.13
CO (tonnes/year)	0.16
NO <sub>x</sub> (tonnes/year)	6.84
PM (tonnes/year)	0.04
Estimated Fuel Consumption (Litres/year)	115,700 L decrease in diesel consumption 494,000 L increase gasoline consumption
Additional Benefits	Expanding the Community Shuttle fleet provides an increase in capacity and service reliability.

### 2012 Conventional Bus Replacement

*The project consisted of replacing 42-40' conventional diesel buses that reached the end of their economic life. The vehicles were replaced with 17- 40' conventional diesel buses and 25- 60' articulated hybrid buses.*

The 42-40' conventional buses had reached the end of their economic life in 2012 (based on 17 years / 1,000,000 km life expectancy).

Total Gas Tax Funds (\$)	28,626,000
Total Project Costs (\$)	29,437,406
System Capacity Increase	1,228
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	202
Reduction in CAC Emissions (tonnes/year)	19.91
HC (tonnes/year)	-0.01
CO (tonnes/year)	2.02
NO <sub>x</sub> (tonnes/year)	17.12
PM (tonnes/year)	0.78
Estimated Fuel Consumption (Litres/year)	76,800 L decrease in diesel consumption
Additional Benefits	Increased capacity and service results in improved accessibility and quality of public transit, thereby encouraging more people to use public transit and decrease dependency on passenger vehicles.

### 2014 Conventional Bus Replacement

*The project consisted of replacing 52-40' conventional diesel buses that reached the end of their economic life. The vehicles were replaced with 45- 40' compressed natural gas (CNG) buses.*

The 52-40' conventional buses had reached the end of their economic life in 2014 (based on 17 years / 1,000,000 km life expectancy).

Total Gas Tax Funds (\$)	24,450,000
Total Project Costs (\$)	24,884,429
System Capacity Increase	-539
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	671
Reduction in CAC Emissions (tonnes/year)	30.22
HC (tonnes/year)	0.02
CO (tonnes/year)	4.04
NO <sub>x</sub> (tonnes/year)	25.44
PM (tonnes/year)	0.73
Estimated Fuel Consumption (Litres/year)/(GJ/year)	1,840,800 L decrease in diesel consumption
	85,905 GJ increase in natural gas consumption
Additional Benefits	Compressed natural gas is considered a lower carbon fuel than diesel. TransLink gain carbon credits as a Fuel Supplier of CNG under the British Columbia Renewable & Low Carbon Fuel Regulation.

### 2014 Community Shuttle Replacement

*The project consisted of replacing 49 diesel shuttles that reached the end of their economic life. The vehicles were replaced with 49 gasoline shuttles.*

The 49 Community Shuttle vehicles had reached the end of their economic life in 2014 (based on 6 years / 450,000 km life expectancy).

Total Gas Tax Funds (\$)	7,310,000
Total Project Costs (\$)	7,400,162
System Capacity Increase	-
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	278
Reduction in CAC Emissions (tonnes/year)	6.31
HC (tonnes/year)	0.22
CO (tonnes/year)	-1.60
NO <sub>x</sub> (tonnes/year)	7.64
PM (tonnes/year)	0.03
Estimated Fuel Consumption (Litres/year)	1,146,600 L decrease in diesel consumption
	1,210,300 L increase in gasoline consumption
Additional Benefits	New shuttles are more reliable and quieter than the existing Community Shuttle fleet.

### 2014 HandyDART Vehicle Replacement

*The project consisted of replacing 65 HandyDART vehicles (37 diesel micro-buses, 21 diesel midi-buses and 7 diesel mini-buses) that reached the end of their economic life. The vehicles were replaced with 65 vehicles (40 gasoline micro-buses and 25 diesel midi-buses).*

The 65 HandyDART vehicles had reached the end of their economic life in 2013 (based on six years / 200,000 km life expectancy). The fleet was "right-sized" with a combination of fewer and smaller buses resulting in a reduction in vehicle capital costs. Lighter-weight, smaller vehicles consume less fuel and therefore, have lower GHG emissions.

Total Gas Tax Funds (\$)	7,530,000
Total Project Costs (\$)	7,577,080
System Capacity Increase	-68*
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	69
Reduction in CAC Emissions (tonnes/year)	4.52
HC (tonnes/year)	0.09
CO (tonnes/year)	-0.66
NO <sub>x</sub> (tonnes/year)	5.06
PM (tonnes/year)	0.02
Estimated Fuel Consumption (Litres/year)	332,640 L decrease in diesel consumption
	356,400 L increase gasoline consumption
Additional Benefits	HandyDART is a shared-ride public transit service, which uses specially equipped vehicles designed to carry passengers with physical or cognitive disabilities who are unable to use public transit without assistance.

\*Capacity decreased as additional smaller sized micro-buses were purchased.



### SeaBus Replacement

*The project consisted of replacing the Burrard Otter SeaBus, one of the two original vessels in service since 1976. The new SeaBus entered into revenue service on December 1, 2014.*

The SeaBus replacement was necessary to maintain safe water transportation between Waterfront Station in Downtown Vancouver and Lonsdale Quay in North Vancouver. The original vessels, built in the late 1970's, concluded their useful lives of 30-years. Although proven to be highly reliable, due to new regulations by Transport Canada, these vessels did not fall within current safety and compliance guidelines. Originally, the intention was to refurbish the Burrard Otter SeaBus; however, the cost was not justified in comparison to the purchase price of a new vessel (\$33.5M refurbishment vs \$46.1M new vessel).

Total Gas Tax Funds (\$)	19,697,042
Total Project Costs (\$)	20,475,029
System Capacity Increase	-
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	41
Reduction in CAC Emissions (tonnes/year)	6.68
HC (tonnes/year)	0.11
CO (tonnes/year)	0.72
NO <sub>x</sub> (tonnes/year)	5.57
PM (tonnes/year)	0.28
Estimated Fuel Consumption (Litres/year)	15,500 L decrease in diesel consumption
Additional Benefits	The new vessel was procured to meet TransLink policy objectives of 10-minute peak service on major corridors and to address forecast increased demand for SeaBus service.



### Fleet Replacements (2015 Conventional Bus Replacement)

*The project consisted of replacing 72-40' conventional diesel buses that reached the end of their economic life. The vehicles were replaced with 51- 40' compressed natural gas (CNG) buses and 21-60' articulated hybrid buses.*

The 72-40' conventional buses had reached the end of their economic life in 2015 (based on 17 years / 1,000,000 km life expectancy).

Total Gas Tax Funds (\$)	54,800,000
Total Project Costs (\$)	56,844,331
System Capacity Increase	903
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	335
Reduction in CAC Emissions (tonnes/year)	41.09
HC (tonnes/year)	-0.06
CO (tonnes/year)	5.07
NO <sub>x</sub> (tonnes/year)	34.76
PM (tonnes/year)	1.32
Estimated Fuel Consumption (Litres/year)/(GJ/year)	1,854,000 L decrease in diesel consumption
	97,359 GJ increase in natural gas consumption
Additional Benefits	Compressed natural gas is considered a lower carbon fuel than diesel. TransLink gain carbon credits as a Fuel Supplier of CNG under the British Columbia Renewable & Low Carbon Fuel Regulation.

### Fleet Replacements (2015 Community Shuttle Replacement)

*The project consisted of replacing 62 defective diesel shuttles of the entire 2012/13 International/Champion community shuttle fleet. The vehicles were replaced with 62 gasoline shuttles.*

Total Gas Tax Funds (\$)*	9,350,000
Total Project Costs (\$)	9,472,356
System Capacity Increase	-
GHG Emissions Reductions (tonnes of CO <sub>2</sub> e/year)	889
Reduction in CAC Emissions (tonnes/year)	7.98
HC (tonnes/year)	0.28
CO (tonnes/year)	-2.02
NO <sub>x</sub> (tonnes/year)	9.67
PM (tonnes/year)	0.04
Estimated Fuel Consumption (Litres/year)	1,450,800 L decrease in diesel consumption
	1,289,600 L increase gasoline consumption
Additional Benefits	New shuttles are more reliable and quieter than the existing Community Shuttle fleet.

### WEST COAST EXPRESS RAIL CARS BUYOUT

In 1995/1996 TransLink (then BC Transit) entered into a 20-year lease agreement for the provision of 28 bi-level passenger train cars to be operated by the West Coast Express service ("WCE"). After researching current market conditions, TransLink chose to exercise the buyout of the existing lease.

### Non-Fleet Project Outcomes

#### HAMILTON TRANSIT CENTRE

The Hamilton Transit Centre (HTC) was designed to serve as a storage, operating and maintenance facility for 300 40-ft buses; including up to 80 community shuttle buses, and 150 CNG buses (Compressed Natural Gas).

HTC performs three major functions: dispatch, fuel/wash service, and maintenance for buses servicing the Richmond, New Westminster, Burnaby, and Vancouver areas. It is an energy-efficient facility which meets LEED (Leadership in Energy and Environmental Design) Silver specifications.

The proximity of HTC to two major exchanges (22nd Street Station & New Westminster Station), and to Highway 91, has allowed Coast Mountain Bus Company (CMBC), a TransLink subsidiary, to decrease the deadhead times for many routes and increase in-revenue time. While this is a more effective use of resources, another benefit is the size of the facility. HTC offers a substantial portion of the parking and maintenance capacity required for the completion of Phase 1 of the Mayors' Plan, and the start of Phase 2.

#### SKYTRAIN OPERATING AND MAINTENANCE CENTRE – PHASE 2

The purpose of this project was to expand the Operations and Maintenance Centre (OMC) for British Columbia Rapid Transit Company (BCRTC), a TransLink subsidiary, to address the maintenance and storage capacity required to meet an increase in SkyTrain vehicles. Prior to the expansion, the OMC was working beyond capacity and fully utilizing the existing storage capacity. This resulted in storing some vehicles on the mainline SkyTrain guideway during non-peak and non-revenue hours, which in turn added risks to service reliability, routine maintenance and security.

The project included: three new vehicle storage tracks to store 74 new SkyTrain cars, expansion of the propulsion power substation, expansion of the maintenance facility and expansion of the operations office and administration area.

The benefits of this project have been increased revenue, cost reduction and improved service reliability through reduced repairs/maintenance-related costs and downtime.

#### SMART CARDS

The purpose of this project was to implement a smart card fare collection system and the installation of fare gates at SkyTrain stations in order to address fare evasion and security issues.

#### Primary benefits of the project:

1. Improved operating efficiency and increased ridership through improved customer and ridership information and data.
2. New opportunities to generate or increase revenue.
3. New and convenient options for customers to increase customer satisfaction.
4. Improved quality and efficiency of transit service delivery.
5. Improved safety and security.

The fare gates were closed over a period of time with total closure being obtained in April 2016. Year-over-year annual fare revenue for 2016/2015 revealed there was a 6.7% increase, with ridership increasing by 4.5% (2016 Annual Report, page 25.) By comparison, the increase in annual fare revenue from 2014 to 2015 was 2.6% (2015 Annual Report, page 49.) The closure of fare gates and the marketing drive to educate customers on Compass card program were important factors in capturing revenue that was previously lost to fare evasion.

### EXPO LINE PROPULSION POWER UPGRADE

This project was to upgrade the SkyTrain Expo Line propulsion power system by expanding and improving the existing infrastructure. Prior to commencement of the project, the electrical network on the Expo Line was not suitable for operating the system at the existing vehicle load. The Expo Line suffered regular incidents of failure due to power substations tripping due to overloading. However, the Expo Line was required to handle an additional 48 Mark II cars and would not have been able to do so without some major upgrades to the existing infrastructure. Once the upgrades and project were completed, the addition of the 48 Mark III SkyTrain Cars allowed for the transport of 15,900 pphpd (persons per hour per direction.) Previously, the system was operating overcapacity at 13,300 pphpd, while built to handle only 11,880 pphpd.

