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REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMITTEE OF THE WHOLE
AGENDA

Thursday, November 5, 2015

PAGE NO.

ACTION

CALL TO ORDER

SUPPLEMENTARY AGENDA

Receive

AGENDA – November 5, 2015

Approve

MINUTES

2-9

**Committee of the Whole Meeting
Minutes – October 8, 2015**

Receive

10-31

PRE-BUDGET PLANNING SESSION

**Direction at the
Discretion of the
Regional Board**

INVITATION

32-33

**Physical Activity and Health Summit
- November 20, 2015 – Prince George, B.C.**

Receive

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, October 8, 2015**

PRESENT: Chairperson Bill Miller

Directors Eileen Benedict
Shane Brienen
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen

Directors Absent Taylor Bachrach, Town of Smithers
Darcy Repen, Village of Telkwa
Luke Strimbald, Village of Burns Lake
Gerry Thiessen, District of Vanderhoof

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services – arrived at 11:12 a.m.
Jason Llewellyn, Director of Planning – arrived at 11:12 a.m., left at 11:33 a.m., returned at 12:01 p.m.
Wendy Wainwright, Executive Assistant

Other David Belford, Office of the Wet'suwet'en – left at 11:50 a.m.
John Calogheros, Prince George – left at 11:02 a.m.
Tracy Calogheros, Liberal Party Candidate, Cariboo-Prince George – left at 11:02 a.m.
Richard Jaques, Green Party Candidate, Cariboo-Prince George, via teleconference at 11:02 a.m., to 11:08 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:29 a.m.

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Director Lindstrom
Seconded by Director Benedict**C.W.2015-7-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of October 8, 2015 be approved; and further that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – September 3, 2015

Moved by Director MacDougall
 Seconded by Director Petersen

C.W.2015-7-2

"That the Committee of the Whole meeting minutes of September 3, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATIONS (CONT'D)

TRACY CALOGEROS, Liberal Party Candidate, Cariboo-Prince George

Chair Miller welcomed Tracy Calogheros, Liberal Party Candidate, Cariboo-Prince George.

Mrs. Calogheros provided an overview of her background. She has worked at the Exploration Place Museum and Science Centre in Prince George for 22 years and has been Chief Executive Officer for 13 years. Mrs. Calogheros mentioned that when she became CEO 13 years ago the Exploration Place had a deficit of \$1.3 million dollars for a recently completed expansion along with \$100,000 operating deficit. Today, the Exploration Place in partnership with the Regional District of Fraser-Fort George (RDFFG), has developed five year funding envelopes that will establish 45% of the operating budget. They have created a Cultural Service Advisory Council with representation from all funding agencies that provide advice to the RDFFG in regard to heritage and culture.

Mrs. Calogheros has also worked with First Nations communities, the Lheidli T'enneh Nation and Nak'azdli Band to preserve oral history and traditions along with housing collections at risk. They are in the process of developing a Memorandum of Understanding with the Lheidli T'enneh Nation for repatriation of artifacts with other partners throughout Canada.

Mrs. Calogheros noted through her work she has had a lot of experience working with local governments and a variety of governments.

She has served on the following Associations:

- British Columbia Museum Association – Past President;
- Northern British Columbia Tourism Association – Past President:
 - Mrs. Calogheros was in the role of President when the Queen of the North sank and took a prominent role in trying to protect long haul and circle tourism during that difficult time.
- Canadian Association of Science Centre Board of Directors – Current:
 - Has been lobbying Ottawa for approximately 10 years to find funding for Science Education.
- Emily Carr Association Board of Governors
 - Worked very hard to have university arts programs in the north and is very pleased that next year the University of Northern B.C. (UNBC) will be offering adjunct degree programs for northern students.

Mrs. Calogheros has been involved in the Liberal Party for approximately 20 years and became involved when she initially started trying to get grants approved for the Exploration Place. She had a very good experience working with the Liberal party at the time and felt their interest in Northern B.C. and their on the ground in approach to best allocate and target the funds being provided for needed projects was great. She took a break for a time and has since returned as a candidate and advocate for the Liberal party platform. She feels that the Liberal party platform is new and is built from the ground up and that the Liberal Party is better connected to its constituents than it was when they were last leading Canada.

DELEGATIONS (CONT'D)

TRACY CALOGEROS, Liberal Party Candidate, Cariboo-Prince George

The Liberal Party infrastructure promises will benefit local government and all residents. They are planning to implement \$120 billion infrastructure expenditures in three different areas of infrastructure development. This is \$60 billion more than what is currently allocated for infrastructure. The funds will be provided to local governments and municipalities to be able to determine where the need is and allocate funds accordingly. Mrs. Calogheros noted that a Liberal government wants to be a partner and not impede the ability to build infrastructure.

Mrs. Calogheros stated that she has experience working with all levels of government to bring funds into the community and area to strengthen what can be offered to area citizens. She spoke to the need to stop competing amongst communities and to start talking about northern B.C. as a larger picture. There is now a triple bottom line, not just a fiscal bottom line, but also a social and ecological bottom line.

Director MacDougall brought forward concerns regarding CN Rail and the lack of service to communities to get products to market and the requirement for notice regarding the commodities that are being hauled by CN Rail. Mrs. Calogheros spoke of Canada being a resource driven economy and the need to get the resources to market. One of the ways that is accomplished is through rail. Accidents do happen and there needs to be scientific information regarding the impacts to all potential spills. She mentioned that the Liberal Party intends to reinstate funding for scientists to research in order to have the necessary information to be able to mitigate a spill and/or accident. She noted the importance of CN having mitigation teams to be first to an incident and not the Public Relations Team. Mrs. Calogheros commented that CN Rail wants a social license to continue to operate. Communities need to be able to grow economies within small communities and she would work to facilitate discussions with CN regarding the concerns of small communities.

Director Petersen mentioned that the Nechako River is a controlled river and the sturgeon have been declared an endangered species by the Federal Government. Once this has occurred there does not appear to be any follow-up by the Federal Government. What can be done about this issue? Mrs. Calogheros commented that she has worked with the sturgeon recovery project and there needs to be support for the entire life support system. Once a species is put on the endangered list there needs to be more investment in determining whether the species will move to extinction or can be rejuvenated, it requires further science and further work. Once the Federal Government places a species on the endangered list it then also falls under provincial jurisdiction for the monitoring and mitigation works. Thus it needs to be done in partnership with further follow up and funding by the Federal Government.

