



AGENDA

MEETING NO. 6

APRIL 28, 2016

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"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

VISION

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

MISSION

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

STRATEGIC PRIORITIES 2015-2019

Now

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

Next

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

Board Advocacy

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

AGENDA

Thursday, April 28, 2016



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – April 28, 2016</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
11-13	Special Board Meeting Minutes - April 14, 2016	Adopt
14-32	Board Meeting Minutes – March 24, 2016	Adopt
33-35	Agriculture Committee Meeting Minutes - March 24, 2016 (Unapproved)	Receive
36-39	Agriculture Committee Meeting Minutes - February 25, 2016	Receive
40-52	Committee of the Whole Meeting Minutes - April 14, 2016 (Unapproved)	Receive
53-59	Committee of the Whole Meeting Minutes - March 10, 2016	Receive
60-65	Forestry Committee Meeting Minutes - April 14, 2016 (Unapproved)	Receive
66-69	Forestry Committee Meeting Minutes - March 10, 2016	Receive
70-72	Rural Directors Committee Meeting Minutes - April 14, 2016 (Unapproved)	Receive
73-77	Rural Directors Committee Meeting Minutes - March 10, 2016	Receive

BUSINESS ARISING OUT OF THE MINUTES

DELEGATION

PRICE WATERHOUSE COOPERS - (Via Telephone)
- 2015 Audit – Norm Hildebrandt, Audit Partner

78 **WOODMERE NURSERY LTD.**
Joe Wong, Woodmere Nursery Ltd.
Reg Ogen, Yinka Dene Economic Development Limited Partnership
Inc. RE: Municipal Solid Waste Management

MINISTRY OF FORESTS, LANDS AND NATURAL
RESOURCE OPERATIONS
WILDFIRE MANAGEMENT BRANCH
Dana Hicks, Fire Management Specialist
RE: Strategic Wildfire Threat Analysis

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
	(All grey highlighted items may be received as a block)	
79-80	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - April 14, 2016	Recommendation (Page 80)
81	Corrine Swenson, Manager of Regional Economic Development – Vanderhoof Community Foundation – Northern Development Application – Prince George RAC - RDBN, Electoral Area “F”	Recommendation (Page 81)
82-84	Hans Berndorff, Financial Administrator - Grant in Aid Request – Vanderhoof Community Foundation	Recommendation (Page 82)
85-92	Hans Berndorff, Financial Administrator - Purchase of Topley Fire Hall	Recommendation (Page 85)
93-106	Hans Berndorff, Financial Administrator - Chinook Comfor Partnering Agreement	Recommendation (Page 93)
107-131	Hans Berndorff, Financial Administrator - 2015 Audited Financial Statements	Recommendation (Page 107)
132	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds Electoral Area “A” (Smithers Rural) - Bulkley Valley Aquatic Management Centre Society	Recommendation (Page 132)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
133	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds Electoral Area “A” (Smithers Rural) - Bulkley Valley Aquatic Management Centre Society	Recommendation (Page 133)
134	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds Electoral Area “B” (Burns Lake Rural) - Rose Lake Community Club	Recommendation (Page 134)
135	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds Electoral Area “B” (Burns Lake Rural) - Lakes District Fair Association	Recommendation (Page 135)
136	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds Electoral Area “C” (Fort St. James Rural) - District of Fort St. James	Recommendation (Page 136)
137	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds Electoral Area “C” (Fort St. James Rural) - Fort St. James Curling Club	Recommendation (Page 137)
138-143	Deborah Jones-Middleton, Protective Services Manager – Luck Bay Rural Fire Protection Agreement	Recommendation (Page 138)
144-155	Cheryl Anderson, Manager of Administrative Services – <i>The Regional News</i> – Spring 2016	Ratify
156-162	Hans Berndorff, Financial Administrator - Quarterly Financial Report – March 31, 2016	Receive
<u>ENVIRONMENTAL SERVICES</u>		
163-169	Janine Dougall, Director of Environmental Services – Knockholt Landfill Projects - Authorization to Proceed Using Prime Contractor Arrangement	Recommendation (Page 164)
170	Janine Dougall, Director of Environmental Services – Fort Fraser Water and Wastewater Regulator Amendment Bylaws	Receive

<u>PAGE NO.</u>	<u>ENVIRONMENTAL SERVICES (CONT'D)</u>	<u>ACTION</u>
171-173	Elaine Wiebe, Environmental Services Assistant – 2016 Backyard Composting Program	Receive
	<u>DEVELOPMENT SERVICES</u> (All Directors)	
	<u>ELECTORAL AREA PLANNING</u> (All Directors)	
	<u>Development Variance Permit Application</u>	
174-194	Development Variance Permit A-03-16 SGJ BC Ventures (HBH) Raymond Road, Smithers Electoral Area "A" <i>(call for comments from the gallery)</i>	Recommendation (Page 182)
195-218	<u>Bylaws for First and Second Reading</u> Rezoning File No. A-06-14 West-End Ventures Inc (Bruintjes) Electoral Area "A"	Recommendation (Page 202)
	<u>Bylaw for Third Reading</u>	
219-237	Rezoning File No. A-03-15 Bylaw 1755 Richard and Allita Barendregt Electoral Area "A"	Recommendation (Page 224)
	<u>OTHER</u> (All Directors)	
	<u>Planning Department Enquiries Report</u>	
238	For March 2016	Receive
	<u>Action List</u>	
239-240	Action List – March 2016	Receive
	<u>APC Minutes</u>	
241-242	Minutes: Advisory Planning Commission Electoral Area "A" RE: April 4, 2016	Receive

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PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

258-264	City of Burnaby – BC Home Owner Grant Program	Receive
265-270	City of Victoria – Submission of Resolutions for 2016 AVICC Convention	Receive
	Fort Fraser Local Community Commission Meeting Minutes – February 16, 2016	Receive
271-274	Fort Fraser Local Community Commission Meeting Minutes – February 16, 2016	Receive
275	Emergency Management BC – Residential Flood Insurance	Receive
276-282	Ministry of Forests, Lands and Natural Resource Operations – Snow Survey and Water Supply Bulletin – April 1st, 2016	Receive
283-285	Vancouver Sun – Nadleh Whut'en and Stelat'en Hereditary Leaders Proclaim BC's First Aboriginal Water Laws	Receive
286	Federation of Canadian Municipalities - Federal Budget 2016 and What it Means for Municipalities	Receive
287-288	Ministry of Forests, Lands and Natural Resource Operations/BC Wildfire Service – Northwest Fire Centre Urges Caution with Open Burning	Receive
289-290	Northern Health – Houston Primary Care Clinic Officially Opens	Receive
291-294	Northern Health – Monitoring Lead Levels in Drinking Water	Receive
295-296	Municipal Update – 2016 Federal Budget	Receive
297	Smart Planning for Communities Announcement - Implementing Community Sustainability Plans in BC	Receive
298	TransCanada Yellowhead Highway Association - In Memoriam – Harry Kroeker and Ralph Roy	Receive

PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

299-320	Union of B.C. Municipalities	Receive
	<ul style="list-style-type: none"> • Feedback Invited for Spill Preparedness, Response • Funding & Resources Update • Community to Community (C2C) Forum Funding Renewed • Application Period Opens for BC Rural Dividend Program • Gas Tax Update & Asset Management Workshops • Options for Regulating Payday Loan Businesses • 2016 Federal Budget Highlights • Increasing Indigenous Cultural Safety in Local Governments • Off Road Vehicle Act – What it Means for Local Governments • Building Act Update • Plan & Prep: Ship-source Oil Spills in Southern BC • Policing Mentorship for Growing Municipalities • Options for Regulating Payday Loan Businesses – March 30 • Action & Outreach re: Missing & Murdered Indigenous Women & Girls • Updated Wildfire Threat Analysis 	

INVITATIONS

321	Energy Leadership Workshop – May 6, 2016 - Dawson Creek, B.C.	Receive
322-324	UNBC – Annual Convocation for the Conferring of Degrees – May 27, 2016, Prince George, B.C.	Receive
325-327	Northern Health – Northern Region Healthy Communities Forum – May 3, 2016 – Dawson Creek, B.C.	Receive

FINANCIAL

328-336	Operating Accounts – Accounts Paid March, 2016	Ratify
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<u>PAGE NO.</u>	<u>BYLAWS</u>	<u>ACTION</u>
	<u>Bylaws for First, Second, Third Reading and Adoption</u>	
337-338	<u>No. 1769 – RDBN Water Service Regulatory Amendment</u> (All/Directors/Majority)	1 st , 2 nd , 3 rd , Reading & Adoption
339-340	<u>No. 1770 – RDBN Sewer Service Regulatory Amendment</u> (All/Directors/Majority)	1 st , 2 nd , 3 rd , Reading & Adoption

READING FILE

RECEIVE ALL

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

SPECIAL IN-CAMERA MEETING

In accordance with Section 90(1)(a) of the *Community Charter* – personal information about an identifiable individual who holds or is being considered for a position as an officer (CAO Replacement), it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that the consideration of information received and held in confidence relating to this matter be closed to the public therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO

SPECIAL MEETING NO. 5

Thursday, April 14, 2016

PRESENT: Chair Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brienen
Mark Fisher
Dwayne Lindstrom
Rob MacDougall
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
Rob Newell, Electoral Area "G" (Houston Rural)

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

Staff Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services
Wendy Wainwright, Executive Assistant

CALL TO ORDER Chair Miller called the meeting to order at 1:04 a.m.

MOTION TO HOLD SPECIAL BOARD MEETING Moved by Alternate Director McGuire
Seconded by Director Strimbold

2016-5-1 "In accordance with Section 219 of the *Local Government Act*, the Regional District of Bulkley-Nechako Board of Directors calls a Special Board Meeting."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

AGENDA Moved by Director MacDougall
Seconded by Director Benedict

2016-5-2 "That the agenda of the Regional District of Bulkley-Nechako Board meeting of April 14, 2016 be approved."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

REPORTS

Appointment of Corporate Officer Moved by Director Bachrach
Seconded by Alternate Director McGuire

2016-5-3 "That the Regional District of Bulkley-Nechako Board of Directors assign the responsibility of corporate administration to the Manager of Administrative Services."

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

REPORTS (CONT'D)

**Solid Waste Management
Facility Regulation and User
Fee Bylaw No. 1764, 2016**

Moved by Director Parker
Seconded by Director Fisher

2016-5-4

"That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' April 5, 2016 memo titled "Solid Waste Management Facility Regulation and User Fee Bylaw No. 1764, 2016."

Moved by Director Bachrach
Seconded by Director Brien

2016-5-5

"That Motion 2016-5-4 the "Solid Waste Management Facility Regulation and User Fee Bylaw No. 1764, 2016" Section 8.1 be amended as follows:

8.1 The Regional District hereby authorizes Officers and the Director to make and enforce rules governing the use of a Facility ("**Rules**") and provide directions to users of the Facility which are consistent with this Bylaw and which are necessary or convenient for the efficient and lawful operation of the Facility.

(All/Directors/Majority) CARRIED UNANIMOUSLY

"That the question be called on Motion 2016-5-4 as amended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

The following items were discussed:

- raising tipping fees in the future;
- no tipping fees currently for bio solids;
- liquid waste being managed under the Liquid Waste Bylaw.

Janine Dougall, Director of Environmental Services noted that large amounts of land clearing debris will no longer be accepted at RDBN Transfer Stations but at RDBN Landfills and this may impact municipalities conducting yard cleanup initiatives.

BYLAW

Bylaw for First, Second and Third Reading

**No.1764 – Solid Waste
Management Facility
Regulation and User Fee
Bylaw**

Moved by Director MacDougall
Seconded by Director Benedict

2016-5-6

"That "Solid Waste Management Facility Regulation and User Fee Bylaw No. 1764, 2016" be given first, second and third reading this 14th day of April, 2016 as amended."

Opposed: Director Thiessen

(All/Directors/Majority) CARRIED

**SPECIAL IN-CAMERA
MEETING**

Moved by Alternate Director McGuire
Seconded by Director Strimbold

2016-5-7

In accordance with Section 90(1)(c) of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(c) – labour relations or other employee relations (CAO Contract) must be closed to the public therefore exercise their option of excluding the public for this meeting.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Thiessen
Seconded by Director Lindstrom

2016-5-8

"That the meeting be adjourned at 1:21 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 4****Thursday, March 24, 2016**

PRESENT: Chair Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brien
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold – left at 11:46 a.m.
Gerry Thiessen

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Deborah Jones-Middleton, Protective Services Manager
– arrived at 11:00 a.m., left at 11:15 a.m.
Jason Llewellyn, Director of Planning
Corrine Swenson, Manager of Regional Economic Development
– left at 11:16 a.m.
Wendy Wainwright, Executive Assistant

Other Jillian Merrick, Coordinator, Community Futures Fraser Fort
George –Beyond the Market - Via Teleconference 10:41 a.m. to
10:58 a.m.

Media Flavio Nienow, LD News – arrived at 10:44 a.m., left at 11:45
a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:38 a.m.

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Director Petersen
Seconded by Director Brien**2016-4-1**

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of March 24, 2016 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Board Meeting Minutes
-February 25, 2016**Moved by Director Fisher
Seconded by Director Petersen**2016-4-2**

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of February 25, 2016 be adopted"

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES (CONT'D)

**Special Board Meeting
 Minutes – March 10, 2016**

Moved by Director Bachrach
 Seconded by Director Repen

2016-4-3

"That the Regional District of Bulkley-Nechako Special Board Meeting Minutes of March 10, 2016 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Committee
 Meeting Minutes**

Moved by Director Bachrach
 Seconded by Director Benedict

2016-4-4

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

- Agriculture Committee Meeting Minutes
 - February 25, 2016 (Unapproved);
- Agriculture Committee Meeting Minutes
 - February 11, 2016;
- Committee of the Whole Meeting Minutes
 - March 10, 2016 (Unapproved);
- Committee of the Whole Meeting Minutes
 - February 11, 2016;
- Forestry Committee Meeting Minutes
 - March 10, 2016 (Unapproved);
- Forestry Committee Meeting Minutes
 - February 11, 2016;
- Rural Directors Committee Meeting Minutes
 - March 10, 2016 (Unapproved);
- Rural Directors Committee Meeting Minutes
 - February 11, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BEYOND THE MARKET – Jillian Merrick, Coordinator, Community Futures Fraser Fort George – Via Teleconference - 10:41 a.m. to 10:58 a.m.

Chair Miller welcomed Jillian Merrick, Coordinator, Beyond the Market, Community Futures Fraser Fort George.

Ms. Merrick provided a brief history of the Beyond the Market Project. It is an agriculture economic development project that began in December, 2010 as a pilot project with federal funding partners. At the start of the program there were two coordinators, one in Smithers and one in Prince George. When the pilot project ended there was interest to keep it moving forward and the program has been in place now for five and half years. The funding has been project based, with four main projects, since the end of federal funding. Beyond the Market has evolved to a community based agriculture extension services with a non-government grass roots approach to offset the Ministry of Agriculture's gap created by the reduction in its agriculture extension services.

Beyond the Market conducts workshops and training on topics that are in demand for residents along the Highway 16 corridor. They also provide one on one business coaching for operators that are interested in starting, expanding or transitioning to other farming sectors. They can receive assistance in developing a business plan, applying for funding and accessing grants.

DELEGATION (CONT'D)

BEYOND THE MARKET – Jillian Merrick, Coordinator, Community Futures Fraser Fort George – Via Teleconference - 10:41 a.m. to 10:58 a.m. (CONT'D)

Ms. Merrick mentioned that Beyond the Market provides network linking and has a full website with directory listings. They also respond to numerous call requests for information in regard to producers in the region and agencies wanting to connect and engage with the agriculture sector in the region. Regulatory and marketing information is also requested.

In the past two years, there has only been regional funding with federal funding being discontinued. The Omineca Beetle Action Coalition (OBAC) has provided funding for the Coordinator position and the partnering Regional Districts and Fort St. James contribute funding in order to have on the ground service in their communities.

In the last year Ms. Merrick has been building a case to bring forward to the province as funding is becoming more and more challenging. There has been no formal response from the province. Beyond the Market and Community Futures Prince George will continue to work to engage the province and explore options as the need for the project has been demonstrated over the past five years.

Ms. Merrick noted that she will soon be leaving her position as Coordinator and a new Coordinator will take her place. Ms. Merrick will be a part of the North Central Local Government Associations agriculture panel and will continue to provide assistance to the new Coordinator.

Director Parker spoke to meeting with Ms. Merrick on March 23, 2016 and noted the amount of work that the Beyond the Market project performs for the agriculture sector.

Ms. Merrick commented that the province would like measuring metrics to show the success of the project. She mentioned that they have provided numbers in regard to the attendance at workshops, the number of one on one business coaching sessions, etc. but there is a need to continue to work with the province to show the need for the project.

Chair Miller stated that the RDBN has recently formed an Agriculture Committee and that the RDBN has identified the need and importance of the agriculture sector and the significance that agriculture has to the economy.

Chair Miller thanked Ms. Merrick for her work on the Beyond the Market project and the opportunities that have been provided and the opening of doors for numerous stakeholders in the agriculture sector in the region.

Ms. Merrick noted that the agriculture sector in the northwest region is very different than other areas in the province with a large number of very small operators that do not have the capacity to provide representatives at meetings and forums due to their need to care for their operations. She spoke of the challenges of providing services to communities as there is a shortfall in funding. Discussion took place in regard to the locations of workshops in the RDBN. Currently workshops are planned for Fort St. James and Smithers. Community Futures in Vanderhoof is investigating options to possibly host a workshop in Vanderhoof.

She indicated that statistics have shown that in 2015 agriculture was the fastest growing industry. Ms. Merrick noted that contributing factors were the rise in the beef markets, oil prices dropping, and exports growing in fresh fruits and vegetables.

Chair Miller indicated the possibility of discussing with Northern Development Initiative Trust's Board of Directors the potential for supporting agriculture.

DELEGATION (CONT'D)

BEYOND THE MARKET – Jillian Merrick, Coordinator, Community Futures Fraser Fort George – Via Teleconference - 10:41 a.m. to 10:58 a.m. (CONT'D)

Discussion took place regarding the challenges associated with succession planning in the agriculture sector and the growing population of aging farmers having an impact. Further challenges impacting the cattle and forage markets is the large amount of capital required to operate a business. The potential for large scale horticulture in the region was discussed.

Chair Miller thanked Ms. Merrick for her commitment and foresight in developing the Beyond the Market project and for attending the meeting via teleconference.

ADMINISTRATION REPORTS

RDBN Committee Meetings
-May 12, 2014

Moved by Director MacDougall
 Seconded by Director Strimbold

2016-4-5

"That the Regional District of Bulkley-Nechako Board of Directors approve holding its May 12, 2016 RDBN Committee Meetings in Vanderhoof."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting
Recommendations
-March 10, 2016

Moved by Director Benedict
 Seconded by Director Newell

2016-4-6

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

Committee of the Whole – March 10, 2016

Recommendation 1:

Re: Reuse Shed Operations

1. "That the Regional District of Bulkley-Nechako Board of Directors accept clean clothing in the reuse sheds.

2. Further, that the Regional District of Bulkley-Nechako Board of Directors reopen reuse sheds under new operational standards based upon the Risk Control Survey completed by the Municipal Insurance Authority.

3. Further, that the Regional District of Bulkley-Nechako Board of Directors adopt the following accepted and prohibited materials lists at all RDBN reuse sheds that are reopened:

Items for placement in reuse shed must:

1. Be clean and in good/reusable condition;
2. Electronic devices must be in working order;

Prohibited Materials:

1. Hazardous/toxic materials (eg. needles, medication, pesticides, cleaning products, ammunition, cosmetics);
2. Pornographic magazines and personal pleasure items intended for adult use;
3. Broken, damaged or soiled items;
4. Liquids;
5. Food;
6. Mattresses;

ADMINISTRATION REPORTS (CONT'D)

Committee of the Whole – March 10, 2016 (CONT'D)

Recommendation 1:

Re: Reuse Shed Operations (Cont'd)

7. Couches, loveseats or other fabric upholstered furniture;
 8. Items with safety certifications (eg. car seats, booster seats, helmets, etc.)
 9. Children's cribs, cradles, strollers, playpens, safety gates or enclosures, high chairs infant bath seats and bath rings or other items with safety standards.
4. Further, that the Regional District of Bulkley-Nechako Board of Directors adopt the following reuse shed rules at all RDBN reuse sheds that are reopened:
1. Attendant has final say in determination of acceptability of items in reuse shed;
 2. All items must be inspected by the reuse shed attendant prior to placement in the reuse shed;
 3. Items are to be dropped off only during times reuse shed is open and staffed;
 4. No loitering - maximum 15 minutes/visit, no more than 2 visits/day unless dropping items off;
 5. Children and pets are to remain in vehicles at all times;
 6. No aggressive behaviour or foul language will be tolerated;
 7. Mass purging of the reuse shed by the public is prohibited;
 8. No smoking, drug use or alcohol consumption while on RDBN property. Members of the public arriving at the reuse shed facility appearing to be under the influence of drugs or alcohol will be asked to leave the site immediately."

Recommendation 2:

Re: Martin Holzbauer – Request to Appear as a Delegation

"That the Regional District of Bulkley-Nechako Board of Directors invite Martin Holzbauer to appear as a delegation at a future Regional District of Bulkley-Nechako Meeting."

Rural Directors Committee Meeting – March 10, 2016

Recommendation 3:

Re: NWIPC Funding for 2016

1. "That the Regional District of Bulkley-Nechako approve that the 2016 funding contribution to the NWIPC (Northwest Invasive Plant Council) be continued at a value of \$43,000, that the funding be divided equally between each IPMA and that the distribution of funds be 85% for on-the-ground work and a maximum of 15% for administration.

ADMINISTRATION REPORTS (CONT'D)

**Rural Directors Committee Meeting – March 10, 2016
(CONT'D)**

Recommendation 3:

Re: NWIPC Funding for 2016 (Cont'd)

2. Further, that the Regional District of Bulkley-Nechako Board of Directors approve the request for an additional \$500 be contributed to the NWIPC's Education & Awareness pooled funds."

Recommendation 4:

Re: A.C.E – Access in the Community for Equality - Request for Grant in Aid -Electoral Area "A" (Smithers Rural)

"That the A.C.E. Access in the Community for Equality be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for an accessibility audit."

Recommendation 5:

Re: Decker Lake Recreation Commission – Request for Grant in Aid - Electoral Area "B" (Burns Lake Rural)

"That the Decker Lake Recreation Commission be given \$1,500 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for purchasing new chairs and painting the cement walls and floor in the basement."

Recommendation 6:

Re: Fort St. James Secondary School Ski and Board Team -Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)

"That the Fort St. James Secondary School Ski and Board Team be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with Provincial Championships in Fernie, B.C."

Recommendation 7:

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

"That the Stuart Lake Outreach Group Society be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its Hot Lunch Program/Foodbank."

Recommendation 8:

Re: Grassy Plains Community Hall - Request for Grant in Aid - Electoral Area "E" (Francois/Ootsa Lake Rural)

"That the Grassy Plains Community Hall be given up to \$10,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to assist with Festival performers' costs at the Annual Summer Festival."

ADMINISTRATION REPORTS (CONT'D)

**Rural Directors Committee Meeting – March 10, 2016
(Cont'd)**

Recommendation 9:

Re: LDSS Ski and Snowboard Teams - Request for Grant in Aid - Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural)

"That the LDSS Ski and Snowboard Teams be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with LDSS Ski and Snowboard Teams attending Provincial Championships in Fernie, B.C. from February 29 to March 2, 2016."

Recommendation 10:

Re: Burns Lake Minor Hockey Association - Request for Grant in Aid Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural)

"That the Burns Lake Minor Hockey Association be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to assist with costs for the Midget Team to attend the Provincials in Port Alberni, B.C. from March 12-17, 2016."

Recommendation 11:

Re: District of Vanderhoof-Request for Grant in Aid

"That the District of Vanderhoof be given \$200 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 assist with costs associated with the Nechako Valley Production Greenhouse – Feasibility Study."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Lakes Economic Development
Service – Burns Lake and
District Chamber of Commerce
Request**

Moved by Director Strimbold
Seconded by Director Benedict

2016-4-7

"That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$9,483 of Lakes Economic Development Service funds to the Burns Lake Chamber of Commerce for publishing 8,000 copies of the Burns Lake and Lakes District Visitors Guide."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

**BC Police and Security Branch
 9-1-1 Information Request**

Moved by Director Repen
 Seconded by Director Bachrach

2016-4-8

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's March 15, 2016 memo titled "BC Police and Security Branch 9-1-1 Information Request."
2. That the Regional District of Bulkley-Nechako Board of Directors approve the proposed responses, provided by staff, be submitted to the BC Police and Security Branch."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Topley Fire Protection
 Society**

Moved by Director Newell
 Seconded by Director Fisher

2016-4-9

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's March 15, 2016 memo titled "Topley Fire Protection Society."
2. That the Regional District of Bulkley-Nechako Board of Directors approve the addition of the Topley Fire Protection Society to the Regional District Municipal Insurance Association Contract."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Bulkley Valley Pool Budget
 for 2016**

Moved by Director Bachrach
 Seconded by Director Fisher

2016-4-10

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's March 14, 2016 memo titled "Bulkley Valley Pool Budget for 2016."
2. Further, that the Regional District of Bulkley-Nechako Board of Directors approve the 2016 Bulkley Valley Pool budget."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Reports

Moved by Director MacDougall
 Seconded by Director Strimbold

2016-4-11

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

- Financial Administrator's March 14, 2016 memo titled "Bulkley Valley Pool User Fees";
- Financial Administrator's March 15, 2016 memo titled "2016 Draft Final Budget";
- Protective Services Manager's memos:
 - March 15, 2016 - "Fire Departments – Level of Service Designation;
 - March 15, 2016 - "Monthly 9-1-1 Call Report – February, 2016 and January 2016";
- Chief Election Officer's Declaration of Official Assent Voting Results – Lakes District Airport Contribution Local Service Establishment Amendment Bylaw No. 1751, 2015 – February 27, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Bylaw Update and
Appliances Containing
Ozone Depleting
Substances Fee Review

Moved by Director Bachrach
Seconded by Director Benedict

2016-4-12

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' March 14, 2016 memo titled "Bylaw Update and Appliances Containing Ozone Depleting Substances Fee Review."
2. Further, that the Regional District of Bulkley Nechako Board of Directors authorize an increase in the fees for appliances containing ozone depleting substances to \$20/appliance."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

REFERRALS

Land Referral File No. 6408575 Moved by Director Benedict
Northern Gateway Pipelines Inc. Seconded by Director Strimbold
Electoral Area "B"

2016-4-13

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408575" be provided to the Province as the Regional District's comments on Crown Land Application 64084575."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. S25738 Moved by Director Benedict
Northern Gateway Pipelines Inc. Seconded by Director Strimbold
Electoral Area "B"

2016-4-14

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral S25738" be provided to the Province as the Regional District's comments on Crown Land Application S25738."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. S25731 Moved by Director Newell
Northern Gateway Pipelines Inc. Seconded by Director Petersen
Electoral Area "G"

2016-4-15

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral S25731" be provided to the Province as the Regional District's comments on Crown Land Application S25731."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors) (CONT'D)

REFERRALS (Cont'd)

Land Referral File No. S25732 Moved by Director Newell
Northern Gateway Pipelines Inc. Seconded by Director Petersen
Electoral Area "G"

2016-4-16

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral S25732" be provided to the Province as the Regional District's comments on Crown Land Application S25732."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MEMO

RDBN Boundary Expansion Proposal

Moved by Director Newell
 Seconded by Director Greenaway

2016-4-17

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize staff to discuss with the Ministry of Community, Sport and Cultural Development the scope of the study the Ministry is requesting, and the process that the Ministry will follow to determine if the area will be added to the Regional District of Bulkley-Nechako.
2. That staff report to the Regional District of Bulkley-Nechako Board of Directors with the results of the above discussions, and to obtain further direction regarding the requested study."

(All/Directors/Majority)

DEFEATED

RDBN Boundary Expansion Proposal

Moved by Director MacDougall
 Seconded by Director Lindstrom

2016-4-18

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to write a letter engaging the Province in discussion in expanding the Regional District of Bulkley-Nechako boundaries to include the orphan area lands plus the lands being proposed for inclusion into the Regional District of Kitimat-Stikine's eastern boundary."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the potential benefits of expanding the RDBN boundaries to include the potential orphaned area lands plus the lands being proposed for inclusion into the Regional District of Kitimat-Stikine's eastern boundary.

BYLAW ENFORCEMENT (All Directors)

Enforcement Files, 21751 Reno Road, Topley – Area G; 4620 Kissock Road, Decker Lake – Area B:

2016-4-19

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize staff to send the amended letter attached to the staff report dated March 10, 2016 regarding derelict buildings to the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations."
2. That staff undertake the process to remove the derelict buildings from 21751 Reno Road and 24620 Kissock Road if the Province agrees to cover the associated costs. This includes working with local Fire Departments to burn the buildings on 21751 Reno Road as a training opportunity.
3. That staff apply to the Fire Commissioner to have the RDBN'S Regulation Compliance Officer become a Local Assistant to the Fire Commissioner so that he can authorize the burning of buildings pursuant to section 6(5)(g) of the *Environmental Management Act*."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OTHER (All Directors)

Planning Department Reports Moved by Director MacDougall
 Seconded by Director Benedict

2016-4-20

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

- Planning Department Inquiries Report – February, 2016;
- Action List – February, 2016;
- Building Inspector's Report – February, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Nechako Watershed Strategic Planning Meeting, Prince George, March 23, 2016 Director Greenaway mentioned that he attended the Nechako Watershed Strategic Planning Meeting in Prince George on March 23, 2016. He noted that there were over 30 people in attendance and that there is a desire to move forward.

College of New Caledonia – Lakes Campus Family Programs Wrap up Lunch

Director Strimbald will be attending the College of New Caledonia – Lakes Campus Family Programs wrap up lunch today. Some of the programs have been reallocated to other agencies but programs such as the Fetal Alcohol Spectrum Disorder that received worldwide recognition, will no longer continue.