### AUTOMATED TRAIN CONTROL EQUIPMENT REPLACEMENT

Components of the Automatic Train Control System (ATC) were reaching 30+ years of service and had not been improved or upgraded since SkyTrain went into service. A phased approach was adopted for the replacement of the ATC system and this project was the second phase of the program which upgraded the Expo Line ATC Communication system. This upgrade intended to keep SkyTrain running in a good state of repair, with enhanced system reliability.

Included in the scope was the replacement of end-of-life FID's (Feed-In Devices) on the Expo Line and upgrade to the communication system via migration to fibre optic cables from copper cables. The use of copper cables in the past led to many system failures. Additionally, usage of fibre optic cables enables the use of digital signals instead of analog signals for systems communications leading to extremely reliable communication.

According to a "*Reliability, Availability and Maintainability Analysis*" conducted by an independent third party, the implementation of this project expected to reduce the ATC's failure rate and increase the mean time between failures from 2,387 hours to 2,998 hours. The migration to fibre optic cables concluded as of November 2017.

## Overall TransLink Performance 2014-2016

### Ridership

- From 2014 to 2016, the number of boarded passengers increased by 29.3 million, an increase in 8.2%.

### Fleet Energy Consumption

- From 2014 to 2016, energy consumption (GJ) related to fleet fuel consumption use decreased slightly (0.3%). The energy consumption per boarded passenger decreased by 8% signifying efficiencies across the transit network.
- From 2014 to 2016, 23% of the revenue fleet energy use was from renewable sources, primarily electricity.

### Fleet Greenhouse Gas (GHG) Emissions

- More fleet and service was added between 2014 and 2016, which resulted in an increase of approximately 1,340 tonnes CO<sub>2</sub>e. GHG emissions per boarded passenger decreased by 7% signifying efficiencies across the transit network.

### Air Quality – Criteria Air Contaminants (CAC)

- From 2014 to 2016, CAC emissions decreased by approximately 110 tonnes, resulting in a 13% reduction in CAC emissions during this period.



## Capacity Building

Between 2014 and 2016, local governments expended \$6.8 million on 136 complete capacity building projects. Integrated Community Sustainability Planning accounted for 46% of capacity building expenditures and projects. Long Term Infrastructure Planning accounted for 28% of projects and expenditures. Improving asset management practices accounted for 21% of projects and 15% capacity building expenditures.

Complete Capacity Building Projects		
	Projects (#)	Spending
Integrated Community Sustainability Planning	63	\$3,170,498
Long Term Infrastructure Planning	40	\$1,866,117
Asset Management	28	\$1,022,662
Municipal Capacity Building	5	\$810,373
	136	\$6,869,652

Capacity Building by Funding Stream		
	Projects (#)	Cumulative Spending
CWF	111	\$4,368,714.94
SPF	25	\$2,500,936.86
	136	\$6,869,652

## Asset Management

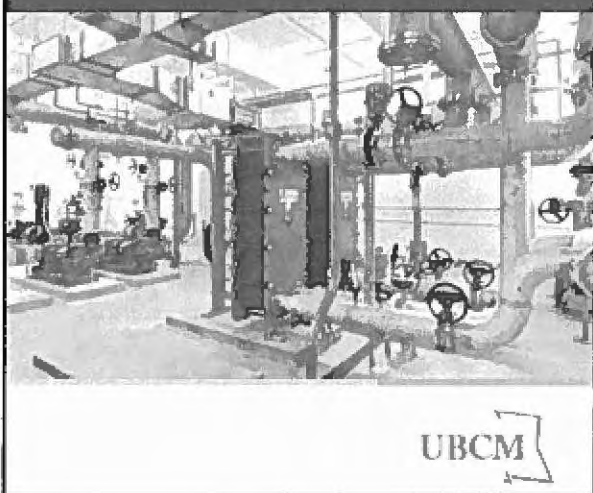
Under the terms of the renewed Administrative Agreement on the Federal Gas Tax Fund in British Columbia (the GTA), UBCM administers asset management commitments developed and approved by the Gas Tax Partnership Committee. The Gas Tax Partnership Committee identified and approved the development of [Asset Management for Sustainable Service Delivery: A BC Framework](#) (the Framework) as a guidance document designed to build and strengthen local government asset management over the term of the GTA.

Pursuant to the GTA and the Framework, the Gas Tax Partnership Committee also developed and approved local government asset management commitments. The commitments include three (3) phases designed to measure BC local government progress in developing and implementing asset management practices and meeting asset management reporting requirements under the GTA;

- Phase 1 of the GTA's commitment to improving asset management in BC local governments was met in the fall of 2017 with the release of the report [Status of Asset Management in British Columbia: Results from the 2016 Gas Tax Fund Asset Management Baseline Survey](#). The document analyzes cumulative data as self-reported by all 189 local governments in BC and establishes baseline information on local government asset management practices and information management,
- Phase 2 is being implemented in Spring 2018 whereby individual local governments will establish a commitment towards improving and/or implementing additional asset management practices, and
- Phase 3 will be implemented through the release and submission of an Asset Management Assessment Form – Progress Report that will report on local government progress made during the term of the GTA, providing a cumulative analysis on all 189 BC local governments.

## STATUS OF ASSET MANAGEMENT IN BRITISH COLUMBIA

RESULTS FROM THE 2016 GAS TAX FUND  
ASSET MANAGEMENT BASELINE SURVEY



The Phase 1 survey results illustrate that BC local governments are engaged and active in moving forward with asset management. With respect to capacity for asset management, local governments are at various stages of maturity and have assets that are in need of immediate replacement and/or rehabilitation (very poor and/ or poor condition), it is important to ensure that the current activity and interest in asset management is maintained.

To support local governments with making improvements in asset management, together with Asset Management BC and Ministry of Municipal Affairs and Housing, UBCM will support and encourage the development of asset management tools, resources, and training opportunities. Local governments should use their results from the survey to develop an implementation plan, as required under the Gas Tax Agreement. The results from the Phase 1 survey can assist local governments in identifying gaps and setting priorities for improvement in asset management and sustainable service delivery.

## Incremental Spending

The GTA in British Columbia measures incremental spending by determining gross net capital spending of eligible recipients over a five-year period. To meet the incremental spending threshold, local governments are required to spend more than the baseline of \$ 2,482,961,340, while Translink is required to meet a net capital spending threshold of \$591,162,000. Both of these amounts were agreed on by Partnership Committee in 2005 and reconfirmed by PC in 2015. UBCM measures net capital spending of local governments using the *Changes in Net Financial Assets* document released annually by the Ministry of Municipal Affairs and Housing.

Gas Tax Fund recipients in British Columbia have fulfilled the requirement to ensure the federal funding received has resulted in net incremental capital spending. Local governments outside the Greater Vancouver region have achieved this five-year goal in just three years.

	Translink	Local Governments (outside GVRD)
Own source capital spending 2014	\$199,500,000	\$ 999,301,228
Own source capital spending 2015	\$263, 898,000	\$ 1,009,193,476
Own source capital spending 2016	\$388,499,000	\$ 1,113,507,179
Own source capital spending 2017	N/A	N/A
Own source capital spending 2018	N/A	N/A
Total	\$851,897,000	\$ 3,122,002,503
Baseline	\$591,162,000	\$ 2,482,961,340

## Conclusion: Gas Tax and the Future

The Federal Gas Tax fund in British Columbia has grown to become a predictable and dependable source of funding that helps communities grow and improve infrastructure. The outputs and outcomes described in this report reveal that the renewed Gas Tax Agreement is meeting its national program objectives of *productivity and economic growth, a clean environment, and strong cities and communities*.

From 2014 to 2016, local governments expended over \$624.9 million of Gas Tax funds on 1,179 completed capital infrastructure projects. Projects span across all investment categories with the majority of investment occurring in roads, public transit, and water/wastewater infrastructure. Local governments expended an additional \$6.8 million on planning, capacity building and asset management projects. Gas Tax funded projects can therefore claim a multitude of environmental, economic, and social benefits both regionally and provincially.

Looking to the future, the federal Gas Tax Fund will continue to provide robust outcomes due to 112 new Strategic Priorities Fund projects approved in 2018. These projects account for approximately \$200 million in future investments and will build on a legacy of pooled fund projects that have proven to provide substantial infrastructure upgrades to communities of all sizes across the province.



## Appendix A:

### GHG Emissions Reduction Calculation Methodology

Project Category	Calculation Method <sup>1</sup>
Local Roads, Bridges and Active Transportation	<ul style="list-style-type: none"> <li>• Non-Recreation Bike Paths and Bike Lanes: GHG emissions are calculated by estimating the number of commuters who will use the bike facility instead of driving, and then calculating the resulting emissions avoided.</li> <li>• Roads and Bridges: GHG emissions are calculated by estimating the number of kilometers of vehicle use avoided and then calculating the resulting emissions avoided.</li> <li>• In instances where only the number of users was known, GHG emissions reductions were calculated using benchmark data from the GHG EA Guide.</li> </ul>
Public Transit	<ul style="list-style-type: none"> <li>• Vehicle Replacement: GHG emissions reductions are calculated by comparing the fuel efficiency of the new vehicle to that of the original.</li> </ul>
Community Energy Systems	<ul style="list-style-type: none"> <li>• Renewable Energy System: GHG emission reductions will depend on the amount of conventional energy avoided as a result of using a renewable energy system. The GHG emissions factor depends on the kind of heating system that is already in place, or that would have been used if the renewable heating system was not installed (i.e. electric, natural gas, or propane).</li> <li>• Building Retrofit: In most cases, energy savings are determined through a feasibility study. However, if not available, savings estimates can be calculated using existing consumption and percentage savings. Most retrofit projects will save between 10-30% of a building's energy.</li> </ul>
Solid Waste	<ul style="list-style-type: none"> <li>• GHG reductions are calculated based on the estimated reduction in methane production at landfills, reduced vehicle use, and reduced fuel use from the replacement of waste disposal vehicles with more fuel efficient models.</li> </ul>
Wastewater	<ul style="list-style-type: none"> <li>• GHG reductions are calculated based on the estimated reduction in wastewater flow and the resulting reductions in energy use.</li> </ul>
Drinking Water	<ul style="list-style-type: none"> <li>• GHG reductions are calculated based on the estimated reduction in water flow and the resulting reductions in energy use.</li> </ul>
Sport/Rec/Cultural/Tourism	<ul style="list-style-type: none"> <li>• See community energy systems</li> </ul>

BC Ministry of Community Development, Greenhouse Gas Emission Assessment Guide: For British Columbia Local Governments, 2008.



