

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

# AGENDA

MEETING NO. 12

OCTOBER 22, 2015

P.O. BOX 820  
BURNS LAKE, BC V0J 1E0  
PHONE: (250) 692-3195 OR 1-800-320-3339  
FAX: (250) 692-3305  
[www.rdbn.bc.ca](http://www.rdbn.bc.ca)

"A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION"

# 2

## VISION

*“A World of Opportunities  
Within Our Region”*

## MISSION

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

## STRATEGIC PRIORITIES 2015-2019

### Now

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

### Next

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

### Board Advocacy

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

REGIONAL DISTRICT OF BULKLEY-NECHAKO

**AGENDA**

Thursday, October 22, 2015



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – October 22, 2015</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	<u>(All grey highlighted items may be received as a block)</u>	
3-22	Board Meeting Minutes – September 17, 2015	Adopt
23-29	Committee of the Whole Meeting Minutes - September 3, 2015	Receive
30-33	Forestry Committee Meeting Minutes - October 8, 2015 (Unapproved)	Receive
34-37	Forestry Committee Meeting Minutes - August 20, 2015	Receive
38-41	Rural Directors Committee Meeting Minutes - October 8, 2015 (Unapproved)	Receive
42-45	Rural Directors Committee Meeting Minutes - September 3, 2015	Receive
	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	
	<u>DELEGATION</u>	
46-47	<u>RETA HERRICK &amp; RANDY HOLUBOSH</u> Re: Mail Ballot Voting in Electoral Area “F” (Vanderhoof Rural) Petition (Petition will be Available at Meeting) **Presently, Bylaw No. 1617 allows Mail Ballot Voting for Referenda only within the Cluculz Lake Fire Protection Area	

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
	<b>(All grey highlighted items may be received as a block)</b>	
48-49	Corrine Swenson, Manager of Regional Economic Development – Lake Babine Nation - Northern Development Application – Northwest RAC	Direction (Page 49 )
50-61	Hans Berndorff, Financial Administrator - Draft Financial Plan Guidelines	Direction (Page 50)
62	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - October 8, 2015	Recommendation (Page 62)
63-68	Deborah Jones-Middleton, Protective Services Manager – Smithers Rural Fire Protection and Recreation and Culture Agreement Renewal	Recommendation (Page 63)
69	Gail Chapman, CAO – Staff Christmas Gift Certificate	Recommendation
70	Gail Chapman, CAO – RDBN Appointments - 2016	Ratify
71-72	Gail Chapman, CAO – Schedule of Board Meeting – 2016	Ratify
73	Gail Chapman, CAO – Christmas Closure 2015 - Statutory Holidays in December, 2015	Receive
74	Gail Chapman, CAO – Election of Chairperson and Vice-Chairperson	Receive
75-78	Hans Berndorff, Financial Administrator - Proposed Service – Fort St. James Senior Transit	Receive
79	Rob Newell, Director, Electoral Area “G” (Houston Rural) – Northern BC Tourism 2015	Receive

<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u> (All Directors) <u>Memo</u>	<u>ACTION</u>
80-91	<u>Memo</u> – Jason Llewellyn, Director of Planning RE: Board of Variance Nominations	Recommendation (Page 83)
	<u>ALR Applications</u>	
92-96	Application No. 1174 William Jacob Steinback Non-farm use within the ALR Electoral Area “G”	Recommendation (Page 93)
	<u>OTHER</u> (All Directors)	
	<u>Planning Department Enquiries Report</u> (All grey highlighted items may be received as a block)	
97	<u>For September 2015</u>	Receive
	<u>Action List</u>	
98-99	<u>Action List – September 2015</u>	Receive
	<u>Building Inspector's Reports</u>	
100	<u>For August 2015</u>	Receive
101	<u>For September 2015</u>	Receive
	<u>Correspondence</u>	
102-104	<u>Jaimie Harding, Community Relations</u> <u>Coastal GasLink RE: Proposed Morice River</u> <u>North Alternate Route</u>	Receive
105-107	<u>Glen Okrainetz, Ministry of Environment</u> <u>RE: Solid Fuel Burning Domestic</u> <u>Appliance Regulation</u>	Receive
108-109	<u>Union of B.C. Municipalities -- Potential Increased</u> <u>Costs for Building Official Qualifications</u>	Receive
	<u>BYLAW ENFORCEMENT (All Directors)</u>	
110-112	<u>Jason Llewellyn, Director of Planning – Unsightly</u> <u>Premises Bylaw Enforcement</u> <u>6535 Woods Road, Electoral Area “C”</u>	Recommendation (Page 112)

**VERBAL REPORTS**

**RECEIPT OF VERBAL REPORTS**

<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION CORRESPONDENCE</u></b>	<b><u>ACTION</u></b>
	<b>(All grey highlighted items may be received as a block)</b>	
113	<b>Fraser Lake Elementary-Secondary School - FLESS Breakfast Club</b>	<b>Receive</b>
114	<b>Councillor Sav Dhaliwal, President, UBCM - UBCM Member Visits</b>	<b>Receive</b>
115	<b>Houston Search and Rescue – Thank You for Support of Search and Rescue EXPO</b>	<b>Receive</b>
116	<b>Auditor General for Local Government - City of Surrey Audit</b>	<b>Receive</b>
117	<b>Auditor General for Local Government - Comox Valley Regional District Audit</b>	<b>Receive</b>
118-119	<b>Coastal GasLink Pipeline Project – Proposed Morice River North Alternate Route</b>	<b>Receive</b>
120-121	<b>Fire Prevention Officers Association of B.C. - Advertisement in Fire Away Magazine</b>	<b>Receive</b>
122-123	<b>Greater Vancouver Regional District - Provincial Climate Leadership Plan Process</b>	<b>Receive</b>
124-125	<b>Northern Gateway – Judicial Review</b>	<b>Receive</b>
126-129	<b>Fort St. James T.V. Society – Financial Statements – September 30, 2015</b>	<b>Receive</b>
130-133	<b>Fort St. James T.V. Society – Financial Statements – August 31, 2015</b>	<b>Receive</b>
134-142	<b>BC Hydro – Northern Regional Community Relations 2015 Annual Report</b>	<b>Receive</b>
143-184	<b>Union of B.C. Municipalities</b> <ul style="list-style-type: none"><li><b>• Wildfire Prevention Funding &amp; Resources</b></li><li><b>• 2016 Asset Management Planning Grants</b></li><li><b>• AGLG Legislative Amendments Introduced</b></li><li><b>• New FireSmart Grant Program Launched</b></li></ul>	<b>Receive</b>

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

- FCM's CIPP Program: A New Way Forward
- UBCM Appointment Sought to Real Estate Foundation of BC
- September 25 Resolutions Debate
- Endorsed Resolutions
- NDP Government Would Focus on Partnership
- Delegates Endorse Resolution to Eliminate AGLG
- Let's Prosper Together Says Green Leader
- Liability and Risk Management for Elected Officials
- WoodWorks! Winners Announced
- Municipal Issues Driving Federal Election
- Proposed Changes to Fire Services Act Would Download News Costs to RDs
- Decisions Arising from the September 23, 2015 Resolutions Session
- Update from Emergency Management BC
- Are Our Water Systems at Risk?
- New Auditor General for Local Government Announced
- President's Address Focuses on Provincial Relationship
- Update on the Auditor General for Local Government
- Coordinating Policing and Mental Health Care Interventions
- Sparking Action for FireSmart Communities
- Provincial Review of Biosolids Storage, Use Underway
- Funding Announced for Safe Drinking Water
- UBCM Renews MOU with MARR
- Filling the Leadership Void in Marijuana Regulation
- Age-friendly Grant Program Continues
- Natural Resource Permitting Project
- New FireSmart Grant Program Launched
- 2016 Asset Management Planning Grants
- LGLA Announces 2016 Leadership Forum

**INVITATIONS**

185-196      Roundup 2016 – January 25-28, 2016                      Receive  
- Vancouver, B.C.

<u>PAGE NO.</u>	<u>FINANCIAL</u>	<u>ACTION</u>
197-204	Operating Accounts Paid – September, 2015	Ratify
	<u>ACTION LIST</u>	
205-208	Action List – July, 2015	Receive
209-211	Action List – August, 2015	Receive
212-215	Action List – September, 2015	Receive
216-218	Action Items in Progress – October 15, 2015	Receive
	<u>BYLAW</u>	
	<u>Bylaws for First, Second, and Third Reading</u>	
219-221	<u>No. 1749</u> – Vanderhoof Rural Fire Protection Service Area Boundary Amendment (All/Directors/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Reading
222-225	<u>No. 1750</u> – Fort St. James Seniors Transit Service Establishment (All/Directors/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Reading
	<u>READING FILE</u>	<u>RECEIVE ALL</u>
	- Contents listed under Separate Cover	
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>SPECIAL IN-CAMERA MEETING</u>	
	In accordance with Section 90(1)(c)(g) of the <i>Community Charter</i> , it is the opinion of the Board of the Regional District of Bulkley-Nechako that matters pertaining to labour relations or other employee relations (Exec. Meeting Matters) and litigation or potential litigation (Smithers Motocross) or information received relating to the matter must be closed to the public therefore exercise their option of excluding the public this meeting.	
	<u>ADJOURNMENT</u>	

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### MEETING NO. 11

Thursday, September 17, 2015

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Tom Greenaway  
Bob Hughes  
Dwayne Lindstrom  
Thomas Liversidge  
Rob MacDougall – left at 12:21 p.m.  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Luke Strimbold  
Gerry Thiessen

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Jason Llewellyn, Director of Planning – arrived at 11:30 a.m., left at 11:35 a.m., returned at 11:42 a.m.  
Corrine Swenson, Manager of Regional Economic Development – left at 11:04 a.m., returned at 1:11 p.m., left at 1:28 p.m.  
Wendy Wainwright, Executive Assistant

Other Ray Chipeniuk, Smithers – left at 10:53 a.m., returned at 11:42 a.m., left at 11:55 a.m.  
Sheldon Clare, Independent Candidate – Cariboo-Prince George – 11:05 a.m. – 11:15 a.m. via teleconference  
Jenny deJong, Smithers – arrived at 11:21 a.m., left at 11:35 a.m., returned at 11:42 a.m., left at 1:09 p.m.  
Randy Fraser, Smithers – left at 12:21 p.m.  
Jay Gilden, Smithers – left at 11:01 a.m., returned at 11:42 a.m., left at 11:55 a.m.  
Brad Layton, Liberal Candidate, Skeena Bulkley Valley – left at 11:04 a.m.

### CALL TO ORDER

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

### AGENDA & SUPPLEMENTARY AGENDA

Moved by Director Lindstrom  
Seconded by Director Greenaway

2015-11-1

“That the agenda of the Regional District of Bulkley-Nechako Board meeting of September 17, 2015 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting as amended to include under New Business: Nechako Water Use Plan.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

**Board Meeting Minutes**  
**– August 20, 2015**

Moved by Director MacDougall  
Seconded by Director Petersen

**2015-11-2**

“That the Regional District of Bulkley-Nechako Board Meeting Minutes of August 20, 2015 be adopted as amended.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Committee**  
**Meeting Minutes**

Moved by Director Benedict  
Seconded by Director Bachrach

**2015-11-3**

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

- Committee of the Whole Meeting Minutes  
-September 3, 2015 (Unapproved);
- Committee of the Whole Meeting Minutes  
-June 11, 2015;
- Forestry Committee Meeting Minutes  
-August 20, 2015 (Unapproved);
- Forestry Committee Meeting Minutes  
- July 23, 2015;
- Rural Directors Committee Meeting Minutes  
-September 3, 2015 (Unapproved);
- Rural Directors Committee Meeting Minutes  
-August 20, 2015.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DELEGATION**

**BRAD LAYTON – Liberal Candidate, Skeena Bulkley Valley**

Chair Miller welcomed Brad Layton, Liberal Candidate, Skeena Bulkley Valley.

Mr. Layton provided a handout that included a bio and issues he feels are important along with the Liberal policy titled “A Historic Investment Plan to Strengthen the Middle Class, Create Jobs and Grow Our Economy.” Mr. Layton explained that the document provides an outline on how the Liberal party plans to double the federal infrastructure investment from \$65 billion to \$125 billion over the next 10 years. If elected they plan to make an immediate down payment of \$5 billion for the first two years after the election for infrastructure. The plan has three distinct eligibility areas: public transit, social and green infrastructure.

Mr. Layton mentioned that a Liberal Government plans to add green infrastructure to the New Building Canada Fund and provide clearer project criteria, faster approval processes and quicker dispersal. It will be a similar model utilized for the Gas Tax Fund. Any uncommitted federal infrastructure funds near the end of any fiscal year will be transferred to municipalities through a temporary top-up of the Gas Tax Fund.

A Liberal government plans to establish the Canada Infrastructure Bank (CIB) to provide low-cost financing to build new infrastructure projects.

Mr. Layton spoke to the importance of skills and trades training and noted that a Liberal government will increase funding to skills and trades training by \$750 million. \$500 million will be invested in the labour market development agreements, \$200 million will be for workers not currently eligible, \$50 million to expand aboriginal skills training and \$25 million for training facilities, existing and new infrastructure.



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

### **BRAD LAYTON – Liberal Candidate, Skeena Bulkley Valley**

The Liberal party is planning to work with employers to develop an appropriate apprenticeship worker ratio for all federal infrastructure projects. Changes are also planned for the Employment Insurance program through immediate engagement with the provinces. They intend to adjust the waiting period from two weeks to one week and reduce the waiting period to receive first payment to within two to three weeks.

Current relationships between the federal government and First Nations is also a top priority and the Liberal party plans to engage and communicate with First Nations to work together to address the issues faced by First Nations communities under past governments.

Chair Miller commented that immediately putting money into skills training is not the full answer to developing and growing skills training programs but the need to ensure that the federal, provincial, local governments, post-secondary institutions and industry form partnerships to work together to build a plan that will work for everyone. Mr. Layton noted that the funding will be available but the projects, models and planning still require development and implementation.

Director Thiessen spoke to the changes to the foreign workers program and what does the Liberal government plan to do to address the lack of workers. Mr. Layton mentioned that the Liberal government wants to create a program that provides work to displaced Canadian workers first, through such ideas of relocation of workers throughout Canada and then still provide opportunities for foreign/temporary workers along with their families to fill jobs.

Director MacDougall noted the challenges and issues regarding CN Rail in regard to getting products to market, safety of transporting products through communities and horn signals at crossings. Mr. Layton mentioned that the CN issue has not been recently brought forward but if he is elected he would like to see the regulations that CN follows in the United States be the same or similar in Canada.

Director Repen commented that a lot of the Liberal campaign has focused on a balanced budget, primary resource activities and how to foster growth in the long-term, what does the Liberal government plan to do to strengthen growth? Mr. Layton spoke to their plan to dedicate funding to green infrastructure such as better internet and cell service, once that is in place rural areas will have a better ability to attract business. Stable communications and internet are the backbone.

Chair Miller encouraged Mr. Layton and the Liberal party, if elected, to work together with all political parties and provinces to find solutions. It is important for politicians to work towards solutions for all of Canada.

## **SUPPLEMENTARY AGENDA**

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

#### **TODD DOHERTY - Conservative Candidate - Cariboo-Prince George (via teleconference)**

Mr. Doherty was unavailable when the Regional Board called.

**DELEGATIONS (CONT'D)**

**SHELDON CLARE – Independent Candidate - Cariboo-Prince George (via teleconference)**

Chair Miller welcomed Sheldon Clare, Independent – Cariboo-Prince George.

Mr. Clare provided an outline of his background. He has lived the majority of his life in Prince George and currently teaches at the College of New Caledonia (CNC), sits on the CNC Board of Governors and is the Elected Facility Rep. He is currently the President of the Canadian National Finance Association and is past President of the Royal Canadian Legion, his local Rod and Gun Club and past Chair of the Alpine Club of Canada's Prince George Section. He also assisted with the profiles of the Caledonia Nordic Ski Club as a volunteer Biathlon Sports Information Officer for the 2015 Canada Winter Games in Prince George.

Mr. Clare mentioned that the reason he is running as an independent candidate is because he believes the party system is broken and in order to correct the system an elected official needs to be responsive and responsible to the voters rather than a political party. Mr. Clare intends to fight for local issues, diversify the economy and not just focus on resource extraction, but look for markets for renewable resources. He also noted that an emphasis needs to be put on the importance of the agriculture sector. There is a need to reduce student debt when students leave post-secondary education and he feels that an avenue to address this is through eliminating interest on student loans. He also believes in better support for seniors and more services for veterans along with more support for veterans and those dealing with post-traumatic stress disorder.

Mr. Clare commented that economic diversity is key for success and that we have been impacted by the boom or bust cycle numerous times and require diversification to cushion the effects of a boom or bust economy.

Mr. Clare spoke of his strong opposition to Bill C-51, Anti-Terrorism Act 2015. He strongly believes that intelligence agencies should not be law enforcement agencies as well. He noted concerns regarding the privacy and freedom aspects associated with the legislation of Bill C-51.

In terms of the environment, polluters need to pay for their damages and cleanup. Mr. Clare does not support mandatory minimum sentencing, he feels that limits the ability for the judge and courts to provide adequate sentencing. Mr. Clare has considered the idea of tying corporate tax rates with corporate performance in terms of providing jobs and employment opportunities and being good corporate citizens within communities. If companies have a high level corporate performance their tax rate would be reduced.

It is important to pay attention to the people that live in the region, why they live here, along with providing good quality work opportunities.

Mr. Clare commented that there needs to be a better voice for aboriginal people and also better support and education opportunities for aboriginal people.

Director Repen asked if Mr. Clare was elected would he consult with constituents regarding his various platforms to determine whether or not they were supportive and what the general consensus would be. Mr. Clare explained he felt that by being an independent he would have the opportunity to listen to his constituents and have the ability to be a critical thinker. He believes in a flexible coalition to better Cariboo-Prince George and Canada. Mr. Clare mentioned that it is important to get more people to vote and there needs to be a process to encourage people to vote for something not against something.

Chair Miller thanked Mr. Clare for attending the meeting via teleconference and the importance for all political parties to work together to find solutions for the betterment of all constituents.

**ADMINISTRATION REPORTS**

**Northwest Regional Advisory  
Committee Funding in 2016**

Moved by Director Strimbold  
Seconded by Director Brienen

2015-11-4

"That the Regional District of Bulkley-Nechako Board of Directors defer prioritizing the list of projects for Northern Development Initiative Trust Northwest Regional Advisory Committee."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Strimbold spoke to the potential changes moving forward from the Northwest Regional Advisory Committee (NW RAC) to the Northern Development Initiative Trust (NDIT) Regional Board in regard to second time applicants to the different funding grant allocations.

Chair Miller noted that NDIT now has a pine beetle account that can be accessed for grant funding.

The intake deadline for grant submissions for this fall is November, 2015.

Discussion took place regarding the difficulty of assessing the potential requests for funding in 2016. Developing a rating system and/or check list to apply to all applications to assist in determining priority projects was discussed. A smaller group to review the projects such as the Rural Directors Committee was suggested.

NDIT staff have requested that the RDBN Board of Directors prioritize the list of potential grant applications for the NW RAC for the 2016 year. Some applications have not yet been submitted but are in the beginning planning stages.

The Regional Board expressed its wish to have the projects brought forward to the Rural Directors Committee for prioritization.

**Lake Babine Nation - Northern  
Development Application  
-Northwest RAC**

Moved by Director Benedict  
Seconded by Director Newell

2015-11-5

"That the Regional District of Bulkley-Nechako Board of Directors defer the Lake Babine Nation – Northern Development Initiative Trust Application – Northwest RAC to Rural Directors Committee."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**



**ADMINISTRATION REPORTS (CONT'D)**

Committee Meeting  
Recommendations  
-September 3, 2015

Moved by Director Thiessen  
Seconded by Director Bachrach

2015-11-6

"That the Regional District of Bulkley-Nechako Board of Directors approve recommendations 1 through 3:

**Committee of the Whole – September 3, 2015**

**Recommendation 1:**

**Re: RDBN Staff Attendance at UBCM Convention 2015**

"That the Regional District of Bulkley-Nechako Board of Directors endorse sending Jason Llewellyn, Director of Planning/Interim Deputy Administrator to the 2015 UBCM Convention in Vancouver, in place of the RDBN CAO."

**Recommendation 2:**

**Re: Re-Use Shed Closure and Salvaging Ban**

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize staff to issue the media release titled "Closure of Re-Use Sheds and Banning of Salvaging Activities at Solid Waste Management Facilities."
2. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to proceed with the public meetings as outlined.
3. Further, that the date of each community meeting be included on the closure notices."

**Rural Directors Committee – September 3, 2015**

**Recommendation 3:**

**Re: Federal Gas Tax Community Works Fund Repayment Potential**

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to non-profit societies that have been granted Federal Gas Tax Community Works funds and request that an annual report be sent once a year to the RDBN that includes a copy of the society's annual report; and further, that they be provided an opportunity to provide a written update."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Topley Rural Fire Protection  
Service Establishment and  
Topley Road Rescue and  
Medical First Responders  
Service Establishment  
Referenda – November 7, 2015

Moved by Director Newell  
Seconded by Director Bachrach

2015-11-7

"That the Regional District of Bulkley-Nechako Board of Directors schedule a referendum to take place on Saturday, November 7, 2015 regarding "Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015," "Topley Rural Fire Protection Loan Authorization Bylaw No. 1744, 2015," and "Topley Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015." Further, that Cheryl Anderson be appointed Chief Election Officer and Geraldine Craven be appointed Deputy Chief Election Officer."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Federal Gas Tax Funds  
-Electoral Area "B" (Burns  
Lake Rural) – Rose Lake  
Community Club

Moved by Director Benedict  
Seconded by Director Strimbold

2015-11-8

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$13,000 of Electoral Area "B" Federal Gas Tax allocation monies to Rose Lake Community Club for a recreation infrastructure improvement project at the Rose Lake Hall;
2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority)

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$13,000 from the Federal Gas Tax Reserve Fund."

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

Emergency Response Staff  
Hours and Expense  
Recovered and Unrecovered

Moved by Director Greenaway  
Seconded by Director Benedict

2015-11-9

"That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's September 1, 2015 memo titled "Emergency Response Staff Hours and Expense Recovered and Unrecovered."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Monthly 9-1-1 Call Report  
August and July, 2015  
Recovered and Unrecovered

Moved by Director Parker  
Seconded by Director Greenaway

2015-11-10

"That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's September 9, 2015 memos titled "Monthly 9-1-1 Call Report August, 2015" and "Monthly 9-1-1 Call Report July 2015"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (All Directors)**

**TEMPORARY USE PERMIT APPLICATIO**

Chair Miller called for comments from the gallery.

Temporary Use Permit  
A-01-14 Vihar Construction Ltd  
Skillhorn & Morris Roads, Telkwa  
Electoral Area "A"

Moved by Director Fisher  
Seconded by Director Repen

2015-11-11

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

- a. Receive the following Supplementary Agenda Electoral Area Planning Correspondence:
  - i. Alison Beal – RE: TUP A-01-14 (Vihar);
  - ii. Dale Belevance for Greg and Robin Burns RE: TUP A-01-14 and TUP A-02-14, Electoral Area "A";
- b. Defer consideration of Temporary Use Permit No. A-01-14 and to allow the applicants to reconsider their proposed permit terms in light of the public concerns being raised;
- c. Direct staff to prepare an information report for the Regional Board discussing the regulation of gravel extraction and processing in the RDBN; and,
- d. Further, that staff research best practices used in other Regional Districts."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

Director Repen provided an outline of the Village of Telkwa's concerns regarding TUP No. A-01-14. The Village of Telkwa is in an agreement to maintain the road adjacent to the property and the Telkwa Industrial Park property owners and they are concerned that the increased impact on the road and degradation of the road would increase costs to the Village of Telkwa in its maintenance of the road. Concerns were also raised in regard to the elevation of the crusher and the impact to Regional District residents in the area. The Village of Telkwa passed a resolution in regard to its concerns.

Director Fisher reported that TUP No. A-01-14 is for the use of a gravel crushing plant in an existing gravel pit. The gravel pit has been in operation for over 30 years and is regulated by the Ministry of Energy and Mines. The applicant would like more time to address residents' concerns regarding the operation of the gravel crushing plant.



## TEMPORARY USE PERMIT APPLICATION (CONT'D)

Ray Chipenuk, a resident, commented that providing more time for consultation and information gathering was very satisfactory.

Randy Fraser, Vihar Construction, noted that the gravel crushing will not have any notable change in the operation of the gravel pit.

Director Fisher thanked area residents for attending the meeting.

Chair Miller called for comments from the gallery.

Temporary Use Permit  
A-02-14 Greg and Robin Burns  
6105 Highway 16, Smithers  
Electoral Area "A"

Moved by Director Fisher  
Seconded by Director Bachrach

2015-11-12

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

- a. Receive the following Supplementary Electoral Area Planning Correspondence:
  - i. Dr. Ray Chipeniuk RE: TUP A-02-14 (Burns) – Electoral Area "A";
  - ii. Derek Botchford – Frontier Farwest Steelhead Lodge – RE: TUP a-02-14 (Burns), Electoral Area "A";
- b. Defer consideration of Temporary Use Permit No. A-02-14 to allow the applicants to reconsider their proposed permit terms in light of the public concerns being raised;
- c. Direct staff to prepare an information report for the Regional Board discussing the regulation of gravel extraction and processing in the RDBN; and,
- d. Further, that staff research best practices used in other Regional Districts."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

Chair Miller called for comments from the gallery.

Temporary Use Permit  
B-01-15 Tyson and Gail  
Radley, Tintagel Road,  
Burns Lake – Electoral Area "B"

Moved by Director Strimbold  
Seconded by Director Benedict

2015-11-13

"That the Regional District of Bulkley-Nechako Board of Directors approve the issuance of Temporary Use Permit No. B-01-15."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

Chair Miller explained that Louise Fisher, APC Member commented in favour of the issuance of Temporary Use Permit No. B-01-15 as long as residents' concerns were addressed.

**MEMO**

Board Approval to Allow  
Consideration of Rezoning  
A-03-15 (Barendregt)  
Electoral Area "A"

Moved by Director Fisher  
Seconded by Director Bachrach

2015-11-14

"That the Regional District of Bulkley-Nechako Board of Directors vary Section 7.1 of "Development Procedures Bylaw 1422, 2007" for rezoning application A-03-15 to allow the application to be considered at this time."

(All/Directors/2/3 Majority)

CARRIED UNANIMOUSLY

**BYLAW ENFORCEMENT (All Directors)**

Derelict Buildings on Crown  
Land – Reno Road, Topley,  
Electoral Area "G"; 4620  
Kissock Road, Decker Lake,  
Electoral Area "B"; 50995 Shallow  
Bay Road, Electoral Area "F"

Moved by Director Strimbold  
Seconded by Director Lindstrom

2015-11-15

"That the Regional District of Bulkley-Nechako Board of Directors direct that staff work with local fire departments to identify the potential for burning of the buildings, and report back to the Regional District Board with a draft budget for the clean-up of the properties."

Moved by Director MacDougall  
Seconded by Director Petersen

2015-11-16

"That Motion 2015-11-15 be amended to include:  
and further, that the Regional Board bring forward the issue of derelict buildings on Crown Land to John Rustad, MLA Nechako Lakes and Doug Donaldson, MLA Stikine."

Opposed: Director Liversidge CARRIED

(All/Directors/Majority)

"That the question be called on Motion 2015-11-15 as amended."

Opposed: Mark Fisher CARRIED

(All/Directors/Majority)

Moved by Director Benedict  
Seconded by Director Repen

2015-11-17

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Forests, Lands and Natural Resource Operations seeking compensation for costs associated with cleanup of derelict buildings on Crown Land and bring forward the Regional Board's concerns in regard to the hazards and liability associated in not cleaning up the properties."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**BYLAW ENFORCEMENT (All Directors) (CONT'D)**

Concerns were brought forward in regard to the hazards and liability associated with Crown Land properties that have derelict buildings, wells, etc. The cost liability to the RDBN if they move forward to clean up the properties may be significant. Discussion took place in regard to the RDBN seeking compensation from the province for cleaning up the properties and or requesting that the properties be given or sold to the RDBN for a nominal fee.

**Break for Lunch 12:21 p.m.**

**Reconvened at 1:04 p.m.**

**OTHER**

**Planning Department  
Reports**

Moved by Director Benedict  
Seconded by Director Repen

2015-11-18

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

- Enquiries Report – August, 2015;
- Planning Department Action List – August, 2015."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**CORRESPONDENCE**

**Heike Schmidt, Ministry of  
Community, Sport and Cultural  
Development RE: Climate  
Leadership Plan Discussion  
Paper**

Moved by Director Lindstrom  
Seconded by Director Repen

2015-11-19

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Heike Schmidt, Ministry of Community, Sport and Cultural Development RE: Climate Leadership Plan Discussion Paper."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Hendrick & Jenny De Jong  
RE: Application No. 1181,  
Subdivision within the ALR  
Electoral Area "A"**

Moved by Director Fisher  
Seconded by Director Brien

2015-11-20

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Hendrick and Jenny De Jong Regarding Application No. 1181, Subdivision within the ALR, Electoral Area "A"."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Fisher requested the opportunity for Jenny De Jong to speak to the Regional Board.

**CORRESPONDENCE (CONT'D)**

Ms. De Jong requested that the Regional Board reconsider Application No. 1181 for subdivision within the ALR, Electoral Area "A". She mentioned that subdividing the property will not change the utilization of the property and can still be used for agricultural purposes such as sheep and goats. She spoke to the application having no effects on traffic between Fort Babine and Smithers, school buses, and land uses. Ms. De Jong noted that the subdivision would make it possible for the one half of the property to be better utilized for good agricultural purposes and expressed her wish for the Regional Board to reconsider her application.

**VERBAL REPORTS**

**Town of Smithers**

Director Bachrach mentioned that the Town of Smithers continues to look for a Chief Administrative Officer. He also noted that this fall the Town of Smithers Small Business Task Force is researching areas of improvement for small businesses.

**Village of Telkwa Hires New Administrative Manager**

Director Repen commented that the Village of Telkwa has hired a new Administrative Manager. He also mentioned that the council has begun 2016 budget discussions.

**Village of Granisle Continues to Work to Upgrade Internet**

Director Liversidge spoke of the Village of Granisle's continued work to upgrade internet to the community and increase bandwidth. He reported that the Village of Granisle will potentially receive \$700,000 from three levels of government.

**Luck Bay Fire Hall**

Director Greenaway mentioned that he, along with Gail Chapman, CAO, Deborah Jones-Middleton, Manager of Protective Services, and Alternate Director Hughes met with the District of Fort St. James regarding the Luck Bay Fire Hall agreement.

**Lakes District Fall Fair**

Director Benedict mentioned that the Lakes District Fall Fair was very successful. There were over 80 beef entries and a very active 4-H group along with all the other great events that occurred during the weekend.

Chair Miller spoke of not being able to attend the Lakes District Fall Fair this year but has received a lot of feedback in regard to the quality of the event. He mentioned his appreciation for all the volunteer hours that have been put into the upgrades and improvements to the LD Fall Fair and that the number of attendees and participants grows every year. He noted that the fairs across the region have the ability to bring the entire region together.

**Colleymount Road Issue**

Director Benedict reported that over 900 signatures have been collected in a petition in regard to the condition of Colleymount Road. She will bring the information orward to the Honourable Todd Stone, Minister of Transportation and Infrastructure at UBCM in Vancouver, September 21-25, 2015.

**Official Opening of West Fraser – Fraser Lake Sawmill Renewable Bioenergy Project**

Directors Lindstrom and Parker attended the Official Opening of West-Fraser Fraser Lake Sawmill's Cogen Renewable Bioenergy Plant on September 11, 2015.

**VERBAL REPORTS (CONT'D)**

District of Vanderhoof Movie in the Park – Last Movie for the Season

Director Thiessen noted that the District of Vanderhoof held its last Movie in the Park. He spoke of how the events were a huge success.

District of Vanderhoof Working with RDBN Staff RE: Rio Tinto Alcan/Nechako Reservoir.

Director Thiessen mentioned that the District of Vanderhoof has been working with RDBN staff in regard to Rio Tinto Alcan and a water use plan for the Nechako Reservoir.

Community Development Institute – UNBC RE: Housing Needs Research

Director Thiessen commented that the Community Development Institute at the University of Northern B.C. (UNBC) has recently completed a housing study for Vanderhoof.

Receipt of Verbal Reports

Moved by Director Strimbold  
Seconded by Director Greenaway

2015-11-21

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE**

Administration Correspondence

Moved by Director Brien  
Seconded by Director Newell

2015-11-22

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

- RDBN Letter to Southside Economic Development Association – RDBN/SEDA Contract;
- Ministry of Justice – British Columbia Fire Service Minimum Training Standard – Cost Concerns;
- Office of the Assistant Deputy Minister Emergency Management BC – BC Earthquake Preparedness;
- Regional District of Kitimat-Stikine – BC Earthquake Preparedness;
- Rowland Road Residents – CN Warning Whistles;
- Fort St. James Secondary School – Senior Girls Soccer Team
  - Thank You for Grant in Aid Rhiannon Gammon
  - Thank You for RDBN Area "C" Bursary;
- District of Fort St. James – Thank you for Grant in Aid – Night Market;
- 2015 Granisle Day Community Market – Thank You for Participation;
- Ministry of Community, Sport and Cultural Development
  - Intergovernmental Relations and Planning Branch
  - Green Communities Climate Action Recognition Program;
- Ministry of Community, Sport and Cultural Development – BC Drought Situation;
- Northwest BC Resource Benefits Alliance- 21 Northwest BC Local Governments Hold First Summit on Revenue Sharing;
- Auditor General for Local Government- Performance Audit Guide for Local Governments;
- Auditor General for Local Government - Performance Audit Report on the District of North Vancouver;

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

- Canadian Postmasters and Assistants Association – Rural Post Office Closures;
- Aboriginal Affairs and Northern Development Canada
  - Proposed Addition to Reserve- Wet'suwet'en First Nation Addition of Land to Palling Indian Reserve No. 1;
- Fort St. James Green Energy Limited Partnership - Application Pursuant to the *Environmental Management Act* on behalf of Fort St. James Green Energy General Partner (GP) Ltd. in its Capacity as a GP for Fort St. James Green Energy Limited Partnership, dated October 22, 2014;
- Northern BC Tourism Association – Nominations;
- Wet'suwet'en First Nation – Wet'suwet'en Chiefs say Unist'ot'en do not Speak for their Nations;
- Ministry of Health/Doctors of BC – B.C. Welcomes New Doctors to Practice in Rural and Remote Communities;
- Union of B.C. Municipalities
  - New Requirements for Provincial Transfer Program
  - Wood Stove Exchange Funding Available
  - Community to Community Forum Intake Announced
  - 2015 Affordable Housing Series
  - Animals in Overheated Vehicles Survey
  - Funding & Resources Update
  - Deadline Nearing to Submit RCMP Contract Feedback
  - Nominations Open for Energy Efficiency Working Group
  - C2C Forums: Relationships and Reconciliation
  - Funding & Resources Update
  - Executive Meeting Highlights
  - Local Government Perspectives on AGLG Operations;

## **INVITATIONS**

- Geoscience BC – Geoscience BC's 10<sup>th</sup> Anniversary Dinner, Thursday, October 8<sup>th</sup>, 2015 – Invitation;
- Kitimat LNG Reception – 2015 International LNG in B.C. Conference – October 15, 2015- Vancouver, B.C.;
- Association for Mineral Exploration BC - January 25-28, 2016 – Vancouver, B.C.;
- Smithers Telkwa Organizing Committee- Minerals North 2016 – May 18-20, 2016- Smithers, B.C.;
- University of Northern BC – Informal Reception - Thursday, September 24, 2015 – Prince Rupert, B.C.;
- Association for Mineral Exploration BC - Speaker Series Luncheon – September 23, 2015- Vancouver, B.C.;

## **UNION OF BC MUNICIPALITIES CONVENTION CORRESPONDENCE/INVITATIONS**

- UBCM Convention Bulletin #4;
- Jim Abram, Director and Chair, Strathcona Regional District – Director at Large;
- Doug Donaldson, MLA, Stikine – Union of BC Municipalities Convention;
- Selina Robinson, MLA, Coquitlam-Maillardville Opposition Spokesperson for Local Government - UBCM Meetings;
- Opposition Standing Committee for Agriculture and Food – Opposition Standing Committee for Agriculture and Food Coming to Vancouver;

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

- British Columbia's Small Business Roundtable - Open for Business Awards – September 22, 2015;
- Northern Gateway Reception – September 23, 2015;
- TransCanada Reception – September 23, 2015."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Repen spoke to the correspondence regarding Rowland Road Residents – CN Warning Whistles. Gail Chapman, CAO spoke to a recent e-mail received from the Ministry of Transportation and Infrastructure in regard to a request received from a resident requesting stoppage of CN warning whistles at a crossing. Ms. Chapman noted that the e-mail outlined the process in which a request for whistle stoppage could proceed. The RDBN has brought the issue forward at a provincial and federal level of government and it is a very large issue considering the number of crossings throughout the RDBN.

**FINANCIAL**

**Operating Accounts**  
**-August, 2015**

Moved by Director Liversidge  
Seconded by Director Lindstrom

**2015-11-23**

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid August, 2015."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**BYLAW**

**Bylaw for Adoption**

**No. 1748– Vanderhoof Rural**  
**Fire Protection Service Area**  
**Boundary Amendment**

Moved by Director Petersen  
Seconded by Director Thiessen

**2015-11-24**

"That "Vanderhoof Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1746, 2015" be adopted this 17<sup>th</sup> day of September, 2015."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**READING FILE**

**Reading File**

Moved by Director Newell  
Seconded by Director Liversidge

**2015-11-25**

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

**CORRESPONDENCE:**

- Auditor General for Local Government – Release of Performance Audit Guide for Local Governments;
- BC Chamber of Commerce – Public Affairs Update: Federal Leaders Target Votes in Battleground B.C.;
- BC Chamber of Commerce – Insight Newsletter – August 2015;

**READING FILE (CONT'D)**

**CORRESPONDENCE (CONT'D):**

- BC Community Forest Association – Summer 2015 Newsletter;
- B.C. Healthy Communities – Healthy Community Stories  
Project: Two Weeks Left for Nominations;
- Clean Energy Review: They are the Champions;
- E-Comm 911 Quarterly Newsletter Summer 2015;
- Federation of Canadian Municipalities - FCM News  
Week of:
  - August 31, 2015
  - August 24, 2015
  - August 17, 2015
  - August 10, 2015;
- Liquor Control & Licensing Branch Newsletter – Liquor Line  
Summer 2015;
- Ministry of Forests, Lands and Natural Resource Operations-  
Update from the Minister August 2015;
- Ministry of Health News Release August 12, 2015 – B.C.  
Welcomes;
- New Doctors to Practice in Rural and Remote Communities:
  - Fort St. John
  - Terrace
  - Hazelton
  - Dawson Creek
  - Quesnel
  - McBride;
- Nechako Reservoir Update - Flow Facts:
  - September 9, 2015
  - September 2, 2015
  - August 21, 2015
  - August 26, 2015;
- North Central Local Government Association – August  
Newsletter;
- Northern Gateway CABs – Remembering Janet Holder;
- Northern Health – Healthier Northern Communities ebriefs:
  - September 1, 2015
  - August 20, 2015;
- Fraser Connector – Your Local Fraser Lake, Endako, Fort  
Fraser & Area Paper – August 2015;
- Smithers Exploration Group – Join SEG for Golf Training and  
Auction;
- Northwest Fire Centre – Wildfire Newsletter August 2015;
- 2015 UBCM Annual Report;
- University of Northern British Columbia – Fall Career Fair  
–Tuesday, October 6, 2015 10:00 a.m. – 3:00 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

**REPORTS**

**Letter of Support Request  
– Beyond the Market**

Moved by Director Greenaway  
Seconded by Director Repen

2015-11-26

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to Beyond the Market for its proposal for long-term funding to the Ministry of Agriculture's Provincial Community Based Extension Services Program.

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**RDBN Forestry Forum (Wildfire  
Workshop) October 13<sup>th</sup>, 2015**

Moved by Director Benedict  
Seconded by Director Greenaway

2015-11-27

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to hire Mr. Al Gorley, Triangle Resources, as the facilitator for the October 13<sup>th</sup>, 2015 Wildfire Workshop at an estimated cost of \$2,500 plus travel. Further, that Mr. Brian Simpson, Wildfire Management Services 1041469 BC Ltd., be hired as a presenter for the upcoming Wildfire Workshop at an estimated cost of \$1,000/day plus travel costs."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Thiessen removed himself from the meeting at 1:34 p.m. due to a conflict of interest in regard to Federal Gas Tax Funds – Electoral Areas "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural) District of Vanderhoof.

**Federal Gas Tax Funds  
– Electoral Area "D"  
(Fraser Lake Rural)  
District of Vanderhoof**

Moved by Director Parker  
Seconded by Director Petersen

2015-11-28

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$200,000 of Electoral Area "D" Federal Gas Tax allocation monies to the District of Vanderhoof to build the Vanderhoof Pool complex; and further,

(All/Directors/Majority)

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$200,000 from the Federal Gas Tax Reserve Fund."

(All/Weighted/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS (CONT'D)**

**Federal Gas Tax Funds  
- Electoral Area "F"  
(Vanderhoof Rural)**

Moved by Director Petersen  
Seconded by Director Parker

2015-11-29

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$500,000 of Electoral Area "F" Federal Gas Tax allocation monies to the District of Vanderhoof to build the Vanderhoof Pool complex; and further,

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$400 cost, and further,

(All/Directors/Majority)

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$500,400 from the Federal Gas Tax Reserve Fund."

(All/Weighted/Majority)

**CARRIED UNANIMOUSLY**

Director Thiessen returned to the meeting at 1:38 p.m.

**ADMINISTRATION CORRESPONDENCE**

**Administration  
Correspondence**

Moved by Director Newell  
Seconded by Director Fisher

2015-11-30

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

-Town of Smithers – Re-use Shed at the Smithers/Telkwa Waste Transfer Station;

-RDBN Letter to Town of Smithers – Re-Use Shed At the Smithers-Telkwa Transfer Station;

**INVITATION**

-Geoscience BC Day 2015 – October 8, 2015 - Vancouver, B.C.;

**UBCM CORRESPONDENCE/INVITATIONS**

-Electoral Area Directors Forum Agenda - September 22, 2015;

-How to Access the Convention Event App;

-Nils Jensen, Candidate for UBCM Executive."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

**Nechako Reservoir Water Use Plan**

Director Thiessen spoke to RDBN staff time being utilized in regard to the Nechako Reservoir Water Use Plan. He mentioned the management of the Nechako Reservoir by Rio Tinto Alcan and selling of power to BC Hydro.

Moved by Director Thiessen  
Seconded by Director Strimbold

2015-11-31

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to continue work on a Nechako Watershed Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding staff time and workload.

**West Fraser Concrete Ltd. (SMXA), Donaldson Road, Smithers, Electoral Area "A"**

Jason Llewellyn, Director of Planning provided an update in regard to the West Fraser Concrete Ltd., Smithers Motocross Association's track located at Donaldson Road, Smithers, Electoral Area "A". Staff have been actioning the Regional Board's directions and finalizing the affidavit to get an injunction to cease operations. Staff has also attempted to meet with the property owner to determine what the property owner intends to do to remediate the site of the old landfill in which the SMXA Track is located and to discuss the RDBN obtaining a right of way to the old landfill site.

Staff noted that there appeared to be a motocross race that took place recently on the site but the use of the site during the summer appears to be relatively small.

Mr. Llewellyn mentioned that the RDBN Director of Environmental Services spoke with the property owner and he is not willing to do work to remediate the site back to its prior condition prior to the SMXA track being built on top of the landfill cap. The property owner's response was contrary to telephone conversations during the summer where he indicated at that time that he would complete the work, but avoided meeting with RDBN staff.

Unless staff receive different direction from the Regional Board the next steps will be to follow through with the court process to stop usage on the site. Staff will provide a report to the Regional Board in regard to remedial steps for the site and issues to access a right of way.

The Regional Board expressed frustration at the lack of support from provincial ministries in assisting in finding a suitable location for the SMXA track and mitigating the issue and finding a solution. Frustrations were voiced that the SMXA did not assist in moving forward to find a solution to relocating the motocross to a more suitable location.

Staff noted that the property owner has also indicated that he will not sign an agreement to allow the RDBN to have a right of way to the old landfill site.

**NEW BUSINESS (CONT'D)**

**Green Municipality Fund**

Director Fisher mentioned that he spoke with a representative from the Green Municipality Fund in regard to possible funding for the reuse sheds. The representative will be in Vancouver during the UBCM Convention September 21-25, 2015 and Director Fisher plans to meet with them to discuss possible options.

**Message to the Regional Board  
from Citizens in Vanderhoof  
RE: Reuse Shed Closure**

Director Petersen reported that he has received a number of phone calls and e-mails from residents in Vanderhoof regarding the closure of the reuse sheds and that they want to see them re-opened. Director Petersen provided the public meeting date and time to the residents and encouraged them to come forward with possible solutions.

**ADJOURNMENT**

Moved by Director Benedict  
Seconded by Director Greenaway

2015-11-32

"That the meeting be adjourned at 1:55 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

---

Bill Miller, Chair

---

Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, September 3, 2015**

**PRESENT:** Chairperson Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen  
Mark Fisher  
Dwayne Lindstrom  
Rob MacDougall  
Rob Newell – arrived at 11:34 a.m.  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Luke Strimbold  
Gerry Thiessen

Directors Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Thomas Liversidge, Village of Granisle

Alternate Directors Bob Hughes, Electoral Area "C" (Fort St. James Rural)  
Linda McGuire, Village of Granisle

Staff Gail Chapman, Chief Administrative Officer  
Janine Dougall, Director of Environmental Services  
Jason Llewellyn, Director of Planning – arrived at 12:20 p.m., left at 12:48 p.m., returned at 12:54 p.m.  
Wendy Wainwright, Executive Assistant

Other Nathan Cullen, MP Skeena Bulkley Valley, New Democratic Party – arrived 10:37 a.m., left at 12:20 p.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:33 a.m.

**AGENDA & SUPPLEMENTARY AGENDA**Moved by Alternate Director McGuire  
Seconded by Director Brienen**C.W.2015-6-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of September 3, 2015 be approved; and further that the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Committee of the Whole Minutes – June 11, 2015**Moved by Director MacDougall  
Seconded by Director Petersen**C.W.2015-6-2**

"That the Committee of the Whole meeting minutes of June 11, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **SUPPLEMENTARY AGENDA**

### **REPORT**

**RDBN Staff Attendance at  
UBCM Convention, 2015**

Moved by Director Repen  
Seconded by Director Bachrach

**C.W.2015-6-3**

"That the Committee of the Whole recommend to the Regional District of Bulkley-Nechako Board of Directors that it endorse sending Jason Llewellyn, Director of Planning/Interim Deputy Administrator to the 2015 UBCM Convention in Vancouver, in place of the RDBN CAO."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **DELEGATION**

#### **NATHAN CULLEN, MP Skeena Bulkley Valley, New Democratic Party**

Chair Miller welcomed Nathan Cullen, MP Skeena Bulkley Valley, New Democratic Party.

Mr. Cullen thanked the Regional Board of Directors for a chance to come and present to the Board.

He mentioned that he is currently assisting a colleague in regard to the Syrian refugee crisis that has recently taken place.