VERBAL REPORTS (CONT'D)

Fraser Basin Council

Director Lindstrom noted that the Fraser Basin Council attended a Village of Fraser Lake Council meeting in regard to the water levels in Fraser Lake and the impacts to the river tributary systems that flow in and out of Fraser Lake. Discussion took place regarding the possibility of a weir being placed in the Nadleh River and the dangers of large rocks in the lake with low lake levels.

Funding for the Relocation of the Fraser Lake Museum

Director Lindstrom mentioned that Fraser Lake has received funding from the Nechako Kitimaat Development Fund (NKDF) and Northern Development Initiative Trust (NDIT) for the relocation of the museum to the property along Highway 16 in Fraser Lake.

Prince George Timber Supply

Director Thiessen spoke of the Ministry of Forests, Lands and Natural Resource Operations reviewing the Prince George Timber Supply. He noted the importance of being involved in the process. Director MacDougall noted that comment deadline for the Prince George Timber Supply Review is May 24, 2016.

Meeting with Saik'uz First Nation

Director Thiessen commented that he has been meeting with Saik'uz First Nation in a community to community forum to develop economic development opportunities.

Transportation Meeting Scheduled for the East/West and North/South Connectors

Director MacDougall mentioned that a meeting is scheduled for Wednesday, March 30, 2016 with the Transportation Advisory Committee with a follow up meeting on Thursday, March 31, 2016 in Vanderhoof in regard to safe transportation along the Highway 16 corridor and Highways 27 (Fort St. James) and 118 (Granisle).

Water Irrigation Workshop In Smithers, B.C.

Director Fisher spoke of attending the Water Irrigation Workshop in Smithers. He noted that the workshop had approximately 50 people in attendance and there was good information provided in regard to watering needs and the efficient use of water.

District of Houston Official Community Plan

Director Brienien indicated that the District of Houston is completing its Official Community Plan (OCP).

Northwest Community College in Houston facing Cutbacks

Director Brienien spoke of the challenges that the Northwest Community College is experiencing with cutbacks and services being removed. It is a very important community resource but there are concerns that the facility may close.

Chair Miller expressed concerns regarding the impacts to recruitment and retention throughout the region in regard to community college service levels being reduced or the possibility for college closures. Colleges are a significant need in regional communities.

Director Bachrach also expressed concerns regarding the impacts to local colleges and noted that the business community will be impacted by cuts in service level training. Director Bachrach spoke of the new Northwest Community College LEEDS building that was built in Smithers.

VERBAL REPORTS (CONT'D)

**Tier III Bantam Provincials
in Smithers**

Director Bachrach mentioned that the Tier III Bantam Provincials were held in Smithers. Vanderhoof was successful and took home the provincial banner. There were approximately 400 people who attended the event.

**Canadian National Ski
Championships**

Director Bachrach noted that Smithers also hosted the Canadian National Ski Championships which was a huge success.

**Village of Telkwa Volunteer
Fire Department**

Director Repen commented that the Village of Telkwa Volunteer Fire Department provided a presentation to the Village of Telkwa Council and noted the approval for interior operations level.

He spoke of the incredible skill level and dedication of the volunteer fire department members and the great leadership roles they undertake.

Chair Miller – Update

Chair Miller mentioned that he attended a meeting along with Gail Chapman, Chief Administrative Officer and the Northwest Resource Benefits Alliance representatives with provincial staff at the Regional District Chair and CAO Forum in Victoria, B.C. on March 29-30, 2016.

Chair Miller noted that the Omineca Beetle Action Coalition has not received a commitment in regard to continued funding.

**Receipt of Verbal
Reports**

Moved by Director Parker
Seconded by Director Greenaway

2016-4-21

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for Lunch at 11:55 a.m.

Reconvened 12:34 p.m.

ADMINISTRATION CORRESPONDENCE

**Minister of Community, Sport
and Cultural Development
and Minister Responsible for
TransLink – Invitation to Engage
on the Climate Leadership Team's
Recommendations**

Moved by Director Repen
Seconded by Director Newell

2016-4-22

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink in regard to the Climate Leadership Team's Recommendations."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

UBCM Membership - 2016
Dues Invoice

Moved by Director Repen
 Seconded by Director Newell

2016-4-23

"That the Regional District of Bulkley-Nechako Board of Directors receive the UBCM Membership 2016 Dues Invoice."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration
Correspondence

Moved by Director MacDougall
 Seconded by Director Newell

2016-4-24

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

- Regional Transit System – Letter to OBAC from Eileen Benedict, Director, Electoral Area "E" (Francois/Ootsa Lake Rural);
- Ministry of Forests, Lands and Natural Resource Operations
 – Thank You for Your Letter of February 4, 2016 RE:
 the Kluskus Road Connector;
- Tweedsmuir Cavaliers Saddle Club – Thank You;
- Office of the Auditor General for Local Government – AGLG Audit Report – City of Campbell River, Regional District of Fraser-Fort George;
- Ministry of Public Safety & Solicitor General-Proposal for a Provincial Call Answer Levy on Wireless Devices;
- Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour – Update - Ongoing Arrivals of Syrian Refugees;
- Ministry of Forests, Lands and Natural Resource Operations
 – Update from the Minister – February, 2016;
- Ministry of Forests, Lands and Natural Resource Operations
 – Snow Survey and Water Supply Bulletin – March 1, 2016;
- Minister of Small Business and Red Tape Reduction, Minister Responsible for the Liquor Distribution Branch and the Minister of Community, Sport and Cultural Development Minister Responsible for TransLink – Limited Number of Licences for the Sale of 100% BC Wine on Grocery Store Shelves;
- TransCanada – Prince Rupert Gas Transmission Project – Multi Use Sites 113B & 113C;
- Union of B.C. Municipalities – Resolution 2015-B111: National Inquiry on Missing and Murdered Aboriginal Women;
- North Central Local Government Association - Nominations for NCLGA Executive;
- Minerals North 2016 – Bursaries Available for First Nations;
- Association of Mineral Exploration B.C. – BC Mineral Explorers Highlight Decreasing Land Base during Prospectors & Developers Association of Canada;
- Federation of Canadian Municipalities – Rising to The Moment: FCM's 2016 Pre-Budget Submission;
- Species at Risk Recovery Unit – Short-eared Owl – (Special Concern);
- Notification of Updates to the Species at Risk Public Registry
 - February 17, 2016;

ADMINISTRATION CORRESPONDENCE (CONT'D)

- Union of B.C. Municipalities
 - Forest Survey Results Confirm Need for Better Consultation
 - Spill Preparedness and Response Legislation Update
 - Mayors' Caucus Registration Now Open
 - RCMP Contract Management Committee Seeks Input
 - Share Your Economic Development Practices
 - Species at Risk and Invasive Species
 - Expense Limits Legislation Amendment Introduced
 - Feedback Requested on Liquor Consumption in Public Places
 - Local Government Support Invited for Amber Alerts
 - Funding & Resources Update
 - New Fire Safety Act Introduced
 - Local Government Feedback on RCMP Contract
 - Recruiting, Keeping Doctors a Community-wide Effort
 - Special Wine Store Licence Conference Call
 - Reaching Diverse Audiences in Public Engagement
 - Budget Features Community Safety, Affordable Housing Initiatives
 - Deadline Extended for Emergency Program Act Input
 - Funding Available for BC Airports
 - Investment Hub Profiles BC Communities;

INVITATIONS

- “Black Tie & Blue Jeans” An Evening with the Premier – April 22, 2016 – Prince George, B.C.;
- BC Community Forest Association - 2016 Conference and AGM – May 26-28, 2016 -Lake Cowichan, B.C.;
- BC Healthy Communities - Northern Health - Northern Healthy Communities Forum – May 3, 2016 – Dawson Creek, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the timeline for feedback requests from the Union of B.C. Municipalities being very short and often does not allow time for local government response.

Union of B.C. Municipalities
 Feedback Response Time

Moved by Director Fisher
 Seconded by Director Newell

2016-4-25

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Union of B.C. Municipalities in regard to the lack of adequate response time in regard to feedback requests.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Operating Accounts
-February, 2016

Moved by Director Fisher
Seconded by Director Greenaway

2016-4-26

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR FIRST, SECOND, THIRD READING
AND ADOPTION

No. 1766– RDBN Financial
Plan

Moved by Director Fisher
Seconded by Director Newell

2016-4-27

"That "Regional District of Bulkley-Nechako Financial Plan Bylaw No. 1766, 2016" as amended be given first, second, third reading and adoption this 24th day of March, 2016."

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

No. 1767 Bulkley Valley
Regional Pool and Public
Racquet Courts Service

Moved by Director Bachrach
Seconded by Director Fisher

2016-4-28

"That "Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw No. 1767, 2016" be given first, second, third reading and adoption this 24th day of March, 2016."

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR ADOPTION

No. 1751– Lakes District
Airport Local Service
Establishment Bylaw

Moved by Director Benedict
Seconded by Director MacDougall

2016-4-29

"That "Lakes District Airport Contribution Local Service Establishment Amendment Bylaw No. 1751, 2015" be adopted this 24th day of March, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director Newell
Seconded by Director Petersen

2016-4-30

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

CORRESPONDENCE:

-Better Value Procurements – Public Sector Sourcing And Growing our Local Economies;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D):

- BC Chamber of Commerce – Public Affairs Update
 - March 14, 2016 – Premiers Welcome Moves on Lumber, Methane; B.C. Funds Roundtable Focusing on First Nations Employment –
 - March 7, 2016 – PM, Premiers Talk Carbon Pricing; Oil Spill Response Requirements;
 - February 29, 2016 – AltaGas Pulls LNG Plans; New Mining Compliance Penalties; B.C. Tourism Grows;
- BC Chamber of Commerce – BC Chamber Insight Newsletter:
 - March 2016 Edition
 - February 2016 Edition;
- Clean Energy Canada – Clean Energy Review:
 - March 7, 2016 – The Importance of Showing Up
 - February 29, 2016 – A Year for the Record Books;
- Clean Energy Canada – Not Sure What to Make of the First Ministers' Meeting? Keep Reading;
- Clean Energy Canada – See you at Globe?
- Coastal GasLink Pipeline Project – Connector March 2016;
- Communities in Bloom – Celebrate Canada's 150th Anniversary;
- Federation of Canadian Municipalities - FCM News Week of:
 - March 11, 2016
 - March 4, 2016
 - February 26, 2016;
- Federation of Canadian Municipalities – FCM Called Upon to Deliver Climate Change Program for the Municipal Sector;
- Federation of Canadian Municipalities – President's Corner
 - February 2016;
- Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour – “BC Jobs Plan 4-Year Progress Update”;
- Ministry of Justice – Emergency Communications Service Delivery in British Columbia;
- Nechako Reservoir Update - Flow Facts:
 - March 16, 2016
 - March 9, 2016
 - March 4, 2016
 - February 24, 2016;
- Resource Works Newsletter:
 - March 10, 2016 – Two Experts Join the Resource Works Advisory Council;
 - March 8, 2015 – MEG ENERGY: Canada's Cutting Edge Oil;
 - March 1, 2016 – LNG for BC: Progress Continues;
 - February 25, 2016 – 10 Truths about the Future of Energy in BC;
 - February 23, 2016 – Mining Makes Solar Energy Possible;
- Seniors BC – e-Newsletter February, 2016;
- Union of British Columbia Municipalities – Action Related to UBCM Resolution 2015-B111, National Inquiry on Missing and Murdered Indigenous Women and Girls;
- Union of British Columbia Municipalities – UBCM Membership;
- Vancouver Island & Coast Conservation Society – One Small Step, One Giant Leap... “

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORTS

**Chinook Community Forest
 Contribution from the Province**

Moved by Director Benedict
 Seconded by Director Parker

2016-4-31

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's March 23, 2016 memo titled "Chinook Comfor Limited Partnership Agreement – Revised."

Further, whereas the Regional District of Bulkley-Nechako Board on February 25, 2016 approved a limited partnership agreement ("LPA") for the Chinook Community Forest; and,

Whereas the Burns Lake Band wishes that its economic development entity, Ts'il Kaz Koh Development Limited Partnership, hold its units in the limited partnership instead of the First Nation itself holding such units (the "Change"); and,

Whereas the Chinook Comfor Limited Partnership Agreement has been revised to reflect the Change;

Therefore be it resolved that the Board of the Regional District of Bulkley-Nechako approves for execution by its authorized signatories the revised Chinook Comfor Limited Partnership Agreement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Chinook Community Forest
 Contribution from the Province**

Moved by Director Benedict
 Seconded by Director MacDougall

2016-4-32

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's March 23, 2016 memo titled "Chinook Community Forest Contribution from the Province;" and,

Further, that the Regional District Board approves an arrangement whereby the Ministry of Forests, Lands and Natural Resource Operations will contribute \$20,000 to the Hunust' Ot' En Investment Corporation, the economic development corporation owned by the Nee Tahi Buhn First Nation, for furthering on to Chinook Comfor once it is fully formed."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Budget for Topley Rural Fire
 Protection**

Moved by Director Newell
 Seconded by Director Liversidge

2016-4-33

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's March 23, 2016 memo titled "Budget for Topley Rural Fire Protection."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

**Federation of Canadian
 Municipalities – 2016
 Annual Conference
 – Early-bird Deadline
 April 11, 2016**

Moved by Director Greenaway
 Seconded by Director Bachrach

2016-4-34

"That the Regional District of Bulkley-Nechako Board of Directors receive the invitation from the Federation of Canadian Municipalities – 2016 Annual Conference – Early-bird Deadline – April 11, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR ADOPTION

**No. 1765 – Fort St. James
 and Area Television
 Rebroadcasting Local Service
 Establishment Amendment**

Moved by Director Greenaway
 Seconded by Director MacDougall

2016-4-35

"That "Fort St. James and Area Television Rebroadcasting Local Service Establishment Amendment Bylaw No. 1765, 2016" be adopted this 24th day of March, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SPECIAL IN-CAMERA
 MEETING MOTION**

Moved by Director Bachrach
 Seconded by Director MacDougall

2016-4-36

"In accordance with Section 90 (2)(b) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako Directors that the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (treaty negotiations) or information received relating to the matter must be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Bachrach
 Seconded by Director Parker

2016-4-37

"That the meeting be adjourned at 12:55 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REGIONAL DISTRICT OF BULKLEY-NECHAKO**AGRICULTURE COMMITTEE MEETING**
(Committee of the Whole)**Thursday, March 24, 2016**

PRESENT: Chair Mark Parker

Directors Taylor Bachrach
Shane Brien
Tom Greenaway
Mark Fisher
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Bill Miller
Rob Newell
Jerry Petersen
Darcy Repen
Gerry Thiessen

Directors Absent Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)
Luke Strimbold, Village of Burns Lake

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Bemdorff, Financial Administrator
Deborah Jones-Middleton, Protective Services Manager
Jason Llewellyn, Director of Planning
Corrine Swenson, Manager of Regional Economic Development
– arrived at 2:30 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Parker called the meeting to order at 2:24 p.m.

AGENDAMoved by Director MacDougall
Seconded by Director Brien**AG.2016-3-1**

"That the Agriculture Committee Meeting Agenda of March 24, 2016 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Agriculture Committee**
Meeting Minutes
-February 25, 2016Moved by Director Petersen
Seconded by Director Lindstrom**AG.2016-3-2**

"That the minutes of the Agriculture Committee meeting of February 25, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Agricultural Land Commission
-Executive Committee
Reconsideration of Application
-Response to RDBN
February 3, 2016 Letter

Moved by Director Repen
Seconded by Director Miller

AG.2016-3-3

"That the Agriculture Committee receive the correspondence from the Agricultural Land Commission Re: Executive Committee Reconsideration of Applications."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Community Futures Fraser
Fort George RE: Support for
Beyond the Market Proposal for
Provincial Community-Based
Extension Services Program

Moved by Director Liversidge
Seconded by Director Brien

AG.2016-3-4

"That the Agriculture Committee receive the correspondence from Community Futures Fraser Fort George RE: Support for Beyond the Market Proposal for Provincial Community-Based Extension Services Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Water Sustainability Act
- Update

Moved by Director MacDougall
Seconded by Director Greenaway

AG.2016-3-5

"That the Agriculture Committee receive the correspondence in regard to the *Water Sustainability Act – Update*."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Parker mentioned that the *Water Sustainability Act – Update* was presented at a Regional Cattleman's Association meeting. Concerns were brought forward in regard to challenges associated with applying for a Groundwater Licence. He also noted that the only option to submit an application is via the internet and internet access in the rural areas of the region is not always available.

Waterline Resources Inc. - BC
Water Sustainability Act Now
in Force – Water Supply Well
Licensing is Now Required

Moved by Director Miller
Seconded by Director Greenaway

AG.2016-3-6

"That the Agriculture Committee receive the correspondence from Waterline Resources Inc. RE: BC *Water Sustainability Act Now in Force – Water Supply Well Licensing is Now Required*."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

Farmers Provincial Sales
 Tax Act

Moved by Director Fisher
 Seconded by Director Petersen

AG.2016-3-7

"That the Agriculture Committee receive the correspondence in regard to the *Farmers Provincial Sales Tax Act*."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORT

Chair Parker – UPDATE RE: Wood-Ash Market Utilization Conference Call – March 18, 2016

Chair Parker noted that he took part in the Wood-Ash Market Utilization Conference Call on March 18, 2016 along with Director Greenaway.

Chair Parker mentioned that individuals in attendance from across Canada, including Ontario, have been conducting pilot projects in regard to the utilization of wood-ash. The Ministry of Environment was also in attendance and they indicated that one of the first steps that needs to be taken to move forward would be to classify bottom ash with fly ash under Ministry of Environment regulations. Further testing is required in regard to the contents of the bottom ash as it has a higher level of heavy metals.

There are challenges associated with the usage of bottom ash as it requires a separate and different application process and is very costly to apply.

Chair Parker and Director Greenaway noted the importance of having an in person meeting with the stakeholders in order to find answers to the questions that were raised.

ADJOURNMENT

Moved by Director MacDougall
 Seconded by Director Miller

AG.2016-3-8

"That the meeting be adjourned at 2:49 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGRICULTURE COMMITTEE MEETING
(Committee of the Whole)

Thursday, February 25, 2016

PRESENT: Chair Mark Parker

Directors Eileen Benedict
Shane Brienen
Tom Greenaway
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Bill Miller
Rob Newell
Jerry Petersen
Luke Strimbold

Directors Taylor Bachrach, Town of Smithers
Absent Mark Fisher, Electoral Area "A" (Smithers Rural)
Darcy Repen, Village of Telkwa
Gerry Thiessen, District of Vanderhoof

Alternate Director Steve Little, District of Vanderhoof

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Deborah Jones-Middleton, Protective Services Manager – left at 3:01 p.m.
Jason Llewellyn, Director of Planning
Corrine Swenson, Manager of Regional Economic Development
Wendy Wainwright, Executive Assistant

CALL TO ORDER Chair Parker called the meeting to order at 2:38 p.m.

AGENDA & SUPPLEMENTARY AGENDA Moved by Director MacDougall
Seconded by Director Newell

AG.2016-2-1 "That the Agriculture Committee Meeting Agenda of February 25, 2016 be adopted; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Agriculture Committee
Meeting Minutes
-February 11, 2016

Moved by Director Petersen
Seconded by Director Lindstrom

AG.2016-2-2

"That the minutes of the Agriculture Committee meeting of February 11, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

RDBN AGRICULTURAL PLAN

Jason Llewellyn, Director of Planning provided a PowerPoint Presentation regarding the RDBN Agriculture Plan.

Plan Development Process

- Preliminary Referrals;
- Working Group (4 directors; cattleman, dairyman, poultry associations; farmers market associations; food producers associations);
- Regional Workshops;
- Referrals on the Draft Plan;
- Formal Board Review and Acceptance.

Agriculture Plan Organization

- Background;
- Discussion of Issues;
- The Action Plan.

Background

- Section is intended to be a resource for users;
- Introduction:
 - Overview of process and associated studies and reports;
- Farming Info and Statistics;
- Governance Structure:
 - Zoning Bylaw Regulations changed or in draft bylaw;
 - Notable regulations.

Section 2: Land Issues

- Leasing Agricultural Land;
- Range Land Access and Management;
- Water Issues;
- Invasive Species (pipelines);
- Environmental Protection;
- Sterilization of Land for Carbon Offsets;
- Lot Size and Non Farming Land Use;
- Subdivision and Non-Farm Use Approvals;
- Agricultural Land Use Inventory;
- Sterilization of Land for Carbon Offsets:
 - Issue arose again in 2015 - process put on hold by RB (Reckitt Benckiser);
 - no ALC or Provincial Govt. action taken;
- Lot Size and Subdivision in the ALR:
 - What is in the best interest of agriculture long term?
 - Issue associated with ALR Reconsiderations;
 - Options for innovative solutions but require ALR buy in;

RDBN AGRICULTURAL PLAN (CONT'D)

- Agricultural Land Use Inventory:
 - Completed in 2014 for Area A and F - Most value is in the next inventory;
- Hay Processing / Export Not an Issue in 2012.

Regulation Based Issues

- Farm Classification and Taxes;
- Animal slaughter and Processing Regulations;
- Employee Housing;
- Disease and Waste Management;
- ICBC Farm Vehicle Use Restrictions;

Development and Resource Issues:

- Succession and Recruitment;
- 4H Clubs;
- Research and Training:
 - District Agrologist added in Smithers (not Vanderhoof);
 - UNBC Prof. Researching Planning for Agriculture in Northern BC;
- Beef Production;
- Poultry and Rabbit Production;
- Other Meat Production;
- Dairy Farming;
- Fruit and Vegetable Farming;
- Bedding Plant Production;
- Agritourism and Agroforestry;
- Infrastructure and Utility Issues;
- Alternative Energy;
- Funding and Grant Opportunities.

Farming Economics and Creating a Market

- Expanding Local Markets;
- Marketing and distribution;
- Local Food Initiatives.

Discussion took place in regard to the implementation of the *Water Use Act* and the regulations that have yet to be completed. Chair Parker noted that a workshop is being held in Smithers in March, 2016. Directors Fisher and Repen are planning to attend.

REPORT

Agricultural Land Commission Moved by Director Miller
-Executive Committee Seconded by Director Lindstrom
Reconsideration Decision
Summary-Peace River Regional
District

AG.2016-2-3

"That the Agriculture Committee receive the February, 2016 report titled "Agricultural Land Commission Executive Committee Reconsideration Summary."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Concerns were brought forward in regard to the ALC Executive Committee overturning decisions made by the North Panel.

CORRESPONDENCE

ALC Chair Visit to Your Region

Moved by Director Miller
Seconded by Director Greenaway

AG.2016-2-4

"That the Agriculture Committee receive the correspondence from Frank Leonard, Chair, Agricultural Land Commission titled "ALC Chair Visit to Your Region."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Parker has contacted Frank Leonard, Chair, ALC, to arrange a meeting date. Discussion took place regarding the challenges of meeting during the summer months and the potential for meeting in May.

NEW BUSINESS

Strategic Emergency Management Framework for Agriculture

Moved by Director MacDougall
Seconded by Director Greenaway

AG.2016-2-5

"That the Agriculture Committee receive the Protective Services Manager's February 25, 2016 memo titled "Strategic Emergency Management Framework for Agriculture."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fraser Basin Council – Wood Ash Utilization Roundtable Discussion in Prince George

Director Greenaway mentioned that he had received information from the Fraser Basin Council that they would be facilitating a roundtable meeting in Prince George in regard to the utilization of wood ash. Chair Parker and Director Lindstrom will be participating via teleconference.

ADJOURNMENT

Moved by Director Benedict
Seconded by Director Lindstrom

AG.2016-2-6

"That the meeting be adjourned at 3:03 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, April 14, 2016**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brienen
Mark Fisher
Dwayne Lindstrom
Rob MacDougall
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold – left at 11:59 a.m., returned at 12:15 p.m.
Gerry Thiessen

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

Alternate Directors Bob Hughes, Electoral Area "G" (Houston Rural)
Linda McGuire, Village of Granisle

Staff Cheryl Anderson, Manager of Administrative Services – left at 11:22 a.m., returned at 11:40 a.m.
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services – arrived at 11:19 a.m.
Corrine Swenson, Manager of Regional Economic Development
Wendy Wainwright, Executive Assistant

Others Carl Lutz, District Manager, Bulkley-Stikine, Ministry of Transportation and Infrastructure – left at 11:53 a.m.
Ron Marshall, District Manager, Fort George, Ministry of Transportation and Infrastructure – left at 11:53 a.m.
Lianne Olson, Stakeholder and Community Relations Liaison,
Rio Tinto Alcan – left at 12:18 a.m.

Media Flavio Nienow, LD News – left at 11:53 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:57 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director MacDougall
Seconded by Alternate Director McGuire**C.W.2016-4-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of April 14, 2016 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – March 10, 2016

Moved by Director Petersen
Seconded by Director Parker

C.W.2016-4-2

"That the Committee of the Whole meeting minutes of March 10, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATIONS

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George

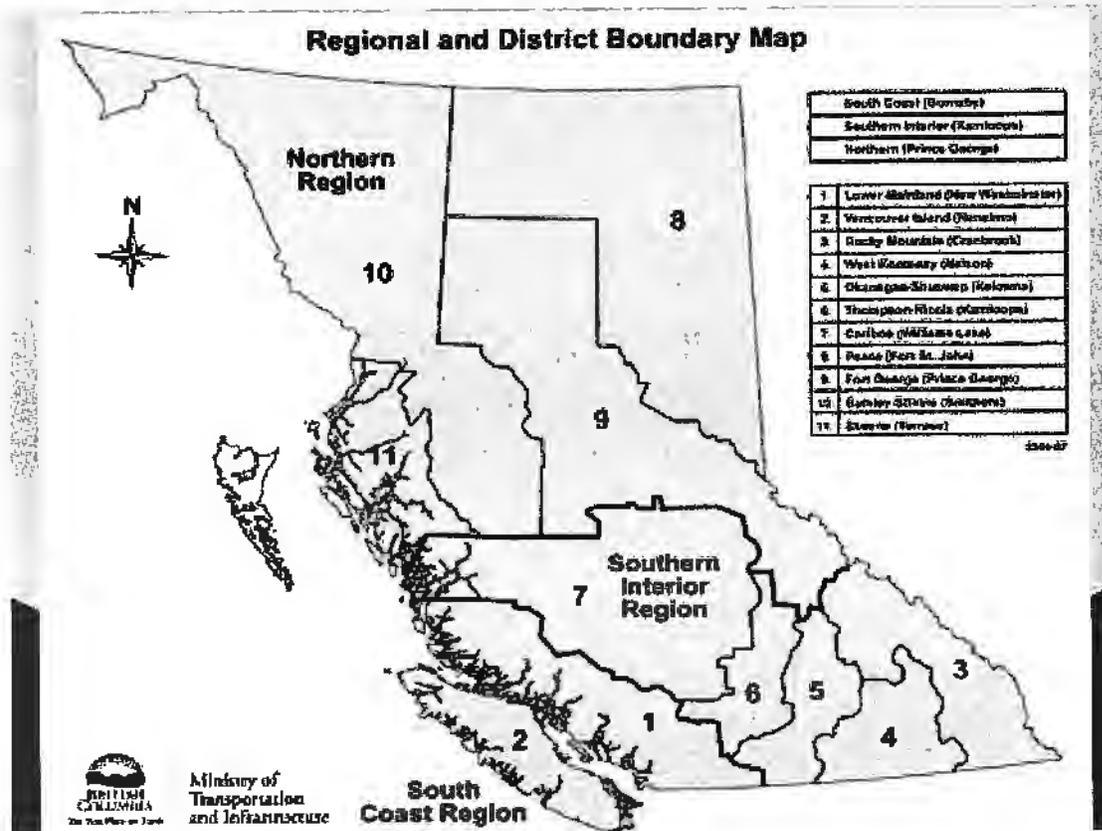
Chair Miller welcomed Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George, Ministry of Transportation and Infrastructure.

Messrs Lutz and Marshall provided a PowerPoint Presentation.

Ministry of Transportation and Infrastructure (MoTI)

- District Overview;
- District Work Groups;
- District Functions and Responsibilities;
- Current Program;
- Highway Maintenance;
- Ministry Signs & Provincial R/W;
- Recent Projects.

Regional and District Boundary



DELEGATIONS (CONT'D)

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George (Cont'd)

Inventory

- Lane Kilometres:
 - o Fort George District Total Roads: **7896 Km**;
 - o Bulkley-Stikine District Total Roads: **6378 Km**;
- Total number of structures including bridges, multiplate culverts and retaining walls:
 - o Fort George District: **230**;
 - o Bulkley-Stikine District: **165**.

District Business Groups

- Operations (Maintenance, avalanche control, rehab);
- Commercial Vehicle Safety Enforcement (CVSE);
- Development Approvals;
- Finance and Administration.

Administrative Functions

- Front line link to community;
- Customer service;
- Co-ordinates emergency responses;
- Monitor maintenance contracts;
- Maintain road inventory;
- Manage road construction;
- Local equipment hire;
- Infrastructure preservation (seasonal load restrictions);
- Activities within the right-of-way;
- Process road closures;
- Approvals in unorganized areas of:
 - o Subdivisions;
 - o Accesses; and
 - o Rezoning;
- Service and Attraction signs.

Road Classification System

- Service levels determined by:
 - o 7 summer classes;
 - o 5 winter classes;
- Based on:
 - o Traffic volumes & Types;
 - o Routes and use:
 - School buses;
 - Hospitals;
 - Fire/Police;
- Highest classification – highest service level.

Ministry Maintenance

- Highway maintenance is contracted through a bid process within the Province. Current contracts come for renewal in 2018 & 2019:
 - o 3 Contract service areas in Fort George District;
 - o 3 Contract service areas in Bulkley-Stikine District;
 - o 28 Contract service areas in the province.
- Contracted to meet the maintenance specifications;
- District Staff monitor on the roads and conduct audits;
- Customer service is a key part of the M/C (Maintenance Contractor) responsibilities.