## Appendix B

Completed Capital Infrastructure and Capacity Building Projects between 2014 and 2016 by Local Government

Community	Completed Projects	Gas Tax Funding (\$)
100 Mile House, District of	2	159,031
Abbotsford, City of	16	1,682,195
Alberni-Clayoquot, Regional District of	3	553,111
Alert Bay, Village of	4	625,712
Anmore, Village of	1	107,456
Armstrong, City of	5	850,005
Barriere, District of	13	1,603,403
BC Transit	1	750,000
Bowen Island Municipality	1	118,000
Bulkley-Nechako, Regional District of	40	1,935,525
Burnaby, City of	8	2,420,531
Burns Lake, Village of	3	225,050
Cache Creek, Village of	3	264,289
Campbell River, City of	11	1,376,712
Canal Flats, Village of	2	142,915
Capital Regional District	21	6,155,794
Cariboo Regional District	29	2,452,834
Castlegar, City of	1	1,211,748
Central Coast Regional District	4	303,820
Central Kootenay Regional District	53	9,137,055
Central Okanagan, Regional District of	45	1,801,021
Central Saanich, District of	2	225,000
Chase, Village of	6	951,413
Chetwynd, District of	4	193,342
Chilliwack, City of	5	13,491,947
Clearwater, District of	4	235,895
Clinton, Village of	4	350,995
Coldstream, District of	5	1,039,400
Columbia-Shuswap Regional District	36	4,116,052
Colwood, City of	16	993,686
Comox Valley Regional District	9	1,110,374
Comox, Town of	8	523,866
Coquitlam, City of	9	664,888
Courtenay, City of	8	1,009,867
Cowichan Valley Regional District	26	4,482,828
Cranbrook, City of	10	10,244,232
Creston, Town of	3	583,187
Cumberland, Village of	12	759,396
Dawson Creek, City of	5	1,332,798
Delta, City of	1	680,000
Duncan, City of	9	786,291
East Kootenay, Regional District of	15	1,347,141

Community	Completed Projects	Gas Tax Funding (\$)
Elkford, District of	2	761,040
Enderby, City of	6	916,505
Esquimalt, Township of	11	3,932,881
Fernie, City of	3	1,223,489
Fort St. James, District of	6	323,669
Fort St. John, City of	12	4,597,993
Fraser Lake, Village of	4	82,636
Fraser Valley Regional District	16	667,285
Fraser-Fort George, Regional District of	11	467,798
Fruitvale, Village of	8	1,705,194
Gibsons, Town of	2	36,945
Gold River, Village of	3	111,154
Golden, Town of	7	438,154
Grand Forks, City of	-	-
Granisle, Village of	8	241,374
Greenwood, City of	4	277,951
Harrison Hot Springs, Village of	5	1,802,668
Hazelton, Village of	1	22,956
Highlands, District of	2	510,000
Hope, District of	3	912,627
Houston, District of	1	2,703,970
Hudson's Hope, District of	1	730,752
Invermere, District of	1	169,389
Jumbo Glacier, Mountain Resort Municipality	1	101,189
Kamloops, City of	8	3,203,688
Kaslo, Village of	6	100,181
Kelowna, City of	13	14,173,792
Kent, District of	3	969,525
Keremeos, Village of	5	549,821
Kimberley, City of	3	633,847
Kitimat-Stikine, Regional District of	7	536,896
Kitimat, District of	2	850,848
Kootenay Boundary, Regional District of	30	735,287
Ladysmith, Town of	15	847,837
Lake Country, District of	8	5,358,920
Lake Cowichan, Town of	2	1,355,881
Langford, City of	7	2,523,798
Langley, City of	1	127,680
Langley, Township of	-	-
Lillooet, District of	4	6,816,332
Logan Lake, District of	2	173,790
Lumby, Village of	7	263,467
Lytton, Village of	2	235,233
Mackenzie, District of	-	-
Maple Ridge, City of	-	-
Masset, Village of	1	100,000
McBride, Village of	1	151,097

Community	Completed Projects	Gas Tax Funding (\$)
Merritt, City of	3	351,381
Metchosin, District of	2	110,351
Midway, Village of	1	700
Mission, District of	3	1,279,388
Montrose, Village of	1	92,824
Mount Waddington Regional District	20	594,280
Nakusp, Village of	2	413,398
Nanaimo Regional District	31	3,157,142
Nanaimo, City of	2	21,522,833
Nelson, City of	9	1,990,293
New Denver, Village of	-	-
New Hazelton, District of	1	58,041
New Westminster, City of	3	734,488
North Coast Regional District	2	145,500
North Cowichan, District of	10	7,126,609
North Okanagan Regional District	47	2,400,876
North Saanich, District of	2	317,149
North Vancouver, City of	2	578,650
North Vancouver, District of	4	1,223,149
Northern Rockies Regional Municipality	1	1,152,336
Oak Bay, District of	1	738,000
Okanagan Basin Water Board	1	95,000
Okanagan-Similkameen, Regional District of	18	1,902,829
Oliver, Town of	9	1,831,674
Osoyoos, Town of	3	1,506,968
Parksville, City of	7	685,500
Peace River Regional District	5	2,601,913
Peachland, District of	4	94,109
Pemberton, Village of	2	322,127
Penticton, City of	18	3,277,787
Port Alberni, City of	19	1,361,583
Port Alice, Village of	5	163,938
Port Clements, Village of	2	867,536
Port Edward, District of	2	145,982
Port Hardy, District of	5	223,484
Port McNeill, Town of	1	311,191
Port Moody, City of	2	146,416
Pouce Coupe, Village of	5	576,691
Powell River Regional District	14	1,047,887
Powell River, City of	17	3,300,504
Prince George, City of	31	11,702,630
Prince Rupert, City of	11	2,891,281
Princeton, Town of	4	937,329
Qualicum Beach, Town of	4	993,440
Queen Charlotte, Village of	4	250,374
Quesnel, City of	7	149,765
Radium Hot Springs, Village of	2	25,064

Community	Completed Projects	Gas Tax Funding (\$)
Revelstoke, City of	5	464,049
Saanich, District of	7	29,145,565
Salmo, Village of	7	167,469
Salmon Arm, City of	10	1,335,827
Sayward, Village of	3	104,640
Sechelt, District of	17	10,760,798
Sechelt Indian Government	3	387,865
Sicamous, District of	4	750,506
Sidney, Town of	6	196,492
Silverton, Village of	4	134,561
Slocan, Village of	-	-
Smithers, Town of	14	1,029,654
Sooke, District of	4	1,189,067
South Coast British Columbia Transportation Authority (TransLink)	12	175,025,464
Spallumcheen, Township of	3	666,304
Sparwood, District of	2	1,553,641
Squamish-Lillooet Regional District	7	393,035
Squamish, District of	11	1,059,418
Stewart, District of	3	379,669
Strathcona Regional District	4	448,457
Summerland, District of	4	1,039,943
Sun Peaks Mountain Resort Municipality	7	197,509
Sunshine Coast Regional District	7	767,161
Surrey, City of	1	609,143
Tahsis, Village of	1	662,686
Taylor, District of	2	215,306
Telkwa, Village of	1	36,000
Terrace, City of	9	1,671,107
Thompson-Nicola Regional District	40	6,082,901
Tofino, District of	7	584,445
Trail, City of	-	-
Tumbler Ridge, District of	4	384,430
Vancouver, City of	-	-
Vanderhoof, District of	2	446,901
Vernon, City of	8	1,174,918
Victoria, City of	3	851,610
View Royal, Town of	13	1,268,177
Warfield, Village of	5	446,082
Wells, District of	1	239,930
West Kelowna, City of	9	1,877,891
West Vancouver, District of	2	330,000
Whistler, Resort Municipality of	3	359,154
White Rock, City of	-	-
Williams Lake, City of	2	1,514,650
Zeballos, Village of	2	143,232



## UNION OF BC MUNICIPALITIES

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## Protections for Manufactured Home Owners

Apr. 4, 2018

Premier Horgan has announced proposed changes to the *Manufactured Home Park Tenancy Act* to provide additional protections and compensation for owners displaced by the redevelopment of manufactured home parks.

Proposed changes include:

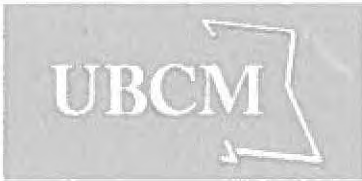
- increasing the amount of compensation that landlords must pay to tenants who will be displaced by the redevelopment of a park, including provisions for tenants to seek additional compensation if a manufactured home cannot be moved,
- increasing the amount of compensation a landlord will owe a former tenant if an eviction notice was given, but the park was not redeveloped, and
- clarifying that a tenant who is unable to relocate their manufactured home is not responsible for disposal costs.

Legislation to enact the changes will be introduced later this month.

UBCM membership has endorsed two resolutions calling for increased compensation for displaced manufactured home park tenants. The proposed changes are consistent with this direction.

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## **Infrastructure Costing Pilot Project**

Apr. 4, 2018

The Green Communities Committee, a joint Provincial-UBCM committee, is seeking expressions of interest (EOI) from local governments (LGs) who would like to participate in the Community Lifecycle Infrastructure Costing (CLIC) Tool Implementation Pilot Project.

The Ministry of Municipal Affairs and Housing's CLIC Tool is a free, open source, Excel-based tool that helps communities understand the long-term infrastructure cost implications of their land use decisions by facilitating the comparison of different development scenarios. The CLIC Tool has proven to be beneficial for informing land-use decisions from site specific to broader land-use policy development (e.g. Official Communities Plans).

As part of the CLIC Tool Implementation Project, a consultant will provide the selected LGs with staff training, facilitate data gathering, data validation and provide advice as needed. In addition, each participating LG will receive a \$1000 honorarium.

For more information and the application form, please contact Narissa Chadwick, Senior Planner, Ministry of Municipal Affairs and Housing (778-698-3458).

### **Follow Us On**

- Twitter: @ubcm

439

Board - Direction/Receive

**Cheryl Anderson**

---

**Subject:** FW: 2018 UBCM - BC Assessment Meeting Invitation

**From:** Communications General Mailbox BCA BCA:EX <[bcacommunications@bcassessment.ca](mailto:bcacommunications@bcassessment.ca)>

**Sent:** April 4, 2018 9:43 AM

**Subject:** 2018 UBCM - BC Assessment Meeting Invitation

[2018 UBCM Convention – BC Assessment Meeting Invitation](#)

Hello,

This September, BC Assessment is once again proud to support the Union of BC Municipalities. We look forward to our participation at the Convention and tradeshow, and hope you will drop by our exhibitor booth for an informal chat.

As part of our ongoing focus of improving collaboration and engagement with local governments, we would also like to extend an invitation to join us for a more in-depth, personalized, one-on-one meeting on Tuesday, September 11. This opportunity presents the chance to meet face-to-face to discuss a specific property assessment issue related to your community or for us to answer general questions about BC Assessment.

If you would like to book a one-on-one meeting with BC Assessment, please [contact BCA Communications](#) by **Friday, May 11**. Closer to the Convention, we will be in touch to confirm your meeting time, location, and specific topic choices.

Thank you for your continued collaboration with us, and we look forward to meeting with you in September.

Sincerely,

BC Assessment Local Government and Communications divisions

BC ASSESSMENT     





440

geraldine.craven

---

**From:** Alison Watson <alison@watsonprojects.ca>  
**Sent:** March 30, 2018 9:59 AM  
**Subject:** NW Food Security Forum Invitation  
**Attachments:** Invitation Letter.pdf; ATT00001.htm

APR 04 2018  
ONAL DISTRICT OF  
BULKLEY NECHAKO

**Categories:** Print

On behalf of the NW Food Security Forum Organizing Committee please find the attached invitation for inclusion in the next Board of Director's Agenda. The full program and registration information is available online at [www.nwfoodsecure.org](http://www.nwfoodsecure.org).

Thanks,  
Alison

**Alison Watson, MCIP, RPP**  
Watson Projects | Community Planning Services  
Box 3866 | Smithers, BC | V0J 2N0



## BETTER TOGETHER: NORTHWEST FOOD SECURITY FORUM INVITATION

What does food security look like in 2018? How about in 2028? Are we moving in the right direction?

The NW Food Security Forum Organizing Committee would like to **invite representatives from your organization to participate in the first annual "Better Together: Northwest Food Security Forum"** in Smithers, BC on **May 17 & 18, 2018**. The purpose of the Forum is to develop a shared understanding of community food security, examine frameworks for a coordinated approach, and to identify the next steps to implementing initiatives prioritized by communities across Northwest BC.

Program highlights include:

- Food Security 101, strategies to build consensus & set priorities with keynote speaker Janine de la Salle, one of Canada's leading authorities on food systems planning.
- Climate change and impacts on fisheries with researcher Greg Knox, of SkeenaWild.
- "Grab and Go" emergency preparedness assessment with Naomi Gourlay, Emergency Support Services Director, Regional District of Kitimat-Stikine.
- Local food economies & community sustainability with Ken Shaw, NWCC.
- Case studies for food security infrastructure, policy and community education projects.
- Follow up and status of the "2017 Bulkley Valley Food Security Forum".
- Community energy systems planning with Kevin Pegg of Energy Alternatives.
- Resources to support food security initiatives from Northern Health Authority.
- Customized Food Security Toolkit for Northwest BC.