Mr. Cullen mentioned that with the writ being dropped on August 1, 2015 and ending October 19, 2015 that this is the longest Federal Election. With the election being a longer period of time it also increases the cost by an additional \$200-\$300 million.

He spoke to the early commitments made by the New Democratic Party (NDP) during the Federation of Canadian Municipalities Convention in Edmonton, June 4-8, 2015 to add an extra cent on the gas tax revenues to Regional Districts and Municipalities.

Mr. Cullen noted the recession that Canada has experienced in the early part of 2015 and the negative growth that has occurred. The economy is fragile and is experiencing the lowest job creation rate in two years in comparison to the past 45 years. He noted that infrastructure is a hallmark to moving forward in tough economic times. The NDP is planning to have infrastructure projects aligned to allow for a shovel ready approach if the NDP is elected. The NDP is also committed to a balanced budget the first year. If elected they will assume the last quarter current budget and are committed to balancing the budget for the 2016-2017 budget year.

He noted that consumer affairs are key: for example the current low price per barrel of oil is not reflected at the pumps. Mr. Cullen spoke of a study completed on the disconnect in regard to oil prices and prices at the fuel pumps and the analogy "rocket up and feather down" was discussed. If oil prices are up the price at the pump is up, if oil prices drop the price at the pump feathers down. There has been the suggestion of implementing a Gas Ombudsperson. Another key factor is the lack of refining capacity in Canada. Chair Miller mentioned that fuel prices at the pump have a direct effect on economic growth.

Chair Miller suggested the need for Federal Parliament and the Provincial Legislature to work together and find solutions and consensus.

**DELEGATION (CONT'D)**

**NATHAN CULLEN, MP Skeena Bulkley Valley, New Democratic Party**

Mr. Cullen spoke of the Unisto'ot'en Camp south of Houston. Concerns have been brought forward in regard for the potential for an escalation of violence and the inconsistency as to who is allowed into the area. Mr. Cullen mentioned that representatives from the Unisto'ot'en and the RCMP are working on communication. He noted that rumours from the media and social media have had an impact and he has attempted to correct them in order to keep the atmosphere neutral. Director Strimbold asked at what point and whose role is it to find a resolution to the issue. Mr. Cullen commented that pipelines are an issue and will continue to be, he mentioned that the land issues need to be resolved. It creates uncertainty for investors and is overwhelming for citizens, First Nations, and non-First Nations. He mentioned the importance of having the province engaged also.

Director Thiessen noted the refugee crisis and spoke to the churches sponsoring refugees in the past but those opportunities do not seem to be available today. What can communities do to assist in the refugee crisis? Mr. Cullen explained that during the Vietnam crisis and the faith sponsorships during that time Canada received 60,000 refugees but currently faith based applications are being rejected outright. In the last three years Canada has received approximately 1,000 refugees. He also stated that Turkey has offered assistance to Canada but Canada has not moved forward.

Director Thiessen spoke to concerns that there has been no new rental housing projects and the elimination of capital gains to assist in reinvesting in light rental housing projects would be very beneficial. People have to often leave their communities or find poorer housing because of the lack of affordable rental housing. Mr. Cullen mentioned that the NDP has committed to 10,000 housing units across Canada in the first year. They are working with CMHC and developing plans that can be customized for each community to address its needs. He noted that the pace of making changes to the capital gains depends on the budget. He also mentioned that Canada is the only country that doesn't have a national housing strategy.

Alternate Director Hughes commented on the issues of internet/cell coverage in the region. He mentioned the importance and necessity of having internet and hopes there can be more focus on coverage in the region. Alternate Director Hughes stated concerns regarding the frequencies auctioned by Industry Canada and the lack of acknowledgement and compensation to people using those frequencies. Mr. Cullen reported that Telus has shown interest in completing coverage along Highway 16. Mr. Cullen mentioned that Netflix takes up approximately 2/3 of broadband width. He spoke to connectivity needing to be a joint effort between industry and government. Director McGuire thanked Mr. Cullen for taking a letter forward from the Village of Granisle in regard to receiving funding through the Connecting Canadians Grant Funding for cell coverage.

Director McGuire inquired as to the grant funding that was put on hold recently until the federal election is complete. Mr. Cullen noted that 4-5 communities that have received letters of support but have been requested to delay announcement of funds received. The NDP has stated that if an organization has in hand a letter of approval from the federal government that money is in the budget for the 2015 budget year and will be provided. He stated that organizations should announce that they have received funding but understands that due to the direction provided they are withholding announcing funding received.

Chair Miller brought forward the resolution forwarded to the Federation of Canadian Municipalities in regard to the \$800 million that was to be allocated to Mountain Pine Beetle impacted areas and communities. Mr. Cullen reported that approximately \$200 million of those funds have been allocated but when inquiring about the remaining funds it no longer appears to be a part of the budget. He mentioned that he cannot commit to providing the funds as there requires further research into the actual location of the funds.

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

### **NATHAN CULLEN, MP Skeena Bulkley Valley, New Democratic Party**

Director Repen asked if the NDP had a plan to reinvest in rural areas and draw human resources to support an evolution in economy and provide stability to the country. Mr. Cullen mentioned the need to have manufacturing abilities in the country and that Canada needs to refine its raw resources in country. He noted that BC currently exports 97% of its raw logs and that in research and development Canada ranks 30 out of 30 developed countries. He spoke to the need to get smarter in order to get better at managing resources. Mr. Cullen also stated that Canada has the lowest rate of patents and that innovation is also a key component to success. Mr. Cullen reported that schools like BCIT (British Columbia Institute of Technology) are also moving forward with innovative ideas.

Mr. Cullen noted that the NDP has committed to reducing the small business tax rate by 25% along with a \$40 million innovation fund and an accelerated capital cost allowance to allow to write down equipment quicker.

He mentioned that funds had been allocated to Elections Canada to conduct pilot projects for online voting but unfortunately that funding was cut and the project was not able to move forward.

Discussion took place regarding the senate and the issues it faces. Reviewing the senate requires opening the constitution and requires conversations with the provinces.

Mr. Cullen commented that if communities are not on the campaign debate list to please write to his campaign and request an opportunity to have Mr. Cullen come to their community.

Director MacDougall spoke of the challenges and issues with CN and companies not able to get products to market due to lack of rail service. He also asked Mr. Cullen about the Bills being brought forward. Mr. Cullen mentioned that he had introduced a bill that was defeated regarding the banning of raw bulk exports off the coast of Prince Rupert regarding Enbridge. One of the Private Members Bills being brought forward is in regard to notification for dangerous goods moving through communities via rail. He has had conversations with the National Fire Chiefs Association and wanted a policy in place for pre-notification to communities. He expressed his frustration regarding the liability and lack of training for volunteer fire departments in regard to what is being transported through communities. The National Fire Chiefs Association has indicated they are having good dialogue with the Transportation Safety Board and will keep moving forward. He commented that there should be penalties in place for CN when rail cars are not being supplied to get product to market.

Chair Miller thanked Mr. Cullen for attending the meeting.

**Break for lunch at 11:37 a.m.**

**Reconvened at 12:20 p.m.**

## **REPORT**

### **Re-Use Shed Closure and Salvaging Ban**

Director McGuire expressed her concerns that not all communities should have the same guidelines for the reuse sheds as each community is different. Janine Dougall, Director of Environmental Services noted that Granisle and Southside may not have the same level of issues that the other facilities in the region have encountered but they have had issues also. Discussion took place regarding the need to have consistent service levels in the region and closing the re-use sheds initially until a solution could be found.

**Re-Use Shed Closure and Salvaging Ban (CONT'D)**

Chair Miller spoke to the necessity of the decision to address the risk and liabilities to staff, volunteers and the public.

Directors Repen, Fisher and Bachrach met at the Smithers Telkwa Transfer Station and reviewed possible solutions for the safety issues. Director Repen will provide the information to staff.

The re-use sheds will be closed as soon as reasonably possible if the Regional Board moves forward with the recommendations.

Discussion took place regarding the need to find a solution to the issues associated with the re-use sheds. The need to move forward as soon as possible was discussed.

Discussion took place regarding the media release titled "Regional District of Bulkley-Nechako Media Release –Closure of Re-Use Sheds and Banning of Salvaging Activities at Solid Waste Management Facilities."

A timeline in regard to the closure of the re-use sheds along with the media outlets utilized was outlined.

Input provided at the public meetings along with any input provided to the RDBN, be it verbal or written, will be recorded and considered during the public consultation process.

Discussion took place regarding the need to have the public meetings relatively soon and the scheduling of those meetings. Staff will be working with the Regional Board of Directors this afternoon and tomorrow to schedule public meetings at the discretion of the Regional Board of Directors schedules.

**Re-Use Shed Closure and Salvaging Ban**

Moved by Alternate Director McGuire  
Seconded by Alternate Director Hughes

C.W.2015-6-4

1. "That the Committee of the Whole receive the Director of Environmental Services' August 25, 2015 memo titled "Re-Use Shed Closure and Salvaging Ban."
2. Further, that the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff to issue the media release titled "Closure of Re-Use Sheds and Banning of Salvaging Activities at Solid Waste Management Facilities."
3. Further, that the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff to proceed with the public meetings as outlined."

**Re-Use Shed Closure and Salvaging Ban (CONT'D)**

Moved by Director Fisher  
Seconded by Director Bachrach

C.W.2015-6-5

"That Motion C.W.2015-6-4 be amended to include the date of each community meeting on the closure notices."

Opposed: Dir. Benedict            CARRIED  
          Dir. Brienen  
          Dir. MacDougall

(All/Directors/Majority)

"The question be called on Motion C.W.2015-6-4 as amended."

Opposed: Dir. Bachrach  
          Dir. Fisher  
          Alt. Dir. Hughes  
          Alt. Dir. McGuire  
          Dir. MacDougall

(All/Directors/Majority)            CARRIED

**DISCUSSION**

**1. Guiding Principles – Airshed, Water Management and Solid Waste**

Director Repen noted the need for a combination of public education and the utilization of best practices by industry, businesses and residents in regard to airshed, water use and solid waste management in the region. This is a key component to a healthy economically viable region.

Discussion took place in regard to the possible impacts to the region and the cost that may be borne by the region in regard to future development. The importance of welcoming new businesses and industry and encouraging growth in the region was also discussed.

Director Fisher drafted and read an outline of a guiding principle. He will provide the information to the Regional Board of Directors and staff for further comment and the statement will be brought forward at a future meeting.

Director Thiessen noted concerns regarding air quality and the District of Vanderhoof Council has recently supported an initiative with students in the community called the David Suzuki Blue Dot Project. The project aims to add environmental rights into the Canadian Charter of Rights and Freedom by gathering support from seven out of 10 provinces.

Discussion took place regarding the strategic plan of the Regional Board and the priorities of the Board along with staffing implications.

Director MacDougall spoke to individual community initiatives that could be shared across the region.

Outdoor wood burning stoves and the issues and air quality impacts associated with the emissions from the units was discussed. Director Thiessen stated that everyone has a right to free air and access to water.

**DISCUSSION (CONT'D)**

Director Bachrach commented on the permit associated with the development of a pellet plant in Smithers along with the air particulates from CN Rail Trains in communities.

Director Newell mentioned that the potential for negative impacts expand beyond the Regional District of Bulkley-Nechako and include neighboring Regional Districts in northwest B.C.

**2. TransCanada Timber Salvage Strategy**

Chair Miller commented that the TransCanada Timber Salvage Strategy relates to the guiding principles in regard to airshed, water management and solid waste management.

**NEW BUSINESS**

Cell Service to Granisle

Alternate Director McGuire mentioned that Grainisle now has cell service.

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Director Brien

C.W.2015-6-6

"That the meeting be adjourned at 1:37 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

---

Bill Miller, Chair

---

Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

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

**Thursday, October 8, 2015**

**PRESENT:** Chair Rob MacDougall

Directors Eileen Benedict  
Shane Brien  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Thomas Liversidge  
Bill Miller \*  
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  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

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

**AGENDA**

Moved by Director Petersen  
Seconded by Director Greenaway

F.C.2015-7-1

"That the Forestry Committee Meeting Agenda of October 8, 2015 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Forestry Committee Meeting  
Minutes –August 20, 2015

Moved by Director Miller  
Seconded by Director Brien

F.C.2015-7-2

"That the Forestry Committee Meeting Minutes of August 20, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Chair MacDougall asked that Director Lindstrom, in meeting with the Community Forest Association, speak to them regarding the burning of waste wood.

RDBN Forestry Forum  
(Wildfire Workshop)  
October 13<sup>th</sup>, 2015

Moved by Director Miller  
 Seconded by Director Greenaway

F.C.2015-7-3

"That the Forestry Committee receive the Chief Administrative Officer's September 30, 2015 memo titled "RDBN Forestry Forum (Wildfire Workshop) October 13<sup>th</sup>, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller spoke of the positive feedback he has received from Tim Sheldan, Deputy Minister, Ministry of Forests, Lands and Natural Resource Operations regarding the RDBN facilitating the Wildfire Workshop. Doug Routledge, Vice President, Council of Forest Industries (COFI) also noted that opportunities such as the Wildfire Workshop provide communities the ability to communicate with stakeholders.

Gail Chapman, CAO, noted that the invitation has been forwarded to First Nations communities, the Regional District of Fraser Fort-George, New Gold, and a representative from COFI is also planning to attend.

**CORRESPONDENCE**

Correspondence

Moved by Director Brienon  
 Seconded by Director Benedict

F.C.2015-7-4

"That the Forestry Committee receive the following correspondence:

- B.C. News – Wildfire Prevention Funding Increased, New Approaches to Forest Enhancement;
- Forest Practices Board – 2014/15 Annual Report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller mentioned the positive impacts of the wildfire management conversations at the RDBN Regional Board table and other local governments across B.C.

Chair MacDougall spoke of the possibility of determining the needs for the region in regard to wildfire mitigation and the potential to collaborate sub-regionally in an application for wildfire mitigation funding. Chair MacDougall mentioned that BC Timber Sales will auction the harvest opportunities and this may provide jobs and opportunities for small scale salvagers.

Director Miller spoke with the temporary District Manager for Nadina regarding the funding proposed by the province and the possible strategies that could be developed.

## **CORRESPONDENCE (CONT'D)**

Director Miller commented that he spoke with the Chair of the Forest Practices Board and he offered to speak to the Regional Board in the future if that is the wish of the Board.

Chair MacDougall noted the challenges in regard to the reporting program for reporting to the Forest Practices Board and the audit process.

## **NEW BUSINESS**

### **Slash Piles**

Director Newell asked what the process for burning slash piles in the VanJam Forest District was and if there was a policy in place that if the slash was within a certain distance of a pellet plant it had to be sent to that location to be utilized. Chair MacDougall noted that it is an option to have the material chipped and brought to a facility.

Director Newell noted that slash piles are being burned in close proximity to the pellet plant in Houston and he felt the slash could be better utilized at the pellet plant.

Director Miller mentioned that he is aware of changes within legislature and the Forest Tenures Branch that will make fibre such as slash piles much more accessible for alternate fibre usages.

Jason Llewellyn, Director of Planning commented that TransCanada had referred its timber salvage strategy document to the RDBN and has requested the RDBN to review the document and provide comment in regard to its timber salvage strategy if it desires to do so. Director Newell brought forward concerns regarding TransCanada's current timber salvaging strategy and that it does not appear to align with the Regional Board's direction regarding the utilization of fibre.

The Forestry Committee will review the document and provide comments to staff to bring forward at a future Regional Board Meeting.

Discussion took place regarding the larger amount of wood waste wood produced by short logging. Changes have been made in Fraser Lake to move to short log hauling.

Director Miller noted the opportunity to bring forward the utilization of fibre on pipeline corridors in legacy discussions.

Director Newell reported that Pacific Trails Pipelines has cleared approximately 40 kms of right of way but he is unaware of information from them as to the utilization of the fibre being removed.

**ADJOURNMENT**

Moved by Director Greenaway  
Seconded by Director Newell

F.C.2015-7-5

"That the meeting be adjourned at 1:27 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

---

Rob MacDougall, Chair

---

Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORESTRY COMMITTEE MEETING**  
**(Committee of the Whole)****Thursday, August 20, 2015**

**PRESENT:** Chair Rob MacDougall

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Thomas Liversidge  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Luke Strimbold  
Gerry Thiessen

Director Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Dwayne Lindstrom, Village of Fraser Lake

Alternate Director Bob Hughes, Electoral Area "C" (Fort St. James Rural)

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair MacDougall called the meeting to order at 4:09 p.m.

**AGENDA**Moved by Director Repen  
Seconded by Director Petersen**F.C.2015-6-1**

"That the Forestry Committee Meeting Agenda of August 20, 2015 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Forestry Committee Meeting**  
**Minutes –July 23, 2015**Moved by Director Newell  
Seconded by Director Repen**F.C.2015-6-2**

"That the Forestry Committee Meeting Minutes of July 23, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS**

**Forestry/Wildfire Management  
Industry/Local Government  
1<sup>st</sup> Nations Forum**

Moved by Director Strimbold  
Seconded by Director Miller

**F.C.2015-6-3**

"That the Forestry Committee receive the Chief Administrative Officers' August 12, 2015 memo titled "Forestry/Wildfire Management/Industry/Loc.Government/1<sup>st</sup> Nations Forum."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Pellet Plant Dryer Systems**

Moved by Director Miller  
Seconded by Director Petersen

**F.C.2015-6-4**

"That the Forestry Committee receive the Chief Administrative Officers' August 12, 2015 memo titled "Pellet Plant Dryer Systems."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Thiessen spoke to developing an RDBN statement to provide to new and existing industry in the region that provides the RDBN's position on the best practices to be utilized within the region in regard to environmental and pollution factors. Director Repen also noted the importance of developing policy in regard to the waste generated by work camps proposed in the region. Discussion took place regarding the Environmental Assessment Process and the best baseline practices and the lack of enforcement for implementation of best practices. Director Newell spoke to the need for industry to have and develop a social license.

Director Thiessen noted that it may be beneficial to have a representative from the Wood Pellet Association of Canada attend a future RDBN meeting.

Director Bachrach reported that he met with representatives from the Ministry of Environment and the Ministry of Forests, Lands and Natural Resource Operations Policy Branch. They are currently developing a code of practice in regard to pellet plants. Director Bachrach will forward the contact information to RDBN staff and also arrange a tour of the Newpro facility.

**CORRESPONDENCE**

**Correspondence**

Moved by Director Repen  
Seconded by Director Petersen

**F.C.2015-6-5**

"That the Forestry Committee receive the following correspondence:

- Conifex Timber Inc. – Conifex Announces Closing of Investment Agreement;
- Conifex Timber Inc. – Conifex Announces Acquisition of Sawmill Assets in El Dorado, Arkansas."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Chair MacDougall mentioned that he met with Conifex Manager of Fibre Supply and representatives from Canfor and Apollo and noted challenges industry is currently encountering. A few of the issues are the price of stumpage, federal tax when shipping lumber, soft market in china, and poor quality timber. In order for Conifex to stabilize its company they announced the closing of investment agreement and the acquisition of sawmill assets in El Dorado, Arkansas.

The District of Fort St. James is requesting information from the Competition Bureau in regard to the timber being removed from the community.

**DISCUSSION ITEM**

**Community Forests Associations and Waste**

Director Thiessen brought forward concerns regarding burning of waste piles and that the RDBN should move forward in developing and establishing a policy regarding the utilization of waste pile fibre within the RDBN that can be provided to new and existing companies in the region. The use of waste pile fibre for biomass facilities was discussed. In the past government would have licensees conduct a Residue and Waste Management Survey to bill licensees monetarily for timber except reserved timber, whether standing or felled, that was not removed from the cutting authority area and which meets or exceeds the timber merchantability specifications. The Provincial Government is now wanting to charge for the waste being utilized.

Moved by Director Fisher  
Seconded by Director Thiessen

**F.C.2015-6-6**

"That the Forestry Committee recommend that the RDBN Committee of the Whole discuss at its next meeting the development of guiding principles and/or a mission statement in regard to airshed management, water usage management and solid waste management practices within the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY**

**CORRESPONDENCE**

Ministry of Forests, Lands  
and Natural Resource  
Operations – News from the  
Inventory Section, Forest Analysis  
and Inventory Branch

Moved by Director Brien  
Seconded by Director Miller

F.C.2015-6-7

"That the Forestry Committee receive the correspondence from the Ministry of Forests, Lands and Natural Resource Operations titled "News from the Inventory Section, Forest Analysis and Inventory Branch."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller expressed concerns regarding the use of LVI (Landscape Vegetation Inventory) due to its lower accuracy for individual polygons.

**ADJOURNMENT**

Moved by Director Bachrach  
Seconded by Director Newell

F.C.2015-6-8

"That the meeting be adjourned at 4:40 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

---

Rob MacDougall, Chair

---

Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, October 8, 2015**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Tom Greenaway  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER** Chair Benedict called the meeting to order at 1:30 p.m.

**AGENDA & SUPPLEMENTARY AGENDA** Moved by Director Greenaway  
Seconded by Director Parker

**RDC.2015-8-1** "That the Rural Directors Committee Agenda for October 8, 2015 be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES**

**Rural Directors Committee Meeting Minutes -September 3, 2015** Moved by Director Petersen  
Seconded by Director Newell

**RDC.2015-8-2** "That the minutes of the Rural Directors Committee meeting of September 3, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****REPORT**

**Potential Projects Requesting Northern Development -Northwest Regional Advisory Committee Funding in 2016** Moved by Director Fisher  
Seconded by Director Newell

**RDC.2015-8-3** "That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize that each Regional District of Bulkley-Nechako Electoral Area Director provide direction to its Northwest Regional Advisory Committee Member as to their priority potential projects requesting funding from Northern Development Initiative Trust Northwest Regional Advisory Committee Funding."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORT (CONT'D)**

Director Miller brought forward concerns in regard to the need to choose one project over another and the challenges of the pooled funding approach in which Northern Development Initiative Trust (NDIT) has implemented to allocate funds amongst regions. Director Fisher mentioned that the Northwest Regional Advisory Committee (NWRAC) is still in the process of possibly changing funding allocations for 2<sup>nd</sup> time applicants. The NWRAC funding is currently being oversubscribed. Director Miller noted that it may be difficult for certain projects to be completed with the reduction in funding available. Discussion took place regarding the scoring system utilized by the NWRAC to prioritize applications to move them forward to NDIT.

The Economic Diversification infrastructure funding program applications were discussed. Director Fisher mentioned that his measurable for a project is whether or not the project promotes an RDBN service, would assist in reducing cost to the RDBN, and whether the project has a direct impact to RDBN operations. The importance and the impacts to the region of the Baker Airport were brought forward for discussion. Comments were made regarding the critical need of the Baker Airport and the importance of the Topley Fire Department along with the RDBN support of the Lake Babine Nation application.

The allocation and funding request for the Topley Fire Hall Electoral Area "G" Gas Tax Funds was discussed.

Chair Benedict noted that there are some projects in her Electoral Area that are more urgent and require funding assistance soon.

**DEVELOPMENT SERVICES** (All Directors)

**REFERRALS**

Land Referral File No. Moved by Director Fisher  
REC230290 Recreation Sites Seconded by Director Greenaway  
and Trails BC, Electoral Area 'A'

RDC.2015-8-4 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral REC230290" be provided to the Province as the Regional District's comments on Crown Land Referral REC230290."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. Moved by Director Newell  
REC192080 Ministry of Forests Seconded by Director Petersen  
Lands and Natural Resource Operations  
Electoral Area 'G'

RDC.2015-8-5 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral REC192080" be provided to the Province as the Regional District's comments on Crown Land Referral REC192080."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REFERRALS (CONT'D)**

Land Referral File No. Moved by Director Newell  
REC192077 Recreation Sites Seconded by Director Greenaway  
and Trails BC, Electoral Area "G"

RDC.2015-8-6 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral REC192077" be provided to the Province as the Regional District's comments on Crown Land Referral REC192077."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MEMO**

Drilling Fluid Waste Moved by Director Petersen  
Seconded by Director Parker

RDC.2015-8-7 "That the Rural Directors Committee receive the Planner 1's September 29, 2015 memo titled "Drilling Fluid Waste."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

**DEVELOPMENT SERVICES (All Directors)**

**REFERRALS**

Land Referral File No. Moved by Director Fisher  
6407832 Ellen Hansen Seconded by Director Greenaway  
Electoral Area 'A'

RDC.2015-8-8 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6407832" be provided to the Province as the Regional District's comments on Crown Land Referral 6407832."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Land Referral File No. Moved by Director Fisher  
6408870 Tanya Belsham Seconded by Director Newell  
Electoral Area 'A'

RDC.2015-8-9 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408870" be provided to the Province as the Regional District's comments on Crown Land Referral 6408870."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REFERRALS (CONT'D)**

Land Referral File No.  
REC8457 Historic Yukon  
Telegraph Trail, Electoral  
Area "G"

Moved by Director Newell  
Seconded by Director Parker

RDC.2015-8-10

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral REC8457" be provided to the Province as the Regional District's comments on Crown Land Referral REC8457."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding the Yukon Telegraph Trail and the lack of formal documentation and mapping of the trail. In 2011, staff brought forward a report to the Regional Board seeking direction as to the possibility of researching the trail. At the time the Regional Board did not wish to pursue the subject.

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Fisher

RDC.2015-8-11

"That the meeting be adjourned 2:19 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

---

Eileen Benedict, Chair

---

Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, September 3, 2015**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Bill Miller – arrived at 1:49 p.m.  
Rob Newell  
Mark Parker  
Jerry Petersen

Director Absent Tom Greenaway, Electoral Area “C” (Fort St. James Rural)

Alternate Director Bob Hughes, Electoral Area “C” (Fort St. James Rural)

Staff Gail Chapman, Chief Administrative Officer  
Jason Llewellyn, Director of Planning  
Kristi Rensby, Finance/Administration Coordinator – left at 2:11 p.m.  
Wendy Wainwright, Executive Assistant

Others Taylor Bachrach, Town of Smithers – arrived at 1:49 p.m., left at 1:56 p.m.  
Darcy Repen, Village of Telkwa – left at 1:45 p.m.

**CALL TO ORDER**

Chair Benedict called the meeting to order at 1:41 p.m.

**AGENDA**Moved by Director Newell  
Seconded by Director Petersen**RDC.2015-7-1**

“That the Rural Directors Committee Agenda for September 3, 2015 be approved.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee Meeting Minutes -August 20, 2015**Moved by Director Petersen  
Seconded by Director Newell**RDC.2015-7-2**

“That the minutes of the Rural Directors Committee meeting of August 20, 2015 be received.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORT**

**Federal Gas Tax Community  
Works Fund Repayment  
Potential**

Moved by Director Petersen  
Seconded by Director Miller

RDC.2015-7-3

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to non-profit societies that have been granted Federal Gas Tax Community Works funds and request that an annual report be sent once a year to the RDBN that includes a copy of the society's annual report; and further, that they be provided an opportunity to provide a written update."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding societies being in default and the implications to the Regional District in regard to Federal Gas Tax Community Works Funds. Societies must file annual reports and if they are not filed for two years the province will dissolve the society.

Discussion took place regarding what happens to the assets if a society is dissolved. Director Fisher asked if the equipment installed utilizing gas tax funds would be able to be auctioned to return grant funds to the Regional District. Staff will follow-up.

The liability of society board members was brought forward for discussion. If a society is in good standing they may have insurance in place but when societies dissolve they will not have insurances and past members may not be accessible.

Staff is drafting a letter to provide to societies that have received Federal Gas Tax Funds to remind them of their obligations and responsibilities in receiving the funds.

The Regional District has in the past in conjunction with its Business Forum provided to non-profit groups a workshop to provide information on how to establish a society and the requirements to fulfill obligations to the province and grant funding sources.

Director Miller spoke of the importance of remaining in contact with organizations that have received funds through the Regional District and clearly outline the responsibility of the organization. The Regional District facilitates grant funding and can assist with grant training for non-profit organizations but the responsibility is the organization's, not the Regional District.

Discussion took place regarding the existing contracts and staff will provide them to the Rural Directors Committee.

**DEVELOPMENT SERVICES** (All Directors)

**Referrals**

Land Referral File No.  
6408789, 6408794, 6408795  
BC Hydro Electoral Area 'A'

Moved by Director Fisher  
Seconded by Director Petersen

RDC.2015-7-4

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408789, 6408794 and 6408795" be provided to the Province as the Regional District's comments on Crown Land Referral 6408789, 6408794 and 6408795."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.  
6402518 McConnell  
Electoral Area 'G'

Moved by Director Newell  
Seconded by Director Parker

RDC.2015-7-5

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6402518" be provided to the Province as the Regional District's comments on Crown Land Referral 6402518."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.  
6407626 Warren Alan Labrie  
& Kelly Marie Labrie  
Electoral Area 'G'

Moved by Director Newell  
Seconded by Director Fisher

RDC.2015-7-6

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6407626" be provided to the Province as the Regional District's comments on Crown Land Referral 6407626."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

TransCanada – Prince Rupert  
Gas Transmission Project  
Referral Notification for Drilling  
Waste

Director Newell mentioned that he received a referral notification from TransCanada – Prince Rupert Gas Transmission Project for two sump burial sites in Electoral Area "G" (Houston Rural) for drilling waste disposal. Director Newell expressed concern as to the content of the waste being buried and the large site of the area in which the waste is to be buried. The sites are also close to water ways connected to Babine Lake. Director Newell asked staff to request further information from TransCanada in regard to the actual content of the waste being disposed. The response from TransCanada indicated that the waste was mostly mud. Director Newell noted that the Oil and Gas Hand Book indicates that drilling waste has the potential to contain hazardous materials and require special handling methods. Director Newell asked that TransCanada contact the Regional District with further information in regard to its Coastal GasLink project also.

**NEW BUSINESS (CONT'D)**

Jason Llewellyn, Director of Planning noted that the Regional District receives numerous referrals and the Regional Board provided direction to staff to forward the referrals to the Electoral Area Directors in which the referral affects. At direction from the Director a report may be drafted and brought forward to the Regional Board.

Director Miller commented that it would be beneficial for the Regional Board to be provided the information in regard to the content of the waste being disposed of and the manner in which the material is handled.

Director Petersen mentioned that the Ministry of Environment would need to issue a permit for the disposal and that they would oversee the process.

As part of the Environmental Assessment Process and Socio-Economic Effects Management Plan the RDBN asked that pipelines identify the materials that may be potentially landfilled. The RDBN has been contacted by consulting companies working for the pipeline companies inquiring as to whether the RDBN would receive the drilling mud for disposal. It is considered industrial waste and is potentially contaminated and RDBN policy is to not receive the material.

Staff will continue to research the issue and will provide a report to the Rural Directors Committee.

**Northern Development Initiative Trust – Funding Opportunity**

Director Fisher noted that the Northern Development Initiative Trust (NDIT) is implementing a new program/funding opportunity regarding a new pine beetle objective. Director Miller provided an outline of the new pine beetle objective. Directors Fisher and Miller will provide further information to staff and the Rural Directors Committee.

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Miller

RDC.2015-7-7

"That the meeting be adjourned 2:24 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

---

Eileen Benedict, Chair

---

Wendy Wainwright, Executive Assistant

46

REGIONAL DISTRICT OF BULKLEY-NECHAKO

RECEIVED

SEP 23 2015

DELEGATION TO THE BOARD OF DIRECTORS

REGIONAL DISTRICT OF

Please supply information as to the matter to be placed before the Board of Directors of the Regional District of Bulkley-Nechako. The RDBN Chairperson and/or CAO will review each request and a decision will be communicated to the spokesperson shown on the application. **SUBMISSION OF YOUR REQUEST DOES NOT CONSTITUTE APPROVAL TO APPEAR.**

**REQUEST TO APPEAR BEFORE THE BOARD OF DIRECTORS MUST BE IN BY TUESDAY, THE WEEK PRIOR TO THE BOARD MEETING.** Regular Board Meetings typically begin at 10:30 a.m., and delegations are dealt with close to the beginning of the meetings. Maximum presentation time is 15 minutes, followed by a question period, unless previously approved. All written presentation material must be in by Tuesday, the week prior to the Board Meeting. There is a limit to the number of delegations permitted per meeting. Your presentation may not be heard on the date requested due to prior commitments.

Name of person(s) attending: Reta Herrick

For (organization): Cluculz Lake and Bobtail Lake's Districts

Mailing Address: 55150 Jardine Loop Rd, Cluculz Lake, Vanderhoof BC

Phone No. (day contact): 250-441-3355 Fax: 250-441-3356

U0J 3H3

email address: cluculzd@hotmail.com or cluculzd@gmail.com

Subject matter: To present to the Board a petition of 411 signatures from Cluculz lake and Bobtail lake requesting amendment of Bylaw 1617, 2011 to allow mail in Ballots during ALL RDBN elections.

Specific request of The Board (if any), i.e., letter of support, donations, etc.

enclosed are 66 pages of Petition signatures collected from area F, Cluculz & Bobtail

Date of Application: September 21, 2015

Signature of Applicant: Reta Herrick

Next regular Thursday meeting with The Board: October 22, 2015

47

I would like to thank the RDBN for the opportunity to present this petition of four hundred and eleven (411) signatures to the board.

The residents and property owners at Bobtail and Cluculz Lake are respectfully requesting that the board of Directors of the Regional District of Bulkley Nechako amend Section 2.1 of Bylaw 1617, 2011 to include referenda, general local elections and by-elections for Bobtail and Cluculz Lakes.

The voting stations are at Cluculz Lake and Vanderhoof. The remote distance to travel in the fall when roads are often hazardous, make it difficult if not impossible for voters to exercise their democratic right to vote. Being a recreational area, many property owners live in and around the Prince George Area. Several non-resident property owners live as far away as Vancouver Island, Prince Rupert and Fort St John; others are snowbirds or workers in remote camps. Mail-in ballots would give them all a voice.

**Stats for previous ballot counts at the Cluculz Lake voting Station with NO MAIL-IN VOTING:**

November 2010 CLVFD referendum vote, **208** votes were cast,  
November 2014 election of directors for RDBN **168** votes were cast

February 2013, Pool Referendum vote:

**Mail-in WAS permitted for Cluculz Lake, not Bobtail Lake,**

**Total of 296 votes** cast locally:

**150** votes cast at the Cluculz Lake voting station

**146** mail-in votes

These stats show mail-in ballots certainly does encourage voter participation.

A survey of other Regional districts, in British Columbia, showed that most districts do have a bylaw to allow mail-in voting for all elections. This includes the District of Fraser Fort George. Their area includes our neighbours to the east, Bednesti, Dahl and Norman Lakes.

Please help to encourage voter turnout by amending this bylaw to permit all residents and non-resident property owners the opportunity to vote.

Again I thank you for the opportunity to present this petition,

Reta Herrick  
55150 Jardine Loop Rd,  
Cluculz Lake  
250-441-3355



**Regional District of Bulkley-Nechako  
Board of Directors  
October 22, 2015**

To: Chair Miller and the Board of Directors  
 From: Corrine Swenson, Manager of Regional Economic Development  
 Date: September 9, 2015  
 Regarding: Lake Babine Nation- Northern Development Application- Northwest RAC

The Lake Babine Nation (LBN) has submitted an application to Northern Development Initiative Trust's (Northern Development) Economic Diversification Infrastructure, Northwest Regional Advisory Committee Account (NW RAC). A resolution of support from the RDBN is required by the NW RAC.

LBN is requesting a \$250,000 grant towards Phase Two of a biomass heating project.

**Phase One**

- Budget: \$723,000
- Expected Completion: October, 2015
- Activities include:
  - Crew training and work experience for Firewood Program
  - Engineering Feasibility with RETScreen supply chain study
  - Engineering Design and Tender Documents

**Phase Two**

- Budget \$385,000
- Expected Completion: March 2016
- Activity includes:
  - Underground Distribution System Construction in Fort Babine

**Phase Three**

- Budget \$800,000
- Expected Completion: March 2017
- Activities include:
  - Construction of Energy Centre in Woyenne
  - Business set-up and operation training
  - District System Operator Training

Phase Two will take place in the community of Fort Babine, in Electoral Area 'G'. According to the LBN website, Fort Babine has a population of "near 200 members (60 full time residents) in 36 homes".

This project is expected to:

- provide improved heating to Fort Babine community buildings which include the school, health center, water treatment facility, band hall, and fire hall (upon Phase Two completion);
- create five full time and eight part time permanent jobs (upon Phase Three completion); and,
- create a revenue stream by selling heat to government organizations in Fort Babine and private homes in Woyenne, as well as selling electricity produced by the DES system in Woyenne to the grid (upon Phase Three completion).

The revenue for Phase Two is as follows:

Funding Organization	Amount	Status
Ministry of Energy and Mines Community Energy Leadership Program	80,000	Pending
Lake Babine Nation	55,000	Confirmed
Northern Development	250,000	Pending
<b>Total</b>	<b>\$385,000</b>	

As part of the due diligence process prior to presenting the project for funding consideration, Northern Development will work with the applicant to ensure Phase One is complete, update the status of all other funding sources and ensure that up-to-date quotes have been received.

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

<b>Recommendation:</b>	<b>(All/Directors/Majority)</b>
Direction.	



# Regional District of Bulkley-Nechako Memo – Board Agenda October 22, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Hans Berndorff, Financial Administrator  
**Date:** October 14, 2015  
**Re:** Draft Financial Plan Guidelines

---

Attached are draft guidelines for the 5 year financial plan and budget. The document includes a legal framework and explains the options available for budgeting for regional district services. It describes the budget process including the associated timelines as well as a description of the information to be provided to the Committee of the Whole for deliberation on the financial plan. Finally, it outlines the financial planning principles to be followed when preparing the budget.

I would appreciate the Board’s direction regarding the budget process as outlined in the attached document.

I would be pleased to answer any questions.

A handwritten signature in black ink, appearing to read "Hans Berndorff".

Recommendation:	(all/directors/majority)
-----------------	--------------------------

- |   |
|---|
| <ol style="list-style-type: none"><li>1. That the memorandum from the Financial Administrator, dated October 14, 2015 regarding the proposed draft financial plan guidelines be received; and,</li><li>2. Further, that the Board of Directors provide direction regarding the Draft Financial Plan Guidelines.</li></ol> |
|---|

Draft



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**FINANCIAL PLAN GUIDELINES**

**October 22, 1015**

**Regional District of Bulkley-Nechako**  
**Financial Plan Guidelines**  
**Table of Contents**

	<b>Page</b>
<b>1. Purpose</b>	<b>3</b>
<b>2. Legal Framework</b>	<b>3</b>
<b>3. RDBN Services</b>	<b>4</b>
<b>4. Property Assessments</b>	<b>6</b>
<b>5. Property Class Tax Rate Multipliers</b>	<b>6</b>
<b>6. Tax Exemptions</b>	<b>6</b>
<b>7. Reserve Funds</b>	<b>7</b>
<b>8. Surpluses and Deficits from the Prior Year</b>	<b>7</b>
<b>9. Debt</b>	<b>7</b>
<b>10. Financial Plan Preparation and Management Process</b>	<b>8</b>
<b>11. Details of Budget Information Reviewed with the COW</b>	<b>9</b>
<b>12. Financial Planning Principles</b>	<b>9</b>

**Regional District of Bulkley-Nechako**  
**Financial Plan Guidelines**

**1. Purpose**

To provide structured guidance for the preparation of the Five Year Financial Plan.

**2. Legal Framework**

**a. Financial Plan Bylaw Details**

For each service, the financial plan bylaw must set out:

- i. Proposed Expenditures
- ii. Proposed Funding Sources
- iii. Proposed Transfers to and from funds, separately for reserve funds and accumulated surplus for each service

**b. Revenue Categories**

For each service, the financial plan bylaw must set out:

- i. Revenue from property value taxes
- ii. Revenue from parcel taxes
- iii. Revenue from fees and charges
- iv. Revenue from other sources
- v. Proceeds from borrowing

**c. Expenditure Categories**

For each service, the financial plan bylaw must set out:

- i. Interest and Principal on debt
- ii. Capital Expenditures
- iii. Deficit from prior year, if any
- iv. Amount required for other purposes.

**d. Limit on Taxation**

Budgeted taxation for each service cannot exceed the maximum tax requisition in each service establishment bylaw.

**e. Limit on Tax Requisition**

The tax requisition for each service cannot exceed budgeted taxation for that service.

**f. Deadline for Financial Plan Bylaw Adoption**

March 31

**g. Balanced Budget Requirement**

Each service must have a balanced budget

- i. If an actual deficit results, it must be included as an expenditure in the following year's financial plan
- ii. If an actual surplus results, it is included as revenue in the following year's financial plan

**h. Public Consultation**

Regional Districts are required to consult with the public on their financial plans. The nature and extent of public consultation is not prescribed.

**i. Financial Plan Amendments**

The Financial Plan may be amended by the Regional District Board at any time

**j. Borrowing** in the financial plan must undergo a separate approval process.

**3. RDBN Services**

Each service must be accounted for and managed separately.

The RDBN has 68 separate services including region-wide services, regional rural services, sub-regional services and local services. A table of RDBN active services by category is shown on the following page.

<b>Region-Wide Services (6)</b>	<b>Local Services (39)</b>
• General Government	• Fort Fraser Local Community
• Feasibility Studies	• Area "A" Economic Development
• Regional Economic Development	• Area "E" Economic Development
• Development Services	• Lake Kathlyn Weed Harvesting
• Environmental Services	• Glacier Gulch Water Diversion
• 9-1-1 Service	• Fort Fraser Sewer System
	• Fort Fraser Water System
<b>Regional Rural Services (7)</b>	• Fort Fraser Rural Fire Protection
• Rural Government	• Southside Rural Fire Protection
• Rural Planning	• Burns Lake Rural Fire Protection
• Rural Building Inspection	• Fort St. James Rural Fire Protection
• Rural Building Numbering	• Houston Rural Fire Protection
• Unsightly Premises Regulatory Control	• Luck Bay Rural Fire Protection
• Rural Weed Control	• Smithers Rural Fire Protection
• Emergency Preparedness Planning	• Telkwa Rural Fire Protection
	• Vanderhoof Rural Fire Protection
<b>Sub-Regional Services (13)</b>	• Round Lake Rural Fire Protection
• Chinook Community Forest	• Cluculz Lake Emergency Response
• Lakes Economic Development	• Topley Emergency Response
• Stuart-Nechako Economic Development	• Area "A" Emergency Services
• Burns Lake Victims Services	• Area "F" Extrication
• Lakes District Airport	• Lakes District Emergency Services
• Bulkley Valley Regional Pool	• Area "D" Extrication
• Burns Lake Arena	• Area "C" Road Rescue
• Smithers/Telkwa/Houston TV Rebroadcasting	• Smithers Para-Transit
• Fraser Lake & Area TV Rebroadcasting	• Telkwa Pedestrian Crosswalk
• Fort St. James & Area TV Rebroadcasting	• Decker Lake Street Lighting
• Burns Lake and Area TV Rebroadcasting	• Endako Street Lighting
• Burns Lake Library	• Fort Fraser Street Lighting
• Burns Lake Museum	• Gerow Island Street Lighting
	• Colony Point Street Lighting
<b>Non-Taxable Services (3)</b>	• Fort St. James Arena Grant
• Municipal Financing	• Smithers Recreation and Culture
• Pump & Haul Sewer Disposal	• Vanderhoof Recreation and Culture
• Liquid Waste Disposal	• Fort Fraser Cemetery Grant
	• Topley Cemetery Grant
	• Fraser Lake Library Grant
	• Fort St. James Library Grant
	• Fort Fraser Community Hall

#### 4. Property Assessments

##### a. Assessment Base for the Budget

The five year financial plan is based on property assessments in the Completed Tax Roll, which is available in January.

##### b. Assessment Base for the Tax Requisition

The Tax Requisition for the year is based on the Revised Tax Roll, which is available at the end of March. The deadline for the tax requisition is April 10.

#### 5. Property Class Tax Rate Multipliers

Unlike, Municipalities, which establish tax rates for each class of property, for regional district taxation, the relationship between tax rates for residential properties and other classes of properties is established by provincial statute.

Class 1	Residential	Established for each service by Regional District Board
Class 2	Utilities	3.5 times the residential rate
Class 3	Supportive Housing	1.0 times the residential rate
Class 4	Major Industry	3.4 times the residential rate
Class 5	Light Industry	3.4 times the residential rate
Class 6	Business and Other	2.45 times the residential rate
Class 7	Managed Forest	3.0 times the residential rate
Class 8	Farm	1.0 times the residential rate

#### 6. Tax Exemptions

##### a. Mandatory Exemptions

There are certain mandatory exemptions determined by the Local Government Act. Some examples are properties owned by the Federal Government, the Province, the Regional District, a Municipality within the Regional District or buildings used for public worship.

##### b. Contractual Exemption

A 1950 agreement between the Province and Alcan (now Rio Tinto Alcan) has exempted Alcan's properties that are used for the generation of power for the smelter in Kitimat. Since 2009, we have been receiving a grant in lieu of taxes from the Province under a 15 year commitment ending in 2024. The 2014 grant was \$811,172 and it increases annually according to the formula used by BC Hydro for its generating facilities.

##### c. Permissive Tax Exemptions

Under the *Local Government Act*, regional districts are authorized to enact bylaws to exempt properties owned by not-profit organizations in a limited number of categories. A one year exemption can be granted with a two thirds majority of the Regional District Board. A permissive tax exemption longer than one year and up to 10 years requires the consent of the electors. Some examples are properties used primarily for public athletic, recreation or education purposes. The RDBN currently has no active permissive tax exemptions.

## 7. Reserve Funds

- a. **Statutory Capital Reserves** can be established by bylaw for any service to accumulate funds for capital expenditures expected in the future, typically for asset replacement, refurbishment, additions or major repairs. Contributions and accumulated interest can only be spent for the purpose established in the Capital Reserve Establishment bylaw.
- b. **Operating Reserves** can be established by bylaw to provide funds for operating costs that fluctuate from year to year, such as rural elections.

## 8. Surpluses or Deficits from the Prior Year

Surpluses and deficits must be accounted for separately for each service

### a. Deficits

If the actual financial results for a service from the prior year resulted in a deficit for that service, it must be carried forward to the current year's budget as an expenditure.

### b. Surpluses

If the actual financial results for a service from the prior year resulted in a surplus for that service, it is carried forward to the current year's budget as revenue in that service.

Such revenue may be used to:

- i. Reduce taxation for the current year;
- ii. Fund additional expenditures for one-time projects in the current year;
- iii. Contribute to a capital reserve;
- iv. Contribute to an operating reserve; or
- v. Budget for a contingent expenditure for projects that may be identified during the current year or a future year

## 9. Debt

### a. For RDBN services

#### i. Revenue Anticipation Borrowing

Short term borrowing to cover a temporary shortfall in funds in anticipation of the collection of annual tax requisition is collected can be approved by the Regional District Board.

#### ii. Short Term Capital Borrowing

For Administration Purposes only, short term capital borrowing (less than 5 years) can be approved by the Regional District Board up to a maximum of \$50,000 plus \$2 per capita. For example, in 2005, the RDBN borrowed \$131,700 under this provision to pay for part of the purchase price of the McLeod Building in Burns Lake (later to become the new RDBN Administration Building). The loan was repaid over 5 years.

**iii. Short Term Equipment Financing**

Equipment financing (less than 5 years) can be approved by the Regional District Board. For example, in 2015, the RDBN borrowed \$1,547,000 to finance part of the costs of landfill equipment at Knockholt and Clearview.