Director Brienens asked what a Liberal Government would do vs a Conservative Government for small communities and what they would do to address infrastructure needs. Mrs. Calogheros noted the Liberal approach to information sharing is very different than the Conservative Government. They believe in opening access to government information and that any information that needs to remain confidential will be the responsibility of the government to prove. The level and delivery of funding is also different. There is an infrastructure deficit Canada wide and jobs are required in the short term until a Liberal Government has the time to decide what is needed in the long term. Mrs. Calogheros has already been gathering information from the local governments within her riding to determine what is needed in regard to infrastructure. The Infrastructure Bank which the Liberal Government is intending to implement will change the ability to match funding requirements. The Infrastructure Bank will give a better interest rate than the Municipal Finance Authority and will allow small communities to borrow the matching funds. At the end of each fiscal year the Liberal Government plans to allocate the unused funds allowed for infrastructure to local governments through the Federal Gas Tax Program for the local governments to be able to utilize.

DELEGATIONS (CONT'D)

TRACY CALOghEROS, Liberal Party Candidate, Cariboo-Prince George

Director Lindstrom asked what Mrs. Calogheros' views were in regard to the Enbridge Northern Gateway Project. Mrs. Calogheros mentioned that pipelines are statistically the safest way to move oil and that we are capable of building a safe pipeline, but "safe" is a relative term. There is always a possibility for accidents and that has to be built into the risk factor. She spoke to recent discussions that she had in regard to the oil in Canada being land locked and that Canada receives a lower price for its oil because it can't get it off shore. If Canada is going to use and sell its resource it needs to get top dollar but it needs to move it in the safest way possible. She noted that it is a huge discussion. The Liberal Party has currently said "no" to Enbridge because it has followed the Environmental Assessment Process that the Conservative Government implemented and the Liberal Party does not feel that this is adequate. Mrs. Calogheros commented that there is a need to start from scratch in reviewing all the information in regard to Enbridge and pipelines.

Mrs. Calogheros does not believe that Enbridge has the social license to continue and that citizens and the government need more information in regard to tanker traffic on the coast. The Liberal Party promises serious innovation to clean energy and clean technology. She also mentioned the need to continue to invest in youth and education.

Mrs. Calogheros noted the need to find a way to get Canadian resources to market and she doesn't feel that the current government has the social license to do so. She mentioned the Tsilhoqot'in decision in regard to giving First Nations true title to their land. First Nations need to be consulted and a consensus found to access their land and mineral rights. The Liberal Party will start with common goals. Everyone wants the economy to grow and everyone wants to protect the environment for this generation and generations to come.

Chair Miller spoke of the resolution brought forward and endorsed by the Federation of Canadian Municipalities in regard to the missing \$800 million for mountain pine beetle infected areas that was promised by the Conservative government. Mrs. Calogheros noted that the missing funds appear to be a promise made by the Conservative government that was not followed through on. She commented that it is important for all levels of government to work together to voice concerns about the funds that were not allocated to mountain pine beetle infected areas.

Chair Miller spoke to the importance for all political parties to work together in Ottawa and to build consensus to reach common goals and collaborate for the betterment of all Canadians.

DELEGATIONS

RICHARD JAQUES, Green Party Candidate, Cariboo-Prince George

Chair Miller welcomed Richard Jaques, Green Party Candidate, Cariboo-Prince George.

Mr. Jaques mentioned that he had lived in the region while posted in Fort St. James, Tachet and Tackla Landing as an RCMP officer. He is currently an educator in Prince George.

He spoke of the annual allowable cut reduction and voiced concerns regarding the funding that was promised by the Conservative government to mountain pine beetle infected areas and was never delivered. If elected he is committed to delivering that funding to the area.

Mr. Jacques commented that it is important to retool sawmills in order to not have repetition and allow for mills to stay in production. He spoke to the safety concerns regarding the dust created from the milling of mountain pine beetle timber and is committed to ensuring proper safety measures are followed.

DELEGATIONS (CONT'D)

RICHARD JAQUES, Green Party Candidate, Cariboo-Prince George

He mentioned his concerns in regard to the Trans-Pacific Partnership (TPP) and its impacts to the dairy and forest sectors.

Mr. Jacques will be in Vanderhoof on October 9, 2015 for a political debate.

Chair Miller thanked Mr. Jaques for attending the meeting.

REPORTS

2016 RDBN Business Forum

Moved by Director Fisher
 Seconded by Director Benedict

C.W.2015-7-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize the RDBN Sponsorship of the 2017 Business Forum; and, further that the opportunity to host a future Business Forum be provided to the municipalities of the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the challenges of finding a host municipality for the RDBN Business Forum for 2016. Director Lindstrom noted that Fraser Lake has limited accommodation capacity.

Regional Economic Development Status Report

Moved by Director MacDougall
 Seconded by Director Greenaway

C.W.2015-7-4

"That the Committee of the Whole receive the Manager of Regional Economic Development's September 30, 2015 memo titled "Regional Economic Development Status Report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Corrine Swenson, Manager of Regional Economic Development provided an overview of the Regional Economic Development Status Report. Discussion took place regarding the measurable for tourism reporting. Ms. Swenson noted that the number of visitors to the regional tourism information centres is recorded, along with visitor's length and type of stay. Website traffic is recorded as a measurable along with the ability to request information from hotels. Ms. Swenson mentioned that there are future plans to participate in a performance measurement training program to learn new methods of being able to record and track measurable factors.

Discussion took place regarding Northern Development Initiative Trust and its Grant Writer program for municipalities and First Nation communities.

REPORTS (CONT'D)

The proposal writing status for September, 2015 and year to date applications was brought forward for discussion. Comments were made in regard to the percentage of grant funds received in comparison to the funds applied for and the length of time it takes to receive a response.

The Strategic Workforce Opportunities Team (SWOT) is moving forward and implementing the Regional Skills Gap Analysis. Staff are currently working to secure funding for a Coordinator for the SWOT.

CORRESPONDENCE

Correspondence

Moved by Director Parker
Seconded by Director Fisher

C.W.2015-7-5

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

- Re-Use Shed Public Meeting Details;
- Salvaging and Re-Use Shed Background Document;
- Promoting Re-Use in the RDBN – Ideas/Suggestions/Solutions Questionnaire;
- Lyn Nugent – Request for Additional Garbage Disposal Option;
- Earnie Harding – One-Stop Recycling Facilities;

INVITATION

-Nechako Watershed Roundtable Launch October 21-22, 2015, Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Parker requested an update on the Re-Use Shed Public Meetings for Smithers/Telkwa and Houston. Janine Dougall, Director of Environmental Services mentioned that there were 49 people in attendance at the Smithers/Telkwa Public Meeting including Directors and staff. Staff provided the "Salvaging and Re-Use Shed Background" and the "Promoting Re-Use in the RDBN – Ideas/Suggestions/Solutions Questionnaire" documents. Individuals can also submit the questionnaire at a later date. The format of the meeting was an interactive process rather than a town hall meeting format. There were 13 people at the Houston Public meeting. Some of the suggestions at the meetings were:

- o Additional staffing:
 - Volunteer or RDBN;
- o Reduce Hours of the Re-Use sheds – not necessarily the same hours as the transfer stations;
- o Move to another location and perhaps be run by a society;
- o Cameras to try to control bad behavior;
- o Children not allowed out of vehicles;

A Smithers/Telkwa area resident conducted research as to what other municipalities and Regional Districts are doing in terms of a Re-Use shed and will provide the information to staff.