Full program and registration information are available now on our website [www.nwfoodsecure.org](http://www.nwfoodsecure.org).

### About Us

"Better Together: Northwest Food Security Forum" is brought to you by the **Northwest Food Security Partnership (NFSP)**. Formed in 2017, our mandate is to continue the conversation of community food security in northwest BC, foster collaboration across jurisdictions and advocate for the strategic implementation of food security policy and plans. We are a grassroots organization with a planning team of seven people from across Northwest BC representing healthcare, government, farmers, planners, and the general public. This initiative is a continuation of what work down at the Bulkley Valley Food Security Forum in May 2017, also in Smithers.

### Support Us

Funds raised through sponsorship will be used to cover the costs of planning & hosting the Forum. Please take a look at the attached sponsorship opportunities and consider showing your support for this initiative. If you require further information, please contact [gallantlaurie@gmail.com](mailto:gallantlaurie@gmail.com) or 250-847-1399.

Sincerely,

Laurie Gallant, Project Lead and Alison Watson, Senior Planner



NW FOOD SECURITY  
PARTNERSHIP

**MAY 17-19, 2018 FORUM**

**SPONSORSHIP OPPORTUNITIES**

**DIAMOND SPONSOR \$5000 +**

- acknowledged on signage and print materials
- acknowledged on the NWFS website and Facebook page
- verbal acknowledgement during the event
- eight (8) complimentary conference registrations
- opportunity to deliver a welcome to delegates during the conference
- can include a gift or promo piece in delegate packages

**PLATINUM SPONSOR \$2500-5000**

- acknowledged on signage and print materials
- acknowledged on the NWFS website and Facebook page
- verbal acknowledgement during the event
- six (6) complimentary conference registrations
- opportunity to deliver a welcome to delegates during the conference
- can include a gift or promo piece in delegate packages

**GOLD SPONSOR \$1500-\$2500**

- acknowledged on signage and print materials
- acknowledged on the NWFS website and Facebook page
- verbal acknowledgement during the event
- four (4) complimentary conference registrations
- opportunity to deliver a welcome to delegates during the conference
- can include a gift or promo piece in delegate packages

**SILVER SPONSOR \$500-\$1500**

- acknowledged on signage and print materials
- acknowledged on the NWFS website and Facebook page
- verbal acknowledgement during the event
- two (2) complimentary conference registrations

**BRONZE SPONSOR \$250-\$500**

- acknowledged on signage and print materials
- acknowledged on the NWFS website and Facebook page
- verbal acknowledgement during the event
- one (1) complimentary conference registrations

**\*\* Complimentary registrations can also be donated to a participant with financial barriers. Let us know and we can assist with matching up your donation.**

443



British Columbia Broadband Conference



April 5, 2017

Regional District of Bulkley-Nechako  
Attn: Chairman Bill Miller and Board of Directors  
37 3rd Avenue, PO Box 820  
Burns Lake, British Columbia  
VOJ 1E0

RECEIVED  
APR 05 2018  
REGIONAL DISTRICT  
BULKLEY-NECHAKO

Dear Area Directors,

On behalf of the Board of Directors, I would like to invite the Regional District of Bulkley-Nechako to attend the 14<sup>th</sup> Annual British Columbia Broadband Conference (BCBC 2018).

The conference will be held on May 1 & 2, 2018 at the Radisson Hotel, in Richmond, BC.

The theme for our conference this year is 5G and Gigabit Internet. We believe that Regional Districts would benefit from this conference. Many industry leaders attend this conference to network and discuss strategies to bringing fast and reliable internet services to more British Columbian's. We believe that local government plays a vital role in this process and should participate in this conference.

With the new broadband targets set at 50 Mbps to all Canadians we need to work together to achieve this goal.

For registration please visit our website [www.bcba.ca](http://www.bcba.ca)

Sincerely,

A handwritten signature in cursive script that reads 'Bob Allen'.

**Bob Allen**  
President  
BC Broadband Association



**bcuc**  
British Columbia  
Utilities Commission

**Patrick Wruck**  
Commission Secretary

Commission.Secretary@bcuc.com  
bcuc.com

Suite 410, 900 Howe Street  
Vancouver, BC Canada V6Z 2N3  
P: 604.660.4700  
TF: 1.800.663.1385  
F: 604.660.1102

4414

April 5, 2018

Sent via email/eFile

<b>BCUC REGULATION OF ELECTRIC VEHICLE CHARGING SERVICE INQUIRY EXHIBIT A-8</b>
---

To: Stakeholders

**Re: British Columbia Utilities Commission – An Inquiry into the Regulation of Electric Vehicle Charging Service – Information on April 16, 2018 Community Input Sessions**

On January 12, 2018, the British Columbia Utilities Commission (BCUC) established an inquiry into the regulation of electric vehicle (EV) charging service (Inquiry). On February 7, 2018, the BCUC established ten Community Input Sessions in eight cities in BC to hear comments from the public on issues raised in the Inquiry. Sessions started on March 5, 2018 and will conclude on April 16, 2018.

On March 25, 2018, the BCUC received a letter of comment from Mr. Beckett in Prince George. In the submission (Exhibit E-12), Mr. Beckett requests the BCUC to host a meeting via video.

The Panel considered the request and recognizes that more members of the public may wish to participate in a Community Input Session. Therefore, the BCUC will provide a video conference option for out of town participants in BC to speak at the April 16, 2018 Community Input Session in Vancouver.

Parties wishing to speak at the April 16, 2018 Community Input Sessions via video conference must register with the BCUC by email at [commission.secretary@bcuc.com](mailto:commission.secretary@bcuc.com) or by telephone at 1-800-663-1385. Registration closes on Wednesday, April 11, 2018.

Registration is required only for those who wish to speak via video conference. BCUC staff will contact each registered party in advance to coordinate technical system requirements and arrange speaking timeslots. Video conferencing is subject to availability. Presentations made at Community Input Sessions will be broadcast live and will be transcribed for the Inquiry record. Community Input Sessions are open to all members of the public.

More information about the Community Input Sessions is available at:

[http://www.bcuc.com/Documents/Proceedings/2018/DOC\\_50746\\_A-5\\_BCUC-EVCS-Inquiry\\_Community-Input-Sessions.pdf](http://www.bcuc.com/Documents/Proceedings/2018/DOC_50746_A-5_BCUC-EVCS-Inquiry_Community-Input-Sessions.pdf)

Sincerely,

Patrick Wruck  
Commission Secretary

LC/dg

cc: Mr. Beckett

445

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geraldine.craven

MAR 23 2018

**From:** Cam McAlpine, Bioeconomy 2018  
 <cam=bioeconomyconference.com@mail119.sea91.rsgsy.net> on behalf of Cam  
 McAlpine, Bioeconomy 2018 <cam@bioeconomyconference.com>  
**Sent:** March 22, 2018 9:01 AM  
**To:** inquiries  
**Subject:** Community Energy Workshop added to Canadian Bioeconomy Conference

REGIONAL DISTRICT OF  
BULKLEY NECHARO

Canadian Bioeconomy Conference &amp; Exhibition 2018

[View this email in your browser](#)

Pre-Conference  
 Community Energy  
 Workshop, June 6



## Pre-Conference Workshop on Sustainability and Local Community Energy Solutions

The Canadian Bioeconomy Conference and Exhibition is excited to announce the addition of a pre-conference workshop on community energy to the program.

Co-hosted with the City of Prince George, and held at the Wood Innovation and Design Centre in downtown Prince George, Building Partnerships for Community Sustainability takes place June 6 from 11:00-4:30.

This is Northern BC's premier community energy workshop. It's a must-attend for local, regional and First Nations governments, the clean tech sector, and energy managers considering local solutions.

- Learn from Växjö, Sweden, a leader in bioenergy and the first city in the world to pledge to go with 100% renewable energy.
- Learn about actual projects being implemented by communities and entrepreneurs.
- Learn how to partner with colleges and universities for education and research.
- Learn about building code changes, building with wood, and energy efficiency.
- Learn about plans to build infrastructure for electric vehicles.

The program will include plenaries, break-out sessions, and opportunities for networking. Lunch will be provided.

**Cost: \$100**

**Space is limited. Register today.**

Workshop participants do not have to be registered for the Canadian Bioeconomy Conference. But why not take advantage of early bird pricing and register now for the the best program and and trade show in today's Canadian bioeconomy. Included in your conference registration are all plenary sessions, including trade show admission and all networking events.

For more information, contact [cam@bioeconomyconference.com](mailto:cam@bioeconomyconference.com)



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**From:** FireWise Consulting Ltd. <amelia@firewiseconsulting.com>  
**Sent:** March 6, 2018 1:25 PM  
**To:** inquiries  
**Subject:** Cannabis Legalization: a Workshop for Local Governments  
**Attachments:** Brochure.pdf

REC'D  
 MAR 06 2018  
 REGIONAL DISTRICT  
 BULKLEY NECHAKO

## Cannabis Legalization

### What it Means for Local Governments

The end of cannabis prohibition is coming soon. We all know the Canadian Federal Government plans to legalize marijuana by July 1, 2018. The responsibilities of the provincial and federal governments are clear, but not so for local governments. **How will your community respond to these changes? Join us to learn from these experts:**

#### Sukhbir Manhas

Partner at Young  
 Anderson Barristers &  
 Solicitors, Vancouver



Sukhbir's law practice involves advising clients on general local government law issues and he is currently a member of the Municipal Law and Civil Litigation subsections of the B.C. Branch of the Canadian Bar Association. Sukh is an Adjunct Professor at the Peter A. Allard School of Law. [See more](#)

#### Allison Wassall

Criminal Intelligence  
 Analyst with North  
 West HIDTA, Seattle



Ms. Wassall will share with us her research on early industry trends and development in Washington State since the enactment of legalization in 2012. A key focus of Alison's work is to document impacts and consequences throughout the state resulting from... [See more](#)

#### Marco Vasquez

Retired Chief of  
 Police, Erie, Colorado



Chief Vasquez has served in Colorado law enforcement for 4 decades. In 2011 he became the first Chief of Investigations for the newly created Medical Marijuana Enforcement Division. He is one of the leading authorities on legalization of marijuana in Colorado, and assisted... [See more](#)

**April 26, 2018, 8:45 - 3:45**



448

**Langley Events Centre**

**\$279 + GST (includes lunch)**

*Please see the attached brochure for more info.*

**Register Now**

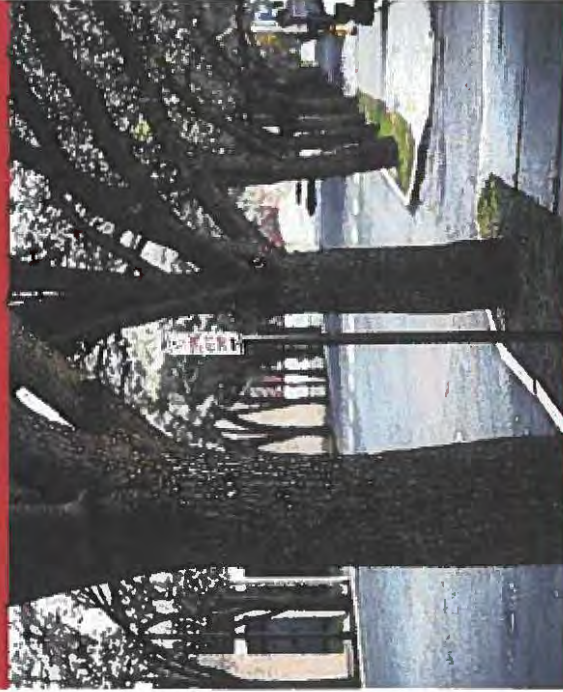


Presented by FireWise Consulting in Association with The Township of Langley.