**iv. Long Term Capital Borrowing**

Borrowing of greater than 5 years requires:

1. A Loan authorization Bylaw that has received the consent of the electors, and
2. A Debenture Security Issuing Bylaw that can be approved by the Regional District Board

**v. Temporary Borrowing**

Temporary Borrowing in anticipation of receiving debenture proceeds can be approved by the Regional District Board once the loan authorization bylaw has been approved.

**b. Financing Municipal Undertakings**

Municipalities that wish to borrow using the Municipal Finance Authority debenture facility must do so through Regional Districts.

- i. The Municipality requires a loan authorization bylaw that has undergone the usual municipal approval process as well as a Council resolution requesting that the Regional District participate in a debenture issue on its behalf, and
- ii. The Regional District Board issues a Security Issuing Bylaw for debenture borrowing on behalf of municipalities.

**c. Joint and Several Liability** – The Regional District and its member municipalities are jointly and severally liable for each other’s MFA debenture debt.

**10. Financial Plan Preparation and Management Process**

The following outlines the financial planning process along with the associated timelines:

September	<ul style="list-style-type: none"> <li>• Finance Staff develops a financial model for the new budget year</li> </ul>
Early November	<ul style="list-style-type: none"> <li>• Pre-budget Committee of the Whole (COW) planning session to review status of current year’s activities and proposed staff work plans and priorities for the ensuing year – costs are not available at this point</li> <li>• Opportunity for the COW to provide budget direction regarding Board priorities.</li> </ul>
During November	<ul style="list-style-type: none"> <li>• CAO and Finance Department meet with each department head to review September year to date financial results and projections for the remainder of the current year</li> <li>• Receive departmental input into region-wide and regional rural service budgets and five year projections</li> </ul>

November /December	<ul style="list-style-type: none"> <li>Finance Department prepare first draft of budget for region-wide and regional rural services for follow up discussions with department heads to reflect any corrections or changes</li> </ul>
Early January	<ul style="list-style-type: none"> <li>First draft of the financial plan, including operating and capital budgets for region-wide and regional rural services, reviewed with Committee of the Whole</li> <li>Includes analysis of changes in each service area budget from the prior year, by expenditure category</li> <li>Includes analysis of projected residential tax rates for each of the above services</li> <li>Receive direction from the COW for any changes</li> </ul>
Early February	<ul style="list-style-type: none"> <li>Second draft of the financial plan for region-wide and regional rural services reviewed with Committee of the Whole</li> <li>Reflects changes resulting from COW direction and changes in surpluses resulting from the difference between projected and actual results for the prior year</li> <li>Includes updated analysis of changes in each service area budget from the prior year and analysis of tax rates for each service</li> <li>Receive direction from the COW for any changes</li> </ul>
January /February	<ul style="list-style-type: none"> <li>Receive draft budgets from municipalities for any shared services that are operated by municipalities (e.g.: fire protection, road rescue, recreation &amp; culture, etc.)</li> <li>Prepare draft local service and shared sub-regional service budgets, including property assessments and projected tax rates</li> <li>Distribute draft local service budgets to Directors participating in those services for direction</li> </ul>
February /March	<ul style="list-style-type: none"> <li>Receive direction from Directors participating in local services and shared sub-regional services</li> <li>Update the respective budgets accordingly</li> </ul>
Early March	<ul style="list-style-type: none"> <li>Third draft of the financial plan for region-wide and regional rural services reviewed with Committee of the Whole</li> <li>Reflects changes resulting from COW direction</li> <li>Includes updated analysis of changes in each service area budget from the prior year and analysis of tax rates for each service</li> <li>Receive direction from the COW for any changes</li> </ul>
Late March	<ul style="list-style-type: none"> <li>Reflect any changes directed by the COW into the final draft of the budget for review and adoption by the Board</li> </ul>

**11. Details of Budget Information for Region-wide and Regional Rural Services reviewed with the Committee of the Whole:**

- a. Summary of Costs for each proposed initiative for Year 1 of the Financial Plan.
- b. Detailed schedules for each region-wide service and each regional rural service showing projected revenues and expenditures by major category in Year 1 of the Financial Plan compared with the prior year.
- c. Table showing projected taxation, assessments and residential tax rates for region-wide services and regional rural services in Year 1 of the Financial Plan compared with the prior year.
- d. Five Year Bar Graphs comparing taxation for region-wide services and regional rural services in Year 1 of the financial plan with each of the previous 4 years.

- e. Pie charts for Year 1 of the financial plan showing the percentage of taxation that each service makes up of region-wide services and regional rural services.
- f. Detailed budgets for each service are available on request.

## **12. Financial Planning Principles**

### **a. Service Sustainability**

The five year financial plan should reflect long term cost projections and revenue expectations for each service. This would include reasonable tax rates, including contributions to capital reserves and/or the use of debt financing, where necessary, to sustain each service in the long term.

### **b. Minimum Taxation**

For each service, taxation should be kept to the lowest level possible, consistent with delivering quality, sustainable services.

### **c. Matching Costs with Benefits**

A balanced approach is needed when planning for the ultimate replacement of long lived assets. The options are:

#### **1. Pay as you go**

Tax properties at the time the asset is replaced. This can lead to large, one-time taxes.

#### **2. Debt Financing**

Borrow the funds at the time the asset is replaced and repay the debt over the life of the new asset (cannot be longer than 30 years).

#### **3. Capital Reserves**

Contribute to capital reserves during the time the asset is used up so that enough funds are available to finance the new asset at the time of replacement.

Inter-generational equity is affected when making a choice between contributing to capital reserves and using future debt financing to fund the future replacement of capital assets. In making this choice, consideration is given to how the existing assets were financed in the first place.

#### **i. Capital Reserves**

When the current generation of taxpayers did not fund the existing asset, it is appropriate to contribute to capital reserves for ultimate replacement. This reflects the fact that current taxpayers are using up an asset they did not pay for.

#### **ii. Debt Financing**

When the current generation of taxpayers have paid for the existing assets through taxes, contributing to capital reserves would result in them paying for

the existing asset twice (once for initial acquisition and once for replacement). In this case, it would be appropriate to consider debt financing for future asset replacement so that the future generation of taxpayers bears the cost of the new asset.

**d. Stable Tax Rates**

Large fluctuations in tax rates should be avoided, to the extent possible. Tools to manage tax rate fluctuations include:

**i. Capital Reserves**

Capital reserves can smooth out the cost of long term or infrequent capital purchases.

**ii. Operating Reserves**

Operating reserves can smooth out the cost of regular operating costs that occur every few years.

**iii. Operating Contingencies**

Where a service has a historically large surplus, the excess could be used to reduce taxes in year 1 of the financial plan or used to budget for an operating contingency, which could be used in the future to offset future tax increases.

**iv. Service Level Adjustments**

Under certain circumstances, it may be appropriate to minimize tax increases by reducing that scope of the service provided.

**e. Consistency with Other Plans**

The financial plan should be consistent with any other existing RDBN plans, including:

- i. RDBN Strategic Plan
- ii. Departmental Work Plans
- iii. Official Community Plans

**f. Public Consultation**

**i. Open Budget Deliberations**

Each draft of the financial plan is deliberated in a public, open meeting of the Committee of the Whole. The final financial plan is deliberated by the RDBN Board in a public, open meeting. These deliberations should be advertised in advance of the meetings.

**ii. Public Meetings with Municipal Councils**

On request, the RDBN will attend a Municipal Council meeting to present the RDBN budget for the current year.

62



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

**FROM: Wendy Wainwright, Executive Assistant**

**DATE: October 15, 2015**

**SUBJECT: Committee Meeting Recommendations  
– October 8, 2015**

---

Following are recommendations from the October 8, 2015 Committee meetings for the Regional Board's consideration and approval.

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

**Recommendation 1:**

**Re: RDBN Business Forum**

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

**Recommendation 2:**

**Re: Nechako Watershed Roundtable Launch**

"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."

**Rural Directors Committee – October 8, 2015**

**Recommendation 3:**

**Re: Potential Projects Requesting Northern Development – Northwest Regional Advisory Committee Funding in 2016**

"That the Regional District of Bulkley-Nechako Board of Directors authorize that each Regional District of Bulkley-Nechako Electoral Area Director provide direction to its Northwest Regional Advisory Committee Member as to their priority potential projects requesting funding from Northern Development Initiative Trust Northwest Regional Advisory Committee Funding."

**RECOMMENDATION:**

**(ALL/DIRECTORS/MAJORITY)**

Recommendations 1 through 3 as written.



63

**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
OCTOBER 22, 2015**

**To: Chair Miller and the Board of Directors**  
**From: Deborah Jones-Middleton (Protective Services Manager)**  
**Date: October 14, 2015**  
**Regarding: Smithers Rural Fire Protection and Recreation and Culture Agreement Renewal**

---

Attached for your information is the Smithers Rural Fire Protection and Recreation and Culture Agreement between the Regional District of Bulkley-Nechako and the Town of Smithers.

The current agreement expires on December 31, 2015. The new agreement was amended to include the second arena in Smithers, and to add the Smithers Gallery Association. The new agreement will be in effect from January 1, 2015 to December 31, 2021.

**Recommendation**

**AII /DIRECTORS/MAJORITY**

1. "That the Board of Directors receive the October 14, 2015 memo titled "Smithers Rural Fire Protection and Recreation and Culture Agreement Renewal" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors authorize staff to enter into the Smithers Rural Fire Protection and Recreation and Culture Agreement which will expire on December 31, 2021."

64  
**SMITHERS RURAL FIRE PROTECTION  
AND RECREATION AND CULTURE AGREEMENT**

THIS AGREEMENT IS DATED FOR REFERENCE THIS \_DAY OF 2015.

BETWEEN:

**THE REGIONAL DISTRICT OF BULKLEY-NECHAKO,**

P.O. Box 820, Burns Lake,  
British Columbia, VOJ 1E0  
(hereinafter referred to as "Regional District")

OF THE FIRST PART

AND:

**THE TOWN OF SMITHERS,**

P.O. Box 879,  
Smithers, British Columbia, VOJ 2N0  
(hereinafter referred to as "Town")

OF THE SECOND PART

**WHEREAS:** a Regional District may, by bylaw establish and operate local services under Part 24 of the *Local Government Act*,

**AND WHEREAS:** The Regional District has established by Bylaw No. 884, 1995 as amended, a service of fire protection; and by Bylaw No 886, 1995 as amended, a service to contribute to Smithers recreation and culture; both in the same portion of Electoral Area "A";

**AND WHEREAS:** The parties have entered into a contractual agreement dated September 14, 2011 for the Town's provision of fire protection services (the Services) in a portion of Electoral Area "A", which agreement expires on December 31, 2015;

**AND WHEREAS:** the Town has agreed to continue to provide the Services on the same basis as the expiring agreement until such time as the expiring agreement is renewed;

**AND WHEREAS:** The parties wish to enter into a new agreement for the Town's provision of fire protection services in a portion of Electoral Area "A";

**NOW THEREFORE THIS AGREEMENT WITNESSE** that in consideration of the premises and of mutual covenants and agreements herein contained, the parties hereto covenant and agree each with the other as follows:

**1. Fire Protection**

- 1.1. The Town shall provide fire protection services for and to the residents of the Smithers Rural Fire Protection Service Area, (the Service Area) as shown on the map attached to and forming part of this Agreement as Appendix "A" in the same manner and to the same extent as is provided to the residents of the Town of Smithers, excepting that in the Service Area there will be no fire hydrants and the source of water shall be from a tanker truck or pumper/tanker truck. In the event that more than one fire occurs at the same time, the Town of Smithers Fire Chief or designate will determine how to best respond to each fire.

65

- 1.2. The Regional District, on behalf of the Service Area, shall pay to the Town the sum of \$4,506 annually for the life of this Agreement, as an annual charge for the use of the Town's existing Fire Hall.
- 1.3. The Regional District, on behalf of the Service Area, shall pay to the Town an annual sum in compensation for the net operating costs of the said service during the life of this Agreement as determined in Section 3 of this Agreement. Annual net operating costs do not include debt servicing costs of the Town.
- 1.4. The payments referred to in Sections 1.2 and 1.3 of this agreement are subject to the taxation limit in the Smithers Rural Fire Protection Local Service Establishment Bylaw No. 884, 1995, as amended from time to time.
- 1.5. The Town shall keep a record of fires within the Town of Smithers and the Service Area for the benefit and information of both the Town and the Regional District.
- 1.6. The Town of Smithers Fire Chief, or other officer, appointed by the Office of the Fire Commissioner as a Local Assistant to the Fire Commissioner (LAFC) shall also be appointed as the LAFC for the Service Area.
- 1.7. The Town and the Regional District will use reasonable efforts to negotiate a fire protection agreement with the Ministry of Forests with respect to grass and forest fires.

**2. Recreation and Culture**

- 2.1. The Regional District shall endeavor to take the steps necessary to make the boundaries of the Smithers Recreation and Culture Service Area the same as the boundaries of the Smithers Rural Fire Protection Service Area and both will be referred to hereinafter as the Service Area.
- 2.2. The Regional District, on behalf of the Service Area, shall pay to the Town an annual taxation grant towards the net operating costs of the Town's parks, arenas, and recreation administration and programs during the life of this Agreement as determined in Section 3 of this Agreement.
- 2.3. The Regional District, on behalf of the Service Area, shall pay to the Smithers Public Library, Bulkley Valley Historical and Museum Society, Smithers Gallery Association, and the Bulkley Valley Community Arts Council an annual taxation grant during the life of this Agreement as determined in Section 3 of this Agreement.
- 2.4. The payments referred to in Section 2.2 and 2.3 of this agreement are subject to the taxation limit in the Smithers Rural Recreation and Culture Local Service Establishment Bylaw No. 886, 1995, as amended from time to time.
- 2.5. The Town shall take the steps necessary to ensure that the residents in the Service Area are provided access to the aforesaid recreation and culture facilities and/or programs subject to the same user fees and restrictions as Town residents.

bb

### 3. Cost Apportionment

- 3.1. The formula for calculating the amounts due in Sections 1.3, 2.2 and 2.3 of this Agreement shall be as follows:
  - a) Determine the converted hospital assessments on land and improvements within the Town, the Service Area and both together;
  - b) Calculate the percentage that the converted hospital assessment within each of the Town and the Service Area are of the combined total;
  - c) Apply these percentages to the annual net operating costs of the fire protection service and the annual budget allocation of the Town to the specific recreation and culture items identified in this Agreement;
  - d) Determine the proportionate contribution of both the Town and the Regional District.
- 3.2. The latest and/or adjusted assessment information provided by the British Columbia Assessment Authority shall be used in determining the converted hospital assessment of land and improvements in each area.
- 3.3. The parties agree that the budget surplus or deficit in one year will reduce or increase, respectively, the Regional District's calculated contributions in the following year.

### 4. Payments

#### 4.1. **Fire Protection**

The payments referred to in Section 1.2 and 1.3 of this Agreement are due and payable by the Regional District to the Town on the first day of August of each year during the life of this Agreement.

#### 4.2. **Recreation and Culture**

- a) The payments referred to in Section 2.2 of this Agreement are due and payable by the Regional District to the Town on the first day of August of each year during the life of this Agreement.
- b) The payments referred to in Section 2.3 of this Agreement are due and payable as follows:
  - One-twelfth of the annual payment to the Smithers Public Library is due and payable on the last day of each calendar month during the life of this Agreement.
  - The annual payments to each of the Bulkley Valley Historical and Museum Society and the Bulkley Valley Community Arts Council are due and payable on the first day of August of each year during the life of this Agreement.

### 5. Budget Process

- 5.1. The Electoral Area "A" Director of the Regional District shall be involved in the preparation of the Town's Annual Budget for the items identified in this Agreement.

67

- 5.2. The Town shall assure that the Regional District is furnished with its draft budget in time to be included in the Regional District's Annual Budget for the year, no later than February 15th of each year

**6. Indemnification**

- 6.1. The Town shall indemnify and save harmless the Regional District from any and all liability arising out of the provision of any of the services contemplated by this Agreement arising from or contributed to by the negligence of the Town, the Smithers Library, the Smithers Arts Council, the Bulkley Valley Museum, or any of their respective officers, employees, agents or contractors.
- 6.2. The Regional District shall indemnify and save harmless the Town from any and all liability arising out of the provision of any of the services contemplated by this Agreement arising from or contributed to by the negligence of the Regional District, its officers, employees, agents or contractors.

**7. Term**

- 7.1. This Agreement will be in effect from January 1, 2011 to December 31, 2015, unless otherwise terminated in accordance with this the early termination provisions contained herein.
- 7.2. The Town may terminate this Agreement, to take effect at the end of any calendar year, by giving not less than six months written notice to the Regional District where the approved rate of taxation by the Regional District on the Service Area will not be sufficient to pay its share of the costs as determined by this Agreement.
- 7.3. This Agreement may be terminated by either party for reason of undue hardship, to take effect at the end of any calendar year by giving at least 12 months written notice to the other party. If the parties cannot agree that an undue hardship has occurred, the dispute will be resolved in accordance with the Commercial Arbitration Act.

SMITHERS RURAL FIRE PROTECTION AND RECREATION AND CULTURE AGREEMENT

Term: January 1, 2016 – December 31, 2021

Page: 5 of 5

**68**

---

IN WITNESS THEREOF the said parties hereto have affixed their Seals.

SIGNED, SEALED, AND DELIVERED  
on this \_\_\_ day of \_\_\_\_\_, 2015  
by the Regional District of Bulkley-Nechako

---

Chair

---

Chief Administrative Officer

SIGNED, SEALED, AND DELIVERED  
on this \_\_\_ day of \_\_\_\_\_, 2015  
by the Town of Smithers

---

Mayor

---

Chief Administrative Officer

69



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**Memorandum**

**TO: Chair Miller and Regional Board Members**  
**FROM: Gail Chapman, CAO**  
**DATE: October 14, 2015**  
**SUBJECT: Staff Christmas Gift Certificate**

---

It has been the practice of the Regional District of Bulkley-Nechako since its inception (1966) to present each employee with a gift certificate at Christmas. For a number of years a cheque in the amount of \$75 has been presented to each employee of the RDBN.

If the Regional District Board wishes to continue this practice for the upcoming Holiday Season, which is fast approaching, a resolution will be required to authorize the expenditure.

Thank you in advance for this consideration.

**RECOMMENDATION: (ALL/DIRECTORS/MAJORITY)**

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



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**Memorandum**

**TO: Chair Miller and Regional Board Members**

**FROM: Gail Chapman, CAO**

**DATE: October 14, 2015**

**SUBJECT: RDBN APPOINTMENTS - 2016**

---

As in previous years, the following recommendations are made with respect to appointments for the Regional District bankers, lawyers, election officers, signatories and auditors and must be ratified by the Regional Board:

- Bankers: - Bulkley Valley Credit Union
- Lawyers: - Stewart McDannold Stuart, Victoria, BC  
Young Anderson, Vancouver, BC  
Carvellow Law Corp., Victoria, BC
- Election Officers: - Cheryl Anderson, Chief Election Officer  
(with authority to appoint election officials as necessary)  
Geraldine Craven and Wendy Wainwright,  
Deputy Chief Election Officers
- Signing Authority: - The Chairperson, Director from the Village of Burns Lake, the Director from Electoral Area "B", the Director from Electoral Area "E", and the Chief Administrative Officer, Financial Administrator, Manager of Administrative Services or Interim Deputy Administrator.
- Auditors - RHN Schmitz & de Grace

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

**"That the Regional Board of the Regional District of Bulkley-Nechako ratify the appointments as outlined above for the year 2016."**

71



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

**FROM: Gail Chapman, Chief Administrative Officer**

**DATE: October 14, 2015**

**SUBJECT: Schedule of Board Meetings – 2016**

---

A 2016 Regional Board/Committee Meeting Schedule is attached for consideration by the Regional District Board of Directors.

In determining the meeting dates, consideration has been given to the North Central Local Government Association Conference which is being held on May 4-6, 2016 in Dawson Creek, B.C.; Minerals North, May 18-20, 2016, Smithers, B.C.; Federation of Canadian Municipalities Conference, June 3-5, 2016, in Winnipeg, Manitoba; and also the Union of BC Municipalities Convention, September 26-30, 2016 in Victoria, B.C.

Of note, Minerals Roundup is scheduled to take place on January 25-28, 2016 in Vancouver, B.C.

Formal ratification of the proposed 2016 RDBN meeting schedule is being sought at this time.

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

“That the Regional Board of the Regional District of Bulkley-Nechako ratify the 2016 Regional District of Bulkley-Nechako Meeting Schedule as presented.”

# Calendar for year 2016 (Canada)

RDBN  
Committee Board Meetings

<b>January</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2: 9: 16: 23: 31:	<b>February</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 8: 15: 22:	<b>March</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1: 8: 15: 23: 31:
<b>April</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 7: 14: 22: 29:	<b>May</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 6: 13: 21: 29:	<b>June</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 4: 12: 20: 27:
<b>July</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 4: 11: 19: 26:	<b>August</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2: 10: 18: 24:	<b>September</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1: 9: 16: 23: 30:
<b>October</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 9: 16: 22: 30:	<b>November</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 7: 14: 21: 29:	<b>December</b> Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 7: 13: 20: 29:

Holidays and Observances:	
Jan 1 New Year's Day	Jul 1 Canada Day
Jan 6 Epiphany	Aug 1 Heritage Day in Alberta
Feb 2 Groundhog Day	Aug 1 Civic/Provincial Day (NT, ON, SK)
Feb 8 Family Day (British Columbia)	Aug 1 Terry Fox Day (Manitoba)
Feb 14 Valentine's Day	Aug 1 New Brunswick Day (New Brunswick)
Feb 15 Islander Day (Prince Edward Island)	Aug 1 British Columbia Day (British Columbia)
Feb 15 Family Day (AB, ON, SK)	Aug 1 Natal Day (Prince Edward Island)
Feb 15 Nova Scotia Heritage Day (Nova Scotia)	Sep 5 Labour Day (All)
Feb 15 Louis Riel Day (Manitoba)	Oct 10 Thanksgiving Day (Many regions)
Mar 14 Commonwealth Day	Oct 10 Thanksgiving Day (Many regions)
Mar 17 St. Patrick's Day	Oct 31 Halloween
Mar 25 Good Friday	Nov 11 Remembrance Day (Ontario)
Mar 27 Easter Sunday	Nov 11 Remembrance Day (Most regions)
Mar 28 Easter Monday (Most regions)	Dec 11 Anniversary of the Statute of Westminster
Apr 6 National Tartan Day	Dec 24 Christmas Eve
Apr 9 Vimy Ridge Day	Dec 25 Christmas
May 23 Victoria Day (Many regions)	Dec 26 Boxing Day (Most regions)
Jun 21 National Aboriginal Day	Dec 31 New Year's Eve

Jan. 25-28 Minerals Roundup, Va  
 May 4-6 NCLGA - Dawson Creek  
 May 18-20 Minerals North - Saskatchewan  
 June 3-5 FCM - Winnipeg  
 Sept. 24-30 UBCM - Victoria

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Memorandum**

**TO: Chair Miller and Regional Board Members**

**FROM: Gail Chapman, CAO**

**SUBJECT: Christmas Closure 2015 –  
Statutory Holidays in December, 2015**

**DATE: October 14, 2014**

---

This year Christmas Day and Boxing Day are on Friday and Saturday. In keeping with RDBN policy, which reads “when any such day falls on a Saturday or Sunday, the preceding Friday or the following Monday shall be declared a holiday in lieu thereof”. Instead of closing the RDBN office on Monday, December 28<sup>th</sup>, it will be closed on Thursday, December 24<sup>th</sup> and Friday, December 25<sup>th</sup>.

The RDBN office and operations will be closed on January 1, 2016, (New Year’s Day).

Public notification will be given well in advance.

**RECOMMENDATION** (ALL/DIRECTORS/MAJORITY)

Receive.

74



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: RDBN Board Members**

**FROM: Gail Chapman, Chief Administrative Officer**

**DATE: October 14, 2015**

**SUBJECT: ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**

---

Please be advised that at the first meeting held in December of each year, the Regional Board must elect a Chairperson and a Vice-Chairperson as per Section 792(1) of the **Local Government Act**. For the purpose of elections under this section, each Director present at the Regional District meeting has (1) one vote in each election for office.

The Chairperson and the Vice-Chairperson will be elected at the  
**DECEMBER 10, 2015** Regional Board meeting.

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

Receive.



## Regional District of Bulkley-Nechako Memo – Board Agenda October 22, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Hans Berndorff, Financial Administrator  
**Date:** October 15, 2015  
**Re:** Proposed Service – Fort St. James Senior Transit

---

### **Background**

The District of Fort St. James currently operates a transit service to transport seniors to medical appointments in town, Vanderhoof and Prince George. Passengers are picked up at home and returned to their homes after the appointment. In addition, the service now accepts passengers from Vanderhoof for trips already scheduled to go to Prince George. Vanderhoof passengers are picked up and dropped off at the Vanderhoof A&W. The District of Vanderhoof pays a small fee to the District of Fort St. James for this service. The service is contracted out by the District of Fort St. James by the Fort St. James Seniors Society.

### **RDBN Service Request**

Costs are increasing and funds are needed for vehicle replacement. Since rural residents also benefit from this service, the District of Fort St. James has requested that the Regional District establish a service to help pay for the operating and capital costs.

### **Proposed New Service**

After discussion with Director Greenaway, it is proposed to establish an RDBN Senior Transit Service. Both the District of Fort St. James and a portion of Electoral Area "C" would participate in this service. See attached map. The service would continue to be managed by the District of Fort St. James. The RDBN would tax properties in the District of Fort St. James and a portion of Area "C" and make annual financial contributions to the District of Fort St. James to pay for operating costs and capital reserve contributions. The District of Fort St. James would manage the costs and the capital reserve, and would continue to own the vehicles. The District of Fort St. James would continue to make in kind contributions such as vehicle maintenance and administration.

### **Projected Costs**

Net costs, after fees, grants and donations are projected to be \$30,000, including annual contributions to a capital reserve for vehicle replacement of \$15,000. See attached budget. If this service is approved, the 2016 RDBN budget will include the costs outlined above.

### **Proposed Tax Limit**

To accommodate future potential cost increases, the proposed tax limit is \$35,000. This equated to a residential tax rate of \$0.094 per thousand (\$9.40 for a \$100,000 property).



76

**Approval Process**

Since the residential tax rate is relatively small, to keep approval costs to a minimum, Director Greenaway has proposed to obtain the consent of the electors in Area "C" by the Alternative Approval Process. The District of Fort St. James will have its own separate approval process.

The Board is requested to consider giving three readings to Bylaw No. 1750 further in the agenda.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator, dated October 15, 2015 regarding a proposal to establish a Fort St. James Seniors Transit Service be received.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**Fort St. James Senior Transit Service - Land and Improvements**

**DRAFT**

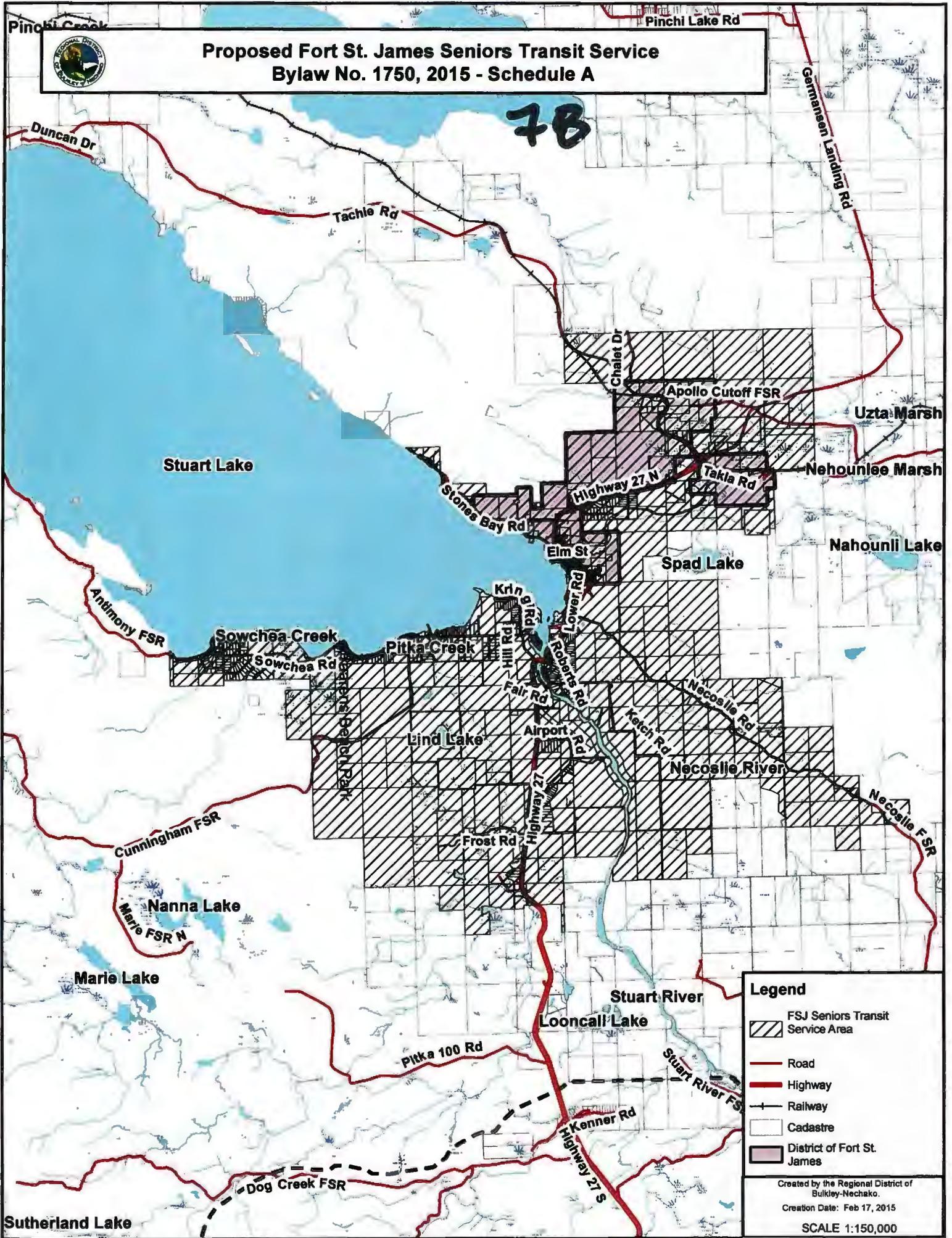
	2012 Budget	2013 Budget	2014 Budget	2015 Actual	Five Year Financial Plan:					
					2016	2017	2018	2019	2020	
<b>REVENUE:</b>										
400004 Taxation										
District of Fort St. James and a Portion of Electoral Area "C"										
Taxation on Land and Improvements										
Converted Hospital Assessments				37,379,782						
Estimated Residential Tax Rate (cents per \$1,000)				0.0803						
Total Hospital Assessments				289,606,278						
Estimated Tax Rate on Total Assessments (cents per \$1,000)				0.1036						
By-law No.1750    Tax limit is \$35,000					30,000	30,000	30,000	30,000	30,000	30,000
499999 Surplus										
<b>TOTAL REVENUE.....</b>				-	30,000	30,000	30,000	30,000	30,000	30,000
<b>EXPENDITURE:</b>										
<u>Converted Hospital Assessment (Completed Roll)</u>										
District of Fort St. James				22,063,155						
Area "C"				15,316,627						
Total				37,379,782						
Rural Share				41.0%	41.0%	41.0%	41.0%	41.0%	41.0%	41.0%
Operating Expenses				13,500	13,500	13,500	13,500	13,500	13,500	13,500
Capital - New Van				-	32,494	-	-	-	-	36,626
Honorarium				12,000	12,000	12,000	12,000	12,000	12,000	12,000
Contractor				10,500	10,500	10,500	10,500	10,500	10,500	10,500
Contribution to Reserve				15,000	15,000	15,000	15,000	15,000	15,000	15,000
Less Fees Collected				(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
Less UWLM				(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Less Grants				(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)
Less transfer from reserve					(32,494)					(36,626)
Total				30,000	30,000	30,000	30,000	30,000	30,000	30,000
612201 Grant to District of Fort St. James					30,000	30,000	30,000	30,000	30,000	30,000
799999 Prior Year's Deficit										
<b>TOTAL EXPENDITURE.....</b>				-	30,000	30,000	30,000	30,000	30,000	30,000

tt



# Proposed Fort St. James Seniors Transit Service Bylaw No. 1750, 2015 - Schedule A

78



**Legend**

-  FSJ Seniors Transit Service Area
-  Road
-  Highway
-  Railway
-  Cadastre
-  District of Fort St. James

Created by the Regional District of Bulkley-Nechako.  
Creation Date: Feb 17, 2015  
SCALE 1:150,000

79



REGIONAL DISTRICT OF BULKLEY-NECHAKO

REPORT

<b>TO:</b>	Chair and Regional Board of Directors
<b>FROM:</b>	Director Newell
<b>DATE:</b>	October 13, 2015
<b>RE:</b>	<b>Northern BC Tourism 2015</b>

I attended the above-noted  meeting  workshop  conference  other

On: October 1-2 2015 in: Prince George

The key topics/points of interest were: *How relevant in northern tourism the Internet and social media channels have become.*

Topic(s) of discussion that I particularly enjoyed or felt was relevant to the Regional District of Bulkley-Nechako include: *The development of a new Tourism Program for northern BC by UNBC - Gladys Atrill, Tourism Smithers on Steelhead Paradise. The part Expedia, Google and the like play in the realization of sustainable tourism. Searching online is the number one action a tourist will take.*

Action recommended by Director: *It has become apparent that to achieve success in northern tourism we must cooperate and strengthen the links within regional communities/ rural then brand our RD a destination in itself.*

Follow-up required by:

- Regional District Director  Other \_\_\_\_\_
- Regional District Board  None
- RDBN Staff at the discretion of the Regional District Board of Directors

Recommendations: *We must conduct an inventory of the tourism advantages this region has to offer. Then use an integrated marketing approach that creates both visual and experiential awareness for the online audience. By doing this we can capitalize on the variety of tourist opportunities that lay within our region.*

80

## MEMORANDUM



To: Board of Directors  
From: Jason Llewellyn, Director of Planning  
Date: October 2, 2015  
Re: Board of Variance Nominations

---

### PURPOSE

Where a local government has adopted a zoning bylaw it must also establish a Board of Variance (BOV) by bylaw. That bylaw must set out the procedures to be followed by the local government and BOV in receiving and considering applications, and providing notice.

In 2012 the Regional District Board adopted a Board of Variance Bylaw, and a Board of Variance Policy. The policy outlines the process to appoint the three Board of Variance members. The process involves each RDBN Board member having an opportunity to nominate a person to be considered for appointment to the BOV by the RDBN Board.

In 2012 the Planning Department made a number of requests to the RDBN Board for persons to be nominated for appointment to the BOV. Unfortunately, not enough nominations were received to fill the three vacant positions.

Staff are asking that each Director please nominate a candidate for the BOV by December 31, 2015 so that the Board may consider BOV appointments in January 2016.

Once a person is nominated, staff will provide that person with the attached form, which will be submitted to the Regional District Board when BOV appointments are considered.

### BOARD OF VARIANCE ROLE AND RESPONSIBILITY

The BOV consists of three members appointed by the Regional District Board. Members are appointed for a 3-year term; however, a local government may rescind an appointment to the BOV at any time. The BOV members appoint a Chairperson among themselves.

The BOV is authorized to consider three types of applications:

1. Applications requesting a "*minor variance*" from persons who allege they are caused "*undue hardship*" by:

- enforcement of the zoning bylaw regulation concerning the siting, size or dimension of a building or the siting of a manufactured home;
  - enforcement of subdivision servicing requirements related to water, sewage and drainage services in areas zoned for agricultural or industrial use; or
  - the prohibition on structural alterations or additions to a building or structure while a "*non-conforming use*" is continued in all or part of it.
2. Applications from persons who allege that the Building Inspector made an error in determining the amount of damage to a building, which is, in whole or part, a "*non-conforming use*". If a building or structure, which is non-conforming to a bylaw, is damaged or destroyed to the extent of 75% or more of its value above its foundations, as determined by the Building Inspector (Subsection 911(7) of the *Local Government Act*) the repair or reconstruction of that building or structure may not occur. The BOV may set aside the decision of the Building Inspector on the extent of damage, and make its own determination.
  3. Applications from landowners requesting an extension to a date set by a bylaw that terminates land use contracts early within 6 months after adoption of that bylaw if the owner alleges that the early termination of the land use contract would cause hardship. The BOV may for reasons of undue hardship order that the provisions of the land use contract continue to apply beyond the early termination bylaw date but not beyond the 10-year sunset date

### **Undue Hardship**

In order to grant a "*minor variance*" or extend the termination date of a land use contract the BOV must find that the enforcement of a bylaw requirement, or the termination date would cause the applicant "undue hardship". What constitutes an "undue hardship" is not defined, and is entirely up to the BOV to determine given the individual merits of each case. It is important to note that the BOV is not required to identify, explain, or justify in their rulings the hardship that they found.

### **Minor Variance**

The *Local Government Act* states that the BOV may "order that a *minor variance* be permitted from the requirements of the Bylaw". Therefore, the BOV must find that a variance is minor prior to granting that variance. What constitutes a "*minor variance*" is not defined, and is entirely up to the BOV to determine given the individual merits of each case.

### **Limitations on Authority**

The BOV cannot approve a variance or exemption to a bylaw that:

- a. is in conflict with a Section 219 Covenant registered on title;
- b. is in conflict with Section 27 of the *Local Government Act* (heritage conservation)
- c. deals with a matter covered in a land use contract;

82

- d. deals with a matter covered in a:
  - Development Permit;
  - Development Variance Permit;
  - Temporary Use Permit; or
- e. deals with a designated flood plain.

The BOV cannot approve a variance or exemption to a bylaw that, in the opinion of the BOV:

- a. results in inappropriate development of the site;
- b. adversely affects the natural environment;
- c. substantially affects the use and enjoyment of adjacent land;
- d. varies permitted uses and densities under the applicable bylaw; or
- e. defeats the intent of the bylaw.

In each case it is up to the BOV to consider the above issues and make their own determination regarding the impact of the proposed variance. The BOV cannot place conditions on its approval, other than a condition that construction of a building be started and completed within a certain time period.

In support of the application process the BOV requires the appropriate information to properly consider the above criterion. Otherwise it may approve applications for which it has no jurisdiction, or has implications that are more appropriately dealt with by the Regional District Board.

To help ensure that the BOV does not approve variances outside of its jurisdiction, and has adequate information to evaluate background information to make an informed decision the Planning Department would provide a report to the BOV to be considered along with each application.

## **BOV JURISDICTION AND INDEPENDENCE**

The Regional District Board and the BOV have somewhat overlapping jurisdiction, with both bodies having independent authority to vary certain bylaw requirements identified under section 1 above. Applicants are free to choose whether they make application to the Regional District Board for a development variance permit, or the BOV for a “minor variance” where there is “undue hardship.” Staff may advise potential applicants of the criterion they are required to meet in order to have their application successfully considered by the BOV; however, staff cannot determine if there is undue hardship or whether a variance is minor, and cannot refuse to accept a BOV application.

Only the BOV can consider applications identified under sections 2 and 3 above.

The decision-making authority of the BOV is independent and separate from the Regional District Board. No appointed or elected Regional District Board member, Advisory Planning committee members, or RDBN official can sit as a member of the BOV. RDBN staff, committees, or the Board may provide information, opinions, or recommendations to the BOV on particular applications. However, they cannot direct

the BOV on jurisdictional issues or whether an application should be granted or denied.

### APPEAL OF BOV DECISIONS

The decision of the BOV on “undue hardship” cases is final. Procedural or jurisdictional matters may be challenged in a court of law, under the *Judicial Review Procedure Act*, but a challenge on the basis that a decision was not reasonable or not justified will not be considered by the Courts.

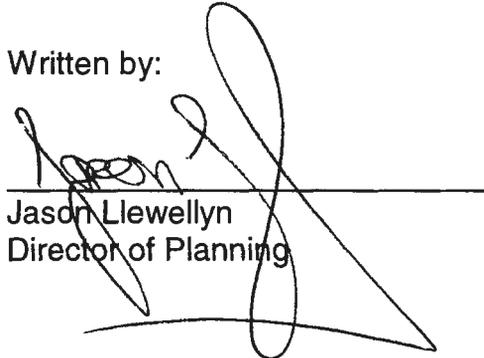
The correctness of BOV decisions on appeals regarding the Building Inspectors decision on extent of damage can be appealed to the Supreme Court of British Columbia and that decision may be further appealed to a higher court by either the applicant or the Regional District.

#### Recommendations

That the Regional District Board receive staff’s request that each Director please nominate a candidate for the Board of Variance by December 31, 2015 so that the Board may consider Board of Variance appointments in January 2016.

*Development Services – Directors/Majority*

Written by:



Jason Llewellyn  
Director of Planning

84

# Board of Variance Nomination Form



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

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

Home Phone #: \_\_\_\_\_ Cell phone #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Comments in Support of Membership on the Board of Variance:

---

---

---

---

---

---

---

---

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



85

# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BYLAW NO. 1623, 2012

*A bylaw to establish a Board of Variance and its procedures*

**WHEREAS** Section 899 (1) of the *Local Government Act* requires a local government that has adopted a zoning bylaw to establish a Board of Variance;

**AND WHEREAS** Section 900 (3) of the *Local Government Act* requires that the bylaw establishing a Board of Variance must set out procedures to be followed by the Board of Variance;

**AND WHEREAS** Section 931 of the *Local Government Act* provides that a local government may adopt a bylaw which imposes fees payable upon application to a Board of Variance;

**NOW THEREFORE** the Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

### **1. CITATION**

This bylaw may be cited as "Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1623, 2012".

### **2. ESTABLISHMENT**

Pursuant to the *Local Government Act*, the Board of the Regional District of Bulkley Nechako hereby establishes a single Board of Variance for Areas A, B, C, D, E, F and G of the Regional District of Bulkley-Nechako.

### **3. DEFINITIONS**

3.1 In this bylaw:

- 3.1.1. "Board of Variance" means the Board of Variance established under this bylaw;
- 3.1.2. "Chair" means the chair of the Board of Variance appointed under Section 4.4;
- 3.1.3. "Regional District Board" means the board of the Regional District of Bulkley-Nechako;
- 3.1.4. "Secretary" means the secretary to the Board of Variance appointed under Section 5.1.



#### **4. APPOINTMENT AND MEMBERSHIP**

- 4.1 The Regional District Board, by resolution, shall appoint 3 members to the Board of Variance for a three year term.
- 4.2 The Regional District Board may, at its sole discretion, rescind the appointment of any member.
- 4.3 Upon the resignation, death, or removal of a member during his or her term the Regional District Board shall, by resolution, appoint a successor who shall hold office for the remainder of the term of the former member.
- 4.4 At the first Board of Variance meeting of a new year the Board of Variance shall appoint one of their members as Chair for that year by majority vote of members present.
- 4.5 If the Chair of the Board of Variance is not at a meeting the members present shall appoint one of the members present as the Chair for that meeting.

#### **5. SECRETARY**

- 5.1 The Director of Planning of the Regional District of Bulkley-Nechako or his or her designate shall act as the Secretary to the Board of Variance. The Secretary shall be responsible for the following:
  - 5.1.1. receiving applications to the Board of Variance;
  - 5.1.2. scheduling Board of Variance meetings in consultation with Board of Variance members;
  - 5.1.3. ensuring that notice of an application is provided as required under Section 901 of the *Local Government Act* and this bylaw;
  - 5.1.4. assisting the Board of Variance in its communication with applicants;
  - 5.1.5. providing the Board of Variance with the Planning Department's comments regarding each application to the Board of Variance;
  - 5.1.6. maintaining a record of Board of Variance decisions and ensuring that the records are available for public inspection during normal business hours.



## **6. APPLICATION AND APPLICATION FEE**

- 6.1 All applications to the Board of Variance shall be made on the application form provided by the Secretary.
- 6.2 The application must be accompanied by plans and technical information sufficient to explain the basis for the application. This information may include, but may not be limited to, the following:
  - 6.2.1. a letter stating the grounds for the application;
  - 6.2.2. a certificate of location certified by a BC Land surveyor;
  - 6.2.3. a site plan drawn to scale;
  - 6.2.4. building elevation plans drawn to scale.
- 6.3 The Secretary may request that an applicant provide additional plans and other information where necessary to explain the basis for the application.
- 6.4 All applications shall be accompanied by an application fee in the amount identified in Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1422, 2007.
- 6.5 Processing and review of an application shall only proceed upon full payment of the application fee to the Regional District of Bulkley-Nechako.
- 6.6 Half of the application fee may be refunded if the application is withdrawn prior to the provision of notice under Section 7 of this bylaw, or Board of Variance consideration of an application. Following the provision of notice, or Board of Variance consideration of an application, no part of the application fee shall be refunded.

## **7. NOTICE OF APPLICATION**

- 7.1 Where notice of an application is required pursuant to Section 901 of the *Local Government Act*, the notice shall be mailed or otherwise delivered not less than 10 calendar days prior to the date of the meeting at which the Board of Variance shall consider the application to:
  - 7.1.1. the owners, as shown in the last revised assessment roll, and tenants in occupation of the land that is the subject of the application and all parcels any part of which are within 50 metres of the parcel that is the subject of the application;
  - 7.1.2. the Board of Variance members; and



7.1.3. the Director for the Electoral Area in which the land that is the subject of the application is located.

## **8. BOARD OF VARIANCE MEETINGS AND HEARINGS**

- 8.1 Two (2) members of the Board of Variance shall be a quorum for the purpose of considering an application.
- 8.2 Upon receipt of an application the Secretary shall schedule a Board of Variance meeting for the consideration of that application.
- 8.3 The Board of Variance shall consider an application at the time and place stated in the notice under Section 7 of this bylaw.
- 8.4 The Board of Variance may adjourn the meeting from time-to-time, and may reconvene without further published notice if the time, date and place of the reconvening are announced at the time of the adjournment.
- 8.5 Provided that notice has been given in accordance with Section 7.1 of this bylaw, the Board of Variance may decide upon the application in the absence of the applicant or any other person.
- 8.6 At a Board of Variance meeting when an application is heard the Chair shall do the following:
- 8.6.1. provide an overview of the application and state the location of the application;
  - 8.6.2. provide the applicant, or a representative of the applicant, with the first opportunity to present information or comments relating to the application to the Board of Variance;
  - 8.6.3. provide any other person notified of the application with an opportunity to present information or comments relating to the application.

## **9. DECISION**

- 9.1 All decisions of the Board of Variance shall be by majority vote of those members present and must be made within 7 days of a hearing for that application.
- 9.2 In the case of a tie vote the application shall be considered to be denied.



**10. REPEAL**

The "Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1275, 2003" and any amending bylaws thereto are hereby repealed.

READ A FIRST TIME this 23<sup>rd</sup> day of February, 2012

READ A SECOND TIME this 23<sup>rd</sup> day of February, 2012

READ A THIRD TIME this 23<sup>rd</sup> day of February, 2012

I hereby certify that the foregoing is a true and correct copy of  
"Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1623, 2012".

