



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
COMMITTEE OF THE WHOLE  
**SUPPLEMENTARY AGENDA**

Thursday, February 12, 2015

| <u>PAGE NO.</u>       | <u>ADMINISTRATION REPORT</u>   | <u>ACTION</u>     |
|-----------------------|--|-------------------|
| 2-19                  | Laura O'Meara, Senior Financial Assistant<br>- 2015 Draft Budget   | Direction/Receive |
| 20-26                 | Hans Berndorff, Financial Administrator<br>- Capital Reserve Adequacy  | Receive           |
| 27                    | Corrine Swenson, Manager of Regional<br>Economic Development – Grant Opportunity:<br>Federal Gas Tax Fund – Strategic Priorities<br>Fund | Receive           |
| <u>CORRESPONDENCE</u> |  |                   |
| 28                    | Smithers and Area Recycling Society<br>- S.A.R.S. – Contract Changes – November 5,<br>2014   | Receive           |
| <u>INVITATION</u>     |  |                   |
| 29-30                 | 2015 COFI Convention – April 8-9, 2015<br>- Prince George, B.C.  | Direction/Receive |
| <u>NEW BUSINESS</u>   |  |                   |
| <u>ADJOURNMENT</u>    |  |                   |



## Regional District of Bulkley-Nechako Memo – Committee of the Whole Supplementary Agenda February 12, 2015

**To:** Chair Miller and the Committee of the Whole  
**From:** Laura O'Meara, Senior Financial Assistant  
**Date:** February 11, 2015  
**Re:** 2015 Draft Budget

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The Second draft of the 2015 budget for regional services is complete. The budgets for local services are currently being prepared for discussion with the Directors that participate in each local service.

### **Revised Projected Tax Rates for 2015**

Schedule 3 indicates that the overall projected 2015 tax increase for region-wide services and regional rural services has declined by \$170,837 from \$804,384 to \$633,547.

The residential tax rate for municipal taxpayers is now projected to increase from \$79.94 for a \$100,000 property in 2014 to \$89.54 in 2015 (a reduction of \$2.78 compared with the first draft of the budget). The residential tax rate for rural properties is projected to increase from \$103.29 for a \$100,000 property in 2014 to \$119.30 in 2015 (a decrease of \$3.20 from Draft No. 1).

### **Components of the Change in Taxation Compared with Draft No. 1**

The following is a summary of the changes from the first draft of the budget.

- The reduction in staff wages and Directors remuneration reflect actual BC inflation of 0.9% compared with 2% that was included in the previous draft;
- The surplus carried forward from 2014 reflected estimates for December results. Actual results following the first close are now reflected in the budget, resulting in an increase in the surplus compared with Draft No. 1;
- Records management software was deferred to the 2016 budget for a decrease in 2015 taxation of 25,000.
- As requested by the Committee of the Whole at its January 15<sup>th</sup> meeting, the budget for re-establishment of closure conditions at the former Smithers/Telkwa Landfill was reduced from \$100,000 to \$50,000. This is offset by a reduction in the withdrawal from the Landfill Closure Reserve of the same amount. Therefore, 2015 taxation is not affected, but the reserve balance is higher as a result.
- The budget for Administration building renovations and cabinetry was increased by \$15,250.

**Tax Rate Trend**

Schedule 2 includes updated bar graphs showing our actual tax rates from 2011 to 2014 and the projected tax rate for 2015. The trend is measured separately for rural and municipal taxpayers because the number of regional services affecting rural taxpayers is greater than those affecting municipal taxpayers.

**2015 Initiatives**

Schedule 4 is an updated listing of proposed new initiatives included in the 2015 budget.

**Projected Tax Changes for each Service**

Schedules 6 through 17, which highlight the major items affecting the projected tax change in each region-wide service and each regional rural service has been updated to reflect the changes in Draft No. 2 of the budget.

**Detailed Service Budgets**

If Directors would like copies of the detailed budgets for each service, these are available on request.

I would be pleased to answer any questions.

  
for Lane O'neill

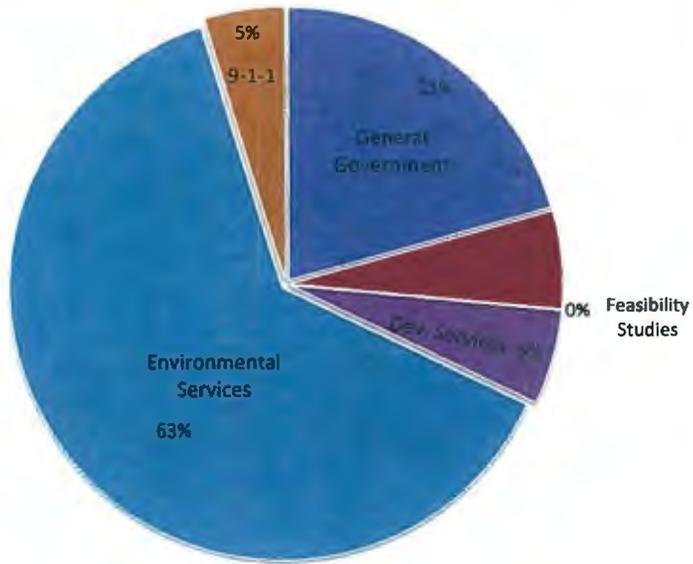
Recommendation:

(all/directors/majority)

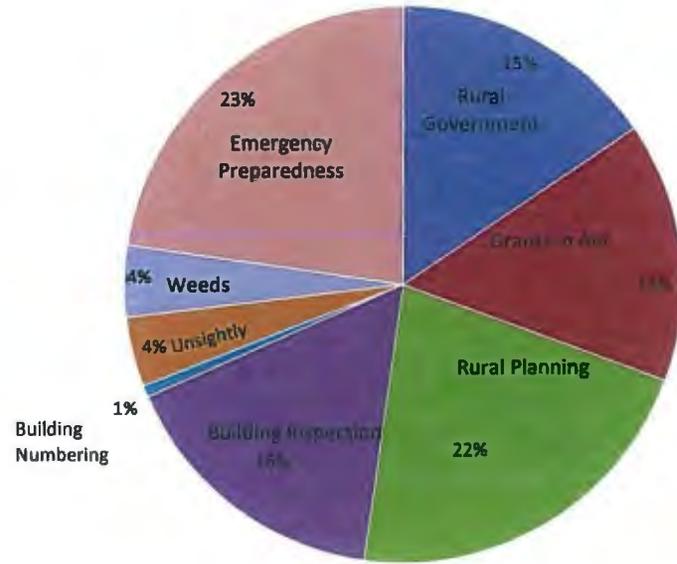
That the Committee of the Whole receives the Senior Financial Assistant's February 11, 2015 memo titled "2015 Budget Draft No. 2" and provides direction regarding any changes to the draft budget.