If you wish to unsubscribe from our email list, please click [here](#).  
FireWise Consulting Ltd. Box 253, Shawnigan Lake, BC V0R 2W0

# CANNABIS LEGALIZATION SEMINAR

WHAT IT MEANS FOR  
LOCAL GOVERNMENTS



## COME JOIN US

Hear what local  
governments can do to  
prepare for the  
legalization of  
cannabis.

**CLICK HERE TO  
REGISTER**

## COST

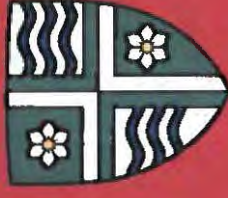
\$279 plus GST  
Includes lunch

**APRIL 26, 2018**

8:45 - 3:45  
Langley Events Centre  
7888 200th Street  
Langley, BC

**SPONSORED BY:**  
The Township of  
Langley

Township of  
Langley



Est. 1873

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Academy



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## SPEAKER

### SUKHBIR MANHAS

Partner at Young  
Anderson - Barristers &  
Solicitors Vancouver, BC



Sukhbir's law practice involves advising clients on general local government law issues and he is currently a member of the Municipal Law and Civil Litigation subsections of the B.C. Branch of the Canadian Bar Association. Sukh is an Adjunct Professor at the Peter A. Allard School of Law at UBC, teaching municipal law. He frequently speaks as a guest lecturer on local government law and civil

## SPEAKER

### MARC VASQUEZ

Retired Chief of Erie,  
Colorado Police  
Department



Chief Vasquez has served in Colorado law enforcement for 4 decades. In 2011 he became the first Chief of Investigations for the newly created Medical Marijuana Enforcement Division. He is one of the leading authorities on legalization of marijuana in Colorado, and assisted in developing Colorado's Legalization of Marijuana and the Impact on Public Safety Programs.

## SPEAKER

### ALISON WASSALL

Criminal Intelligence  
Analyst with North West  
HIDTA Seattle, Washington



Ms. Wassall will share with u  
her research on early  
industry trends and  
development in Washington  
State since the enactment o  
legalization in 2012. A key  
focus of Alison's work is to  
document impacts and  
consequences throughout th  
state resulting from or  
associated with the  
legalization of recreational  
marijuana. She was the  
primary writer for the North  
West HIDTA Marijuana Impac



## CANCELLATION POLICY

Cancellations two weeks prior to the event will receive a full refund minus 15% administration fee. Registrations are non-refundable within two weeks of the event but substitutions are permitted.

## EVENT APP



\*Speakers subject to change without notice.

## TOPICS FOR DISCUSSION

### Welcome

**Sukhbir Manhas** - Young Anderson Barristers and Solicitors  
**Navigating Local Government Law**  
Question Period

**Marc Vasquez** - Retired Police Chief, Erie Colorado  
**Colorado Marijuana Legalization - Lessons Learned**  
Question Period

451

**Alison Wassall** - North West HIDTA  
**What We Can Learn From Washington**  
Question Period

### Closing

452

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APR 04 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO**geraldine.craven**

**From:** SGS Canada Inc. <zac.brown@sgs.com>  
**Sent:** April 3, 2018 11:03 AM  
**To:** geraldine.craven  
**Subject:** Register Today for Geometallurgy Short Course at RFG Presented by SGS' Tassos Grammatikopolous and the Mineralogical Association of Canada!



An IUGS Event



**RFG** 2018  
 RESOURCES FOR FUTURE GENERATIONS

PREMIER INTERNATIONAL CONFERENCE ON  
 ENERGY MINERALS WATER THE EARTH

**June 16-21, 2018**

Vancouver Convention Centre, BC, Canada

## Geometallurgy Short Course at RFG 2018

As part of RFG 2018 in Vancouver, BC, SGS' Tassos Grammatikopoulos and the Mineralogical Association of Canada will present a 2-day short course on Geometallurgy on June 16 and 17, 2018.

### Course Description

Environmental and socio-economic demands in the exploitation of future mineral resources require a comprehensive collection and evaluation of mineralogical, geochemical, lithological, physical and metallurgical attributes about ore bodies along with their inherent variability. Geometallurgy is the scientific discipline that integrates all of the mineralogical, geological, mining and processing data into an accurate ore body model that forms the basis for optimization of production and environmental management during the entire life of the project.



This course will address:

- (1) The principles of geometallurgy and critical evaluation of sampling, mineralogical and geochemical methods.
- (2) Selected case studies of applications of geometallurgy involving:

- Innovative evaluation of mineral deposits
- Mineral exploration
- Resource estimation
- Applications and implementation of quantitative mineralogical and geochemical data, Mining and ore processing and energy use
- Treatment of tailings and waste rock and remediation
- Implementation of geometallurgical models in mining and plant operations

## Objectives

This course will address the principles of Geometallurgy including: critical evaluation of sampling, mineralogical and geochemical methods, innovative evaluation of mineral deposits, mineral exploration, resource estimation, applications and implementation of quantitative mineralogical and geochemical data, mining and ore processing, and energy use, treatment of tailings and waste rock and remediation, and implementation of Geometallurgical models in mining and plant operations.

## Target Audience

Geoscientists, Mineral Processors

## To Register or More Information

To register or to learn more about this short course, please visit the RFG 2019 website [here](#).

## Unable to Attend?

If you are unable to attend and would like more information on Geometallurgy, please contact [Tassos Grammatikopoulos](mailto:Tassos.Grammatikopoulos)

SGS Canada Inc., 185 Concession St, Lakefield, Ontario K0L 2H0 Canada

[SafeUnsubscribe™\\_geraldine.craven@rdbn.bc.ca](mailto:SafeUnsubscribe™_geraldine.craven@rdbn.bc.ca)

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**From:** Resource Breakfast Series <info=c3alliancecorp.ca@mail68.atl11.rsgsv.net> on behalf of Resource Breakfast Series <info@c3alliancecorp.ca>  
**Sent:** April 4, 2018 9:00 AM  
**To:** geraldine.craven  
**Subject:** Save the Date - 5th Annual Resource Breakfast Series - September 2018!

RECEIVED

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APR 04 2018

REGIONAL DISTRICT OF  
BULKLEY NECHKO



RESOURCE BREAKFAST  
SERIES

*Mining - Energy - Forestry*

September 11 - 13, 2018

**SAVE THE DATE**

**5<sup>th</sup> ANNUAL RESOURCE BREAKFAST SERIES**

Garibaldi Lift Co. Bar & Grill, Whistler, BC • 7:00 am - 8:30 am

<b>MINING BREAKFAST</b>	Tuesday, September 11, 2018
<b>ENERGY BREAKFAST</b>	Wednesday, September 12, 2018
<b>FORESTRY BREAKFAST</b>	Thursday, September 13, 2018

The Resource Breakfast Series is back for a fifth year spanning three mornings during the September 2018 Union of BC Municipalities' (UBCM) Annual Convention in Whistler, BC. This event presents an excellent opportunity for industry, community and provincial leaders to come together and discuss the latest news related to the mining, energy and forest sectors.

# 455

## 5th Annual Resource Breakfast Series

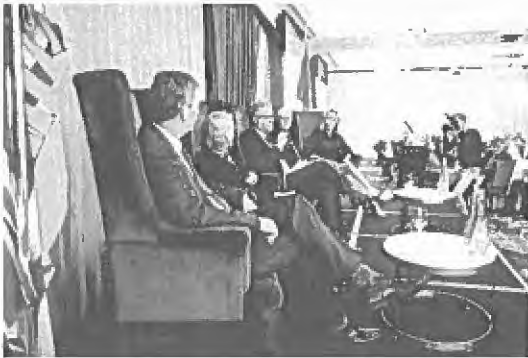
September 11-13, 2018

Garibaldi Lift Co. Bar & Grill, Whistler, BC

Registration for elected officials will open in mid-2018 (tickets required).

Click the links below to add this event to your calendar and save the date:

[iCalendar](#) • [Google Calendar](#) • [Outlook](#)



Thank you to our sponsors for their support of the  
2017 Resource Breakfast Series:



## Mining Sector Breakfast



SEABRIDGE GOLD Teck



Colonial Coal  
International Corp.



**SKEENA**  
RESOURCES LTD.

## Energy Sector Breakfast

**INNERGEX**

Renewable Energy.  
Sustainable Development.

**CAPP**

CANADIAN ASSOCIATION  
OF PETROLEUM PRODUCERS  
Canada's Oil and Natural Gas Producers

Energy at work



FORTIS BC



Woodfibre  
LNG

BC  
LNG

COLUMBIA  
POWER



PROGRESS  
ENERGY

## Forest Sector Breakfast



**NORTHWEST  
HARDWOODS**



**PAPER  
EXCELLENCE**



CRIBCO Forest Products Limited Partnership



Kitasoo Forest Company Ltd.



Forestry Innovation  
Investment



**INTERFOR**  
Building Value.



West Fraser



TimberWest



CAPACITY



Western Forest Products Inc.  
DEFINING A NEW STANDARD



Weyerhaeuser

## Supporting Organizations



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for Mineral  
Exploration

BC Chamber of Commerce  
Know what's on BC's mind



BC Forest Safety



Clean Energy



Canadian Association  
of Petroleum Producers



Coast Forest  
Products Association



CLF



BC COUNCIL  
OF FOREST  
INDUSTRIES



FPInnovations



Geoscience BC



Interior Lumber  
Manufacturers'  
Association



MABC



MINING  
SUPPLIERS



National Aboriginal

**RFG 2018**  
RESOURCES FOR FUTURE GENERATIONS



WOODWORKS!  
Program of the Canadian Wood Council

457

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You are receiving this email based on past connections with our organization.

**Our mailing address is:**

Resource Breakfast Series  
688 West Hastings Street  
Suite 408  
Vancouver, BC V6B1P1  
Canada

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The MailChimp logo is displayed in a white, cursive script font, centered within a light gray rectangular box with rounded corners.

458

Board-Receive

geraldine.craven

---

**From:** circ-list-bounces@unbc.ca on behalf of Madeline Wilson <Madeline.Wilson@unbc.ca>  
**Sent:** March 29, 2018 9:39 AM  
**To:** 'circ-list@unbc.ca'  
**Subject:** [Circ-list] Cumulative impacts workshop in Vanderhoof - April 26, 2018  
**Attachments:** UNBC CIRC\_Vanderhoof workshop\_save the date.pdf; UNBC CIRC Vanderhoof workshop\_agenda\_DRAFT.pdf

**\*Apologies for cross posting\***

Good morning,

The UNBC Cumulative Impacts Research Consortium (CIRC) will be facilitating a community workshop in Vanderhoof on April 26, 2018 from 6:30-8:30 pm at the Vanderhoof Public Library. This workshop is free, open to the public, and will provide an opportunity for people who live and work in Vanderhoof and the surrounding area to share stories and perspectives about how natural resource development positively and negatively impacts local community, environmental and health values. It will also be an opportunity for the CIRC to get feedback on how our ongoing work can best support on the ground capacity to respond to issues related to cumulative impacts.

Attached please find an event poster and a draft agenda for this workshop. Please feel free to save-the-date and circulate this information to anyone you think might be interested in attending this event.

Feel free to let me know if you have any questions or would like some additional information.