Dated at Burns Lake, B. C. this 13<sup>th</sup> day of December, 2012

Gail Chapman  
Corporate Administrator

ADOPTED this 22<sup>nd</sup> day of March, 2012

[Signature]  
Chairperson

Gail Chapman  
Corporate Administrator



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### BOARD OF VARIANCE POLICY

February 2012

#### 1. Policy Objective

This document is designed to provide direction to staff regarding the administration of "Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1623, 2012".

#### 2. Appointment of Board of Variance Members

The process used to identify nominees for appointment to the Board of Variance by the Regional District Board shall be as follows.

- a. When a new Board of Variance member is required to be appointed, for up to a three year term, staff shall ask each Regional District Board member to nominate a person eligible to be appointed to the Board of Variance. Staff shall contact that person and obtain a completed nomination form (attached) from that person.
- b. The nomination form(s) for appointment to the Board of Variance shall be presented to the Regional District Board at a regular Board meeting with a staff recommendation that the Board undertake a secret ballot where each Regional District Board member identifies their top three choices for the Board of Variance.
- c. The three applicants for the Board of Variance with the most votes are considered the winners. If there is a tie for the third place a vote is held between the tied third place applicants to determine the winner of third place.
- d. The Regional District Board may then consider a motion to appoint the three winners of the secret ballot to the Board of Variance.

#### 3. Planning Department Review and Comment on Applications

All Board of Variance applications shall be reviewed by Regional District Planning Department staff. Planning Department staff shall prepare a staff report which discusses the application and provides the following information to the Board of Variance for their consideration.

- a. If approval of an application would be in conflict with a Section 219 covenant registered on title the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application.

- b. If the application deals with a matter that is covered in a development variance permit that has been issued for the subject property the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application.
- c. If the application deals with a variance that was the subject of a development variance permit refused by the Regional District Board staff shall provide the staff report(s) for the development variance permit to the Board of Variance for consideration.
- d. If the application deals with a flood plain specification under Section 910 (2) of the *Local Government Act* the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application
- e. If the application applies to a property for which an authorization for alterations is required under Part 27 of the *Local Government Act* the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application.
- b. If the application applies to a bylaw infraction that is the subject of enforcement action by the Regional District the Board of Variance shall be advised of the nature and history of the enforcement action for consideration.
- c. The Board of Variance shall be advised if the variance or exemption may result in the inappropriate development of the site, an adverse affect on the natural environment, a substantial affect on the use and enjoyment of adjacent land, a variance of the permitted uses and densities under the applicable bylaw, or the defeat of the intent of the applicable bylaw.



Regional District of Bulkley Nechako  
Planning Department Report  
**Application No. 1174 – Non-farm use within the ALR**  
September 25, 2014

---

## APPLICATION SUMMARY

- Name of Applicant:** William Jacob Steinback
- Electoral Area:** G
- Subject Property:** Lot 2, District Lot 2621A, Range 5, Coast District, Plan 10294. The subject property is ±4.92 ha (±12.16 acres) in size.
- Location:** The subject property is located at 11034 Bye Frontage Rd, approximately 12 kilometres northeast of the District of Houston.
- O.C.P. Designation:** Commercial (C) in the Houston, Topley, Granisle Rural Official Community Plan 1622, 2011
- Zoning:** Highway Commercial (C2) Zone in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
- Existing Land Use:** Parking lot

### DISCUSSION:

This application was originally received in November 2014. The stated purpose of the application was to legalize the non-farm use of the property. At that time Belvedere Contracting Ltd. rented the property and was using it as a staging area for their construction business.

In January staff were informed by HBH Land Surveying that Belvedere Contracting was rethinking their application and had dismissed HBH Land Surveying as the agent for the application. The equipment was subsequently removed from the property.

Since January staff has repeatedly tried to contact the property owner for instructions on how to proceed with the application. As no response has been received it is not known if the property owner wishes to proceed with the ALR application. It is also not known whether the property owner will be making the necessary OCP amendment and rezoning application to allow the proposed use.

Staff are obliged to process the application to the RDBN Board; however, given the lack of direction and information from the property owner it is difficult for staff to evaluate the application. In staff's opinion it would not be appropriate to forward the application on to the ALC for consideration.

Section 25 (3) of the *Agricultural Land Commission Act* states that a non-farm use application may not proceed unless authorized by a local government resolution if, on the date the application is made the application requires, in order to proceed, an amendment to an official community plan or a zoning bylaw.

The land under application is zoned Highway Commercial (C2) and the proposed industrial use of the land is not permitted. Therefore, the Board may refuse to provide a local government resolution authorizing the application to the ALC.

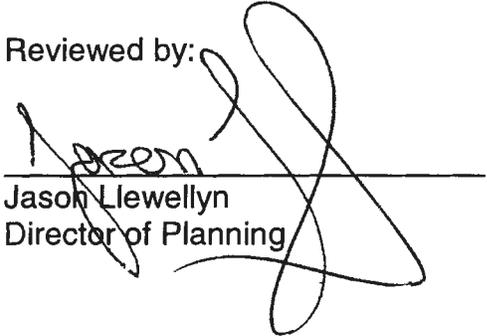
Given the lack of information associated with the application, and the inability to contact the property owner, it is recommended that the RDBN Board not provide a local government resolution authorizing the application to the ALC. This would end the application process.

**Recommendation**

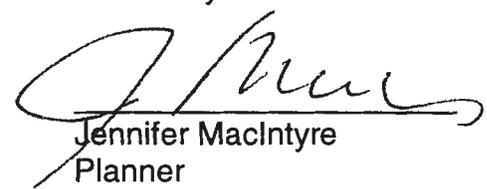
That the Regional District Board not authorize the submission of Agricultural Land Reserve Non-farm Use Application No. 1174 to the Agricultural Land Commission.

*Development Services – All/Directors/Majority*

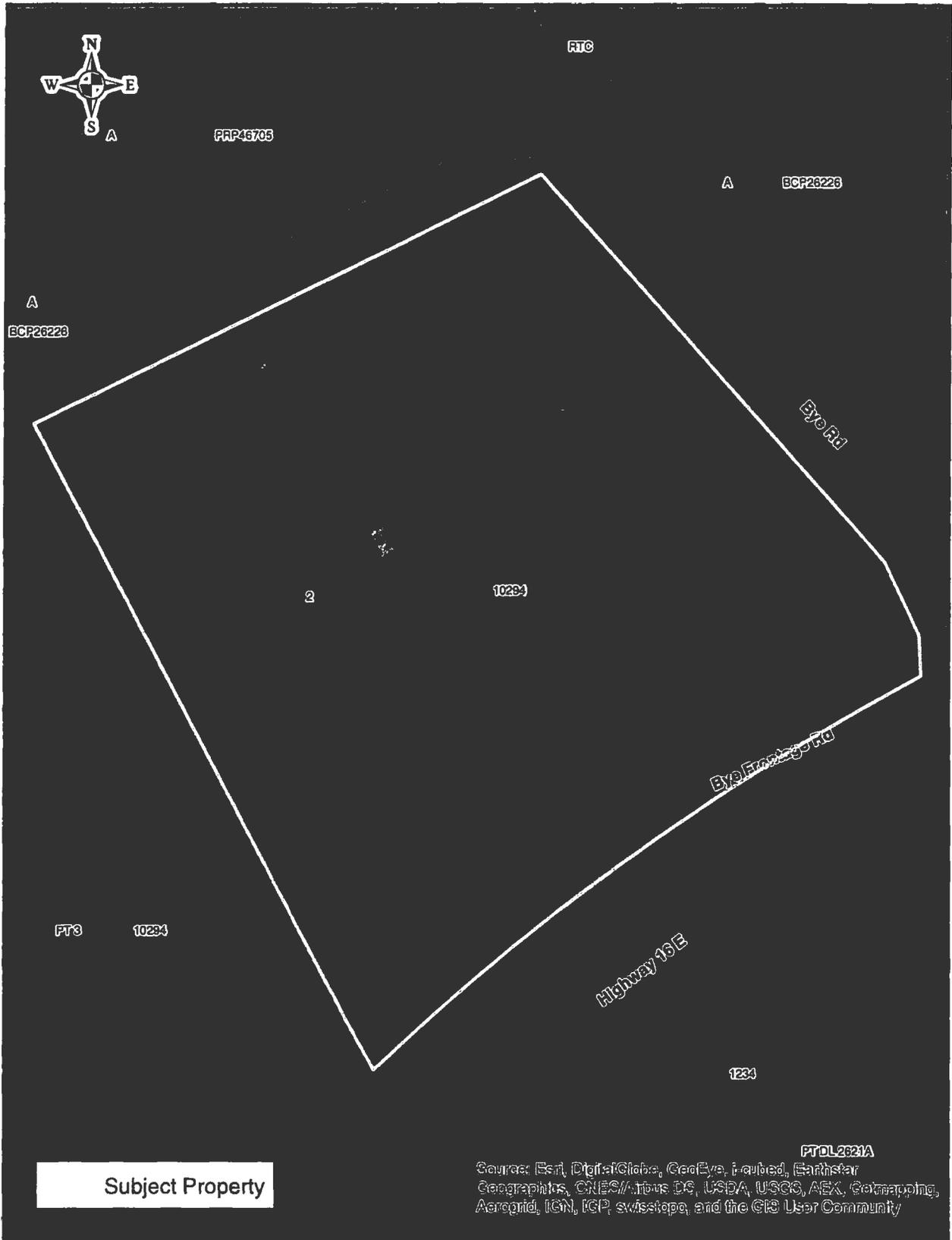
Reviewed by:

  
Jason Llewellyn  
Director of Planning

Written by:

  
Jennifer MacIntyre  
Planner

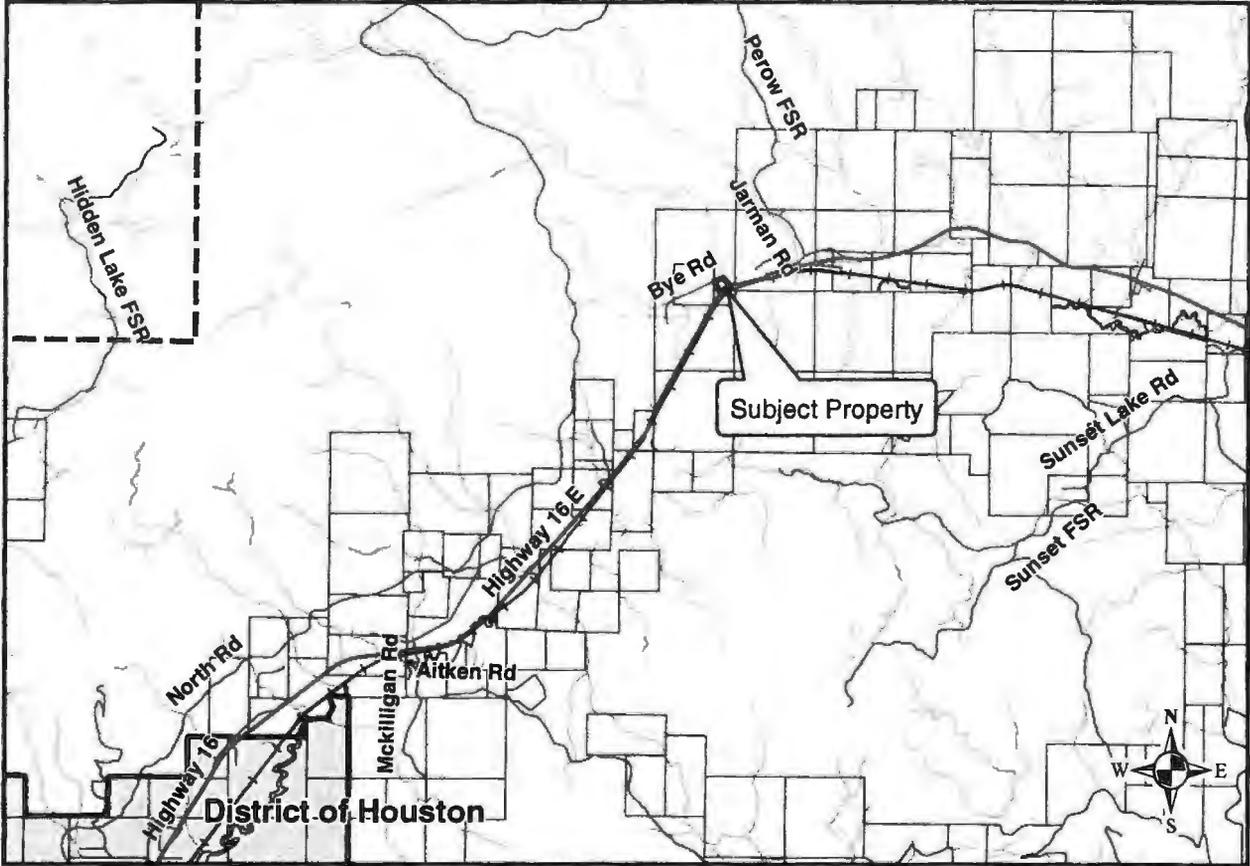
Specific Location



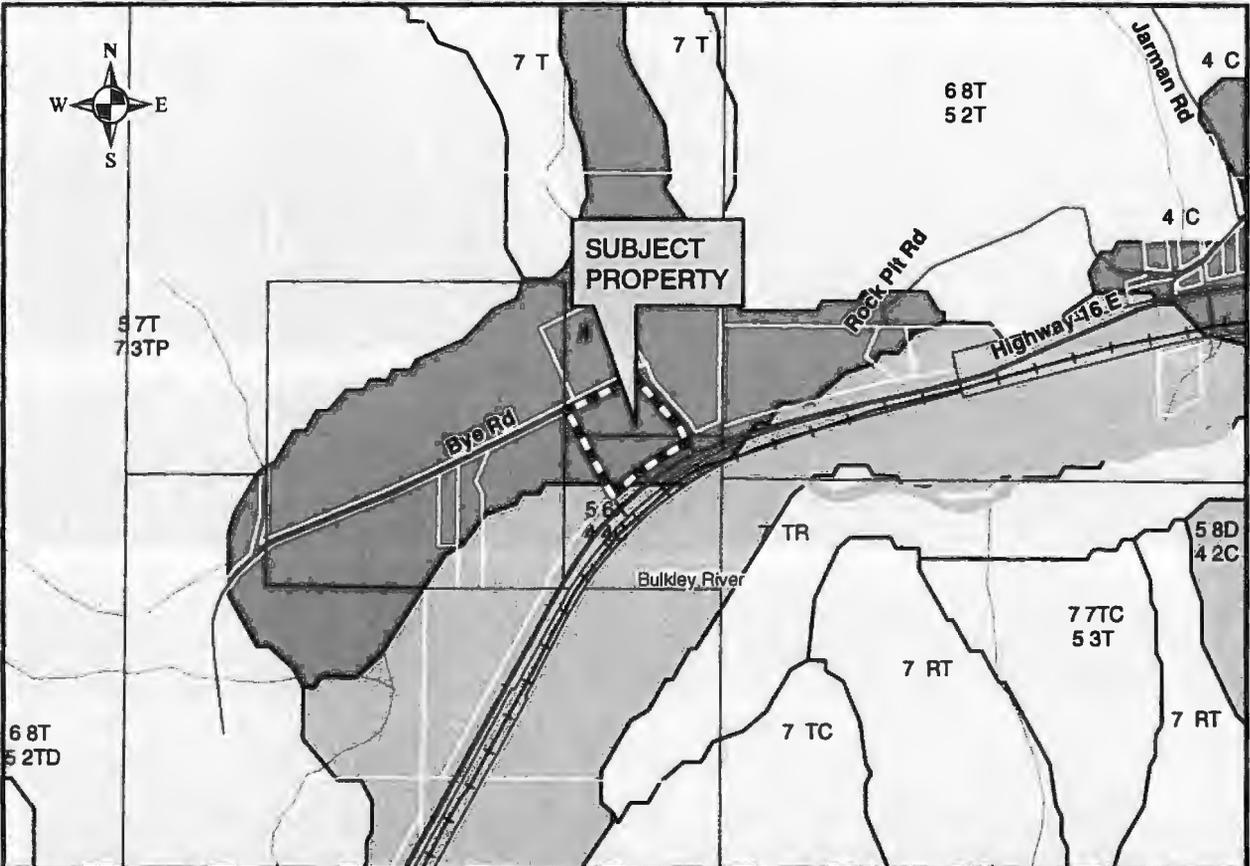
Subject Property

PTOL2621A  
Sources: Esri, DigitalGlobe, GeoEye, Earthstar  
Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping,  
AerGRID, IGN, IGP, swisstopo, and the GIS User Community

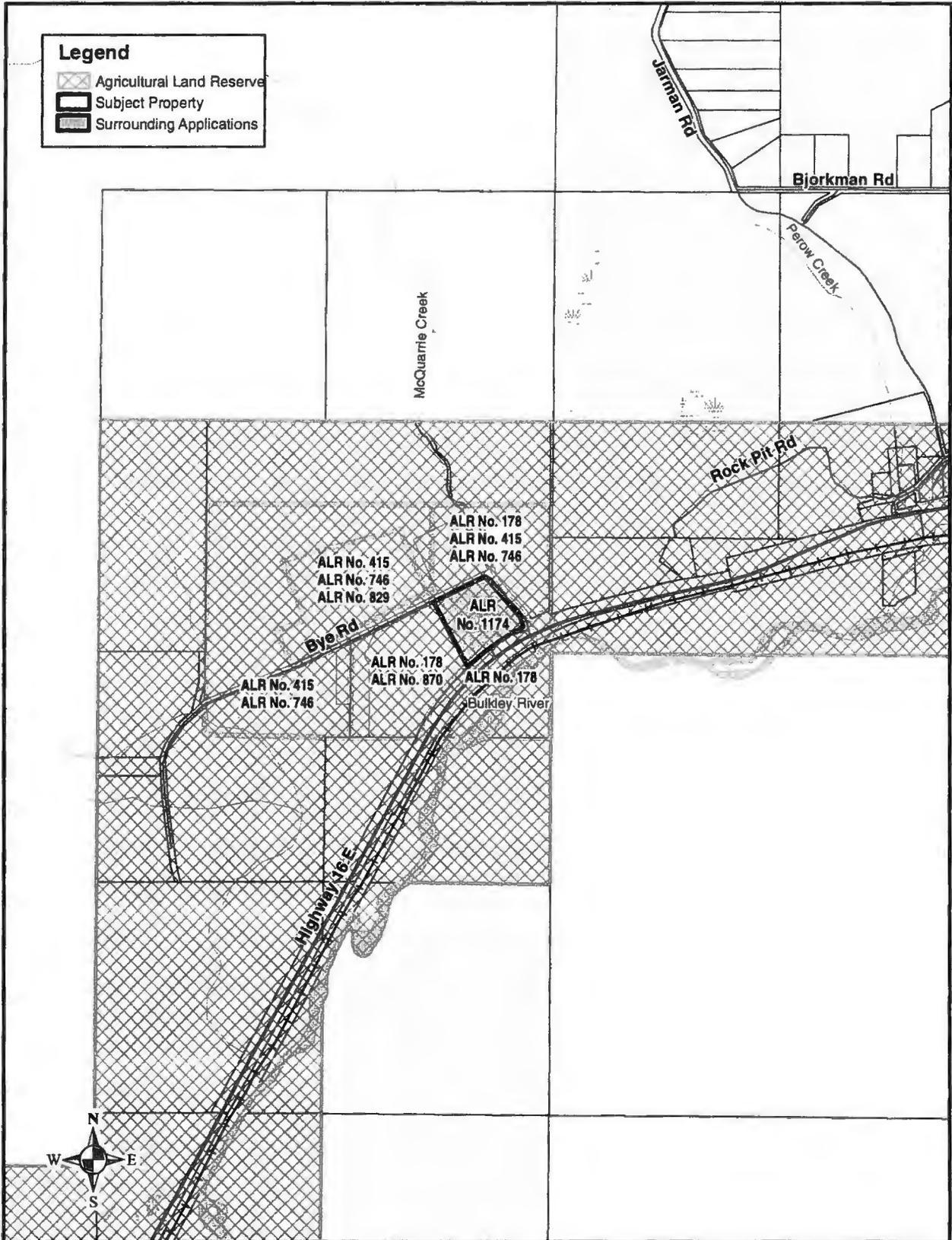
GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



Surrounding Applications, ALR Status & Surrounding Development





# 97 Planning Department Enquiries Report, Month of September 2015

## **Planning Enquiries**

For the Directors' information, the Planning Department has kept track of and tabulated the number of planning enquiries from the public that were processed by the department for the month of September 2015. During this month the Planning Department responded to 182 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In September 2014, the Planning Department answered 203 enquiries.

<b>Subject Area</b>	<b>Apr 2015</b>	<b>May 2015</b>	<b>June 2015</b>	<b>July 2015</b>	<b>August 2015</b>	<b>Sept 2015</b>
Development Services	41	43	54	45	32	37
Electoral Area Planning	47	70	58	60	45	40
House Numbering	9	17	26	16	19	26
Maps	46	34	59	42	26	26
Bylaw Enforcement	13	15	13	11	15	10
Other	44	28	32	53	52	43
<b>Total</b>	<b>200</b>	<b>207</b>	<b>242</b>	<b>227</b>	<b>189</b>	<b>182</b>

### **Recommendation**

"That the Board receive the September 2015 Planning Department Enquiries Report."

*(All Directors)*

Respectfully submitted,

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**Planning Department**

**September 2015 – Action List**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
Page 66-78 Board Agenda Sept 17, 2015	Temporary Use Permit Application A-01-14 Vihar Construction Ltd Skillhorn & Morris Roads, Telkwa Electoral Area "A"	Deferred at Board meeting. Notify applicant re submitting revised conditions.	Jason	Ongoing	
Page 79-92 Board Agenda Sept 17, 2015	Temporary Use Permit Application A-02-14 Greg and Robin Burns 6105 Highway 16, Smithers Electoral Area "A"	Deferred at Board meeting. Notify applicant re submitting revised conditions.	Jason	Ongoing	
Page 93-104 Board Agenda Sept 17, 2015	Temporary Use Permit Application B-01-15 Tyson and Gail Radley Tintagel Road, Burns Lake Electoral Area "B"	Register TUP on title	Jennifer	Ongoing	
Page 105-106 Board Agenda Sept 17, 2015	Rezoning Application for Consideration File A-03-15 Barendregt Electoral Area "A"	Advise applicant of Board decision	Jennifer	Completed	Sept 17, 2015

ab

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 107-109 Board Agenda Sept 17, 2015	Enforcement Files Derelict Buildings on Crown Land Reno Road, Topley Electoral Area "G" 4620 Kissock Road, Decker Lake Electoral Area "B" 50995 Shallow Bay Road Electoral Area "F"	Advise applicant of Board decision	Jason Llewellyn	Completed	
Saved: M:\Planning\General Topics\AGENDAS\2012\Action Lists\Sept 2015 Action List.doc					

99



## ***Building Inspector's Report For August, 2015***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 13 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$5,162.00, with a total construction value of \$841,250.00. There have been 75 permits issued to date in 2015.

2. Building Permit Summary for the Village of Burns Lake

There were no building permit applications submitted this reporting period. There have been 15 permits issued to date in 2015.

3. Building Permit Summary for the Village of Fraser Lake

There were 2 building permit applications submitted this reporting period with a total construction value of \$5,000.00. There have been 6 permits issued to date in 2015.

4. Building Permit Summary for the Village of Granisle

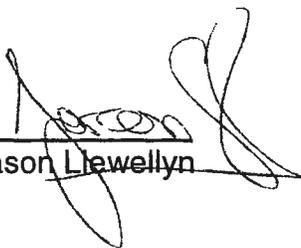
There was 1 building permit application submitted this reporting period with a total construction value of \$25,000.00. There have been 5 permits issued to date in 2015.

5. Building Permit Summary for the District of Fort St. James

There was 1 building permit application submitted this reporting period with a total construction value of \$3,000.00. There have been 35 permits issued to date in 2015.

Reviewed by:

Written by:

  
Jason Llewellyn

  
Jason Berlin



## ***Building Inspector's Report For September, 2015***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 15 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$8,650.00, with a total construction value of \$1,400,500.00. There have been 90 permits issued to date in 2015.

2. Building Permit Summary for the Village of Burns Lake

There were 3 building permit applications submitted this reporting period with a total construction value of \$573,000.00. There have been 18 permits issued to date in 2015.

3. Building Permit Summary for the Village of Fraser Lake

There was 1 building permit application submitted this reporting period with a total construction value of \$21,225.00. There have been 7 permits issued to date in 2015.

4. Building Permit Summary for the Village of Granisle

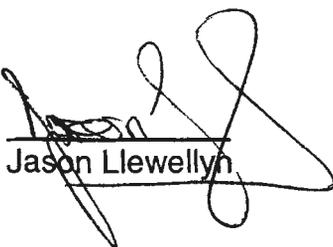
There were no building permit applications submitted this reporting period. There have been 5 permits issued to date in 2015.

5. Building Permit Summary for the District of Fort St. James

There were 7 building permit applications submitted this reporting period with a total construction value of \$729,689.00. There have been 42 permits issued to date in 2015.

Reviewed by:

Written by:

  
Jason Llewellyn

  
Jason Berlin

102

Jason Ilewellyn

---

**From:** Geraldine Craven  
**Sent:** September-24-15 9:39 AM  
**To:** Jason Ilewellyn  
**Subject:** FW: Coastal GasLink - Proposed Morice River North Alternate Route  
**Attachments:** Coastal GasLink Proposed Morice\_River\_North\_Alternate\_Route.pdf

**From:** CoastalGasLink [<mailto:CoastalGasLink@transcanada.com>]  
**Sent:** September-23-15 4:04 PM  
**Subject:** Coastal GasLink - Proposed Morice River North Alternate Route

Good afternoon,

I am writing to notify you that Coastal GasLink Pipeline Ltd. (Coastal GasLink) is taking steps to apply for an alternate route in the Morice River area by amending our Environmental Assessment Certificate (EAC) that we received from the BC Environmental Assessment Office (EAO), and our BC Oil and Gas Commission (OGC) permit.

The proposed alternate pipeline route is located in the Regional District of Bulkley-Nechako. It begins at a point approximately 35 kilometres south of Houston and runs westward, approximately parallel to our EAC route. Most of the alternate route is on the north side of the Morice River rather than the south side. It rejoins the EAC route approximately 56 kilometres from its starting point. See attached map for further reference.

The decision to submit this application follows extensive consultation with Aboriginal groups in the area who expressed a concern about pipeline construction activities south of the Morice River, and the potential effect to the underground springs that feed the River. We are now considering the feasibility of an alternate route referred to as the "Morice River North Alternate" (MRNA) route which is approximately five kilometers north of our current pipeline route. Environmental, archaeological and engineering information has been collected on the MRNA route that would support amendment applications to both the EAO and OGC. Aboriginal groups whose traditional territory may be potentially impacted by the proposed MRNA route were invited to participate in the field data collection programs and provide Traditional Ecological Knowledge.

We anticipate filing an application to amend the EAC with the EAO as early as November 2015, and applying to the OGC for approval of the MRNA route shortly after. The final route will be determined as an outcome of these regulatory processes, and once we have had the opportunity to advance construction planning and detailed engineering design taking into account cultural, environmental, commercial, and constructability considerations.

Thank you for your continued interest in the Coastal GasLink Project. If you have questions about this application or any aspect of the project, feel free to contact me directly. Our public telephone number is 1-855-633-2011, and our project email address is [coastalgaslink@transcanada.com](mailto:coastalgaslink@transcanada.com).

For more project information, please visit our website at [www.coastalgaslink.com](http://www.coastalgaslink.com).

Regards,



# 103

**Jaimie Harding**  
**Community Relations Lead**  
Coastal GasLink Pipeline Project  
Toll Free: (855) 633-2011  
[coastalgaslink@transcanada.com](mailto:coastalgaslink@transcanada.com)  
[www.coastalgaslink.com](http://www.coastalgaslink.com)

We respect your right to choose which electronic messages you receive. To stop receiving this message and similar communications from TransCanada PipeLines Limited please reply to this message with the subject "UNSUBSCRIBE". This electronic message and any attached documents are intended only for the named addressee(s). This communication from TransCanada may contain information that is privileged, confidential or otherwise protected from disclosure and it must not be disclosed, copied, forwarded or distributed without authorization. If you have received this message in error, please notify the sender immediately and delete the original message. Thank you. Nous respectons votre droit de choisir quels messages électroniques vous désirez recevoir. Pour ne plus recevoir ce message et les communications similaires, de la part de TransCanada PipeLines Limited, veuillez répondre à ce message en inscrivant dans l'objet « SE DÉSINSCRIRE ». Ce message électronique et tous les documents joints sont destinés exclusivement au(x) destinataire(s) mentionné(s). Cette communication de TransCanada peut contenir des renseignements privilégiés, confidentiels ou par ailleurs protégés contre la divulgation; ils ne doivent pas être divulgués, copiés, communiqués ou distribués sans autorisation. Si vous avez reçu ce message par erreur, veuillez en avertir immédiatement l'expéditeur et détruire le message original. Merci

104



Coastal GasLink Environmental Assessment Certificate Corridor  
 Morice River North Alternate Route (RevA)  
 Morice River North Alternate Route - River Crossing Alternative

City / Town  
 Parks and Protected Areas

Issued for use September 8, 2015

1:190,000  
 0 2 4 6 8 10 12 km

Coastal GasLink Pipeline Project



TransCanada  
 in business to deliver

Proposed Morice River North Alternate Route

September 8, 2015

Doc No: CDM73MDEL-GMP-637-CW-Review\_Morice\_River\_North\_Alternate\_Route

Jason Ilewelyn

---

**From:** Cindy Bertram <cindybertram@shaw.ca>  
**Sent:** September-30-15 5:22 PM  
**To:** Solid Fuel Burning Domestic Appliance Regulation Update  
**Subject:** Solid Fuel Burning Domestic Appliance Regulation – Policy Update Posted

**RE: Solid Fuel Burning Domestic Appliance Regulation – Policy Update Posted**

Dear Stakeholder,

This message is to notify you that as part of the regulatory review of the Solid Fuel Burning Domestic Appliance Regulation (SFB DAR), the Ministry of Environment has released a Policy Update describing proposed changes to the SFB DAR.

Adopted in 1994, the SFB DAR is targeted at reducing air pollution from domestic wood heating. The objective of the current review and proposed revisions is to minimize impacts on human health and ecosystems by further reducing air pollution from domestic wood heating in British Columbia.

In 2009, the Ministry of Environment (the Ministry) initiated a comprehensive review of the SFB DAR to update the emission standards for wood burning appliances sold in B.C. and to deal with the issue of pollution from outdoor wood boilers. An intentions paper was released for public comment in May 2010. Following that time regulatory development was put on hold awaiting the release of new emission standards by the US Environmental Protection Agency (USEPA). The Policy Update describes the ministry's proposed approach to revising the SFB DAR taking into account the new USEPA emission standards and the feedback received on the intentions paper.

The policy update is located on this page (<http://www.env.gov.bc.ca/epd/codes/solid-fuel/index.htm> ) and a direct link to the update is (<http://www.env.gov.bc.ca/epd/codes/solid-fuel/pdf/sfbdar-intentions-paper.pdf> ).

Comments or questions about the ministry's revised proposal may be submitted to the ministry at [SFB DAR@gov.bc.ca](mailto:SFB DAR@gov.bc.ca). Comments received by November 16th, 2015 will be considered by the ministry in preparing the amendments to the SFB DAR. Comments received will be treated with confidentiality by ministry staff and contractors. However, please note that comments you provide and information that identifies you as the source of those comments may be publicly available if a Freedom of Information request is made under the Freedom of Information and Protection of Privacy Act.

Thank you for your time and consideration.

Sincerely,

Glen Okrainetz  
Manager, Clean Air Section  
Environmental Standards Branch  
Ministry of Environment

## The regulation in context

Residential wood heat is a significant source of fine particulate matter (PM<sub>2.5</sub>) air pollution in B.C., accounting for approximately 15% of provincial PM<sub>2.5</sub> emissions. The wood smoke contribution to pollutant levels measured in communities is often even greater, as wood smoke emissions occur at rooftop level.

In 1994, the Solid Fuel Burning Domestic Appliance Regulation (SFB DAR) was enacted under the *Environmental Management Act* for the purpose of reducing air pollution from domestic wood heating. The regulation sets PM emission standards applicable to certain solid fuel (wood and wood pellets) burning appliances sold in B.C. The Act and regulation are administered by the Ministry of Environment (the ministry).

While the SFB DAR has been successful in ensuring that the majority of wood and pellet stoves sold in B.C. are cleaner-burning certified models, several issues have become apparent with current provisions, including:

- The regulation exempts several categories of solid fuel burning appliances, such as outdoor wood boilers (OWBs, also known as hydronic heaters), forced air furnaces and wood-fired cook stoves from meeting emission standards; and
- The emission levels referenced in the regulation no longer represent best available technology for reducing PM emissions from domestic wood heating.

## Consultations on revising the SFB DAR

In 2010 the ministry released an intentions paper outlining a comprehensive approach to revising the regulation and inviting comment on the proposal. The intentions paper and a summary of public comments received can be found at the ministry's [wood-burning appliance regulatory review website](#).

The regulatory review process was then deferred in favour of waiting to harmonize with revised wood heater standards expected to be released by the United States Environmental Protection Agency (US EPA) in 2012. The revised standards were finally released in 2015.

## Key Points

The revisions are intended to:

- ➔ Improve air quality in populated areas by reducing emissions of wood smoke from home heating
- ➔ Regulate the sale of wood burning appliances to ensure that only cleaner models are sold in B.C.
- ➔ Harmonize with new wood heater emission standards released by the US Environmental Protection Agency
- ➔ Establish a sunset date for the use of high-emitting outdoor wood boilers

## Details of the proposed revisions

### 1. Wood and pellet boilers

Beginning in 2016, it is proposed that only wood and pellet boilers certified to meet either the new US EPA emissions standards for boilers (Title 40, Part 60, Subpart QQQQ) or the Canadian Standards Association (CSA) B415.1 emission standards will be legal to sell in B.C. There will be a three month period during which vendors will be allowed to sell existing stock that does not meet the new standards.

In addition, the ministry proposes to limit the installation of OWBs to sites that are more than 30 metres from any property line. New OWBs will be limited to larger lots in rural areas, where impacts on neighbours are less likely. This property line setback is consistent with the approach taken in many US states. It recognizes that even cleaner burning OWBs can cause problems on smaller lots due to their short chimneys, higher emissions relative to most wood stoves, and cycling operation. Pellet or chip-fired OWBs will be allowed to be installed with only a 10 metre setback. Vendors of OWBs will be required to inform purchasers of the new installation requirements.

The ministry is also proposing to phase out the use of OWBs that do not meet either the US EPA standard, the CSA standard or qualify for the US EPA White Tag Program. Prior to the phase-out, a ten-year grace period will be in place to recognize the investment of those who may have recently installed an OWB. Thus, the use of these non-conforming OWBs will be phased out by 2026. Non-conforming OWBs that are located more than 75 metres from any property line and more than 150 metres from any school or hospital will be exempt from the phase-out.

## **2. Wood and pellet furnaces**

Beginning in 2017, it is proposed that only wood and pellet fired forced air furnaces certified to meet either the new US EPA emissions standards for furnaces (Title 40, Part 60, Subpart QQQQ) or the Canadian Standards Association (CSA) B415.1 emission standards will be legal to sell in B.C.

## **3. Wood stoves, pellet stoves and other solid fuel appliances**

The ministry proposes to broaden the SFB DAR definition of “appliance” to capture a broader range of devices. Beginning in 2016, wood or pellet fired appliances other than boilers or furnaces will only be legal to sell in B.C. if they are certified to meet either the new US EPA standards (Title 40, Part 60, Subpart AAA) or the CSA B415.1 standards for particulate matter emissions. There will be a three month period during which vendors of appliances will be allowed sell existing stock that does not meet the new standards.

Under the ministry’s proposal, a few niche categories of solid fuel appliances will continue to be exempted from emission standards. Exempted appliances will include site-built masonry fireplaces, masonry stoves, wood cook stoves and portable camp stoves. In each case, the exempt appliances will be narrowly defined to minimize the opportunity for regulated appliances to be characterized as exempt. None of the proposed types of exempted appliances are sold or built in sufficient numbers in B.C. to be major contributors to air pollution.

## **4. Solid fuel**

The ministry proposes to include in the regulation a definition of acceptable fuel for wood heating appliances. Acceptable fuel would include untreated seasoned wood products, pelletized fuel and fire logs. The effect of this revised definition will be to prohibit burning of undesirable fuels, such as garbage, plastics and treated wood. The use of paper and cardboard to start fires will continue to be allowed.

## **5. Compliance**

Under the ministry’s proposal, manufacturers, distributors and retailers of solid fuel appliances will not be required to conduct additional emissions testing specifically to sell in the B.C. market. Rather, they will be required to have records and appliance labelling to demonstrate that emissions testing has been undertaken and certification achieved. The labelling and record keeping requirements are similar to the current SFB DAR. In addition, vendors of OWBs will be responsible for maintaining records showing that they have informed purchasers of OWB installation and phase-out requirements.

## **The path forward**

The ministry proposes to revise the regulation as outlined in this information update. The target date for completion of the revisions is spring 2016.

Comments or questions about the ministry’s revised proposal may be submitted to the ministry at the email or mailing address listed below. Comments received by **November 16th, 2015** will be considered by the ministry in preparing the amendments to the SFB DAR.

✉ Email: [SFB DAR@gov.bc.ca](mailto:SFB DAR@gov.bc.ca)

✉ Mail: PO Box 28159 Westshore RPO  
Victoria B.C. V9B 6K8

108



# Potential Increased Costs for Building Official Qualifications

Oct. 14, 2015

The Province is alerting local governments to potential increased costs, starting in the 2016 fiscal year, resulting from the new mandatory qualifications for building officials in the *Building Act*.

There are presently no provincially mandated qualifications for building officials, despite the fact that some building officials may have obtained voluntary certification through the Building Officials' Association of BC (BOABC). Under the *Building Act*, building officials will have to be qualified, meaning they will have to:

- become members of a prescribed professional association (the Province expects this to be the BOABC);
- pass exams that correspond to the level at which they work;
- undertake continuing professional development annually; and
- be listed on the registry of qualified building officials.

The Province expects to delegate administration of building official qualifications to the BOABC.

There will be an overall transition period of four years for building officials to meet the new qualifications. Once the applicable sections of the Building Act come into force, building officials will have six months from the date the requirements take effect to join the BOABC and start the qualification process. They will then have an additional three-and-a-half years to meet the exam requirements.

If the building officials local governments employ are not already certified by the BOABC, these new requirements may result in increased costs for them. The Province anticipates the four-year transition period for the qualification requirements will start in 2016, so there may be a budget impact as early as

109

next year.

Costs will be both one time and annual. The effects on local governments will vary, depending on whether:

- they pay the fees for BOABC membership for the building officials they employ;
- the building officials they employ have already successfully passed any BOABC exams (building officials will not have to rewrite any exams they have already successfully passed through BOABC's voluntary certification program; however, if they are at Level 1, depending on their responsibilities, they may need to pass additional exams);
- they pay the training and exam costs for the building officials they employ who have not yet successfully passed the required exams; and
- they pay the costs of building officials' continuing professional development.

BOABC has provided an estimate of the one-time and annual costs, based on the assumption that the Province will delegate administration of the qualifications to the BOABC.

The Province has noted that members of the Municipal Insurance Association of British Columbia may be able to access funds available through its Risk Management Grant Program to assist in implementing mandatory qualifications for building officials (i.e., in meeting one-time costs). Applications for this funding must satisfy the criteria of the Risk Management Grant Program and will be assessed on a case-by-case basis. Please contact the Municipal Insurance Association for more information.

The Building and Safety Standards Branch will be providing more information about the qualification requirements closer to the time the applicable sections of the *Act* come into force—anticipated to be early in 2016.

## Follow Us On

- Twitter: @ubcm

---

Copyright © 2012 UBCM. All rights reserved.

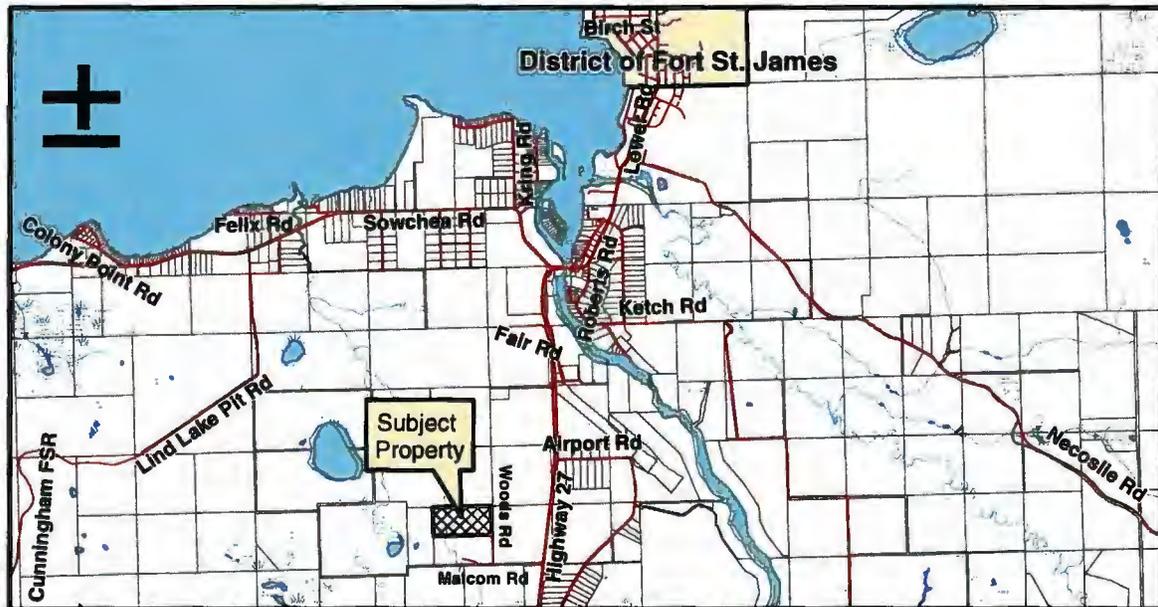


## MEMORANDUM

To: Regional District Board  
 From: Jason Llewellyn, Director of Planning  
 Date: October 13, 2015  
 Re: Unsightly Premises Bylaw Enforcement  
 6535 Woods Road, Electoral Area C

### INTRODUCTION:

This report is regarding an unsightly premises in Electoral Area C at 6535 Woods Road (Lot B, District Lot 1659, Range 5, Coast District, Plan PRP13148).



### THE SITUATION:

The subject property, shown on the map above, contained a large accumulation of materials that includes derelict vehicles, equipment, snowmobiles, vehicle parts, tires, containers and tanks which hold unknown liquids, etc. The property owners have done a substantial amount of clean-up on their property to date, and continued efforts are expected. The majority of the derelict vehicles, snowmobiles, and equipment have been removed. The Regulation Compliance Officer recently spoke with the property owner, and she indicated that her son has been conducting clean-up efforts whenever his time permits, as he works 6 days a week in camp. They will be continuing with clean-up efforts as long as conditions allow. She noted that their property becomes very wet during the



spring and fall which makes work with heavy equipment difficult. Regional District staff are happy with the efforts that have been shown thus far, and are working with the property owners to ensure future clean-up is continued.

**BEFORE**



**AFTER**



**Recommendation**

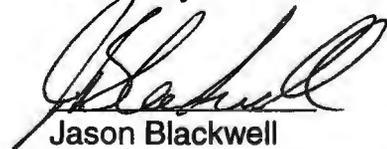
That the Regional District Board direct that the Regulation Compliance Officer to monitor the clean-up of the property, and report back to the Board if the clean-up does not continue to the satisfaction of the Regulation Compliance Officer.

Reviewed by:



Jason Llewellyn,  
Director of Planning

Written by:



Jason Blackwell  
Regulation Compliance Officer



113 FRASER LAKE  
ELEMENTARY-SECONDARY SCHOOL

Board-Receive

Bag 1002, Fraser Lake, B.C. V0J 1S0  
Telephone (250) 699-6233 • Fax (250) 699-7753

September 2015

Mark Parker  
Director, Regional District Area D  
Box 820  
Burns Lake, BC V0J 1E0

RECEIVED

SEP 30 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Mark:

We would like to thank the Regional District for being such a great support to the FLESS Breakfast Club for the 2014-2015 school year and hope you will be able to continue to support our Breakfast Club for the 2015-16 school year.

Last year we served 13,000 breakfasts to students, at no charge to them. We were only able to accomplish this due to the generous donations we received from our sponsors, along with the help of about 20 volunteers. Our students have enjoyed their interaction with the community members who have come to serve and we, in turn, have enjoyed watching the satisfaction that has been brought to the adults who are serving. This process has been a positive building/bridging within our community as a whole.

Since beginning our Breakfast Program we have noticed a decrease in sick room referrals for headaches and stomach aches. In the classrooms we are aware of increased concentration and therefore increased learning among our students which we attribute in part, to their healthy breakfast. Another amazing byproduct of our morning breakfasts is watching students gain an understanding of how a healthy breakfast can make such a positive start to their day. When started as children or teenagers, these can become lifelong habits.

Again, thank you so much for your part in our students lives. It is helping us build a more successful tomorrow.

Regards,

The FLESS Breakfast for Learning Committee

114

Board-Receive

UBCM

Union of BC  
Municipalities

September 10, 2015

Chair Bill Miller  
Regional District of Bulkley-Nechako  
37 3<sup>rd</sup> Avenue, PO Box 820  
Burns Lake, BC V0J 1E0

RECEIVED

SEP 15 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Chair Miller,

Thank you for your correspondence of July 28<sup>th</sup> regarding UBCM's member visits. I appreciate your interest in UBCM's outreach activities to its membership.

I am aware that UBCM's Executive Director, Gary MacIsaac, spoke with you about our approach upon receipt of your letter. However, I would like to take this opportunity to further outline UBCM's approach to member visits.

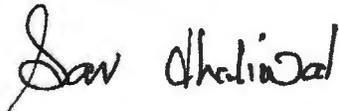
UBCM seeks to visit approximately twenty-five (25) percent of its membership each year, so that each member receives a visit every four (4) years. While not every member is visited exactly every four years due in part to member staff vacations or geographical challenges, UBCM makes every possible effort to adhere to this rotational cycle.

UBCM deploys two-person staff teams to meet primarily with chief administrative officers and accompanying senior staff. The visits provide an invaluable opportunity to hear about key community issues and challenges, share information on UBCM's priorities, work and programs, and solicit feedback on our organizational effectiveness. We have received largely positive feedback on this approach from our members, as the information collected helps ensure that we have another means of keeping abreast of community issues. In turn, UBCM has found member feedback to be beneficial in shaping our policy work, improving our programs, and informing our advocacy efforts.

Staff have informed me that the Bulkley Nechako region was visited in 2013. Our records indicate that member visits took place with the following local governments at that time: Vanderhoof, Fort St. James, Fraser Lake, Burns Lake, Granisle, Houston, Telkwa, Smithers and the Regional District of Bulkley-Nechako. As such, the region can expect another visit in 2017.

I hope that this provides some clarification as to why the RD was not included in this year's announcement. I am more than happy to discuss this further, or feel free to contact our staff directly with any remaining concerns.

Sincerely,



Councillor Sav Dhaliwal  
President, UBCM

115

Board-Receive

September 10, 2015

Regional District of Bulkley Nechako

P.O. Box 820

Burns Lake B.C.