**RDBN - 2015 Budget**  
**Major Components of Region-wide and Regional Rural Taxation**

**Taxation for Region-Wide Services**

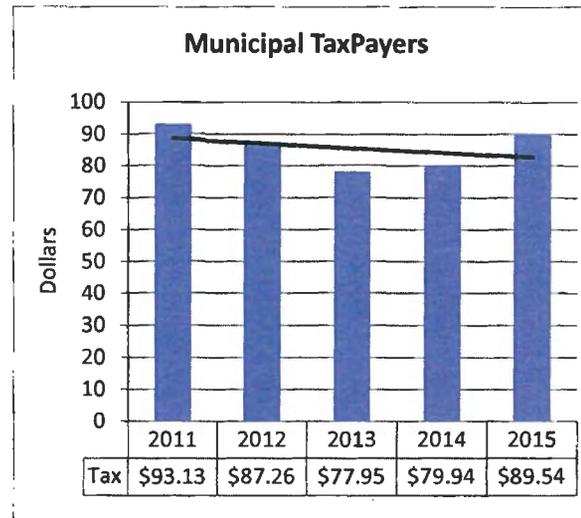
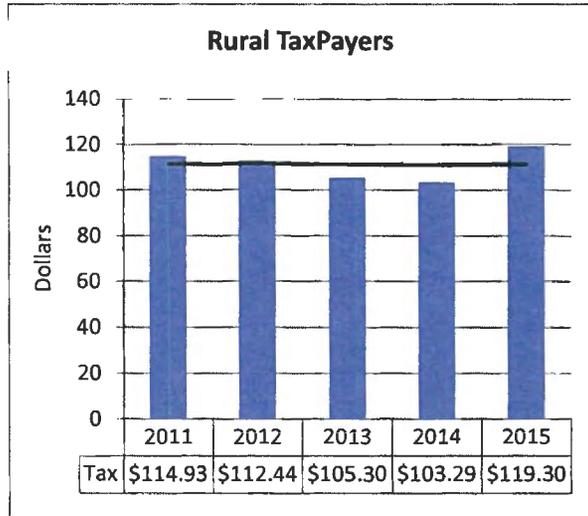


**Taxation for Regional Rural Services**



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## RDBN 2015 Budget - Tax on a \$100,000 Property (excludes local services)



- Includes:
- General Government
  - Regional Economic Development
  - Feasibility Studies
  - Planning
  - Development Services
  - Environmental Services
  - 9-1-1 Service
  - Rural Government
  - Rural Grants in Aid
  - Building Inspection
  - Building Numbering
  - Unsightly Premises
  - Noxious Weed Control
  - Emergency Preparedness

- General Government
- Regional Economic Development
- Feasibility Studies
- Planning
- Development Services
- Environmental Services
- 9-1-1 Service

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**RDBN - 2015 Budget**  
**Projected Tax Rates for Regional Services**  
**(excludes local services)**

| Dept                           | Function                             |                  |                  |                | Converted Assessments |                    | Tax on a \$100,000 Residential Property |               |              |                     |              |              |
|--------------------------------|--------------------------------------|------------------|------------------|----------------|-----------------------|--------------------|---|---------------|--------------|---------------------|--------------|--------------|
|                                |                                      | 2014 Tax         | 2015 Tax         | 2014 vs 2015   | 2014                  | 2015               | Rural Taxpayers                         |               |              | Municipal Taxpayers |              |              |
|                                |                                      |                  |                  |                | Completed Roll        | Completed Roll     | 2014                                    | 2015          | 2015 vs 2014 | 2014                | 2015         | 2015 vs 2014 |
| <b>Region-Wide Services</b>    |                                      |                  |                  |                |                       |                    |   |               |              |                     |              |              |
| 1201                           | General Govt - Legislative           | 243,945          | 251,126          | 7,181          | 543,712,951           | 542,160,596        | 4.49                                    | 4.63          | 0.15         | 4.49                | 4.63         | 0.15         |
| 1202                           | General Govt - Administration        | 420,437          | 418,730          | (1,707)        | 543,712,951           | 542,160,596        | 7.73                                    | 7.72          | (0.01)       | 7.73                | 7.72         | (0.01)       |
| 1203                           | General Govt - Finance               | 288,152          | 301,741          | 13,589         | 543,712,951           | 542,160,596        | 5.30                                    | 5.57          | 0.27         | 5.30                | 5.57         | 0.27         |
|                                |                                      | 952,534          | 971,597          | 19,063         | 543,712,951           | 542,160,596        | 17.52                                   | 17.92         | 0.40         | 17.52               | 17.92        | 0.40         |
| 1301                           | Feasibility Studies                  | -                | (93)             | (93)           | 543,712,951           | 542,160,596        | -                                       | (0.00)        | (0.00)       | -                   | (0.00)       | (0.00)       |
| 2500                           | Regional Economic Development        | 288,188          | 273,763          | (14,425)       | 543,712,951           | 542,160,596        | 5.30                                    | 5.05          | (0.25)       | 5.30                | 5.05         | (0.25)       |
| 4301                           | Development Serv                     | 227,303          | 265,616          | 38,313         | 543,712,951           | 542,160,596        | 4.18                                    | 4.90          | 0.72         | 4.18                | 4.90         | 0.72         |
| 5000                           | Environmental Serv.                  | 2,451,433        | 2,965,818        | 514,385        | 543,712,951           | 542,160,596        | 45.09                                   | 54.70         | 9.62         | 45.09               | 54.70        | 9.62         |
| 7501                           | 9-1-1 Service                        | 283,157          | 224,436          | (58,721)       | 543,712,951           | 542,160,596        | 5.21                                    | 4.14          | (1.07)       | 5.21                | 4.14         | (1.07)       |
|                                | <b>Total Region-Wide Services</b>    | <b>4,202,615</b> | <b>4,701,138</b> | <b>498,523</b> | <b>543,712,951</b>    | <b>542,160,596</b> | <b>77.29</b>                            | <b>86.71</b>  | <b>9.42</b>  | <b>77.29</b>        | <b>86.71</b> | <b>9.42</b>  |
| <b>Regional Rural Services</b> |                                      |                  |                  |                |                       |                    |   |               |              |                     |              |              |
| 1101                           | Rural Govt - Legislative             | 83,021           | 75,224           | (7,797)        | 272,543,950           | 271,411,242        | 3.05                                    | 2.77          | (0.27)       |                     |              |              |
| 1102                           | Rural Govt - Administration          | 69,518           | 56,433           | (13,085)       | 272,543,950           | 271,411,242        | 2.55                                    | 2.08          | (0.47)       |                     |              |              |
|                                |                                      | 152,539          | 131,657          | (20,882)       | 272,543,950           | 271,411,242        | 5.60                                    | 4.85          | (0.75)       |                     |              |              |
| 1103                           | Rural Grant in Aid                   | 122,837          | 129,252          | 6,415          | 272,543,950           | 271,411,242        | 4.51                                    | 4.76          | 0.26         |                     |              |              |
| 4101                           | Rural Planning                       | 180,247          | 183,874          | 3,627          | 543,712,951           | 542,160,596        | 3.98                                    | 4.25          | 0.27         | 2.65                | 2.83         | 0.18         |
| 4201                           | Building Inspection                  | 85,229           | 137,440          | 52,211         | 157,952,776           | 157,952,776        | 5.40                                    | 8.70          | 3.31         |                     |              |              |
| 4401                           | Building Numbering                   | 5,458            | 5,724            | 266            | 272,543,950           | 271,411,242        | 0.20                                    | 0.21          | 0.01         |                     |              |              |
| 4501                           | Unightly Premises                    | 26,780           | 34,745           | 7,965          | 254,063,404           | 252,001,120        | 1.05                                    | 1.38          | 0.32         |                     |              |              |
| 5901                           | Weed Control                         | 38,540           | 35,770           | (2,770)        | 272,543,950           | 271,411,242        | 1.41                                    | 1.32          | (0.10)       |                     |              |              |
| 7601                           | Emergency Preparedness               | 97,339           | 193,031          | 95,692         | 272,543,950           | 271,411,242        | 3.57                                    | 7.11          | 3.54         |                     |              |              |
| 7602                           | Emergency Response                   | 7,500            | -                | (7,500)        | 272,543,950           | 271,411,242        | 0.28                                    | -             | (0.28)       |                     |              |              |
|                                | <b>Total Regional Rural Services</b> | <b>716,469</b>   | <b>851,493</b>   | <b>135,024</b> |                       |                    | <b>25.99</b>                            | <b>32.58</b>  | <b>6.59</b>  |                     |              |              |
|                                |                                      | <b>4,919,084</b> | <b>5,552,631</b> | <b>633,547</b> |                       |                    | <b>103.29</b>                           | <b>119.30</b> | <b>16.01</b> | <b>79.94</b>        | <b>89.54</b> | <b>9.60</b>  |