Take care,

Maddy

**Madeline Wilson**

----

Communications Lead  
The Cumulative Impacts Research Consortium (CIRC)

----

University of Northern British Columbia

*Lheidli T'enneh Territory*

3333 University Way | Prince George, B.C. | V2N 4Z9

E: [madeline.wilson@unbc.ca](mailto:madeline.wilson@unbc.ca) | P: +1.250.960.5994 | [www.unbc.ca/cumulative-impacts](http://www.unbc.ca/cumulative-impacts)

## Environment, Community and Health Impacts of Resource Development in Vanderhoof and the Surrounding Area

April 26, 2018 | Vanderhoof | 6:30-8:30 pm | Vanderhoof Public Library  
230 Stewart St E, Vanderhoof, BC

### Workshop Agenda

*These events are free and open to the public. Registration will occur  
15 minutes before the workshop begins. We will be providing food and refreshments.*

1. Orientation to the UNBC Cumulative Impacts Research Consortium (CIRC)
2. Icebreaker group discussion: *what brought you here today?*
3. Orientation to “regional profiles”
  - CIRC staff will share a suite of information around socioeconomic, health and environmental indicators for Vanderhoof and the surrounding area. These integrated “regional profiles” will be used to illustrate that there are many different narratives embedded in publicly available data sets, which may resonate more or less closely with participants’ own lived experience.
4. Data-driven storytelling
  - In small groups, participants will have a chance to reflect on the information shared and whether it resonates with their own experience of living and working in Vanderhoof and the surrounding area. Participants will be given the opportunity to share their own stories about community, health, and environmental values in Vanderhoof and the surrounding area.

*Resource development has direct and indirect impacts on environment, community and health values. Can you think of a time where those connections seemed most apparent to you?*

*How do we make better land-use decisions that account for long-term impacts to environmental, community and health values?*
5. Final group discussion and debrief
  - The workshop will conclude with a final wrap-up discussion and debrief. This will be an opportunity to share thoughts and reflections in response to the regional profiles and story-sharing circles.
6. Evaluation, Closing Remarks

### For more information, please contact:

Madeline Wilson, CIRC Research Associate  
[madeline.wilson@unbc.ca](mailto:madeline.wilson@unbc.ca)  
250-960-5994

460

# Environment, Community and Health Impacts of Resource Development in Vanderhoof and the Surrounding Area

## Explore

Information around  
cumulative  
environmental,  
health and  
community impacts

## Share

Stories and  
experiences about  
the places you live,  
work and play

## Envision

Potential  
environmental,  
economic and  
community futures

April 26, 2018 | 6:30-8:30 pm

Vanderhoof Public Library, 230 Stewart St. East  
**Vanderhoof**

Food and refreshments will be provided

\*People of all ages are welcome. The library is wheelchair accessible.



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For more information and to RSVP, please contact [Madeline.Wilson@unbc.ca](mailto:Madeline.Wilson@unbc.ca)

**UNBC** UNIVERSITY OF  
NORTHERN BRITISH COLUMBIA

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Board-Ratify

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
ABE001	ABERDEEN BUSINESS CONSULTING								
PA	TP-363-001	03/15/18			TP-363-001	-1,430.24	0.00		
	Vendor (ABE001) totals:					-1,430.24	0.00		
ACE002	ACE HARDWARE								
PA	31075	03/08/18			31075	-33.71	0.00		
	Vendor (ACE002) totals:					-33.71	0.00		
ACI001	ACI COMPUTER SERVICE								
PA	31105	03/23/18			31105	-1,565.85	0.00		
	Vendor (ACI001) totals:					-1,565.85	0.00		
ALL002	ALL WEST GLASS - BURNS LAKE								
PA	TP-362-001	03/08/18			TP-362-001	-136.80	0.00		
	Vendor (ALL002) totals:					-136.80	0.00		
ALT003	ALTERNATIVE GROUNDS								
PA	TP-361-001	03/02/18			TP-361-001	-451.24	0.00		
PA	TP-363-002	03/15/18			TP-363-002	-1,200.18	0.00		
PA	TP-364-001	03/23/18			TP-364-001	-217.10	0.00		
	Vendor (ALT003) totals:					-1,868.52	0.00		
ARO001	ARO AUTOMOTIVE & INDUSTRIAL								
PA	TP-362-002	03/08/18			TP-362-002	-17.09	0.00		
PA	TP-363-003	03/15/18			TP-363-003	-110.87	0.00		
	Vendor (ARO001) totals:					-127.96	0.00		
BCH002	BC HYDRO								
PA	TP-363-004	03/15/18			TP-363-004	-6,644.15	0.00		
	Vendor (BCH002) totals:					-6,644.15	0.00		
BCT001	BC TRANSIT								
PA	31089	03/14/18			31089	-11,314.00	0.00		
	Vendor (BCT001) totals:					-11,314.00	0.00		
BIR003	BIRD'S EYE VIEW ADVERTISING								
PA	31106	03/23/18			31106	-82.96	0.00		
	Vendor (BIR003) totals:					-82.96	0.00		
BLA001	BLACK PRESS GROUP LTD								
PA	TP-362-003	03/08/18			TP-362-003	-818.70	0.00		
	Vendor (BLA001) totals:					-818.70	0.00		
BLR001	BL RETURN-IT RECYCLING DEPOT								
PA	TP-362-004	03/08/18			TP-362-004	-2,772.88	0.00		
	Vendor (BLR001) totals:					-2,772.88	0.00		
BUL010	BULKLEY VALLEY WATER SERVICES								
PA	TP-363-005	03/15/18			TP-363-005	-130.00	0.00		
	Vendor (BUL010) totals:					-130.00	0.00		
BUL011	BULKLEY VALLEY WHOLESALE								
PA	TP-361-002	03/02/18			TP-361-002	-120.05	0.00		
	Vendor (BUL011) totals:					-120.05	0.00		
BUR001	BURNS LAKE AUTOMOTIVE SUPPLY								
PA	TP-362-005	03/08/18			TP-362-005	-9,544.68	0.00		
	Vendor (BUR001) totals:					-9,544.68	0.00		
BUR012	BURNS LAKE PUBLIC LIBRARY								
PA	TP-366-001	03/28/18			TP-366-001	-21,141.38	0.00		
	Vendor (BUR012) totals:					-21,141.38	0.00		



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BUR014	BURNS LAKE REBROADCAST SOCIETY								
PA	TP-366-002	03/26/18			TP-366-002	-2,500.00	0.00		
	Vendor (BUR014) totals:					-2,500.00	0.00		
BUR028	BURNS LAKE HOME HARDWARE								
PA	TP-362-006	03/08/18			TP-362-006	-87.68	0.00		
	Vendor (BUR028) totals:					-87.68	0.00		
BVA001	B V AQUATIC CENTRE MANG. SOCIE								
PA	TP-366-003	03/26/18			TP-366-003	-50,707.28	0.00		
	Vendor (BVA001) totals:					-50,707.28	0.00		
CEN005	CENTRAL PARK BUILDING SOCIETY								
PA	31087	03/08/18			31087	-10,649.22	0.00		
	Vendor (CEN005) totals:					-10,649.22	0.00		
CER001	LIFEWORKS CANADA LTD								
PA	31076	03/08/18			31076	-1,754.30	0.00		
	Vendor (CER001) totals:					-1,754.30	0.00		
CHE002	PARKLAND REFINING (BC) LTD.								
PA	TP-362-007	03/08/18			TP-362-007	-4,911.00	0.00		
	Vendor (CHE002) totals:					-4,911.00	0.00		
CIV002	CIVICINFO BC								
PA	31077	03/08/18			31077	-446.26	0.00		
	Vendor (CIV002) totals:					-446.26	0.00		
CLU002	CLUCULZ LAKE COMMUNITY ASSOC								
PA	31088	03/08/18			31088	-10,642.56	0.00		
	Vendor (CLU002) totals:					-10,642.56	0.00		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT								
PA	TP-366-004	03/26/18			TP-366-004	-1,480.09	0.00		
	Vendor (CLU003) totals:					-1,480.09	0.00		
D&M001	D&M INDUSTRIAL SUPPLIES								
PA	31078	03/08/18			31078	-149.13	0.00		
	Vendor (D&M001) totals:					-149.13	0.00		
DAV003	DAVERN ENTERPRISES								
PA	TP-362-008	03/08/18			TP-362-008	-2,286.39	0.00		
	Vendor (DAV003) totals:					-2,286.39	0.00		
DIS001	DISTRICT OF FORT ST JAMES								
PA	TP-364-002	03/23/18			TP-364-002	-605.65	0.00		
	Vendor (DIS001) totals:					-605.65	0.00		
EAG001	EAGLE AUTOMOTIVE CENTER								
PA	TP-363-006	03/15/18			TP-363-006	-692.37	0.00		
	Vendor (EAG001) totals:					-692.37	0.00		
EVE002	EVERGREEN INDUSTRIAL SUPPLIES								
PA	TP-362-009	03/08/18			TP-362-009	-87.04	0.00		
	Vendor (EVE002) totals:					-87.04	0.00		
FIN003	FINNING (CANADA)								
PA	TP-361-003	03/02/18			TP-361-003	-7,826.76	0.00		
	Vendor (FIN003) totals:					-7,826.76	0.00		
FOR008	FORT FRASER VOL. FIRE DEP.								
PA	TP-366-005	03/26/18			TP-366-005	-1,516.63	0.00		
	Vendor (FOR008) totals:					-1,516.63	0.00		

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FOR015	FORT ST. JAMES LIBRARY								
PA	TP-366-006	03/26/18			TP-366-006	-1,145.87	0.00		
	Vendor (FOR015) totals:					-1,145.87	0.00		
FOR033	FORT SAINT JAMES TV SOCIETY								
PA	TP-366-007	03/26/18			TP-366-007	-13,667.63	0.00		
	Vendor (FOR033) totals:					-13,667.63	0.00		
FOR044	FORT ST JAMES CURLING CLUB								
PA	31102	03/14/18			31102	-9,752.40	0.00		
	Vendor (FOR044) totals:					-9,752.40	0.00		
FOU002	FOUR STAR COMMUNICATIONS INC								
PA	TP-363-007	03/15/18			TP-363-007	-118.13	0.00		
	Vendor (FOU002) totals:					-118.13	0.00		
FRA014	FRASER LAKE LIBRARY BOARD								
PA	TP-366-008	03/26/18			TP-366-008	-2,013.00	0.00		
	Vendor (FRA014) totals:					-2,013.00	0.00		
FRA016	FRASER LAKE REBROADCASTING SOC								
PA	TP-366-009	03/26/18			TP-366-009	-5,583.37	0.00		
	Vendor (FRA016) totals:					-5,583.37	0.00		
FRA025	FRASER LAKE BOTTLE DEPOT								
PA	TP-363-008	03/15/18			TP-363-008	-4,466.16	0.00		
	Vendor (FRA025) totals:					-4,466.16	0.00		
GRE003	GREYHOUND COURIER EXPRESS								
PA	TP-362-010	03/08/18			TP-362-010	-26.27	0.00		
PA	TP-364-003	03/23/18			TP-364-003	-53.37	0.00		
	Vendor (GRE003) totals:					-79.64	0.00		
HIL003	HILL STOP TRUCK WASH								
PA	31079	03/08/18			31079	-29.95	0.00		
	Vendor (HIL003) totals:					-29.95	0.00		
HOT001	HOTSYNC COMPUTER SOLUTIONS								
PA	TP-362-011	03/08/18			TP-362-011	-4,698.75	0.00		
PA	TP-363-009	03/15/18			TP-363-009	-1,039.50	0.00		
PA	TP-364-004	03/23/18			TP-364-004	-4,725.00	0.00		
	Vendor (HOT001) totals:					-10,463.25	0.00		
HOU018	HOUSTON BOTTLE DEPOT								
PA	TP-363-010	03/15/18			TP-363-010	-3,655.79	0.00		
	Vendor (HOU018) totals:					-3,655.79	0.00		
HOU019	HOUSTON MINOR HOCKEY								
PA	31090	03/14/18			31090	-1,000.00	0.00		
	Vendor (HOU019) totals:					-1,000.00	0.00		
IGI001	IGI RESOURCES								
PA	TP-363-011	03/15/18			TP-363-011	-1,504.70	0.00		
	Vendor (IGI001) totals:					-1,504.70	0.00		
IND006	INDUSTRIAL TRANSFORMERS								
PA	TP-362-012	03/08/18			TP-362-012	-3,026.75	0.00		
	Vendor (IND006) totals:					-3,026.75	0.00		
INF001	INFOSAT COMMUNICATIONS								
PA	TP-363-012	03/15/18			TP-363-012	-54.84	0.00		
	Vendor (INF001) totals:					-54.84	0.00		