VOJ 1E0

Dear Directors

RECEIVED  
SEP 15 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Houston Search and Rescue would like to express our thanks for your support of our Search and Rescue EXPO held August 14-16.

Search and Rescue groups from Prince Rupert, Terrace, Smithers, Houston and Burns Lake participated in training exercises and spent time getting to know one another and exchanging information.

Co-ordination of responsibilities between ground search, swift water rescue and SAR air were a very worthwhile part of the week-end's activities.

Again, thank you for your support of the volunteers in this exercise.

Houston Search and Rescue



Greg MacLeod

Secretary/Treasurer

116

Board-Receive



AUDITOR GENERAL FOR  
LOCAL GOVERNMENT

ACCESSIBILITY · INDEPENDENCE · TRANSPARENCY · PERFORMANCE



BRITISH  
COLUMBIA

September 28, 2015

Ref: 164702

To: Mayors and Councillors  
Chairs and Directors of Regional District Boards  
Chairs and Directors of Greater Boards

RECEIVED

SEP 28 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

I am pleased to inform you that the Office of the Auditor General for Local Government will be releasing a performance audit report on the City of Surrey under the topic "Local Government Performance in Managing Policing Agreements and Police Budget Oversight."

The audit report will be published on our website [www.aglg.ca](http://www.aglg.ca) on Tuesday, September 29 at 11:00 am.

I welcome feedback from local governments on all aspects of the work of our office, so I look forward to your comments on the report to be issued tomorrow.

Sincerely,

Arn van Iersel, FCPA, FCGA  
A/Auditor General for Local Government

pc: Chief Administrative Officers

117



**AUDITOR GENERAL FOR  
LOCAL GOVERNMENT**

ACCESSIBILITY · INDEPENDENCE · TRANSPARENCY · PERFORMANCE



**BRITISH  
COLUMBIA**

September 22, 2015

Ref: 164625

To: Mayors and Councillors  
Chairs and Directors of Regional District Boards  
Chairs and Directors of Greater Boards

I am pleased to inform you that the Office of the Auditor General for Local Government will be releasing a performance audit report on the Comox Valley Regional District under the topic "Achieving Value for Money in Operational Procurement."

*Reading  
File*

The audit report will be published on our website [www.aglg.ca](http://www.aglg.ca) on Wednesday, September 23 at 11:00 am.

I welcome feedback from local governments on all aspects of the work of our office, so I look forward to your comments on the report to be issued tomorrow.

Sincerely,

Arn van Iersel, FCPA, FCGA  
A/Auditor General for Local Government

pc: Chief Administrative Officers

**From:** CoastalGasLink <CoastalGasLink@transcanada.com>  
**Sent:** September-23-15 4:04 PM  
**Subject:** Coastal GasLink - Proposed Morice River North Alternate Route  
**Attachments:** Coastal GasLink Proposed Morice\_River\_North\_Alternate\_Route.pdf

Good afternoon,

I am writing to notify you that Coastal GasLink Pipeline Ltd. (Coastal GasLink) is taking steps to apply for an alternate route in the Morice River area by amending our Environmental Assessment Certificate (EAC) that we received from the BC Environmental Assessment Office (EAO), and our BC Oil and Gas Commission (OGC) permit.

The proposed alternate pipeline route is located in the Regional District of Bulkley-Nechako. It begins at a point approximately 35 kilometres south of Houston and runs westward, approximately parallel to our EAC route. Most of the alternate route is on the north side of the Morice River rather than the south side. It rejoins the EAC route approximately 56 kilometres from its starting point. See attached map for further reference.

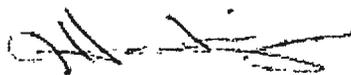
The decision to submit this application follows extensive consultation with Aboriginal groups in the area who expressed a concern about pipeline construction activities south of the Morice River, and the potential effect to the underground springs that feed the River. We are now considering the feasibility of an alternate route referred to as the "Morice River North Alternate" (MRNA) route which is approximately five kilometers north of our current pipeline route. Environmental, archaeological and engineering information has been collected on the MRNA route that would support amendment applications to both the EAO and OGC. Aboriginal groups whose traditional territory may be potentially impacted by the proposed MRNA route were invited to participate in the field data collection programs and provide Traditional Ecological Knowledge.

We anticipate filing an application to amend the EAC with the EAO as early as November 2015, and applying to the OGC for approval of the MRNA route shortly after. The final route will be determined as an outcome of these regulatory processes, and once we have had the opportunity to advance construction planning and detailed engineering design taking into account cultural, environmental, commercial, and constructability considerations.

Thank you for your continued interest in the Coastal GasLink Project. If you have questions about this application or any aspect of the project, feel free to contact me directly. Our public telephone number is 1-855-633-2011, and our project email address is [coastalgaslink@transcanada.com](mailto:coastalgaslink@transcanada.com).

For more project information, please visit our website at [www.coastalgaslink.com](http://www.coastalgaslink.com).

Regards,



Jaimie Harding  
Community Relations Lead  
Coastal GasLink Pipeline Project  
Toll Free: (855) 633-2011  
[coastalgaslink@transcanada.com](mailto:coastalgaslink@transcanada.com)  
[www.coastalgaslink.com](http://www.coastalgaslink.com)



120

**Cheryl Anderson**

---

**From:** Nick Kypriotis <nick@canadian-publishers.ca>  
**Sent:** September-14-15 9:06 AM  
**To:** Nick Kypriotis  
**Subject:** Fire Prevention Officers of B.C.Fire Away Magazine  
**Attachments:** FPOABC All color Ad Rates & Sizes.pdf  
  
**Importance:** High

**RECEIVED**  
SEP 14 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Trade Member,

C.P.I is putting together the B.C. Fire Prevention officers annual Yearbook magazine. These are the men and women who educate our children in the schools and the community in fire prevention and safety.

We are approaching the deadline and we are asking for your support once again with an Advertisement in the magazine which will greatly help us put it together and mail it out to all the fire prevention officers as well as the fire halls throughout B.C. for free.

We have no government or outside funding and our only way of support is through your help with an advertisement in the magazine.

Attached is a rate sheet for all ad sizes.  
Please let me know if you will be supporting us with an Advertisement.

Regards,

Nick Kypriotis  
C.P.I. *Publishers of*  
Fire Prevention Officers Association of B.C. Fire Away Magazine  
1-877-898-3732  
email: [nick@canadian-publishers.ca](mailto:nick@canadian-publishers.ca)



121  
Canadian Publishers Inc. proud publishers of FireAway, official publication of the  
FIRE PREVENTION OFFICERS' ASSOCIATION  
OF BRITISH COLUMBIA PUBLICATION  
2906 West Broadway, Suite 259  
Vancouver, BC V6K 2G8  
Phone: 1 877 898-3732 Fax: (604) 739-8511  
Email: [nick@canadian-publishers.ca](mailto:nick@canadian-publishers.ca)

## AD SPACE

---

**\$360.00** colour (CMYK)  
**business card**  
dimensions: 3.5" (w) X 2.0" (h)

**\$499.00** colour (CMYK)  
**one sixth page**  
dimensions: 3.625" (w) X 3.5" (h)

---

**\$899.00** colour (CMYK)  
**quarter page**  
dimensions: 3.625" (w) 4.875" (h)

**\$1170.00** colour (CMYK)  
**one third page**  
dimensions: 7.5" (w) 3.166" (h)

---

**\$1675.00** colour (CMYK)  
**half page**  
dimensions: 7.5" (w) 4.875" (h)

**\$2875.00** colour (CMYK)  
**full page**  
dimensions: 7.5" (w) X 10" (h)

---

**\$3500.00**  
**inside front/back cover**  
dimensions: 8.5" (w) X 10" (h)  
ink: CMYK bleed: add 1/4"

**\$4500.00**  
**outside back cover**  
dimensions: 8.5" (w) X 11" (h)  
ink: CMYK bleed: add 1/4"

---

*digital files can be sent via email to: [nick@canadian-publishers.ca](mailto:nick@canadian-publishers.ca)  
all prices are subject to applicable taxes*

122

Office of the Chair  
Tel. 604 432-6215 Fax 604 451-6614

File: CP-02-02-GHGR  
Ref: RD 2015 Jul 31

SEP 11 2015

Honourable Mary Polak  
Minister of Environment  
PO Box 9047 Stn Prov Govt  
Victoria, BC V8W 9E2

RECEIVED

SEP 23 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Minister Polak:

**Re: Provincial Climate Leadership Plan Process**

At its July 31, 2015 regular meeting, the Greater Vancouver Regional District Board of Directors adopted the following resolution:

*That the GVRD Board:*

- a) Send a letter to the Minister of Environment conveying the four foundational policies identified by Metro Vancouver staff in consultation with member municipalities, as input during the 30 day comment period on the discussion papers associated with the Provincial Climate Leadership Plan;*
- b) Direct staff to report back in September 2015 with a detailed list of policy recommendations for the Climate Leadership Plan process; and*
- c) Share with all regional districts in British Columbia a copy of the letter sent to the Minister of Environment under part a), along with the report titled "Provincial Climate Leadership Plan Process", dated June 30, 2015, and its attachment titled "The Climate Action Plan in Metro Vancouver: Quantifying the Effect of British Columbian Climate Policy on Metro Vancouver's Greenhouse Gas Emissions and Other Air Emissions", dated September 17, 2010.*

Metro Vancouver and its member municipalities have been leaders and key partners in implementation of the BC Climate Action Plan that was adopted by the Provincial government in 2008. Correspondingly, we anticipate that the region's 2.45 million residents, nearly 150,000 businesses, and 23 member jurisdictions will play a key role in achieving the goals of the new BC Climate Leadership Plan. If paired with the proper resources, the BC Climate Leadership Plan (CLP) can build on the successes to date and scale-up climate action to significantly reduce greenhouse gases and better enable Metro Vancouver and the Province to prepare for the locked-in impacts of climate change.

Based on policy analysis conducted by Jaccard and Associates in 2010, as well as more recent consultations with Metro Vancouver member municipalities, Metro Vancouver has identified four policy areas that are foundational to reaching provincial and regional GHG reduction targets:

11742512

4330 Kingsway, Burnaby, BC, Canada V5H 4G8 • 604-432-6200 • [www.metrovancover.org](http://www.metrovancover.org)

123

1. Widespread adoption of **low/zero carbon vehicles**.
2. Transition to **net-zero-carbon new buildings** and near net zero carbon existing buildings.
3. Support for local government actions to reduce and shorten vehicular trips and increase trips by **walking, cycling, and transit**.
4. **Carbon pricing** to create a market signal to stimulate adoption of low carbon technologies and practices.

Actions in these areas are complementary and should be implemented simultaneously in order to maximize greenhouse gas (GHG) reductions. Further details are provided in the attached staff report to the GVRD Board (Attachment 1) and the report by Jaccard and Associates (Attachment 2).

Reading  
File

In addition to the GHG reduction policies and actions, Metro Vancouver supports the inclusion of objectives and approaches in the CLP that help prepare the region for the impacts of climate change including sea level rise, extreme precipitation events (e.g. flooding and droughts), heat related impacts (e.g. air quality, heat related health impacts) and others.

Effective implementation of the foundational actions described above will require enhanced funding and authority for local governments including:

- Expanded funding mechanisms for transportation infrastructure and other climate actions,
- Delegation of greater authority to local governments to regulate building performance including enabling building energy benchmarking, and
- Changes to legislation designed to allow local governments to extend support to businesses in achieving GHG reduction goals.

In support of the four foundational GHG reduction policies as well as climate adaptation actions, Metro Vancouver staff will send a subsequent letter with a more detailed list of technical policy recommendations that align with existing Metro Vancouver plans and policies.

Metro Vancouver looks forward to future opportunities to provide feedback in the CLP process and to working closely with the Province on the successful implementation of the CLP in the years to come. Please have your staff contact Roger Quan, Director of Air Quality and Climate Change, at 604-436-6770 or by email at [roger.quan@metrovancover.org](mailto:roger.quan@metrovancover.org) if you require clarification on any of the above items.

Yours truly,



Greg Moore  
Chair, Metro Vancouver Board

GM/AN/rq  
11742512

124

**Gail Chapman**

---

**From:** Geraldine Craven  
**Sent:** October-01-15 8:42 AM  
**To:** Bill Miller; Rob Newell; 'Tom Greenaway (greenawayfarms@gmail.com)'  
**Cc:** Gail Chapman  
**Subject:** FW: Northern Gateway Judicial Review

**From:** Northern Gateway [mailto:mail@email.northerngateway.ca]  
**Sent:** September-30-15 4:25 PM  
**To:** inquiries <inquiries@rdbn.bc.ca>  
**Subject:** Northern Gateway Judicial Review



September 30, 2015

Dear Community Advisory Members:

I am writing you today to thank you for your ongoing participation in the Northern Gateway Community Advisory Board process. I can assure you that our project proponents remain committed to Northern Gateway and building this critical Canadian infrastructure. However, a construction timeline is not the critical driver of our current focus. Rather, our priority right now is building trust, engaging in respectful dialogue and building meaningful partnerships with First Nations, Métis and local communities.

Although much of that work happens outside the public eye and without media attention, I also want to take this opportunity to inform you that the judicial review of the National Energy Board's Joint Review Panel will begin October 1, 2015 in the Federal Court of Appeal in Vancouver. Unlike most of our work over the last year, we expect these proceedings to generate significant media attention.

Out of respect for the court process we will not be commenting on the specifics of this proceeding, but I can let you know that we expect a judicial decision by early 2016. We remain committed to sharing information with you as CAB members and will provide a further update during the October CAB meetings.

125

Despite this litigation, we remain committed to working collaboratively with the applicant First Nations and would be very pleased to develop mutually beneficial solutions with them. I believe it's important to note here that Northern Gateway accepts and recognizes the traditional land use rights and practices of First Nations and Métis peoples. As I mentioned earlier, our ongoing priority is to continue to build trust and meaningful partnerships with First Nations, Métis and local communities. We know we have more work to do in this regard.

As you are aware, we are also continuing to work towards meeting the conditions set by the Joint Review Panel and the BC government.

On behalf of John Carruthers, President of Northern Gateway, and our entire team, I want to thank you again for your continued support.

Sincerely,

Catherine Pennington  
Director of Community Partnerships & Sustainability  
Northern Gateway Pipelines

 **NORTHERN GATEWAY** | Building a better pipeline

Join the conversation  

[Unsubscribe](#) | [Terms of Use](#) | [Privacy Policy](#) © 2013 Northern Gateway Pipelines Inc. All Rights Reserved

Northern Gateway is working in partnership with B.C. and Alberta First Nations and Métis Communities, and leading energy companies in Canada.

This message, and any documents attached hereto, may contain privileged or confidential information and is intended only for the use of the intended recipient. Access to this message by anyone else is unauthorized. Any unauthorized use, disclosure, distribution or the taking of any action by an unauthorized recipient in reliance on the contents of this information is strictly prohibited. If you have received this message in error, please notify us immediately by reply email and permanently delete this email and any attachments.

Sent from Northern Gateway, C103 Parkwood Place, 1600 15th Avenue Prince George, BC, Canada V2L 3X3

[Unsubscribe](#)

**Fort St. James T. V. Society**

Balance Sheet As at 09/30/2015

126

Board-Receive <sup>Page 1</sup>**ASSET****Current Assets**

Royal 100-363-1	80,205.58	
Royal-100-087-6	0.00	
<b>Total Cash</b>		<b>80,205.58</b>
Investments		0.00
Accounts Receivable	-10,970.83	
Grants Receivable	0.00	
Provincial Tax @57%	0.00	
GST Receivable@50%	2,222.36	
GST Under/Overclaims	0.00	
<b>Total Receivable</b>		<b>-8,748.47</b>
Prepaid Insurance		0.00
Prepaid Miscellaneous		0.00
Deposits on Equipment		0.00
<b>Total Current Assets</b>		<b>71,457.11</b>

**Capital Assets**

Buildings & Equipment	748,928.88	
<b>Net - Buildings &amp; Equipment</b>		<b>748,928.88</b>
Office Equipment	9,111.86	
Accumulated Amort.-Office ...	0.00	
<b>Net-Office Equipment</b>		<b>9,111.86</b>
Software	399.58	
Accum Amort-Software	0.00	
<b>Net-Software</b>		<b>399.58</b>
<b>Total Capital Assets</b>		<b>758,440.32</b>

**TOTAL ASSET** 829,897.43**LIABILITY****Current Liabilities**

Account Payable	405.62
Accrued Payables	900.00
Royal Loan #95684973-001	0.00
Other Payables	0.00
<b>Total Current liabilities</b>	<b>1,305.62</b>

**TOTAL LIABILITY** 1,305.62**EQUITY****RECEIVED**

OCT 14 2015

REG  
BU

**Fort St. James T. V. Society**

Balance Sheet As at 09/30/2015

127

**Equity**

Unearned Revenue	0.00
Equity in Capital Assets	758,440.32
Restricted Surplus	0.00
Surplus Accrual Adjustment	0.00
Retained Operating Surplus	71,410.64
Current Earnings	-1,259.15

<b>Total Equity</b>	<b>828,591.81</b>
---------------------	-------------------

<b>TOTAL EQUITY</b>	<b>828,591.81</b>
---------------------	-------------------

<b>LIABILITIES AND EQUITY</b>	<b>829,897.43</b>
-------------------------------	-------------------

# Fort St. James T. V. Society

Income Statement 08/01/2015 to 09/30/2015

128

## REVENUE

### Sales Revenue

Regional District Grant	21,941.66
TV Sales Income	2,000.00
Interest Income	0.00
Other Income/Donations	0.00
Advertisizing Income	0.00
<b>Net Sales</b>	<b>23,941.66</b>

**TOTAL REVENUE** 23,941.66

## EXPENSE

### General & Administrative Ex...

Accounting & Legal	799.50
Advertising & Promotions	0.00
Bad Debts	0.00
Bank Charges & Interest	197.90
Bursery	0.00
Cash Over/Short	0.00
Contract Labour	0.00
Courier & Postage	53.36
Demolition and removal	0.00
Ducs, Fees & Licences	0.00
Equipment Rentals	0.00
Equipment Purchases	0.00
Fuel & Power	1,139.83
Programming-Corus	0.00
Insurance	1,204.44
Interest on LTD	0.00
Office Supplies	0.00
Leases-Rentals	273.78
Display Systems Internation...	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Supplies	0.00
Programming-Do Not Use	0.00
Programming All	7,892.86
Programming-Do Not Use	0.00

**Fort St. James T. V. Society**

Income Statement 08/01/2015 to 09/30/2015

129

Programming Do Not Use	0.00
Programming-Do Not Use	0.00
Repair & Maintenance	0.00
Site Improvements	0.00
Snowplowing	0.00
Technician	164.17
Telephone	292.87
Suspense	0.00
BEST-Hotel & Travel	149.23
BEST-Parts & Equipment	0.00
BEST-Technical-Repair-Maint	13,032.87
<b>Total General &amp; Admin. Exp...</b>	<b>25,200.81</b>
<b>TOTAL EXPENSE</b>	<b>25,200.81</b>
<b>NET INCOME</b>	<b>-1,259.15</b>

# Fort St. James T. V. Society

Balance Sheet As at 08/31/2015

130

Board-Receive

RECEIVED

SEP 24 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

## ASSET

### Current Assets

Royal 100-363-1	60,386.38	
Royal-100-087-6	0.00	
Total Cash		60,386.38
Investments		0.00
Accounts Receivable	0.00	
Grants Receivable	0.00	
Provincial Tax @57%	0.00	
GST Receivable@50%	2,126.50	
GST Under/Overclaims	0.00	
Total Receivable		2,126.50
Prepaid Insurance		0.00
Prepaid Miscellaneous		0.00
Deposits on Equipment		0.00
<b>Total Current Assets</b>		<b>62,512.88</b>

### Capital Assets

Buildings & Equipment	748,928.88	
Net - Buildings & Equipment		748,928.88
Office Equipment	9,111.86	
Accumulated Amort.-Office ...	0.00	
Net-Office Equipment		9,111.86
Software	399.58	
Accum Amort-Software	0.00	
Net-Software		399.58
<b>Total Capital Assets</b>		<b>758,440.32</b>

**TOTAL ASSET** 820,953.20

## LIABILITY

### Current Liabilities

Account Payable	-14.28	
Accrued Payables	900.00	
Royal Loan #95684973-001	0.00	
Other Payables	0.00	
<b>Total Current liabilities</b>		<b>885.72</b>

**TOTAL LIABILITY** 885.72

## EQUITY

131

**Fort St. James T. V. Society**

Balance Sheet As at 08/31/2015

<b>Equity</b>	
Unearned Revenue	0.00
Equity in Capital Assets	758,440.32
Restricted Surplus	0.00
Surplus Accrual Adjustment	0.00
Retained Operating Surplus	71,410.64
Current Earnings	-9,783.48
<b>Total Equity</b>	<u>820,067.48</u>
<b>TOTAL EQUITY</b>	<u>820,067.48</u>
<b>LIABILITIES AND EQUITY</b>	<u><u>820,953.20</u></u>

# Fort St. James T. V. Society

Income Statement 08/01/2015 to 08/31/2015

132

**REVENUE****Sales Revenue**

Regional District Grant	10,970.83
TV Sales Income	0.00
Interest Income	0.00
Other Income/Donations	0.00
Advertizing Income	0.00
<b>Net Sales</b>	<b>10,970.83</b>

**TOTAL REVENUE****10,970.83****EXPENSE****General & Administrative Ex...**

Accounting & Legal	287.00
Advertising & Promotions	0.00
Bad Debts	0.00
Bank Charges & Interest	194.90
Bursery	0.00
Cash Over/Short	0.00
Contract Labour	0.00
Courier & Postage	0.00
Demolition and removal	0.00
Dues, Fees & Licences	0.00
Equipment Rentals	0.00
Equipment Purchases	0.00
Fuel & Power	1,139.83
Programming-Corus	0.00
Insurance	602.22
Interest on LTD	0.00
Office Supplies	0.00
Leases-Rentals	273.78
Display Systems Internation...	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Supplies	0.00
Programming-Do Not Use	0.00
Programming All	4,763.88
Programming-Do Not Use	0.00

**Fort St. James T. V. Society**

Income Statement 08/01/2015 to 08/31/2015

133

Programming Do Not Use	0.00
Programming-Do Not Use	0.00
Repair & Maintenance	0.00
Site Improvements	0.00
Snowplowing	0.00
Technician	164.17
Telephone	146.43
Suspense	0.00
BEST-Hotel & Travel	149.23
BEST-Parts & Equipment	0.00
BEST-Technical-Repair-Maint	13,032.87
<b>Total General &amp; Admin. Exp...</b>	<u>20,754.31</u>
<b>TOTAL EXPENSE</b>	<u>20,754.31</u>
<b>NET INCOME</b>	<u><u>-9,783.48</u></u>

# W.A.C. BENNETT DAM HUDSON'S HOPE B.C. CANADA

The outdoor exhibits at WAC Bennett Dam Visitor Centre are built with repurposed components from GM Shrum Generating Station

## NORTHERN REGION COMMUNITY RELATIONS 2015 ANNUAL REPORT

SEPTEMBER 2015

### MESSAGE FROM JESSICA MCDONALD



Reliable electricity is vital to our homes and businesses in every community around the province. BC Hydro employees are working hard every day to keep the lights on and make sure the system is keeping up with new demands.

We expect the demand for power in British Columbia to grow by 40 per cent over the next 20 years. That's due to population growth as well as increased use of electricity in our homes and businesses. Many of our facilities are also aging and need renewal. That's why we are in the midst of the largest capital investment plan in the history of BC Hydro. Overall, we're investing about \$2.4 billion per year to build and upgrade dams, generating stations,

transmission and distribution systems, substations and more.

The investments we are making will help ensure the long-term health of our electrical grid. This year alone, BC Hydro will be working on hundreds of capital projects around the province. You can see this in Northern B.C. with projects such as the replacement of the turbine runners on Units 1 to 5 at the G.M. Shrum Generating Station in Hudson's Hope, and the Dawson Creek/Chetwynd Area Transmission Project (DCAT) in the South Peace region.

At the same time, we know it's important to keep the cost of electricity as competitive as possible. Our rates are among the lowest in all of North America, and the 10-year Rates Plan introduced in 2013 will help us keep them low. We also want to support your efforts to save energy and we will continue to offer customers tools, incentives and information to manage energy costs.

We can't do this alone. Your advice and support of our operations help us ensure that the electrical system is there to serve you and your community every day.

From 100 Mile House to Fort Nelson, Haida Gwaii to Pouce Coupe and Atlin to McBride and out to Bella Coola, we are partners working to serve B.C. communities.

Sincerely,

Jessica McDonald

President & Chief Executive Officer

BC Hydro

### QUICK FACTS

#### PROVINCE-WIDE:

4 million customers

Electricity is delivered through a network of:

- 77,000 kilometres of transmission and distribution lines
- 300 substations
- 1 million utility poles
- 334,000 transformers

Capital investments of \$2.4 billion per year

#### NORTHERN REGION SUPPLY:

##### Dams:

WAC Bennett	2,820 megawatts
Peace Canyon	694 megawatts
Falls River	7 megawatts
Clayton Falls	2 megawatts

##### Thermal:

Fort Nelson	73 megawatts
Prince Rupert	46 megawatts

##### Diesel:

10 Diesels	47 megawatts
------------	--------------



BC Hydro

## SITE C MOVES FORWARD

BC Hydro is building a new dam in Northeastern B.C. which will provide our customers with the most affordable and reliable clean power for over 100 years.

The Site C Clean Energy Project will be the third dam and hydroelectric generating station on the Peace River, located about seven kilometres southwest of Fort St. John. It will provide 1,100 megawatts of capacity and produce about 5,100 gigawatt hours of electricity each year — enough energy to power more than 450,000 homes per year.

B.C.'s population and economy are growing and the demand for power is expected to increase by 40 per cent over the next 20 years. Construction on the dam and generating station, which has undergone a thorough and independent multi-year environmental assessment process, began in July and will create approximately 10,000 direct person-years of employment throughout the construction period. Construction of the project is expected to be completed in 2024.

Like BC Hydro's other large hydroelectric facilities, the cost advantages of Site C will grow over time, resulting in significant benefits to customers, compared to alternatives. That's because after an upfront capital cost, Site C will have low operating costs for more than 100 years which will result in lower costs to our customers over time.



L-R: Pat Pimm, MLA for Peace River North; Hon. Bill Bennett, Minister of Energy and Mines; Jessica McDonald, President and CEO of BC Hydro; Hon. Christy Clark, Premier of British Columbia; Susan Yurkovich, BC Hydro's former Executive Vice-President, Site C; Mike Bernier, MLA for Peace River South.

## KEEPING OUR SYSTEM SEISMICALLY SECURE

BC Hydro's dams have been operating safely for decades but the need to assess new information never ends. That's why the findings of a six-year seismic hazard assessment of the entire province released in late 2014 are so important to BC Hydro's Dam Safety program.

Working with international experts, the BC Hydro study confirms that in the Peace and Columbia regions of the province, where we have most of our generating assets, the risk of potential damage to our facilities due to an earthquake has generally remained the same or decreased.

In some circumstances, the expected level of shaking in a high-magnitude earthquake hasn't changed, but the duration of shaking could be longer, which increases the hazard. For example, ground shaking on Vancouver Island and areas of Bridge River could be more severe during a major earthquake.

Looking ahead, the study will help us calculate seismic hazards at existing facilities and for new capital projects. It will also help us prioritize upgrades to our facilities.

BC Hydro has a long-term plan to help reduce the potential downstream risks to people, property and infrastructure in the event of a major earthquake and will invest approximately \$1.9 billion in dam safety and seismic upgrades over the next 10 years. In addition, major seismic upgrades are also part of the redevelopment of the John Hart Generating Station.

BC Hydro is prioritizing its capital investments to help address increased hazards identified on Vancouver Island and at Bridge River, as well as undertaking new public education and awareness campaigns in Campbell River, Jordan River and other parts of the province. This includes working very closely with local governments, First Nations and emergency responders in these communities.

BC Hydro is also completing a multi-year seismic assessment to better understand risks and vulnerabilities within its transmission and distribution system in the event of a major earthquake, particularly on Vancouver Island and the South Coast.

A number of investments have already been made to address these concerns. This includes the Vancouver City Central Transmission project for a new substation in Mt. Pleasant and underground transmission lines, and initiatives on Vancouver Island for a major cable project between George Tripp and Horsey substations, and new substations at South Wellington and Buckley Bay.

## REGIONAL INFORMATION

### REGIONAL STORIES AND CAPITAL PROJECTS

#### Snowstorm in Kitimat/Terrace

Record amounts of snow fell over a 36-hour period in the Kitimat and Terrace areas in early February. BC Hydro and contractor line and vegetation crews from Hazelton, Smithers, Prince George and Williams Lake joined local crews to restore power in an area that stretched from Kitimat to Stewart. Kitamaat Village, a First Nations community about 12 kilometres by road from Kitimat, was hit particularly hard and lost its power on the night of February 5.

BC Hydro crews battled over 150 cm of snow and dangerous road conditions to repair broken poles and downed wires. Restoration was complicated by the fact that the area is remote and forested, and trees continued to fall on the power lines. Trees were also falling on the road into Kitamaat Village, making the clearing of deep snow more difficult. Additional snow plowing support came from the District of Kitimat and the local road contractor and by February 8, power was restored to the last of the customers in Kitamaat.

In May, the Haisla Nation presented BC Hydro employees with a mask to recognize the work crews did to restore power to Kitamaat Village. The mask was presented by Haisla Nation Regional Stories Chief Councillor Ellis Ross and created by Haisla member Garry Wilson. The mask is displayed in BC Hydro's Terrace office.

#### Capital Projects Update at WAC Bennett Dam

Several capital projects continue to move forward to completion at the GM Shrum Generating Station and the WAC Bennett Dam near Hudson's Hope. The spillway chute upgrades started in 2014 and will wrap up in 2015. Damaged sections of the concrete surface have been removed and replaced. Pre-implementation work continues for the Rip-rap Upgrade Project – large rock protecting the upstream face of the dam from wind and wave erosion will be replaced in the coming years. The next step in the project is to obtain approval from the BC Utilities Commission.

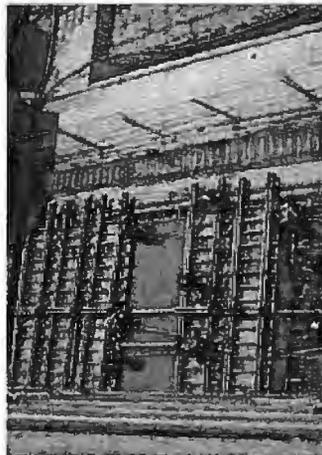
In the powerhouse, the Unit 1 to 5 Turbine Replacement project is nearing completion. All five new turbines are in place and the last unit will be returned to service this summer. The Units 1 to 4 Rotor Pole Rehabilitation project is also nearing completion.



Crews worked long days and nights to restore power – some customers were out for 72 hours.



BC Hydro was honoured to receive this mask from the Haisla Nation. The mask was made by Haisla artist Garry Wilson.



L: Crews replacing damaged concrete in the steep section of the WAC Bennett Dam Spillway Chute. R: The new turbine runner on Unit 3 is lowered into the turbine pit at GM Shrum.

Unit 5 was added to the project and the sequence and timing of the work on the units was done in step with the turbine replacement project to minimize the amount of time that the units are out of service.

**Boat Ramps**

More redeveloped boat ramps were opened and ready for use in the past year. The Alexander Mackenzie's Landing boat launch improvements include new upper and lower concrete ramps allowing use down to elevation 658 metres. Farther north on the Williston Reservoir at Dunlevy, the new ramp in Butler Ridge Provincial Park is much improved. The ramp extends further than previously, down to elevation 660.75 metres with larger parking and turn-around areas. Both projects were built by Duz Cho Construction. Adding to the Taylor and Dinosaur sites, BC Hydro has completed four ramps in recent years that are free for recreational use.



L: The Dunlevy boat ramp was re-opened for public use for the May long weekend. R: The Peace Williston Advisory Committee inspecting the new upper section of the Mackenzie boat ramp.

**WAC Bennett Dam and Peace Canyon Visitor Centres**

Modernized, using best-in-class design and exhibits, the new WAC Bennett Dam Visitor Centre is already attracting visitors from all over the world. The bright space tells the story of power generation, energy conservation and remembers the aboriginal and non-aboriginal people who lived on the land prior to dam construction and the filling of the Williston Reservoir. A downstairs theatre with elevator access and a cafeteria add to the experience as well as all-new outdoor exhibits made from re-purposed materials collected from recent GM Shrum Generating Station upgrade projects. Next year, the Aboriginal Gallery will be unveiled to complete the Visitor Centre project.



The new WAC Bennett Dam Visitor Centre and underground powerhouse tour is a must-see stop for any visitors to Hudson's Hope.

Peace Canyon Dam has moved its Visitor Centre outdoors! A new viewing platform, overlooking the dam and generating station has been built. Interpretive signage will be installed on the platform for the 2016 visitor season. The site is accessed by a well-signed side road off of the main driveway to the dam.



The new WAC Bennett Dam Visitor Centre will engage you in power generation, history, energy conservation and more.

**2015 BC Hydro Safety Rodeo in Prince George**

The sun was shining and everyone was in a great mood at the 2015 BC Hydro Safety Rodeo on June 6. Over 900 people attended, enjoying the competitions, demonstrations, exhibits, and family-friendly activities throughout the day. This year, the event was held for the first time in Prince George at the new District Office.

Each year, the safety-themed event is open to BC Hydro employees, their families and BC Hydro affiliates. Over 70 employees from across the province competed in the power line technician (PLT), forklift, driving and first aid competitions. The top performing PLT teams and individuals will represent BC Hydro at the Annual International Lineman's Rodeo on October 17, in Bonner Springs, Kansas.



L: PLTs waiting for the competitions to begin. R: Apprentice in competition performing hurt-man rescue.

## RELIABILITY PERFORMANCE

BC Hydro recognizes how important the reliable supply of electricity is to our customers. We will continue to improve, reinforce and maintain the electrical system.

In Fiscal 2015, the BC Hydro average interruption duration per customer was 2.97 hours compared to 2.30 hours in Fiscal 2014. The average number of interruptions per customer in Fiscal 2015 was 1.72 compared to 1.56 in Fiscal 2014.

These statistics also include interruptions due to planned outages.

The information below provides a comparison between Fiscal 2014 and Fiscal 2015.

### List of communities/cities in the Northern region

COMMUNITY	FISCAL 2014	FISCAL 2015	FISCAL 2014	FISCAL 2015
	AVERAGE CUSTOMER INTERRUPTION DURATION (HOURS)	AVERAGE CUSTOMER INTERRUPTION DURATION (HOURS)	AVERAGE NUMBER OF INTERRUPTIONS PER CUSTOMER	AVERAGE NUMBER OF INTERRUPTIONS PER CUSTOMER
Quesnel	2.99	8.71	2.00	3.04
Williams Lake	3.91	2.64	2.19	2.97
100 Mile House	2.32	4.65	4.73	3.23
Wells	5.15	6.40	3.98	8.59
Vanderhoof	3.51	2.56	5.95	4.64
Mackenzie	2.32	4.34	2.88	4.43
Prince George	3.39	2.08	2.19	2.88
Burns Lake	3.42	3.43	4.72	4.86
Fort St. James	3.67	2.63	10.97	5.42
Fraser Lake	2.09	2.00	8.61	4.03
McBride	7.47	2.85	9.43	7.44
Prince Rupert	1.55	1.82	4.03	1.99
Queen Charlotte	2.47	2.58	6.36	6.47
Smithers	3.49	1.91	7.23	3.66
Stikine	2.26	2.88	6.12	3.83
Terrace/Stewart	6.55	4.77	3.27	3.37
Telkwa	1.84	1.63	13.07	3.79
Port Clements	1.62	2.84	6.03	10.60
New Hazelton	3.63	2.31	10.29	5.17
Masset	1.61	2.72	5.81	6.93
Kitimat	2.05	5.96	3.32	5.16
Houston	8.97	1.58	2.21	2.85
Hazelton	2.74	2.31	8.48	5.17
Granisle	12.10	6.69	7.55	10.71
Chetwynd	7.38	3.08	4.51	3.12
Dawson Creek	6.21	1.51	6.85	3.83
Fort Nelson	2.84	1.07	7.53	1.41
Fort St. John	5.74	2.18	3.51	3.91
Tumbler Ridge	8.00	1.54	6.20	3.58
Taylor	9.26	1.99	1.12	3.19
Pouce Coupe	5.33	1.82	13.24	4.89
Hudson's Hope	13.03	3.93	4.56	4.65

## SUPPORTING COMMUNITIES

### VEGETATION MANAGEMENT

BC Hydro's distribution system is complex and highly efficient, with nearly 77,000 kilometres of overhead distribution and transmission power lines throughout the province. BC Hydro's Vegetation Management program manages a \$50 million annual budget that helps to provide safe, reliable power to our customers. Every two to five years, BC Hydro audits the overhead lines to identify vegetation issues, such as trees situated close to power lines, and dead, dying or diseased trees that could fall on power lines. Vegetation Management contractors then prune or remove trees and vegetation in areas where the distribution power lines may be impacted. When an area of distribution experiences reliability issues, Vegetation Management assesses the local power lines for potential tree-related causes. Even with a proactive management program, trees account for about 20 per cent of all power interruptions.

### COMMUNITY REGREENING PROGRAM

BC Hydro and Tree Canada Foundation partner on the Community ReGreening Program and work directly with communities around the province to support tree planting in urban areas. The annual program helps restore and retain green space and encourages low-growing vegetation near power lines which helps BC Hydro maintain a safe and reliable distribution system. Community projects that meet the Community ReGreening Program criteria can receive up to \$10,000. Applications for funding in the next fiscal year need to be received by BC Hydro or Tree Canada before January 31, 2016. [www.bchydro.com/regreening](http://www.bchydro.com/regreening)

Successful applications over the past year include:

COMMUNITY	PROJECT NAME	GRANT
Burns Lake	Downtown Revitalization - Phase 2	\$2,200
Fraser Lake	White Swan Park	\$2,000
Hudson's Hope	Downtown Enhancement	\$5,000
Hundred Mile House	Cemetery & Centennial Park	\$3,450
Mackenzie	Trees for skate park	\$2,150
McBride	Lagoon enhancement	\$5,400
Prince Rupert	Street Tree Replacement	\$4,000

### DECORATIVE WRAP POLICY

BC Hydro is allowing decorative wraps to be installed on pad-mounted equipment. Eligible requesting parties include: municipal governments, strata councils, property managers, and established community groups (i.e. Business Improvement Associations, Kinsmen, Lions or Rotary Clubs, Neighbourhood Association) or businesses (established for five years or longer). Requests from individual homeowners or renters are not being accepted at this time. For more information about the policy and installation guidelines, please refer to [www.bchydro.com/wrap](http://www.bchydro.com/wrap).

### BEAUTIFICATION FUND

BC Hydro's Beautification Fund provides financial assistance to municipal governments for conversion of overhead to underground facilities and for decorative wraps on existing service kiosks. The purpose of BC Hydro's participation in co-funding beautification projects is to cooperate with municipal governments in achieving their objectives related to environmental concerns and visual aesthetics. For more information and the Beautification Fund brochure visit [www.bchydro.com/beautification](http://www.bchydro.com/beautification).

Applications and supporting documents should be submitted electronically to [beautification@bchydro.com](mailto:beautification@bchydro.com) by October 1, 2015 (for funding in the following fiscal year).



An example of a decorative wrapped pad-mount transformer in Richmond.

## GRANTS-IN-LIEU

BC Hydro pays net property tax and grant payments to local governments. The grant program is a provincial government initiative and the amounts paid are determined under the current legislation. Listed below are the grants paid to each community in the Northern region as at June 30, 2015.

MUNICIPALITY/DISTRICT	SCHOOL TAXES*	GRANTS	OTHER TAXES	TOTAL PAYMENTS
District of 100 Mile House	72,902.16	74,872.85	6.24	147,781.25
Village of Burns Lake	39,628.43	71,257.88	0.00	110,886.31
Central Coast Regional District	0.00	3,491.00	0.00	3,491.00
District of Chetwynd	51,343.82	93,614.06	44.63	145,002.51
City of Dawson Creek	188,874.56	344,290.55	(1.03)	533,164.08
District of Fort St. James	39,395.12	42,961.10	0.00	82,356.22
City of Fort St. John	89,290.16	243,486.17	715.11	333,491.44
Fraser-Fort George Regional District	0.00	715,785.00	0.00	715,785.00
Village of Fraser Lake	11,467.52	207,223.26	0.00	218,690.78
Village of Granisle	10,019.12	6,248.94	0.00	16,268.06
Village of Hazelton	3,387.90	7,552.23	0.00	10,940.13
District of Houston	99,609.12	172,004.44	600.00	272,213.56
District of Hudson's Hope	1,572,584.52	1,430,314.91	27,528.99	3,030,428.42
District of Kitimat	116,243.28	88,254.27	0.00	204,497.55
Mackenzie, District of	67,326.92	1,789,832.36	0.00	1,857,159.28
Village of Masset	36,202.89	23,540.08	81.75	59,824.72
Village of McBride	26,268.40	9,565.14	0.00	35,833.54
District of New Hazelton	29,582.78	17,172.37	602.80	47,357.95
Northern Rockies Regional Municipality	385,461.15	232,112.88	2,997.57	620,571.60
Peace River Regional District	0.00	1,188,114.00	0.00	1,188,114.00
Village of Port Clements	4,486.50	4,527.72	0.00	9,014.22
District of Port Edward	129,733.12	106,601.79	0.00	236,334.91
Village of Pouce Coupe	4,202.40	10,211.23	0.00	14,413.63
City of Prince George	707,792.73	1,658,895.68	400.22	2,367,088.63
City of Prince Rupert	88,411.43	196,817.92	0.00	285,229.35
Village of Queen Charlotte	49,127.14	15,704.51	708.30	65,539.95
City of Quesnel	176,055.32	663,331.01	0.00	839,386.33
Skeena-Queen Charlotte Regional District	0.00	12,221.00	0.00	12,221.00
Town of Smithers	90,966.00	140,189.06	100.00	231,255.06
District of Stewart	41,393.10	19,313.85	9,123.60	69,830.55
District of Taylor	25,989.60	375,032.09	0.00	401,021.69
Village of Telkwa	8,718.96	7,546.58	0.00	16,265.54
City of Terrace	362,708.78	279,806.60	4,041.49	646,556.87
District of Tumbler Ridge	221,563.04	87,713.81	0.00	309,276.85
District of Vanderhoof	85,292.24	118,743.85	746.70	204,782.79
District of Wells	6,949.60	3,174.28	0.00	10,123.88
City of Williams Lake	106,302.80	209,745.45	220.45	316,268.70

\* Local governments collect school taxes which are then forwarded to the Provincial Government to help fund School Districts.

## COMMUNITY INVESTMENT AND OUTREACH

BC Hydro supports, educates and strengthens individuals and communities who share our interest in building a bright, sustainable future for British Columbians. Through our Community Investment program, we connect and support those who have demonstrated their commitment to building a conservation culture and energy literacy in British Columbia.

Applications meeting our criteria are accepted online. The application and criteria can be found at [bchydro.com/community/community\\_investment.html](http://bchydro.com/community/community_investment.html). Organizations are also welcome to contact Dayle Hopp for more information: 250 549 8581 or [dayle.hopp@bchydro.com](mailto:dayle.hopp@bchydro.com).

Some of the organizations that BC Hydro supported in the Northern region this past year include:

APPLICANT	COMMUNITY	DONATION/SPONSORSHIP
Tumbler Ridge Museum Foundation of Large Scale Dinosaur Track Site	Conservation and Tourism Development of Large Scale Dinosaur Track Site	Tumbler Ridge \$ 2,000
Bella Coola Valley Learning Society	Teen Takeover, The Garden Project	Bella Coola \$ 2,000
Prince Rupert Wildlife Rehab Shelter	Injured Abandoned Bird & Animal Rehabilitation	Prince Rupert \$ 5,000
Gavin Lake Forest Education Society	Grade 6 Outdoor Education program	Williams Lake \$4,000
School District No 27 - Cariboo Chilcotin	Heavy Metal Rocks	Williams Lake \$ 2,000
University of Northern British Columbia - UNBC Students Pave the Way	UNBC Students Pave the Way	Prince George \$ 4,200
Mackenzie Fish and Game Association	Mackenzie Fish & Game Educational Centre	Mackenzie \$ 1,000
Central Interior Science Exhibition	Central Interior Science Exhibition	Prince George \$ 1,500
Horsefly River Roundtable	Horsefly River Salmon Festival	Horsefly \$ 2,000
Tlell Fall Fair	32 Annual Tlell Fall Fair	Queen Charlotte \$ 500
The Exploration Place	Science Alliance Summer Camp	Prince George \$ 3,000
Terrace Riverboat Days	Multi event	Terrace \$ 1,000

## FISH & WILDLIFE COMPENSATION PROGRAM

The Fish & Wildlife Compensation Program (FWCP) is a partnership between BC Hydro, the Province of B.C., Fisheries and Oceans Canada, First Nations, and public stakeholders, operating in the Coastal, Columbia, and Peace regions of the province. The program was initiated in 1988 to support projects that conserve and enhance fish and wildlife and their supporting habitats in areas impacted by existing BC Hydro dams. The FWCP Peace Region has four sub regions: Finlay, Peace, Parsnip and Dinosaur.

Project selection and guidance is the responsibility of the FWCP-Peace Board which is made up of representatives from the Program partners to ensure regional decision-making. Through the FWCP, BC Hydro invests nearly \$1.5 million each year in the FWCP-Peace Region in support of conservation and restoration

of fish, wildlife and their habitats. More than \$25 million has been invested by BC Hydro through the FWCP in the Peace Region since 1995.

Projects that will be supported this year include: improving the scientific information available on mercury levels in fish in Williston and Dinosaur reservoirs; identifying potential fish barriers that could be removed to improve access to fish habitat; and enhancing survival of caribou calves within the Klinse-Za, Scott, Kennedy, and Burnt Pine caribou herd areas.

For a full list of all the projects that the Fish & Wildlife Compensation Program will be supporting this year in the Peace Region, please visit [fwcp.ca](http://fwcp.ca).

## BC HYDRO COMMUNITY RELATIONS

At BC Hydro we build strong relationships to support the unique needs and strengths of the communities we serve. Our Community Relations team does this by listening, providing information and working together with communities. Community Relations is the point of contact for local government, media, local business and community groups. Whether it's for capital projects, corporate initiatives and programs, local BC Hydro activities, significant planned outages, emergency response or unplanned power outages, we work hard to meet the needs of our stakeholders and ensure communities are kept informed.

### BC HYDRO COMMUNITY RELATIONS—NORTHERN REGION

If you have questions or comments, please contact:

<b>Bob Gammer</b> Manager, Northern Community Relations 250 561 4858 bob.gammer@bchydro.com	<b>Dave Mosure</b> Community Relations Coordinator 250 561 4906 dave.mosure@bchydro.com	<b>Dayle Hopp</b> Community Relations Assistant 250 549 8581 dayle.hopp@bchydro.com	To report a power outage call: <b>1 888 POWERON</b> (1 888 769 3766) or <b>*HYDRO</b> (*49376) from your cellphone.
---	---	---	---

## BC HYDRO'S LOCAL GOVERNMENT GUIDE

Quick access to key information on [bchydro.com](http://bchydro.com)

### PROJECTS & PROGRAMS

#### Smart Metering Information

[bchydro.com/smartmeters](http://bchydro.com/smartmeters)

Find out why Smart Meter installations are an important upgrade to our electricity system.