DELEGATIONS (CONT'D)

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George (Cont'd)

MoTI Authorities

- A person must not use or occupy a provincial highway unless he or she is authorized to do so under the following regulations:
 - o Sections 48, 49, 52, or 62 (1) of the *Transportation Act*;
 - o Under another act;
 - o By a lease entered into under Section 13 (2) of the *Transportation Act*;
 - o According to law;
- Ministry staff have various authorities over provincial public undertakings, including the following actions on provincial highways:
 - o **"Plan, design, acquire, hold, construct in any manner or place, use, operate, upgrade, alter, expand, extend, maintain, repair, rehabilitate, protect, remove, discontinue, close and dispose"** (from the *Transportation Act*).
- **Roads:**
 - o MoTI is not responsible nor does it maintain roads outside of the provincial inventory:
 - Forest Service Roads;
 - Private Roads;
 - Non-Status Roads;
 - Driveways;
 - Undeveloped Rights-of-way;
 - Federal roads;
 - o Important to consider for clients buy/selling off FSR's (Forest Service Roads) or non-status roads;
 - o Access to public roads:
 - Commercial access;
 - Residential access;
 - Access to a controlled access highway;
 - o Access responsibilities:
 - Construction;
 - Maintenance;
 - o Access to lands beyond:
 - May be result of a subdivision;
 - Could be labelled as a road on plan but actually be undeveloped at the site.
- **Highway Access Permits:**
 - o Required for all commercial and industrial access, and some residential;
 - o Only exception is single residential driveway on sideroads;
 - o Contact Development Approval Staff in District office with questions.
- **Rural Subdivision Approval:**
 - o Ministry of Transportation involvement in subdivision approvals includes:
 - Establishing construction standards for any new roads;
 - Approval of safe access location;
 - Identification of natural hazards;
 - Ensuring services (water and sewer).

DELEGATIONS (CONT'D)

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George (Cont'd)

- **Subdivision Approval**
 - o Role of the Approving Officer:
 - Approving Officers are appointed under the *Land Title Act*;
 - Ministry of Transportation Provincial Approving Officers, whom Cabinet appoints to rule on subdivision proposals outside municipal boundaries and within those regional districts and the Island Trust boundaries that have not assumed the rural subdivision approving authority (Section 77.2).

Seasonal Strength Loss

- Designed to protect infrastructure during spring thaw;
- Roads are monitored with:
 - o Frost probes;
 - o Mobile strength testing;
 - o Visual observations in the field;
- For importance for industries with heavy equipment:
 - o Forest Industry;
 - o Mining/Oil & Gas;
 - o Farmers/Ranchers;
 - o Other industrial needs (construction);
- Advance notice is provided for impending road restrictions.

Land Hazard Studies

- Land Hazards:
 - o Flooding;
 - o Land slides;
 - o Debris flow;
- Recommendations can effect property development.

Signs on MoTI R/W

- Ministry infrastructure is utilized to:
 - o Inform and direct the travelling public of road hazards;
 - o Regulatory requirements;
 - o Informational purposes;
- Signs require permits on MoTI R/W;
- Only specific approved permitted signs are considered.

Winter Road Maintenance

- Winter maintenance is perceived by the Ministry's clients as the overall most important service provided, confirmed by Client Satisfaction Survey results;
- Emphasis on pro-active approach and local stakeholder needs;

Winter Maintenance

- Emphasis on new technology;
 - o Weather and road condition forecasts:
 - New materials;
 - Liquid de-icers;
 - Pre-wetted abrasives;
 - o Electronic/Internet based Highway Condition Reporting:
 - www.DriveBC.ca;
 - WebCam network.

DELEGATIONS (CONT'D)

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George (Cont'd)

Performance Specifications

- Do not provide for:
 - o Bare and wet conditions;
 - o Immediate plowing in all locations;
 - o Immediate sanding of slippery sections;
 - o Unlimited resources.

Winter Reclassification of Highway

- Highway 16, Highway 97 & Highway 5 are key corridors for industrial development in the North;
- The winter maintenance classification has been upgraded to a Class A level;
 - o **What this means:**
 - A higher level of maintenance;
 - More frequent patrols; and,
 - Quicker response times where outlined in the maintenance specifications.

I haven't seen a Plowtruck!



M/C Responsible for Equipment Resources:

- **Fort George Fleet:**
 - o Tridems Plow trucks – 6 units;
 - o Tandem Plow trucks – 45 units;
 - o Single Plow trucks – 12 units;
 - o Graders – 20 units;
- **Bulkley-Stikine Fleet:**
 - o Plow trucks – 41 units;
 - o Graders – 13 units;
 - o Loaders – 21 units;
 - o Snowblowers – 2 units.

DELEGATIONS (CONT'D)

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George (Cont'd)

Highway Snow Removal

- Specifications require the contractor to be proactive in all aspects of maintenance;
- Requirements include:
 - o Monitor and observe weather and forecasts;
 - o Adjust patrols;
 - o Deploy in advance of forecast events;
 - o Provide proactive service to all stakeholders.

Excluded

- Centreline painting (contracted);
- Electrical Maintenance (contracted);
- Rock scaling;
- Engineering;
- Rehabilitation;
- Corridor management.

Information

- www.th.gov.bc.ca/bchighways/contracts/maintenance/hwy_maintenace_contracts.htm;
 - o Existing maintenance contracts;
 - o Maintenance Specifications;
 - o Frequently Asked Questions (FAQ);
- DriveBC
 - o Timely road condition and delay reporting;
 - o Ministry priority to provide accurate and current informaiton;
 - o Web access & Free Telephone access:
 - www.DriveBC.ca
 - *4997 on cell;
 - 1-800-550-4997;
 - Voice interactive.

Importance of Driving to Conditions

- The change in the winter road classification is a positive move. It does not remove individual responsibility for driving to conditions:
 - o Slow down, and increase distance;
 - o Choose the best tires possible and ensure they are in good condition;
 - o Check:
 - DriveBC.ca;
 - ShiftintoWinter.ca;
 - "Know before you go."

Project Planning & Development

- Three primary funding mechanisms:
 - o Capital;
 - o Roadside Improvement Program;
 - o Rehab;
- Funding priorities are based on multiple factors and inputs:
 - o Engineering requirements including safety;
 - o Life cycle management;
 - o Cost benefit analysis;
 - o Needs analysis;
 - o Local residents and stakeholders;
 - o Consultation with industry;
- BC on the Move.

DELEGATIONS (CONT'D)

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George (Cont'd)

Local Highway Districts

- Ministry conducts ongoing monitoring of highway and sideroad infrastructure to establish and confirm the proposed strategy;
- Ongoing improvements and safety initiatives continue on the Highways in Northern BC.

Highway 16 West – Passing/Climbing Lanes

- Completion of several Passing/Climbing Lanes:
 - o Hwy 16:
 - Degal Pit passing lane construction;
 - Telechick Lane construction;
 - Mapes Road passing lane construction;
 - Braaten Road passing lane construction;
 - Playhouse accel/decel lane construction;
 - Upper Fraser passing/climbing lane construction;
 - o Hwy 27:
 - Dog Creek climbing lane construction;
- Completion of Intersection Improvements:
 - o Hwy 16:
 - Burns Lake intersection improvement;
 - Victoria Street intersection signalization;
 - Endako intersection lighting improvements;
 - Six Mile break-check deceleration lane;
- Completed Resurfacing Projects:
 - o Hwy 16:
 - Graded aggregate seal Fraser Lake to Endako;
 - Burns Lake arterial resurfacing;
 - Graded aggregate sealcoat Burns Lake to Tintagel;
 - HIPR (Hot in Place Resurfacing):
 - Bye Road to Broman Lake;
 - Houston to Bye Road;
 - Blackman Road to Red Pass;
 - Driscoll Creek to Slim Creek;
 - Wakefield Road to Houston;
- Highway 16 West Bridges & Safety Improvements:
 - o Hwy 16 Houston pedestrian safety improvements;
 - o Hwy 27 Safety improvements;
 - o Speed reader boards;
 - o Guardrail installation annually by warrant;
 - o Community Projects: Ministry staff and M/C:
 - Fraser Lake trails;
 - Fort Fraser community area;
 - Clucuz Lake Firehall;
 - Hudson Bay Mountain Road ski underpass;
 - o Hwy 16/97 In-laid durable paint markings;
 - o Colleymount Road improvements;
 - o Rest area improvements;
 - o Coalmine Road CN crossing upgrades;
- Highway 16 West Bridges
 - o Hwy 97:
 - Salmon River Bridge Replacement;
 - CN Overhead replacement Stone Creek to Williams Road;

DELEGATIONS (CONT'D)

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE – Carl Lutz, District Manager, Bulkley-Stikine and Ron Marshall, District Manager, Fort George (Cont'd)

- Hwy 16:
 - West Twin bridge rehabilitation;
 - Dore River deck resurfacing;
 - Mile 28 bridge overpass construction;
 - Corya Creek bridge replacment;
- Side Road Programs:
 - Extensive upgrades to many of the local sideroads has continued with annual investment to improve road conditions;
 - Improvements to strength, drainage, surface conditions and sight distance have formed the basis of a majority of the works;
 - Significant numbers of sideroads have been gravelled with crush material or hardsurfaced with graded aggregate sealcoat or pavement;
 - Extensive brushing programs have been undertaken on both main highways and local sideroads;
 - Ministry continues to monitor sideroad infrastructure and consider additional works based on various factors such as traffic numbers, technically identified safety risks, road use and available funding.

Current Season

- Works commenced and/or completed this season include:
 - Hwy 16:
 - Resurfacing (various locations);
 - Continued work on passing lane projects (various locations);
 - Additional investments on bridge inventory;
 - Ongoing efforts for safety including:
 - Right of way brushing on both highway and sideroads;
 - Line painting.

Director Petersen mentioned that in the past there was a three cent per litre fuel tax for side road improvements and he questioned whether that program still exists and if those funds were utilized for side road improvements as intended at the creation of the program. Mr. Marshall commented that the program was originally named the Heartland or Mountain Pine Beetle Program and has been renamed recently to the Side Road Infrastructure Program. He mentioned that approximately \$18 million in the past 7-10 years has been spent on side roads in the Fort George District and he is very confident the three cents per litre on fuel is being utilized for side road improvements throughout the north. Mr. Lutz noted that the Bulkley-Stikine will spend approximately \$2.5 to \$3 million in 2016 for side road improvements. The funding allocation has been restructured between rehabilitation work and side road work.

Director Repen brought forward the possibility of the MoTI sharing contractors to complete works within municipalities to create economies of scale for small communities. Mr. Lutz indicated that MoTI contacts municipalities when they are conducting works in the region to attempt economies of scale.

Discussion took place regarding the BC On the Move three year plan developed under past Premier Gordon Campbell.

Chair Miller thanked Messrs Lutz and Marshall for attending the meeting.

DELEGATIONS

RIO TINTO ALCAN – Lianne Olson, Stakeholder and Community Relations Liaison RE: Communications Plans, Smelter, Reservoir

Chair Miller welcomed Lianne Olson, Stakeholder and Community Relations Liaison.

Ms. Olson provided a PowerPoint Presentation.

Rio Tinto – BC Operations Update

Overview

1. Kitimat Modernization Update;
2. Reservoir Operations Update;
3. SO₂ Update;
4. Investing in our Communities;
5. Communications and Engagement.

Kitimat Modernization Project (KMP)

- \$4.8 B investment to totally rebuild the smelter;
- Completely new technology with an increase in energy efficiency, product optimization and reduction in environmental footprint;
- March 29, 2016 hit full production;
- Kitimat is now one of the lowest-cost and most efficient aluminum production facilities in the world;
- Pot 4096 – Last Pot to be energized;

Prior to KMP		After KMP
240,000T	Metal production (tonnes)	420,000T++
86 - 88%	Efficiency	93%
18.0 – 19.0	Power consumption (Kwhrs/kg)	13.5
121KA	Operating amperage (KA)	405KA
780	Number of cells	384
565MW	Total Power required	~710MW
1500	Employees	~1000

Operational Conditions (2015 vs 2016)

The reservoir is currently 2 feet lower than last year:

- April 14, 2015 elevation = 2795.16 ft.;
- April 13, 2016 elevation = 2793.87 ft.;

The Spillway flow is lower than last year:

- April 14, 2015 = 165 m³/s;
- April 13, 2016 flows = 49.0 m³/s.

Reservoir Inflows

- March 1, 2015 = 171 m³/s;
 - o (Feb. average inflows);
- April, 2015 = ~520 m³/s;
- March 1, 2016 = 78 m³/s;
 - o (Feb. average inflows);
- April 8, 2016 = ~300m³/s.

Reservoir Snowpack

- March 1, 2015 snowpack = 109.8%;
- March 1, 2016 snowpack = 78%.

DELEGATIONS (CONT'D)

RIO TINTO ALCAN – Lianne Olson, Stakeholder and Community Relations Liaison RE: Communications Plans, Smelter, Reservoir (Cont'd)

Overall Flood Risk

- Anticipated flows expressed as LTA for the most likely condition:
 - o March 1, 2015 = Medium;
 - o March 1, 2016 = Low.

Location of the Kitimat Air Monitoring Stations

- White Sail (Residential);
- River Lodge (Residential);
- Kitamaat Village (Residential);
- Haul Road (Industrial Fence Line).

Station Statistics March 27 – April 3, 2016

Station	Weekly SO ₂ Average	Maximum 1 Hr SO ₂ Average
Kitamaat Village	0.79 ppb	11.4 ppb
White Sail	0.48 ppb	10.9 ppb
River Lodge	0.43 ppb	4.8 ppb
Haul Road (Industrial Fence Line)	3.2 ppb	50.2 ppb

<http://www.bcairquality.ca/>

BC Community Investments

- 2015 Rio Tinto donated nearly \$900,000 in BC;
- To request support go to:
 - o www.riotintobcooperation.com/our-commitment/community-investment/

Investing in our Communities

- Key pillars
 - o Youth;
 - o Education;
 - o First Nations;
- Education is a long term goal;
- Investment to develop leaders of tomorrow and the workforce of the future;
- Inspire **FIVE** year **ONE MILLION** dollar commitment for *Indigenous* scholarships;
- Other programs:
 - o Breakfast Clubs of Canada;
 - o Community Investment program;
 - o Pathways to Education.

Launching More Focused Engagement

- Define engagement process over the next years;
- Will involve public and communities on designing engagement process:
 - o Engagement:
 - Water Management;
 - Fish and Wildlife;
 - Flood Risk and Preparedness.

DELEGATIONS (CONT'D)

RIO TINTO ALCAN – Lianne Olson, Stakeholder and Community Relations Liaison RE: Communications Plans, Smelter, Reservoir (Cont'd)

- o Developing an interactive website:
 - Graphs/data collection:
 - Year in the Life;
 - Flow facts;
 - Public information process to promote interactive website and receive feedback.

Director Repen questioned the status of the Kemano Back- up tunnel project. Ms. Olson noted that Tunnel 1 is in good condition, Tunnel 2 is still a possibility but at this time Rio Tinto is not moving forward with Tunnel 2. Rio Tinto will complete further research on the development of Tunnel 2 as it is not a profitable project at this time.

Ms. Olson noted that further field work and studies in the reservoir are being completed in regard to flood reduction and impact reduction to the Cheslatta Graveyard site and downstream. There are projects also being researched in regard to flood reduction.

Chair Miller thanked Ms. Olson for attending the meeting.

SUPPLEMENTARY AGENDA

Economic Development – Grant Funding Contracts

Moved by Director Strimbold
 Seconded by Alternate Director McGuire

C.W.2016-4-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize entering into agreements for funding of Regional Economic Development projects with Northern Development Initiative Trust, Nechako Kitimaat Development Fund Society, Destination BC and the Province of BC."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

NKDF's 15th Anniversary – May 12, 2016 - Vanderhoof, B.C.

Moved by Director MacDougall
 Seconded by Director Strimbold

C.W.2016-4-4

"That the Committee of the Whole receive the invitation from Nechako Kitimaat Development Fund Society regarding its 15th Anniversary on May 12, 2016 in Vanderhoof, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Unconditional Community Grants

Alternate Director McGuire reported that in the past six years the Village of Granisle has received its Unconditional Community Grant in two installments, one at the end of March and the second installment in June. This year they did not receive the installment in the spring. The Village of Granisle contacted the Ministry of Community, Sport and Cultural Development and the entire grant will be allocated in June this year.

Director McGuire expressed concerns that the Village of Granisle was not made aware of the change to only one payment for the year and budgets were approved based on receiving an installment at the end of March.

Moved by Director Repen
 Seconded by Alternate Director McGuire

C.W.2016-4-5

"That the Committee of the Whole direct staff to draft a resolution in regard to Unconditional Community Grants needing to be distributed to small communities in two installments to the North Central Local Government Association for late submission at its Annual General Meeting in Dawson Creek, B.C. on May 4-6, 2016; and further, that the said resolution include the RDBN member municipalities; and further, that the resolution be brought forward to the Regional District of Bulkley-Nechako Board of Directors for ratification at its April 28, 2016 Regional Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Bachrach
 Seconded by Director Strimbold

C.W.2016-4-6

"That the meeting be adjourned at 12:27 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, March 10, 2016**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brienen - arrived at 10:34 a.m.
Tom Greenaway
Mark Fisher
Dwayne Lindstrom
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Reper
Luke Strimbold
Gerry Thiessen

Director Absent Thomas Liversidge, Village of Granisle

Alternate Director Linda McGuire, Village of Granisle

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services
Jason Llewellyn, Director of Planning – arrived at 10:56 a.m.
Corrine Swenson, Manager of Regional Economic Development
– left at 11:35 a.m.
Wendy Wainwright, Executive Assistant

Media Flavio Nienow, LD News – arrived at 10:27 a.m.

CALL TO ORDER Chair Miller called the meeting to order at 10:21 a.m.

AGENDA & SUPPLEMENTARY AGENDA Moved by Alternate Director McGuire
Seconded by Director Newell

C.W.2016-3-1 “That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of March 10, 2016 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting;

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – February 11, 2016

Moved by Director Parker
 Seconded by Director Strimbold

C.W.2016-3-2

“That the Committee of the Whole meeting minutes of February 11, 2016 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Mail Ballot Voting

Moved by Director MacDougall
 Seconded by Director Thiessen

C.W.2016-3-3

“That the Committee of the Whole receive the Manager of Administrative Services/Chief Election Officer’s February 29, 2016 memo titled “Mail Ballot Voting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to awaiting the Provinces response to the resolution endorsed at the Union of B.C. Municipalities Convention in regard to Internet Voting.

2016 Budget – Third Draft

Moved by Director MacDougall
 Seconded by Director Repen

C.W.2016-3-4

“That the Committee of the Whole receive the Financial Administrator’s March 1, 2016 memo titled “2016 Budget –Third Draft.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2015 Report on Short Term Investments

Moved by Director Newell
 Seconded by Director Strimbold

C.W.2016-3-5

“That the Committee of the Whole receive the Financial Administrator’s March 2, 2016 memo titled “2015 Report on Short Term Investments.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional Image Bank 2015 Report

Moved by Director MacDougall
 Seconded by Director Benedict

C.W.2016-3-6

“That the Committee of the Whole receive the Manager of Regional Economic Development’s March 1, 2016 memo titled “Regional Image Bank 2015 Report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ENVIRONMENTAL SERVICES

REPORT

Reuse Shed Operations

Moved by Director Repen
 Seconded by Director Parker

C.W.2016-3-10

1. That the Committee of the Whole provide direction as to the acceptability of clothing in the reuse sheds.
2. Further, that the Committee of the Whole provide direction as to which reuse sheds are to be reopened under new operational standards.
3. That the Committee of the Whole receive the memorandum titled "Reuse Shed Operation" and dated March 8, 2016.
4. Further, that the Committee of the Whole recommend to the Board of Directors that the following accepted and prohibited materials lists be adopted at all RDBN reuse sheds that are reopened:

Items for placement in reuse shed must:

1. Be clean and in good/reusable condition;
2. Electronic devices must be in working order;

Prohibited Materials:

1. Hazardous/toxic materials (eg. needles, medication, pesticides, cleaning products, ammunition, cosmetics);
 2. Pornographic magazines and personal pleasure items intended for adult use;
 3. Broken, damaged or soiled items;
 4. Liquids;
 5. Food;
 6. Mattresses;
 7. Couches, loveseats or other fabric upholstered furniture;
 8. Items with safety certifications (eg. car seats, booster seats, helmets, etc.)
 9. Children's cribs, cradles, strollers, playpens, safety gates or enclosures, high chairs, infant bath seats and bath rings or other items with safety standards.
5. Further, that the Committee of the Whole recommend to the Board of Directors that the following reuse shed rules be adopted at all RDBN reuse sheds that are reopened:
 1. Attendant has final say in determination of acceptability of items in reuse shed;
 2. All items must be inspected by the reuse shed attendant prior to placement in the reuse shed;
 3. Items are to be dropped off only during times reuse shed is open and staffed;
 4. No loitering - maximum 15 minutes/visit, no more than 2 visits/day unless dropping items off;
 5. Children and pets are to remain in vehicles at all times;
 6. No aggressive behaviour or foul language will be Tolerated;

REPORT (CONT'D)

7. Mass purging of the reuse shed by the public is prohibited;
8. No smoking, drug use or alcohol consumption while on RDBN property. Members of the public arriving at the reuse shed facility appearing to be under the influence of drugs or alcohol will be asked to leave the site immediately.

Moved by Director Fisher
 Seconded by Director Newell

C.W.2016.3-11

"That Motion C.W.2016-3-10 be amended to remove item 5.5 "Children and pets are to remain in vehicles at all times."

(All/Directors/Majority) **DEFEATED**

"That the question be called on Motion C.W.2016-3-10 as written."

(All/Directors/Majority) **DEFEATED**

The safety risks and implications are significant in regard to allowing children access to the reuse sheds in their current locations.

Discussion took place in regard to each community and reuse shed having different wants and needs. The Risk Control Survey completed by the Municipal Insurance Authority was discussed.

The ability to reopen the reuse sheds in a timely manner is based on the existing locations and sites under new operational standards based upon the Risk Control Survey.

Discussion took place regarding mattresses, couches, loveseats or other fabric upholstered furniture being recommended as prohibited materials. Staff spoke with Northern Health representatives and from those conversations staff recommend that the items not be allowed due to the risk of bed bug infestations. Northern Health indicated that bed bugs are adept at survival in cold weather and therefore can be spread through other items.

Budget implications were discussed. Monies are available in the 2016 draft recycling budget to assist in implementing the new operational standards. Discussion took place in regard to the Regional Board having the opportunity to assess the operations of the reuse sheds in the future and potentially implementing new operations in the Solid Waste Management Plan.

Opening dates will be based on the manufacturing and implementation timelines for signage and concrete barriers for the sites. Sites that will require additional staffing will require time to complete the hiring process prior to reopening.

REPORT (CONT'D)

Reuse Shed Operations

Moved by Director Repen
 Seconded by Director Fisher

C.W.2016-3-12

1. That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors accept clean clothing in the reuse sheds.

2. Further, that the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors reopen reuse sheds under new operational standards based upon the Risk Control Survey completed by the Municipal Insurance Authority.

3. That the Committee of the Whole receive the Director of Environmental Service's March 8, 2016 memorandum titled, "Reuse Shed Operation".

4. Further, that the Committee of the Whole recommend to the Regional District of Bulkley-Nechako Board of Directors that the following accepted and prohibited materials lists be adopted at all RDBN reuse sheds that are reopened:

Items for placement in reuse shed must:

1. Be clean and in good/reusable condition;
2. Electronic devices must be in working order;

Prohibited Materials:

1. Hazardous/toxic materials (eg. needles, medication, pesticides, cleaning products, ammunition, cosmetics);
2. Pornographic magazines and personal pleasure items intended for adult use;
3. Broken, damaged or soiled items;
4. Liquids;
5. Food;
6. Mattresses;
7. Couches, loveseats or other fabric upholstered furniture;
8. Items with safety certifications (eg. car seats, booster seats, helmets, etc.)
9. Children's cribs, cradles, strollers, playpens, safety gates or enclosures, high chairs, infant bath seats and bath rings or other items with safety standards.

5. Further, that the Committee of the Whole recommend to the Regional District of Bulkley-Nechako Board of Directors that the following reuse shed rules be adopted at all RDBN reuse sheds that are reopened:

1. Attendant has final say in determination of acceptability of items in reuse shed;
2. All items must be inspected by the reuse shed attendant prior to placement in the reuse shed;
3. Items are to be dropped off only during times reuse shed is open and staffed;
4. No loitering - maximum 15 minutes/visit, no more than 2 visits/day unless dropping items off;

REPORT (CONT'D)

5. Children and pets are to remain in vehicles at all times;
6. No aggressive behaviour or foul language will be tolerated;
7. Mass purging of the reuse shed by the public is prohibited;
8. No smoking, drug use or alcohol consumption while on RDBN property. Members of the public arriving at the reuse shed facility appearing to be under the influence of drugs or alcohol will be asked to leave the site immediately;

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Martin Holzbauer – Request to Appear as a Delegation

Moved by Director MacDougall
 Seconded by Director Bachrach

C.W.2016-3-13

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors invite Martin Holzbauer to appear as a delegation at a future Regional District of Bulkley-Nechako Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Bachrach
 Seconded by Director Petersen

C.W.2016-3-14

"That the meeting be adjourned at 11:41 a.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, April 14, 2016**

PRESENT:	Chair	Rob MacDougall
	Directors	Taylor Bachrach Eileen Benedict Shane Brienen Mark Fisher Dwayne Lindstrom Bill Miller 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 Rob Newell, Electoral Area "G" (Houston Rural)
	Alternate Directors	Bob Hughes, Electoral Area "C" (Fort St. James Rural) Linda McGuire, Village of Granisle
	Staff	Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Corrine Swenson, Manager of Regional Economic Development – arrived at 10:33 a.m. Wendy Wainwright, Executive Assistant
	Other	Carl Lutz, District Manager, Bulkley Stikine, Ministry of Transportation and Infrastructure – arrived at 10:15 a.m. Ron Marshall, District Manager, Fort George, Ministry of Transportation and Infrastructure – arrived at 10:15 a.m. Lianne Olson, Stakeholder and Community Relations Liaison, Rio Tinto Alcan – arrived at 10:30 a.m. Terry Sullivan, Director of Major Projects, Ministry of Forests, Lands and Natural Resource Operations – left at 10:42 a.m. Leah Scheffeld, North Regional Negotiations Team, Smithers, Regional Negotiator, Ministry of Aboriginal Relations and Reconciliation – left at 10:42 a.m.
	Media	Flavio Nienow, LD News – arrived at 10:30 a.m.

CALL TO ORDER

Chair MacDougall called the meeting to order at 10:05 a.m.

AGENDAMoved by Director Miller
Seconded by Director Strimbold**F.C.2016-4-1**"That the Forestry Committee Meeting Agenda of April 14, 2016
be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Forestry Committee Meeting
Minutes – March 10, 2016

Moved by Director Petersen
Seconded by Director Lindstrom

F.C.2016-4-2

"That the Forestry Committee Meeting Minutes of March 10, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Terry Sullivan, Director of Major Projects, Leah Scheffield, North Regional Negotiations Team, Smithers, Regional Negotiator, Ministry of Aboriginal Relations and Reconciliation RE: Update RE: Lake Babine nation Woodland Tenures

Chair MacDougall welcomed Terry Sullivan, Director of Major Projects, Ministry of Forests, Lands and Natural Resource Operations and Leah Scheffield, North Regional Negotiations Team, Smithers, Regional Negotiator, Ministry of Aboriginal Relations and Reconciliation.

Mr. Sullivan and Ms. Scheffield provided a PowerPoint Presentation.

Lake Babine Nation Reconciliation Framework Agreement

Background

Why a Reconciliation Agreement with Lake Babine Nation (LBN)?

Key Provincial Economic Drivers

1. Forestry - the most significant long term economic driver in LBN territory and surrounding communities:

- About 2,000 jobs per year (direct and indirect) and \$196 million/yr GDP;
- Sales of \$477M generate \$14.7M in provincial tax revenue.

2. LNG development proposed in LBN territory - Prince Rupert Gas Transmission;

3. Mineral Development - Evaluations of mineral potential extremely high - within the top 15-20% for BC:

- Mine projects include Morrison Gold/Copper mine; Dome (in development), and Decar (currently on hold) with more in the early stages;
- Mineral exploration and development expenditures were approximately \$2.5m in 2014.

Reconciliation Framework Agreement

- MOU1 between BC and LBN signed October 2014. Defines general scope of agreement negotiations;
- MOU2 signed May 1, 2015 to help bring closure to LNG Pipeline Benefit Agreement negotiations and included several commitments, including:
 - Explore increased forestry economic opportunities for LBN communities;
 - Collaborative decision making on land and resources;
 - Land conservation measures (eg. OGMA, FSW, WHA);
 - Political commitments for LBN to support pipelines;
- Two-phased approach confirmed:
 - Phase 1 – Reconciliation Framework Agreement (Signed March 2016);
 - Phase 2 – Reconciliation Agreement (under negotiation, target completion late 2017);

DELEGATION (CONT'D)

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Terry Sullivan, Director of Major Projects, Leah Scheffield, North Regional Negotiations Team, Smithers, Regional Negotiator, Ministry of Aboriginal Relations and Reconciliation RE: Update RE: Lake Babine nation Woodland Tenures (Cont'd)

Additional Context

LBN is a willing partner in the natural resource sector with strong asserted title claim over a large area of strategic economic importance to BC.

- LBN potentially has a “high to moderate” title claim in many areas of the territory;
- The territory contains critical timber harvesting landbase and supports local mills;
- Forest harvest rates are anticipated to increase as harvesting efforts shift to areas less impacted by mountain pine beetle;
- Morrison mine located in core LBN territory;
- LBN support for PRGT pipeline contingent on meeting MOU commitments.