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INL001	INLAND KENWORTH								
PA	TP-362-013	03/08/18			TP-362-013	-2,816.50	0.00		
	Vendor (INL001) totals:					-2,816.50	0.00		
KAL003	KAL TIRE - BURNS LAKE								
PA	TP-363-013	03/15/18			TP-363-013	-6,186.49	0.00		
	Vendor (KAL003) totals:					-6,186.49	0.00		
KIL001	DIANE KILLMAN								
PA	31080	03/08/18			31080	-920.00	0.00		
PA	31091	03/14/18			31091	-400.00	0.00		
	Vendor (KIL001) totals:					-1,320.00	0.00		
LAK004	LAKES DISTRICT AIRPORT SOCIETY								
PA	TP-366-010	03/26/18			TP-366-010	-7,499.97	0.00		
	Vendor (LAK004) totals:					-7,499.97	0.00		
LAK008	LAKES DISTRICT FAIR ASSOC.								
PA	31092	03/14/18			31092	-5,000.00	0.00		
	Vendor (LAK008) totals:					-5,000.00	0.00		
LAK009	LAKES DISTRICT FESTIVAL ASSOC.								
PA	31093	03/14/18			31093	-2,500.00	0.00		
	Vendor (LAK009) totals:					-2,500.00	0.00		
LAK012	LAKES DISTRICT MUSEUM SOCIETY								
PA	TP-366-011	03/26/18			TP-366-011	-5,083.34	0.00		
	Vendor (LAK012) totals:					-5,083.34	0.00		
LAK032	LAKES DISTRICT FILM								
PA	TP-366-012	03/26/18			TP-366-012	-150.00	0.00		
	Vendor (LAK032) totals:					-150.00	0.00		
LDF001	LD FREE CLASSIFIEDS								
PA	TP-362-014	03/08/18			TP-362-014	-901.25	0.00		
PA	TP-363-014	03/15/18			TP-363-014	-139.99	0.00		
	Vendor (LDF001) totals:					-1,041.24	0.00		
MED001	MEDICAL SER. PLAN								
PA	31072	03/02/18			31072	-2,362.50	0.00		
PA	31114	03/28/18			31114	-2,400.00	0.00		
	Vendor (MED001) totals:					-4,762.50	0.00		
NAP001	NAPA AUTO PARTS - BL								
PA	TP-362-015	03/08/18			TP-362-015	-73.42	0.00		
	Vendor (NAP001) totals:					-73.42	0.00		
NEC009	NECHAKO VALLEY RODEO ASSOC.								
PA	31094	03/14/18			31094	-3,000.00	0.00		
	Vendor (NEC009) totals:					-3,000.00	0.00		
NEC012	NECHAKO HEALTHY COM. ALLIANCE								
PA	TP-362-016	03/08/18			TP-362-016	-6,507.25	0.00		
	Vendor (NEC012) totals:					-6,507.25	0.00		
NOR009	NORTH CENTRAL LOCAL GOV ASSOC.								
PA	31081	03/08/18			31081	-8,473.95	0.00		
PA	31103	03/15/18			31103	-100.00	0.00		
	Vendor (NOR009) totals:					-8,573.95	0.00		
NOR012	NORTHERN BC TOURISM ASSOC.								
PA	31082	03/08/18			31082	-1,483.65	0.00		

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Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	(If changed)	(If changed)	
NOR012 NORTHERN BC TOURISM ASSOC. (Continued)										
Vendor (NOR012) totals:						-1,483.65	0.00			
NOR019 NORTHLAND AUTOMOTIVE										
PA	TP-362-017	03/08/18			TP-362-017	-254.42	0.00			
Vendor (NOR019) totals:						-254.42	0.00			
NOR022 NORTHWEST FUELS LTD.										
PA	TP-362-018	03/08/18			TP-362-018	-325.68	0.00			
Vendor (NOR022) totals:						-325.68	0.00			
NOR024 NORTHERN HEALTH AUTHORITY										
PA	31069	03/02/18			31069	-150.00	0.00			
Vendor (NOR024) totals:						-150.00	0.00			
OMI008 OMINICA GLASS SERVICES (2012) Ltd.										
PA	31070	03/02/18			31070	-201.60	0.00			
Vendor (OMI008) totals:						-201.60	0.00			
OVE002 OVERWAITEA FOODS										
PA	31083	03/08/18			31083	-138.75	0.00			
PA	31107	03/23/18			31107	-208.46	0.00			
Vendor (OVE002) totals:						-347.21	0.00			
P&H001 P & H SUPPLIES										
PA	TP-362-019	03/08/18			TP-362-019	-140.86	0.00			
Vendor (P&H001) totals:						-140.86	0.00			
PAC004 PACIFIC NORTHERN GAS LTD.										
PA	TP-362-020	03/08/18			TP-362-020	-3,523.17	0.00			
Vendor (PAC004) totals:						-3,523.17	0.00			
PAC007 PACIFIC TRUCK & EQUIPMENT INC										
PA	TP-363-015	03/15/18			TP-363-015	-207.44	0.00			
Vendor (PAC007) totals:						-207.44	0.00			
PAS002 PASSICE HOUSE CANADA										
PA	31095	03/14/18			31095	-1,000.00	0.00			
Vendor (PAS002) totals:						-1,000.00	0.00			
PET001 EDITH PETERS										
PA	31108	03/23/18			31108	-450.00	0.00			
Vendor (PET001) totals:						-450.00	0.00			
RED004 RED ROCKET SERVICES										
PA	TP-362-021	03/08/18			TP-362-021	-105.00	0.00			
Vendor (RED004) totals:						-105.00	0.00			
RIC001 RICH'S SAW SALES										
PA	TP-362-022	03/08/18			TP-362-022	-161.41	0.00			
Vendor (RIC001) totals:						-161.41	0.00			
ROG001 ROGERS										
PA	TP-361-004	03/02/18			TP-361-004	-163.68	0.00			
Vendor (ROG001) totals:						-163.68	0.00			
ROS003 ROSENAU TRANSPORT LTD.										
PA	TP-361-005	03/02/18			TP-361-005	-80.18	0.00			
Vendor (ROS003) totals:						-80.18	0.00			
SCH008 SCHLAMP LOGGING CONTRACTORS L1										
PA	31109	03/23/18			31109	-330.75	0.00			
Vendor (SCH008) totals:						-330.75	0.00			

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<b>SMI003 SMITHERS CHAMBER OF COMMERCE</b>									
PA	31084	03/08/18			31084	-418.95	0.00		
Vendor (SMI003) totals:						-418.95	0.00		
<b>SMI007 SMITHERS PUBLIC LIBRARY</b>									
PA	TP-366-013	03/26/18			TP-366-013	-6,626.28	0.00		
Vendor (SMI007) totals:						-6,626.28	0.00		
<b>SMI011 SMITHERS CURLING CLUB</b>									
PA	31111	03/26/18			31111	-10,049.99	0.00		
Vendor (SMI011) totals:						-10,049.99	0.00		
<b>SMS001 SMS EQUIPMENT INC.</b>									
PA	TP-363-016	03/15/18			TP-363-016	-524.63	0.00		
Vendor (SMS001) totals:						-524.63	0.00		
<b>SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.</b>									
PA	TP-366-014	03/26/18			TP-366-014	-1,992.00	0.00		
Vendor (SOU003) totals:						-1,992.00	0.00		
<b>SPO001 SPOTLESS UNIFORM LTD.</b>									
PA	TP-362-023	03/08/18			TP-362-023	-16.18	0.00		
Vendor (SPO001) totals:						-16.18	0.00		
<b>SSQ001 SSQ FINANCIAL</b>									
PA	31073	03/02/18			31073	-1,306.95	0.00		
PA	31115	03/28/18			31115	-1,331.39	0.00		
Vendor (SSQ001) totals:						-2,638.34	0.00		
<b>STE012 STEWART MCDANNOLD STUART</b>									
PA	TP-363-017	03/15/18			TP-363-017	-4,031.94	0.00		
Vendor (STE012) totals:						-4,031.94	0.00		
<b>SUD001 SUDS N' DUDS</b>									
PA	TP-363-018	03/15/18			TP-363-018	-93.76	0.00		
Vendor (SUD001) totals:						-93.76	0.00		
<b>SUN002 SUN LIFE FINANCIAL</b>									
PA	31074	03/02/18			31074	-21,882.33	0.00		
PA	31116	03/28/18			31116	-24,087.88	0.00		
Vendor (SUN002) totals:						-46,070.21	0.00		
<b>SWE001 SWEEPING BEAUTIES JANITORIAL</b>									
PA	TP-366-015	03/26/18			TP-366-015	-2,205.00	0.00		
Vendor (SWE001) totals:						-2,205.00	0.00		
<b>TAY002 TAYLOR BROS HARDWARE</b>									
PA	TP-362-024	03/08/18			TP-362-024	-52.62	0.00		
Vendor (TAY002) totals:						-52.62	0.00		
<b>TEC002 TECHNOPURE WATER</b>									
PA	31096	03/14/18			31096	-40.50	0.00		
Vendor (TEC002) totals:						-40.50	0.00		
<b>TEC003 TECHNICAL SAFETY BC</b>									
PA	TP-364-005	03/23/18			TP-364-005	-256.00	0.00		
Vendor (TEC003) totals:						-256.00	0.00		
<b>TEL002 TELUS COMMUNICATIONS INC.</b>									
PA	TP-362-025	03/08/18			TP-362-025	-3,268.06	0.00		
Vendor (TEL002) totals:						-3,268.06	0.00		
<b>TEL004 TELUS COMMUNICATIONS INC.</b>									

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TEL004	TELUS COMMUNICATIONS INC. (Continued)								
PA	31097	03/14/18			31097	-2,200.00	0.00		
	Vendor (TEL004) totals:					-2,200.00	0.00		
TEL007	TELUS MOBILITY								
PA	TP-364-006	03/23/18			TP-364-006	-1,086.77	0.00		
	Vendor (TEL007) totals:					-1,086.77	0.00		
TET001	TETRA TECH CANADA INC								
PA	TP-361-006	03/02/18			TP-361-006	-5,662.30	0.00		
	Vendor (TET001) totals:					-5,662.30	0.00		
TOP005	TOPLEY FIRE PROTECTION SOC.								
PA	TP-366-016	03/26/18			TP-366-016	-2,620.76	0.00		
	Vendor (TOP005) totals:					-2,620.76	0.00		
TOW003	TOWER COMMUNICATIONS								
PA	TP-363-019	03/15/18			TP-363-019	-3,437.85	0.00		
	Vendor (TOW003) totals:					-3,437.85	0.00		
TRA004	TRANS CANADA YELLOWHEAD HIGHW.								
PA	31110	03/23/18			31110	-2,728.66	0.00		
	Vendor (TRA004) totals:					-2,728.66	0.00		
TRA007	TRAXLER HAINES BARRISTERS								
PA	31098	03/14/18			31098	-600.00	0.00		
	Vendor (TRA007) totals:					-600.00	0.00		
TRU002	TRUE CONSULTING								
PA	31071	03/02/18			31071	-5,775.00	0.00		
	Vendor (TRU002) totals:					-5,775.00	0.00		
UNI006	UNION OF BC MUNICIPALITIES								
PA	31099	03/14/18			31099	-11,572.72	0.00		
	Vendor (UNI006) totals:					-11,572.72	0.00		
USB001	US BANK CANADA								
PA	TP-365-001	03/23/18			TP-365-001	-10,785.04	0.00		
	Vendor (USB001) totals:					-10,785.04	0.00		
VAL005	VALLEY DIESEL								
PA	31085	03/08/18			31085	-954.27	0.00		
	Vendor (VAL005) totals:					-954.27	0.00		
VAN005	VANDERHOOF & DISTRICTS CO-OP								
PA	TP-363-020	03/15/18			TP-363-020	-13,281.36	0.00		
	Vendor (VAN005) totals:					-13,281.36	0.00		
VAN007	VANDERHOOF CHILDREN'S THEATER								
PA	31100	03/14/18			31100	-4,000.00	0.00		
	Vendor (VAN007) totals:					-4,000.00	0.00		
VIS001	THE MOOSE - VISTA RADIO LTD.								
PA	31086	03/08/18			31086	-247.80	0.00		
	Vendor (VIS001) totals:					-247.80	0.00		
WAS001	WASTE MANAGEMENT OF CANADA CO								
PA	TP-364-007	03/23/18			TP-364-007	-1,388.10	0.00		
	Vendor (WAS001) totals:					-1,388.10	0.00		
WEL002	WELLMAN'S CAR AND TRUCK WASH								
PA	TP-362-026	03/08/18			TP-362-026	-70.77	0.00		
	Vendor (WEL002) totals:					-70.77	0.00		