|   |       |
|---|-------|
| Percentage Change - Region-wide Services    | 11.9% |
| Percentage Change - Regional Rural Services | 18.8% |
| Percentage Change - Total                   | 12.9% |

|          |      |      |      |      |      |      |
|----------|------|------|------|------|------|------|
| Tax Rate | 1.03 | 1.19 | 0.16 | 0.80 | 0.90 | 0.10 |
|----------|------|------|------|------|------|------|

**RDBN - 2015 Budget**  
**Initiatives for 2015**

**Administration & Finance**

|   |                |
|---|----------------|
| Increase in Directors Remuneration                    | 47,000         |
| Capital Asset Management Plan                         | 30,000         |
| Development of Office Space                           | 19,250         |
| Administration Cabinetry                              | 16,000         |
| New Office Phone System (Funded from Capital Reserve) | 26,849         |
|   | <u>139,099</u> |

**Regional Economic Development**

|   |               |
|---|---------------|
| Hire SWOT Coordinator (Position is fully funded from Provincial Grants) | 44,819        |
| Economic Development Workshop Sponsorship (funded from grants)          | 26,522        |
|   | <u>71,341</u> |

**Planning**

|  |               |
|--|---------------|
| Plotter Purchase (Funding from Capital Reserve)                  | 34,000        |
| GIS Server Purchase  | 14,330        |
| Increase Property Database Contingency from \$40,000 to \$50,000 | 10,000        |
|  | <u>58,330</u> |

**Environmental Services**

|   |                |
|---|----------------|
| Increase reserve for carbon emission reduction initiatives                        | 13,250         |
| Remediation of old Smithers/Telkwa Landfill                                       | 50,000         |
| Top Soil, Grass and Rip Rap for Vanderhoof Landfill Site                          | 50,000         |
| Knockholt Scale Upgrade, Plants & Lechate Pipe Extension                          | 60,000         |
| Clearview Landfill Scale Upgrade  | 40,000         |
| Replace STTS and BLTS Transfer Station Bobcats                                    | 120,000        |
| New Storage area at Smithers/Telkwa Transfer Station                              | 5,000          |
| Well Remediation and Lighting at Vanderhoof Transfer Station (\$20k from Gas Tax) | 30,000         |
| Manson Creek Site Upgrades  | 75,000         |
| Bobcat Hauling Trailer  | 10,000         |
| Area "D" Transfer Station recycling Area  | 15,000         |
|   | <u>468,250</u> |

**Emergency Preparedness**

|   |               |
|---|---------------|
| Regulatory Compliance Officer Salary and Benefits | <u>40,656</u> |
|---|---------------|

777,676

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Rural Government**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 153      |
| 2015 Taxation       | 132      |
| Increase (Decrease) | (21)     |

|   | (\$000's)      |                |                            |
|---|----------------|----------------|----------------------------|
| Item                                      | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>                     |                |                |                            |
| Surplus from Prior Year                   | 84             | 50             | 34                         |
| Administration Grant                      | 43             | 65             | (22)                       |
| Grant in lieu of Alcan taxes              | 36             | 37             | (1)                        |
|   |                |                | 11                         |
| <b><u>Expenditures</u></b>                |                |                |                            |
| Directors remuneration                    | 73             | 78             | 5                          |
| Directors travel                          | 54             | 52             | (2)                        |
| Salaries & Benefits                       | 32             | -              | (32)                       |
| Conferences and Conventions               | 4              | -              | (4)                        |
| Allocation of staff costs from General Go | 81             | 96             | 15                         |
| Liability Insurance                       | 8              | 9              | 1                          |
| Share of Office Costs                     | 6              | -              | (6)                        |
| Special Projects                          | 15             | 15             | -                          |
| Other                                     |                |                | (9)                        |
|   |                |                | (32)                       |
|   |                |                | (21)                       |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**General Government**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 953      |
| 2015 Taxation       | 972      |
| Increase (Decrease) | 19       |

| Item  | (\$000's)      |                |                            |
|---|----------------|----------------|----------------------------|
|   | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>                                     |                |                |                            |
| Surplus from Prior Year                                   | 193            | 198            | (5)                        |
| Other Grant Revenue                                       | -              | 15             | (15)                       |
| Transfer from Capital Reserve (Includes new phone system) |                | 31             | (31)                       |
| Transfer from Vehicle Reserve                             | 10             | 15             | (5)                        |
| Province of BC Administration Grant                       | 75             | 115            | (40)                       |
| Grant in lieu of Alcan taxes                              | 111            | 116            | (5)                        |
|   |                |                | (101)                      |
| <b><u>Expenditures</u></b>                                |                |                |                            |
| Directors remuneration                                    | 217            | 258            | 41                         |
| Directors Travel  | 90             | 84             | (6)                        |
| Salaries & Benefits                                       | 773            | 798            | 25                         |
| Staff Education   | 17             | 18             | 1                          |
| Allocation of staff costs to rural gov't                  | (47)           | (79)           | (32)                       |
| Association Dues  | 17             | 12             | (5)                        |
| Allocated Building Occupancy Costs                        | 51             | 45             | (6)                        |
| Communications (Includes new phone system)                | 10             | 49             | 39                         |
| Newsletters   | 6              | 3              | (3)                        |
| Liability Insurance                                       | 9              | 10             | 1                          |
| Special Projects  | 58             | 83             | 25                         |
| Capital Expenditures                                      | 25             | 56             | 31                         |
| Other   |                |                | 9                          |
|   |                |                | 120                        |
|   |                |                | 19                         |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Feasibility Studies**