Other BC/Lake Babine Agreements

- Interim Forestry Agreement (aka Forest Consultation and Revenue Sharing Agreement):
 - Defines revenue sharing as an economic accommodation for forest harvesting in the Territory;
 - Outlines an engagement process which meets consultation obligations;
 - It's a two year agreement (expires in 03/2018) with opportunity to extend;
- Pipeline Benefit Agreement for PRGT;
- LBN in Treaty process - LBN has an existing Incremental treaty Agreement for 500 hectares;
- A new initiative: A Strategic Forestry Accommodation Agreement with LBN was signed on March 31, 2016 to support LBN's forestry business aspirations.

Reconciliation Framework Agreement Summary

- Bilateral agreement between BC and LBN that represents a step toward long-term reconciliation of LBN Rights and Title;
- Advances reconciliation with LBN by setting the stage for future economic development opportunities that will also contribute to local and provincial economies;
- Implements stewardship measures consistent with objectives established previously through Morice LRMP & Lakes LRMP including:
 - Old Growth Management Areas;
 - Wildlife habitat areas; and
 - Fisheries Sensitive Watersheds;
- Rights of existing tenure holders & land owners unaffected;
- Establishes two small land reserves (approximately 1 ha each) intended to protect important cultural areas;
- Access restrictions are not part of this agreement;
- Sets out the scope and guiding principles to negotiate:
 - a comprehensive forestry agreement; and
 - a Reconciliation Agreement (RA).

Key LBN Forestry Interests

1. LBN strongly seek a significantly increased role in the forest sector within the Territory, including additional tenure opportunities;
2. Framework Agreement outlines award of 85,000m³ to LBN for a long term First Nation Woodland Licence;
3. Defining a forestry vision for the Territory;
4. LBN seek a revised Revenue Sharing model;
5. Seek potential land transfers for forestry and cultural protection;
6. LBN and BC have a shared interest in the long-term viability of local mills and the regional economy.

DELEGATION (CONT'D)

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Terry Sullivan, Director of Major Projects, Leah Scheffeld, North Regional Negotiations Team, Smithers, Regional Negotiator, Ministry of Aboriginal Relations and Reconciliation RE: Update RE: Lake Babine nation Woodland Tenures (Cont'd)

Reconciliation Agreement

The signed Framework Agreement outlines key components of the Reconciliation Agreement:

- Collaborative decision making processes for significant authorisations in key areas within LBN territory;
- Collaborative approaches to resource stewardship, including monitoring;
- Transfer of Crown lands to LBN to support immediate economic development opportunities and/or protection of cultural areas; and
- Advancement of LBN participation in the forest sector while maintaining the viability of the local forest sector and mills.

Outcomes

- Facilitates Pipeline Benefit Agreements coming into effect and increased investor confidence in LNG development;
- LBN support for the long term viability of forest sector and local mills;
- Strengthened relationship with LBN leadership and increased role for LBN in the natural resource sector;
- Helps address LBN conservation expectations with limited impact to timber supply;
- Through the Interim Forestry Agreement, LBN agrees that statutory provincial consultation obligations have been fulfilled;
- Economic Accommodation and increased certainty for forestry through to March 31, 2018;
- Land transfers count towards final reconciliation/Treaty package.

Upcoming Timelines

- Now- Fall 2016 - Early BC/LBN negotiations to develop reconciliation package;
- Fall/Winter 2016 – Extensive Stakeholder engagement on proposed package;
- Fall/Winter 2016 - Seek Government support for proposed package;
- Winter/Spring 2017 - Final Reconciliation Agreement negotiations;
- Summer 2017 - Final engagement & approval for draft agreement;
- Fall/Winter 2017 Completion of agreement.

Director Strimbold noted the importance of communication in regard to Lake Babine Nation's views in regard to the Burns Lake Community Forest and Chinook Community Forest. Mr. Sullivan commented that Lake Babine Nation has hired additional capacity through a company from Vancouver Island that has extensive experience working with First Nations. Director Strimbold mentioned the importance of meeting with Lake Babine Nation Chief and Council in a governance to governance forum to have discussions regarding the possible impacts of the Lake Babine Nation Reconciliation Framework Agreement in regard to the community forests. The community forests do not have the ability to engage additional capacity therefore it would be very beneficial to engage in a governance to governance forum.

Discussion took place regarding the Lake Babine Nation Reconciliation Framework Agreement to award 85,000m³ to LBN for a long term First Nation Woodland Licence similar to forest licence for a major licensee. They are area based licences, one in the Morice Timber Supply Area (TSA), one in the Lakes TSA, and one in the Bulkley TSA. Lake Babine Nation is interested in 250 000 m³. Opportunities are being investigated for additional volume. Mr. Sullivan noted that Lake Babine Nation is interested in the long term sustainability of local mills.

DELEGATION (CONT'D)

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Terry Sullivan, Director of Major Projects, Leah Scheffield, North Regional Negotiations Team, Smithers, Regional Negotiator, Ministry of Aboriginal Relations and Reconciliation RE: Update RE: Lake Babine nation Woodland Tenures (Cont'd)

Discussion took place regarding the traditional territory of Lake Babine Nation. Ms. Scheffield mentioned that Lake Babine Nation's traditional territory has remained very much the same since the original start of its treaty process and does not have a lot of overlapping claims.

The possible impacts to local mills in regard to future investment and finance opportunities was discussed. Mr. Sullivan commented that the Lake Babine Nation Reconciliation Framework Agreement does not impact smaller tenure holders and whether they deliver their fibre to large or small mills will be a business decision.

Discussion took place regarding the reconciliation framework agreement being a template for future agreements. Ms. Scheffield spoke of the agreement building on what has been learnt on earlier agreements and the concepts are generally understood. The hope is that it will build and assist in advancing toward a treaty.

Chair MacDougall spoke of the importance of the RDBN being involved in the process and of open communication and dialogue regarding the advancement of the Lake Babine Nation's Reconciliation Framework Agreement. Mr. Sullivan indicated that he intends to continue to provide updates and future communications and that the agreement is a priority of the Province.

Chair MacDougall thanked Mr. Sullivan for attending the meeting.

CORRESPONDENCE

Correspondence

Moved by Director Benedict
Seconded by Director Parker

F.C.2016-4-3

"That the Forestry Committee receive the following correspondence from the Ministry of Forests, Lands and Natural Resource Operations:

- Kluskus Connector Road;
- Public Input Invited on Prince George Timber Supply Area
– Comments Accepted until May 24, 2016;
- British Columbia Government Acting on Spruce Beetle."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Thiessen mentioned that the Mayor of Quesnel contacted him to inform him that the City of Quesnel is not interested in pursuing a proposed Kluskus Connector Road. He spoke of safety concerns such as the lack of cell service in regard to a road through the area. Discussion took place regarding First Nations territory in the Kluskus area. Director Thiessen noted the importance of continuing to monitor any development in the area.

NEW BUSINESS

First Nations Forestry

Director Petersen commented that the reallocation of forest licences to First Nations may remove resource revenue from the province thus affecting healthcare, education, road infrastructure and other resource revenue provincially funded programs.

Discussion took place in regard to the Northwest Resource Benefits Alliance's communications with First Nations in regard to resource revenue sharing.

Conifex Sells Timbre to Dunkley Lumber

Director Thiessen mentioned that Conifex has recently sold timber to Dunkley Lumber. Concerns were brought forward in regard to the lack of openness and transparency in regard to the sale of timber between companies.

9 Axle Logging Trucks

Chair MacDougall noted that discussions took place at the COFI (Council of Forest Industries) Convention in Kelowna, B.C. on April 6-8, 2016 in regard to 9 Axle logging trucks. Director Thiessen mentioned that he would be meeting with individuals in regard to the 9 Axle logging trucks going through the community of Vanderhoof and the damage to road infrastructure.

Director Thiessen commented that the District of Vanderhoof is approaching the Province in regard to the damage and high costs to repair municipal roadways from heavy truck loads traveling through communities.

OBAC Meeting with Skeena Regional Management Team

Chair MacDougall reported that the Omineca Beetle Action Coalition met with the Skeena Regional Management Team and he will provide minutes from the meeting once approved by OBAC.

ADJOURNMENT

Moved by Director Miller
Seconded by Director Petersen

F.C.2016-4-4

"That the meeting be adjourned at 10:55 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rob MacDougall, Chair

Wendy Wainwright, Executive Assistant

66

REGIONAL DISTRICT OF BULKLEY-NECHAKO

FORESTRY COMMITTEE MEETING
(Committee of the Whole)

Thursday, March 10, 2016

PRESENT: Chair Rob MacDougall

Directors Taylor Bachrach
Eileen Benedict
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Bill Miller
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold
Gerry Thiessen

Directors Absent Shane Brienen, District of Houston
Thomas Liversidge, Village of Granisle

Alternate Director Linda McGuire, Village of Granisle – arrived at 9:46 a.m.

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

Other Daniella Oake, Planning Forester, Babine Forest Products

CALL TO ORDER

Chair MacDougall called the meeting to order at 9:35 a.m.

AGENDA

Moved by Director Miller
Seconded by Director Lindstrom

F.C.2016-3-1

"That the Forestry Committee Meeting Agenda of March 10, 2016 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY
AGENDA

Moved by Director Repen
Seconded by Director Fisher

F.C.2016-3-2

"That the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Forestry Committee Meeting
 Minutes – February 11, 2016

Moved by Director Strimbold
 Seconded by Director Miller

F.C.2016-3-3

"That the Forestry Committee Meeting Minutes of February 11, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

Proposed 9 Axle Log Truck

Chair MacDougall reported that the Ministry of Transportation and Infrastructure has issued permits for 9 Axle Log Trucks on Highway 27 and the North Road a secondary road north of Fort St. James.

Director Miller spoke with Ministry of Forests, Lands and Natural Resource Operations (MoFLNRO) regarding engagement during the investigation process in regard to the proposed 9 axle log truck configuration. He noted that there did not appear to be consultation. There has been numerous configuration changes in regard to log haul trailers in the past years. Some changes have impacted the ability for the trucks to maneuver around and through corners on Forest Service Roads.

Staff will contact Rob Phillips, Engineering Officer, Authorizations, Nadina, MoFLNRO, in regard to the impact of 9 axle log trucks on Forest Service Roads.

Director Lindstrom spoke of concerns in regard to the ability of the truck tractor being capable of pulling the loaded 9 axle log truck. Concerns were also brought forward in regard to the possible damage caused to the road systems and the cost to tax payers to repair the roads. Director Greenaway noted that Highway 27 was paved in the summer of 2015 and the edges of the road are already breaking away.

Log truck load sizes pre-mountain pine beetle were smaller due to the weight of green wood. As the mountain pine beetle wood become the focus, load sizes increased in volume to maintain the same weight on a load. Due to the impacts of the midterm timber supply and the removal of the mountain pine beetle wood there will be a return to pre-mountain pine beetle weights but with the increase to a 9 axle log truck the volume will not decrease. Concerns were discussed regarding the consequences of utilizing a 9 axle log truck.

Chair MacDougall intends to contact Jason Fisher, Director, Forest Sector Strategies, Competitiveness and Innovation Branch, MoFLNRO.

CORRESPONDENCE

Correspondence

Moved by Director Bachrach
 Seconded by Director Petersen

F.C.2016-3-4

"That the Forestry Committee receive the following correspondence:

-Wildfire Symposium Follow Up – February 29, 2016;
 - BC Government News – B.C. Increases Investments in Forest Stewardship."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

Wildfire Symposium Follow Up – February 29, 2016

Director Miller provided an overview of the Wildfire Symposium Follow Up on February 29, 2016. He noted that there was very good discussion and that there is a commitment from all the stakeholders to move forward. The Ministry of Forests, Lands and Natural Resource Operations and Wildfire Management Branch indicated budget considerations have been made to continue to move forward.

Discussion took place regarding the Forest Enhancement Society of BC and possible funding opportunities. Further information is required in regard to the society and a future meeting will be scheduled once information is obtained in regard to the Forest Enhancement Society of BC. A tentative meeting date has been scheduled for April 5, 2016.

Director Miller noted that there is a commitment from each organization to have one person be part of the working group at a staff level and that either Chair MacDougall or himself will provide a political connection.

BC Government News – B.C. Increases Investments in Forest Stewardship

Director Petersen noted that the FireSmart program for home owners is very beneficial but mentioned that many rural residents do not have the equipment or resources to fire smart their property.

Director Miller noted that there have been gaps identified in regard to rural residents accessing/utilizing equipment and or contractor to complete fire smart work.

Discussion took place regarding the Regional District of Bulkley-Nechako including on its Business Directory web page a contractors list that can complete fire smart work for rural home owners.

Discussion took place regarding funding for private land hazard reduction. Staff will further investigate possible funding options.

SUPPLEMENTARY AGENDA

CORRESPONDENCE

Correspondence

Moved by Director Greenaway
Seconded by Director Benedict

F.C.2016-3-5

"That the Forestry Committee receive the following correspondence:

-Northern Development Initiative Trust - Forest Innovation Fund will Provide Support for Small Business;
-Nechako Valley Regional Cattleman Association – Draft Resolution – Wood Ash as a Liming Agent and Low Level Fertilizer for Agricultural Land in British Columbia;
-Species at Risk Public Registry - Notifications of Updates;
-Canfor – CEO Don Kayne's Blog - Changing the Way we Move Logs;
-Ministry of Forests, Lands and Natural Resource Operations – Fibre Recovery Tenures."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Nechako Valley Regional Cattleman Association – Draft Resolution – Wood Ash as a Liming Agent and Low Level Fertilizer for Agricultural Land in British Columbia

Director Parker mentioned that he has been investigating options to streamline the process of utilizing wood ash as a liming agent and low level fertilizer for agricultural land in BC.

The Fraser Basin Council is meeting on March 18, 2016 to discuss the issue further. Discussion took place in regard to bringing forward a resolution to NCLGA and or UBCM in regard to the issue.

ADJOURNMENT

Moved by Director Miller
Seconded by Director Newell

F.C.2016-3-6

"That the meeting be adjourned at 10:14 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rob MacDougall, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, April 14, 2016**

PRESENT: Chair Eileen Benedict

Directors Mark Fisher
Bill Miller
Mark Parker
Jerry Petersen

Directors Tom Greenaway, Electoral Area "C" (Fort St. James Rural)
Absent Rob Newell, Electoral Area "G" (Houston Rural)

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

Staff Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Jennifer MacIntyre, Planner 1
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Benedict called the meeting to order at 2:01 p.m.

AGENDAMoved by Director Miller
Seconded by Director Parker**RDC.2016-4-1**

"That the Rural Directors Committee Agenda for April 14, 2016 be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-March 10, 2016**Moved by Director Petersen
Seconded by Director Fisher**RDC.2016-4-2**

"That the minutes of the Rural Directors Committee meeting of March 10, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**REPORTS****Bulkley Valley Agricultural
and Industrial Association
-Request for Grant in Aid
-Electoral Area "A" (Smithers
Rural)**Moved by Director Fisher
Seconded by Director Miller**RDC.2016-4-3**

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Bulkley Valley Agricultural and Industrial Association be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for the purchase of bleachers and/or a marquee tent for the Bulkley Valley Exhibition 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT)

Royal Canadian Legion, Moved by Director Miller
Pleasant Valley Branch 249 Seconded by Director Petersen
- Request for Grant in Aid
-Electoral Area "G" (Houston Rural)

RDC.2016-4-4 "That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Royal Canadian Legion, Pleasant Valley Branch 249 be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for replacing and adding new light fixtures in the entrance way and upstairs hall of the Houston Legion."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Referrals

Mines File No. 13880-03-587 Moved by Director Miller
Pacific Minerals Inc. Seconded by Director Parker
Electoral Area "G"

RDC. 2016-4-5 "That the Rural Directors Committee receive Mines Referral 13880-03-587 Pacific Minerals Inc. Electoral Area "G"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mines File No. 13880-03-587 Moved by Director Miller
Pacific Minerals Inc. Seconded by Director Petersen
Electoral Area "G"

RDC. 2016-4-6 "That the Rural Directors Committee defer Mines Referral 13880-03-587 Pacific Minerals Inc. Electoral Area "G" to the May 12, 2016 Rural Directors Committee Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mines File No. 13880-03-587 Moved by Director Miller
Pacific Minerals Inc. Seconded by Director Petersen
Electoral Area "G"

RDC. 2016-4-7 "That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to write a letter to Pacific Minerals Inc. asking the following questions:

1. What kind of impact does the activity have on Morrison Lake and surrounding water courses?
2. What issues have been raised by groups such as First Nations, local communities, guides, trappers and local environmental groups?

And further, that the RDBN requests that the response from Pacific Minerals Inc. be provided prior to the May 12, 2016 Rural Directors Committee meeting date."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (CONT'D)

Referrals (Cont'd)

Water Licence File
No. 6001533 Northern
Gateway Pipelines
Electoral Area "B"

Moved by Director Miller
Seconded by Director Petersen

RDC. 2016-4-8

"That the Regional District of Bulkley-Nechako Comment Sheet on Water Licence No. 6001533 be provided to the Province as the Regional District's comments on Water Licence No. 6001533."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Concerns were brought forward regarding the new *Water Sustainability Act* and its impacts in regard to who would receive priority for water use during a drought event. Director Miller spoke of an incident wherein CN utilized all the water from the little Bulkley Lake for work on the railway and the concerns of residents at that time.

Discussion took place in regard to water levels throughout the spring and summer months being very different depending on the weather patterns throughout the year.

ADJOURNMENT

Moved by Director Petersen
Seconded by Director Miller

RDC.2016-4-9

"That the meeting be adjourned 2:14 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, March 10, 2016**

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
Janette Derksen, Environmental Services Coordinator
Janine Dougall, Director of Environmental Services
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Benedict called the meeting to order at 12:36 p.m.

AGENDAMoved by Director Miller
Seconded by Director Fisher**RDC.2016-3-1**

"That the Rural Directors Committee Agenda for March 10, 2016 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-February 11, 2016**Moved by Director Petersen
Seconded by Director Fisher**RDC.2016-3-2**

"That the minutes of the Rural Directors Committee meeting of February 11, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**REPORTS****NWIPC Funding for 2016**Moved by Director Petersen
Seconded by Director Miller**RDC.2016-3-3**

1. "That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors receive the Environmental Services Coordinators February 26, 2016 memo titled "NWIPC Funding for 2016."
2. Further, that the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the 2016 funding contribution to the NWIPC (Northwest Invasive Plant Council) be continued at a value of \$43,000, that the funding be divided equally between each IPMA and that the distribution of funds be 85% for on-the-ground work and a maximum of 15% for administration.

REPORTS (CONT'D)

3. Further, that the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the request for an additional \$500 be contributed to the NWIPC's Education & Awareness pooled funds."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding BC Hydro contributing to the NWIPC. Chair Miller noted concerns in regard to the impact that the BC Hydro transmission line right of ways have in regard to the spread of invasive plants. Staff will follow-up to determine BC Hydro's commitment to the NWIPC.

A.C.E – Access in the
Community for Equality
-Request for Grant in Aid
-Electoral Area "A" (Smithers
Rural)

Moved by Director Fisher
Seconded by Director Miller

RDC.2016-3-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the A.C.E. Access in the Community for Equality be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for an accessibility audit."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Decker Lake Recreation
Commission – Request for
Grant in Aid -Electoral Area "B"
(Burns Lake Rural)

Moved by Director Miller
Seconded by Director Greenaway

RDC.2016-3-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Decker Lake Recreation Commission be given \$1,500 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for purchasing new chairs and painting the cement walls and floor in the basement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Secondary
School Ski and Board Team
-Request for Grant in Aid -Electoral
Area "C" (Fort St. James Rural)

Moved by Director Greenaway
Seconded by Director Parker

RDC.2016-3-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School Ski and Board Team be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with Provincial Championships in Fernie, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

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

Moved by Director Greenaway
Seconded by Director Petersen

RDC.2016-3-7

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Grassy Plains Community Hall
-Request for Grant in Aid
-Electoral Area "E"
(Francois/Ootsa Lake Rural)

Moved by Director Miller
Seconded by Director Greenaway

RDC.2016-3-8

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Grassy Plains Community Hall be given up to \$10,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to assist with Festival performers' costs at the Annual Summer Festival."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

LDSS Ski and Snowboard
Teams-Request for Grant in Aid
-Electoral Areas "B" (Burns Lake
Rural) and "E" (Francois/Ootsa
Lake Rural)

Moved by Director Miller
Seconded by Director Parker

RDC.2016-3-9

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that LDSS Ski and Snowboard Teams be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with LDSS Ski and Snowboard Teams attending Provincial Championships in Fernie, B.C. from February 29 to March 2, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Burns Lake Minor Hockey
Association-Request for Grant
in Aid Electoral Areas "B" (Burns
Lake Rural) and "E" (Francois/Ootsa
Lake Rural)

Moved by Director Miller
Seconded by Director Newell

RDC.2016-3-10

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Burns Lake Minor Hockey Association be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to assist with costs for the Midget Team to attend the Provincials in Port Alberni, B.C. from March 12-17, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

District of Vanderhoof
-Request for Grant in Aid

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2016-3-11

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that District of Vanderhoof be given \$200 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 assist with costs associated with the Nechako Valley Production Greenhouse – Feasibility Study."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the potential for production greenhouse development and the possibility to expand the project throughout the region.

Electoral Area Allocation of
Federal Gas Tax Funds
-Fourth Quarter 2015

Moved by Director Miller
Seconded by Director Parker

RDC.2016-3-12

"That the Rural Directors Committee receive the Finance/Administration Coordinator's February 29, 2016 memorandum titled "Electoral Area Allocations of Federal Gas Tax Funds – Fourth Quarter 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

Referrals

Land Referral File No. 7406854
Randy and Donna Goodland
Electoral Area "F"

Moved by Director Petersen
Seconded by Director Parker

RDC. 2016-3-13

"That the Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7406854 be provided to the Province as the Regional District's comments on Crown Land application 7406854."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Equity Mine Emergency
Response

Equity Mine representatives met recently with RDBN staff and indicated that they are in the process of developing an emergency response plan for Equity Mine and surrounding area including Bulkley Lake and Fox Creek. Directors Brien and Newell wish to be included in further discussions moving forward.

British Columbia Fire Service
Minimum Training Standards
Structure Firefighters
Competency and Training
Playbook

Director Fisher spoke of the level of service rural and municipal fire departments are implementing. Staff will bring the information forward at a future Meeting.

ADJOURNMENT

Moved by Director Miller
Seconded by Director Greenaway

RDC.2016-3-14

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant



**Yinka Dene Economic Development
Limited Partnership**
P.O. Box 245
Burns Lake, BC
V0J 1E0

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DELEGATION
- Woodmere Nursery
Ltd
- Yinka Dene Economic
Development Limited
Partnership

PRESENTATION TO RDBN BOARD 28th APRIL, 2016

Brief:

Thank you for the opportunity. Yinka Dene Economic Development wants to inform the RDBN Board of our vision for building a strong resilient community and discuss how we can achieve this....together.

Yinka Dene Economic Development of Wetsuweten First Nation wishes to pursue the opportunity to assist RDBN in converting its municipal solid waste (MSW) into energy. We feel strongly that there are synergies that will lead to economic development, reduction of our carbon footprint thus mitigation of climate change and reduce costs to local tax payers.

Our goal is to set up an energy system in our community that can use RDBN's MSW as the primary source of feedstock with biomass. The energy created will energize the following:

1. Reforestation Nursery
2. Traditional Ecological Centre
3. Food Production greenhouse
4. Homes and building infrastructure

Our vision is a viable resilient and local economy for all. Our goal of building local sustainable resilient communities is based on "no community left behind" (Chief Karen) so our aim is to create synergies, joint ventures, partnerships and collaborations to achieve diverse economic development, enhanced education and culture; and healthy living.

Thank you
Yinka Dene Economic Development

Reg Ogen
CEO



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chairperson Miller and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: April 21, 2016

SUBJECT: Committee Meeting Recommendations
– April 14, 2016

Following are recommendations from the April 14, 2016 Committee meetings for the Regional Board's consideration and approval.

Committee of the Whole – April 14, 2016

Recommendation 1:

Re: Economic Development – Grant Funding Contracts

"That the Regional District of Bulkley-Nechako Board of Directors authorize entering into agreements for funding of Regional Economic Development projects with Northern Development Initiative Trust, Nechako Kitimaat Development Fund Society, Destination BC and the Province of BC."

Recommendation 2:

Re: Unconditional Community Grants

"That the Regional District of Bulkley-Nechako Board of Directors ratify a late submission resolution in regard to Unconditional Community Grants needing to be distributed to small communities in two installments to the North Central Local Government Association at its Annual General Meeting in Dawson Creek, B.C. on May 4-6, 2016; and further, that the said resolution include the RDBN member municipalities."

Rural Directors Committee Meeting – April 14, 2016

Recommendation 3:

Re: Bulkley Valley Agricultural and Industrial Association-Request for Grant in Aid-Electoral Area "A" (Smithers Rural)

"That the Bulkley Valley Agricultural and Industrial Association be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for the purchase of bleachers and/or a marquee tent for the Bulkley Valley Exhibition 2016."

Recommendation 4:

Re: Royal Canadian Legion Pleasant Valley Branch 249 – Request for Grant in Aid - Electoral Area "G" (Houston Rural)

"That Royal Canadian Legion Pleasant Valley Branch 249 be given \$1,500 grant in aid monies from Electoral Area "G" (Houston Rural) for replacing and adding new light fixtures in the entrance way and upstairs hall of the Houston Legion."



Rural Directors Committee Meeting – April 14, 2016 (CONT'D)

Recommendation 5:

Re: Mines File No. 13880-03-587 Pacific Minerals Inc. Electoral Area “G”

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to write a letter to Pacific Minerals Inc. asking the following questions:

1. What kind of impact does the activity have on Morrison Lake and surrounding water courses?
2. What issues have been raised by groups such as First Nations, local communities, guides, trappers and local environmental groups?

And further, that the RDBN requests that the response from Pacific Minerals Inc. be provided prior to the May 12, 2016 Rural Directors Committee meeting date.”

RECOMMENDATION:

(ALL/DIRECTORS/MAJORITY)

Recommendations 1 through 5 as written.



**Regional District of Bulkley-Nechako
Board of Directors
April 28, 2016**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: April 19, 2016
 Regarding: Vanderhoof Community Foundation
 Northern Development Application- Prince George RAC – RDBN, Electoral Area 'F'

The RDBN Electoral Area 'F' (Vanderhoof Rural) is requesting \$25,000 in matching funds from Northern Development Trust Initiative's Community Foundation Matching Grants, Prince George Regional Advisory Committee's (PGRAC) Account to support the Vanderhoof Community Foundation.

A copy of the application will be available for review at the RDBN Board of Directors meeting.

Electoral Area 'F' Director Petersen is supportive of this application. A Board resolution is required in order for Northern Development Board approval.

Recommendation:	(All/Directors/Majority)
That the Regional District of Bulkley-Nechako Board of Directors supports the RDBN, Electoral Area F's application to the Northern Development Initiative Trust – Community Foundation Matching Grants in the amount of \$25,000 for support of the Vanderhoof Community Foundation.	



Regional District of Bulkley-Nechako Memo – Board Agenda April 28, 2016

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: April 19, 2016
Re: Grant in Aid Request – Vanderhoof Community Foundation

Director Petersen has requested that a \$25,000 contribution be made to the newly established Vanderhoof Community Foundation using funds from the Electoral Area "F" Grant in Aid Fund. A copy of the foundation's Certificate of Incorporation and Constitution outlining its purpose is attached.

Elsewhere in the agenda is request to apply to the Northern Development Initiative Trust for a matching contribution of \$25,000.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

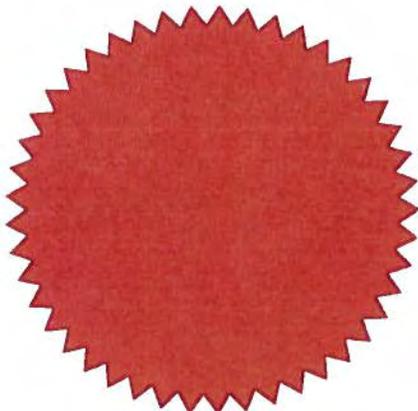
1. That the memorandum from the Financial Administrator, dated April 19, 2016 regarding a Grant in Aid contribution to the Vanderhoof Community Foundation be received;
2. That a contribution of \$25,000 from the Electoral Area "F" Grant in Aid Fund to the Vanderhoof Community Foundation be approved.



CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that VANDERHOOF COMMUNITY FOUNDATION was incorporated under the Society Act on December 17, 2015 at 12:13 PM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on December 17, 2015*

A handwritten signature in black ink, appearing to read "Carol Prest".

CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

Community Foundation of the District of Vanderhoof CONSTITUTION

1. The name of the Society is: "Vanderhoof Community Foundation" (hereinafter referred to as "the Society" or "the Foundation").
2. The purpose of the Society is to receive and manage funds for the purpose of funding:
 - (a) other registered charities that are qualified donees under the Income Tax Act Canada as amended from time to time, or
 - (b) recipients who are approved by Revenue Canada Taxation, or
 - (c) educational scholarships, bursaries, awards and other forms of financial assistance to those in need, based on financial circumstances, scholastic standing and personal qualities.

such purpose to be achieved by managing and distributing donations, and establishing permanent endowment funds so that the income realized there from may be used to provide financial assistance to those qualified donees or recipients.
3. Subject to any specific direction by a donor or a Court having an appropriate jurisdiction, the Society, shall make such investments which are in accordance with the investment policy of the Board, as established from time to time. This provision is alterable by special resolution of the members.
4. The activities, organization and operation of the Foundation shall be carried on without purpose of gain for its members and any profits or other accretions to the Foundation shall be used in promoting its objects.
5. The Society is a charitable one, and acknowledges that all investments and property thereof including the income there from, is and will be held in trust pursuant to the Constitution and Bylaws of the Society to further the object of the Society.
6. In the event of dissolution or winding-up of the Society in accordance with the provisions of the Society Act, all remaining assets, after payment of liabilities, shall be distributed to the other registered charitable organizations or to the municipalities within the Foundation's service area (using a formula based on the origin of donations) as the Board may designate.
7. The provisions of paragraph 4, 5 and 6 and 7 of this clause are unalterable.
8. The operations of the Society are to be chiefly carried on within the geographical boundaries of the District of Vanderhoof, and this provision is alterable by special resolution of the members.