CORRESPONDENCE (CONT'D)

Ms. Dougall mentioned that most of the telephone calls staff have received are from the Vanderhoof area.

Director Newell requested that the information regarding the meetings and the process continue to be provided to the public.

Discussion took place regarding the public response wherein some residents are very passionate and are wanting to find a solution to re-open the re-use sheds. Some residents are quiet in their response. Some residents are also discussing the potential for a business opportunity in regard to re-use options.

Nechako Watershed Round Table Launch

Discussion took place regarding the importance of having a representative from the RDBN Board of Directors attend the Nechako Watershed Round Table Launch in Prince George on October 21-22, 2015.

Moved by Director Newell
Seconded by Director Benedict

C.W.2015-7-6

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Director Greenaway’s attendance at the Nechako Watershed Roundtable Launch October 21 & 22, 2015 in Prince George, B.C.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Lyn Nugent – Request for Additional Garbage Disposal Option; -Earnie Harding – One-Stop Recycling Facilities

Director Fisher spoke to exploring options to determine additional garbage disposal options and whether the Recycling Depot in Smithers would be interested in the possibility. Also consideration for capacity and whether a fee for service would be required were noted. He also mentioned that perhaps the Town of Smithers would consider a partnership to provide further service. Director Fisher will research the potential options for additional garbage disposal and provide the information to the Regional Board.

Discussion took place regarding the ability for the public to conveniently access recycling options. The public has indicated that the hours of operation of the recycling facilities are not always convenient thus they are still taking products to the transfer stations.

The existing funding contract provided for recycling in the RDBN was brought forward for discussion. Ms. Dougall commented that the original intent of the funds provided in the recycling budget was to pay for programs not covered under the Extended Producer Responsibility program or industry paid products.

SUPPLEMENTARY AGENDA

INVITATION

Yellowhead Road & Bridge (Vanderhoof) Ltd. 2015/2016 Pre-winter Stakeholders Meeting -Tuesday, October 27, 2015 at 10:00 a.m. – Vanderhoof Fire Hall

Moved by Director Petersen
Seconded by Director Greenaway

C.W.2015-7-7

"That the Committee of the Whole receive the invitation from Yellowhead Road & Bridge (Vanderhoof) Ltd. regarding its 2015/2016 Pre-winter Stakeholders Meeting, Tuesday, October 27, 2015 at 10:00 a.m. at the Vanderhoof Fire Hall.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Thank You from Chair Miller
RE: UBCM

Chair Miller thanked the Regional Board and Jason Llewellyn, Interim Deputy Administrator/Director of Planning for their support during the Union of B.C. Municipalities Convention in Vancouver, B.C. on September 21-25, 2015.

Discussion took place regarding the full schedule this year during the UBCM Convention and the need to review the most beneficial strategic plan for the RDBN Directors in attending UBCM. Concerns were brought forward that many Directors, due to the amount of meetings scheduled, were unable to attend much of the convention.

Chair Miller commented that there has been positive feedback on the meetings that he attended on behalf of the Northwest Resource Benefits Alliance. The NWRBA meeting with the LNG Alliance was well received and meetings with other sectors such as mining and forestry would be beneficial. He noted that having industry support would greatly benefit the NWRBA.

ADJOURNMENT

Moved by Director Lindstrom
Seconded by Director Greenaway

C.W.2015-7-8

"That the meeting be adjourned at 12:20 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant



November 5, 2015 Pre-Budget Planning Session

Opening Remarks — Chairperson Miller

Opening Remarks —Gail Chapman, CAO

Overview—Hans Berndorff, Financial Administrator

Background Statement:

**Integration of strategic, financial plans are vital to success in order to
Maximize current and financial performance**

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25 GIS and House Numbering Function

26 Building Inspection Function

27 Bylaw Enforcement Function

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Discussion

RE: Additional Projects to be Considered



Regional District of Bulkley-Nechako

Administration Department Priorities and Projects: 2015 Update and Proposed 2016 Work Plan

NOVEMBER, 2015

Department: Administration
Submitted by: Gail Chapman, CAO

2016 Proposed Work Plan

The 2016 proposed work plan is based on staffing levels and standards of service similar to 2014.

Administration Staffing:

Gail Chapman, CAO
Cheryl Anderson, Manager of Administrative Services
Wendy Wainwright, Executive Assistant
Geraldine Craven, Administration Clerk/Receptionist

➤ 75% of resources applied to regular operations:

- Plan, organize, coordinate and direct ALL operations of the RDBN;
- Oversee, supervise, delegate, provide leadership to and mentor staff of the RDBN;
- Responsible for all human resources matters;
- Coordinate activities of all departments, ensuring that services are provided in an efficient and cost-effective manner;
- Ensure that policies and directives of the Regional Board are carried out;
- Make recommendations as to legal options available to the Regional Board on various legal matters;
- Develop RDBN policy as directed by the Regional Board;
- Oversee, administratively, the Fort Fraser Water and Sewer works in Fort Fraser, working with staff and the Fort Fraser Local Community Commission
- Develop strategic and corporate goals through ongoing strategic planning process as directed by the Board:
 - **NOW**
 - Fair Share – Committee throughout the year
- Executive Discussion
 - Legacy Proposal – Bulkley-Nechako Industrial Paper Complete
 - Forwarded to all municipalities for Mayor and Council approval
 - Presentations to municipalities
 - Executive Committee formulation of strategy
 - Discussion with companies
 - Work Camp Strategy
 - Research and report completed – Board Receipt
 - Waste Management Strategy
 - Board reading/reviewing



- Internet/Cell Phone Connectivity
 - meeting scheduled at UBCM
- **NEXT**
 - Diversification Strategy (Mid-Term Timber Supply)
 - Forestry Committee engagement with MFLNRO
- **COUNCIL ADVOCACY**
 - Nechako Watershed
 - Meetings attended
 - Wildfire Mitigation
 - Workshop with Province/Industry/Local Government/OBAC/Fraser Fort George Regional District/COFI/Community Forest held October 13, 2015
 - CN Emergency Meeting and Exercise
 - Region-Wide Meeting held and coordinated by Protective Services Manager – March 25, 2015

- Represent the RDBN at the intergovernmental level;
- Possible referenda/alternative approval process/elections at the discretion of the Board;
- Oversee Wildfire/Flooding Emergencies as EOC Director;
- First Nations Relationship Building;
- Bylaw Updates;
- Strategy re: Resource Revenue Sharing;
- Northwest Resource Benefits Alliance
- Strategy re: Legacy Funding
- Forest strategies inclusive of Wildfire Mitigation;
- Forestry (Wildfire Workshop)
- CN Rail Issues;
- Cell Phone/Internet;
- Nechako Watershed.