#### Capital Projects

[bchydro.com/energy\\_in\\_bc/projects.html](http://bchydro.com/energy_in_bc/projects.html)

We are investing in projects that are needed to keep the lights on in our province for the next 50 years. Learn more about projects taking place in your region.

#### Fish and Wildlife Compensation Program

[fwcp.ca](http://fwcp.ca)

BC Hydro supports fish and wildlife projects across the Province to conserve and enhance fish and wildlife impacted by construction of BC Hydro dams. Learn more about current projects and funding opportunities.

### REPORT GRAFFITI

#### How to Report Graffiti

[bchydro.com/community/in\\_your\\_region.html](http://bchydro.com/community/in_your_region.html)

Graffiti vandalism is a crime that affects everyone. We rely on local governments and the public to report incidents of graffiti by sending us an email through our website and including a photo of the equipment.

### DONATIONS

#### Community Investment

[bchydro.com/community/community\\_investment.html](http://bchydro.com/community/community_investment.html)

Learn about our funding opportunities and how to apply for them.

#### Scholarships & Endowments

[bchydro.com/community/community\\_investment/scholarships.html](http://bchydro.com/community/community_investment/scholarships.html)

We look to build the next generation of engineers, electricians, and many other key roles who will help us deliver clean energy for generations. Learn about our scholarship and endowment opportunities.

### POWER OUTAGES

#### Information about Outages

[bchydro.com/outages](http://bchydro.com/outages)

Find out more about outages in your area, how to prepare for them and how power is restored.

#### How to Report a Power Outage

[bchydro.com/safety-outages/power-outages/reporting\\_outage.html](http://bchydro.com/safety-outages/power-outages/reporting_outage.html)

Follow these instructions on what to do during a power outage. Call BC Hydro at 1 888 POWERON (1 888 769 3766) or \*HYDRO (\*49376) on your cell phone.

### POWER SMART INITIATIVES

#### Power Smart Programs

[bchydro.com/powersmart](http://bchydro.com/powersmart)

Learn about how you can be smart with your power. Take advantage of Power Smart rebates and programs.

#### Power Smart Sustainable Communities

[bchydro.com/powersmart/local\\_government\\_district/ps\\_communities.html](http://bchydro.com/powersmart/local_government_district/ps_communities.html)

Learn about how the Sustainable Communities program works and who is eligible to apply.

#### Business and Residential Rebates and Savings

[bchydro.com/rebates\\_savings](http://bchydro.com/rebates_savings)

Find out how you can save big through our Product Incentive Program and Power Smart Commercial and Industrial programs.

#### How to Green Your Home

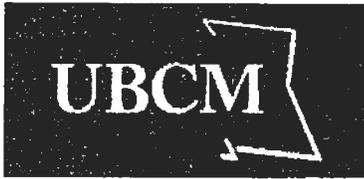
[bchydro.com/guides\\_tips](http://bchydro.com/guides_tips)

Learn how to cut your energy consumption at home, in your strata complex, in your community and in your business.

 [facebook.com/bchydro](https://facebook.com/bchydro)

 [@bchydro](https://twitter.com/bchydro)  
[@powersmartbc](https://twitter.com/powersmartbc)

 [@bchydro](https://www.instagram.com/bchydro)



## Wildfire Prevention Funding & Resources

Oct. 14, 2015

Following another damaging wildfire season in B.C., a number of new and renewed resources—funding and workshops—are available to local governments and First Nations seeking to better protect their communities.

- A \$10 million “top-up” to the Strategic Wildfire Prevention Initiative (SWPI) was announced by the Premier at the recent UBCM Convention. Grants will continue to be available for First Nations and local governments to prepare Community Wildfire Protection Plans and fuel management prescriptions, and to undertake operational fuel treatment projects. 2016 program materials will be available in December.
- The 2016 SWPI FireSmart Grant program, announced last month, is a new funding stream within SWPI. This program supports groups of residents to take the lead in planning for wildfire safety on their own properties. Local governments and First Nations may apply for up to \$10,000 each to take steps towards achieving FireSmart Community Recognition status. The application deadline is November 30, 2015.
- The Premier also advised UBCM delegates that the Ministry of Forests, Lands & Natural Resource Operations is developing a Forest Enhancement Program “to undertake salvage harvesting of dead timber, wildfire risk reduction and fuel management operations, and to enhance reforestation efforts and wildlife habitat restoration in stands severely impacted by wildfires and mountain pine beetle”. The program will be operational in 2016-17.
- The last of six regional Local FireSmart Representative Workshops will take place in Burnaby on November 17 & 18. Aimed at emergency preparedness and wildfire prevention staff from First Nations and local governments in the Coastal Fire Centre, this workshop will provide participants with the knowledge, skills and tools to help protect their communities from wildland-urban interface fires and will prepare participants to assist their communities in the FireSmart Canada Community Recognition Program.
- The First Nations’ Emergency Services Society (FNESS) has secured federal funds for an On-Reserve Fuel Reduction Treatment program. Applications from First Nations are being accepted until October 23, 2015.
- FNESS will also be delivering a series of six Regional Wildfire Prevention Workshops beginning in November 2015 and continuing until February 2016. Sessions are planned for Kamloops, Cranbrook, Williams Lake, Smithers, Vancouver and Fort St. John.

### Follow Us On

- Twitter: @ubcm

144

Board-Receive



## **2016 Asset Management Planning Grants**

Sept. 30, 2015

A 2016 round of grant funding for the Asset Management Planning program has been confirmed. The intent of the program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations.

Matching grants of up to \$10,000.00 are available to support activities that advance a local government's asset management planning or practices, and facilitate better integration of asset management planning with long term financial planning.

A maximum of 50 grants will be awarded, with priority given to applications that demonstrate cost-effective progress in asset management policy and/or practice and to applicants that have not previously received funding through the Asset Management Planning program.

Applications must be received by November 13, 2015. Full program information is available on the UBCM website.

### **Follow Us On**

- Twitter: @ubcm



145

## **AGLG Legislative Amendments Introduced**

Sept. 30, 2015

Bill 36 – *Auditor General for Local Government Amendment Act* was introduced in the Legislature on September 28th, 2015.

The provincial government signalled that legislative amendments would be introduced during the fall session when the report from the Independent Review was released in the spring.

In announcing the introduction of this Bill the Province stated it is intended to do the following:

- Clarify the terms and conditions of employment for the AGLG;
- Strengthen the audit council's authority to review and monitor the performance of the AGLG;
- Enhance the minister's authority to review the AGLG Act and the functioning of the office; and,
- Require that the AGLG consult with the Union of British Columbia Municipalities prior to developing the performance audit program.

In brief, the proposed amendments include:

- Removing the requirement that the AGLG be authorized to be an auditor of a company under Section 205 of the Business Corporations Act but making this a requirement for the Deputy AGLG.
- A requirement that a AGLG appointment must now be made under the Public Service Act.
- Provision that upon recommendation of the Minister of Community Sport and Cultural Development, the Lieutenant Governor in Council may, with or without cause, order that the AGLG be suspended, with or without remuneration, or removed.
- A statement that in making the above recommendation the Minister will consider a recommendation, if any, by the Audit Council. The words "if any" were not included in the original AGLG Act.
- Provision that the AGLG may provide information to a law enforcement agency if they believe an offence has been committed.
- Additional option for the Audit Council to secure support resources. Currently the AGLG Act provides that ministry staff resources may be provided to assist the Audit Council. The amendments add the option for the Audit Council to retain persons for this purpose (subject to approval of the Deputy Minister).
- Opportunities for the Audit Council to review and provide comment on the AGLG office's budget and programs.
- Provision that before preparing an Annual Service Plan, the AGLG must consult with UBCM respecting themes on which some or all audits must be based.
- Requirement that the Minister must begin a review of the Act five years after the Act has been in force.

UBCM will monitor this legislation as it proceeds through the Legislature. We will be particularly interested in the sections of the legislation that impact the Audit Council as we see the independence of this Council as very important.

In August UBCM released a report titled *Auditor General for Local Government: Perspectives on Operations*, that summarized the findings of the UBCM survey of audited communities. Prior to Convention UBCM followed up and presented our findings to the Minister and to the Audit Council.

At the 2015 UBCM Convention the following resolution was adopted:

*"That UBCM call on the Province to eliminate the Auditor General for Local Government due to the fact that the requirements of such an office are already met under existing local government legislation and regulations."*

Also at Convention, Minister Fassbender announced the appointment of Mr. Gordon Ruth, the new AGLG and his intention to add two additional positions (with local government experience) to the Audit Council.

## **Follow Us On**

- Twitter: @ubcm



## **New FireSmart Grant Program Launched**

Sept. 30, 2015

A new funding stream within the Strategic Wildfire Prevention Initiative will assist communities to develop or advance local planning efforts to mitigate risk from wildfire on private lands in the wildland urban interface. Fifty grants of up to \$10,000 each will be made available to local governments and First Nations under the 2016 SWPI FireSmart Grant program.

The funding will support residents to undertake FireSmart planning activities, as identified through the FireSmart Communities Program provided by Partners in Protection. FireSmart Communities is designed to encourage self-organized groups of residents to take the lead in implementing solutions for wildfire safety on their own properties.

First Nations and individual neighbourhoods or subdivisions within local governments that are in areas prone to wildfire can earn FireSmart Community Recognition status by meeting the criteria set by Partners in Protection.

The intent of the 2016 SWPI FireSmart grant program is to enable First Nations or resident or community groups within a local government to take the required actions in order to achieve and/or maintain FireSmart Community Recognition status from Partners in Protection.

The Strategic Wildfire Prevention Initiative (SWPI) is a suite of funding programs managed through the Provincial Fuel Management Working Group – including the First Nations' Emergency Services Society, Ministry of Forests, Lands & Natural Resource Operations and the Union of BC Municipalities (UBCM).

Since 2004, SWPI has provided funding for Community Wildfire Protection Plans and updates, fuel management prescriptions, pilot/demonstration projects and operational fuel treatments. The 2016 SWPI FireSmart Grant program has been developed as a new funding stream within SWPI.

### **Follow Us On**

- Twitter: @ubcm



## **FCM's CIPP Program: A New Way Forward**

Sept. 30, 2015

Through partnerships, First Nations and local governments have the potential to share scarce resources, reduce costs, and generate positive social and economic outcomes. FCM's Community Infrastructure Partnership (CIPP) Program provides opportunities for First Nations and local governments to work together, for the benefit of all.

The award-winning CIPP program encourages participants to imagine a new way forward. It supports capacity building and provides tools to strengthen partnerships and develop lasting service agreements. Since its 2010 launch, CIPP has:

- Hosted training workshops for over 100 First Nations and neighbouring municipalities.
- Facilitated historic meetings that resulted in friendship or communication agreements.
- Supported service agreement creation particularly on water, but also waste, fire, and transit.

Interested communities have the opportunity to take advantage of the following services, at no cost:

- Regional workshops on relationship building and service agreements.
- National webinars on pricing, governance and CIPP resources.
- Volunteer and peer mentors including engineers and facilitators.
- Online Toolkit, templates, case studies, and sample agreements.

The next Regional Workshop will take place in Nanaimo, BC on October 5th 2015. Contact Karen Miller at FCM if you would like to receive a copy of the workshop report.

*CIPP is funded by Aboriginal Affairs and Northern Development Canada and implemented by the Federation of Canadian Municipalities.*

### **Follow Us On**

- Twitter: @ubcm



## **UBCM Appointment Sought to Real Estate Foundation of BC**

Sept. 30, 2015

UBCM is currently looking to appoint a local elected official to the Board of Governors of the Real Estate Foundation of BC (REFBC) as a result of an Order in Council passed on June 8, 2015.

The Real Estate Foundation of BC was established in 1985 as a provincially legislated nonprofit corporation that provides grants and other forms for funding to non-profit organizations whose projects aim to improve land use and/or real estate practices in the province of BC. The Foundation's mission is to transform land use attitudes and practices to make BC communities better and stronger. As the Foundation marks over 25 years of grant making, it must continue to adapt to global economic uncertainty and stay attuned to the changing needs of BC communities – both urban and rural.

The board meets quarterly, over 2 days, with the next meeting scheduled for December 17 and December 18, with a pre-meeting Governors' dinner scheduled for the evening of December 16th. Subsequent meeting dates and locations are:

- March 30th and 31st (Vancouver)
- June 10th and 11th (Parksville)
- Sept 29th and 30th (Vancouver)
- Dec 15th and 16th (Vancouver)

REFBC arranges and covers the travel and accommodation for board members.

If you have questions, or wish to apply for this appointment please submit your name and a short bio, outlining why you feel you are best able to represent community interests on the REFBC to Marie Crawford, UBCM Associate Executive Director by October 30th.

### **Follow Us On**

- Twitter: @ubcm

150

Board-Receive



## September 25 Resolutions Debate

Sept. 25, 2015

The following is a summary of the resolutions and positions adopted during the September 25 policy session at the 2015 Convention. The full and exact wording of any amendments will appear in the Convention Minutes.

### Report on Resolutions Received After the Deadline

On motion, duly moved and seconded, delegates endorsed the recommendations of the Resolutions Committee in the Report on Resolutions Received After the Deadline. This means that resolutions LR1, LR2 and LR3 were admitted for debate, while the remaining late resolutions were not admitted for debate.

LR1 Assistance to Refugees

*Endorsed*

LR2 Appurtenance Provisions in the *Forest Act*

*Endorsed*

LR3 Federal Port Operations on Agricultural Land

*Endorsed*

Following consideration of the Report on Resolutions Received After the Deadline, the membership continued with consideration of the remaining Section B resolutions.

### Section B2-b

B86 Land Title Fees

*Endorsed*

B87 Funding Allocation to Small Communities

*Endorsed*

B88 Change the Requirements for Public Notification

*Endorsed*

B89 Setting of Local Government Fees

*Endorsed*

B90 Change the Position Title of Electoral Area Director

*Referred to UBCM Executive*

B91 Candidates for Local Government Elections to Run in One Jurisdiction Only

*Endorsed*

B92 Withdrawal, Death or Incapacity of an Election Candidate

*Endorsed*

B93 Recall of Local Government Elected Officials

*Endorsed as Amended*

*Therefore be it resolved that UBCM request that the Province of British Columbia amend BC's Community Charter to include a mechanism enabling voters to recall their local government elected officials, whereby the signatures of more than 50% of registered municipal **or ward** voters would be required, with the petition being initiated no less than 18 months after the date the local government elected official was sworn in to office, following the same recall timeline currently being used by Elections BC for the recall of Members of the Legislative Assembly.*

B94 Campaign Contribution Legislation

*Endorsed*

B95 Aversive Conditioning of Urban Ungulates

*Not Endorsed*

B96 Geographic Scope of Environmental Impact Assessments

*Endorsed*

B97 Waiving Royalties for Gravel Extraction in Flood Hazard Areas

*Endorsed as Amended*

*Therefore be it resolved that UBCM request the provincial government to waive royalties for all gravel that is extracted by local governments and leaseholders from riverbeds adjacent to flood hazard areas, **where qualified professionals confirm that gravel extraction will reduce flooding risk.***

B98 Medical Marijuana Dispensary Regulation

*Endorsed*

B99 Removal of Lands from Agricultural Land Reserve

*Endorsed*

B100 Charging Infrastructure for Electric Vehicles

*Not Endorsed*

B101 Support for Prioritizing of Resolutions

*Not Endorsed*

B102 Include Marijuana Derivatives and Review Access

*Endorsed*

### **Section B3-a**

The recommendations of the Resolutions Committee for the Section B – Part 2-a resolutions were introduced as a block. This includes resolutions B103 to B110.

The Resolutions Committee recommendations on the Section B – Part 2-a resolutions were endorsed as a block. This means that the resolutions in Section B – Part 2-a were endorsed, with resolution B108 being endorsed with amendment as proposed.

**B108 Homelessness Partnering Strategy**

*Endorsed with Amendment as Proposed*

*Therefore be it resolved that the Union of BC Municipalities urge the federal government to:*

- *Update the Homelessness Partnering Strategy "Designated Communities" eligibility list to reflect significant homelessness challenges faced by many communities not previously identified as having serious homelessness challenges; and*
- ***Amend the funding criteria to consider a broad range of factors including community capacity and the specific needs of individuals who are homeless or at risk of homelessness;***

*And be it further resolved that federal government funding of the Homelessness Partnering Strategy be increased to take into account new communities added to the program.*

**Section B3-b****B111 National Inquiry on Missing and Murdered Aboriginal Women**

*Endorsed*

**B112 Warning Labels for all Fossil Based Liquid Fuels**

*Endorsed as Amended*

*Therefore be it resolved that UBCM support, and **that member local governments** will implement where possible, legislation to require retailers of petroleum products to provide plastic sleeves (nozzle toppers) with warning labels on pump handles for all fossil based liquid fuels.*

On motion, duly moved and seconded, the recommendations of the Resolutions Committee for the remaining Section B – Part 3 resolutions were introduced as a block. This includes resolutions B113 to B122.

The Resolutions Committee recommendations on the remaining Section B – Part 3 resolutions were endorsed as a block. This means that resolution B121 was not endorsed, and that the UBCM Executive will consider the remaining Section B – Part 3 resolutions at their meeting in November 2015.

**Follow Us On**

- Twitter: @ubcm



## Endorsed Resolutions

Sept. 24, 2015

The following is a summary of the resolutions and positions adopted during the policy session today at the 2015 Convention. The full and exact wording of any amendments will appear in the Convention Minutes.

### Section B1

The assembly continued with consideration of the remaining resolutions removed from the Section B1 block for individual debate.

B18 Electricity Costs of Recreational Facilities

*Endorsed*

B34 Ministry of Energy and Mines Permitting

*Endorsed*

### Section B2-a

The recommendations of the Resolutions Committee for the Section B – Part 2-a resolutions were introduced as a block. This includes resolutions B52 to B73.

A motion, duly moved and seconded, to remove the following resolutions from the Section B – Part 2-a block and admit them for individual debate, was endorsed.

B53 Human Trafficking

B62 Compliance Under the BC Recycling Regulation

B73 *Workers Compensation Act* Presumptive Clause for First Responders

The Resolutions Committee recommendations on the remaining Section B – Part 2-a resolutions were endorsed as a block. This means that the remaining Section B – Part 2-a resolutions were endorsed, and that the following resolutions were endorsed with amendment as proposed:

B52 Re-Establish Provincial Government as Diking Authority

B60 Quagga and Zebra Mussels

Following consideration of the Section B – Part 2-a block, the assembly began consideration of the resolutions that had been removed from the block for individual debate.

B53 Human Trafficking

*Endorsed as Amended*

*Therefore be it resolved that UBCM call on **the RCMP, local police forces, and local governments to continue to work collaboratively** in order to implement the recommendations found within the National Task Force on Sex Trafficking*

of Women and Girls in Canada's recent report ("NO MORE" Ending Sex-Trafficking in Canada) as well as the Province of British Columbia's Action Plan to Combat Human Trafficking.

B62 Compliance Under the BC Recycling Regulation  
*Endorsed*

B73 Workers Compensation Act Presumptive Clause for First Responders  
*Endorsed*

### **Section B2-b**

The following resolutions from Section B – Part 2-b were debated individually.

B74 Funding for Road Maintenance  
*Endorsed*

B75 Highway Maintenance  
*Endorsed*

B76 Routine Highway Maintenance Over Pipelines  
*Endorsed*

B77 Development of an Emergency Response Seismic Mitigation Fund  
*Endorsed*

B78 Disaster Relief  
*Endorsed*

B79 WorkSafe BC Confined Space Regulations  
*Not Endorsed*

B80 Rape Culture in Canada  
*Endorsed as Amended*

*Therefore be it resolved that UBCM advocate for an intergovernmental task force to be convened to determine the steps needed to erase the "rape culture" that is pervasive in schools, universities, workplaces and elsewhere across Canada;*

*And be it further resolved that the task force be mandated to elicit testimony from victims in order to determine the steps needed to improve the reporting, arrest and conviction rates across Canada;*

***And be it further resolved that the task force be mandated to determine the steps needed to improve the reporting, arrest and conviction rates across Canada.***

B81 BC Emergency Response Management System  
*Endorsed*

B82 Increasing Corporate Income Tax Rates  
*Endorsed*

B83 Carbon Tax  
*Not Endorsed*

B84 Business Class Exemption

*Not Endorsed*

B85 Office of Auditor General for Local Government

*Endorsed*

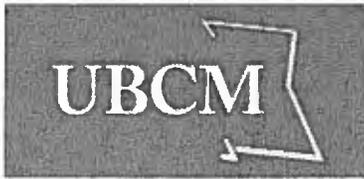
The Report on Resolutions Received After the Deadline will be considered during the policy session on Friday, September 25 beginning at 8:00 am. Following consideration of the Report, the membership will continue with consideration of the remaining Section B resolutions.

### **Follow Us On**

- Twitter: @ubcm

156

Board-Receive



## **NDP Government Would Focus on Partnership**

Sept. 24, 2015

NDP leader John Horgan told UBCM delegates today that a New Democrat government would focus on partnership with communities and among provincial parties.

Mr. Horgan said that a government under his leadership would ensure that mental health services are consistent across the province. Horgan also committed the NDP to scrapping the Auditor General for Local Government and re-allocating its budgetary commitments to other priorities, such as mental health or funding resource communities. Horgan also acknowledged the need for new solutions to improve housing affordability in B.C., and pledged to make more Crown land available to communities for social housing.

Referencing the high turnover among Ministers for local government that has occurred over the past decade, Horgan also said that an NDP government would provide greater stability for B.C. communities.

### **Follow Us On**

- Twitter: @ubcm



## Delegates Endorse Resolution to Eliminate AGLG

Sept. 24, 2015

UBCM members endorsed a resolution calling for the government to eliminate the Office of the Auditor General for Local Government (AGLG) on Thursday morning.

**Resolution B85: Office of Auditor General for Local Government** was endorsed by 54.5 percent through an electronic vote. The resolution, brought forward by the District of North Saanich, was subject to considerable debate by the membership.

Councillor Catherine Lord from the City of Vernon told delegates that she supported the motion based on her community's experience as an audit community that had worked with the AGLG. Ms. Lord noted that audit process "took a considerable amount of time" but provided "a minimal end result."

Township of Esquimalt Councillor Beth Burton-Krahn spoke against the resolution light of the qualifications of the new Auditor General for Local Government, Mr. Gordon Ruth, announced by the Province yesterday. "There is a new Minister and new [AGLG] leadership and should be given another chance."

Mayor Bruce Milne of Sechelt, whose local government has been audited by the AGLG, also spoke against the motion. "No one can read the reports released thus far and not see the value in outlining best practices and recommendations based on actual findings," said Milne. "Claiming we do not need audits of our spending puts us in the same category as the Canadian Senate or the UK House of Lords. Our communities deserve better. They want us to be open and transparent."

### Follow Us On

- Twitter: @ubcm

158 Board-Receive



## **Let's Prosper Together Says Green Leader**

Sept. 24, 2015

Adam Olsen used much of his final speech to UBCM as Interim Green Party Leader to encourage delegates to embrace relations with their neighbouring First Nations communities.

Connecting senior staff and elected officials from our respective communities will result in enduring and resilient relationships, said the Tsartlip band member and former District of Central Saanich councillor. "Only by working together will both prosper."

Olsen indicated that the Green's support for natural resource development differs from the current government's approach. "Frankly, our province is falling behind," he warned. "Stop hollowing out our province and start investing in it," he said.

### **Follow Us On**

- Twitter: @ubcm

---

Copyright © 2012 UBCM. All rights reserved.



## **Liability and Risk Management for Elected Officials**

Sept. 24, 2015

Presenters from the Municipal Insurance Association of B.C. described the risks and consequences of local government liability exposure and offered valuable advice on how elected officials can to avoid placing themselves, their boards and councils in these circumstances.

Settlement costs from liability and property claims are just the tip of the iceberg, as legal costs, lost time, and high stress are also inevitable when misstatements or misbehaviour are alleged. Claims may be denied or settled, but in both cases the process of discovery and trial can take years and damage personal health and reputations.

The presentation provided legal definitions of negligent misrepresentation, defamation and misfeasance and many examples of how these situations arise. "Every time elected officials speak to members of the public, there is some financial interest or outcome at stake," said Lindsay Nilsson, MIABC director of Claims and Legal Services. Conversations can become the basis of claims if something is said or written that is proved in law to have caused the party to suffer a loss.

Prevention is definitely better than cure. Avoiding claims is possible with a few best practices: Learn to identify the risk; do not give answers without being 100% certain; use "invariable practice" of qualifying answers; refer decision making to your council/board; record the exchange.

The MIABC is offering Regional Risk Management Seminars on the south Island and the Lower/Mainland Fraser Valley in October that will be recorded and will subsequently be available by webinar.

### **Follow Us On**

- Twitter: @ubcm



## WoodWorks! Winners Announced

Sept. 24, 2015

Leadership in wood use for design and building of local government projects was recognized today at the UBCM Convention.

Wood *WORKS!* BC announced winners of the 2015 Community Recognition Awards, which are presented annually to local governments that have been exemplary advocates for the use of wood

The 2015 recipients are:

**AVICC -- Association of Vancouver Island and Coastal Communities:** Town of Qualicum Beach for the Qualicum Beach Fire Hall (MERIT: Vancouver Island Regional Library, representing 28 municipalities and 10 regional districts for libraries in City of Nanaimo and Town of Lake Cowichan)

**AKBLG -- Association of Kootenay Boundary Local Governments:** Village of Kaslo for the 5<sup>th</sup> Street Unity Bridge (MERIT: City of Kimberley|Village of Midway)

**NCLGA -- North Central Local Government Association:** District of Chetwynd for the Chetwynd Municipal Hall (under construction) (MERIT: Village of Burns Lake)

**SILGA -- Southern Interior Local Government Association:** Columbia Shuswap Regional District for administrative and board offices in the City of Salmon Arm (MERIT: Village of Clinton|City of Armstrong)

**LMLGA -- Lower Mainland Local Government Association:** Squamish - Lillooet Regional District for the Garibaldi Fire Hall in the Town of Whistler (MERIT: City of Surrey|City of Port Moody)

Wood *WORKS!* BC is a recognized resource to help BC communities follow the Wood First Act, which requires provincially funded buildings to feature wood as the primary construction material within the BC Building Code.

### Follow Us On

- Twitter: @ubcm



## Municipal Issues Driving Federal Election

Sept. 23, 2015

Federation Canadian Municipalities president Raymond Louie, no stranger to the UBCM, was warmly received by Convention delegates on Wednesday afternoon. The Vancouver councillor and former Lower Mainland Local Government Association executive member delivered the FCM address emphasizing the federal election.

He congratulated UBCM's strong leadership and boasted that B.C. has the most innovative municipalities in the country.

This election, he said, presents a vital opportunity to move the municipal agenda forward in Canada. Louie is leading the FCM's federal election efforts, Roadmap for Election 2015, which includes websites, a Party Platform Tracker and an Election Toolkit. With BC as a key election battleground this time around, he said, "we need to be active, we need to be united, and we need to be ready."

Local government issues are resonating on the campaign trail, he reported. All four major federal party leaders have named municipalities as vital partners they are keen to work with. Louie asked for delegates to help promote the *#cdnmuni* commitment to candidates, letting them know that voters are looking for federal support for local communities, to create jobs, build the economy and protect the environment.

### Follow Us On

- Twitter: @ubcm



## Proposed Changes to Fire Services Act Would Download New Costs to RDs

Sept. 23, 2015

A resolution endorsed during Wednesday's session draws attention to the potential cost and capacity impacts to regional districts that will result if proposed changes to the *Fire Services Act* move forward. The changes under consideration would require regional districts to enforce the *Fire Services Act* in unincorporated areas, adding significantly to local government costs to deliver this service.

Resolution A3: *Provincial Responsibility for Fire Services Act and Regulations* requests that the province provide the necessary resources to inspect and enforce provincial safety regulations including the *Fire Services Act* rather than pursuing options to download the responsibility for inspections and enforcement of provincial regulations on local governments.

Chair Al Richmond, UBCM First Vice-President said, "While our members are supportive of the need to amend the *Fire Services Act* to close the gap to ensure that the same level of protection is provided in all areas of the province, our concerns are with the process which the province is proposing which will download the inspection and enforcement requirements to local governments."

The resolution, submitted by Squamish-Lillooet Regional District and endorsed by the Southern Interior Local Government Association, was also supported by six similar resolutions from Bulkley-Nechako Regional District, East Kootenay Regional District, Thompson-Nicola Regional District, Cowichan Valley Regional District, Comox Valley Regional District and Cariboo Regional District.

### Follow Us On

- Twitter: @ubcm



## Decisions Arising from the September 23, 2015 Resolutions Session

Sept. 23, 2015

The following is a summary of the resolutions and positions adopted during the Wednesday policy session at the 2015 Convention. The full and exact wording of any amendments will appear in the Convention Minutes.

### Section A

#### A1 Allocation of New Building Canada Fund

*Endorsed as Amended*

*Therefore be it resolved that UBCM call on the Province to allocate a **minimum of 60%** of the Building Canada Fund directly to local government.*

#### A2 Mental Health and Addiction Services and Resources

*Endorsed with Amendment as Proposed*

*Therefore be it resolved that the provincial government be called upon to develop a long-term, multi-faceted strategy to help people suffering from mental health and addiction issues including integrated health and psychiatric care, criminal justice reform, and access to affordable housing, as a matter of priority within the BC health care system;*

***And be it further resolved that UBCM call on the provincial government to ensure that the level of resourcing and facilities for providing mental health and addiction services are increased throughout the province to allow for improved access and treatment for those suffering from mental health issues, including addictions.***

#### A3 Provincial Responsibility for *Fire Services Act* and Regulations

*Endorsed*

#### A4 Resourcing Local Governments for Oil and Hazardous and Noxious Substances Emergency Planning Response

*Endorsed with Amendment as Proposed*

*Therefore be it resolved that UBCM call on the provincial and federal governments to expand the scope of oil and hazardous and noxious substances (HNS) risk assessment and response planning to include all impacts and consequences on local communities and governments, and introduce additional funding for the resources and locally-specific capacity building required to ensure that local governments are in the best possible position to plan for and protect communities and the environment in the event of fires, explosions, spills and related incidents as a result of increasing transportation of oil and HNS;*

***And be it further resolved that UBCM and the Federation of Canadian Municipalities call upon the federal government to develop a comprehensive emergency response plan and procedure for hazardous and noxious substance spill related emergencies that includes due recognition of and compensation for the role of local government emergency response services.***

A5 Environmental Bill of Rights

*Endorsed*

164

### **Section B1**

The recommendations of the Resolutions Committee for the Section B – Part 1 resolutions were introduced as a block. This includes resolutions B1 to B51.

A motion, duly moved and seconded, to remove the following resolutions from the Section B – Part 1 block and admit them for individual debate, was endorsed.

B6 Sustainable Dredging of Secondary Channels of the Lower Fraser River

B8 Local Government Elections – Internet Voting

B18 Electricity Costs of Recreational Facilities

B34 Ministry of Energy and Mines Permitting

The Resolutions Committee recommendations on the remaining Section B – Part 1 resolutions were endorsed as a block. This means that the remaining Section B – Part 1 resolutions were endorsed.

Following consideration of the Section B – Part 1 block, the assembly began consideration of the resolutions that had been removed from the block for individual debate.

B6 Sustainable Dredging of Secondary Channels of the Lower Fraser River

*Endorsed*

B8 Local Government Elections – Internet Voting

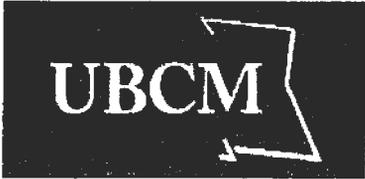
*Endorsed*

The remaining resolutions removed from the block for individual debate will be considered during the policy session on Thursday, September 24 beginning at 8:55 am.

### **Follow Us On**

- Twitter: @ubcm

165 Board-Receive



## Update from Emergency Management BC

Sept. 23, 2015

This morning, Pat Quealey, Assistant Deputy Minister, Emergency Management BC, told delegates that while "all emergencies are local" the province is continuing to build their emergency response capabilities.

With a focus on unity of effort and purpose, Mr. Quealey walked delegates through the activities of Emergency Management BC and their focus on integrated response. This included recent staffing additions and the status of their 3-year planning efforts to develop a decision-making framework for immediate response, sustained response and recovery planning.

To provide context, Mr. Quealey reviewed scenario modeling for Metro Vancouver and the Capital Regional District estimating numbers of fatalities and injured or displaced citizens. The message was clear: in the case of a catastrophic earthquake, communications will be disrupted, critical infrastructure will be severely impacted, and the supply of food, water and aid may be limited for months.

Emergency Management BC continues "to prepare for the worst" and will be testing their planning efforts to date through a coastal response exercise in Port Alberni in June 2016. The exercise is being coordinated with local governments, First Nations and other agencies to test and inform the decision-based plans that are in place.

Mr. Quealey finished his presentation with a focus on notification, alerting and public education and spoke to EMBC plans to increase their ability to connect directly to citizens in the case of a tsunami alert and other emergency situations. Mr. Quealey identified that the Province intends to develop a Local Government Engagement Strategy, as well as enhanced support for First Nation communities.

### Follow Us On

- Twitter: @ubcm



## Are our Water Systems at Risk?

Sept. 23, 2015

The findings of the B.C. Water and Wastewater Association/Urban Systems report were presented to a full house by John Weninger, BCWWA Chair of Infrastructure Management at a clinic Wednesday. The session's attendance clearly signified the importance of the issue of financial sustainability of water and wastewater systems for local governments in BC.

Released last February, the report *Are Our Water Systems At Risk?* looked at 162 local governments' audited financial statements and a selection of community asset management plans. It assessed how financially well-positioned BC municipalities are to sustain their water and wastewater infrastructure at a time when many systems are in need of renewal and replacement.

The report identified several key findings, including that water and wastewater fees are not covering the full cost of service delivery in many communities and that many local governments are vulnerable, as they have not set aside sufficient reserve savings to buffer unexpected changes.

The report estimates that at least \$13 billion of additional investment will be required to renew and replace water and wastewater infrastructure in B.C.

Mr. Weninger pointed to communities' reliance on provincial and federal grant funding, a lack of asset management planning, deferrals of maintenance investments, urban sprawl, and a perception of a lack of public support for paying the full cost of the system as obstacles to local governments being well positioned to address water and wastewater system needs.

Mr. Weninger suggested that local governments address financial impact of aging water and wastewater infrastructure by adjusting water and wastewater rates to cover the full cost of the services; develop an integrated asset management process; rank water and wastewater renewal as a top priority; adopt 'smart growth principles' and foster collaboration among all levels of government to support communities to become fiscally self-reliant.

Mr. Weninger concluded the clinic by saying, "renewal should be a top priority for this generation but also for generations to follow."

*The full report can be found at the BCWWA website [www.bcwwa.org](http://www.bcwwa.org).*

### Follow Us On

- Twitter: @ubcm



## **New Auditor General for Local Government Announced**

Sept. 23, 2015

On Wednesday, Minister Peter Fassbender announced that Gordon Ruth has been appointed as the next Auditor General for Local Government.

Gordon Ruth, FCPA, FCGA is currently the executive vice president of certification and operations for the Chartered Professional Accountants of BC. Ruth was also the chief executive officer for the Certified General Accountants of BC and has held several positions in the public sector. He spent 15 years with the Greater Vancouver Regional District (now Metro Vancouver), ultimately as the chief financial officer. His appointment is effective October 1, 2015.

The Minister also indicated that additional appointments to the Audit Council at the AGLG are forthcoming. The new appointees will both bring local government experience to their role with the Council.

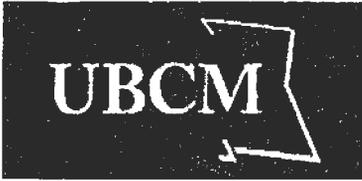
In the balance of his address, Minister Fassbender committed to additional dialogue with UBCM and local government regarding the Building Canada Fund; encouraged delegates to engage in the new Promote Your Community to the World program; and reiterated his commitment to work with mayors on the future of TransLink.

### **Follow Us On**

- Twitter: @ubcm

168

Board - Receive



## President's Address Focuses on Provincial Relationship

Sept. 23, 2015

In an address Wednesday, UBCM President Sav Dhaliwal commended the Province for areas where collaborative work with local government was producing results while also encouraging the government to do better in matters of consultation.

Councillor Dhaliwal acknowledged Provincial engagement on a wide range of issues, including proposed new guidelines for election expenses; consultation on a land spill response framework; funding support for the Community to Community program and small water systems; and the renewal of an MOU between UBCM and the Ministry of Aboriginal Relations and Reconciliation that was signed Monday.

Dhaliwal indicated a need for greater transparency by the Province with regard to the local government share of the New Building Canada Fund. The President also invited closer consultation with UBCM on proposed legislative changes to the office of the Auditor General for Local Government. In the resolutions session following the speech, delegates endorsed Resolution A1 calling on the province to allocate 60% of New Building Canada Funding to infrastructure owned by local government.

Councillor Dhaliwal also reiterated UBCM's commitment to the *Strong Fiscal Futures Report*, which provides a framework to renew local government finance in B.C. Delegates unanimously endorsed this report at the 2013 UBCM Convention. Dhaliwal also praised the Federation of Canadian Municipalities for their election readiness strategy.

### Follow Us On

- Twitter: @ubcm



## Update on the Auditor General for Local Government

Sep 22, 2015

On Tuesday, delegates were informed of changes that are underway related to the governance and operations of the office of the Auditor General for Local Government (AGLG).

Jacque Dawes, Deputy Minister for the Ministry of Community, Sport and Cultural Development told delegates that the Province of B.C. remains committed to the work of the AGLG office: "We feel [the office] is now operating as it should and serving the interests of taxpayers." Ms. Dawes affirmed that UBCM's report from earlier this year would help to inform where the office will go in the future.

The Acting Auditor General for Local Government, Arn van Iersel, outlined changes that have already been implemented in the office in response to the recommendations from an independent review and the report by UBCM. Mr. van Iersel indicated that further training of staff has been undertaken and that UBCM has been approached to provide further suggestions for upgraded training.

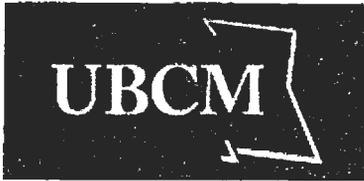
Mr. van Iersel also said the office would scale back the number of audit and perspective reports published annually. The AGLG office will also dedicate their own staff to undertake all fieldwork and gradually reduce the use of external contractors. Audit topics that are currently under consideration by the office include water systems and human resources.

Audit Council member Tim Wood told delegates that he believed "performance auditing is a fundamental means of protecting democracy" since it helps to build public confidence and trust in government. Mr. Wood also indicated that the Audit Council wants to build on the positive momentum that van Iersel has generated in the AGLG over the past six months.

Mayor Wayne Baldwin voiced appreciation for work that has been undertaken to date. Mayor Baldwin, who is also a member of the UBCM Executive, expressed concern that as yet consultation on proposed legislative changes to the office had not taken place with UBCM. The province announced that legislation would likely be introduced in the fall legislative session this year. Mr. Baldwin also noted that Minister Fassbender has been engaged with this file since his recent appointment, and expressed hope that better collaboration will result at the direction of the Minister.

### Follow Us On

- Twitter: @ubcm



## Coordinating Policing and Mental Health Care Interventions

Sep 22, 2015

Delegates at today's Large Urban Communities Forum heard success stories from the front lines of mental health and policing. A collaborative approach between police and health care and social workers is diverting psychiatric emergency calls to special team units, reducing hospital intakes and helping match clients to the services they most need.

Corporal Taylor Quee, with the Police Mental Health Intervention Unit, described the kinds of mental health crises that police respond to every day. Often severely addicted or mentally ill clients will call 9-1-1, receive emergency services and/or extended hospital care, be discharged, and then repeat the process a day, a week or a month later.

Breaking this "cycle of crisis" is the goal of the collaboration between Fraser Health and the Surrey RCMP. A similar program is under way between Northern Health and the Prince George RCMP.

Brian Jackson, a psychiatric nurse and manager of Fraser Health's Assertive Community Treatment Team, explained how a cooperative approach between agencies can better help frequent users of hospital and police services receive appropriate care. "The key to success is engagement, outreach and a multi-disciplinary team approach," he said.

Using a Housing-First model, caregivers patiently cultivate trust and extend this to emergency response workers, sharing client files and identifying diagnoses and patterns of behaviour. By coordinating with psychiatric nurses and social outreach workers, repeat clients are identified and can be responded to appropriately.

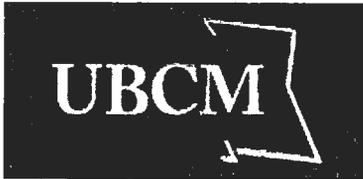
This effort has resulted in a 58% reduction in emergency department visits, and an 80% reduction in hospital admissions, for psychiatric reasons in Surrey.

The model has many benefits, including saving money, reducing ER congestion, freeing up police resources, decreasing homelessness and improving quality of life for clients. It can also avoid ineffective responses, which can result in higher risk situations for police, care practitioners, the public and the individuals in crisis.

A better informed, "softer touch" response from police provides clients with the least intrusive resolution to emergency situations while providing a high standard of care. The model can be adapted to any size of community, according to Quee.

### Follow Us On

- Twitter: @ubcm



## Sparking Action for FireSmart Communities

Sep 22, 2015

This morning's 'Sparking Action for FireSmart Communities' clinic identified 2015 as part of the current trend of increasingly active and damaging fire seasons and provided delegates with important information on how to build wildfire-resilient communities.

This year's wildfire season started early in BC and has seen more than 1,800 fires, including 24 interface fires of notes. Nearly 300,000 hectares have burned to date this year. Although comparable to the 2014 season, more fires occurred in the south of the province and more structures were destroyed this year.

Clinic panellists included BC Wildlife Service's Lyle Gawalko and FireSmart Canada's Kelly Johnston who provided a vividly clear message: FireSmart communities can reduce wildfire risks and decrease community and personal losses from wildfires.

"We'll always have wildfires," said Gawalko, "because we have lightening, and we have forests and grasslands." Climate change and the Mountain pine beetle are contributing causes, but so is increasing development in the wildland-urban interface, where the forest meets the community.

Specific examples of successful FireSmart actions were provided by the Anarchist Mountain community's FireSmart Coordinator Denis Thomson and District of Logan Lake Mayor Robin Smith. They demonstrated how activities at the local government level and by community members can reduce wildfire risk on their own properties and neighbourhoods.

The District of Logan Lake, a small community completely surrounded by forests, developed the first Community Wildfire Protection Plan in the province. For the next ten years they worked their plan to the fullest, said Mayor Smith.

The clinic highlighted the resources available to support local governments, First Nations and community and resident groups to become FireSmart. This includes funding under the existing Strategic Wildfire Prevention Initiative and the newly announced 2016 SWPI FireSmart Grant Program. All program and application materials are available on UBCM's website.

The new program seeks to dramatically increase the number of FireSmart-recognized communities in B.C. There are 15 certified communities in Canada, while 1,500 U.S. communities have been certified under the similar FireWise program.

"Everyone is responsible for wildfire prevention," said Johnston. "We need to encourage private home owners and land owners to take responsibility for reducing their risk."

### Follow Us On

- Twitter: @ubcm

172



## Provincial Review of Biosolids Storage, Use Underway

Sep 22, 2015

A Tuesday morning clinic heard an update from the Ministry of Environment (MoE) concerning a scientific review that may lead to regulatory changes concerning the use of biosolids. Recommendations arising from the review are slated for release in December of this year.

Chris Ord, from the MoE Environmental Standards Branch, outlined the benefits of using biosolids (sludge from wastewater operations that has been treated to reduce odour and contaminants), including tailings reclamation and enhancing soil. At present in B.C., 60% of our biosolids are used to rehabilitate mining sites, 20% are used in forestry and 20% for agricultural purposes. Utilizing biosolids rather than disposing of them in landfills also reduces the amount of greenhouse gas produced by B.C. landfills.

While biosolids contain trace amounts of harmful substances, MoE staff informed delegates that the risk of using biosolids for agricultural purposes is negligible provided they are used in accordance with existing standards and regulations. Potential contaminants include triclosan (commonly found in detergent), pharmaceuticals and metals. Although some efforts are underway, MoE staff acknowledged that further steps to reduce source contaminants are needed.

Delegates from several communities questioned MoE staff on the issue of odour, and the need for tougher standards on odour control. Metro Vancouver staff also described the use of biosolids within their area and the practice of shipping biosolids to other parts of the province, such as mining operations or ranching operations, where there is a need for the resource.

### Follow Us On

- Twitter: @ubcm

173

Board-Receive



## **Funding Announced for Safe Drinking Water**

Sep 22, 2015

Following a commitment made at last year's Convention, Health Minister Terry Lake today announced \$500,000 in funding for the BC Water & Waste Association to help communities address small water systems challenges.

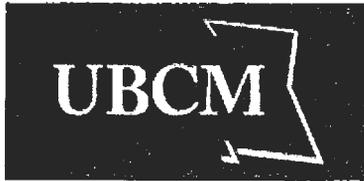
The Ministry plans to work the association to support communities that rely on small water systems and ultimately reduce health risks and boil water advisories. In addition, workshops, webinars and supports to improve local governance and stability are expected to follow in 2016.

UBCM has provided recommendations to the province regarding small water systems and today's announcement responds to some of these recommendations.

For more information, visit the BC Water & Waste Association.

### **Follow Us On**

- Twitter: @ubcm



## UBCM Renews MOU with MARR

Sep 21, 2015

The 2015 UBCM pre-conference workshop "Moving Forward with First Nations" focused on agreements and partnerships. To open the session, John Rustad, Minister of Aboriginal Relations & Reconciliation; UBCM President Sav Dhaliwal, and First Nations Relations Committee Chair Murry Krause formally renewed the *MOU on Local Government Participation in the New Relationship with First Nations*.

The MOU is a three-year agreement that recognizes local governments as a unique interest in negotiations with First Nations, and acknowledges local governments as respected advisors to the Province. It also represents a joint commitment by both parties to ongoing consultation and information sharing.

"This agreement ensures fulsome engagement and dialogue as we continue to walk this path together", commented President Dhaliwal, as he addressed the over 200 delegates in attendance at the session.

MOU implementation will be a topic of discussion at an upcoming MARR/UBCM Joint Staff Working Group meeting.

The text of the MOU is the following:

*This Memorandum of Understanding (MOU) replaces three previously signed MOUs and two supporting Protocol Agreements which dealt with local government participation in treaty negotiations and other activities under the Province's New Relationship with First Nations, and reflects the spirit and intent of those commitments.*

### THE PARTIES:

The parties to this MOU are:

- The Province of British Columbia (the Province) as represented by the Ministry of Aboriginal Relations and Reconciliation (MARR); and
- The Union of British Columbia Municipalities (UBCM) representing all municipalities and regional districts of British Columbia, as well as several post-treaty First Nations.

### WHEREAS:

The Parties agree that court decisions have resulted in changes to the way the Crown consults with First Nations with respect to decisions made by the Crown that have the potential to impact Aboriginal rights and title.

The Parties acknowledge that the Province and B.C. First Nations organizations are working together to develop new government-to-government relationships to improve the process of decision-making as it relates to land, resources, social, and economic development.