Regional District of Bulkley-Nechako Memo – Board Agenda April 28, 2016

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: April 19, 2016
Re: Purchase of Topley Fire Hall

The Topley Rural Fire Protection Service that was recently established by referendum includes in its 2016 budget an allocation of \$150,000 for the purchase of the new Topley Fire Hall plus \$2,500 for related expenses (land transfer tax and legal fees). The attached Interim Agreement to purchase the property is subject to RDBN Board Approval.

In addition, the property will be leased back to the Topley Fire Department for a nominal annual rent of \$1. Attached for RDBN Board approval is a draft lease. Because the rent is for less than market rent, the intention to lease the facility to the Topley Fire Department has been advertised in the local newspaper, Houston Today.

I would be pleased to answer any questions.

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

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated April 19, 2016 regarding the purchase and lease of the new Topley Fire Hall be received;
2. That the Interim Agreement for the purchase of the new Topley Fire Hall from the Topley Fire Department Society for \$150,000 be approved; and,
3. That the Lease between the Regional District of Bulkley-Nechako and the Topley Fire Protection Society for nominal annual rent of \$1 be approved.

INTERIM AGREEMENT (British Columbia)

THIS OFFER to enter into a binding contract of purchase and sale is made this 14th day of April, 2016 by THE REGIONAL DISTRICT OF BULKLEY-NECHAKO (hereinafter call the "Purchaser").

The Purchaser, having knowledge of the property located at 21628 Topley Post Office Road, Topley, British Columbia V0J 2Y0 having a legal description of :

Parcel Identifier:	005-372-534
Legal Description:	LOT 2 DISTRICT LOT 2623 RANGE 5 COAST DISTRICT PLAN 10310

(the "Property") hereby offers to purchase the Property from the owners thereof (hereinafter called the "Vendor") for the price and on the terms and subject to the conditions herein set forth, namely:

1. **PURCHASE PRICE:** The purchase price shall be **ONE HUNDRED AND FIFTY THOUSAND (\$150,000.00)** payable as follows:
 - a) by the payment of the sum of **ONE DOLLAR (\$1.00)** in trust to the Purchaser's solicitor, Karl Strimbold, within 2 clear working days of the acceptance of this offer by the Vendor, to be paid towards the Purchase Price at the Closing;
 - b) by the payment of the balance of **ONE HUNDRED AND FORTY NINE THOUSAND NINE HUNDRED AND NINETY-NINE DOLLARS (\$149,999.00)** plus the aforementioned deposit of **ONE DOLLAR (\$1.00)** to the Vendor at the Closing.
2. **TITLE:** The title shall be free and clear of all encumbrances except existing restrictions, exceptions and conditions reserved in favor of the Crown, registered restrictive covenants and rights of way in favor of utilities and public authorities, statutory building schemes, building, zoning and other municipal or government restrictions, the existing tenancies specified below, if any, and any other exceptions set out herein. If the Vendor has existing financial encumbrances to clear from the title, the Vendor may wait to pay and discharge such until immediately after receipt of the sales proceeds (provided such is sufficient). In such event, however, the Purchaser shall pay the sales proceeds to a lawyer or notary in trust, on undertakings to pay and discharge the financial encumbrances, and the balance if any, shall be paid to the Vendor.
3. **COMPLETION:** The sale shall be completed on or before **FRIDAY, the 29th day of APRIL, 2016 (the Completion Date)** at the appropriate Land Title Office. Tender or payment of monies by the Purchaser to the Vendor shall be by certified cheque, bank draft or lawyer's or notary's trust cheque. All documents required to give effect to this contract shall be delivered on or before the Completion Date and shall be, where necessary, in a form acceptable for registration in the appropriate Land Title Office. Time is of the essence and unless the balance of the cash payment is paid and such formal agreement to pay the balance as may be necessary is entered into on or before the Completion Date, the Vendor may, at the Vendor's option, terminate this contract and in such event the amount paid by the Purchaser will be absolutely forfeited to the Vendor on account of damages, without prejudice to the Vendor's other remedies.
4. **ADJUSTMENTS:** The Parties agree there will be no Adjustments.
5. **COSTS:** The Purchaser will bear all costs of the conveyance and, if applicable, the costs related to arranging a mortgage, and the Vendor will bear all costs of clearing the title.

6. **POSSESSION:** The Purchaser will have vacant possession of the Property at 12:00 noon on **SATURDAY THE 30th DAY OF April, 2016, (the "Possession Date")** such possession to be a vacant.
7. **RISK:** All the buildings on the Property and all other items included in the Purchase Price will be and remain at the risk of the Vendor until 12:01 a.m. on the Completion Date. After that time, the Property and all included items will be at the risk of the Purchaser. In the event that the building or other items included in the purchase and sale are destroyed or substantially damaged prior to Completion, the Purchaser shall elect prior to the Completion Date by notice in writing either to terminate this agreement and have the deposit together with any accrued interest returned or to complete the purchase with the benefit of any insurance proceeds to be for the account of the Purchaser.
8. **INCLUDED ITEMS:** The Purchase Price includes any buildings, improvements, fixtures, appurtenances and attachments thereto and all blinds, awnings, screen doors and windows, curtain rods, tracks and valences, fixed mirrors, fixed carpeting, electric, plumbing, heating and air conditioning fixtures and all appurtenances and attachments thereto as viewed by the Purchaser at the date of inspection. The Property and all included items shall be in substantially the same condition at the Possession Date as when viewed by the Purchaser on the Inspection date, and shall include fridge, stove, dishwasher, washer, dryer and all outbuildings and sheds.
9. **CONDITIONS:** In addition to all other conditions contained herein, the Purchaser is submitting this offer on the following express conditions, which conditions the Vendor by accepting this offer warrants and represents to be true, namely:
 - a. The Vendor is not now nor will 60 days after Possession Date be a non-resident of Canada within the meaning of the Income Tax Act of Canada nor is the Vendor the agent or trustee for anyone with an interest in this property who is or will, 60 days from the Possession Date, be a non-resident of Canada within the meaning of the Income Tax Act of Canada.
 - b. The Vendor represents and warrants to the Purchaser that during the time the Vendor has owned the property, the Vendor has not caused any building on the property to be insulated with Urea Formaldehyde Foam Insulation or asbestos, and that to the best of the Vendor's knowledge, no building on the property contains Urea Formaldehyde Foam Insulation or asbestos. Should the building be part of a multiple unit building, this warranty shall only apply to that part of the building which is subject to this transaction.
 - c. The Vendor represents and warrants to the Purchaser that to the best of the Vendor's information and belief:
 - i. The lands have never been used to manufacture, refine, handle, store or dispose of any hazardous substances (except in compliance with all laws, regulations and orders);
 - ii. The lands do not contain any hazardous substances deposited, added or discharged by the Vendor, or prior owner, lessee or occupier of the lands or any adjoining property; and
 - iii. The lands and all buildings located on the lands have never been used at any time for a marijuana grow operation of any nature or for any purpose related to a marijuana grow operation.

- d. Each condition contained in this agreement is for the sole benefit of the party indicated, where so indicated and unless each condition is waived or declared fulfilled by written notice given by the benefitting party to the other party on or before the date specified for each condition, this contract will thereupon be terminated and any deposit paid hereunder shall be immediately returned.

10. GENERAL:

- a. There are no warranties, representations, guarantees, promises, or agreements other than those set out herein, all of which shall survive the completion of the sale.
- b. Any reference to a party in this contract includes that party's heirs, executors, administrators, and assigns and the singular includes the plural and the feminine includes the masculine.

- 11. SUBJECT TO BOARD APPROVAL: This offer is subject to the Purchaser obtaining board approval.
- 12. SUBJECT TO LEASE: This offer is subject to the Purchaser and the Vendor entering into a Lease Agreement for the Property.
- 13. The parties agree that facsimile signatures or scanned and emailed signatures to this Contract of Purchase and Sale shall be accepted as binding upon all parties, as if this Contract of Purchase and Sale same were originally executed by all parties.
- 14. TIME FOR ACCEPTANCE: This offer (or counter-offer as the case may be) is open for acceptance until 6:00 P.M. on THURSDAY, APRIL 21, 2016 and upon acceptance thereof in writing with notification to the other party of such acceptance.

THIS CONTRACT SHALL BE A BINDING CONTRACT OF PURCHASE AND SALE ON THE TERMS AND CONDITIONS SET OUT HEREIN.

Purchaser - THE REGIONAL DISTRICT OF BULKLEY-NECHAKO

by its authorized signatory: _____

THE VENDOR HEREBY ACCEPTS THE ABOVE OFFER THIS ___ DAY OF APRIL, 2016 and agrees to complete the sale on the terms and conditions set out herein.

Vendor - TOPLEY FIRE PROTECTION, SOCIETY

by its authorized signatory: _____

THIS LEASE is made on April 29, 2016

BETWEEN:

REGIONAL DISTRICT OF BULKLEY-NECHAKO
37 3rd Avenue, PO Box 820
Burns Lake, BC V0J 1E0

(hereinafter called the "Landlord")

AND:

TOPLEY FIRE PROTECTION SOCIETY.
14523 Sunset Lake Road
Topley, BC V0J 2Y0

(hereinafter called the "Tenant")

The Landlord and Tenant hereby agree as follows:

1. The Landlord hereby grants the Tenant a lease of that portion of the following real property that is located at 21628 Topley Post Office Road, Topley, BC:

Parcel Identifier:	005-372-534
Legal Description:	LOT 2 DISTRICT LOT 2623 RANGE 5 COAST DISTRICT PLAN 10310

(the "Property")

including any buildings or other improvements on the Property (sometimes described herein as the "Premises).

2. The term of this lease is five years and commences on May 1, 2016 and ends on April 30, 2021.
3. The Tenant and /or its nominee, employees, agents or wholly owned subsidiaries, may use the Property for providing fire protection services, including but not limited to storing vehicles, storing firefighting equipment and as office space (the "Services"). The Tenant and/or its nominee may erect buildings or structures and/or make improvements to existing structures in furtherance of providing the Tenant's Services, ALWAYS PROVIDED that all such improvements shall always be the property of the Landlord.

4. The Tenant shall pay the Landlord a rent of \$1.00 per year month plus GST, in advance in full at the time that this Lease is executed by the parties.
5. Notwithstanding any other provision of this Lease, the Tenant shall be solely responsible for paying all property taxes, utilities or any other expenses for the Premises.
6. Provided the Tenant duly and regularly pays the Rent and has consistently performed all of its obligations under this Lease punctually and in accordance with this Lease, this Lease will renew automatically up to three times as follows:

first renewal commences May 1, 2021 and ends on April 30, 2026;
second renewal commences May 1, 2026 and ends on April 30, 2031; and
third renewal commences May 1, 2031 and ends on April 30, 2036.

If either the Tenant or the Landlord provides 6 months written notice prior to the expiration of the Lease that either the Tenant or the Landlord will not be renewing the Lease then the Lease will not be renewed and will terminate at the end of the Lease period.

7. The Landlord covenants with the Tenant that so long as the Tenant complies with the terms of this lease, the Tenant may occupy and enjoy the Premises without any interruption from the Landlord.
10. The Landlord may terminate this lease for any of the following or any other cause permitted by law:
 - A. The bankruptcy or insolvency of the Tenant;
 - B. The dissolution of the Tenant; and
 - C. Any unauthorized assignment or subletting of this lease by the Tenant.
11. The Tenant may not assign or sublet the Premises, in whole or in part, or allow the Premises to be used by any other person other than its nominees, employees, agents or wholly owned subsidiaries, without the written consent of the Landlord, which consent may be withheld in the Landlord's sole and unfettered discretion.
12. The Tenant shall keep the premises in a reasonable state of repair and cleanliness.
13. At the end of the lease, the Tenant shall deliver vacant possession to the Landlord of the Premises in the same condition as at the commencement of the lease, reasonable wear and tear excepted.
14. Any written notice required or permitted to be given by this lease is sufficiently given if sent in proper form by ordinary mail to the last known address of the party for whom the notice is intended. Any written notice sent by ordinary mail in accordance

with this paragraph is deemed, for the purposes of this lease, received by the addressee on the seventh day after mailing unless actually received before. Nothing in this paragraph prevents giving written notice in any other manner recognized by law.

- 15. In this lease importing the singular include the plural, and vice versa, and importing the masculine gender including feminine, and importing an individual include a corporation and vice versa. This lease binds and benefits the parties and their respective heirs, successors and permitted assigns.
- 16. The parties agree that facsimile signatures or scanned and emailed signatures to this Lease shall be accepted as binding upon all parties, as if this Lease were originally executed by all parties.

<p>Executed by the Landlord on April __, 2016 in the presence of:</p> <p>_____</p> <p>Karl Strimbold Barrister & Solicitor 343 Highway 16, Box 258 Burns Lake, BC V0J 1E0</p>	<p>REGIONAL DISTRICT OF BULKLEY-NECHAKO by its authorized signatory(ies)</p> <p>_____ ●</p> <p>_____ ●</p> <p>INSERT</p>
---	---

<p>Executed by the Tenant on April __, 2016 in the presence of:</p> <p>_____</p> <p>(Witness to print name and address below)</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>TOPLEY FIRE PROTECTION SOCIETY by its authorized signatory(ies):</p> <p>_____</p> <p>_____</p>
---	---

THIS LEASE is made on April 29, 2016

BETWEEN:

REGIONAL DISTRICT OF BULKLEY-NECHAKO
37 3rd Avenue, PO Box 820
Burns Lake, BC V0J 1E0

(hereinafter called the "Landlord")

AND:

TOPLEY FIRE PROTECTION SOCIETY.
14523 Sunset Lake Road
Topley, BC V0J 2Y0

(hereinafter called the "Tenant")

LEASE

Karl Strimbold
Barrister & Solicitor
Box 258
Burns Lake BC
V0J 1E0

sw/



Regional District of Bulkley-Nechako Memo – Board Agenda April 28, 2016

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: April 19, 2016
Re: Chinook Comfor Partnering Agreement

When the Chinook Comfor Limited Partnership distributes profits, the RDBN and the Village of Burns Lake will each receive their share of profits in proportion to the number of Limited Partnership Units they hold. As a result, the RDBN will receive approximately 9% of profits distributed and the Village of Burns Lake will receive 6%. The remainder is shared equally among the six First Nation partners.

The local government participants wish to pool their funds to create a legacy fund whereby the income on that fund could be distributed in the future to community organizations for economic/community development purposes. This could be done by establishing a local community foundation (Chinook Comfor Community Foundation) in partnership with the Prince George Foundation, which would manage the investment of funds on behalf of the Chinook Comfor Community Foundation.

Attached is a draft partnering agreement between the RDBN and the Village of Burns Lake that reflects the above proposal.

Also attached are draft Terms of Reference for the Chinook Community Foundation. Included for discussion are draft granting criteria with possible restrictions.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated April 19, 2016 regarding the proposed Chinook Comfor Partnering Agreement be received;
2. That the Partnering Agreement with the Village of Burns Lake for pooling of profits from the Chinook Comfor Limited Partnership be approved;
3. That the Terms of Reference for the Chinook Comfor Community Foundation be approved; and,
4. That staff begin the process of establishing the Chinook Comfor Community Foundation Society.

PARTNERING AGREEMENT

(CHINOOK COMFOR LIMITED PARTNERSHIP REVENUE SHARING)

THIS AGREEMENT dated for reference the _____ day of _____, 2015

BETWEEN:

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

(the "RDBN")

AND:

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

(the "Village")

(collectively, the "parties")

RECITALS

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

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

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

1. INTERPRETATION

1.1 Definitions

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

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

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

1.2 **Headings**

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

1.3 **Currency**

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

1.4 **Singular, plural, gender and person**

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

1.5 **Use of the Word “Including”**

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

1.6 **Statutes**

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

1.7 **Schedules**

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

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

1.8 **Time of day**

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

2. **TERM OF AGREEMENT**

Term

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

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

3. REVENUE POOLING

3.1 Village Revenue

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

3.2 RDBN Revenue

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

4. FOUNDATION

Establishment

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

5. TERMINATION

By agreement

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

Limitation of Liability

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

6. NOTICES

Notices

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

(a) If to the RDBN:

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

Attention: [TBA]

Fax: [TBA]

E-mail: [TBA]

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

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

Fax: [TBA]

E-mail: [TBA]

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

7. GENERAL

Assignment

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

Enurement

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

Written Waivers

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

Further Assurances

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

Remedies Cumulative

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

Counterparts

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

Delivery by Fax or Electronically

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

Amendment

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

Entire Agreement

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

Governing Law

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

Attornment

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

Paramountcy

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

Independent Legal Advice

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

7.14 Severability

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

Time of Essence

Time shall be of the essence of this Agreement.

Dispute Resolution

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

7.17 Non-derogation

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

[Execution page follows]

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

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

DRAFT

SCHEDULE A
VILLAGE OF BURNS LAKE COUNCIL RESOLUTION

DRAFT

SCHEDULE B

REGIONAL DISTRICT OF BULKLEY-NECHAKO BOARD RESOLUTION

DRAFT

SCHEDULE C
FOUNDATION TERMS OF REFERENCE

DRAFT

Chinook Comfor Community Foundation Society

Terms of Reference

Mandate

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

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

Functions

Within their mandate, the Foundation is to:

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

Scope and Jurisdiction

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

Membership and Tenure

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

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

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

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

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

Meetings

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

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

Granting Criteria

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

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



Regional District of Bulkley-Nechako Memo – Board Agenda April 28, 2016

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: April 19, 2016
Regarding: 2015 Audited Financial Statements

Attached for the Board's review and approval is a copy of the Audited Financial Statements for the year ended December 31, 2015 which includes the audit report from Price Waterhouse Coopers (formerly RHB Schmitz de Grace).

Also attached for review and approval is a copy of the Audit Letter for 2015, which explains the results of the 2015 audit.

The Auditors will be attending the Board meeting to report on the results of the audit and to answer any questions from Directors.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator, dated April 19, 2016 regarding the 2015 audited financial statements be received;

That the Audited Financial Statements for the year ended December 31, 2015 be approved for signature; and,

That the 2015 Audit Letter be approved for signature.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2015



INDEPENDENT AUDITORS' REPORT

To the Directors of
Regional District of Bulkley-Nechako

We have audited the accompanying financial statements of the Regional District of Bulkley-Nechako, which comprise the consolidated statement of financial position as at December 31, 2015, and the consolidated statements of financial activities, change in financial assets, and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Regional District of Bulkley-Nechako as at December 31, 2015, and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards. As required by the Local Government Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Other Matter

The financial statements of the Regional District of Bulkley-Nechako for the year ended December 31, 2014 were audited by another auditor who expressed an unmodified opinion on these statements on March 4, 2015.

March 8, 2016
Prince George, BC

PricewaterhouseCoopers LLP
Chartered Professional Accountants

REGIONAL DISTRICT OF BULKLEY-NECHAKO
CONSOLIDATED STATEMENT OF FINANCIAL POSITION

December 31, 2015

	2015	2014
FINANCIAL ASSETS		
Cash and temporary investments (Note 16)	\$ 9,357,028	\$ 8,691,602
Accounts receivable	456,877	315,923
Grants receivable	88,377	91,469
MFA Debt Reserve Fund (Note 2)	121,941	141,382
Due from Municipalities for debt (Note 3)	4,641,176	5,064,577
	14,665,399	14,304,953
LIABILITIES		
Unearned grants (Note 14)	4,152,132	3,895,542
Accounts payable and accruals (Note 6, 8 and 9)	3,494,919	3,107,672
Debentures issued for the Regional District (Note 5)	2,302,304	1,004,905
Debentures issued for Municipalities (Note 3)	4,841,176	5,064,577
MFA Debt Reserve Fund (Note 2)	95,873	116,062
	14,686,504	13,188,758
NET FINANCIAL ASSETS	(21,105)	1,116,195
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 1, Schedule 3)	14,700,382	12,932,443
Prepaid expenses	61,850	60,919
	14,762,232	12,993,362
ACCUMULATED SURPLUS (Note 15)	\$ 14,741,127	\$ 14,109,557

CONTINGENCIES (Note 6)

Approved by the Board:

_____ Chairperson

_____ Financial Administrator

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**

For the year ended December 31, 2015

	<u>2015</u>		<u>2014</u>
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(Note 11)		
REVENUE			
Property tax requisition			
Municipal	\$ 3,432,856	\$ 3,430,933	\$ 3,020,199
Electoral Area	<u>5,315,245</u>	<u>5,316,987</u>	<u>4,812,489</u>
	8,747,901	8,747,920	7,832,688
Grants in lieu of taxes	849,907	907,364	881,975
Fees and permits	708,171	732,684	697,708
Federal grants - conditional	953,699	602,953	392,053
Municipal debt payments (Note 3)	713,818	692,680	814,005
Provincial grants - unconditional	185,000	191,888	122,431
Provincial grants - conditional	76,000	70,350	-
Sundry	137,000	176,322	89,694
Emergency expenditure recoveries	300,000	141,648	187,968
Interest	15,500	140,470	93,429
Other grants - conditional	221,482	131,466	106,349
Municipal cost sharing	84,542	84,542	89,558
Administration recoveries	39,582	42,392	37,766
Debt Sinking Fund actuarial earnings (Note 4)	-	38,343	52,296
Donations	-	1,841	1,575
	<u>13,040,412</u>	<u>12,811,841</u>	<u>11,399,711</u>
EXPENSES (Schedule 1)			
Environmental Services	4,760,081	3,956,208	3,826,574
Government - General, Rural and Local Commission	3,009,026	2,382,389	2,308,541
Recreation and Culture	1,923,299	1,825,408	1,831,926
Fire Protection and Emergency Response	1,902,523	1,578,712	1,562,640
Building Inspection, Building Numbering, Planning and Development Services	1,033,667	828,087	834,957
Municipal debt payments (Note 3)	713,818	692,680	814,005
Economic development	997,931	622,607	414,859
Sewer and water	188,908	112,192	106,874
Street Lighting and Transportation	109,671	104,790	106,384
	<u>14,618,724</u>	<u>11,980,071</u>	<u>11,906,760</u>
ANNUAL (DEFICIT) SURPLUS	(1,578,312)	831,570	(507,049)
ACCUMULATED SURPLUS - BEGINNING OF YEAR	<u>14,109,557</u>	<u>14,109,557</u>	<u>14,616,606</u>
ACCUMULATED SURPLUS - END OF YEAR (Note 15)	<u>\$ 12,531,245</u>	<u>\$ 14,741,127</u>	<u>\$ 14,109,557</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
CONSOLIDATED STATEMENT OF CHANGE IN FINANCIAL ASSETS

For the year ended December 31, 2015

	<u>2015</u>		<u>2014</u>
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
ANNUAL (DEFICIT) SURPLUS	\$ (1,578,312)	\$ 631,670	\$ (507,049)
Acquisition of tangible capital assets	(2,882,850)	(2,693,839)	(193,559)
(Gain) loss on sale of tangible capital assets	-	(10,845)	(9,890)
Proceeds on sale of tangible capital assets	-	36,844	29,890
Amortization of tangible capital assets	<u>787,900</u>	<u>900,801</u>	<u>719,473</u>
	(3,673,262)	(1,136,369)	38,865
Net (addition to) use of prepaid expenses	<u>-</u>	<u>(931)</u>	<u>9,852</u>
CHANGE IN NET FINANCIAL ASSETS	(3,673,262)	(1,137,300)	48,717
NET FINANCIAL ASSETS AT BEGINNING OF THE YEAR	<u>1,116,195</u>	<u>1,116,195</u>	<u>1,067,478</u>
NET FINANCIAL ASSETS AT END OF THE YEAR	<u>\$ (2,557,067)</u>	<u>\$ (21,105)</u>	<u>\$ 1,116,195</u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-MECHAKO
CONSOLIDATED STATEMENT OF CASH FLOW

For the year ended December 31, 2015

	<u>2015</u>	<u>2014</u>
OPERATING ACTIVITIES		
Annual (Deficit) Surplus	\$ 631,570	\$ (507,049)
Add: Non-cash items		
Amortization of tangible capital assets	900,901	719,473
(Gain) on sale of tangible capital assets	(10,845)	(9,890)
Changes in non-cash working capital:		
Accounts receivable	(140,957)	373,274
Grants receivable	3,093	(15,155)
Accounts payable and accruals	387,246	(20,630)
Unearned grants	258,590	493,990
Prepaid expenses	(931)	9,852
	<u>2,028,667</u>	<u>1,043,865</u>
FINANCING ACTIVITIES		
Actuarial earnings on Debt Sinking Fund	(38,343)	(52,296)
MFA Debt Reserve Fund	(648)	8,457
Debt proceeds	1,547,000	-
Debt repayments	(211,258)	(161,143)
	<u>1,296,751</u>	<u>(204,982)</u>
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(2,693,839)	(193,559)
Proceeds on disposal of tangible capital assets	35,844	29,890
	<u>(2,657,995)</u>	<u>(163,669)</u>
INCREASE DURING THE YEAR	665,426	675,214
CASH AND TEMPORARY INVESTMENTS AT BEGINNING OF THE YEAR	<u>8,691,602</u>	<u>8,016,388</u>
CASH AND TEMPORARY INVESTMENTS AT END OF THE YEAR (Note 16)	<u><u>\$ 9,357,028</u></u>	<u><u>\$ 8,691,602</u></u>

See notes to the consolidated financial statements.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2015

1. SIGNIFICANT ACCOUNTING POLICIES

The Regional District uses Canadian generally accepted accounting principles for governments, as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

Basis of Presentation

The consolidated financial statements include all the funds of the Regional District. Inter-fund transactions and balances have been eliminated.

Budget figures disclosed throughout the financial statements have been extracted from the 2015 final budget, adopted in March 20, 2015.

Basis of Accounting

Restricted Fund accounting is used.

Tangible Capital Assets

Tangible Capital Assets are recorded at cost less accumulated amortization.

Amortization

The Regional District amortizes tangible capital assets on a straight line basis over the estimated useful life of the asset.

Buildings	40-50 years
Water and waste systems	50
Heavy vehicles	10-20
Passenger vehicles	6-10
Other equipment	5-10

Reserves

Reserves consist of funds set aside for future use from current and prior year's operations.

Revenue Recognition

The Regional District recognizes revenue as follows:

Revenue generated by property taxes and utility user fees is recognized in the period to which it relates.

Unrestricted revenue from government and other grants is recognized in the year in which it is approved by the funders.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS
For the year ended December 31, 2015

1. SIGNIFICANT ACCOUNTING POLICIES, continued

Revenue Recognition, continued

Grants received for specific projects or purposes are recognized as the related expenditures are incurred.

Grants received from the Federal Gas Tax Agreement are contributed to a federal gas tax reserve and recorded as revenue in the year amounts are expended on qualifying projects.

Revenue from sales and services is recognized at the point of sale or when service is provided

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management estimates are the determination of capital assets, their useful life, and closure and post closure costs of the regional districts landfills. Actual results may vary from the estimates and adjustments will be reported and reflected in operations as additional information becomes available.

2. MFA DEBT RESERVE FUND

The Regional District issues debt instruments through the Municipal Finance Authority of B.C., and as a condition of borrowing, one percent of the debenture proceeds is withheld as a debt reserve fund. The Regional District also executes demand notes in connection with each debenture whereby the Regional District could be required to pay certain amounts to the Municipal Finance Authority in excess of the debt borrowed. The demand notes are contingent in nature and are not reported in the Financial Statements (see note 6).

The Regional District reports the Debt Reserve Fund Balances for both debts issued on its behalf, and on behalf of member Municipalities, as a Financial Asset. Because all Debt Reserve Fund refunds received on behalf of Municipal borrowing are repayable to those Municipalities, the Municipal portion of the Debt Reserve Fund balances are also reported as a Financial Liability.

3. MUNICIPAL DEBENTURE DEBT

When a member Municipality within the Regional District wishes to issue debenture debt through the Municipal Finance Authority of B.C., the borrowing is done through the Regional District. The Regional District is therefore responsible for repayment of the debt to the Authority. When payments (interest and sinking fund or principal) are made on this debt, the Regional District pays the Authority and is in turn reimbursed by the Municipality.

The Regional District therefore reports the net outstanding debt borrowed on behalf of Municipalities as both a financial liability and a financial asset. Municipal debt payments are shown as revenue and an offsetting expenditure.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS

For the year ended December 31, 2015

4. SINKING FUND ACTUARIAL EARNINGS

The majority of issues of debt instruments through the Municipal Finance Authority of B.C. are sinking fund debentures. The Authority uses a 4-5% internal rate of return when it sets the annual sinking fund payments required. The actuarial earnings on Debt Sinking Funds reported on the Consolidated Statement of Financial Position are computed at this 4-5% rate of return.

6. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT

The Regional District's long term debt is in the form of Debentures issued by the Municipal Finance Authority of BC. These are all sinking fund debentures, stated and repayable in Canadian funds as shown below:

Service borrowing was incurred for:	Originally Borrowed		Year of Maturity	Current Rate of Interest	Net Debt Outstanding	
	Year	Amount			2015	2014
Environmental Services	2008	677,000	2018	4.85%	231,831	302,980
Environmental Services	2010	729,517	2020	3.73%	400,410	471,493
Burns Lake Arena	1999	200,000	2019	6.20%	56,222	68,769
Fort Fraser Sewer	2001	30,000	2018	5.93%	2,753	5,374
Fort Fraser Fire Protection	2004	147,140	2019	5.30%	50,267	61,374
Luck Bay Fire Protection	2006	125,000	2028	4.87%	80,576	86,321
Luck Bay Fire Protection	2010	10,000	2030	3.73%	8,181	8,574
Environmental Services	2015	1,547,000	2020	1.34%	1,472,264	-
		<u>\$ 3,465,657</u>			<u>\$ 2,302,304</u>	<u>\$ 1,004,905</u>

Scheduled principal, interest, total debt payments, and actuarial earnings projected on the sinking funds over the next 5 years are:

	Principal Payments	Interest Payments	Total Payments	Actuarial Earnings
2016	\$ 439,896	\$ 102,555	\$ 542,451	\$ 45,542
2017	441,630	97,840	539,470	51,537
2018	445,452	78,277	523,729	59,199
2019	392,934	54,768	447,702	40,096
2020	303,178	34,641	337,819	33,409

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS

For the year ended December 31, 2015

6. CONTINGENCIES

MFA Issues

The Regional District is contingently liable to the Municipal Finance Authority of B.C. in excess of the amounts borrowed under the terms of demand notes issued to the Authority. Member Municipalities have signed offsetting demand notes to the Regional District for borrowing made on their behalf.