- **25% of Staff Resources applied to assisting the Chair and Directors as required, aiding them to fulfill their functions; Report to each Director on matters and concerns in respect of their area;**
 - Foster an environment of positive public relations both internally and externally;
 - Initiate actions required by the Board and coordinate and monitor tasks emerging from Board direction;
 - Work toward enhancing RDBN public awareness;
 - Carry out statutory duties outlined in the *Local Government Act/Community Charter*;
 - Perform the same statutory function for the SNRHD as Corporate Administrator of the RDBN.



2016 Projects:

- Fort Fraser Water System Replacement Referendum (Tentative)
- Burns Lake Airport Runway Resurfacing Referendum
- RDBN/MFLNRO/Industry Forestry Meeting (Tentative)
- Agriculture Sector Engagement
- Resource Revenue Sharing – NW Resource Benefits Alliance Partnership
- Legacy Funding – Implementation/Strategy
- RDBN Staff Compensation Report
- Fort St. James Seniors Helping Seniors Transportation Alternative Approval Process
- RDBN 50th Anniversary Celebration

Potential Additional Projects/Workplan Activities as identified previously by the Regional Board:

- Healthcare/Seniors Services/Youth/Mental Health for Youth;
- Transportation (OBAC) 2015;
- Parks/Roads/Docks/Recreation.

Director's Project Wish List:

Do the Directors have projects that are deemed priority for completion in 2016? If so, please list below in order of priority.

- 1.
- 2.
- 3.



Regional District of Bulkley-Nechako
November 5th, 2015
Pre-Budget Priorities Discussion for 2016

Department: Finance
Submitted by: Hans Berndorff

Staff Level = 2.95 Full Time Equivalents

Hans Berndorff, Financial Administrator (1 FTE)
 Laura Omeara, Senior Financial Assistant (1FTE)
 Kristi Rensby, Finance/Administration Coordinator (.95 FTE)

<p>65% of staff resources applied to regular operations</p>	<ul style="list-style-type: none"> ● Cash Receipts and Disbursements ● Accounting ● Cash Management ● Financial Planning & Budgeting ● Insurance and Risk Management ● Administration of Local Services ● Hospital District Administration ● Administration of Federal Gas Tax Funds 	<ul style="list-style-type: none"> ● Payroll ● Benefits Administration ● Monthly/quarterly Financial Reporting ● Borrowing for Capital Projects ● Investment of Surplus Funds ● Computer Network Administration
<p>25% of resources applied to mandatory annual projects</p>	<ul style="list-style-type: none"> ● Annual Budget and 5 Year Financial Plan ● Tax Requisition ● Detailed Financial Reporting to the Ministry 	<ul style="list-style-type: none"> ● Audited Financial Statements ● Financial Information Act Reports ● Federal Gas Tax Reporting ● Carbon Emissions Reporting
<p>10% of resources available for projects</p>		

2015 Projects Completed

- Implement New Short Term Investment Program
- New service – Round Lake Rural Fire Protection
- Proposed debt financing and tax increase for Topley Fire Protection
- Revised Gas Tax contracts with societies to reflect new Community Works Fund Agreement
- Developed and implemented financing plan for new landfill equipment
- Developed enhanced Gas Tax control system
- Benefits – Implement changeover to new benefits provider
- Implement new staff cost allocations to Rural Government
- Implement MIA liability insurance program for Bulkley Valley Regional Pool
- Financial update of the Solid Waste Management Plan
- Developed Financial Plan Guidelines
- Replaced obsolete Nortel system with new Office Phone System
- Burns Lake Hospital Replacement Committee
- Report on EOC staff time (regular and overtime) for previous 10 years
- Develop UBCM presentation for replacement of Fort St. James Hospital
- Explanatory RDBN inserts included with Provincial and Municipal property tax bills
- Annual Report including graphics, photographs and statistical information

2016 Projects

- | | |
|--|--------------|
| • Support CAO in Revenue Sharing & Legacy Funding Initiatives | Ongoing |
| • Asset Management Plan Phase 1 – Document Current Practice | 50% Complete |
| • Asset Management Plan Phase 2 – Implementation Plan | 0% Complete |
| • Proposed new service – FSJ Seniors Helping Senior Transportation | 75% Complete |
| • Proposed Loan & Increase in Tax Limit for Burns Bake Airport | 50% Complete |
| • Proposed New Street Lighting service on Laidlaw Road (Area A) | 20% Complete |
| • MIA Insurance for Societies | 30% Complete |
| • Chinook Community Forest Bylaws, Structure & Agreements | 95% Complete |
| • RDBN Debt Policy | 60% Complete |
| • Capital Reserve Policy | 60% Complete |
| • RDBN tax inserts | Annual |
| • Annual Report | Annual |
| • Investigate Electronic Records Management software | 10% Complete |
| • Consider options for streamlining payroll process | 10% Complete |
| • Review and update Finance Procedures Manuals | 50% Complete |



Regional District of Bulkley- Nechako Department Priorities and Projects: 2016

Department: Regional Economic Development
Submitted by: Corrine Swenson, Manager of Regional Economic Development

Resource Allocation

The 2016 work plan is based on:

- 1 FTE Manager of Regional Economic Development
- 1 FTE Regional Economic Development Assistant
- 0.8 FTE Proposal Writer

Staffing: 2.8 FTE

% of Resources Applied	Activity
1%	Administering funding programs (Northern Development/Lakes Economic Development Service)
30%	Communication (report writing, inquiries, marketing, meetings, municipal presentations, supervision, business directory approval)
29%	Proposal Writing
4%	Emergency Preparedness (Emergency Social Services Director and Logistics)
36%	Projects

(Investigating external funding opportunities to hire an intern/summer student to assist with 2016 Regional Economic Development Priorities and Projects)

2015 Projects

Getting the Conditions Right

Coordinated Economic Development workshops for

- Not for Profit Organizations – BC Societies Act - To be completed in November
- Regional Economic Development Professionals – Action Plans/Mountain Bike Strategy – April
- Performance Measurement EDAC/University of Waterloo - To be completed in November