The Parties recognize that local government jurisdictions may be affected by the negotiation of land, resource and economic development agreements with First Nations. The Parties accept that local government constitutes a unique and special

interest in the negotiation of a range of agreements with First Nations including modern treaties and non-treaty land, resource and economic development arrangements.

The Parties acknowledge that local governments endeavour to develop positive working relationships with First Nations neighbours, fostering relationships built on the principles of honesty and respect. This MOU encourages local governments and First Nations to communicate and inform each other about matters of mutual interest.

### **THEREFORE:**

This MOU reflects the development of the relationship between the Parties in response to the evolution of the treaty process and progress made since the New Relationship vision document was developed in 2005, as well as subsequent legal developments. It defines a renewed commitment by the Parties to:

- continue a process for local government participation in the negotiation and implementation of treaties;
- consult and exchange information with local governments on other agreements outside the B.C. treaty process; and
- consult on matters of mutual interest including those matters that will impact local government jurisdiction.

### **TOPICS**

The Province will share information, consider local government interests and seek advice on matters affecting local government jurisdiction including but not limited to the following:

- Land management and land use planning
- Land selection
- Dispute resolution
- Property taxation
- Environmental assessment and protection
- Local government access to resources for public purposes and access to adjacent lands
- Servicing arrangements
- Regulatory arrangements
- Governmental relations
- Economic development
- Reconciliation efforts and initiatives

### **CONSULTATION AND INFORMATION SHARING PRINCIPLES**

The Parties agree to the following principles governing consultation and information sharing:

- flexibility for local government to identify and represent their interests in a way that they consider appropriate to their local circumstances;
- early notice to local government of a matter that may affect local government jurisdiction;
- sufficient information early on and reasonable time for local government to document their interests and views and to provide advice to provincial negotiators and/or provincial representatives;
- due consideration of local government interests, views and advice;
- a response from provincial negotiators/representatives on how local government advice was used; and
- ongoing information exchange between the Province and local government.

### **DEFINITIONS**

The following definitions cover the types of agreements referred to in this MOU:

**Treaty:** a comprehensive agreement negotiated among B.C., Canada and a First Nation under the B.C. Treaty Commission process that is a full and formal expression of reconciliation between First Nations and the Crown.

**Treaty Related Measure (TRM):** a temporary arrangement negotiated by B.C., Canada and a First Nation at a negotiation table that is tied directly to treaty topics under negotiation. They are cost-shared between Canada and the Province.

**Incremental Treaty Agreement (ITA):** a legally-binding, longer term arrangement negotiated at a treaty negotiation table.

An ITA permits the parties to conclude agreements on topics typically addressed under treaty negotiations and to implement the agreement in advance of a final treaty.

**Other Agreements:** refers to social, land, resource or economic development agreements negotiated between a First Nation and the Province outside the B.C. treaty process that have the potential to impact local government.

## **ROLES AND RESPONSIBILITIES RESPECTING TREATY NEGOTIATIONS, TREATY-RELATED MEASURES, INCREMENTAL TREATY AGREEMENTS, AND TREATY INTERIM MEASURES**

The Province

**Structure:** The Chief Negotiator leads the provincial negotiating team in all aspects of the negotiations and provides direction to all team members.

**Information:** Provincial negotiators will, in a timely manner, provide their local government representative with table-specific agendas, work plans, documents for discussion and other relevant information.

**Consultation:** Provincial negotiators will consult and exchange information in a timely manner with potentially impacted local governments on issues considered important by either the Province or the local government, according to the consultation principles stated in this MOU.

**Side Tables:** Where the local government and First Nation agree, the provincial negotiators will undertake to establish a side table or working group for local government and the First Nation to negotiate and come to agreement on issues related to the future local government-First Nation relationship. The provincial negotiators will give full and fair consideration to results produced and agreements reached by these tables.

**Low Activity Tables:** Where the level of activity at a treaty table is low, the provincial negotiators will keep local government representatives informed of any developments at the table through regular information updates and exchanges.

### **Local Government**

**Role:** Local government representatives are members and respected advisors on provincial treaty negotiation teams until a negotiation is concluded and the treaty takes effect.

**Treaty Implementation:** Prior to the effective date, local government and the Province will discuss local government involvement in treaty implementation and make every effort to come to an agreement that identifies the significant issues of interest to local government and how local government will be involved/informed during the implementation of these issues.

On the effective date, the First Nation and neighbouring local governments will deal directly with each other.

Local governments and the First Nation will work together to develop and build their relationship.

**Attendance:** Local government representatives will have the opportunity to attend treaty-related discussions and negotiations including main tables, side tables, working groups and bilateral meetings.

**Interests:** Local government representatives are responsible for defining and representing their interests in matters related to negotiations and for sharing these interests and other relevant information with the provincial negotiating team.

**Providing advice:** Local government representatives will engage in discussions and contribute advice on all matters concerning the future local government-First Nation relationship, including engagement on overall treaty process changes.

**Structure:** Within the area defined by a First Nation's Statement of Intent, local governments will collectively determine how they will be organized to participate in a negotiation – e.g. as an alternate local government structure – and will advise the appropriate provincial negotiator of their chosen structure as well as the primary contact(s).

**Involvement:** Based on their interests and the level of activity at the specific treaty table, local governments may determine the level to which they wish to be involved ranging from receiving information to participation at meetings and providing advice.

**Confidentiality:** Participating local government representatives are subject to any and all confidentiality rules and practices that apply to a negotiation. They may, after consultation with the lead provincial negotiator, share confidential information with their respective councils and regional district boards, other local governments, and with UBCM on an in-camera basis.

## **ROLES AND RESPONSIBILITIES RESPECTING OTHER AGREEMENTS**

### **The Province**

The Province will initiate contact with a local government when:

- an agreement with a First Nation on a matter relating to land, resources or economic development will be negotiated; and
- the outcome of negotiations will affect the local government's jurisdiction, operations or provision of services.

The Province will consult and exchange information in a timely manner with the local government according to the consultation and information sharing principles stated in this MOU.

The Province and the local government will jointly determine the level of the local government's involvement ranging from receiving information to participation at meetings and providing advice.

### **Local Government**

Local governments will serve as respected advisors to the Province in negotiations that affect their interests.

Based on their interests and the level of activity of a negotiation, local governments and the Province will jointly determine the level of involvement ranging from receiving information to participation at meetings and providing advice.

Local governments are responsible for defining and sharing their interests and other relevant information with the Province, and will advise the Province how their interests may be addressed.

Local government representatives are subject to any and all confidentiality rules and practices that apply to a negotiation. They may, after consultation with the Province, share confidential information with their respective councils and regional district boards, other local governments, or local government structures, and with UBCM on an in-camera basis.

## **COMMUNICATION BETWEEN THE PROVINCE AND THE UBCM**

The Province will share information with UBCM and/or a body designated by the UBCM on the Province's approaches to the development of non-treaty initiatives under the New Relationship. The Parties will work together on identifying the

appropriate avenues for this information sharing to ensure clear, and full understanding of the processes and activities underway.

The Province will provide UBCM with:

- a list of all concluded agreements with First Nations updated semi-annually; and
- a current list of provincial government contacts updated semi-annually.

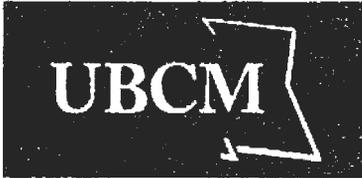
UBCM will monitor the progress of provincial notification and consultation with local governments on relevant agreements with First Nations.

## **REVIEW**

This MOU will be reviewed three years from the date of signing unless the Parties jointly agree to an earlier review.

## **Follow Us On**

- Twitter: @ubcm



## Filling the Leadership Void in Marijuana Regulation

Sep 21, 2015

With the increasing divergence between marijuana laws and public behaviour, some local governments have begun to take matters into their own hands. Whether recent efforts to develop legal frameworks to regulate retail pot shops will prove successful, there is little doubt that the activity remains illegal.

Reviewing the issue's legal context, Tony Wilson of Boughton Law Corporation reminded delegates that the possession and sale of marijuana remains prohibited in Canada and only the federal government can amend the Criminal Code to change this. Only lawful medical marijuana may be obtained, only with a doctor's prescription from a licensed provider, and only if delivered by mail through Canada Post.

He compared the proliferation of retail marijuana dispensaries in Vancouver and elsewhere to Mahatma Ghandi's Salt Tax protests in the 1930s, calling them a brilliant campaign of civil disobedience and spin doctoring.

Faced with an explosion in the number of dispensaries, and the absence of Health Canada in the mitigating the resulting problems, local governments have had little choice but to engage the issue with its myriad health, safety and bylaw issues.

Provincial Health Officer Dr. Perry Kendall described the range of impacts of psychoactive substances, from beneficial to chronically damaging. Relative to other controlled substances, including alcohol, marijuana's impacts are demonstrably benign, he observed. Is marijuana illegal because it is bad, or is it bad simply because it is illegal, he wondered aloud.

Kendall presented the research on the "paradox of prohibition" that indicates health and social problems increase under regimes of both prohibition and free-market availability. A carefully regulated market can provide the maximum benefits with minimum of negative consequences, he said, meeting the public health objective.

Vancouver Cllr Kerry Jang described the rigorous research, analysis, and modelling that resulted in that city's decision to regulate cannabis dispensaries. "When there is a problem on the streets, we have to do something about it," said Cllr. Jang.

The process to obtain a business license permitting the retail sale of marijuana will be arduous but fair, address numerous civic policy objectives, and likely result in a dramatic decrease in the number of commercial locations engaged in the business.

### Follow Us On

- Twitter: @ubcm



## Age-friendly Grant Program Continues

Sep 21, 2015

The Ministry of Health has confirmed a contribution of \$0.5 million to UBCM's Seniors' Housing & Support Initiative for additional grants under the Age-friendly Community Planning & Projects program.

The 2016 Age-friendly Community Planning & Project program is intended to assist local governments in BC to best support aging populations, develop and implement policies and plans and/or develop projects that enable seniors to age in place and facilitate the creation of age-friendly communities.

A maximum of 25 grants of up to \$20,000.00 are available to local governments in BC for community planning initiatives or community projects.

The application deadline is October 30, 2015 and applicants will be notified of the status of their application by December 11, 2015. Program and application materials are available on the UBCM website.

### Follow Us On

- Twitter: @ubcm

181



## Natural Resource Permitting Project

Sep 21, 2015

Over the years, UBCM members have called for a more coordinated and timely approach for referrals and approvals of permits and licences. The good news is that message has been heard. Visit the BC government's booth at UBCM, and learn more about the Natural Resource Permitting Project (NRPP).

Now in year 2 of its 7-year mandate, the NRPP is being delivered by the Natural Resource Transformation Secretariat to provide better access to information online and improve the way decisions are made in the natural resource sector.

The project will integrate data, legislation, people and processes across the six natural resource ministries and various agencies, boards and commissions. This will enable timely access to consistent information people need to complete an online application for a variety of authorizations in the natural resource sector – from a hunting permit to a licence to cut trees. It ensures that the permitting process will be streamlined, while maintaining the rigorous standards and stewardship that citizens of this Province expect.

The first release of the pre-application online service is set to launch Fall 2015 through its Natural Resource Sector Online Services (NRSOS) website. For more information, read the NRPP overview and watch the NRSOS demo video.

UBCM's Community Economic Development Committee is looking forward to learning more about the NRPP in early 2016, when ministry staff is expected to meet with UBCM to provide an overview of the Project.

### Follow Us On

- Twitter: @ubcm



## New FireSmart Grant Program Launched

Sep 16, 2015

A new funding stream within the Strategic Wildfire Prevention Initiative will assist communities to develop or advance local planning efforts to mitigate risk from wildfire on private lands in the wildland urban interface. Fifty grants of up to \$10,000 each will be made available to local governments and First Nations under the 2016 SWPI FireSmart Grant program.

The funding will support residents to undertake FireSmart planning activities, as identified through the FireSmart Communities Program provided by Partners in Protection. FireSmart Communities is designed to encourage self-organized groups of residents to take the lead in implementing solutions for wildfire safety on their own properties.

First Nations and individual neighbourhoods or subdivisions within local governments that are in areas prone to wildfire can earn FireSmart Community Recognition status by meeting the criteria set by Partners in Protection.

The intent of the 2016 SWPI FireSmart grant program is to enable First Nations or resident or community groups within a local government to take the required actions in order to achieve and/or maintain FireSmart Community Recognition status from Partners in Protection.

The Strategic Wildfire Prevention Initiative (SWPI) is a suite of funding programs managed through the Provincial Fuel Management Working Group – including the First Nations' Emergency Services Society, Ministry of Forests, Lands & Natural Resource Operations and the Union of BC Municipalities (UBCM).

Since 2004, SWPI has provided funding for Community Wildfire Protection Plans and updates, fuel management prescriptions, pilot/demonstration projects and operational fuel treatments. The 2016 SWPI FireSmart Grant program has been developed as a new funding stream within SWPI.

### Follow Us On

- Twitter: @ubcm

183

Board-Receive



## **2016 Asset Management Planning Grants**

Sep 16, 2015

A 2016 round of grant funding for the Asset Management Planning program has been confirmed.

The intent of the program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations.

Matching grants of up to \$10,000.00 are available to support activities that advance a local government's asset management planning or practices, and facilitate better integration of asset management planning with long term financial planning.

A maximum of 50 grants will be awarded, with priority given to applications that demonstrate cost-effective progress in asset management policy and/or practice and to applicants that have not previously received funding through the Asset Management Planning program.

Applications must be received by November 13, 2015. Full program information is available on the UBCM website.

### **Follow Us On**

- Twitter: @ubcm

184

Board-Receive



## **LGLA Announces 2016 Leadership Forum**

Sep 16, 2015

The Local Government Leadership Academy's 2016 Leadership Forum will be held February 3-5, 2016 at the Radisson Hotel Vancouver Airport.

Since our first forum in 2007, the LGLA's annual conference has been well received by elected officials and senior administrators from BC local governments and First Nations communities. All those with an interest in leadership at the local level will benefit from attendance, including those working towards an LGLA Certificate in Local Government Leadership.

Our theme for 2016 is *Respectful Leadership*, and delegates can expect a full program guaranteed to inform and inspire. Join us for an exciting keynote, practical sessions addressing an array of current issues and concerns, interesting panel discussions, ample networking opportunities and the excellent hospitality of the Radisson Hotel in the heart of downtown Richmond.

Rooms at the Radisson are available at a special early bird rate of \$112/night (based on availability and subject to change). Please call 1-800-333-3333 or email [reservations@radissonvancouver.com](mailto:reservations@radissonvancouver.com) and mention the Local Government Leadership Academy when you reserve.

Stay tuned to our updates or visit the LGLA website at [www.lgla.ca](http://www.lgla.ca) for forum program and registration information.

### **Follow Us On**

- Twitter: @ubcm

185



# ROUNDUP 2016 INNOVATION IN EXPLORATION

JANUARY 25 - 28, 2016  
CANADA PLACE  
VANCOUVER, BC

RECEIVED  
SEP 29 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO



LEADERSHIP • ADVOCACY • PARTNERSHIPS

186

# JOIN US FOR MINERAL EXPLORATION ROUNDUP 2016 IN VANCOUVER, BC!

This year's conference will bring together geoscientists, prospectors, investors, suppliers and First Nations partners to share ideas that will help shape the future of mineral exploration and development. As the mineral exploration and development industry continues to work through the current downturn, we reflect on the importance of networking, professional development and relationship building with our partners, stakeholders and competitors. Mineral deposits are becoming harder to find; we must now travel to more remote locations, search deeper beneath cover and sometimes settle for lower grades. These aspects, coupled with the challenging market conditions, remind us that we must be more creative and collaborative as we explore to discover and develop new mineral deposits.

AME BC's Mineral Exploration Roundup 2016, *Innovation in Exploration*, will focus on sharing new ideas, generating new connections and creating collaborative solutions. Our prominent Technical Sessions will highlight projects that have overcome challenges to succeed by using a combination of tried and tested techniques and new, innovative solutions. The best-practice Show Case Sessions will explore new ideas in areas of the industry that must be mastered to successfully navigate challenges and opportunities. Lastly, our public outreach presentation, Discovery Day, has been expanded to feature more interactive displays, industry-focused public-interest talks, and activities for your whole family.

We hope you can join us at Roundup 2016 from January 25–28 at Canada Place in Vancouver, BC! Learn, share ideas and connect with others from every aspect of the industry from prospecting to reclamation and everything in between.

See you in January!

Full conference details, including schedules, abstracts and fees are available at [amebc.ca/roundup](http://amebc.ca/roundup).



**KENDRA JOHNSTON**  
Chair, Roundup Organizing Committee



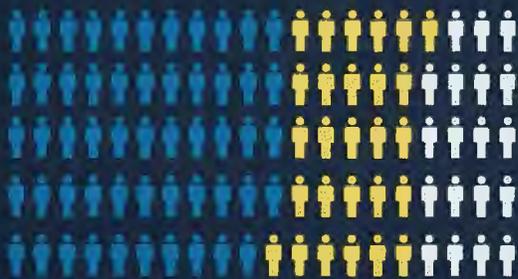
**DAVID GALE**  
Vice-Chair, Roundup Organizing Committee

# INNOVATION IN EXPLORATION

AME BC's Mineral Exploration Roundup 2016 Conference is our industry's must-attend event of the year. With the theme of 'Innovation in Exploration', Roundup 2016 is an ideal venue to explore emerging trends in mineral exploration and development, gain insights and meet with key players from around the world. Only by attending the conference can you be part of it all.

At Roundup, industry leaders connect, collaborate and find innovative solutions to real-world problems facing the mineral exploration and development community. Your conference fee is your passport to new opportunities for your career or organization. From networking events to the Exhibit Hall, from The Gathering Place to Technical Sessions, no matter your role in the industry, it's all here for you at Roundup 2016.

Home to over 850 mineral exploration and mining companies, Vancouver is a natural fit for a conference like Roundup. Attracting over 6,000 geoscientists, prospectors, investors and suppliers—the real who's who of our field—Roundup is where the future of our industry begins.



## 6,609 TOTAL REGISTRANTS

- 54% Exploration & Mining
- 27% Government, Education & Associations
- 19% First Nations

REGISTRANTS FROM  
36 COUNTRIES ON  
6 CONTINENTS

CORE DISPLAYED FROM  
60 COMPANIES, ACROSS  
20 COUNTRIES

304 EXHIBITORS



## GETTING THE MOST OUT OF ROUNDUP 2016

No matter your role in the mineral exploration and development community, Roundup 2016 has something for everyone.



### INDUSTRY LEADERS: BC AND GLOBAL

Our industry continues to evolve and innovate at a lightning pace. The Technical Sessions at Roundup are the perfect way to get up to speed on the most cutting-edge innovations in mineral exploration and development in British Columbia and around the world. Whether you're an exploration professional, consultant, company or member of government, these sessions are a great venue for meeting and collaborating with our industry leaders.

#### YOU CAN ALSO:

- Educate yourself at a Technical Session (Monday–Thursday)
- Connect with your network at the AME BC Lunch (Tuesday Noon)
- Learn about best practices at the Show Case Sessions (Monday–Thursday)

*“Roundup is a key annual event that brings the brightest people, top projects, social interests and passions of the mineral exploration industry together to learn, do business, and expand relationships. Roundup is not to be missed.”*

- Jean-Mark Staude, President and CEO, Riverside Resources



### EXPLORATION SERVICE & SUPPLY PARTNERS

With over 6,000 mineral exploration and development delegates present, Roundup is the ideal place to meet key industry players and start planning your next project.

#### YOU CAN ALSO:

- Elevate your profile by attending the AME BC Celebration of Excellence Awards Gala (Wednesday PM)
- Get up to speed on the latest exploration projects at the Technical Sessions (Monday–Thursday)
- Network with the industry in the Exhibit Hall, at the Core Shack and the Prospectors' Tent, and at BC Night (Monday–Thursday / Monday)

*“This networking and knowledge sharing event is a shining example of our unique Canadian mining space. It enables members to come together to share important technical experience, learn CSR best practices and build relationships across the industry, all of which is increasingly important as mining participant demographics shift.”*

- Dean Larocque, Partner, PwC



## GOVERNMENT AND FIRST NATIONS COMMUNITY

Roundup 2016 will continue the tradition of facilitating respectful dialogue and learning between First Nations groups, government, and mineral exploration and development companies. Influential leaders from across BC and Canada are attending the conference this year, which promises great opportunities for renewed partnerships and networking.

### YOU CAN ALSO:

- Visit AME BC's Gathering Place, where Aboriginal and industry leaders meet to discuss today's issues and form relationships (Tuesday / Wednesday)
- Hear success stories from some of BC's Aboriginal and industry leaders at the Aboriginal Engagement Show Case Session (TBD)
- Expand your network by attending BC Night (Monday)
- Take in the Government Industry Highlights Technical Session (Thursday)

***"Roundup is the premier conference for First Nations and mineral exploration and development companies to engage in respectful dialogue and learning. The Gathering Place is the ideal opportunity to network and participate in a comfortable atmosphere."***

- Chief Derek Orr, McLeod Lake Indian Band



## STUDENTS

Roundup 2016 provides an opportunity to put yourself ahead of your class by connecting with mineral exploration and development leaders at events and learning about the newest projects and technologies in the industry at Technical Sessions.

### YOU CAN ALSO:

- Become a volunteer! Gain valuable experience and connections in return for a Full Delegate pass
- Attend the Student Orientation Short Course (Sunday)
- Check out the Poster Sessions (Monday-Thursday)

***"From my very first year attending as a 2nd year student, Roundup has provided me invaluable opportunities for learning and growth. With networking events that lead to mentorship, support, and job opportunities, to student courses providing an introduction to industry, it is a must-attend for all students."***

- Ravneet Gill, B.Sc. Geology, UBC DAP Student

## START PLANNING YOUR ROUNDUP SCHEDULE

With more info sessions, events, exhibits and networking opportunities than ever before, this year's Roundup promises to be our best yet. Here are some highlights and must-attend events so you can begin planning your time at Roundup 2016.

### TECHNICAL SESSIONS

Get regional annual overviews from active exploration areas in BC, Yukon and other locations, focusing on the theme of 'Innovation in Exploration'.

- Opening Ceremonies
- Regional Overviews
- Theme Session: Innovation in Exploration
- Public Geoscience
- Commodities
- BC / Yukon / Alaska Highlights
- Canada Highlights
- International Highlights
- Government / Industry

### SHOW CASE SESSIONS

Learn about our industry's best practices and new innovations across a wide range of topics, from Land Access and Use to Corporate Social Responsibility.

- AME BC Policy Session
- Corporate Social Responsibility
- Aboriginal Engagement in The Gathering Place
- Human Resources
- Land Use and Access

### AME BC NETWORKING EVENTS

Build your network, connect with industry leaders and peers, and help shape the future and direction of mineral exploration at these great Roundup 2016 networking events.

#### KEYNOTE

- CEO Breakfast
- Finance Lunch
- President's Lunch
- Celebration of Excellence Awards Dinner
- AME BC Health and Safety Awards Breakfast

#### OTHER

- Student Industry Networking Event
- Ice Breaker Reception
- BC Night
- Old Timers' Lunch

These plus more great networking events!

If you are planning an event or need assistance planning your company reception, contact **Fiona Matalon** at **604.630.3924** or at **fmatalon@amebc.ca**.

#### EXHIBIT HALL

With over 300 exhibitors, including the Core Shack and the Prospectors' Tent, the Exhibit Hall is the perfect place to connect with industry, learn about new technologies and collaborate with peers.

#### ROCK ROOMS

- BC Ministry Pavilion
- Yukon Room
- Nevada Room

Are you a government agency or association that would like to exhibit at Roundup 2016? Contact **Simone Hill** at **604.630.3921** or **shill@amebc.ca**.

## SHORT COURSES

Ranging from one to two days, these courses will help you stay on the cutting edge of a variety of fields within our industry. Certificates will be issued upon course completion. Check out the full course descriptions on the Roundup 2016 website at [amebc.ca/roundup](http://amebc.ca/roundup).

### **GEOLOGY OF GRANITE-GREENSTONE TERRANES AND THEIR MINERAL DEPOSITS**

**Presented by:** Society of Economic Geologists (SEG)

An overview of geological principles and tools needed to work effectively with Granite-greenstone terranes.

### **APPLIED STRUCTURAL GEOLOGY OF HYDROTHERMAL GOLD DEPOSITS**

**Presented by:** David Rhys & Julie Rowland (Panterra Geoservices Inc.)

A look at our current understanding of structural controls on the gold-silver ore-forming environment from the roots of mountain belts to hot springs.

### **CONTINUOUS IMPROVEMENT IN CSR: KEEPING CURRENT AND ADVANCING YOUR SKILLS**

**Presented by:** AME BC – Corporate Social Responsibility Committee

Explore the practical and potentially challenging aspects of CSR through case studies and interactive exercises.

### **EXPLORING IN GLACIATED AND COVERED TERRAINS WITH INDICATOR MINERALS**

**Presented by:** Mineral Deposit Research Unit (MDRU) – UBC

Focusing on glacial materials and distributions; nature of potential indicator minerals; porphyry indicator minerals; methods, sampling and survey strategies and case studies.

### **ANDY RANDELL (BELOW BC)**

**Presented by:** Mineral Deposit Research Unit (MDRU) - UBC

This highly interactive session is designed to arm students for successful entry into the exploration and development industry through presentations from industry specialists, small group exercises and an urban geohunt.



192

# SCHEDULE AT A GLANCE

## ROUNDUP 2016 PROGRAM

	SATURDAY	SUNDAY	MONDAY			
8:00 AM						
8:30 AM	Short Courses Day 1	Short Courses Day 2	Technical Session: Opening Ceremonies			
9:00 AM						
10:00 AM			Discovery Day	Regional Overviews: BC, Yukon, Canada, Global	Show Case: Human Resources	
11:00 AM						
12:00 PM					Finance Lunch	Poster Session Student Soapbox Presentation
1:00 PM						
2:00 PM						Hockey Challenge
3:00 PM					Technical Session Innovation in Exploration	
4:00 PM				Ice Breaker		Aboriginal Engagement Reception
5:00 PM						
6:00 PM		SINE & Yukon Night	Chair's Welcome Dinner			
7:00 PM						
8:00 PM			Yukon Night (By invitation only)			
9:00 PM						
10:00 PM						
11:00 PM						
			Geotech Drilling Lounge: Open Daily Sun - Thurs 11AM - MIDNIGHT			
			Rock Rooms (BC, Yukon, Nevada): Open Daily 9AM - 4PM			
			Minerals Ed Programs			
			Exhibit Booths, Core Shack, Prospectors' Tent			
			Poster Session			

## ROUNDUP 2016 PROGRAM

	TUESDAY		WEDNESDAY		THURSDAY		
8:00 AM							
8:30 AM	<b>Technical Session: Public Geoscience</b>	<b>Gathering Place</b>	<b>AME BC Policy Session</b>	<b>BC, Yukon, Alaska Highlights</b>	<b>Gathering Place</b>	<b>International Highlights</b>	
9:00 AM							<b>Show Case: CSR</b>
10:00 AM							
11:00 AM	<b>AME BC Lunch with Conference Keynote</b>	<b>Poster Session Reception</b>	<b>Canada Highlights</b>	<b>Curling Bonsplel</b>	<b>Show Case: Land Use</b>	<b>Old Timers' Lunch</b>	
12:00 PM							
1:00 PM							
2:00 PM	<b>Commodities</b>				<b>Government/ Industry Highlights</b>		
3:00 PM							
4:00 PM					<b>Closing Ceremonies</b>		
5:00 PM							
6:00 PM							
7:00 PM							
8:00 PM	<b>BC Night</b>		<b>Awards Gala Reception (6PM - 7PM) Dinner &amp; Presentation (7PM - 9:30PM)</b>	<b>Alaska Night</b>			
9:00 PM							
10:00 PM							
11:00 PM							
<b>Geotech Drilling Lounge: Open Daily Sun - Thurs 11AM - MIDNIGHT</b>							
<b>Rock Rooms (BC, Yukon, Nevada): Open Daily 9AM - 4PM</b>							
<b>Minerals Ed Programs</b>							
<b>PSA Testing</b>							
<b>Exhibit Booths, Core Shack, Prospectors' Tent</b>							
<b>Poster Session</b>							

## JOIN OUR TEAM

### VOLUNTEERS

Volunteering at Roundup is a great way to support our industry while gaining valuable experience and connections working with key players in the mineral exploration field. As a volunteer, you'll assist on site with registration, technical sessions and networking events and a variety of other duties.

Volunteer for a minimum number of hours and you'll receive a complimentary AME BC membership and the equivalent of a Full Delegate registration, including admission to the Exhibit Hall and Technical and Show Case Sessions.

If you're a student volunteer, you'll be able to attend events and technical sessions in your free time, where you'll connect with mineral exploration and development leaders and learn about the latest projects and technologies in our industry. You'll also receive priority registration for the Student Industry Networking Event, which is a great chance to network with industry professionals.

Visit [amebc.ca](http://amebc.ca) for more information.



### ROUNDUP 2016 SPONSORS

As a Roundup Sponsor, you'll ensure that your organization is front of mind among conference attendees and mineral exploration leaders, while also solidifying your support for and a strong position in our industry. Interested in becoming a Roundup 2016 sponsor? To become one of our confirmed sponsors, contact Simone Hill, Member Relations and Events, at [shill@amebc.ca](mailto:shill@amebc.ca).

### JOIN OUR RANKS

As the lead association for the mineral exploration and development industry in British Columbia, AME BC relies on the support of its members to help increase public and government awareness of our industry. Members also provide valuable input and feedback from the perspective of individual professionals and companies who work within our industry.

To learn more about our individual and corporate membership options, please visit [amebc.ca/membership/overview](http://amebc.ca/membership/overview) or contact Roxanne Finnie, Manager, Member Relations, at **604.630.3927** or [rfinnie@amebc.ca](mailto:rfinnie@amebc.ca).



**LOCATION:** 999 Canada Place, Vancouver, BC V6C 3T4

**WHERE TO STAY:** AME BC has secured competitive rates at the following hotels for Roundup 2016. We appreciate your support in booking your accommodations through our partnering hotels. This year, we are also pleased to be working with Cambridge House to overlap conference dates for 2016 and beyond, if you plan to attend both conferences.

**PARTNERING HOTELS**

**PAN PACIFIC HOTEL VANCOUVER**

3 minute walk from Canada Place  
To reserve, call 1.800.663.1515

**FAIRMONT WATERFRONT**

4 minute walk from Canada Place  
To reserve, call 1.800.441.1414

**VANCOUVER MARRIOTT PINNACLE DOWNTOWN HOTEL**

4 minute walk from Canada Place  
To reserve, call 1.800.207.4150

**PINNACLE HOTEL HARBOURFRONT**

4 minute walk from Canada Place  
To reserve, call 1.844.337.3118

**CARMANA PLAZA HOTEL**

**COAST COAL HARBOUR HOTEL**

**HYATT REGENCY VANCOUVER**

**DELTA VANCOUVER SUITES**

For more information and book your accommodation, please visit the Hotel and Visitor Information page ([amebc.ca/roundup/hotel-visitor-information](http://amebc.ca/roundup/hotel-visitor-information)) on our website.

196

# ROUNDUP 2016 SPONSORS

# Teck



RioTinto



- Toronto Stock Exchange & TSX Venture Exchange
- Yukon Government
- Selwyn Chihong Mining Ltd.
- Hy-Tech Drilling Ltd.
- Anglo American Exploration (Canada) Ltd.
- Agnico Eagle Mines Ltd.
- Seabridge Gold Inc.
- Major Drilling Group International Inc.
- Equity Exploration Consultants Ltd.

Roundup Hotline: **604.630.3930**  
 Toll free: **1.877.689.5554**  
 Email: [roundup@amebc.ca](mailto:roundup@amebc.ca)

To register, call the CONEXSYS Support Desk (toll-free) at **1.855.787.2457**  
 or **604.488.1435 x63**, or email [roundupregistration@amebc.ca](mailto:roundupregistration@amebc.ca)

AME BC Office: **604.689.5271**  
 Email: [info@amebc.ca](mailto:info@amebc.ca)



197

Board-Ratify

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
ABE001	ABERDEEN BUSINESS CONSULTING								
PA	TP-191-001	09/03/15			TP-191-001	-89.25	0.00		
	Vendor (ABE001) totals:					<b>-89.25</b>	<b>0.00</b>		
ABS001	ABSOLUTE ENERGY								
PA	TP-192-001	09/17/15			TP-192-001	-15.31	0.00		
	Vendor (ABS001) totals:					<b>-15.31</b>	<b>0.00</b>		
ALT003	ALTERNATIVE GROUNDS								
PA	TP-191-002	09/03/15			TP-191-002	-133.09	0.00		
	Vendor (ALT003) totals:					<b>-133.09</b>	<b>0.00</b>		
ARO001	ARO AUTOMOTIVE & INDUSTRIAL								
PA	TP-191-003	09/03/15			TP-191-003	-293.98	0.00		
	Vendor (ARO001) totals:					<b>-293.98</b>	<b>0.00</b>		
BCH002	BC HYDRO								
PA	TP-192-002	09/17/15			TP-192-002	-5,995.43	0.00		
	Vendor (BCH002) totals:					<b>-5,995.43</b>	<b>0.00</b>		
BEM001	BEMA ENTERPRISES								
PA	29341	09/17/15			29341	-125.00	0.00		
	Vendor (BEM001) totals:					<b>-125.00</b>	<b>0.00</b>		
BLA001	BLACK PRESS GROUP LTD								
PA	TP-192-003	09/17/15			TP-192-003	-1,406.17	0.00		
	Vendor (BLA001) totals:					<b>-1,406.17</b>	<b>0.00</b>		
BLR001	BL RETURN-IT RECYCLING DEPOT								
PA	TP-192-004	09/17/15			TP-192-004	-4,173.75	0.00		
	Vendor (BLR001) totals:					<b>-4,173.75</b>	<b>0.00</b>		
BNK001	B N K AUTOMOTIVE LTD.								
PA	TP-192-005	09/17/15			TP-192-005	-67.07	0.00		
	Vendor (BNK001) totals:					<b>-67.07</b>	<b>0.00</b>		
BUL005	BULKLEY VALLEY CREDIT UNION								
PA	29329	09/03/15			29329	-7,533.21	0.00		
	Vendor (BUL005) totals:					<b>-7,533.21</b>	<b>0.00</b>		
BUL008	BULKLEY VALLEY HOME CENTRE LTD								
PA	29324	09/03/15			29324	-416.96	0.00		
	Vendor (BUL008) totals:					<b>-416.96</b>	<b>0.00</b>		
BUL010	BULKLEY VALLEY WATER SERVICES								
PA	TP-191-004	09/03/15			TP-191-004	-136.50	0.00		
	Vendor (BUL010) totals:					<b>-136.50</b>	<b>0.00</b>		
BUL012	BULKLEY VALLEY ECONOMIC								
PA	TP-194-001	09/29/15			TP-194-001	-3,333.33	0.00		
	Vendor (BUL012) totals:					<b>-3,333.33</b>	<b>0.00</b>		
BUR001	BURNS LAKE AUTOMOTIVE SUPPLY								
PA	TP-192-006	09/17/15			TP-192-006	-1,488.60	0.00		
	Vendor (BUR001) totals:					<b>-1,488.60</b>	<b>0.00</b>		
BUR006	BURNS LAKE FLOWERS								
PA	29354	09/24/15			29354	-30.19	0.00		
	Vendor (BUR006) totals:					<b>-30.19</b>	<b>0.00</b>		
BUR012	BURNS LAKE PUBLIC LIBRARY								
PA	TP-194-002	09/29/15			TP-194-002	-14,487.42	0.00		
	Vendor (BUR012) totals:					<b>-14,487.42</b>	<b>0.00</b>		

198

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc. Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
<b>BUR014 BURNS LAKE REBROADCAST SOCIETY</b>									
PA	TP-194-003	09/29/15			TP-194-003	-2,500.00	0.00		
<b>Vendor (BUR014) totals:</b>						<b>-2,500.00</b>	<b>0.00</b>		
<b>BUR028 BURNS LAKE HOME HARDWARE</b>									
PA	TP-192-007	09/17/15			TP-192-007	-125.29	0.00		
<b>Vendor (BUR028) totals:</b>						<b>-125.29</b>	<b>0.00</b>		
<b>BVA001 B V AQUATIC CENTRE MANG. SOCIE</b>									
PA	TP-194-004	09/29/15			TP-194-004	-52,540.58	0.00		
<b>Vendor (BVA001) totals:</b>						<b>-52,540.58</b>	<b>0.00</b>		
<b>CAR005 CARSWELL</b>									
PA	TP-191-005	09/03/15			TP-191-005	-696.18	0.00		
PA	TP-192-008	09/17/15			TP-192-008	-226.12	0.00		
<b>Vendor (CAR005) totals:</b>						<b>-922.30</b>	<b>0.00</b>		
<b>CAR007 CARVELLO LAW CORPORATION</b>									
PA	TP-192-009	09/17/15			TP-192-009	-999.81	0.00		
<b>Vendor (CAR007) totals:</b>						<b>-999.81</b>	<b>0.00</b>		
<b>CAS002 CASCADES RECOVERY INC.</b>									
PA	29342	09/17/15			29342	-4,359.92	0.00		
<b>Vendor (CAS002) totals:</b>						<b>-4,359.92</b>	<b>0.00</b>		
<b>CDW001 CDW CANADA INC</b>									
PA	TP-192-010	09/17/15			TP-192-010	-213.92	0.00		
<b>Vendor (CDW001) totals:</b>						<b>-213.92</b>	<b>0.00</b>		
<b>CHE002 CHEVRON CANADA LIMITED</b>									
PA	29330	09/09/15			29330	-6,692.31	0.00		
<b>Vendor (CHE002) totals:</b>						<b>-6,692.31</b>	<b>0.00</b>		
<b>CLU003 CLUCULZ LAKE VOL. FIRE DEPT</b>									
PA	TP-194-005	09/29/15			TP-194-005	-1,511.67	0.00		
<b>Vendor (CLU003) totals:</b>						<b>-1,511.67</b>	<b>0.00</b>		
<b>DEJ001 HENDRICK AND/OR JENNY DEJONG</b>									
PA	29361	09/29/15			29361	-300.00	0.00		
<b>Vendor (DEJ001) totals:</b>						<b>-300.00</b>	<b>0.00</b>		
<b>DIS001 DISTRICT OF FORT ST JAMES</b>									
PA	29343	09/17/15			29343	-2,500.00	0.00		
<b>Vendor (DIS001) totals:</b>						<b>-2,500.00</b>	<b>0.00</b>		
<b>DUN003 CHRIS DUNCAN</b>									
PA	29355	09/24/15			29355	-1,187.50	0.00		
<b>Vendor (DUN003) totals:</b>						<b>-1,187.50</b>	<b>0.00</b>		
<b>DUR001 DURABLE SOLUTIONS</b>									
PA	29331	09/09/15			29331	-187.25	0.00		
<b>Vendor (DUR001) totals:</b>						<b>-187.25</b>	<b>0.00</b>		
<b>EAG001 EAGLE AUTOMOTIVE CENTER</b>									
PA	TP-192-011	09/17/15			TP-192-011	-727.56	0.00		
<b>Vendor (EAG001) totals:</b>						<b>-727.56</b>	<b>0.00</b>		
<b>ECO005 ECOTAINER SALES INC.</b>									
PA	29325	09/03/15			29325	-6,126.40	0.00		
<b>Vendor (ECO005) totals:</b>						<b>-6,126.40</b>	<b>0.00</b>		
<b>EVE002 EVERGREEN INDUSTRIAL SUPPLIES</b>									
PA	TP-192-012	09/17/15			TP-192-012	-27.54	0.00		

199

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Number	Vendor Name	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>EVE002 EVERGREEN INDUSTRIAL SUPPLIES (Continued)</b>										
Vendor (EVE002) totals:							-27.54	0.00		
<b>FIN003 FINNING (CANADA)</b>										
PA		29344	09/17/15			29344	-521,166.24	0.00		
Vendor (FIN003) totals:							-521,166.24	0.00		
<b>FOR008 FORT FRASER VOL. FIRE DEP.</b>										
PA		TP-194-006	09/29/15			TP-194-006	-1,516.67	0.00		
Vendor (FOR008) totals:							-1,516.67	0.00		
<b>FOR015 FORT ST. JAMES LIBRARY</b>										
PA		TP-194-007	09/29/15			TP-194-007	-1,145.83	0.00		
Vendor (FOR015) totals:							-1,145.83	0.00		
<b>FOR033 FORT SAINT JAMES TV SOCIETY</b>										
PA		TP-194-008	09/29/15			TP-194-008	-10,970.83	0.00		
Vendor (FOR033) totals:							-10,970.83	0.00		
<b>FOU002 FOUR STAR COMMUNICATIONS INC</b>										
PA		TP-194-009	09/29/15			TP-194-009	-118.13	0.00		
Vendor (FOU002) totals:							-118.13	0.00		
<b>FRA009 FRASER LAKE BUILDING SUPPLIES</b>										
PA		29345	09/17/15			29345	-10.18	0.00		
Vendor (FRA009) totals:							-10.18	0.00		
<b>FRA014 FRASER LAKE LIBRARY BOARD</b>										
PA		TP-194-010	09/29/15			TP-194-010	-1,679.67	0.00		
Vendor (FRA014) totals:							-1,679.67	0.00		
<b>FRA016 FRASER LAKE REBROADCASTING SOC</b>										
PA		TP-194-011	09/29/15			TP-194-011	-5,583.33	0.00		
Vendor (FRA016) totals:							-5,583.33	0.00		
<b>GLA001 GLACIER ELECTRIC LTD.</b>										
PA		TP-192-013	09/17/15			TP-192-013	-682.30	0.00		
Vendor (GLA001) totals:							-682.30	0.00		
<b>GRE003 GREYHOUND COURIER EXPRESS</b>										
PA		TP-191-006	09/03/15			TP-191-006	-122.35	0.00		
PA		TP-192-014	09/17/15			TP-192-014	-78.56	0.00		
Vendor (GRE003) totals:							-200.91	0.00		
<b>GRE008 GREAT WEST EQUIPMENT</b>										
PA		29346	09/17/15			29346	-280,521.92	0.00		
Vendor (GRE008) totals:							-280,521.92	0.00		
<b>GRO002 GROUSE MOUNTAIN TRUCKING LTD.</b>										
PA		29332	09/09/15			29332	-345.64	0.00		
Vendor (GRO002) totals:							-345.64	0.00		
<b>HIL003 HILL STOP TRUCK WASH</b>										
PA		29333	09/09/15			29333	-49.27	0.00		
Vendor (HIL003) totals:							-49.27	0.00		
<b>HOB001 HOBAN EQUIPMENT LTD</b>										
PA		TP-192-015	09/17/15			TP-192-015	-26,308.65	0.00		
Vendor (HOB001) totals:							-26,308.65	0.00		
<b>HOT001 HOTSUNC COMPUTER SOLUTIONS</b>										
PA		TP-191-007	09/03/15			TP-191-007	-3,165.75	0.00		
PA		TP-192-016	09/17/15			TP-192-016	-4,110.76	0.00		

200

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Name /	Vendor Number	Doc. Number	Doc. Date	Due Date	Disc. Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>HOT001 HOTSYNC COMPUTER SOLUTIONS (Continued)</b>										
Vendor (HOT001) totals:							-7,276.51	0.00		
<b>IGI001 IGI RESOURCES</b>										
PA	TP-192-017	09/17/15				TP-192-017	-111.03	0.00		
Vendor (IGI001) totals:							-111.03	0.00		
<b>INL001 INLAND KENWORTH</b>										
PA	TP-192-018	09/17/15				TP-192-018	-123.94	0.00		
Vendor (INL001) totals:							-123.94	0.00		
<b>LAK004 LAKES DISTRICT AIRPORT SOCIETY</b>										
PA	TP-194-012	09/29/15				TP-194-012	-6,250.00	0.00		
Vendor (LAK004) totals:							-6,250.00	0.00		
<b>LAK008 LAKES DISTRICT FAIR ASSOC.</b>										
PA	29326	09/03/15				29326	-18,463.00	0.00		
PA	29334	09/09/15				29334	-30,000.00	0.00		
Vendor (LAK008) totals:							-48,463.00	0.00		
<b>LAK012 LAKES DISTRICT MUSEUM SOCIETY</b>										
PA	TP-194-013	09/29/15				TP-194-013	-2,750.00	0.00		
Vendor (LAK012) totals:							-2,750.00	0.00		
<b>LAK014 LAKES DISTRICT PRINTING</b>										
PA	TP-191-008	09/03/15				TP-191-008	-151.20	0.00		
Vendor (LAK014) totals:							-151.20	0.00		
<b>LAK032 LAKES DISTRICT FILM</b>										
PA	TP-194-014	09/29/15				TP-194-014	-150.00	0.00		
Vendor (LAK032) totals:							-150.00	0.00		
<b>LDF001 LD FREE CLASSIFIEDS</b>										
PA	TP-191-009	09/03/15				TP-191-009	-675.82	0.00		
Vendor (LDF001) totals:							-675.82	0.00		
<b>LIB001 LIBERTY TRANSPORT LTD.</b>										
PA	TP-192-019	09/17/15				TP-192-019	-18.40	0.00		
Vendor (LIB001) totals:							-18.40	0.00		
<b>MAX001 MAXXAM ANALYTICS INC</b>										
PA	TP-191-010	09/03/15				TP-191-010	-140.70	0.00		
PA	TP-192-020	09/17/15				TP-192-020	-281.40	0.00		
Vendor (MAX001) totals:							-422.10	0.00		
<b>MED001 MEDICAL SER. PLAN</b>										
PA	29366	09/30/15				29366	-3,816.00	0.00		
Vendor (MED001) totals:							-3,816.00	0.00		
<b>MON006 MONSTER INDUSTRIES</b>										
PA	29347	09/17/15				29347	-406.01	0.00		
Vendor (MON006) totals:							-406.01	0.00		
<b>NAP001 NAPA AUTO PARTS - BL</b>										
PA	29348	09/17/15				29348	-99.60	0.00		
Vendor (NAP001) totals:							-99.60	0.00		
<b>NEC012 NECHAKO HEALTHY COM. ALLIANCE</b>										
PA	TP-192-021	09/17/15				TP-192-021	-6,460.53	0.00		
Vendor (NEC012) totals:							-6,460.53	0.00		
<b>NEC023 NECHAKO SENIOR CITIZENS</b>										
PA	29349	09/17/15				29349	-175.00	0.00		