	<u>2015</u>	<u>2014</u>
Demand Notes Outstanding:		
Borrowing on behalf of member Municipalities	\$ 206,156	\$ 303,688
Borrowing for Regional District purposes	<u>92,270</u>	<u>92,061</u>
	<u>\$ 298,426</u>	<u>\$ 395,749</u>

Employee Sick Leave

The Regional District is contingently liable to pay its employees sick leave. The total value of the accumulated sick time is \$415,005 at December 31, 2015 (2014 - \$492,330). As at year-end an amount of \$224,687 (2014 - \$245,940) has been accrued as an estimate of the liability.

Employee Retiring Allowance

The Regional District is contingently liable to pay employees one week salary for every year of employment to a maximum of 13 weeks upon normal retirement from the Regional District. The total value of this retiring allowance is \$218,412 at December 31, 2015 (2014 - \$209,942). As at year-end an amount of \$197,106 (2014 - \$177,903) has been accrued as an estimate of the liability.

7. MUNICIPAL PENSION PLAN

The municipality and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 185,000 active members and approximately 80,000 retired members. Active members include approximately 36 contributors for The Regional District of Bulkley-Nechako.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2015

7. MUNICIPAL PENSION PLAN, continued

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expenses as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrues assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocation the obligation, assets and cost to the individual employers participating in the Plan.

The Regional District of Bulkley-Nechako paid \$227,714 (2014 - \$220,770) for employer contributions to the Plan in fiscal 2015.

8. ACCOUNTS PAYABLE AND ACCRUALS

As at year-end, accounts payable and accruals include \$327,559 (2014 - \$254,957) of unused employee vacation entitlement.

9. UNFUNDED LIABILITY FOR LANDFILL CLOSURE COSTS

Accounts payable and accruals include \$ 2.19 million of liabilities at December 31, 2015 (\$2.11 million at December 31, 2014) which the Public Sector Accounting and Auditing Board stipulates be recognized in the financial statements but which are not included in the Regional District's budgets but are recorded as accounting adjustments at the end of the year. These amounts represent management's best estimate of the future closure and post-closure costs of both active and inactive landfill sites in the Regional District. In management's opinion the closure cost liability and expense could change within a range of +- 10% (minimum of 1.97 million to a max of 2.41 million). As at December 31, 2015 the required length of time for post closure care is 25 years. However, it is expected to increase to 30 years as the Ministry of Environment is proposing changes to landfill legislation that could come into effect in 2016. The Knockholt site is expected to last until the year 2076 and the Clearview site was built with a 100 year expected life span lasting until the year 2106. Additional costs will be recognized in future years during the life of active landfill sites in proportion to the waste capacity used up in each year. A reserve created to fund closure and post-closure monitoring costs held a balance of \$423,302 as at December 31, 2015 (2014 - \$626,779).

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2015

10. FEDERAL GAS TAX AGREEMENTS

Gas Tax funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax funding may be used towards qualifying expenditures as specified in the funding agreement. The Regional District maintains the amounts in a statutory reserve.

	<u>2015</u>	<u>2014</u>
Opening balance	<u>\$ 3,887,455</u>	<u>\$ 3,388,364</u>
Add: Amounts received in the year	852,181	852,181
Interest earned	<u>62,365</u>	<u>38,820</u>
	<u>914,546</u>	<u>891,001</u>
Less: Amounts spent in the year	<u>(665,317)</u>	<u>(391,910)</u>
Closing balance	<u>\$ 4,136,684</u>	<u>\$ 3,887,455</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2015

11. BUDGET

The Financial Plan adopted by the Board of Directors was prepared on a modified accrual basis while the Financial Statements are prepared on a full accrual basis as required by Canadian Public Sector Accounting Standards. The Financial Plan anticipated the use of surpluses accumulated in prior years to supplement current year revenues. In addition, the Financial Plan expensed tangible capital asset expenditures, debt re-payments and reserve transfers. The budget figures included in these Financial Statements represent the Financial Plan adopted by the Board of Directors with adjustments as follows:

	2015
Budgeted deficit per statement of financial activities	\$ (1,578,312)
Less: Capital expenditures	(2,882,850)
Debt principal payments	(210,703)
Contributions to reserves	(1,529,396)
Prior year net deficits	(21,886)
	(4,644,835)
Add: Prior years net surplus	1,844,881
Withdrawal from capital reserves	2,023,549
Transfer from equity in tangible capital assets	787,900
Debenture issue	1,566,817
	6,223,147
Surplus in the Financial Plan	\$ -

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2016

12. FINANCIAL INSTRUMENTS

The Regional District's financial instruments are comprised of cash, temporary investments, grants receivable, accounts receivable, due from Municipalities, accounts payable, accrued liabilities, debentures issued for the Regional District and debentures issued for Municipalities.

Credit Risk

The Regional District provides credit to its clients in the normal course of business and carries out specific procedures to minimize the risk. Credit risk is minimal.

Interest Rate Risk

The Regional District is exposed to interest rate risk arising from fluctuating interest rate on borrowing and investments.

Fair Value

The carrying value for primary instruments approximates fair value, due to their short-term maturities. The carrying value of non-current instruments approximates fair value because it is based upon interest rates currently available to entities in similar circumstances.

13. INVESTMENTS

The Regional District holds investments in Guaranteed Investment Certificates at varying interest rates throughout the year. The average interest rate for the year was 1.6% (2014 – 1.3%).

14. UNEARNED GRANTS

Unearned grants is comprised of:

	<u>2015</u>	<u>2014</u>
Federal Gas Tax reserve	\$ 4,136,884	\$ 3,887,455
Provincial	1,989	1,989
Other	13,459	6,098
	<u>\$ 4,152,132</u>	<u>\$ 3,895,542</u>

REGIONAL DISTRICT OF BULKLEY-NECHAKO
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended December 31, 2015

15. FUND ALLOCATION

The accumulated surplus at the end of the year is comprised of the following Funds:

	<u>2015</u>	<u>2014</u>
Operating	\$ 3,518,568	\$ 2,887,315
Reserves	2,888,805	3,104,007
Capital	(6,428,468)	(4,875,127)
Non-Financial Assets	<u>14,762,232</u>	<u>12,993,362</u>
	<u>\$ 14,741,127</u>	<u>\$ 14,109,557</u>

16. CASH AND TEMPORARY INVESTMENTS

Cash and temporary investments are allocated as:

	<u>2015</u>	<u>2014</u>
Cash	\$ 422,238	\$ 847,934
Temporary Investments	<u>8,934,790</u>	<u>7,843,668</u>
	<u>\$ 9,357,028</u>	<u>\$ 8,691,602</u>

Temporary investments consists of GIC's from Raymond James Ltd. reaching maturity during 2016 and ranging from 1.40%-1.55%

REGIONAL DISTRICT OF BULKLEY-NECHAKO
SCHEDULE OF CONSOLIDATED EXPENSES BY OBJECT

For the year ended December 31, 2015

	2015		2014
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Purchased services and supplies	\$ 5,587,044	\$ 3,806,514	\$ 3,734,050
Staff remuneration and benefits	3,487,430	3,339,828	3,147,694
Payments to Societies	2,077,017	1,921,278	1,869,382
Payments to Municipalities	710,287	704,651	722,458
Municipal debt payments	713,618	592,680	814,005
Directors' remuneration	354,867	318,113	264,776
Electoral Area Grants in Aid	342,569	130,816	166,570
Insurance and permits	139,438	129,669	124,584
Interest on debentures	92,662	91,945	116,753
Directors' travel and expenses	140,408	87,071	84,864
Staff travel, upgrading and conferences	90,210	88,235	78,783
Memberships and dues	39,276	35,516	38,339
Bad debts	-	15,316	-
Interest	7,317	11,328	2,606
Elections, referenda and studies	25,386	5,120	19,499
Volunteer benefits	3,297	2,991	2,828
First Nations dialogue	10,000	-	-
Amortization	787,900	900,901	719,473
	<u>\$ 14,618,724</u>	<u>\$ 11,980,070</u>	<u>\$ 11,906,760</u>

See notes to the consolidated financial statements.

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Schedule 2

REGIONAL DISTRICT OF BULKLEY-NECHAKO
SCHEDULE OF CONTINUITY OF RESERVE FUNDS

For the year ended December 31, 2015

	<u>2016</u>	<u>2014</u>
BALANCE AT BEGINNING OF THE YEAR	\$ 6,991,462	\$ 6,041,420
Contribution to funds	1,541,879	1,379,962
Interest earned on funds	116,033	71,139
Withdrawals from funds	<u>(1,823,885)</u>	<u>(501,059)</u>
BALANCE AT END OF THE YEAR	7,025,489	6,991,462
Less: Federal Gas Tax recorded as deferred revenue (Note 10)	<u>4,136,684</u>	<u>3,887,455</u>
	<u>\$ 2,888,805</u>	<u>\$ 3,104,007</u>
REPRESENTED BY THE FOLLOWING RESERVE FUNDS		
911 Capital	\$ 392,500	\$ 336,682
911 Vehicle	867	-
Administrative equipment	48,073	63,887
Administration/Planning vehicle	60,265	79,808
Building	48,886	30,290
Building Inspection vehicle	55,359	46,549
Bulkley Valley Pool	630,241	405,943
Burns Lake Arena	97,522	17,340
Burns Lake Rural Fire Protection	48	47
Election	37,859	31,244
Emergency Prep	36,527	50,209
Environmental Services vehicle	61,359	45,531
Federal Gas Tax	4,136,684	3,887,455
Fort Fraser Sewer	114,183	96,507
Fort Fraser Rural Fire Protection	77,808	33,734
Fort Fraser Water	393,031	327,318
Fort St. James Rural Fire Protection	69,243	48,383
Glacier Gulch Water Diversion	2,192	2,157
Houston Rural Fire Protection	12,505	11,086
Insurance	2,161	44,710
Lakes District Airport	117,692	66,344
Landfill capital	481,762	1,162,220
Luck Bay Rural Fire Protection	6,093	3,028
Planning plotter	36,017	29,499
Smithers Rural Fire Protection	106,428	94,810
Southside Rural Fire Protection	68,547	17,242
Telkwa Rural Fire Protection	25,678	19,328
Vanderhoof Rural Fire Protection	36,374	34,798
Weed Control vehicle	<u>5,614</u>	<u>5,523</u>
	7,025,489	6,991,462
Less: Federal Gas Tax reserve recorded as deferred revenue (Note 10)	<u>4,136,684</u>	<u>3,887,455</u>
	<u>\$ 2,888,805</u>	<u>\$ 3,104,007</u>

See notes to the consolidated financial statements.

Regional District of Bulkley-Nechako
CONSOLIDATED STATEMENT OF TANGIBLE CAPITAL ASSETS

For the year ended December 31, 2015

	Land	Building	Equipment / Vehicles	Engineered Structures			Transfer Stations	2015 Total	2014 Total
				Water	Sewer	Landfill			
COST									
Opening Balance	\$ 281,291	\$ 6,468,868	\$ 3,410,282	\$ 1,109,807	\$ 718,501	\$ 3,832,473	\$ 4,656,502	\$ 20,458,733	\$ 20,383,889
Add: Additions	-	75,111	2,420,735	-	-	187,983	-	2,683,839	193,659
Less: Disposals	-	-	107,894	-	-	-	-	107,894	101,513
Less: Write-downs	-	-	-	-	-	-	-	-	-
Closing Balance	<u>281,291</u>	<u>6,541,980</u>	<u>5,723,333</u>	<u>1,109,807</u>	<u>718,501</u>	<u>4,030,466</u>	<u>4,656,502</u>	<u>23,041,680</u>	<u>20,458,733</u>
ACCUMULATED AMORTIZATION									
Opening Balance	-	2,079,521	1,655,388	848,899	333,427	1,258,192	1,380,055	7,823,292	6,885,332
Add: Amortization	-	137,514	488,801	28,045	18,168	123,203	108,142	900,801	719,473
Less: Acc. Amortization on Disposals	-	-	82,895	-	-	-	-	82,895	81,513
Closing Balance	<u>-</u>	<u>2,217,035</u>	<u>2,261,304</u>	<u>876,944</u>	<u>348,823</u>	<u>1,378,395</u>	<u>1,488,197</u>	<u>8,341,498</u>	<u>7,623,292</u>
Net Book Value for year ended December 31, 2015	<u>\$ 281,291</u>	<u>\$ 4,324,945</u>	<u>\$ 3,461,929</u>	<u>\$ 433,083</u>	<u>\$ 369,678</u>	<u>\$ 2,651,071</u>	<u>\$ 3,198,305</u>	<u>\$ 14,700,382</u>	
Net Book Value year ended December 31, 2014	<u>\$ 281,291</u>	<u>\$ 4,387,348</u>	<u>\$ 1,564,994</u>	<u>\$ 481,108</u>	<u>\$ 385,074</u>	<u>\$ 2,576,281</u>	<u>\$ 3,308,447</u>		<u>\$ 12,832,443</u>

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See notes to the consolidated financial statements.

Regional District of Bulkley Nechako

*2015 year-end report
to the Board of
Directors*

*Prepared as of
April 19, 2016*





April 19, 2016

Members of the Board of Directors
Regional District of Bulkley Nechako
37 3rd Avenue
Burns Lake BC
PO Box 820
VoJ 1E0

Dear Members of the Board of Directors:

We have been engaged to audit the financial statements of Regional District of Bulkley Nechako for the year ending December 31, 2015.

We prepared the accompanying report to assist you in your review of the financial statements. It includes a discussion on the significant accounting and financial reporting matters dealt with during the audit process as well as communications required by Canadian generally accepted auditing standards for audit.

We would like to express our sincere thanks to the management and staff of the organization who have assisted us in carrying out our work. If you have any questions or concerns prior to the board meeting, please do not hesitate to contact me in advance.

Yours very truly,

A handwritten signature in black ink, appearing to read "Norm Hildebrandt", written in a cursive style.

Norm Hildebrandt
Partner
Assurance

c.c.: Hans Berndorff, Financial Administrator

Significant Deficiencies in Internal Control

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies.

Fraud and Illegal Acts

No fraud involving management, or contractors with a significant role in internal control or that would cause a material misstatement of the financial statements and no illegal acts came to our attention as a result of our audit procedures. We wish to reconfirm that the Board of Director is not aware of any known, suspected or alleged incidents of fraud or illegal acts not previously discussed with us.

Significant Unusual Transactions

We are not aware of any significant or unusual transactions entered into by Regional District of Bulkley Nechako that you should be informed about.

Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of the board.

Significant Accounting Principles

Management is responsible for the appropriate selection and application of accounting policies. Our role is to review the appropriateness and application as part of our audit. The accounting policies used by Regional District of Bulkley Nechako are described in Note 1, Significant Accounting Policies, in the financial statements.

There were no new accounting policies adopted or changes to the application of accounting policies of Regional District of Bulkley Nechako during the year.

We did not identify any alternative accounting policies that would have been more appropriate in the circumstances.

We did not identify any significant accounting policies in controversial or emerging areas.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Subsequent Events

No subsequent events which would impact the financial statements other than those disclosed have come to our attention.

We would like to reconfirm that the Board of Director is not aware of any other subsequent events that might affect the financial statements.

Accounting Estimates

Management is responsible for the accounting estimates included in financial statements. Estimates and the related judgments and assumptions are based on management's knowledge of the business and past experience about current and future events.

Our responsibility as auditors is to obtain sufficient appropriate evidence to provide reasonable assurance that management's accounting estimates are reasonable within the context of the financial statements as a whole. An audit includes performing appropriate procedures to verify the:

- Calculation of accounting estimates;
- Analyzing of key factors such as underlying management assumptions;
- Materiality of estimates individually and in the aggregate in relation to the financial statements as a whole;
- Estimate's sensitivity to variation and deviation from historical patterns;
- Estimate's consistency with the entity's business plans; and
- Other audit evidence.

The following significant estimates/judgments are contained in the financial statements:

- Land fill closure costs;
- Accrued liabilities;
- Deferred revenue;
- Book value of capital assets.

Based on audit work performed, we are satisfied with estimates made by management.

Disagreements with Management

We are required to communicate any disagreements with management, whether or not resolved, about matters that are individually or in aggregate significant to the entity's financial statements or auditor's report. Disagreements may arise over:

- Selection or application of accounting principles;
- Assumptions and related judgments for accounting estimates;
- Financial statement disclosures;
- Scope of the audit; or
- Wording of the auditor's report.

We are pleased to inform you that we had no disagreements with management during the course of our audit.

Consultation with Other Accountants (Second Opinions)

Management may consult with other accountants about auditing and accounting matters to obtain a "second opinion". When an entity requests that another accountant provide a written report or oral advice on the application of accounting principles to a specific transaction or the type of opinion that may be rendered on the entity's financial statements, we are required to ensure that the accountant has ensured that the reporting accountant has knowledge of all facts and circumstances and has conducted the engagement in accordance with Canadian generally accepted auditing standards on the Reports on the Application of Accounting Principles.

We are not aware of any consultations that have taken place with other accountants.

Issues Discussed

The auditor generally discusses among other matters, the application of accounting principles and auditing standards, and fees, etc. with management during the initial or recurring appointment of the auditor. There were no major issues discussed during our audit with regards to our retention that were not in the normal course of business.

Materiality

Misstatements are considered to be material if they could reasonably be expected to influence the economic decisions of users of the financial statements.

We have set materiality of \$317,500.

Uncorrected Misstatements

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. No uncorrected misstatements for the current period have been detected.

Other Matter Paragraph in Audit Opinion

The auditing standards required us to communicate that the prior year financial statements, 2014 were audited by a different accounting firm (RHB Schmitz de Grace Chartered Accountants).

Other Audit Matters of Governance Interest

We did not identify any other matters to bring to your attention at this time and would be pleased to discuss with you further any matters mentioned above, at your convenience.

This communication is prepared solely for the information of those charged with governance of Regional District of Bulkley Nechako to carry out and discharge their responsibilities and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

To ensure there is a clear understanding and record of the matters discussed, we ask that a representative of the board of directors their acknowledgement in the space provided below.

Should any member of the board of directors wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact us at any time.

Yours very truly,

Acknowledgement of Representative of the Board of Directors' Members:

We have read and reviewed the above disclosures and understand and agree with the comments therein:

Signature: _____

Date: _____



**Regional District of Bulkley-Nechako
Board of Directors –Memorandum
April 28, 2016**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: April 19, 2016
Regarding: Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)
 Bulkley Valley Aquatic Management Centre Society

The Bulkley Valley Regional Pool and Recreation Centre is owned by the Regional District of Bulkley-Nechako and is operated under contract by the Bulkley Valley Aquatic Center Management Society. The Society has requested the Regional District's assistance in the form of Federal Gas Tax Funds to complete an energy efficiency upgrade project to the Bulkley Valley Regional Pool and Recreation Centre, located in Smithers.

The BV Pool wishes to replace inefficient metal halide and fluorescent lighting in the natatorium and along the perimeter with high efficiency LED lighting at a cost of \$27,403.33.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'A' allocation is \$1,146,386.02. Director Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of \$27,403.33. A Board resolution is required to contribute further Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$27,403.33 of Electoral Area 'A' Federal Gas Tax allocation monies for the purchase and installation of LED lighting at the BV Pool; and further,

(All/Directors/Majority)
2. That the RDBN Board of Directors authorize the withdrawal of up to \$27,403.33 from the Federal Gas Tax Reserve Fund.

(Participants/Weighted/Majority)



**Regional District of Bulkley-Nechako
Board of Directors –Memorandum
April 28, 2016**

To: Chair Miller and the Board of Directors
 From: Kristi Rensby, Finance/Administration Coordinator
 Date: April 16, 2016
 Regarding: Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)
 Bulkley Valley Aquatic Management Centre Society

The Bulkley Valley Regional Pool and Recreation Centre is owned by the Regional District of Bulkley-Nechako and is operated under contract by the Bulkley Valley Aquatic Center Management Society. The Society has requested the Regional District's assistance in the form of Federal Gas Tax Funds to complete an energy efficiency upgrade project to the Bulkley Valley Regional Pool and Recreation Centre, located in Smithers.

The BV Pool wishes to replace an inefficient hot water boiler with two high efficiency on-demand units at a cost of \$14,332.50.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'A' allocation is \$1,146,386.02. Director Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of \$14,332.50. A Board resolution is required to contribute further Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$14,332.50 of Electoral Area 'A' Federal Gas Tax allocation monies for the purchase and installation of high efficiency on-demand hot water units at the BV Pool;
2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority)
3. That the RDBN Board of Directors authorize the withdrawal of up to \$14,632.50 from the Federal Gas Tax Reserve Fund.

(Participants/Weighted/Majority)



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
April 28, 2016**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: April 20, 2016
Regarding: Federal Gas Tax Funds – Electoral Area 'B' (Burns Lake Rural)
 Rose Lake Community Club

The Rose Lake Community Club (RLCC), a non-profit organization, has been granted \$13,000 in Electoral Area 'B' Federal Gas Tax allocation monies to complete a Recreation Infrastructure improvement project at the Rose Lake Hall, located in Electoral Area 'B' (Burns Lake Rural).

The RLCC has arranged funding from a number of other agencies to assist with this project in addition to the Gas Tax funds. However, the project remains \$4,827 short.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'B' allocation is \$148,389.05. Director Miller is supportive of this project and accessing additional Federal Gas Tax Funds in the amount of up to \$4,827. A Board resolution is required to contribute additional Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$4,827 of additional Electoral Area 'B' Federal Gas Tax allocation monies to Rose Lake Community Club for a recreation infrastructure improvement project at the Rose Lake Hall;
(All/Directors/Majority)

2. That the RDBN Board of Directors authorize the additional withdrawal of up to \$4,827 from the Federal Gas Tax Reserve Fund.
(All/Weighted/Majority)



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
April 28, 2016**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: April 9, 2016
Regarding: Federal Gas Tax Funds – Electoral Area 'B' (Burns Lake Rural) and
 Electoral Area 'E' (Francois/Ootsa Lake Rural)
 Lakes District Fair Association

The Lakes District Fair Association (LDFA), a non-profit organization, has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to complete a Wastewater Collection System improvement project at the Eagle Creek Recreation Grounds, located in Electoral Area 'B' (Burns Lake Rural).

The LDFA wishes to repair, upgrade and expand the current lagoon that serves the washrooms at the Fall Fair Grounds. The project cost has been quoted at \$38,192.

Total uncommitted Gas Tax Funds remaining in the Electoral Area 'B' allocation is \$148,389.05 and in the Electoral Area 'E' allocation is \$ 57,386.31. Directors Miller and Benedict are supportive of this project and accessing Federal Gas Tax Funds in the amount of up to \$38,192 for the Wastewater Collection System project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$38,192 of combined Electoral Area 'B' and Electoral Area 'E' Federal Gas Tax allocation monies to the Lakes District Fair Association for a wastewater collection system improvement project at the Lakes District Fall Fairgrounds (Eagle Creek Recreation Grounds);
2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,
(All/Directors/Majority)
3. That the RDBN Board of Directors authorize the withdrawal of up to \$38,492 from the Federal Gas Tax Reserve Fund.
(Participants/Weighted/Majority)

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**Regional District of Bulkley-Nechako
Board of Directors Memorandum
April 28, 2016**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: April 11, 2016
Regarding: Federal Gas Tax Funds – Electoral Area 'C' (Fort St. James Rural)
District of Fort St. James

The District of Fort St. James has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to complete a Cultural Infrastructure improvement project at the Community Centre, located in Fort St. James.

The District wishes to install Digital Cinema Projection and Sound Equipment at the Community Centre. The project budget is as follows:

Projection system	\$50,853.89
Sound system	19,639.85
Screen and contingency	<u>7,006.26</u>
Total Project	\$77,500.00

The District has also received funding from New Horizons for Seniors in the amount of \$18,500 towards this project.

Total uncommitted Gas Tax Funds remaining in the Electoral Area 'C' allocation is \$435,760.23. Director Greenaway is supportive of this project and accessing Federal Gas Tax Funds in the amount of up to \$59,000 for this Cultural Infrastructure improvement project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$59,000 of Electoral Area 'C' Federal Gas Tax allocation monies to the District of Fort St. James for a Cultural Infrastructure improvement project at the Community Centre;
2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,
(All/Directors/Majority)
3. That the RDBN Board of Directors authorize the withdrawal of up to \$59,300 from the Federal Gas Tax Reserve Fund.

(Participants/Weighted/Majority)



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
April 28, 2016**

To: Chair Miller and the Board of Directors
 From: Kristi Rensby, Finance/Administration Coordinator
 Date: April 16, 2016
 Regarding: Federal Gas Tax Funds – Electoral Area 'C' (Fort St. James Rural)
 Fort St. James Curling Club

The Fort St. James Curling Club has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to complete a Recreational Infrastructure / Energy Efficiency improvement project at the Curling Rink, located in Fort St. James.

The Club wishes to replace inefficient lighting with highly efficient LED lighting at the Curling Rink. The project budget is as follows:

Lighting fixtures	\$18,902.08
Labour to install	<u>2,604.00</u>
Total Project	\$21,506.08

Total uncommitted Gas Tax Funds remaining in the Electoral Area 'C' allocation is \$435,760.23. Director Greenaway is supportive of this project and accessing Federal Gas Tax Funds in the amount of up to \$21,506.08 for this Recreational Infrastructure / Energy Efficiency improvement project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$21,506.08 of Electoral Area 'C' Federal Gas Tax allocation monies to the Fort St. James Curling Club for a Recreational Infrastructure / Energy Efficiency improvement project at the Curling Rink
2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,
(All/Directors/Majority)
3. That the RDBN Board of Directors authorize the withdrawal of up to \$21,506.08 from the Federal Gas Tax Reserve Fund.

(Participants/Weighted/Majority)



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**Regional District of Bulkley-Nechako
Board of Directors Memorandum
APRIL 28, 2016**

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: April 12, 2016
Regarding: Luck Bay Rural Fire Protection Agreement

Attached for your information is the Luck Bay Rural Fire Protection Agreement between the Regional District of Bulkley-Nechako and the District of Fort St. James.

The agreement provides fire protection services to the Luck Bay Fire Protection Area as required by the Luck Bay Rural Fire Protection Service Establishment Bylaw No. 1335, 2005. The agreement will be in effect from January 1, 2016 to December 31, 2021.

Recommendation

All /DIRECTORS/MAJORITY

1. "That the Board of Directors receive the April 12, 2016 memo titled "Luck Bay Rural Fire Protection Agreement" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors authorize staff to enter into the Luck Bay Rural Fire Protection Agreement with the District of Fort St. James which will expire on December 31, 2021."

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LUCK BAY RURAL FIRE PROTECTION AGREEMENT

THIS AGREEMENT DATED THIS _____ DAY OF _____, 2016

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO,
P.O. BOX 820, Burns Lake, British Columbia, VOJ 1E0
(hereinafter referred to as "the Regional District")

OF THE FIRST PART

AND:

THE DISTRICT OF FORT ST. JAMES,
477 Stuart Drive West, P.O. Box 640, Fort St. James, British
Columbia, VOJ 1P0
(hereinafter referred to as "the District")

OF THE SECOND PART

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

AND WHEREAS: The Regional District has established by Bylaw No. 1335, a service of fire protection for a portion of Electoral Area "C" known as the "Luck Bay Rural Fire Protection Service";

AND WHEREAS: to facilitate the provision of fire protection services in the Luck Bay Fire Protection Service Area (the Service Area), a satellite fire hall will be required in the Service Area:

AND WHEREAS: the parties wish to develop an integrated fire protection service, to include the Service Area, under the direction and management of the District of Fort St. James;

AND WHEREAS: the parties wish to enter into a contractual agreement to provide for a fire protection service in the Service Area;

NOW THEREFORE THIS AGREEMENT WITNESSETH 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. Service Provision

- a) The District undertakes to provide fire protection service to structures and dwellings for and to the residents of the "Luck Bay Rural Fire Protection Service Area" shown on Schedule "A" to "Luck Rural Fire Protection Service Establishment By-law No. 1335 (the Service Area) in the same manner and to the same extent as is provided to the residents of the District of Fort St. James, except as expressly provided in this Agreement. In addition, the District will:
 - i) make every effort to recruit and train sufficient fire fighters to meet and maintain the District of Fort St. James Fire Department's operational requirements and guidelines, utilizing all available resources;
 - ii) make every effort to provide sufficient water for incidents using all available

Initial _____

resources; and

- iii) consider and deploy risk management options when providing response services to the Luck Bay Rural Fire Protection Area.
- b) For the purpose of this Agreement, the service level standards and requirements agreed to by the parties under section 1(a) are referred to hereafter as the “Service Level requirements”.

2. Regional District Provisions

- a) The Regional District, on behalf of the Service Area, has a satellite fire hall on a property within the Service Area suitable for housing a pumper fire truck. As the Regional District owns the satellite fire hall, it is responsible for the related debt repayments and the cost of maintenance and utilities.
- b) The Regional District will :
- i) Assist the District of Fort St. James with recruitment of firefighters that live within an eight (8) kilometer radius of the Luck Bay Fire hall by mailing letters and/or flyers advising area residents of the requirement for new firefighters; and
 - ii) consider identifying and establishing a secondary water source.

3. Annual Fee for Service

The Regional District, on behalf of the Service Area, undertakes to pay the District an annual sum (to be paid on August 1st. in each year) in compensation for the provision of the said service during the lifetime of this Agreement as hereinafter determined.