|                     |               |               |                     |
|---------------------|---------------|---------------|---------------------|
|                     |               |               | <u>(\$000s)</u>     |
| 2013 Taxation       |               |               | -                   |
| 2014 Taxation       |               |               | -                   |
| Increase (Decrease) |               |               | <u>-</u>            |
| <br>                |               |               |                     |
| <u>Item</u>         | <u>2012</u>   | <u>2013</u>   | <u>Tax Increase</u> |
|                     | <u>Budget</u> | <u>Budget</u> | <u>(Decrease)</u>   |
| <br>                |               |               |                     |
| Feasibility Studies |               |               | <u>-</u>            |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Regional Economic Development**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 288      |
| 2015 Taxation       | 274      |
| Increase (Decrease) | (14)     |

|  | (\$000's)      |                |                            |
|--|----------------|----------------|----------------------------|
| Item                                     | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>                    |                |                |                            |
| Surplus from Prior Year                  | 57             | 78             | (21)                       |
| Project Grants                           | 64             | 113            | (49)                       |
|  |                |                | (70)                       |
| <b><u>Expenditures</u></b>               |                |                |                            |
| Salaries & Benefits                      | 223            | 233            | 10                         |
| Allocation of staff costs to rural gov't | (34)           | (16)           | 18                         |
| Staff Education                          | 8              | 16             | 8                          |
| Staff Travel                             | 3              | 2              | (1)                        |
| Allocated Building Occupancy Costs       | 19             | 25             | 6                          |
| Communications                           | 4              | 1              | (3)                        |
| Legal                                    | 2              | 1              | (1)                        |
|  |                |                | 37                         |
| <b><u>Projects</u></b>                   |                |                |                            |
| - Tourism                                | 34             | 44             | 10                         |
| - Agriculture Project                    | 36             | 30             | (6)                        |
| - Marketing Initiatives                  | 5              | 8              | 3                          |
| - Business Forum                         | 17             | 2              | (15)                       |
| - Entrepreneurship Contest               | -              | 4              | 4                          |
| - Economic Development Workshops         | 8              | 35             | 27                         |
| - Regional Skills Gap Analysis           | 46             | 68             | 22                         |
| - Action Plan                            | 58             | 8              | (50)                       |
| - Minerals North & Roundup               | 9              | 6              | (3)                        |
| - Image Bank                             | -              | 29             | 29                         |
|  |                |                | 21                         |
| Other                                    |                |                | (2)                        |
| Total Expenditures                       |                |                | 56                         |
|  |                |                | (14)                       |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Rural Planning**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 180      |
| 2015 Taxation       | 184      |
| Increase (Decrease) | 4        |

| Item                          | (\$000's)      |                |                            |
|-------------------------------|----------------|----------------|----------------------------|
|                               | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>         |                |                |                            |
| Grants in lieu of Alcan Taxes | 29             | 30             | (1)                        |
| Surplus from Prior Year       | 39             | 36             | 3                          |
|                               |                |                | 2                          |
| <b><u>Expenditures</u></b>    |                |                |                            |
| Salaries & Benefits           | 164            | 171            | 7                          |
| Title Searches                | -              | 1              | 1                          |
| Building Occupancy Costs      | 19             | 16             | (3)                        |
| Website Maintenance           | 1              | -              | (1)                        |
| Communications                | 3              | 1              | (2)                        |
| Supplies                      | 5              | 3              | (2)                        |
| Capital Expenditures          | 10             | 11             | 1                          |
| Other                         |                |                | 1                          |
|                               |                |                | 2                          |
|                               |                |                | 4                          |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Building Inspection**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 85       |
| 2015 Taxation       | 137      |
| Increase (Decrease) | 52       |

| Item                           | (\$000's)      |                |                               |
|--------------------------------|----------------|----------------|-------------------------------|
|                                | 2014<br>Budget | 2015<br>Budget | Tax<br>Increase<br>(Decrease) |
| <b><u>Revenue</u></b>          |                |                |                               |
| Surplus from Prior Year        | 62             | 23             | 39                            |
| Cost Sharing by Municipalities | 85             | 87             | (2)                           |
|                                |                |                | 37                            |
| <b><u>Expenditures</u></b>     |                |                |                               |
| Salaries & Benefits            | 205            | 211            | 6                             |
| Staff Education                | 6              | 9              | 3                             |
| Liability Insurance            | 18             | 20             | 2                             |
| Other                          |                |                | 4                             |
|                                |                |                | 15                            |
|                                |                |                | 52                            |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Development Services**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 227      |
| 2015 Taxation       | 266      |
| Increase (Decrease) | 39       |

|                            | (\$000's)      |                |                            |
|----------------------------|----------------|----------------|----------------------------|
| Item                       | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>      |                |                |                            |
| Surplus from Prior Year    | 56             | 66             | (10)                       |
| Transfer from Reserve      | -              | 34             | (34)                       |
|                            |                |                | (44)                       |
| <b><u>Expenditures</u></b> |                |                |                            |
| Salaries & Benefits        | 206            | 231            | 25                         |
| Computer Systems           | 55             | 73             | 18                         |
| Capital Expenditures       | -              | 34             | 34                         |
| Other                      |                |                | 6                          |
|                            |                |                | 83                         |
|                            |                |                | 39                         |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Unightly Premises Regulatory Control**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 27       |
| 2015 Taxation       | 35       |
| Increase (Decrease) | 8        |

| Item                       | (\$000's)      |                |                            |
|----------------------------|----------------|----------------|----------------------------|
|                            | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>      |                |                |                            |
| Surplus from Prior Year    | 1              | 4              | (3)                        |
|                            |                |                | (3)                        |
| <b><u>Expenditures</u></b> |                |                |                            |
| Salaries & Benefits        | 19             | 26             | 7                          |
| Staff Travel               | 1              | 3              | 2                          |
| Other                      |                |                | 2                          |
|                            |                |                | 11                         |
|                            |                |                | 8                          |