Sort order: Control account, vendor number, report group  
 Selection: Checks from Mar 01 2018 to Mar 31 2018 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
<b>WIL004 WILLIAMS MACHINERY</b>									
PA	TP-362-027	03/08/18			TP-362-027	-4,908.07	0.00		
Vendor (WIL004) totals:						-4,908.07	0.00		
<b>XER001 XEROX CANADA LTD.</b>									
PA	TP-362-028	03/08/18			TP-362-028	-1,854.82	0.00		
PA	TP-363-021	03/15/18			TP-363-021	-145.00	0.00		
Vendor (XER001) totals:						-1,999.82	0.00		
Control account (1) totals:						-425,659.38	0.00		
<b>REC002 RECEIVER GENERAL</b>									
PA	31101	03/14/18			31101	-40,990.97	0.00		
PA	31113	03/27/18			31113	-43,516.16	0.00		
Vendor (REC002) totals:						-84,507.13	0.00		
Control account (2) totals:						-84,507.13	0.00		
Report Total						-510,166.51	0.00		

110 vendor(s) printed.

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1st, 2nd, 3rd Reading  
or Adoption

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1829**

**Being a bylaw to amend the Financial Plan  
for the years 2017 to 2021**

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**The Regional District of Bulkley-Nechako in open meeting assembled  
ENACTED as follows:**

- 1. Schedule "A" attached hereto, and made part of this bylaw, is the amended Schedule "A" for the Financial Plan for the Regional District of Bulkley-Nechako for the years 2017 through 2021.**
- 2. This bylaw may be cited as "Regional District of Bulkley-Nechako Financial Plan Amendment Bylaw No. 1829, 2018."**

**READ A FIRST TIME this       day of       ,2018**

**READ A SECOND TIME this       day of       , 2018**

**READ A THIRD TIME this       day of       , 2018**

**I hereby certify that the foregoing is a true copy of Bylaw No. 1829.**

**Corporate Administrator**

**ADOPTED this       day of       , 2018**

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**Chairperson**

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**Corporate Administrator**



Regional District of Bulkley-Nechako  
2017 to 2021 Financial Plan - Bylaw No. 1795

Schedule "A"

2017 Financial Plan:

Service	FUNDING					TRANSFERS From/To			EXPENDITURES:					Total		
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & Ppal.	Capital Expenditures	Amortization of TCAs	Other Expenses			
1100 Rural Government Services	244,019				1,384,214	97,947	270,388		368,231				1,696,462	1,696,462		
1200 General Government Services	1,040,334		15,900		311,899	(12,395)	360,128	70,000	417,738	7,800	37,317	70,000	1,670,756	1,785,873		
1301 Feasibility Studies					17,161		2,892		2,892				19,853	19,853		
1501 Local Community of Fort Fraser	3,051				5,000		1,141		1,141				9,192	9,192		
1701 Chinook Community Forest					42,636		42,636						17,000	25,636		
2100 Lakes Economic Development	97,593				1,000		59,442		59,442				158,035	158,035		
2200 Area "E" Economic Development	8,249				11,244		19,493	(1,000)	8,751				28,244	28,244		
2300 Stuart-Nechako Economic Development							10,218		10,218				10,218	10,218		
2400 Area "A" Economic Development	40,000												40,000	40,000		
2500 Regional Economic Development	263,021				389,520		652,541	(1,828)	145,455				796,168	796,168		
3101 Member Fiscal Services					548,173		548,173			548,173				548,173		
4101 Planning	189,886		12,250		27,768		229,704	13,824	53,649	5,500		5,500	280,760	302,677		
4201 Building Inspection	197,523		212,539				410,062	(11,953)	21,317	12,485		12,485	368,351	378,836		
4301 Development Services	291,039		4,500		37,247		332,786	29,431	67,624	6,000		6,000	399,341	435,841		
4401 Building Numbering Extended Service	7,153				1,681		8,814	(230)	2,729				11,313	11,313		
4501 Unsightly Premises Regulatory Control	20,531				2,898		23,429	(1,784)	13,842				35,487	35,487		
5101 Environmental Services	3,099,240		283,000		393,434		3,775,674	325,767	1,257,244	485,092	593,000	650,000	4,270,593	6,006,685		
5901 Weeds	37,760		5,029		15,035		57,824		11,526				69,350	69,350		
5902 Lake Kathryn Aquatic Weed Harvesting		7,472	\$44		150		8,166		9				8,175	8,175		
5903 Glacier Gulch Water Diversion		2,420	180		25		2,625		16,573				19,198	19,198		
6101 Ft. Fraser Sewer System		29,853	25,500		20,000		75,153	(16,093)	43,863	15,200		15,200	102,943	118,143		
6201 Ft. Fraser Water System		58,978	42,129		302,901		404,008	15,519	30,711	28,100			71,611.61	478,338		
6301 Clucutz Lake - Somerset Estates Sewer								3,358	3,358				3,358	3,358		
6401 Pump & Haul Sewer Disposal			500				500						500	500		
6402 Liquid Waste Disposal			5,000				5,000	5,581	5,581				10,581	10,581		
7101 Ft. Fraser Fire Protection	49,171				5,000		54,171	(3,613)	4,359	10,800		10,800	40,300	65,717		
7102 Southside Rural Fire Protection	40,137				45,000		85,137	(49,114)	331	18,000		18,000	36,354	54,354		
7103 Topley Rural Fire Protection	72,000				30,196		102,196	(71)	19,700	19,629	17,741	30,196	19,700	8,622		
7201 Burns Lake Rural Fire Protection	107,042						107,042						107,042	107,042		
7202 Ft. St. James Rural Fire Protection	146,755						146,755	(10,000)					136,755	136,755		
7203 Houston Rural Fire Protection	18,157						18,157	(1,250)					14,907	14,907		
7204 Luck Bay Rural Fire Protection	44,277						44,277	(5,000)	7,712	9,300		9,300	36,257	50,289		
7205 Smethers Rural Fire Protection	181,597						181,597	(10,000)					171,597	171,597		
7206 Telkwa Rural Fire Protection	108,124						108,124						108,124	108,124		
7207 Vanderhoof Rural Fire Protection	35,700						35,700						35,700	35,700		
7208 Round Lake Fire Protection	10,304			19,817			30,121		400	400	1,973	4,591	400	12,634		
7301 Clucutz Lake Emergency Response	18,750						18,750	28	28				18,778	18,778		
7401 Area "A" Emergency Services	5,000						5,000						5,000	5,000		
7402 Area "F" Extermination Services	3,021						3,021						3,021	3,021		
7403 Lakes District Emergency Services	619				333		952		218				1,170	1,170		
7404 Area "D" Extermination	2,036				2,775		4,811		2,464				7,275	7,275		
7405 Area "C" Road Rescue Service	18,153						18,153	89	89				18,242	18,242		
7406 Topley Road Rescue/First Responders	6,883						6,883	(10)	80	1,000		1,000	6,953	7,953		
7501 9-1-1 Service	199,613		140,404		23,092		363,108	(51,295)	16,792	70,000		70,000	328,606	398,606		
7600 Emergency Preparedness Planning	156,871				352,073		511,744	(11,236)	51,248	1,800		1,800	554,172	3,639		
7701 Burns Lake & Area Victim Services	5,846				9,802		15,448		7,223				22,671	22,671		
7702 Smethers Victim Services	41,825						41,825						41,825	41,825		
8101 Lakes District Airport	100,891				37,898		138,695	(5,000)	11,537		36,025	20,000	89,207	145,322		
8201 Smethers Para-Transit	5,000						5,000						5,000	5,000		
8202 FSJ Seniors Helping Seniors Transportation S	42,364						42,364		738				43,102	43,102		
8203 Regional Public Transit & Para Transit Service	65,188		74,493		75,339		215,020						215,020	215,020		
8301 Telkwa Pedestrian Crosswalk	1,000						1,000						1,000	1,000		
9101 Decker Lake Street Lighting		9,538	350				9,888		195				10,081	10,081		
9102 Endako Street Lighting	3,207		224				3,431		171				3,602	3,602		
9103 Ft. Fraser Street Lighting	7,292		353				7,645		817				8,462	8,462		
9104 Gorge Island Street Lighting	3,954						3,954		222				4,176	4,176		
9105 Goetjen Road Street Lighting								504					504	504		
9106 Colony Point Street Lighting	3,616						3,616						3,616	3,616		
10101 Bulkley Valley Regional Pool and Rec Centre	862,569				19,135		881,704	(202,936)	66,532	95,000	(101,404)	1,200	95,000	386		
10201 Ft. St. James Arena Grant	30,000						30,000						30,000	30,000		
10202 Burns Lake Arena	243,086				2,500		245,586	(84,371)	315		(84,056)	19,030	162,500	181,530		
10301 Smethers Rural Recreation/Culture	296,703						296,703						296,703	296,703		
10302 Vanderhoof Recreation & Culture	95,985						95,985						95,985	95,985		
10401 Ft. Fraser Cemetery Grant	1,958		40				1,998		2				2,000	2,000		
10402 Topley Cemetery Grant	1,500						1,500						1,500	1,500		
10501 Smethers, Telkwa, Houston TV Rebroadcast	49,396				625		50,021						50,000	21		
10502 Fraser Lake and Area TV Rebroadcasting	36,338				30,727		67,065		11,337				78,402	78,402		
10503 Ft. St. James and Area TV Rebroadcasting	161,150				2,200		163,350		662				164,012	164,012		
10504 Burns Lake and Area TV Rebroadcasting	24,528				8,562		33,110		4,390				37,500	37,500		
10601 Burns Lake and Area Library Grant	126,838				50,816		177,654		6,916				184,570	184,570		
10602 Fraser Lake Rural Library Grant	9,966		60		13,585		23,611		4,130				27,741	27,741		
10603 Fort St. James Library	13,679						13,679		71				13,750	13,750		
10701 Burns Lake Museum Society	25,966				10,419		36,385		2,689				39,074	39,074		
10801 Fort Fraser Community Hall	2,448		50				2,498		2				2,500	2,500		
Total for all Departments 4/3/2018	9,026,406	108,059	823,045	19,817	3,931,864	13,809,190	(14,318)	2,589,035	1,013,085	3,587,802	1,152,384	1,127,064	1,013,085	14,100,731	50,938	17,444,201