Regional Skills Gap Analysis

- Participated on the Strategic Workforce Opportunities Team (SWOT)
- Complete annual reporting on the SWOT – To be completed in December

Support communities with Business Retention and Expansion

- Participated in Fort St James(July) and Fraser Lake(October) Business Walks

2015 Projects (continued)

Growing the Economy

Tourism

- Maintained and enhanced www.visitbulkleynechako.ca - 60% complete
- Support Northern BC Tourism to host Information Sessions – To be held February 2016
- Distributed Regional Tourism Brochure - Ongoing
- Developed Regional Tourism Itineraries – 60% complete, To be complete in 2016
- Developed tourism passport – 20% complete, To be complete in 2016
- Northern BC Mountain Bike Strategy – Move to 2016
- 2015 Canada Winter Games Activation Booth – Completed in February

Mining

- Attended Minerals Round up tradeshow – Completed in January
- Maintained and enhanced www.mining.rdbn.bc.ca – 75% complete

Entrepreneurship

- Updated and enhanced Bulkley Nechako Directory (Asset Mapping Database) – 25% complete
- Created page on RDBN mining website for planned and current LNG projects in the RDBN – 80% complete
- 2016 RDBN Business Forum – Deferred to 2017

Agriculture

- Participated on the advisory committee for the “Beyond the Market” Agriculture project - Ongoing
- Regional Agriculture Marketing Project:
 - Sponsored Community Events promoting local food production – 90% complete
 - Revised “Connecting Consumers and Producers” Agriculture Brochure and printed 1000 copies – Completed in June

Diversifying the Economy

Regional Marketing

- Complete Marketing Initiatives that will ensure the RDBN is marketed for industry, residents, and visitors
 - 2016 Invest in BC – 20% complete
 - 2016 MilePost – Completed in September
 - 2016 PG Visitors Guide – 80% complete
 - 2016 Northern BC Tourism Guide – Completed in September
- Maintained and updated Investment Portals – Northwest and North Central – to be completed in December
- Attended Vancouver’s Outdoor Adventure Show– Completed in April
- Maintained Image Bank:
 - Held annual photo/video contest – 90% complete
 - Professional photo/video acquisition – 30% complete, Complete in 2016

Entrepreneurship

- 2016 Start-up Business Contest – Deferred to 2017

2016 Department Priorities

Getting the Conditions Right

- Proposal writing assistance for Municipalities, Not for Profit, and First Nations Organizations in the region:
 - Revise Proposal Writing Policy
 - Create Grant Database user policy
- Semi-annual Regional Communication Meetings with Municipal, First Nations, Community Futures and Northern Development EDO's
- Administer funding programs – Northern Development and Lakes Economic Development Services
- Assist with Emergency Preparedness – Emergency Social Services and Logistics
- Outreach to business/industry in the region
- Update and enhance Economic Development Section of the RDBN website
- Update and enhance mining website to include RDBN Opportunities
- Compile and distribute Regional Data:
 - Stats Binder
 - Regional Profiles
 - Current and Potential Projects
- Coordinate and host Economic Development workshops for:
 - Not for Profit Organizations
 - Regional Economic Development Professionals

2016 Projects

Getting the Conditions Right

Regional Skills Gap Analysis

- Participate on the Strategic Workforce Opportunities Team (SWOT)
 - Assist with implementation of the Regional Skills Gap Analysis
- Complete annual reporting on the SWOT

Tourism

- Value of Tourism in the RDBN Study - 2016/2017

Opportunities in the RDBN website

- Maintain and enhance (Includes mining.rdbn.bc.ca, lng.rdbn.bc.ca, SWOT created webpages)

Growing the Economy

Tourism

- Maintain and enhance www.visitbulkleynechako.ca
- Support Northern BC Tourism to host Information Sessions
- Distribute Regional Tourism Brochure
- Complete Itinerary Project – signage, marketing
- Implement Tourism Passport Program
- Assist with implementing Northern BC Mountain Bike Strategy

Mining

- Attendance at Minerals Roundup and Minerals North tradeshow to promote mining within the RDBN
 - Partner with municipalities
 - www.mining.rdbn.bc.ca website will be highlighted
 - Contacts made with mining industry reps, service and supplier
- Maintain and enhance www.mining.rdbn.bc.ca webpage (Opportunities in the RDBN website)

2016 Projects (continued)

Entrepreneurship

- Update and enhance Bulkley Nechako Directory (Asset Mapping Database)
- 2017 RDBN Business Forum
 - Coordinate and Host two day Business Forum to be held in Burns Lake Spring 2017

Agriculture

- Staff will sit on the advisory committee for the “Beyond the Market” Agriculture project
- Regional Agriculture Marketing Project
 - Sponsor Community Events promoting local food production
 - Revise “Connecting Consumers and Producers” Agriculture Brochure and print 1000 copies for distribution at Community Events

Diversifying the Economy

Regional Marketing

- Develop Investment Readiness Action Plan - 2016/2017
- Complete Marketing Initiatives that will ensure the RDBN is marketed for industry, residents, and visitors
 - Tourism Marketing
 - Invest in BC
 - Promotional Materials
 - Other opportunities as necessary
- Maintain and update Investment Portals – Northwest and North Central
- Coordinate partnership with Travel Northern BC to exhibit at Vancouver’s Outdoor Adventure Show
- Maintain Image Bank
 - Hold annual photo/video contest
 - Professional photo/video acquisition – Electoral Areas C,D,F/Districts of Fort St James and Vanderhoof/Village of Fraser Lake – 2016-2017

Entrepreneurship

- Develop webpage and social media to help entrepreneurs start up a company or purchase existing business (Opportunities in RDBN website) – 2016/2017
- 2017 Start-up Business Contest
 - Coordinate bi-annual business planning competition within the region to help identify potential gap-filling entrepreneurs from within the community. Completion Spring 2017
 - Add youth component

Agriculture

- Investigate investment food processing companies who require a raw supply of produce – 2016/2017

Other

- Assist with Emergency Preparedness – Emergency Social Services and Logistics



Regional District of Bulkley-Nechako Pre-Budget Session for 2016 November 5th, 2015

Department: Protective Services
Submitted by: Deborah Jones-Middleton, Protective Services Manager

Percentage of Staff Resources

Staff Level = 2.5 Full Time Equivalents (FTE)

- **Protective Services Manager**
- **Protective Services Coordinator**
- **Regulation Compliance Officer: 50% Protective Services Department and 50% Planning Department**

Responsibilities

50% Staff resources applied to the Emergency Preparedness Program

- Planning
- Stakeholder Engagement
- Public Education
- Training
- Volunteer Recruitment
- Response to Emergency Events
- After Action Reporting
- Agreements