**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Environmental Services**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 2,451    |
| 2015 Taxation       | 2,970    |
| Increase (Decrease) | 519      |

|   | (\$000's)      |                |                            |
|---|----------------|----------------|----------------------------|
| Item                                      | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>                     |                |                |                            |
| Surplus from Prior Year                   | 1,268          | 858            | 410                        |
| Transfer from Landfill Closure Reserve    | 171            | 200            | (29)                       |
| Transfer from Capital Reserve             |                | 100            | (100)                      |
| Transfer from Landfill Development Res    |                | -              | -                          |
| Transfer from Gas Tax Reserve             | -              | 20             | (20)                       |
| Construction & Demolition Waste Fees      |                |                | -                          |
| Contaminated Soils Revenue                |                |                | -                          |
| Grants in lieu of Alcan Taxes             | 286            | 298            | (12)                       |
| Metal Recycling Revenues                  | 82             | 150            | (68)                       |
| Bobcat Trade In Revenue                   | 26             | 34             | (8)                        |
|   |                |                | 173                        |
| <b><u>Administration Expenditures</u></b> |                |                |                            |
| Director's Remuneration & Benefits        | 5              | 9              | 4                          |
| Salaries & Benefits                       | 452            | 476            | 24                         |
| Staff Travel                              | 35             | 40             | 5                          |
| Liability Insurance                       | 13             | 15             | 2                          |
| Carbon Emission Reduction Initiatives     | 27             | 40             | 13                         |
| Other                                     |                |                | 2                          |
|   |                |                | 50                         |
| <b><u>Operations</u></b>                  |                |                |                            |
| - Landfills                               | 867            | 835            | (32)                       |
| - Transfer Stations                       | 1,518          | 1,587          | 69                         |
| - Operating Contingencies                 | 57             | 24             | (33)                       |
| - Landfill Closure Costs                  | 171            | 220            | 49                         |
| - Recycling Expenditures                  | 798            | 857            | 59                         |
| - Capital Expenditures                    | 167            | 355            | 188                        |
| - Contributions to Reserves               | 131            | 131            | -                          |
| - Other                                   |                |                | (4)                        |
|   |                |                | 296                        |
| Total Expenditures                        |                |                | 346                        |
|   |                |                | 519                        |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Weed Control**

|                     |                 |
|---------------------|-----------------|
|                     | <u>(\$000s)</u> |
| 2014 Taxation       | 39              |
| 2015 Taxation       | 36              |
| Increase (Decrease) | <u>(3)</u>      |

|                            |                  |               |                     |
|----------------------------|------------------|---------------|---------------------|
|                            | <u>(\$000's)</u> |               |                     |
| <u>Item</u>                | <u>2013</u>      | <u>2014</u>   | <u>Tax Increase</u> |
|                            | <u>Budget</u>    | <u>Budget</u> | <u>(Decrease)</u>   |
| <b><u>Revenue</u></b>      |                  |               |                     |
| Surplus from Prior Year    | 4                | 9             | <u>(5)</u>          |
|                            |                  |               | <u>(5)</u>          |
| <b><u>Expenditures</u></b> |                  |               |                     |
| Salaries & Benefits        | 8                | 8             | -                   |
| Contribution to NWIPC      | 37               | 37            | -                   |
| Other                      |                  |               | 5                   |
|                            |                  |               | <u>5</u>            |
|                            |                  |               | <u>-</u>            |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**9-1-1 Service**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 283      |
| 2015 Taxation       | 224      |
| Increase (Decrease) | (59)     |

|                                 | (\$000's)      |                |                            |
|---------------------------------|----------------|----------------|----------------------------|
| Item                            | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>           |                |                |                            |
| Surplus from Prior Year         | 6              | 33             | (27)                       |
| Grants in Lieu of Alcan Taxes   | 28             | 29             | (1)                        |
| User Fees - Telus Land Lines    | 155            | 142            | 13                         |
|                                 |                |                | (15)                       |
| <b><u>Expenditures</u></b>      |                |                |                            |
| Salaries & Benefits             | 50             | 37             | (13)                       |
| Repairs & Maintenance           | 42             | 45             | 3                          |
| PSAP Costs                      | 145            | 55             | (90)                       |
| FOCC Operating Costs            | 218            | 223            | 5                          |
| Contribution to Capital Reserve | -              | 50             | 50                         |
| Other                           |                |                | 1                          |
|                                 |                |                | (44)                       |
|                                 |                |                | (59)                       |

**Regional District of Bulkley-Nechako**  
**Details of Projected Tax Changes**  
**Emergency Preparedness Planning**

|                     | (\$000s) |
|---------------------|----------|
| 2014 Taxation       | 105      |
| 2015 Taxation       | 193      |
| Increase (Decrease) | 88       |

|                                      | (\$000's)      |                |                            |
|--------------------------------------|----------------|----------------|----------------------------|
| Item                                 | 2014<br>Budget | 2015<br>Budget | Tax Increase<br>(Decrease) |
| <b><u>Revenue</u></b>                |                |                |                            |
| Surplus from Prior Year              | 65             | 33             | 32                         |
| Other Grant Revenue                  | 64             | 70             | (6)                        |
| Misc Revenue                         | -              | 2              | (2)                        |
|                                      |                |                | 24                         |
| <b><u>Expenditures</u></b>           |                |                |                            |
| Directors remuneration & travel      | -              | -              | -                          |
| Salaries & Benefits                  | 86             | 170            | 84                         |
| Staff Education                      | 2              | 11             | 9                          |
| Staff Travel                         | 1              | 5              | 4                          |
| Consulting Fees - GIS Study          | 34             | 70             | 36                         |
| Emergency Volunteer Program          | 10             | 12             | 2                          |
| Legal                                | 1              | 3              | 2                          |
| Contingency                          | 1              | 3              | 2                          |
| Capital Expenditures                 | 40             | 10             | (30)                       |
| Contribution to Emergency Response R | 50             | -              | (50)                       |
| Other                                |                |                | 5                          |
|                                      |                |                | 64                         |
|                                      |                |                | 88                         |



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
 Memo – Committee of the Whole Supplementary  
 Agenda - February 12, 2015

To: Chair Miller and the Board of Directors  
 From: Hans Berndorff, Financial Administrator  
 Date: February 12, 2015  
 Re: Capital Reserve Adequacy

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Attached are the following schedules outlining the adequacy of our capital reserves for region-wide services.

- Schedule A Environmental Services Vehicles, Landfill Phase Development and Landfill Closure Reserves
- Schedule B Admin/Economic Development/Planning/Emergency Preparedness Vehicle Reserve
- Schedule C Electronic Equipment Reserve (photocopiers & network servers)
- Schedule D Building Inspection Vehicle Reserve
- Schedule E Development Services Map Plotter Reserve
- Schedule F Administration Building Reserve

The analysis assumes that reserve balances earn 1.5% above inflation.

As shown, we are adequately reserved for all of the above items, with the exception of the Administration Building, where we are only reserved for regular capital repairs such as a new roof every 20 years or a new HVAC system every 15 years. To replace the building at the end of its life would require borrowing at that time unless reserve contributions are increased.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the Committee of the Whole receive the Financial Administrator's February 12, 2015 memo titled "Capital Reserve Adequacy".