- a) The formula for the calculation of the annual amount due under this section, shall be as follows:
- i) Determine the converted hospital assessment on land and improvements within the District of Fort St. James, the existing rural service area, the Service Area and all three areas together;
 - ii) Calculate the percentage of the converted hospital assessment within the District of Fort St. James, the existing rural service area and the Service Area respectively; and
 - iii) Apply these percentages to the net annual operating costs of the fire protection service to determine the proportionate contribution of the District, the existing rural service area and the Luck Bay Service Area.
- b) The maximum amount the Service Area shall contribute to the fire protection service shall not exceed THREE DOLLARS (\$3.00) per ONE THOUSAND DOLLARS (\$1,000) of the net taxable value of land and improvements in the Service Area. Renegotiation of the bylaw is required should the maximum amount be reached during the life of this Agreement.
- c) The Regional District and District will use the latest and/or adjusted assessment information provided by the British Columbia Assessment Authority in determining

Initial _____

the converted hospital assessment on land and improvements.

4. Annual Budget

The Electoral Area "C" Director of the Regional District shall be involved in the preparation of the District's Fire Department Annual Budget, the net operating costs of which shall be furnished to the Regional District in time to be included in the Regional District's Annual Budget for that year, no later than March 1st.

5. Record of Fires

The Fire Department is to keep a record of fires within the District of Fort St. James and each rural service area for the benefit and information of both the District and Regional District.

6. Other Agreements

The District shall ensure that any agreement between the District of Fort St. James and the Ministry of Forests with respect to the control and extinguishment of fires shall apply to the Service Area.

7. Indemnities

- a) Except for the District Liabilities for which the District is responsible under section 7(b), the Regional District agrees to defend, indemnify and save harmless the District and its officers, employees, agents, successors and assigns, from any and all liability arising from personal injury, death or other damages or loss, whether to persons or property, which may be suffered, sustained or which are attributable to provision of the Fire Protection Services. This includes, but is not limited to, claims of third parties, and demands, actions, causes of action, losses, damages, costs, liabilities and expenses (including legal fees and costs on a solicitor and own client basis) of whatever kind or character on account of any actual or alleged loss, injury or damage to any person or to any property arising out of or in connection with the provision of or failure to provide Fire Protection Services, including liability arising from an insufficient number of firefighters capable of manning equipment attending an incident, response time to an incident, and an adequate water supply not being available to effectively fight a fire, provided the District has made every reasonable effort to comply with the Service Level requirements agreed to by the Parties under section 1 of this Agreement.
- b) The District agrees to defend, indemnify and save harmless the Regional District and its officers, employees, agents, successors and assigns, from any and all liability arising from personal injury, death or other damages or loss, whether to persons or property, which may be suffered, sustained or which are attributable to the negligence of the District in providing Fire Protection Services, or to the failure of the District to provide Fire Protection Services in accordance with the requirements of this Agreement (the "District Liabilities"). For certainty, the District's responsibility under this section 7(b) shall not apply to any liabilities arising out of the provision by the District of the Fire Protection Services that arise from an insufficient number of firefighters capable of manning equipment

Initial _____

attending an incident, the response time to an incident, or an adequate water supply not being available to effectively fight a fire, provided the District has made every reasonable effort to comply with the Service Level requirements agreed to by the Parties under section 1 of this Agreement.

- c) The provisions of this section 7 shall survive the expiry or termination of this Agreement.

8. Force Majeure

- a) "Force Majeure" means any event or circumstance not within the reasonable control of the party claiming Force Majeure and includes:
- i) acts of God, including wind, ice and other storms, lightning, floods, earthquakes, volcanic eruptions and landslides;
 - ii) strikes, lockouts and other industrial disturbances;
 - iii) epidemics, war (whether or not declared), blockades, acts or public enemies, acts of sabotage, civil insurrection, riots and civil disobedience; and
 - iv) explosions, fires or mechanical breakdowns.
- b) If at any time any party hereto is unable to fulfill an obligation under this Agreement due to an event of Force Majeure, that party shall be relieved from its obligation for the duration of such event of Force Majeure, provided that the party claiming the benefit of this section shall within twenty-four (24) hours of the occurrence of the event that party claims is an event of Force Majeure provide to the other parties a notice in writing specifying:
- i) the event that party claims is an event of Force Majeure;
 - ii) the circumstances which that party claims prevents it from performance of its obligations under this Agreement.
- c) The provisions of this section shall not relieve a party of its obligation to continue to take all reasonable steps within that party's control to fulfill its obligations under this Agreement, or to resume the carrying out of its obligations hereunder at the earliest opportunity, or to mitigate the extent of the loss or damage it may suffer or incur as a result of the event of Force Majeure.

9. Term of Agreement

The procedures outlined in this Agreement shall apply to each succeeding year during the term of this Agreement. The term of this Agreement shall be two (2) years commencing on January 1, 2016 and terminating on December 31, 2017.

10. Early Termination

- a) In the event that, at the discretion of the District of Fort St. James in consultation with the Regional District of Bulkley-Nechako, it is determined that the District of Fort St. James can no longer provide adequate fire protection to the Service Area due to a lack of appropriate volunteer firefighters or equipment, the District may terminate this agreement with six (6) months written notice.

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LUCK BAY RURAL FIRE PROTECTION AGREEMENT **143**

- b) During the notice period, the Regional District will work with the Fort St. James Fire Department to attempt to resolve the lack of firefighters by mailing letters and/or flyers advising area residents of the requirement for new firefighters or equipment by looking for alternate funding options. If this effort is successful in resolving the lack of firefighters or equipment to the satisfaction of the District of Fort St. James, the termination notice may be rescinded by the District in consultation with the Regional District.
- c) In the event that this Agreement is terminated early, all payments from the Regional District to the District will terminate. The Regional District will continue to own the satellite fire hall and any equipment which it has purchased and it will continue to be responsible for the repayment of any debt it has incurred to purchase these assets.
- d) The Regional District will offer the right of first refusal to the District regarding the sale of any fire trucks or equipment should the satellite fire hall be closed.

IN WITNESS THEREOF the said parties hereto have hereunto affixed their Seals the day and year first above written.

SIGNED, SEALED AND DELIVERED

on this ____ day of _____, 2016

by the Regional District of Bulkley-Nechako

Chair

Corporate Officer

Chief Administrative Officer

SIGNED, SEALED, AND DELIVERED

on this ____ day of _____, 2016

by the District of Fort St. James

Mayor

Chief Administrative Officer

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

FROM: Cheryl Anderson
Manager of Administrative Services

DATE: April 20, 2016

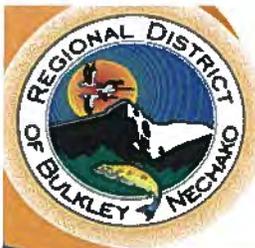
SUBJECT: *The Regional News* – Spring 2016

Attached is a draft copy of the RDBN's electronic version of *The Regional News* – Spring 2016 Edition.

At this time, we would ask that you provide instructions to staff as to any changes or additions you would like to see included in the draft and proceed to ratify the same.

Recommendation: (All/Directors/Majority)

"That the Regional Board ratify the Spring 2016 edition of "*The Regional News*"."



50th
1966 - 2016
Anniversary

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Spring 2016

REGIONAL DISTRICT
OF BULKLEY & NECHAKO

The Regional News

A Message from the Chair

In 2015 the RDBN was presented with another year of opportunities and challenges. Our focus was creating stability in the wake of mine closures and economic downturn, while maintaining service levels under those circumstances. The RDBN Board of Directors has also recently formed the RDBN Agricultural Committee in order to work on Agriculture opportunities throughout the region. Agriculture is one of the key sectors in a sustainable economy and provides food security for our region.

Some initiatives the RDBN is working on:

- Hosted an RDBN Forestry Forum (Wildfire Workshop) in Burns Lake in October, 2015:
 - ◊ A working group is being formulated in 2016 to address the recommendations from the forum;
- Temporary closure of the re-use sheds and a public consultation process in the fall of 2015:
 - ◊ Working towards the re-opening of the re-use sheds in 2016;
- Financial assistance for local recycling programs and promotion of stewardship
- Cardboard ban starting July 1, 2016;
- Phase development and scale upgrades at Knockholt Landfill
- Complete final closure works at Vanderhoof Landfill
- Update the Solid Waste Management Plan;
- The Burns Lake Airport Society on the Baker Airport Rehabilitation Project Referendum:
 - ◊ February, 2016;
 - ◊ Elector approval was obtained;
- Fort St. James Seniors Helping Seniors Transportation Service Alternative Approval Process:
 - ◊ Deadline for submissions was January 15, 2016;
 - ◊ Elector approval was obtained;
- Topley Rural Fire Protection, Topley Road Rescue and Medical First Responders Service Establishment Referendum:
 - ◊ November, 2015;
 - ◊ Elector approval was obtained;
- Chinook Community Forest
 - ◊ Signing of the agreement took place February 12, 2016;
- Due to retirement - recruitment and hiring of a new Chief Administrative Officer, and Chief Financial Officer:
 - ◊ Taking place spring 2016;
- Smithers and Telkwa are hosting Minerals North - May 18-20, 2016;
- Emergency Preparedness and 9-1-1 public education
- Hold Northern Emergency Support Services training workshop
- Assist with implementation of the Regional Skills Gap Analysis
- Sponsor community event promoting local food production
- Marketing the RDBN region to employees, residents, tourists and investors;

The Regional Districts of Bulkley-Nechako, Kitimat-Stikine and Skeena-Queen Charlotte, along with their member Municipalities, formed the Northwest Resource Benefits Alliance and are working towards negotiations with the Province on a Revenue Share Agreement that would mitigate impacts to our local tax base from new resource projects in Northwest B.C.

Stay tuned for updates in 2016!

"A World of Opportunities Within Our Region"

The RDBN vision statement is a reflection of the Board of Directors' focus on creating and sustaining a healthy and thriving environment for all to enjoy.

Respectfully, Bill Miller, RDBN Board Chair

"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

New Directors of the Regional District of Bulkley Nechako Board



Director Mark Parker - Electoral Area "D" Fraser Lake Rural

It is an honour to serve the residents of Electoral Area D (Fraser Lake Rural) and the Regional District of Bulkley Nechako. I was born and raised on a farm on the north shore of Fraser Lake and reside and actively farm the very same piece of land my father did starting in the 50's. I have a background in business stemming from my ownership of Par 3 Sports from 1988 to 2013. In 2013 I decided a change was in order and sold my business and became a fulltime farmer and stay at home father with our now 3 and 6 year old girls. When I was approached about being past Area Director Ralph Roy's alternate I had no idea of the complexity of the Regional District and the number of services it provides. Unfortunately my mentorship from Director Roy was far too short as he lost his battle with cancer a few months after I became his alternate. Although that time was short it lit a fire in me and a hunger to learn more about local government and what I could do to help the region. I decided to run for Director in the spring of 2015 and was successful. I have been on a steep learning curve ever since. I strive to bring a common sense approach to the table when representing the public and very much enjoy all dialog with my constituents. Most recently the RDBN has formed an Agriculture Committee of which I have been appointed Chair - a position in which I am passionate about and am determined to work extremely hard at to help promote and grow agriculture across our vast region. The time commitment in the 1st year has been greater than expected but I feel like I am gaining a good understanding of the RDBN and how important it is to local residents to have local representation when it comes to dealing with the province. The most enjoyable part of my 1st year has been the great people I have met - the dedicated RDBN staff, Directors, and all the other people I have had the pleasure of meeting across the entire province. I look forward to the next 2 ½ years on the Board and encourage the residents of Electoral Area D to feel they have a voice and to approach me about any topic that may be on their mind.



Director Mark Fisher - Electoral Area "A" Smithers Rural

My name is Mark Fisher, that's me in the photo trying to juggle my farm work with being your Area A (Smithers/Telkwa) Rural Director on the Regional District of Bulkley Nechako Board.

Since 1999, when I first moved to the Bulkley Valley, I have developed and managed several community projects and small businesses. This, combined with my formal training in public administration, and my passion for community led me to the Regional District. I am grateful for the opportunity to work with you, and for you on a variety of issues during my first year on the Board. It has been both challenging and very rewarding.

Local government provides most of the direct services that people use in their daily lives (one estimate is that local government provides 80% of the services with 20% of the tax dollar). Information is essential for relevant and accurate budgeting, and key when negotiating diverse opinions on things like land use planning, waste management, economic development, fire protection, recreation, forestry and agriculture issues, and how to best implement other regional district services (please see the website for a complete overview). For this reason I invite you to continually keep informed and give any thoughts or feedback you may have by contacting me at mark.fisher@rdbn.bc.ca, 250-877-8434, or www.facebook.com/markfisherpolitical. I would ask you take a few minutes to complete an online survey at www.surveymonkey.com/r/smithers-telkwa-rural.

The world and our region are constantly changing. Despite seemingly unstable and transitioning economic, physical, and cultural climates there remains unlimited opportunities in the Regional District of Bulkley Nechako. Our history, resources, creative thinking, committed RDBN staff, and informed and motivated residents all work together to adapt and strengthen the role of local government, and how it serves us. Again, please contact me if I may be of assistance in this or any other way.

The Bulkley-Nechako Directory was created five years ago and offers local businesses and organizations operating within the RDBN a place to list and advertise for free. The directory is a user directed tool that includes the following features:

- Your ability to edit or add to your listing
- Your customers can email you through your listing
- The directory is promoted at mining and tourism tradeshows throughout the province
- The directory is linked through all RDBN websites (main site, opportunities site, and tourism site)
- Your customer can search within the directory
- Your listing is **FREE** and allows for pictures, logos, hours of operations, business description, and contact information

Yes!

Are You Listed?

How to claim your listing

1. Go to www.directory.rdbn.bc.ca
2. On the right hand menu create an account (If you already have one, log into your account)
3. Search your company name
4. Click on your business name
5. On the right-hand menu, click on 'Update/Claim Listing'

Editing your listing

1. Log on
2. Click manage on the listing you wish to edit under the 'My Listings' heading
3. Click 'Edit Listing'
4. Make edits and click 'submit' at the bottom of the screen

Not Yet!

Create your listing

1. Go to www.directory.rdbn.bc.ca
2. On the right hand menu create an account
3. When logged on click 'My Account' on the right hand menu
4. Click 'Add Listing' on the right hand menu
5. Create your listing and submit

Why should I be listed?

More people than ever are using the internet as a source of information. With so many places to list your business it is difficult to know what is the most effective site. The Bulkley-Nechako Directory has many benefits:

- It is **FREE** to list and advertise your business
- The Regional District of Bulkley-Nechako promotes the directory to industry thereby helping make business connections for you
- Sends traffic to your website through links in the listing
- The user directed site allows you to personalize your listing, add photos and your company logo
- You control the content of your listing

How do I find the Bulkley-Nechako Directory?

directory.rdbn.bc.ca

Links to the Directory are on the following RDBN websites:

www.rdbn.bc.ca

opportunities.rdbn.bc.ca

visitbulkleynechako.ca

Need Assistance?

RDBN Contact: Deneve Vanderwolf

Email: deneve.vanderwolf@rdbn.bc.ca

Phone: 250-692-3195

OVER 33,000 VISITORS CONSIDER US A VACATION DESTINATION!

EXPLORE THE **Bulkley-Nechako**

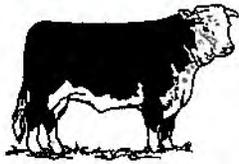
Find an adventure in your own backyard using the **Bulkley-Nechako Discovery App!**

FIND YOUR ADVENTURE @ VisitBulkleyNechako.ca/discovery

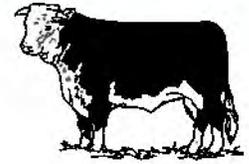
WIN 1 OF 4 GOPRO HERO4 SESSIONS!

Find your adventure with the Bulkley-Nechako Discovery App. Take a picture on your adventure. Upload your photo with #visitbulkleynechako and enter to WIN!

Contest details at visitbulkleynechako.ca



2016 projects will include:
Updated RDBN Agriculture Brochure
Grant funding for Community Events



You can't buy happiness but
you can buy local and that is
kind of the same thing.



Local and Regional food
systems are about
Opportunity



**To be listed in the directory or for more information on hosting a
community event visit**

opportunities.rdbn.bc.ca/agriculture



Connecting Consumers and Producers

There is a growing movement in our region towards eating locally produced food. Locally produced food often is grown without pesticides or fertilizers. We, as consumers, want to purchase high quality food but may have a difficult time finding a place to purchase locally. *Connecting Consumers and Producers* is a regional economic development project that began in 2014. It promotes local food producers and provides resources about how to eat locally produced food all year round.

The 2015 *Connecting Consumers and Producers* project saw numerous successes.

- 82 producers listed in the Agriculture Brochure
- 900 Agriculture Brochures distributed
- 8 community events hosted
- \$6,830 locally produced food purchased for the 8 events
- 20,000 consumers reached

Events included interactive farming education for kids at two of our fall fairs, three harvest dinner celebrations, support for our future producers, and two Farmers' Market events.

"It was great to see so many aspects of country life, vegetables, eggs, the animals...plus the Agriculture Brochure from the RDBN, I found to be an excellent source of where to get local food from and how to preserve and store it."

Ruth Lloyd on the Bulkley Acres Farm at the Bulkley Valley Exhibition

The project will continue in 2016. Applications for community event funding will open in May and the Agriculture Brochure will be reprinted. To be listed in the directory or for more information on the community events visit opportunities.rdbn.bc.ca/agriculture.



2016 Meeting

Dates:

Board Meetings:

- May 26th
- June 23rd
- July 21st
- August 18th
- September 22nd
- October 20th
- November 24th
- December 15th

Committee Meetings:

- May 12th
- June 9th
- September 8th
- October 6th
- November 3rd

Questions & Comments:

Mail: P.O. Box 820
Burns Lake, B.C. V0J
1E0

Phone: 250-692-3195

Toll Free: 1-800-320-3339

Fax: 250-692-3305

Email: inquiries@rdbn.bc.ca

Websites:
www.rdbn.bc.ca
opportunities.rdbn.bc.ca

www.visitbulkleynechako.com

If you wish to be included in the distribution list to receive the "Regional News" please send an email to:

inquiries@rdbn.bc.ca
and ask to be added to the email or mail list. You can read past issues [here](#).

The RDBN mining portal has expanded and now includes information on:

- Mining
- LNG Projects
- Agriculture Industry
- Tourism Sector
- Business Sector
- Workforce & Training

Learn about:

- Regional Economic Development Projects
- Upcoming Events
- Latest Media Releases
- Job Opportunities
- Service and Suppliers in our Region

Check it out today!

opportunities.rdbn.bc.ca

Lakes District Airport is owned by the Village of Burns Lake and operated by the Lakes District Airport Society. In 1998, the RDBN established a bylaw wherein the Village of Burns Lake and Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) contribute annually to the operation, maintenance, and improvement of the Lakes District Airport.

On Saturday, February 27, 2016 the Regional District of Bulkley-Nechako held a referendum to determine if voters in Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) were in favour of increasing the taxation limit for the Lakes District Airport to replace the sub-grade of the runway by grinding the existing asphalt and mixing it with the existing sub-grade, then repaving it with new airport grade pavement.

The referendum passed in the RDBN with 531 "yes" votes and 85 "no" votes. The referendum also passed within the Village of Burns Lake with 216 "for a number of grants for the project which are pending approval .yes" votes and 32 "no" votes.

Lakes District Airport Society has done a community funding drive and has also applied for a number of grants for the project which are pending approval.

2016 Stuart-Nechako Regional Hospital District Budget

On March 24, 2016, the Board of the Stuart-Nechako Regional Hospital District (SNRHD) approved its 2016 budget. The total amount of taxes raised will remain at \$1,790,000, the same as in 2015. The residential tax rate on a \$100,000 property will increase from \$54 in 2015 to \$56 in 2016, due primarily to a reduction in property assessments resulting from the closure of the Endako Mine.

The construction of the Burns Lake Hospital and demolition of the old hospital are now complete. The 2016 budget includes \$0.8 million to pay for any remaining bills as they come in. The 2016 budget also includes the following items for which the amount shown is the SNRHD share:

- \$340,000 for a sprinkler system at the Fort St. James Hospital;
- \$91,440 for telephone system upgrades at the Vanderhoof and Fort St. James Hospitals;
- \$71,224 towards Northern Health's Integrated Community Clinical Information System;
- \$172,920 for Minor Equipment Grants;
- \$24,000 for building repairs;
- \$62,000 for a Healing Garden at the new Burns Lake Hospital, funded from local donations.

In 2016, the SNRHD will make its first contribution of \$709,016 to a capital reserve to accumulate funds for its share of the costs of the proposed new hospital in Fort St. James.

Further details on the 2016 budget can be found in the Stuart-Nechako Regional Hospital District section of our website at www.rdbn.bc.ca.

The boundaries of the Stuart-Nechako Regional Hospital District include the municipalities of Vanderhoof, Fort St. James, Fraser Lake, Burns Lake and Granisle as well as Electoral Areas B (Burns Lake Rural), C (Fort St. James Rural), D (Fraser Lake Rural), E (Francois/Ootsa Lake Rural), and F (Vanderhoof Rural).

2016 Regional District of Bulkley-Nechako Budget

At its meeting on March 24, 2016, the Regional District Board of Directors approved the Financial Plan for the years 2016 to 2020. Included in the Financial Plan is the Budget for 2016, which shows a tax increase for Regional Services of \$11,966 and a tax increase for Local Services of \$232,510. The table below compares the taxation budget for 2016 with 2015.

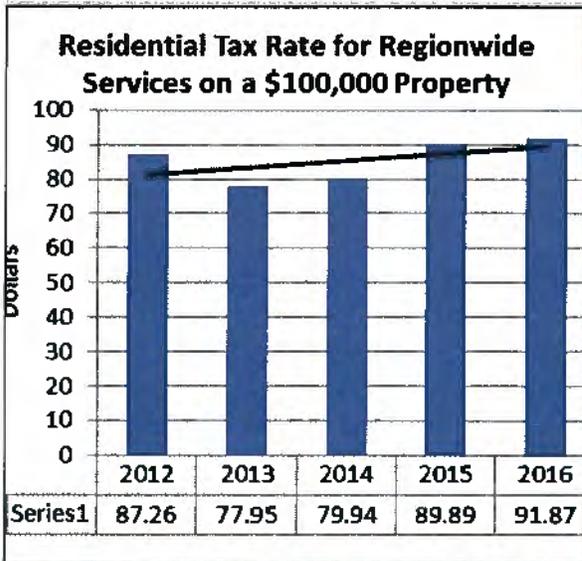
The residential tax rate for services affecting municipal taxpayers increases slightly from \$89.89 for a \$100,000 property in 2015 to \$91.87 in 2016, primarily resulting from reduced property assess-

ments due to the closure of the Endako Mine as well as an increase in Administration costs, partly offset by reductions in the cost of the 9-1-1 Service. For rural taxpayers, the residential tax rate decreases slightly from \$119.49 for a \$100,000 property in 2015 to \$119.43 in 2016, primarily due to a decrease in the costs for emergency preparedness and a decrease in taxation for Rural Grants in Aid, in addition to the factors that also affect municipal taxpayers.

Taxation for local services has increased by a total of \$232,510 due to new local services:

- Topley Rural Fire Protection and Topley Road Rescue replacing the previous Topley Emergency Response at an enhanced service level;
- Round Lake Rural Fire Protection; and,
- Fort St. James Seniors Helping Seniors Transportation Service.

In addition, there was an increase in the annual capital reserve contributions for the Bulkley Valley Regional Pool to pay for eventual end of life replacement of the facility.



The graph shown here indicates that the trend-line of the residential tax rate for regional services has shown a slight increase

	Taxation		Increase	%
	2015	2016	(Decrease)	Change
Regional Services				
Environmental Services	3,045,932	3,110,493	64,561	2.1%
Regional Government	1,311,002	1,447,601	136,599	10.4%
Planning and Related Services	660,933	662,554	1,621	0.2%
Emergency Preparedness	182,180	163,943	(18,237)	-10.0%
Regional Economic Development	294,550	274,274	(20,276)	-6.9%
9-1-1 Emergency Telephone Response	237,235	84,932	(152,303)	-64.2%
	5,731,832	5,743,798	11,966	0.2%
Local Services				
Recreation and Culture	1,855,069	1,987,032	131,963	7.1%
Fire Protection & Emergency Response	770,523	855,854	85,331	11.1%
Street Lighting and Transportation	125,861	161,292	35,431	28.2%
Sewer and Water	94,373	94,329	(44)	0.0%
Local Economic Development	160,357	140,186	(20,171)	-12.6%
Other	9,892	9,892	-	0.0%
	3,016,075	3,248,585	232,510	7.7%
	8,747,907	8,992,383	244,476	2.8%

Further details of the 2016 to 2020 Financial Plan can be found in the Finance section of our website at www.rdbn.bc.ca.

Regional District of Bulkley-Nechako Turns 50

Regional District legislation was implemented in 1965 and the process was completed in 1968. The Regional District of Bulkley-Nechako (RDBN) was incorporated on February 1, 1966 by Letters Patent. Each Letters Patent contains the name of the regional district, describes its boundary and the boundary of its electoral areas, and provides a formula for weighting the director votes. Since 1965, regional districts in British Columbia have delivered regional services, provided a political and administrative framework for service delivery partnerships, and served as a local government for rural areas. Please click [here](#) to more information on the last 50 years on our website.



Knockholt Western Sub-Regional Landfill Projects

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A number of activities will be undertaken at the Knockholt Landfill in 2016. The RDBN will be proceeding with development of the next phase of the landfill to allow for future garbage disposal. This work will entail conducting test pitting activities to confirm the underlying soil conditions in the expansion area and depth to groundwater, which is critical information in establishing appropriate design criteria. Once this work is completed, design of the landfill liner system will be finalized and submitted to the Ministry of Environment for approval. Once approval is obtained, the RDBN will proceed with construction activities.

Another project at the Knockholt Landfill is desludging of the lagoon which currently collects and treats septage effluent and landfill leachate. Over the last number of

years, sludge levels in the lagoon have increased to a point where it is effecting the effluent quality of the liquid that then is transferred to an engineered wetland for final treatment. Desludging the lagoon will solve this issue in the short term, which will allow the RDBN to continue to investigate other more long term solutions such as adding solar aeration or ozone treatment to the lagoon.

A third project at the landfill will involve upgrading the weigh scale software that is used to weigh commercial loads of garbage. Accurately tracking the amount of waste landfilled at the facility is important in long term planning for infrastructure as well as evaluating the success of reduce, reuse and recycling programs and obtaining required data for annual reporting to the Ministry of Environment.



Knockholt Lagoon



Knockholt Scales—RDBN Weighing Public Drop off bin



Installation of leachate collection pipe



Knockholt Phase 2 Expansion Project—2012

Disposal Fee Changes and Pending Cardboard Ban

Doing some home renovations? Have waste from construction or demolition projects? If you have asphalt, concrete, plumbing components, electrical wire, drywall, shingles and insulation, you'll be happy to know that if you have a level pick-up truck load, it will continue to be accepted at Regional District landfills and transfer stations free of charge. If you have more than that however, you must take it to a landfill and there will be a disposal fee applied. In the next few months, that disposal fee will increase from \$60 to \$90 per metric tonne. The increase in disposal fees will also apply to land clearing debris.



Also, just a friendly reminder that on July 1st, cardboard will no longer be accepted at Regional District landfills and transfer stations as garbage. Residential customers are encouraged to find their local depot and drop it off for recycling. Industrial, commercial and institutional customers will also be required to recycle cardboard, however they will be responsible for finding a local collector or service provider and arranging pick up and paying any associated costs.



Ozone Depleting Substance Appliance Fees

In addition, the RDBN will be raising the fees for dropping off any appliances that contains an ozone depleting substance. Typically, that includes fridges, freezers and water coolers. The ODS disposal fee will increase to \$20 per appliance from the current fee of \$16.



Official Community Plan Review Has Started the Burns Lake Rural and Francois Lake (North Shore)

An OCP is intended to be the community's vision for the future development and growth of an area. It includes general goals and policies that guide the Regional District Board, staff, and others in their land use and development decisions. The Burns Lake Rural and Francois Lake (North Shore) Plan area includes all of Electoral Area B and a portion of Electoral Area E and is now up for review as it was adopted in early 2010. At the end of January the Planning Department held open houses in Burns Lake and Francois Lake to introduce the community to the OCP review process.

It is important that the OCP be reviewed about every 5 years to ensure that it continues to reflect the values of community residents. The process to update the OCP is scheduled to be completed by early winter 2016 with the stakeholder and public consultation to occur from now through August, followed by the formal approval process. To access the survey please click [Here](#)



INVASIVE PLANTS IN CENTRAL BRITISH COLUMBIA

WEEDS THREATEN OUR RESOURCES. LEARN TO IDENTIFY THEM.