20% Staff resources applied to the 9-1-1 Service

- Public Education Program
- System Repairs and Maintenance
- Liaise with Service Providers
- Monthly, quarterly, and annual Reporting
- Contracts and agreements

25% Staff resources applied to the Rural Fire Protection

- Stakeholder Engagement
- Coordinate Training and Evaluation
- Review and revise Standard Operating Guidelines
- Contracts and agreements

5% Staff resources applied to the Occupational Health and Safety Program

- Organize and attend Occupational Health and Safety Committee meetings
- Annual staff exercise
- Manage Occupational Health and Safety Manual
- Organize safety training
- Manage Transfer Station Employee Vaccination Program

2015 Projects Completed

Protective Services Department

- Training for new Protective Services Coordinator (replacement hired December 2014)
- Recruited and training Regulation Compliance Officer (replacement hired May 2015)

Emergency Preparedness Program

- Emergency Response for the:
 - Little Bobtail Lake Wildfire Event (14 days); and
 - Bulkley River and Nechako River Flooding Event (42 days).
- Hosted Regional Spring Preparedness Committee meeting
- Hosted Regional Canadian National Railway Emergency Exercise and Meeting
- Completed the Emergency Management Support and Emergency Support Services Memorandum of Understandings with the District of Fort St. James
- Hosted 25 Emergency Support Services Volunteers to the Northern Emergency Support Services Training Weekend, including Volunteer Appreciations Dinner (a total of 62 attendees)
- Hosted Regional Emergency Support Services training for:
 - ESS Level 1;
 - Registration and Referrals; and
 - Reception Centre
- Hosted Regional Emergency Operations Centre training for:
 - EOC Logistics Level 2; and
 - Information Officer.
- Phase 4 of the Farmed Animal Mass Carcass GIS Study to be completed by December 2015
- Amateur Radio exercise with Emergency Management BC

9-1-1 Services

- Region wide Kindergarten Grade 1 'How to use 9-1-1'
- Completed 9-1-1 contract renewal with Regional District of Fraser Fort George

Rural Fire Protection

- Installation of Round Lake Dry Hydrant – to be completed by November 30th
- Assisted the Fort St. James Fire Department with volunteer Firefighter recruitment for Luck Bay Fire Hall
- Staff attended training for:
 - Fire Department Records Management Database;
 - Train the Trainer for Fire Department Training of Exterior Only Level Firefighting; and
 - CAO/PSM and Fire Chiefs Training Session.

Occupational Health and Safety Program

- RDBN Shakeout BC exercise
- RDBN Safety Evacuation Exercise

2016 Projects

Protective Services Department	
Review and revise website.	
Emergency Preparedness Program	
Emergency Management Support and Emergency Support Services MOU with the Village of Fraser Lake and the Village of Telkwa	50% Complete
Approach the District of Vanderhoof, District of Houston, and the Town of Smithers regarding an MOU for Emergency Management Support and Emergency Support Services	0% Complete
Region wide Grade 5 Essay Contest	0% Complete
Host regional Emergency Support Services Volunteers to the Northern Emergency Support Services Training Weekend	0% Complete
Hosting Emergency Management BC sponsored training for Emergency Operation Centre and Emergency Support Services	0% Complete
9-1-1	
Renew 9-1-1 Agreements with First Nations	50% Complete
Rural Fire Protection	
Renewal of the Fort St. James Fire Department Agreement for Luck Bay Rural Fire Protection	80% Complete
Topley Rural Fire Protection Area expansion and Road Rescue and Medical First Responder Referenda	75% Complete
Develop Exterior Only Fire Training Program	90% Complete
Renewal of the Smithers Rural Fire Protection, Recreation and Culture Agreement	85% Complete
Review and revise Rural Fire Department Standard Operating Guidelines	60% Complete
Negotiate the Telkwa Rural Fire Protection Agreement for the Round Lake Rural Fire Protection Area	25% Complete
Negotiate the Topley Rural Fire Protection Service Agreement	0% Complete
Identify water source for Luck Bay and Fort St. James Rural Fire Protection Area	0% Complete



Regional District of Bulkley- Nechako Planning Department Priorities and Projects: 2016

Planning and Land Use Management Function

Department: Planning Department, Planning and Land Use Management
Submitted by: Jason Llewellyn, Director of Planning

Staff Level: Jason Llewellyn, Director of Planning
Maria Sandberg, Planner
Jennifer MacIntyre, Planner 1
Debra Glover, Development Services Clerk

Services Provided

- Responding to resident, developer, and agency inquiries and information requests.
- Undertaking planning studies, and creating land use and development plans and policy.
- Processing development applications and referrals.
- Administering and implementing planning, land use and development bylaws, plans, and policy.
- Making recommendations to the Regional District Board on land use and development issues.
- Participating in, and making recommendations to the Board regarding, Provincial projects such as Environmental Assessment Reviews.

Resource Allocation Proposed for 2016

The 2016 work plan is anticipating an increase in development applications and referrals as the work associated with Oil and Gas Commission referrals and RDBN approvals for pipelines increases.

- 55% of resources applied to development application processing and referrals
- 25% of resources applied to public inquiries, questions, information requests, etc.
- 20% of resources applied to OCP development and projects (including Provincial projects)

2015 Notable Projects / Work

General

- | | |
|--|---------------|
| • Completed Electoral Area A Official Community Plan Review | 100% complete |
| • Oil and Gas Commission Referrals and Consultation Review | 100% complete |
| • Planning Services for Municipalities Review | 100% complete |
| • Planner and Bylaw Enforcement Officer Hiring | 100% complete |
| • Electoral Area Director and Advisory Planning Commission Workshops | 100% complete |
| • Zoning Bylaw Review | 95% complete |

Applications

- OCP amendment / Rezoning applications = 7
- Development Variance Permit Applications = 7
- Floodplain Bylaw Exemptions = 1
- ALR Applications = 9
- Temporary Use Permits = 6

Provincial Referrals

- Crown Land Referrals = 34
- Mines Referrals (gravel pits) = 4
- Local government referrals = 1
- Subdivision referrals = 15
- Water License referrals = 7
- Woodlot referrals = 7
- Oil and Gas Commission referrals = 15
- Recreation referrals = 6
- Misc = 3

Environmental Assessment Participation

- | | |
|--|---------------|
| • Nulki Hills Wind Farm Environmental Assessment Application Working group | ongoing |
| • Pacific Northern Gas Environmental Assessment Application Working group | ongoing |
| • Coastal Gaslink Environmental Assessment Application Working group | 100% complete |
| • Pacific Trail Pipeline Environmental Assessment Amendment # 4 | ongoing |