**Environmental Services  
Capital Reserve Continuity**

| Year | Closure & Post Closure Reserve |               |          |            |                 | Phase Development Reserve |               |          |            |                 | Vehicle Reserve |               |          |            |                 |
|------|--------------------------------|---------------|----------|------------|-----------------|---------------------------|---------------|----------|------------|-----------------|-----------------|---------------|----------|------------|-----------------|
|      | Opening Balance                | Contributions | Interest | Withdrawal | Closing Balance | Opening Balance           | Contributions | Interest | Withdrawal | Closing Balance | Opening Balance | Contributions | Interest | Withdrawal | Closing Balance |
| 2015 | 624,638                        | 75,000        | 9,370    | (150,000)  | 559,008         | 533,687                   | 40,000        | 8,005    | (100,000)  | 481,692         | 45,382          | 15,000        | 681      |            | 61,063          |
| 2016 | 559,008                        | 75,000        | 8,385    | (121,500)  | 520,893         | 481,692                   | 45,000        | 7,225    |            | 533,918         | 61,063          | 18,000        | 916      |            | 79,979          |
| 2017 | 520,893                        | 75,000        | 7,813    | (55,000)   | 548,706         | 533,918                   | 45,000        | 8,009    | (300,000)  | 286,926         | 79,979          | 18,000        | 1,200    | (37,000)   | 62,178          |
| 2018 | 548,706                        | 75,000        | 8,231    | (363,880)  | 268,057         | 286,926                   | 45,000        | 4,304    |            | 336,230         | 62,178          | 18,000        | 933      | (37,000)   | 44,111          |
| 2019 | 268,057                        | 75,000        | 4,021    | (55,000)   | 292,078         | 336,230                   | 45,000        | 5,043    | (100,000)  | 286,274         | 44,111          | 18,000        | 662      | (60,000)   | 2,773           |
| 2020 | 292,078                        | 85,000        | 4,381    | (90,000)   | 291,459         | 286,274                   | 45,000        | 4,294    |            | 335,568         | 2,773           | 18,000        | 42       |            | 20,814          |
| 2021 | 291,459                        | 85,000        | 4,372    | (55,000)   | 325,831         | 335,568                   | 45,000        | 5,034    |            | 385,601         | 20,814          | 18,000        | 312      |            | 39,126          |
| 2022 | 325,831                        | 85,000        | 4,887    | (55,000)   | 360,718         | 385,601                   | 45,000        | 5,784    | (180,000)  | 256,385         | 39,126          | 18,000        | 587      |            | 57,713          |
| 2023 | 360,718                        | 85,000        | 5,411    | (55,000)   | 396,129         | 256,385                   | 45,000        | 3,846    | (100,000)  | 205,231         | 57,713          | 18,000        | 866      | (37,000)   | 39,579          |
| 2024 | 396,129                        | 85,000        | 5,942    | (90,000)   | 397,071         | 205,231                   | 45,000        | 3,078    |            | 253,310         | 39,579          | 18,000        | 594      | (37,000)   | 21,173          |
| 2025 | 397,071                        | 85,000        | 5,956    | (55,000)   | 433,027         | 253,310                   | 45,000        | 3,800    | (315,000)  | (12,891)        | 21,173          | 18,000        | 318      |            | 39,490          |
| 2026 | 433,027                        | 85,000        | 6,495    | (435,200)  | 89,322          | (12,891)                  | 45,000        | (193)    |            | 31,916          | 39,490          | 18,000        | 592      |            | 58,083          |
| 2027 | 89,322                         | 90,000        | 1,340    | (55,000)   | 125,662         | 31,916                    | 45,000        | 479      | (145,000)  | (67,605)        | 58,083          | 18,000        | 871      | (60,000)   | 16,954          |
| 2028 | 125,662                        | 90,000        | 1,885    | (55,000)   | 162,547         | (67,605)                  | 45,000        | (1,014)  |            | (23,619)        | 16,954          | 18,000        | 254      |            | 35,208          |
| 2029 | 162,547                        | 90,000        | 2,438    | (55,000)   | 199,985         | (23,619)                  | 45,000        | (354)    |            | 21,026          | 35,208          | 18,000        | 528      | (37,000)   | 16,736          |
| 2030 | 199,985                        | 90,000        | 3,000    | (55,000)   | 237,985         | 21,026                    | 45,000        | 315      |            | 66,342          | 16,736          | 18,000        | 251      | (37,000)   | (2,013)         |
| 2031 | 237,985                        | 90,000        | 3,570    | (55,000)   | 276,555         | 66,342                    | 45,000        | 995      |            | 112,337         | (2,013)         | 18,000        | (30)     |            | 15,957          |
| 2032 | 276,555                        | 90,000        | 4,148    | (55,000)   | 315,703         | 112,337                   | 45,000        | 1,685    |            | 159,022         | 15,957          | 18,000        | 239      |            | 34,197          |
| 2033 | 315,703                        | 100,000       | 4,736    | (55,000)   | 365,439         | 159,022                   | 45,000        | 2,385    |            | 206,407         | 34,197          | 18,000        | 513      |            | 52,710          |
| 2034 | 365,439                        | 100,000       | 5,482    | (55,000)   | 415,920         | 206,407                   | 45,000        | 3,096    |            | 254,503         | 52,710          | 18,000        | 791      |            | 71,500          |
| 2035 | 415,920                        | 100,000       | 6,239    | (55,000)   | 467,159         | 254,503                   | 45,000        | 3,818    | (315,000)  | (11,679)        | 71,500          | 18,000        | 1,073    | (97,000)   | (6,427)         |
| 2036 | 467,159                        | 100,000       | 7,007    | (340,200)  | 233,966         | (11,679)                  | 45,000        | (175)    |            | 33,146          | (6,427)         | 18,000        | (96)     |            | 11,476          |
| 2037 | 233,966                        | 100,000       | 3,509    | (340,200)  | (2,724)         | 33,146                    | 45,000        | 497      | (160,000)  | (81,357)        | 11,476          | 18,000        | 172      | -          | 29,648          |

21

Assumed Interest Rate 1.5%

**Admin/Economic Development/Planning/Emergency Preparedness  
Vehicle Reserve**

| Year | Opening Balance | Contributions |         |        |          |           |                    |                   |     |       | Subtotal | Interest | Withdrawals | Closing Balance |
|------|-----------------|---------------|---------|--------|----------|-----------|--------------------|-------------------|-----|-------|----------|----------|-------------|-----------------|
|      |                 | Admin         | Finance | Ec Dev | Planning | Dev. Serv | Building Numbering | Unightly Premises | 911 | Emerg |          |          |             |                 |
| 2015 | 79,347          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,190    | (31,000)    | 61,037          |
| 2016 | 61,037          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 916      |             | 73,453          |
| 2017 | 73,453          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,102    |             | 86,055          |
| 2018 | 86,055          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,291    | (31,000)    | 67,845          |
| 2019 | 67,845          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,018    |             | 80,363          |
| 2020 | 80,363          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,205    | (31,000)    | 62,068          |
| 2021 | 62,068          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 931      |             | 74,500          |
| 2022 | 74,500          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,117    | (31,000)    | 56,117          |
| 2023 | 56,117          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 842      |             | 68,459          |
| 2024 | 68,459          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,027    |             | 80,986          |
| 2025 | 80,986          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,215    | (31,000)    | 62,700          |
| 2026 | 62,700          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 941      |             | 75,141          |
| 2027 | 75,141          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,127    | (31,000)    | 56,768          |
| 2028 | 56,768          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 852      |             | 69,120          |
| 2029 | 69,120          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 1,037    | (31,000)    | 50,656          |
| 2030 | 50,656          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 760      |             | 62,916          |
| 2031 | 62,916          | 1,093         | 1,725   | 1,725  | 2,415    | 863       | 230                | 1,725             | 863 | 863   | 11,500   | 944      |             | 75,360          |