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

201

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
<b>NEC023 NECHAKO SENIOR CITIZENS (Continued)</b>									
Vendor (NEC023) totals:						-175.00	0.00		
<b>NOR022 NORTHWEST FUELS LTD.</b>									
PA	TP-191-011	09/03/15			TP-191-011	-1,565.26	0.00		
Vendor (NOR022) totals:						-1,565.26	0.00		
<b>NOR027 N.W. INVASIVE PLANT COUNCIL</b>									
PA	29356	09/24/15			29356	-8,984.22	0.00		
Vendor (NOR027) totals:						-8,984.22	0.00		
<b>OVE002 OVERWAITEA FOODS</b>									
PA	29350	09/17/15			29350	-350.65	0.00		
Vendor (OVE002) totals:						-350.65	0.00		
<b>P&amp;H001 P &amp; H SUPPLIES</b>									
PA	TP-191-012	09/03/15			TP-191-012	-1,872.80	0.00		
Vendor (P&H001) totals:						-1,872.80	0.00		
<b>PAC004 PACIFIC NORTHERN GAS LTD.</b>									
PA	TP-191-013	09/03/15			TP-191-013	-1,656.53	0.00		
Vendor (PAC004) totals:						-1,656.53	0.00		
<b>PAC007 PACIFIC TRUCK &amp; EQUIPMENT INC</b>									
PA	TP-192-022	09/17/15			TP-192-022	-9,606.73	0.00		
Vendor (PAC007) totals:						-9,606.73	0.00		
<b>PAC009 PACIFIC COASTCOM</b>									
PA	29327	09/03/15			29327	-229.59	0.00		
PA	29357	09/24/15			29357	-39.20	0.00		
Vendor (PAC009) totals:						-268.79	0.00		
<b>PAY002 PAYNE'S SEPTIC SERVICE (2010)</b>									
PA	29335	09/09/15			29335	-157.50	0.00		
Vendor (PAY002) totals:						-157.50	0.00		
<b>PAY003 BRENDA PAYNE</b>									
PA	TP-192-023	09/17/15			TP-192-023	-900.00	0.00		
Vendor (PAY003) totals:						-900.00	0.00		
<b>PRA002 PRAGMATIC CONFERENCING</b>									
PA	TP-192-024	09/17/15			TP-192-024	-86.50	0.00		
Vendor (PRA002) totals:						-86.50	0.00		
<b>QLA001 QLAB SYSTEMS LTD</b>									
PA	TP-191-014	09/03/15			TP-191-014	-666.40	0.00		
Vendor (QLA001) totals:						-666.40	0.00		
<b>REG001 REG.DIST.OF FRASER-FORT GEORGE</b>									
PA	29351	09/17/15			29351	-199,046.82	0.00		
Vendor (REG001) totals:						-199,046.82	0.00		
<b>RIC001 RICH'S SAW SALES</b>									
PA	TP-192-025	09/17/15			TP-192-025	-279.11	0.00		
Vendor (RIC001) totals:						-279.11	0.00		
<b>SIM003 Michael Simpson &amp; Gail Hochachka</b>									
PA	29328	09/03/15			29328	-300.00	0.00		
Vendor (SIM003) totals:						-300.00	0.00		
<b>SMI007 SMITHERS PUBLIC LIBRARY</b>									
PA	TP-194-015	09/29/15			TP-194-015	-6,600.50	0.00		
Vendor (SMI007) totals:						-6,600.50	0.00		

202

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>SMI021 SMITHERS WELL DRILLING</b>									
PA	29336	09/09/15			29336	-230.34	0.00		
Vendor (SMI021) totals:						<b>-230.34</b>	<b>0.00</b>		
<b>SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.</b>									
PA	TP-194-016	09/29/15			TP-194-016	-1,983.33	0.00		
Vendor (SOU003) totals:						<b>-1,983.33</b>	<b>0.00</b>		
<b>SPE002 SPEE-DEE PRINTERS &amp; STATIONERS</b>									
PA	TP-191-015	09/03/15			TP-191-015	-1,063.99	0.00		
Vendor (SPE002) totals:						<b>-1,063.99</b>	<b>0.00</b>		
<b>SPO001 SPOTLESS UNIFORM LTD.</b>									
PA	TP-191-016	09/03/15			TP-191-016	-121.41	0.00		
Vendor (SPO001) totals:						<b>-121.41</b>	<b>0.00</b>		
<b>SSQ001 SSQ FINANCIAL</b>									
PA	29367	09/30/15			29367	-770.05	0.00		
Vendor (SSQ001) totals:						<b>-770.05</b>	<b>0.00</b>		
<b>STA008 STARLAND SUPPLY LTD</b>									
PA	TP-191-017	09/03/15			TP-191-017	-36.50	0.00		
Vendor (STA008) totals:						<b>-36.50</b>	<b>0.00</b>		
<b>STE012 STEWART MCDANNOLD STUART</b>									
PA	29358	09/24/15			29358	-235.20	0.00		
PA	29363	09/29/15			29363	-1,971.38	0.00		
Vendor (STE012) totals:						<b>-2,206.58</b>	<b>0.00</b>		
<b>STU007 STUART LAKE SENIORS ASSOC.</b>									
PA	29359	09/24/15			29359	-100.00	0.00		
Vendor (STU007) totals:						<b>-100.00</b>	<b>0.00</b>		
<b>SUD001 SUDS N' DUDS</b>									
PA	TP-192-026	09/17/15			TP-192-026	-94.03	0.00		
Vendor (SUD001) totals:						<b>-94.03</b>	<b>0.00</b>		
<b>SUN002 SUN LIFE FINANCIAL</b>									
PA	29368	09/30/15			29368	-10,544.83	0.00		
Vendor (SUN002) totals:						<b>-10,544.83</b>	<b>0.00</b>		
<b>SWE001 SWEEPING BEAUTIES JANITORIAL</b>									
PA	TP-194-017	09/29/15			TP-194-017	-1,996.67	0.00		
Vendor (SWE001) totals:						<b>-1,996.67</b>	<b>0.00</b>		
<b>TAY002 TAYLOR BROS HARDWARE</b>									
PA	TP-192-027	09/17/15			TP-192-027	-80.55	0.00		
Vendor (TAY002) totals:						<b>-80.55</b>	<b>0.00</b>		
<b>TEL007 TELUS MOBILITY</b>									
PA	TP-192-028	09/17/15			TP-192-028	-1,278.61	0.00		
Vendor (TEL007) totals:						<b>-1,278.61</b>	<b>0.00</b>		
<b>TIR002 TIRETECH</b>									
PA	TP-192-029	09/17/15			TP-192-029	-268.80	0.00		
Vendor (TIR002) totals:						<b>-268.80</b>	<b>0.00</b>		
<b>TOP005 TOPLEY FIRE PROTECTION SOC.</b>									
PA	TP-194-018	09/29/15			TP-194-018	-1,478.83	0.00		
Vendor (TOP005) totals:						<b>-1,478.83</b>	<b>0.00</b>		
<b>TOW003 TOWER COMMUNICATIONS</b>									
PA	TP-192-030	09/17/15			TP-192-030	-10,604.02	0.00		

203

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Name / Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>TOW003 TOWER COMMUNICATIONS (Continued)</b>									
Vendor (TOW003) totals:						-10,604.02	0.00		
<b>TWI001 TWISTERS CAR WASH</b>									
PA	TP-192-031	09/17/15			TP-192-031	-12.60	0.00		
Vendor (TWI001) totals:						-12.60	0.00		
<b>USB001 US BANK CANADA</b>									
PA	TP-193-001	09/17/15			TP-193-001	-10,852.51	0.00		
Vendor (USB001) totals:						-10,852.51	0.00		
<b>VAN005 VANDERHOOF &amp; DISTRICTS CO-OP</b>									
PA	TP-192-032	09/17/15			TP-192-032	-10,337.37	0.00		
Vendor (VAN005) totals:						-10,337.37	0.00		
<b>VIS001 THE MOOSE - VISTA RADIO LTD.</b>									
PA	29337	09/09/15			29337	-220.50	0.00		
PA	29364	09/29/15			29364	-220.50	0.00		
Vendor (VIS001) totals:						-441.00	0.00		
<b>WAS001 WASTE MANAGEMENT OF CANADA CO</b>									
PA	TP-191-018	09/03/15			TP-191-018	-9,439.04	0.00		
Vendor (WAS001) totals:						-9,439.04	0.00		
<b>WIL004 WILLIAMS MACHINERY</b>									
PA	TP-192-033	09/17/15			TP-192-033	-221.58	0.00		
Vendor (WIL004) totals:						-221.58	0.00		
<b>WIL005 WILLIAMS PETROLEUM</b>									
PA	29352	09/17/15			29352	-18,161.73	0.00		
Vendor (WIL005) totals:						-18,161.73	0.00		
<b>XCG001 XCG CONSULTANTS LTD.</b>									
PA	29365	09/29/15			29365	-8,073.98	0.00		
Vendor (XCG001) totals:						-8,073.98	0.00		
<b>XER001 XEROX CANADA LTD.</b>									
PA	TP-191-019	09/03/15			TP-191-019	-626.02	0.00		
PA	TP-192-034	09/17/15			TP-192-034	-647.92	0.00		
Vendor (XER001) totals:						-1,273.94	0.00		
<b>YIN001 YINTAH CONSULTING</b>									
PA	29360	09/24/15			29360	-1,215.00	0.00		
Vendor (YIN001) totals:						-1,215.00	0.00		
<b>ZEE001 ZEE MEDICAL INC.</b>									
PA	TP-192-035	09/17/15			TP-192-035	-361.65	0.00		
Vendor (ZEE001) totals:						-361.65	0.00		
Control account (1) totals:						-1,373,886.77	0.00		
<b>COM001 COMMISSIONER OF MUN. SUPERAN.</b>									
MC	18650001	09/04/15				-4,735.48	0.00		
MC	18800001	09/14/15				-12,829.22	0.00		
MC	18810001	09/18/15				-4,954.32	0.00		
MC	18820001	09/29/15				-13,684.94	0.00		
Vendor (COM001) totals:						-36,203.96	0.00		
<b>REC002 RECEIVER GENERAL</b>									
PA	29340	09/15/15			29340	-29,867.19	0.00		
PA	29362	09/29/15			29362	-32,892.00	0.00		
Vendor (REC002) totals:						-62,759.19	0.00		

204

Sort order: Control account, vendor number, report group  
 Selection: Checks from Sep 01 2015 to Sep 30 2015 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Number	Vendor Name	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
Control account (2) totals:							-98,963.15	0.00		
Report Total							-1,472,849.92	0.00		

106 vendor(s) printed.

**Regional District of Bulkley-Nechako**  
**Action List – July, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-9-3 Board Meeting July 23, 2015	UBCM Convention (Vancouver, B.C.) Breakfast Meetings and RDBN Dinner	That daily breakfast meetings and a dinner for RDBN Directors and staff be arranged during the Union of B.C. Municipalities Convention in Vancouver, B.C.	Ger/Gail	Completed	
2015-9-5 Board Meeting July 23, 2015	Federal Gas Tax Funds - Electoral Area "B" (Burns Lake Rural) - Village of Burns Lake	1. Contribute \$7,500 of Electoral Area "B" Federal Gas Tax allocation monies to the Village of Burns Lake for a Recreation Infrastructure improvement project at the Tom Forsyth Arena parking lot; 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further, 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$7,800 from the Federal Gas Tax Reserve Fund."	Kristi/Hans/Gail	Completed	
2015-9-6 Board Meeting July 23, 2015	Request for Grant in Aid	Write a letter and allocate the following grant in aid applications: - Smithers District Chamber of Commerce be given \$157.50 grant in aid monies from Electoral Area "A" (Smithers Rural) for the "Environmental Business of the Year Award" a the 2015 Community and Business Awards; - Burns Lake Mountain Biking Association be given \$500 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with the Big Pig Mountain Biking Festival; - Lakes District Arts Council be given \$1,000 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with events during the 2015/16 season; - Southside Seniors Housing Society be given \$2,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to assist with printing costs for the Heritage Cookbook and the Garden Tour Cookbook; - Southside Seniors Housing Society be given \$400 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for costs associated with the Southside Garden Tour 2015; - Granisle Public Library be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for computer upgrading and database instruction.	Cheryl/Hans/Gail	Completed	August 14, 2015

205

**Regional District of Bulkley-Nechako**  
**Action List – July, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-9-7 Board Meeting July 23, 2015	Emergency Resources Agreement (Mutual Aid)	Topley Volunteer Fire Department to enter into the Emergency Resources Agreement.	DebJM/Gail	In Progress	
2015-9-8 Board Meeting July 23, 2015	Visit Bulkley-Nechako Advertising for 2016	Staff to place a half page advertisement in the 2016 Northern BC Travel Guide and PG Visitors Guide, as well as a two page advertisement with municipal partners in the 2016 MILEPOST at a combined RDBN cost of \$4,920.	Corrine/Gail	Completed	
2015-9-10 Board Meeting July 23, 2015	Region Wide Cardboard Ban - Workshop Summary	<ol style="list-style-type: none"> <li>1. Proceed with the implementation of a region wide cardboard ban beginning July 1, 2016.</li> <li>2. Further, that the Regional District of Bulkley-Nechako Board of Directors adopt the following guiding principles associated with the cardboard ban:                             <ol style="list-style-type: none"> <li>a. The ban will apply equally to all residents, businesses, municipalities, industries, and institutions including educational facilities and hospitals. No cardboard is to be landfilled.</li> <li>b. The RDBN will work to ensure that, at minimum, drop-off cardboard recycling opportunities are available for residential customers.</li> <li>c. For institutional, commercial, and industrial (ICI) customers, the RDBN will not provide recycling services. It will be the responsibility of ICI sector customers to arrange for cardboard recycling services directly with local collectors and recycling service providers.</li> </ol> </li> <li>3. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to issue the "Regional District of Bulkley-Nechako Region Wide Cardboard Ban – Media Release" to provide an initial notice of the intent of the RDBN to implement a region wide cardboard ban beginning July 1, 2016.</li> </ol>	Janine/Gail	1 & 2 In Progress 3. Completed	

206

**Regional District of Bulkley-Nechako**  
**Action List – July, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
<p align="center">2015-9-18 Board Meeting July 23 2015</p>	<p align="center">Socio-Economic Effects Management Plan (SEEMP)</p>	<p>Direct that staff:</p> <ol style="list-style-type: none"> <li>1. send a letter to TransCanada, the Oil and Gas Commission, the Environmental Assessment Office, and the Ministry of Community, Sport and Cultural Development outlining the RDBN's comments regarding the draft SEEMP for the Prince Rupert Gas Transmission Pipeline as recommended in the June 30<sup>th</sup>, 2015 staff report from the Director of Planning; and</li> <li>2. advise members of the public with complaints relating to pipeline construction activities to address those complaints directly to the Oil and Gas Commission or TransCanada, and that staff monitor public concerns and issues and report to the Board as appropriate.</li> <li>3. That the memo regarding the Socio-Economic Effect Management Plan (SEEMP) for the Prince Rupert Gas Transmission project be formulated into a public announcement/press release regarding the perceived impacts, and what the Regional District of Bulkley-Nechako requires to mitigate the impacts, and what responses the Regional District requires.</li> </ol>	<p align="center">Jason L/Gail</p>	<p align="center">1&amp;2 Completed 3. Waiting for TransCanada response to SEEMP recommendations prior to drafting press release for Boards consideration</p>	
<p align="center">2015-9-21 Board Meeting July 23 2015</p>	<p align="center">Planning Service to Municipalities</p>	<p>Direct staff to:</p> <ol style="list-style-type: none"> <li>1. Approach the Village of Burns Lake regarding the RDBN Planning Department undertaking the municipal OCP review process at the same time as the RDBN reviews the OCP for Electoral Area B and E;</li> <li>2. Work with the Village of Burns Lake to develop a work plan for the municipal OCP reviews, and a contract for the planning services to be provided to the Village of Burns Lake;</li> <li>3. Report back to the RDBN Board of Directors with the proposed work plan and contract;</li> <li>4. Remain open to discussions with other municipalities within the RDBN.</li> </ol>	<p align="center">Jason L/Gail</p>	<p align="center">Completed 2. Ongoing</p>	

2015

**Regional District of Bulkley-Nechako**  
**Action List – July, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-9-27 Board Meeting July 23 2015	School District No. 91 (Nechako Lakes) Breakfast for Learning Grant in Aid	Inform School District No. 91 that the Regional District of Bulkley-Nechako Board of Directors authorize School District No. 91 to transfer the grant in aid monies for the Fort Fraser Elementary School Breakfast for Learning Program to the Fraser Lake Elementary Secondary School Breakfast for Learning Program.	Cheryl/Gail	Completed	August 17, 2015
2015-9-40 Board Meeting July 23 2015	2015 RDBN Business Forum	Inform the Village of Burns Lake and local First Nations that the RDBN supports the Village of Burns Lake and local First Nations hosting the 2016 Business Forum in September, 2016.	Corrine/Gail	Completed	
2015-9-41 Board Meeting July 23 2015	Houston Search and Rescue- Request for Grant in Aid	Write a letter and contribute \$250 grant in aid monies from each of Electoral Areas "A" (Smithers Rural), "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), "E" (Francois/Ootsa Lake Rural), "F" (Vanderhoof Rural), and "G" (Houston Rural) to the Houston Search and Rescue be given for the Houston Search and Rescue Expo 2015.	Cheryl/HansGail	Completed	August 14, 2015
2015-9-43 Board Meeting July 23 2015	ABC Communications - Request for Resolution re: ABC's Application to Industry Canada	Provide notification that the RDBN supports the application to Northern Development Initiative Trust from ABC Communications for a grant of up to \$2,510,685 for "The Future is now – ABC Communications deploys TD-LTE Rural Broadband Networks in British Columbia" from the Connecting British Columbia Account.	Cheryl/Gail	Completed	August 17, 2015
2015-9-44 Board Meeting July 23 2015	Ministry of Environment - Climate Discussion Paper Open for Public	Provide notification that the RDBN supports a renewed provincial focus on climate action that will allow BC to achieve its emissions, reduction targets, and realize the opportunity of a clean energy economy. Further, that the Regional Board encourages the provincial government to take bold, concerted action in this area, with particular focus on carbon pricing, investment in transit, and other low-emission transportation options, and the use of regulations and incentives to drive the transition to a low-carbon future.	Cheryl/Gail	Completed	

208

**Regional District of Bulkley-Nechako**  
**Action List – August, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
F.C.2015-6-6 Forestry Committee Meeting August 20, 2015	RDBN Guiding Principles – Airshed, Water Usage and Solid Waste Management	That the RDBN Committee of the Whole discuss at its next meeting the development of guiding principles and/or a mission statement in regard to airshed management, water usage management and solid waste management practices within the Regional District of Bulkley-Nechako.	Cheryl/Gail	Completed	September 3, 2015
RDC.2015-6-3 Rural Directors Committee Meeting August 20, 2015	Federal Gas Tax Community Works Fund Repayment Potential	That the Rural Directors Committee defer the report titled "Federal Gas Tax Community Works Fund Repayment Potential" to the Rural Directors Committee scheduled September 3, 2015.	Cheryl/Gail	Completed	September 3, 2015
2015-10-5 Board Meeting August 20, 2015	District of Fort St. James-Request for Grant in Aid-Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the District of Fort St. James for costs associated with the Grand Opening of the Fort St. James Community Centre.	Cheryl/Hans/Gail	Completed	August 21, 2015
2015-10-6 Board Meeting August 20, 2015	Southside Seniors Volunteer Fire Department-Request for Grant in Aid -Electoral Area "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute Southside Seniors Volunteer Fire Department be given \$2,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to purchase uniforms for fire hall members.	Cheryl/Hans/Gail	Completed	August 14, 2015
2015-10-7 Board Meeting August 20, 2015	MOU Between Glenwood Hall and the Regional District of Bulkley-Nechako	That the Regional District of Bulkley-Nechako Board of Directors authorize staff to enter into the Memorandum of Understanding with Glenwood Hall.	Deb JM/Gail	Completed	
2015-10-9 Board Meeting August 20, 2015	MOU with the Village of Telkwa Concerning the Use of Telkwa Christian Reformed Church as a Reception Centre by the RDBN	That the Regional District of Bulkley-Nechako Board of Directors authorize staff to enter into the Memorandum of Understanding with the Telkwa Christian Reformed Church.	Deb JM/Gail	Completed	
2015-10-10 Board Meeting August 20, 2015	Withdrawal from Administration Equipment Reserve	Withdraw of \$26,888.02 from the Administration Equipment Reserve for the office phone system and Admin Printer.	Hans/Gail	Completed	
2015-10-11 Board Meeting August 20, 2015	Withdrawal from Administration/Planning/Emergency Preparedness	Withdraw of \$20,723 from the Administration/Planning Vehicle Reserve and \$10,361 from the Emergency Preparedness Vehicle Reserve for the 2015 Ford Escape.	Hans/Gail	Completed	

209

**Regional District of Bulkley-Nechako**  
**Action List – August, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Board Meeting August 20, 2015	RDBN Forums Re: Sectors	Further discussion will take place at a future Committee of the Whole meeting in regard to RDBN Forums Re: Sectors.	Cheryl/Gail	On Going	
2015-10-13 Board Meeting August 20, 2015	Metal Recycling Recommendation for Contract Award	Award a contract for metal recycling services for 2015, expiring December 31, 2015, to Schnizer Steel Canada Ltd. with revenue paid to the RDBN of \$20.28/metric tonne of scrap metal recycled from RDBN sites other than the Manson Creek Landfill. Scrap metal will be removed and recycled from the Manson Creek Landfill at no cost/no revenue to the RDBN."	Janine/Gail	Completed	
2015-10-25 Board Meeting August 20, 2015	Omineca Beetle Action Coalition – Support for a Continued Collaborative Approach across the Region	Write a letter of support to the Omineca Beetle Action Coalition indicating the Regional District of Bulkley-Nechako's support for a continued collaborative approach across the region.	Cheryl/Gail	Completed	September 14, 2015
2015-10-28 Board Meeting August 20, 2015	Council of Forest Industries– 2015 Prince George Area Community Dinner – September 15, 2015	Travel arrangements and registration for Chair Miller's attendance at the Council of Forest Industries – 2015 Prince George Area Community Dinner, September 15, 2015.	Ger/Cheryl/Gail	Completed	
2015-10-29 Board Meeting August 20, 2015	Premier's BC Natural Resource Forum - January 19-21, 2016 – Prince George, B.C.	Travel arrangements and registration for Chair Miller's attendance at the Premier's BC Natural Resource Forum – January 19-21, 2016 in Prince George, B.C."	Ger/Cheryl/Gail	Completed	
2015-10-38 Board Meeting August 20, 2015	Letter of Support to the Cariboo Chilcotin Regional Hospital District	Write a letter of support to the Cariboo Chilcotin Regional Hospital District in regard to their efforts in advocating for the establishment of a Northern Physiotherapy Program at the University of Northern British Columbia (UNBC) to provide for 20 more physiotherapy academic seats in B.C.	Cheryl/Gail	Completed	September 15, 2015

210

**Regional District of Bulkley-Nechako**  
**Action List – August, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
<p align="center">2015-10-39 Board Meeting August 20, 2015</p>	<p>Letter to Rio Tinto Alcan RE: Water Use Plan for the Nechako Reservoir</p>	<ol style="list-style-type: none"> <li>1. Write a letter to Rio Tinto Alcan requesting that they initiate a Water Use Plan for the Nechako Reservoir; and further, that the Regional District of Bulkley-Nechako be involved in the process; and further, that the letter be sent to the Ministry of Forests Lands and Natural Resource Operations.</li> <li>2. That the Regional District of Bulkley-Nechako Board of Directors respond to the letter sent by the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations in regard to his July 28, 2015 letter to inform him that a request has been made to Rio Tinto Alcan to initiate a Water Use Plan for the Nechako Reservoir; and further, that the letter be forwarded to the Premier requesting support in ensuring that said plan is initiated.</li> </ol>	<p align="center">Cheryl/Gail</p>	<p align="center">Completed</p>	<p align="center">September 14, 2015</p>

**Regional District of Bulkley-Nechako**  
**Action List – September, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
C.W.2015-63 Committee of the Whole Meeting September 3, 2015	RDBN Staff Attendance at UBCM Convention, 2015	Registration and travel arrangements for Jason Llewellyn, Director of Planning/Interim Deputy Administrator to attend the 2015 UBCM Convention in Vancouver, in place of the RDBN CAO.	Ger/Cheryl/Gail	Completed	
C.W.2015-6-4 Committee of the Whole Meeting September 3, 2015	Re-Use Shed Closure and Salvaging Ban	<ol style="list-style-type: none"> <li>1. Staff to issue the media release titled "Closure of Re-Use Sheds and Banning of Salvaging Activities at Solid Waste Management Facilities."</li> <li>2. Further, that the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff to proceed with the public meetings as outlined.</li> <li>3. Further, that the date of each community meeting be included on the closure notices.</li> </ol>	Janine/Gail	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. In Progress</li> </ol>	
RDC.2015-7-3 Rural Directors Committee Meeting September 3, 2015	Federal Gas Tax Community Works Fund Repayment Potential	Write a letter to non-profit societies that have been granted Federal Gas Tax Community Works funds and request that an annual report be sent once a year to the RDBN that includes a copy of the society's annual report; and further, that they be provided an opportunity to provide a written update.	Kristi/Hans/Gail	In Progress	212
Rural Directors Committee Meeting September 3, 2015	Disposal of Drilling Mud from Pipeline Companies within the RDBN	Staff will continue to research the disposal of drilling mud and waste from pipeline companies in the RDBN and will provide a report to the Rural Directors Committee	Jason L/Gail	Completed	October 8, 2015
2015-11-4 Board Meeting September 17, 2015	Northwest Regional Advisory Committee Funding in 2016	Defer prioritizing the list of projects for Northern Development Initiative Trust Northwest Regional Advisory Committee	Gail	Completed	October 8, 2015 Rural Dir. Comm. Mtg.

**Regional District of Bulkley-Nechako**  
**Action List – September, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-11-5 Board Meeting September 17, 2015	Lake Babine Nation – Northern Development Application-Northwest RAC	Defer prioritizing the Lake Babine Nation – Northern Development Application – Northwest RAC for \$250,000 grant towards Phase Two of a biomass heating project.	Gail	Completed	October 8, 2015 Rural Dir. Comm. Mtg.
2015-11-7 Board Meeting September 17, 2015	Topley Rural Fire Protection Service Establishment and Topley Road Rescue and Medical First Responders Service Establishment Referenda – November 7, 2015	That the Regional District of Bulkley-Nechako Board of Directors schedule a referendum to take place on Saturday, November 7, 2015 regarding “Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015,” “Topley Rural Fire Protection Loan Authorization Bylaw No. 1744, 2015,” and “Topley Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015.” Further, that Cheryl Anderson be appointed Chief Election Officer and Geraldine Craven be appointed Deputy Chief Election Officer.	Cheryl/Gail	In Progress	
2015-11-8 Board Meeting September 17, 2015	Federal Gas Tax Funds-Electoral Area “B” (Burns Lake Rural) – Rose Lake Community Club	1. Withdraw and contribute \$13,000 of Electoral Area “B” Federal Gas Tax allocation monies to Rose Lake Community Club for a recreation infrastructure improvement project at the Rose Lake Hall; 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further, 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$13,000 from the Federal Gas Tax Reserve Fund.”	Kristi/Hans/Gail	In Progress	
2015-11-15 Board Meeting September 17, 2015	Derelict Buildings on Crown Land – Reno Road, Topley, Electoral Area “G”; 4620 Kissock Road, Decker Lake, Electoral Area “B”; 50995 Shallow Bay Road, Electoral Area “F”	Staff work with local fire departments to identify the potential for burning of the buildings, and report back to the Regional District Board with a draft budget for the clean-up of the properties. further, that the Regional Board bring forward the issue of derelict buildings on Crown Land to John Rustad, MLA Nechako Lakes and Doug Donaldson, MLA Stikine.	Jason L/Gail	In Progress	

213

**Regional District of Bulkley-Nechako**  
**Action List – September, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-11-17 Board Meeting September 17, 2015	Derelict Buildings on Crown Land	Write a letter to the Ministry of Forests, Lands and Natural Resource Operations seeking compensation for costs of derelict buildings on Crown Land and bring forward the Regional Boards concerns in regard to the hazards and liability associated in not cleaning up the properties.	Jason L/Gail	In Progress	
2015-11-26 Board Meeting September 17, 2015	Letter of Support Request – Beyond the Market	Write a letter of support to Beyond the Market for its proposal for long-term funding to the Ministry of Agriculture's Provincial Community Based Extension Services Program.	Cheryl/Gail	Completed	September 25, 2015
2015-11-27 Board Meeting September 17, 2015	RDBN Forestry Forum (Wildfire Workshop) October 13 <sup>th</sup> , 2015	Staff to hire Mr. Al Gorley, Triangle Resources, as the facilitator for the October 13 <sup>th</sup> , 2015 Wildfire Workshop at an estimated cost of \$2,500 plus travel. Further, that Mr. Brian Simpson, Wildfire Management Services 1041469 BC Ltd., be hired as a presenter for the upcoming Wildfire Workshop at an estimated cost of \$1,000/day plus travel costs.	Gail	Completed	
2015-11-28 Board Meeting September 17, 2015	Federal Gas Tax Funds – Electoral Area "D" (Fraser Lake Rural) District of Vanderhoof	<ol style="list-style-type: none"> <li>1. Withdraw and contribute \$200,000 of Electoral Area "D" Federal Gas Tax allocation monies to the District of Vanderhoof to build the Vanderhoof Pool complex; and further,</li> <li>2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$200,000 from the Federal Gas Tax Reserve Fund."</li> </ol>	Kristi/Hans/Gail	In Progress	
2015-11-29 Board Meeting September 17, 2015	Federal Gas Tax Funds – Electoral Area "F" (Vanderhoof Rural)	<ol style="list-style-type: none"> <li>1. Withdraw and contribute \$500,000 of Electoral Area "F" Federal Gas Tax allocation monies to the District of Vanderhoof to build the Vanderhoof Pool complex; and further,</li> <li>2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$400 cost, and further,</li> <li>3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$500,400 from the Federal Gas Tax Reserve Fund.</li> </ol>	Kristi/Hans/Gail	In Progress	
2015-11-31 Board Meeting September 17, 2015	Nechako Water Use Plan	Staff to continue work on a Nechako Watershed Plan.	Gail	On Going	

214

**Regional District of Bulkley-Nechako**  
**Action List – September, 2015**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
Committee of the Whole September 3, 2015	Delegation Thank You Letter	Write a thank you letter to Nathan Cullen, MP Skeena Bulkley.	Cheryl/Gail	In Progress	
Board Meeting September 17, 2015	Delegation Thank You Letter	Write a thank you letter to Brad Layton, Liberal Candidate-Skeena Bulkley Valley.	Cheryl/Gail	In Progress	

**ACTION ITEMS IN PROGRESS**

**Updated: October 15, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
2015-9-7 Board Meeting July 23, 2015	Emergency Resources Agreement (Mutual Aid)	Topley Volunteer Fire Department to enter into the Emergency Resources Agreement.	DebJM/Gail	In Progress
2015-9-10 Board Meeting July 23, 2015	Region Wide Cardboard Ban - Workshop Summary	1. Proceed with the implementation of a region wide cardboard ban beginning July 1, 2016. 2. Further, that the Regional District of Bulkley-Nechako Board of Directors adopt the following guiding principles associated with the cardboard ban: a. The ban will apply equally to all residents, businesses, municipalities, industries, and institutions including educational facilities and hospitals. No cardboard is to be landfilled. b. The RDBN will work to ensure that, at minimum, drop-off cardboard recycling opportunities are available for residential customers. c. For institutional, commercial, and industrial (ICI) customers, the RDBN will not provide recycling services. It will be the responsibility of ICI sector customers to arrange for cardboard recycling services directly with local collectors and recycling service providers.	Janine/Gail	In Progress
2015-9-18 Board Meeting July 23 2015	Socio-Economic Effects Management Plan (SEEMP)	Direct that staff: 3. That the memo regarding the Socio-Economic Effect Management Plan (SEEMP) for the Prince Rupert Gas Transmission project be formulated into a public announcement/press release regarding the perceived impacts, and what the Regional District of Bulkley-Nechako requires to mitigate the impacts, and what responses the Regional District requires.	Jason L/Gail	1&2 Completed 3. Waiting for TransCanada response to SEEMP recommendations prior to drafting press release for Boards consideration
2015-9-21 Board Meeting July 23 2015	Planning Service to Municipalities	Direct staff to: 2. Work with the Village of Burns Lake to develop a work plan for the municipal OCP reviews, and a contract for the planning services to be provided to the Village of Burns Lake;	Jason L/Gail	On Going
Board Meeting August 20, 2015	RDBN Forums Re: Sectors	Further discussion will take place at a future Committee of the Whole meeting in regard to RDBN Forums Re: Sectors.	Cheryl/Gail	On Going

216

**ACTION ITEMS IN PROGRESS**

**Updated: October 15, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
C.W.2015-6-4 Committee of the Whole Meeting September 3, 2015	Re-Use Shed Closure and Salvaging Ban	Further, that the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff to proceed with the public meetings as outlined.	Janine/Gail	In Progress
RDC.2015-7-3 Rural Directors Committee Meeting September 3, 2015	Federal Gas Tax Community Works Fund Repayment Potential	Write a letter to non-profit societies that have been granted Federal Gas Tax Community Works funds and request that an annual report be sent once a year to the RDBN that includes a copy of the society's annual report; and further, that they be provided an opportunity to provide a written update.	Kristi/Hans/Gail	In Progress
2015-11-7 Board Meeting September 17, 2015	Topley Rural Fire Protection Service Establishment and  Topley Road Rescue and Medical First Responders Service Establishment Referenda – November 7, 2015	That the Regional District of Bulkley-Nechako Board of Directors schedule a referendum to take place on Saturday, November 7, 2015 regarding "Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015," "Topley Rural Fire Protection Loan Authorization Bylaw No. 1744, 2015," and "Topley Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015." Further, that Cheryl Anderson be appointed Chief Election Officer and Geraldine Craven be appointed Deputy Chief Election Officer.	Cheryl/Gail	In Progress
2015-11-8 Board Meeting September 17, 2015	Federal Gas Tax Funds-Electoral Area "B" (Burns Lake Rural) – Rose Lake Community Club	1. Withdraw and contribute \$13,000 of Electoral Area "B" Federal Gas Tax allocation monies to Rose Lake Community Club for a recreation infrastructure improvement project at the Rose Lake Hall; 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further, 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$13,000 from the Federal Gas Tax Reserve Fund."	Kristi/Hans/Gail	In Progress
2015-11-15 Board Meeting September 17, 2015	Derelict Buildings on Crown Land	Staff work with local fire departments to identify the potential for burning of the buildings, and report back to the Regional District Board with a draft budget for the clean-up of the properties. further, that the Regional Board bring forward the issue of derelict buildings on Crown Land to John Rustad, MLA Nechako Lakes and Doug Donaldson, MLA Stikine.	Jason L/Gail	In Progress

217

**ACTION ITEMS IN PROGRESS**  
**Updated: October 15, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
2015-11-17 Board Meeting September 17, 2015	Derelict Buildings on Crown Land	Write a letter to the Ministry of Forests, Lands and Natural Resource Operations seeking compensation for costs of derelict buildings on Crown Land and bring forward the Regional Boards concerns in regard to the hazards and liability associated in not cleaning up the properties.	Jason L/Gail	In Progress
2015-11-28 Board Meeting September 17, 2015	Federal Gas Tax Funds – Electoral Area “D” (Fraser Lake Rural) District of Vanderhoof	1. Withdraw and contribute \$200,000 of Electoral Area “D” Federal Gas Tax allocation monies to the District of Vanderhoof to build the Vanderhoof Pool complex; and furth 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$200,000 from the Federal Gas Tax Reserve Fund.”	Kristi/Hans/Gail	In Progress
2015-11-29 Board Meeting September 17, 2015	Federal Gas Tax Funds – Electoral Area “F” (Vanderhoof Rural)	1. Withdraw and contribute \$500,000 of Electoral Area “F” Federal Gas Tax allocation monies to the District of Vanderhoof to build the Vanderhoof Pool complex; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$400 cost, and further, 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$500,400 from the Federal Gas Tax Reserve Fund.	Kristi/Hans/Gail	In Progress
2015-11-31 Board Meeting September 17, 2015	Nechako Water Use Plan	Staff to continue work on a Nechako Watershed Plan.	Gail	On Going
Committee of the Whole September 3, 2015	Delegation Thank You Letter	Write a thank you letter to Nathan Cullen, MP Skeena Bulkley.	Cheryl/Gail	In Progress
Board Meeting September 17, 2015	Delegation Thank You Letter	Write a thank you letter to Brad Layton, Liberal Candidate- Skeena Bulkley Valley.	Cheryl/Gail	In Progress

218

219

1st, 2nd & 3rd  
Reading

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1749**

---

**A bylaw to amend the boundaries of the Vanderhoof Rural Fire Protection Service Area within a portion of Electoral Area "F"**

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 755 a service of fire protection to a portion of Electoral Area "F" known as the "Vanderhoof Rural Fire Protection Service Area";

**AND WHEREAS** the Regional District may amend a Local Service Establishment Bylaw under Section 802 of the *Local Government Act*;

**AND WHEREAS** the Regional District has received a request from owners of the property to be included in the Vanderhoof Rural Fire Protection Service Area;

**AND WHEREAS** the Director of Electoral Area "F" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein, in accordance with Section 801.5 of the *Local Government Act*;

**NOW THEREFORE**, the Board of Directors of the Regional District of Bulkley-Nechako, in open meeting assembled enacts as follows:

- 1) That the Regional District hereby amends the boundaries of the Vanderhoof Rural Fire Protection Service Area by including the following properties:

SW 1/4 OF SEC 33 TP 2 R4C EXC THE MOST SLY & THE MOST WLY 25 M IN PARL WIDTH

and that the resulting boundaries of the Vanderhoof Rural Fire Protection Service Area are as shown on Schedule "A";

- 2) This bylaw may be cited as "Vanderhoof Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1749, 2015."

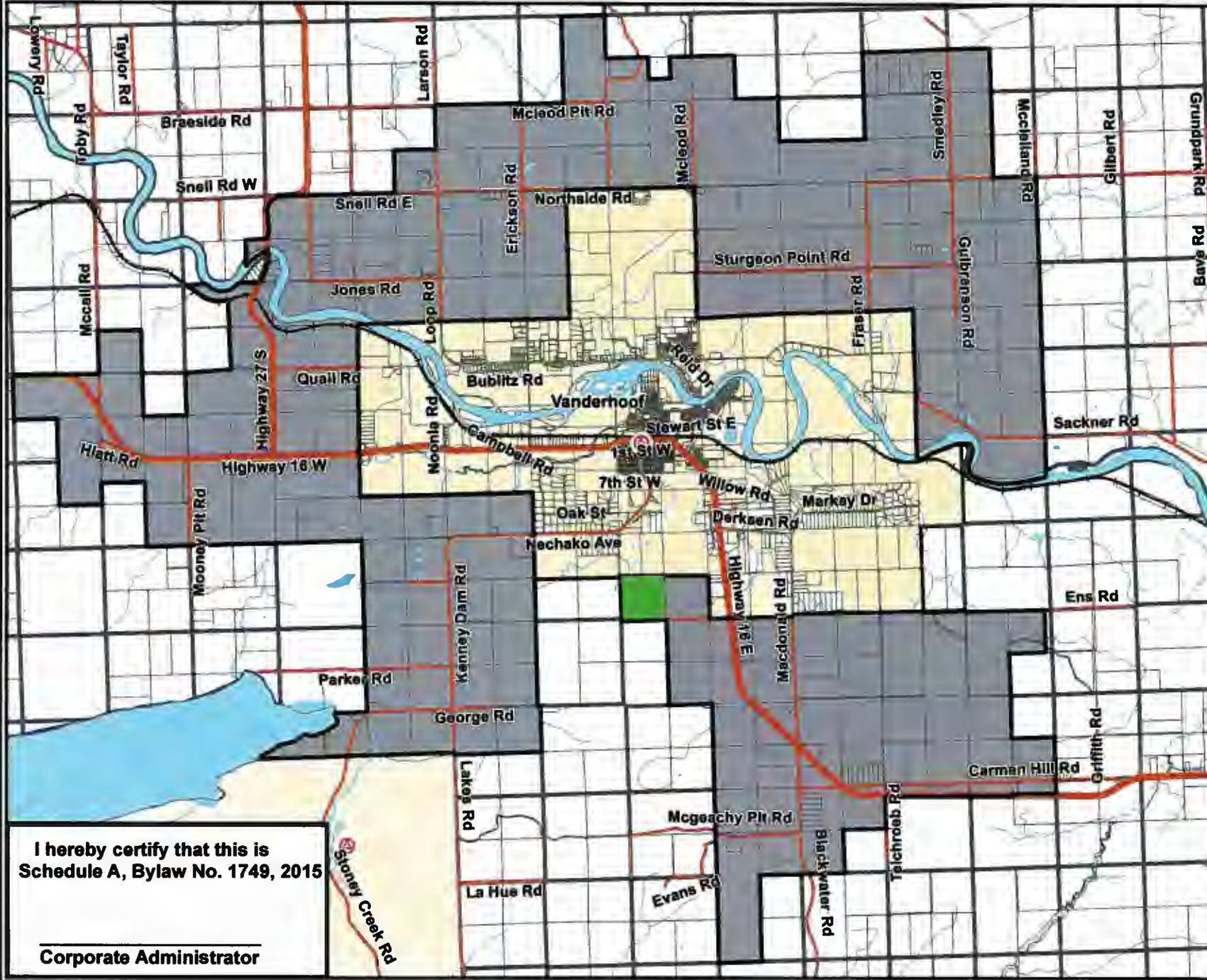




# Vanderhoof Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1749, 2015 - Schedule A

## Legend

- Fire Departments
- ▬ Highway
- ▬ Secondary Street
- ▬ Railway
- Cadastre
- District Lots
- Lakes
- ~ Streams
- Municipalities
- First Nation Reserve
- Existing Fire Protection Area
- Expansion Properties



221



This map is an approximate representation and should only be used for reference purposes.

I hereby certify that this is  
Schedule A, Bylaw No. 1749, 2015

\_\_\_\_\_  
Corporate Administrator

Created by the  
Regional District of  
Bulkley-Nechako  
August 10th, 2015  
SCALE 1:100,000

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BYLAW NO. 1750

Being a bylaw to establish a service within the boundaries of the District of Fort St. James and a portion of Electoral Area "C" (Fort St. James Rural) to provide transportation services for senior citizens in the Fort St. James Area.

---

**WHEREAS:**

- A. Under Section 796 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of providing transportation services for senior citizens in the Fort St. James Area;
- C. The approval of the Inspector of Municipalities has been obtained under Section 801 of the *Local Government Act*;
- D. The approval of the electors of a portion of Electoral Area "C" (Fort St. James Rural) has been obtained under Section 801.3 of the *Local Government Act* and Section 86 (2) of the *Community Charter* and consent on behalf of the electors in the District of Fort St. James has been obtained under Section 801.4 of the *Local Government Act*.

**NOW THEREFORE** the Regional Board of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

**1) Service**

The Regional District hereby establishes, within the boundaries of the District of Fort St. James and a portion of Electoral Area "C" (Fort St. James Rural) as shown on Schedule "A" attached, a service for the purpose of providing transportation services for senior citizens in the Fort St. James Area.

**2) Boundaries**

The boundaries of the service area are the boundaries of the District of Fort St. James and a portion of Electoral Area "C" (Fort St. James Rural) in the Regional District of Bulkley-Nechako (the "**Service Area**") as shown on Schedule "A" attached.



Bylaw No. 1750

I hereby certify that this is a true and correct copy of Bylaw No. 1750.

\_\_\_\_\_  
Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this  
day of

ASSENT OF ELECTORS OBTAINED this      day of      .

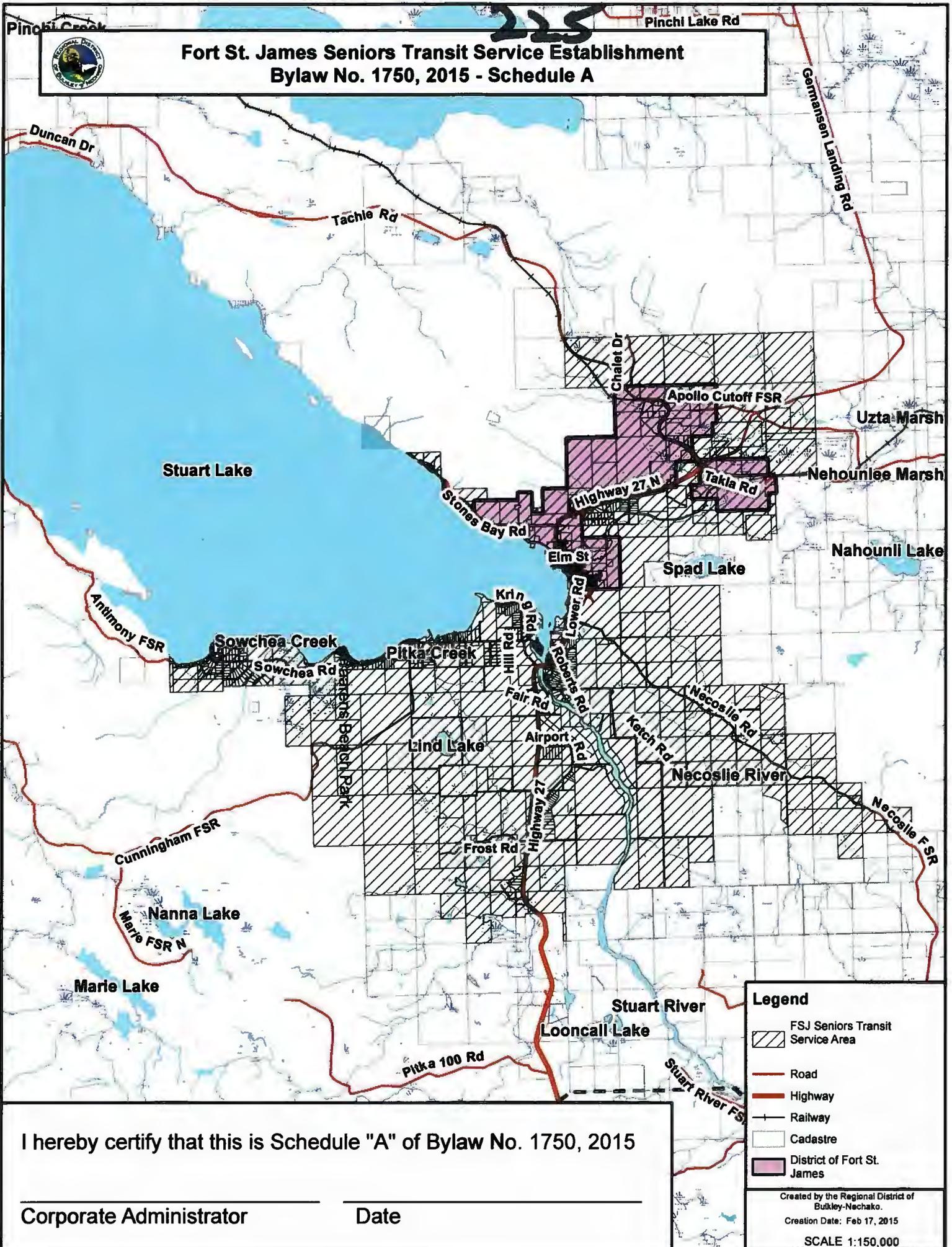
ADOPTED this    day of      ,      .

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



**Fort St. James Seniors Transit Service Establishment  
Bylaw No. 1750, 2015 - Schedule A**



I hereby certify that this is Schedule "A" of Bylaw No. 1750, 2015

\_\_\_\_\_  
Corporate Administrator

\_\_\_\_\_  
Date

**Legend**

- FSJ Seniors Transit Service Area
- Road
- Highway
- Railway
- Cadastre
- District of Fort St. James

Created by the Regional District of Bulkley-Nechako.  
Creation Date: Feb 17, 2015  
SCALE 1:150,000