2016 Proposed Notable Projects

- | | |
|---|--------------|
| • Appointment of Board of Variance | 0% complete |
| • Zoning Bylaw Review | 90% complete |
| • Incorporating changes relating to land use contract legislation | |
| • Bylaw being finalized in preparation for Board and public review | |
| • Application Fee Review | 40% complete |
| • Pacific Northern Gas Environmental Assessment Application Working group | ongoing |
| • Blackwater Gold Mine Environmental Assessment Application Working group | ongoing |
| • Nulki Hills Windfarm Environmental Assessment Application Working group | ongoing |



Regional District of Bulkley- Nechako Planning Department Priorities and Projects: 2016

GIS and House Numbering Function

Department: Planning Department (GIS and House Numbering)
 Submitted by: Jason Llewellyn, Director of Planning
 Staff Level: Diondi Tan, GIS Technician

Services Provided

- Updating addressing and responding to addressing requests in electoral areas.
- Responding to staff and public requests for mapping and digital data.
- Maintaining GIS hardware, software and digital data.
- Maintaining municipalities, first nations, and electoral area addressing database for 911.

Resource Allocation Proposed for 2016

The 2015 work plan is based on one staff person and standards of service similar to 2015.

- 20% of resources on data and system maintenance.
- 25% of resources on staff mapping and data requests.
- 25% of resources on public mapping and inquiries.
- 30% of resources on Department projects.

2015 Notable Projects / Work

- 51 new house numbers issued.
- 432 public mapping requests and inquiries.
- Maintained a current and accurate GIS database.
- Provided updates as necessary to 911 system.
- Updated and produced the Electoral Area mapbooks.
- Prepared and corrected new zoning maps for proposed new zoning bylaw.

2016 Proposed Notable Projects

- | | |
|---|--------------|
| • First Nations reserve addressing capacity building. | 10% complete |
| • Incorporate municipal Web Based Mapping data. | 15% complete |
| • Mass Carcass Disposal Land Assessment Project (Prot. Serv.) | 0% complete |
| • Hazardous Materials Spill Mapping (Prot. Serv.) | 0% complete |
| • Asset Management Inventory (Finance) | 0% complete |



Regional District of Bulkley- Nechako Planning Department Priorities and Projects: 2016

Building Inspection Function

Department: Planning Department (Building Inspection)
 Submitted by: Jason Llewellyn, Director of Planning

Staff Level: Richard Wainwright, Chief Building Inspector
 Jason Berlin, Chief Building Inspector

Services Provided

- Processing building permit applications in Electoral Areas and participating municipalities (Fraser Lake, Granisle, Fort St. James, Burns Lake).
- Building Bylaw and Floodplain Bylaw implementation and enforcement.

Resource Allocation Proposed for 2016

The 2016 work plan is based on staffing levels and standards of service similar to 2015.

- 65% of resources undertaking inspections of construction.
- 30% of resources processing applications and responding to public inquiries.
- 5% of resources on RDBN facilities maintenance.

2015 Notable Projects / Work

- 97 building permits issued in Electoral Areas.
- 80 building permits issued in municipalities under contract.
- Old Building Permit file follow-up

2016 Proposed Notable Projects

- Old Building Permit file follow-up
- Register notices on title (under Section 57 of the Community Charter) on properties that are contravening the building regulations



Regional District of Bulkley- Nechako Planning Department Priorities and Projects: 2016

Bylaw Enforcement Function

Department: Planning Department (Bylaw Enforcement Function)
Submitted by: Jason Llewellyn, Director of Planning

Staff Level: Jason Blackwell, Regulation Compliance Officer (50%)

Services Provided

- Receive, and respond to, complaints regarding bylaw violations.
- Work closely with Planning Department staff to evaluate and resolve bylaw violations.
- Undertake site visits, notice delivery, and other activities in support of Planning Department.
- Undertake enforcement of department bylaws, plans, and policy.
- Making recommendations to the Regional District Board on bylaw enforcement issues and actions.

Resource Allocation Proposed for 2016

- 35% of resources applied to receiving and responding to inquiries regarding bylaw enforcement.
- 30% of resources applied to investigating and working with public to resolve bylaw infractions.
- 35% of resources applied to office work such as letter writing, report writing, and file management associated with bylaw enforcement.

2015 Notable Projects / Work

- 6 formal bylaw enforcement files have been created in 2015, and 7 formal files have been resolved (not including numerous enforcement issues resolved without a file being created) and a total of 38 open formal bylaw enforcement files.
- Hiring of a Regulation Compliance Officer

2016 Proposed Notable Projects

- Review of Bylaw Enforcement Policies and Procedures.



Regional District of Bulkley- Nechako Environmental Services Department Priorities and Projects: 2015 Update and Proposed 2016 Work Plan

(As of October 26, 2015)

Department: Environmental Services
Submitted by: Janine Dougall, Director of Environmental Services

Staffing and Equipment

Environmental Services Department staffing is a mixture of both internal and external personnel. Internal staff include:

- Environmental Services Operations Manager
- Operations Assistant
- Wastewater/Water Coordinator
- Sustainability Assistant

External staff include:

- Transfer Station Attendants – 12 plus 7 alternates (holiday and sick relief)
- Landfill Attendants – 3 currently, 4 beginning December 1, 2015
- Waste Haul Drivers - 3
- Water/Sewer Operator (Fort Fraser) - 1

To provide solid waste services associated with transfer station and landfill operation as well as waste hauling the Environmental Services Department operates and maintains the following equipment:

- 8 skid-steer loaders (7 primary and 1 spare)
- 3 tractor units
- 8 – 53 foot walking floor trailers
- 1 roll off truck
- 1 dump truck
- 2 excavators
- 2 crawler dozers
- 2 landfill compactors

Services Provided

- **Solid Waste Management**
- Liquid Waste Management
- Invasive Plant Management – In Partnership with the Northwest Invasive Plant Council
- Fort Fraser Water and Wastewater Systems
- Occupational Health and Safety



Although the Environmental Services Department is involved in the various services as outlined above, the **following 2015 Update and Proposed 2016 Work Plan applies to Solid Waste Management only**, which impacts all Directors and areas of the RDBN.