Assumed Interest Rate    1.5%

22

**Administration**  
**Electronic Equipment Reserve Continuity**

| Year  | Opening Balance | Contributions | Interest | Withdrawals | Closing Balance |
|-------|-----------------|---------------|----------|-------------|-----------------|
| 2,015 | 63,678          | 10,000        | 955      | (31,449)    | 43,184          |
| 2,016 | 43,184          | 10,000        | 648      | (15,000)    | 38,832          |
| 2,017 | 38,832          | 10,000        | 582      |             | 49,414          |
| 2,018 | 49,414          | 10,000        | 741      | (30,000)    | 30,156          |
| 2,019 | 30,156          | 10,000        | 452      | (5,000)     | 35,608          |
| 2,020 | 35,608          | 10,000        | 534      | (10,000)    | 36,142          |
| 2,021 | 36,142          | 10,000        | 542      |             | 46,684          |
| 2,022 | 46,684          | 10,000        | 700      | (15,000)    | 42,384          |
| 2,023 | 42,384          | 10,000        | 636      | (5,000)     | 48,020          |
| 2,024 | 48,020          | 10,000        | 720      | (30,000)    | 28,741          |
| 2,025 | 28,741          | 10,000        | 431      |             | 39,172          |
| 2,026 | 39,172          | 10,000        | 588      | (10,000)    | 39,759          |
| 2,027 | 39,759          | 10,000        | 596      | (5,000)     | 45,356          |
| 2,028 | 45,356          | 10,000        | 680      | (15,000)    | 41,036          |
| 2,029 | 41,036          | 10,000        | 616      |             | 51,651          |
| 2,030 | 51,651          | 10,000        | 775      | (30,000)    | 32,426          |
| 2,031 | 32,426          | 10,000        | 486      | (5,000)     | 37,913          |

Interest Rate      1.5%

**Building Inspection**  
**Vehicle Reserve Continuity**

| Year  | Opening Balance | Contributions | Interest | Withdrawals | Closing Balance |
|-------|-----------------|---------------|----------|-------------|-----------------|
| 2,015 | 46,396          | 8,000         | 696      |             | 55,092          |
| 2,016 | 55,092          | 8,000         | 826      | (31,000)    | 32,918          |
| 2,017 | 32,918          | 8,000         | 494      | (31,000)    | 10,412          |
| 2,018 | 10,412          | 8,000         | 156      |             | 18,568          |
| 2,019 | 18,568          | 8,000         | 279      |             | 26,847          |
| 2,020 | 26,847          | 9,000         | 403      |             | 36,250          |
| 2,021 | 36,250          | 9,000         | 544      |             | 45,793          |
| 2,022 | 45,793          | 9,000         | 687      |             | 55,480          |
| 2,023 | 55,480          | 9,000         | 832      | (31,000)    | 34,312          |
| 2,024 | 34,312          | 9,000         | 515      | (31,000)    | 12,827          |
| 2,025 | 12,827          | 9,000         | 192      |             | 22,019          |
| 2,026 | 22,019          | 9,000         | 330      |             | 31,350          |
| 2,027 | 31,350          | 9,000         | 470      |             | 40,820          |
| 2,028 | 40,820          | 9,000         | 612      |             | 50,432          |
| 2,029 | 50,432          | 9,000         | 756      | (31,000)    | 29,189          |
| 2,030 | 29,189          | 9,000         | 438      | (31,000)    | 7,627           |
| 2,031 | 7,627           | 9,000         | 114      |             | 16,741          |

Interest Rate      1.5%

HP

**Development Svices**  
**Map Plotter Reserve Continuity**

| Year  | Opening Balance | Contributions | Interest | Withdrawals | Closing Balance |
|-------|-----------------|---------------|----------|-------------|-----------------|
| 2,015 | 29,403          | 6,000         | 441      | (34,000)    | 1,844           |
| 2,016 | 1,844           | 6,000         | 28       |             | 7,872           |
| 2,017 | 7,872           | 6,000         | 118      |             | 13,990          |
| 2,018 | 13,990          | 6,000         | 210      |             | 20,200          |
| 2,019 | 20,200          | 6,000         | 303      |             | 26,503          |
| 2,020 | 26,503          | 6,000         | 398      |             | 32,900          |
| 2,021 | 32,900          | 6,000         | 494      |             | 39,394          |
| 2,022 | 39,394          | 6,000         | 591      |             | 45,985          |
| 2,023 | 45,985          | 6,000         | 690      |             | 52,674          |
| 2,024 | 52,674          | 6,000         | 790      |             | 59,464          |
| 2,025 | 59,464          | 6,000         | 892      |             | 66,356          |
| 2,026 | 66,356          | 6,000         | 995      | (34,000)    | 39,352          |
| 2,027 | 39,352          | 6,000         | 590      |             | 45,942          |
| 2,028 | 45,942          | 6,000         | 689      |             | 52,631          |
| 2,029 | 52,631          | 6,000         | 789      |             | 59,421          |
| 2,030 | 59,421          | 6,000         | 891      |             | 66,312          |
| 2,031 | 66,312          | 6,000         | 995      |             | 73,307          |

Interest Rate      1.5%

25

**Administration**  
**Electronic Equipment Reserve Continuity**

Interest Rate 1.5%

| Year  | Opening Balance | Contributions | Interest | Withdrawals | Closing Balance |
|-------|-----------------|---------------|----------|-------------|-----------------|
| 2,015 | 30,190          | 15,000        | 453      |             | 45,643          |
| 2,016 | 45,643          | 15,000        | 685      |             | 61,327          |
| 2,017 | 61,327          | 15,000        | 920      |             | 77,247          |
| 2,018 | 77,247          | 15,000        | 1,159    |             | 93,406          |
| 2,019 | 93,406          | 15,000        | 1,401    |             | 109,807         |
| 2,020 | 109,807         | 15,000        | 1,647    |             | 126,454         |
| 2,021 | 126,454         | 15,000        | 1,897    |             | 143,351         |
| 2,022 | 143,351         | 15,000        | 2,150    |             | 160,501         |
| 2,023 | 160,501         | 15,000        | 2,408    | (40,000)    | 137,909         |
| 2,024 | 137,909         | 15,000        | 2,069    |             | 154,978         |
| 2,025 | 154,978         | 15,000        | 2,325    |             | 172,302         |
| 2,026 | 172,302         | 15,000        | 2,585    |             | 189,887         |
| 2,027 | 189,887         | 15,000        | 2,848    |             | 207,735         |
| 2,028 | 207,735         | 15,000        | 3,116    | (115,000)   | 110,851         |
| 2,029 | 110,851         | 15,000        | 1,663    | (95,000)    | 32,514          |
| 2,030 | 32,514          | 15,000        | 488      |             | 48,002          |
| 2,031 | 48,002          | 15,000        | 720      |             | 63,722          |
| 2,032 | 63,722          | 15,000        | 956      |             | 79,677          |
| 2,033 | 79,677          | 15,000        | 1,195    |             | 95,873          |
| 2,034 | 95,873          | 15,000        | 1,438    |             | 112,311         |
| 2,035 | 112,311         | 15,000        | 1,685    |             | 128,995         |
| 2,036 | 128,995         | 15,000        | 1,935    |             | 145,930         |
| 2,037 | 145,930         | 15,000        | 2,189    |             | 163,119         |
| 2,038 | 163,119         | 15,000        | 2,447    | (40,000)    | 140,566         |
| 2,039 | 140,566         | 15,000        | 2,108    |             | 157,674         |
| 2,040 | 157,674         | 15,000        | 2,365    |             | 175,040         |
| 2,041 | 175,040         | 15,000        | 2,626    |             | 192,665         |
| 2,042 | 192,665         | 15,000        | 2,890    |             | 210,555         |
| 2,043 | 210,555         | 15,000        | 3,158    |             | 228,713         |
| 2,044 | 228,713         | 15,000        | 3,431    |             | 247,144         |
| 2,045 | 247,144         | 15,000        | 3,707    |             | 265,851         |
| 2,046 | 265,851         | 15,000        | 3,988    |             | 284,839         |
| 2,047 | 284,839         | 15,000        | 4,273    |             | 304,112         |
| 2,048 | 304,112         | 15,000        | 4,562    | (115,000)   | 208,673         |
| 2,049 | 208,673         | 15,000        | 3,130    | (95,000)    | 131,803         |
| 2,050 | 131,803         | 15,000        | 1,977    |             | 148,781         |
| 2,051 | 148,781         | 15,000        | 2,232    |             | 166,012         |
| 2,052 | 166,012         | 15,000        | 2,490    |             | 183,502         |
| 2,053 | 183,502         | 15,000        | 2,753    | (40,000)    | 161,255         |
| 2,054 | 161,255         | 15,000        | 2,419    |             | 178,674         |
| 2,055 | 178,674         | 15,000        | 2,680    |             | 196,354         |
| 2,056 | 196,354         | 15,000        | 2,945    |             | 214,299         |
| 2,057 | 214,299         | 15,000        | 3,214    | (3,000,000) | (2,767,486)     |

26



**Regional District of Bulkley-Nechako  
SUPPLEMENTARY MEMO  
Committee of the Whole  
February 12, 2015**

To: Chair Miller and the Committee of the Whole  
 From: Corrine Swenson, Manager of Regional Economic Development  
 Date: February 11, 2015  
 Regarding: **Grant Opportunity: Federal Gas Tax Fund - Strategic Priorities Fund**

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Currently, the RDBN is completing a grant application to the Federal Gas Tax Strategic Priorities Fund – Capital Infrastructure Projects Stream for the startup costs of the operation of landfills. The RDBN is able to submit two applications under the Capital Infrastructure Projects Stream.

Projects put forward for funding under the Infrastructure Projects Stream must be “shovel ready”. A feasibility study would have already been complete and must be submitted with the application. Applications are due April 15.

Local Governments are the only eligible applicants, however they may choose to apply as an individual applicant or as a co-applicant with another ultimate recipient. An ultimate recipient includes for-profit, non-governmental and not-for-profit organizations.

Project Categories include:

- Public Transit
- Solid Waste
- Community Energy Infrastructure
- Drinking Water
- Wastewater
- Disaster Mitigation
- Recreational Infrastructure
- Tourism Infrastructure
- Local Roads, Bridges and Active Transportation
- Brownfield Redevelopment
- Local and Regional Airports
- Short-sea Shipping
- Short-line Rail
- Highways
- Broadband Connectivity
- Culture Infrastructure
- Sport Infrastructure

There will be a second intake to the program, however the timing has not been announced. If Directors are aware of a potential “shovel ready” capital project that fits within the above categories, please discuss it with the Regional Economic Development Department by February 27<sup>th</sup> for consideration of the April 15<sup>th</sup> intake.

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RECOMMENDATION  
 Receive.

(All/Directors/Majority)

28

Earnie Harding  
Smithers and Area Recycling Society  
PO Box 4041, Smithers, BC V0J 2N0

RECEIVED

FEB 12 2015

February 11, 2015

Janine Dougall  
Director of Environmental Services  
Bulkley Nechako Regional District  
37, 3<sup>rd</sup> Ave, PO Box 820, Burns Lake, BC V0J 1E0

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

Dear Janine Dougall:

Re: S.A.R.S. – Contract changes. Nov. 5, 2014

Please accept this as official notification that we are withdrawing our authorization on your contract changes document dated October 21, 2014.

Our position is that you have assumed our recycling initiative has 40% residential component and adjusted our contract accordingly. MMBC has stated that only 2% of our production falls into their criteria for residential and 98% is ICI. Last year we removed 1,258 tonnes of recyclables from the waste stream and ended up with a loss of \$13,794.61 for the year.

During the past 12 years there has been a great local effort with donations and in-kind contributions of \$605,611.00. We have assets of \$600,454.00 that includes the equipment capacity to process the entire volume generated in the Regional District. We are operating out of a building where the owner asked us to relocate but we are unable to find an alternate site. The lease agreement for the present location has also expired.

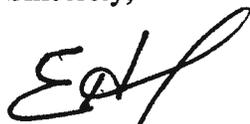
With the issues we face we have no alternative but to put our employees on notice of a permanent layoff. The additional GBN Curbside and MMBC materials we process will not make up the projected shortfall if we continue operating.

Large funding allocations proposed for private individuals to establish recycling facilities in their communities is contrary to the intent of the diversions credits initially established for recycling initiatives. We have a Bottle Depot that has “satellite Depot Status” and that has recycling initiatives that were not considered in allocations.

The effort that the Regional District puts into establishing recycling initiatives where there is no donations and in-kind contributions should be applauded but not at the expense of having established operations shut down,

We would like to meet with the Board and local Regional Reps to find a solution to having recycling continue in our area.

Sincerely,



Earnie Harding  
Smithers and Area Recycling Society

29

RECEIVED

Geraldine Craven

FEB 16 2015

**From:** Council of Forest Industries <gillrie@cofi.org>  
**Sent:** February-05-15 9:52 AM  
**To:** inquiries  
**Subject:** 2015 COFI Convention April 8-9 - Register Now - Early Bird Ends February 13

REGIONAL DISTRICT OF  
BULKLEY NECHAKO



Thank you to our platinum sponsors:



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**April 8 - 9**  
**Prince George Civic Centre**  
808 Canada Games Way

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