2015 Projects Completed or Pending Completion in 2015

- **Capital/Operational**

- Initiate Knockholt and Clearview Landfill RDBN Operations (Knockholt – complete, Clearview – December 1, 2015)
- Manson Creek Landfill upgrades (complete)
- Extend leachate collection vent pipe at Knockholt Landfill (complete)
- Upgrade wood waste collection areas at Area “D” Transfer Station (not initiated, move to 2016 work plan)
- Complete additional final closure works at Vanderhoof Landfill – Rip-rap / top soil / grass seeding (complete)
- Weigh scale software upgrades at Knockholt and Clearview Landfills (incomplete, move to 2016 work plan)
- Works to re-establish closure conditions at Smithers/Telkwa Landfill (not initiated)
- Upgrade signage at all RDBN solid waste management sites (in-process)

- **Planning Projects/Administrative**

- Initiate review of Solid Waste Management Plan by providing copy to Waste Management Committee for initial discussion (complete)
- Complete and submit application to Federal Gas Tax Strategic Priorities Fund for some of the equipment and buildings purchased for use at the Knockholt and Clearview Landfills (complete, in partnership with Economic Development staff)
- Issue contract for 2015 metal recycling services at RDBN solid waste management sites (complete)
- Host and facilitate workshop regarding implementation of region wide cardboard ban (complete)
- Address issues/liability associated with salvaging and re-use sheds at RDBN solid waste management sites (in-process)
- Subsidized backyard composting promotion program (complete)
- Investigate transfer station lighting upgrade options at Vanderhoof Transfer Station (incomplete)



- **Ongoing Projects**

- Extended producer responsibility programs – Participate in consultation sessions and on BC Product Stewardship Council.
- Participate in the development of local programs for packaging and printed paper materials. Review existing recycling opportunities and expand services in those communities not covered by MMBC, to collect the same materials as MMBC where viable.
- Recycling and sustainability education programs.
- Review and negotiate new licence of occupation / lease documents for RDBN solid waste management facilities.
- LNG development infrastructure implications and legacy funding initiatives.

2016 Resource Allocation

- 60% of internal staff resources applied to regular operations including:
 - Transfer station, landfill, hauling operations;
 - Landfill leachate collection/treatment, environmental monitoring activities;
 - Report preparation, data collection/analysis and public education and inquiries.
- 20% of internal staff resources applied to projects required due to operational requirement or by Ministry of Environment.
- 20% of internal staff resources available for ongoing projects.

2016 Proposed Projects

- **Capital/Operational**

- Phase 3 development at Knockholt Landfill (**Director of Environmental Services/Operations Manager**)
 - Dig test holes and complete survey work
 - Complete preliminary design and achieve MoE approval
 - Construction
- Knockholt Landfill facultative lagoon de-sludging and aeration upgrades (**Director of Environmental Services/Operations Manager/Wastewater/Water Coordinator**)
- Weigh scale software upgrades at Knockholt and Clearview Landfills (**Wastewater/Water Coordinator**)
- Upgrade wood waste collection areas at Area “D” Transfer Station (**Operations Manager**)



- Works to re-establish closure conditions at Smithers/Telkwa Landfill (**Director of Environmental Services/Operations Manager**)
- Subsidized backyard composting promotion program (**Sustainability Assistant**)
- **Planning Projects/Administrative**
 - Address issues/liability associated with salvaging and re-use sheds at RDBN solid waste management sites (**Director of Environmental Services/Operations Manager**)
 - Solid Waste Management Plan review and update (**Director of Environmental Services**)
 - Implementation of region wide cardboard ban - July 1, 2016 (**Director of Environmental Services/Sustainability Assistant**)
 - Knockholt Landfill – Landfill Gas Assessment - Regulatory Requirement (**Director of Environmental Services**)
- **Ongoing Projects**
 - Extended producer responsibility programs – Participate in consultation sessions and on BC Product Stewardship Council.
 - Participate in the development and promotion of local re-use and recycling programs.
 - Review and negotiate new licence of occupation / lease documents for RDBN solid waste management facilities.
 - LNG development infrastructure implications and legacy funding initiatives.
- **Potential Additional Projects**
 - Any other projects the Board would deem as priority for 2016? If so, please provide list in order of priority.
 - 1.
 - 2.
 - 3.

Geraldine Craven

From: Glennie-Visser, Christine <Christine.Glennie-Visser@northernhealth.ca> on behalf of healthycommunities <healthycommunities@northernhealth.ca>
Sent: October-27-15 10:07 AM
To: healthycommunities
Subject: Physical Activity & Health Summit - Friday, Nov 20, 2015

RECEIVED

OCT 27 2015
 REGIONAL DISTRICT OF
 BULKLEY NECHAKO

**The Inaugural Annual
 Physical Activity and Health Summit
 Friday, November. 20, 2015
 8am to 4:30 pm
 Prince George Civic Centre - Room 208**

- How healthy are we?
- What is the role of physical activity and inactivity?
 Canada's Physical Activity Report Card:
 - ✓ D minus -- What does this mean? A Provincial Strategy for Physical Activity
- What is Physical Literacy and its role across the lifecourse?
- What does Active and Safe Transportation to School look like? Active Outdoor Play – Risk versus Health Enhancement

What: Presentations will cover current knowledge and promising practices, and workshops will engage in translating knowledge and opportunities for northern contexts.

Who should attend: Stakeholders in physical activity and health, School district and Educators, Health services, Municipal planners, Community Rec, Not for profit, Parents, Community leaders -- all who have an interest in enabling health enhancing physical activity in any age group or setting in communities.

Poster/Display Gallery: Do you have an innovative, successful or promising school, municipal or community physical activity project to share?

Please submit your proposal by November 5th to: executivedirectorwinbc@gmail.com

We will endeavor to provide space to all contributors, but if there are more proposals than space, selections will be made that provide a variety of approaches. Responses to poster proposals will be sent November 8th.

Registration fee: \$55.00 per person includes lunch and nutrition breaks

A limited number of bursaries are available to ensure that cost is not a barrier to participation. Detailed program will be available and distributed on November 6th.

Register at:

<http://www.eventbrite.com/e/physical-activity-and-health-summit-tickets-19143040349>

For alternative payment options and bursary inquiries please contact the Event Organizers at: executivedirectorwinbc@gmail.com

Are there other opportunities for people to connect within your community in the Northern Health region? Do you have information, articles or resources that you think might be of interest to northern communities? Send your information by email to healthycommunities@northernhealth.ca

These e-briefs and updates are an information service bringing news of relevant health promotion, resources and research to Northern communities from the Population and Public Health Programs at Northern Health. The news items are for information only and do not reflect any official viewpoint of Northern Health.

For more information on the Northern Health's Population Health Programs visit the Northern Health website at <https://northernhealth.ca/YourHealth/HealthyLivingCommunities.aspx>

- **To subscribe**, send a blank email to healthycommunities@northernhealth.ca with "subscribe" in the subject line.
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If you have any questions about our list and your privacy, please feel free to phone us at 250.565.7455.

Northern Health's Population Health Team
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Prince George, British Columbia