DALMATIAN TOADFLAX

- Perennial introduced from southeastern Europe
- Spreads by seeds and creeping roots
- Waxy leaves are pale green & clasp stem
- Yellow snapdragon-like flowers



ORANGE HAWKWEED

- Perennial introduced from Europe
- Orange/red flowers
- Basal rosette of leaves
- Bristly-hairy stems that exude a milky juice when broken



FIELD SCABIOUS

- Taprooted perennial from Eurasia & North Africa
- Violet-blue flowers
- Leaves reduced near tip of stem
- Hairy stems & leaves
- Very similar to many ornamental species



CANADIAN THISTLE

- Creeping rooted perennial growing to 1.2 metres
- Stalkless dark green leaves
- Flowerheads spineless and small compared to other thistles
- Flowers variable in colour from rose-purple to pink to white
- This is the only thistle with male and female flowers on separate plants



LEAFY SPURGE

- Perennial introduced from Europe
- Reproduces by seeds & deep vigorous roots
- Yellow-green flower clusters with heart shaped bracts
- Exudes a white latex juice that irritates skin

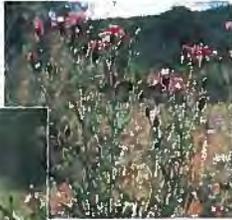


MARSH PLUME THISTLE

- Introduced from Europe. Biennial that germinates in the first year. Up to 2m tall
- Typically in a single, slender, unbranched stem with a cluster of purple flowers at the top
- The upright stem is evenly covered in spiny wings

SPOTTED KNAPWEED

- Perennial introduced from Eurasia
- Purple flowers
- Black tipped bracts on flowerhead are easy to "spot"
- Prolific seed producer



SCENTLESS CHAMOMILE

- Annual/Short lived perennial
- White daisy-like flower
- Multiple flowerheads per stem
- Leaves are fern-like
- Can produce up to 300,000 seeds per plant
- Plant is odourless when crushed



OXEYE DAISY

- Short-lived perennial. Introduced from Eurasia. Mature plants are 20-80cm in height.
- Often confused with the ornamental Shasta Daisy
- White daisy-like flowers on stem ends and narrow, divided, upper leaves clasping the stem
- Spreads by seed and creeping underground stems



DIFFUSE KNAPWEED

- Biennial to perennial introduced from the Mediterranean
- White flowers (often pink)
- Short, sharp spines on flower head bracts
- Seeds spread from tumbling plants



HOUND'S-TONGUE

- Biennial introduced from Europe
- Soft & hairy basal leaves
- Red-purple flowers
- Teardrop seed burrs
- Toxic to livestock
- Seed attach to people & animals



COMMON TANSY

- Perennial, spread by seeds and roots
- Numerous small, yellow button-shaped flowers in flat-topped clusters at the tops of the plants
- Leaves are deeply divided, almost fern-like
- Mature plants grow 0.4 - 1.5m tall with upright stems that are often purplish red
- May be toxic

Photographs provided by the Ministry of Agriculture and Lands and Robert Reedham

WANTED DEAD



Himalayan Balsam

Common Tansy

Spotted Knapweed

If you see these or other invasive weeds report them to:

Northwest
INVASIVE PLANT COUNCIL

WEED HOTLINE
TOLL FREE 1-866-44WEEDS
www.nwipc.org

A non-profit society working to prevent and control the spread of invasive plants in northwestern and northcentral BC

Report Invasive Weeds on New Phone Application

The North West Invasive Plant Council (NWIPC) has adopted a new way for smart phone users to Report-A-Weed using an application on your phone. This QR code will link you to this App to download at your convenience. NWIPC would like to urge you to use this tool as a way to report if you identify an invasive plant that needs to be managed in your area. (Attach QR Code)



The RDBN Sustainability Newsletter for April 2016 can be found at the following link: http://www.rdbn.bc.ca/images/pdf/EnvServices/April_sustainability_newsletter_2016.pdf



The Topley Volunteer Fire Department is proud to announce the purchase of its new Firetruck. The firetruck is 2007 International with a 1,000 gallon water tank, with four Breathing Apparatus seats and one driver. The Topley Volunteer Fire Department will host a Grand Opening in summer 2016 at its new Fire Hall. The new firetruck will be on display at that time as well.



SPRING CLEAN UP TIME AGAIN

Spring is here and it's time to
FireSmart your property

First Priority Zone

The First Priority Zone includes all buildings on your property and the surrounding 10 metres. FireSmart these areas:

- ◆ ensure roofing, eave and siding materials are fire rated and clean;
- ◆ seal all eave openings;
- ◆ close in deck openings;
- ◆ remove any shrubs, trees, or deadfall;
- ◆ move woodpiles to the Second Priority Zone; and
- ◆ keep your grass mowed and watered.

Second Priority Zone

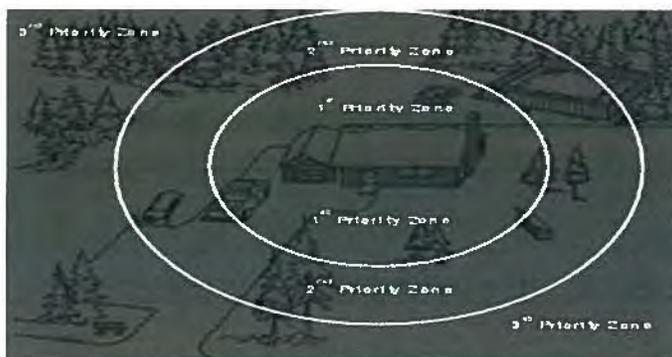
You can reduce fuels by thinning and pruning vegetation in the area 10 to 30 metres surrounding your buildings, so combustion cannot be supported:

- ◆ remove trees and debris that can spread fire upwards to become a fast spreading crown fire;
- ◆ space trees so that the crowns of individual trees are 3 - 6 metres apart;
- ◆ remove or reduce the number of evergreen trees in the area, evergreens such as pine and spruce are much more combustible than deciduous trees, aspen, poplar and birch Do not use a stool or chair for climbing;
- ◆ remove deadfall, thick shrubbery and mature trees that might provide the opportunity for a ground fire to climb up into the forest canopy; and
- ◆ extend the second priority zone precautions further on downhill slopes and on windward exposures as fires spread more quickly on upward slopes.

Third Priority Zone

Thin the area 30—100 metres surrounding your buildings so fires will be of low intensity and more easily extinguished:

- ◆ remove all ladder fuels; and
- ◆ cut down dry grasses.



Emergency Preparedness Week May 1 – 7, 2016
Emergencies can happen anytime.
Is your family ready?

**Regional District of
Bulkley-Nechako
Board of Directors**

Municipalities

Town of Smithers

- Mayor Taylor Bachrach

Village of Telkwa

- Mayor Darcy Repen

District of Houston

- Mayor Shane Brien

Village of Granite

- Councillor Thomas

Liverside

Village of Burns Lake

- Mayor Luke Strimbold

Village of Fraser Lake

- Mayor Dwayne Lindstrom

District of Fort St. James

- Mayor Rob MacDougall

District of Vanderhoof

- Mayor Gerry Thiessen

Electoral Areas

A - Smithers Rural

- Director Mark Fisher

B - Burns Lake Rural

- Director Bill Miller

C - Fort St. James Rural

- Director Tom Greenaway

D - Fraser Lake Rural

- Director Mark Parker

**E - Francois/Ootsa Lake
Rural**

- Director Eileen Benedict

F - Vanderhoof Rural

- Director Jerry Petersen

G - Houston Rural

- Director Rob Newell

Emergencies and disasters can strike at any time, and can leave you without basic services such as water, gas, electricity or a working telephone. You might have to evacuate your home or neighborhood, or you may be confined to your home for safety. Roads may be closed or important supplies unavailable.

**Ensure your family is prepared to care for yourselves for a minimum of 72 hours.
Develop an Emergency Plan**

Don't be caught off-guard. Know the hazards in your area and take the time to assemble your family emergency kit. Discuss exits from your home and the area, meeting places to reunite with family, arrangements for picking up children from school or daycare, and contact persons close-by and out-of-town.

Prepare an Emergency Survival Kit

Pack everything in one bag or backpack in an easy-to-reach location. Ensure everyone in the household knows where it is. Be sure to include:

- Flashlight, radio and batteries
- First-aid kit, candles and matches
- Important papers (identification), car keys and cash
- Non-perishable food (3 day supply per person) and a manual can opener
- Bottled water (1/2 to 1 gallon per person per day)
- Clothing and blankets or a sleeping bag (aluminum foil blankets take up less space)
- Toilet paper and other personal items
- Copy of your Emergency Plan and contact information
- Any special needs your family might have (infant formula, diapers, medication, etc.)

Talk to your Neighbours

It is natural for neighbours to come together and to help one another during times of crisis. The Neighbourhood Emergency Preparedness Program is designed to help individuals and neighbours prepare to be self sufficient for an extended period of time.

For more information about Neighbourhood Emergency Preparedness contact Deborah Jones-Middleton at 250-692-3195 or 1-800-320-3339.



WE WANT YOU!
**Become an Emergency
Support Volunteer for
YOUR Community today**

Community volunteers are essential to a successful Emergency Social Services Program. Emergency Support Services is a program that provides assistance to residents when they have been displaced from their homes in an emergency or disaster, such as a house fire, wildfire, or overland flooding.

Emergency Social Services Volunteers help provide temporary support, up to 72 hours, for:

food « accommodations « clothing « incidentals « support

Emergency and disaster response work offers a unique opportunity for YOU to help others when the help is needed most. Working in this field challenges volunteers to stretch their own limits and potential.

Our Municipal and Regional District Emergency Social Services Teams provide excellent opportunities for training, team building, exercises, and contributing to emergency preparedness in your community. Our committed Team leaders provide volunteer support before, during and after an event. Volunteer appreciation functions are held annually, recognizing our volunteer's commitment and contributions.

**Bulkley-Nechako for more information
and a team near YOU**
1-800-320-3339 or 250-692-3195





REGIONAL DISTRICT OF BULKLEY-NECHAKO
Memo – Board Agenda April 28, 2016

To: Chairman Miller and the Board of Directors
 From: Hans Berndorff, Financial Administrator
 Date: April 19, 2016
 Re: Quarterly Financial Report – March 31, 2016

Attached are the consolidated financial statements for the three months ending March 31, 2015, which show a year to date surplus of \$553,811 compared with budget.

Also attached is a colour coded summary report showing the expenses for region wide and regional rural services. In addition, each electoral area and municipal Director has been provided with a custom report that also includes the sub-regional and local services in which that jurisdiction participates.

The colour coding has been set up to format automatically as follows:

- Green indicates that expenditures for that service are within budget;
- Yellow indicates that expenditures are over budget by less than \$2,000; and,
- Red indicates that expenditures are over budget by more than \$2,000.

In the current report, all expenditure items are shown green, except for a few items that have very small over expenditures.

The full detailed departmental financial statements are available on request.

Also attached as Schedule 1 is a listing of our capital reserves at March 31, 2016 totalling about \$7.05 million; and Schedule 2 is a listing of our debenture debt at March 31, 2016 totalling about \$2.44 million.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator dated April 19, 2016 regarding the Quarterly Financial Report for the three months ended March 31, 2016 be received.



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Regional District of Bulkley-Nechako
Income Statement
As of March 31, 2016

Department * Consolidated Departments

Acct	Revenue	Current Month	Year To Date	Year To Date Budget	Variance From Budget	Annual Budget
400001	Taxation & Service Agreement	0	0	0	0	38,729
400003	Parcel Taxes	0	0	0	0	112,699
400004	Electoral Area Taxation	0	0	0	0	8,879,685
410001	Investment Revenue	1,046	4,573	4,375	198	17,500
420001	Transfer from Capital Reserve	0	0	27,400	(27,400)	305,091
420003	Transfer from Vehicle Reserve	0	0	0	0	62,000
420009	Transfer from Plotter Reserve	0	0	0	0	34,000
420010	Transfer from Landfill Closure Res	0	0	0	0	125,000
420011	Transfer from Landfill Phase Dev	0	0	0	0	420,000
420099	Transfer from Federal Gas Tax	104,066	104,066	175,000	(70,935)	770,000
430002	Interim Financing	0	214,967	377,500	(162,533)	377,500
430003	Debenture Issue - Waste Haulin	0	0	0	0	1,078,456
441001	Donations Received	2,440	6,840	10,000	(3,160)	171,246
442001	Federal Gas Tax Revenue	0	0	0	0	838,699
442101	Other Grant Revenue	10,000	10,000	25,000	(15,000)	857,000
443001	Province of BC Admin Grant	0	0	0	0	185,000
445001	NDI Grants	0	0	0	0	58,000
446001	Grants in Lieu of Taxes	0	2,609	2,646	(37)	88,366
446002	Grants in Lieu of Alcan Taxes	0	0	0	0	830,312
449001	PEP Emerg. Expense Reimburse	0	0	75,000	(75,000)	300,000
449015	Grants for Economic Dev. Project	536	3,768	61,857	(58,091)	247,428
450001	Fees Collected	2,500	6,070	20,000	(13,930)	81,525
450002	Fees Collected	274	322	188	134	69,103
450003	Metal Recycling Recovery	0	15,625	15,600	25	25,000
450004	Paint & Solvent Recovery	965	2,265	2,500	(235)	10,000
450005	Ozone Revenue	1,153	3,015	3,000	15	12,000
450006	Contaminated Soil Disposal	0	0	1,250	(1,250)	5,000
450007	Specified Risk Material Waste	0	0	250	(250)	1,000
450008	Construction & Demolition Waste	5,602	6,061	54,688	(48,628)	218,750
450009	Battery Recovery	0	0	3,000	(3,000)	12,000
450020	Telus User Fees	11,203	22,429	34,500	(12,071)	138,000
451001	Cost Sharing Municipalities	0	0	0	0	108,340
452001	Recycling Revenue - Houston	119	119	0	119	0
460001	Administration Recovery	1,250	3,750	3,875	(125)	26,942
460002	Office Equipment Charge Out	0	0	0	0	10,000
460003	Admin Building Replacement Char	0	0	0	0	15,000
470001	Houston Debt Repayment	0	0	0	0	184,435
470002	Smithers Debt Repayment	143,963	143,963	0	143,963	244,560
470003	Burns Lake Dept Repayment	0	0	0	0	19,702
470004	Fort St. James Debt Repayment	0	0	0	0	29,774
470005	Fraser Lake Debt Repayment	0	0	0	0	23,220
480001	Miscellaneous Revenue	3,544	5,705	25,000	(19,295)	123,835
490001	Transfer from Equity in TCA	0	0	0	0	1,003,300
499999	Prior Year's Surplus	0	2,328,173	2,333,752	(5,579)	2,333,752
Revenue total		\$288,662	\$2,884,317	\$3,256,380	(\$372,063)	\$20,451,749
Expenses						
600101	Director's Remuneration	25,758	77,870	83,223	5,353	332,690
600102	UBCM Director's Remuneration	0	0	0	0	8,645
600103	NCLGA Director's Remuneration	0	0	0	0	5,763
600104	FCM Remuneration	0	0	0	0	2,470
600105	Director's Remuneration - Mineral	0	0	0	0	5,558
600106	Minerals Roundup Remuneration	0	994	1,647	653	1,647
600107	EA Director's Forum - Remunerati	0	1,690	1,441	(249)	1,441
800108	Meetings with Ministers	0	0	1,235	1,235	1,235
600110	Northwest Resource B A Remune	0	0	1,235	1,235	4,940
600197	Director's Accident Insurance	0	796	796	0	1,364
600199	Directors' CPP Matching	531	1,608	1,625	17	6,500
600201	Director's Travel	5,177	18,583	17,240	(1,343)	68,959
600202	UBCM Director's Travel	0	0	2,000	2,000	31,516
600203	NCLGA Director's Travel	2,460	2,460	2,750	290	15,560
600204	FCM Travel	0	0	1,600	1,600	6,510
600205	Director's Travel - Minerals North	1,065	966	1,000	34	7,395
600206	Minerals Roundup Travel	0	2,261	6,100	3,839	6,100
600207	Electoral Area Directors Meeting T	0	3,614	2,360	(1,254)	2,360
600208	Meetings with Ministers - Travel	0	0	1,900	1,900	1,900
600210	NWRBA TRAVEL	0	0	8,320	8,320	8,320
601001	Salaries	157,690	463,576	522,997	59,422	2,091,969
601002	Election Officials Wages	77,649	223,998	246,737	22,739	986,949
601101	Employee Benefits	32,491	97,096	199,442	102,345	797,766
601102	Accident Insurance	205	1,516	1,725	209	3,450
601103	Employee WCB Premiums	3,429	10,488	0	(10,486)	0
601104	Employee MPP Benefits	21,241	82,099	0	(62,099)	0
601201	Accrued Overtime	4,697	23,934	20,583	(3,351)	82,330

601205	Allocation of Staff Costs fr Gen G	0	0	0	0	(1)
601207	Central Training Costs	0	0	0	0	625
601208	Training, Assessment & Governan	0	0	0	0	23,526
601209	RDBN Administration	0	0	0	0	7,637
601301	Staff Education	3,198	3,436	23,410	19,974	88,890
601401	Staff Travel	5,490	13,705	26,498	12,792	99,390
601501	Staff Functions	89	154	625	471	2,500
601701	Hiring Expense	23	2,985	17,500	14,535	28,000
601801	Association Dues	1,782	28,808	37,391	8,583	38,341
601901	Safety Program	476	1,057	2,239	1,182	7,244
602001	Utilities	13,309	47,718	44,315	(3,403)	177,763
603001	Administration Costs	0	0	5,000	5,000	20,000
603002	Office Cleaning	2,033	6,186	8,248	81	24,990
603004	Maintenance of Water Diversion	0	0	4,887	4,887	19,547
603005	Repairs of Map Copier	0	0	250	250	1,000
603006	Pump & Maintain Holding Tanks	0	0	125	125	500
603008	Repairs and Maintenance	1,040	16,132	45,436	29,305	182,246
603009	Parking Costs	150	450	450	0	1,800
603101	Equipment Maintenance	835	20,242	13,475	(6,767)	53,900
603103	Equipment Servicing	0	0	250	250	1,000
603201	Skidsteer Tires	0	5,364	16,000	10,638	56,000
603401	Final Closure	0	0	0	0	25,000
603402	Closeout Cost Conting.	0	0	3,125	3,125	12,500
603501	Post Closure	0	15	0	(15)	70,000
603801	Site Maintenance	5,135	10,528	17,000	6,472	68,000
603802	Clearview Access Road Main.	2,901	2,901	5,750	2,849	40,000
603804	Tire Removal - Site	0	0	125	125	500
603701	Truck Maintenance WWH	8,911	19,235	22,725	3,490	90,900
603702	Trailer Maintenance WWH	425	5,955	9,815	3,660	38,480
604001	Computer Network	10,304	23,619	31,671	8,051	95,644
604002	Central Computer Network	2,807	10,277	17,006	6,729	88,023
604004	Website Upgrades	90	630	925	295	3,700
604011	Website Maintenance & Upgrades	698	5,173	2,368	(2,808)	9,463
604012	Central Website Maintenance	875	2,297	3,163	885	12,650
604021	Website Content	225	788	6,790	6,003	27,180
605001	Feasibility Studies	0	1,704	11,721	10,018	17,582
605005	Waste Hauling - Southside	1,656	5,796	8,000	2,204	32,000
605006	Contribution to NW Invasive	0	0	0	0	43,500
605007	Board of Variance	0	0	300	300	1,200
605101	Equipment Fuel	7,840	20,331	41,250	20,819	165,000
605102	Truck Fuel (WWH)	8,121	22,165	37,225	15,080	148,900
605103	Lagoon Operations	0	240	1,838	1,598	7,351
605201	Contract Operations	11,950	18,110	19,000	890	122,280
605289	Consulting Fees	1,493	5,984	62,814	56,830	401,255
605301	Environmental Monitoring	893	893	13,188	12,294	52,750
605604	Line Flushing	0	0	0	0	5,000
605703	Fraser Lake Recycling	3,453	9,686	12,500	2,814	50,000
605704	Burns Lake Recycling	3,975	12,491	73,810	81,319	295,239
605705	Smithers Recycling	0	5,823	31,054	25,231	124,217
605708	Houston Recycling	2,823	11,747	18,750	7,003	75,000
605707	Vanderhoof Recycling	0	11,057	34,668	23,611	138,672
605706	Ft. St. James Recycling	0	0	24,869	24,869	99,474
605709	Granisle Recycling	0	0	10,470	10,470	41,881
605710	Telkwa Recycling	0	0	15,971	15,971	63,883
605720	Ozone Removal Charges	0	0	3,500	3,500	14,000
605730	5 R's Initiatives	0	0	3,125	3,125	12,500
605798	Recycling - Other	0	0	2,500	2,500	2,500
605801	Emergency Expenses	4,676	19,104	75,000	55,897	300,000
605810	Emergency Volunteer Program	0	897	3,500	2,803	14,000
605811	NESST Emerg Vol Prgm	1,827	2,043	3,750	1,707	15,000
605999	Project Contingency	3,803	3,803	57,969	54,166	231,843
606001	Communications	5,136	14,810	16,747	1,937	65,490
606002	Newsletters	0	0	62	62	250
606003	Advertising	220	23,238	25,308	2,071	57,322
606004	Promotional Materials	0	0	2,625	2,625	9,000
606007	Local Trade Shows	0	0	250	250	1,000
606008	Public Education	0	0	1,738	1,738	6,950
606009	Sponsorship	2,500	2,500	11,500	9,000	33,250
606010	Kindergarten/Grade 1 Program	0	0	1,050	1,050	4,200
607001	Legal Expense	0	12,953	28,000	15,047	77,500
607002	Audit	0	0	0	0	19,000
607003	Title Searches	1,500	1,500	937	(563)	3,750
608001	Property Insurance	0	24,187	24,778	590	43,385
608002	Liability Insurance	0	85,918	88,300	2,382	88,300
608003	Vehicle Insurance	209	11,791	14,766	2,975	30,213
608004	Permits & Fees	123	273	800	527	2,963
609001	Supplies	2,257	9,747	21,790	12,043	70,060
609002	Central Supplies Costs	382	4,253	8,875	(378)	15,500
609003	Copying Costs	1,271	6,665	7,000	335	28,000
609005	Admin Building Replacement Char	0	0	0	0	14,999
609008	Office Equipment Charge	0	0	0	0	9,997
609011	Supplies - Meetings	1,720	5,709	8,325	2,616	32,700
611001	Repayment of Referendum Costs	0	0	0	0	13,441
612101	Grant in Aid - Area "A"	2,700	2,700	21,473	18,773	85,892
612102	Grant in Aid - Area "B"	2,700	2,700	9,121	6,421	36,465
612103	Grant in Aid - Area "C"	6,200	6,200	6,449	249	25,764
612104	Grant in Aid - Area "D"	200	200	10,577	10,377	42,310
612105	Grant in Aid - Area "E"	1,200	1,200	16,238	15,038	64,950

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612106	Grant in Aid - Area "F"	200	11,500	16,937	15,237	67,747
612107	Grant in Aid - Area "G"	200	2,700	4,006	1,306	16,022
612201	Annual Grants	0	0	0	0	2,295,899
612202	Annual Grant VoT	0	0	0	0	12,000
612203	BV Museum & Hist Soc Annual Gr	0	0	0	0	19,504
612204	BV Arts Council Annual Grant	0	0	0	0	1,099
612205	Annual Grant to Smithers Art Gall	0	0	0	0	8,791
612220	Monthly Grant	90,790	321,559	321,559	0	1,288,237
612240	Annual Contract VBL Info Center	0	0	0	0	71,819
612241	Annual Grant VBL for EDO	0	0	0	0	66,500
612250	Annual Contract VBL Rural Fire	0	0	0	0	556,248
612260	Other Grant Expenditures	0	0	25,000	25,000	100,000
612290	Buy In Fee/ Household	0	0	0	0	5,956
612301	Federal Gas Tax Expenditures - U	0	104,066	175,000	70,934	700,000
612801	Special Projects	2,500	7,407	55,602	48,198	222,410
612803	First Nations Dialogue	0	0	2,500	2,500	10,000
612805	Stage 1 Review of SWMP	0	0	0	0	50,000
612807	Carbon Emissions Reduction Initia	0	0	19,500	19,500	78,000
617501	PSAP/RCMP COSTS	0	0	0	0	50,000
617502	FOCC Operating Costs	0	0	0	0	145,000
617504	CAD/RMS Licence	0	0	0	0	2,500
621208	Costs Allocated to Rural Fire Dept	0	0	0	0	(31,423)
622001	Allocated Building Occupancy Cos	0	0	0	0	1
624002	Allocated Computer Network Cost	0	0	0	0	(1)
629002	Allocated Central Supplies Cost	0	0	0	0	1
770100	A.P.C. - General	0	186	750	564	3,000
779999	Miscellaneous Expense	1,615	3,755	17,320	13,585	65,278
780001	Capital Expenditures	0	215,012	299,214	84,202	1,242,706
780101	Amortization Expense	0	0	0	0	1,003,300
781001	Contribute to Capital Reserve	0	0	0	0	588,356
781003	Contribute to Vehicle Reserve	0	0	0	0	58,002
781004	Contribute to Insurance Res.	0	0	0	0	9,268
781005	Contribute to Election Reserve	0	0	0	0	7,500
781009	Contribute to Equipment Res.	0	0	0	0	11,250
781010	Contribute to Closure Reserve	0	0	0	0	90,000
781011	Contr.to Landfill Cell Dev.Res	0	0	0	0	50,000
781099	Contribute to Gas Tax Reserve	0	0	0	0	838,899
782001	Interest & Bank Charges	533	646	2,750	2,104	11,000
783001	Debenture Interest - MFA	9,207	9,207	159	(9,048)	343,380
783002	Short Term Financing Interest	1,541	3,216	4,448	1,232	17,792
784001	Debenture Principal - MFA	21,287	21,287	0	(21,287)	374,504
784002	Repayment of Interim Financing	25,063	49,992	75,365	25,373	678,960
785001	Debenture Issue Costs	0	0	0	0	6,455
785002	Debenture Refund	0	0	25,000	25,000	100,000
799999	Prior Year's Deficit	0	193	160	(33)	194
Total Expenses		\$626,909	\$2,330,506	\$3,424,062	\$1,093,557	\$20,451,755
Net Income		(\$338,247)	\$553,811	(\$167,682)	\$721,493	(\$6)

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Regional District of Bulkley-Nechako

Departmental Expenses - Budget Variance

For the Month Ended March 31, 2016

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
Region Wide Services				
Dept	Description			
1201	General Government - Legislative	100,197	118,980	18,783
1202	General Government - Administration	199,106	276,598	77,492
1203	General Government - Finance	102,424	135,720	33,296
1301	Feasibility Studies	12,164	12,096	-88
2500	Economic Development	92,305	219,958	127,653
4301	Development Services	60,481	90,489	30,008
5000	Environmental Services	685,149	1,159,517	474,368
7501	911 Service	25,587	34,420	8,833
Sub-total		\$1,277,413	\$2,047,778	\$770,365
Rural Services				
Dept	Description			
1101	Rural Government - Legislative	44,391	52,293	7,902
1102	Rural Government - Administration	112,005	184,448	72,443
1103	Grant In Aid	17,400	84,800	67,400
4101	Electoral Area Planning	47,166	70,435	23,269
4401	Building Numbering	1,858	2,477	619
4501	Unightly Premises Regulatory Control	9,366	15,779	6,413
5901	Invasive Plant Control	2,157	5,116	2,959
7601	Emergency Prepardness Planning	36,749	55,608	18,859
7602	Eoc Expenditures	24,215	75,011	50,796
7603	Rural Fire Department Administration	17,738	19,920	2,182
Sub-total		\$313,045	\$565,887	\$252,842
Totals		\$1,590,458	\$2,613,665	\$1,023,207

Regional District of Bulkley-Nechako**Capital Reserves****As at:****March 31, 2016**

Administration/Planning/Emerg Preparedness Vehicle	61,352
Administration Building	46,031
Administration Equipment	48,247
Building Inspection Vehicle	55,558
Env Services Vehicle Vehicle	61,580
Insurance	2,169
Landfill Closure & Post Closure	38,588
Landfill Phase Development	424,827
Map Plotter	36,147
Weed Vehicle	5,634
Houston Rural Fire Protection Equipment	12,550
Burns Lake Rural Fire Protection Equipment	48
Fort St. James Rural Fire Protection Equipment	59,456
Fort Fraser Rural Fire Protection Equipment	78,090
Telkwa Rural Fire Protection Equipment	25,770
Vanderhoof Rural Fire Protection Equipment	35,501
Southside Rural Fire Protection Equipment	66,787
Smithers Rural Fire Protection Equipment	106,812
Luck Bay Rural Fire Protection Equipment	6,115
Lakes District Airport Capital	118,115
Burns Lake Arena	97,873
Glacier Gulch Equipment	2,200
Bulkley Valley Pool Capital	532,152
Emergency Services Capital	36,659
911 Service	393,914
Fort Fraser Sewer Capital	114,594
Fort Fraser Water Capital	394,448
Rural Elections	36,557
Federal Gax Tax	4,151,588
	<u>7,049,362</u>

Regional District of Bulkley-Nechako
Outstanding Debt
As at March 31, 2016

	<u>Originally Borrowed</u>		<u>Year of Maturity</u>	<u>Interest Rate</u>		<u>Balance Outstanding</u>
	<u>Year</u>	<u>Issue</u>				
Environmental Services	2008	103	677,000	2018	4.65% Fixed	231,631
	2010	112	729,517	2020	3.73% Fixed	400,410
	2015	Loan	1,547,000	2020	1.37% Floating	1,397,379
			<u>2,953,517</u>			<u>2,029,420</u>
Burns Lake Arena	1999	71	200,000	2019	6.20% Fixed	56,222
			<u>200,000</u>			<u>56,222</u>
Luck Bay Rural Fire Protection	2006	97	125,000	2026	4.67% Fixed	80,576
	2010	112	10,000	2030	3.73% Fixed	8,181
			<u>135,000</u>			<u>68,757</u>
Fort Fraser Rural Fire Protection	2004	81	147,140	2019	5.30% Fixed	50,267
Fort Fraser Sewer	2001	74	30,000	2016	5.93% Fixed	2,752
Topley Rural Fire Protection	2016	Interim	214,967	2016	1.41% Floating	214,967
			<u>3,680,624</u>			<u>2,442,385</u>



REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM



To: Chairperson Miller and Board of Directors (April 28, 2016)
 From: Janine Dougall
 Director of Environmental Services
 Date: April 18, 2016
 Subject: Knockholt Landfill Projects – Authorization to Proceed Using Prime Contractor Arrangement

The following projects have been included in the Environmental Services work plan for 2016.

1. Knockholt Landfill Phase 3 Development Project

Landfilling operations are currently taking place in Phase 1 and Phase 2 at the Knockholt Landfill. Phase 3 development will see the expansion of the leachate collection and liner system to expand the area available for landfilling. The works will entail the following:

- Test pitting, geotechnical analysis and survey work to confirm existing soil conditions in the expansion area and depth to groundwater to allow for detailed design works;
- Completion of detailed design;
- Authorization from Ministry of Environment to proceed with the project as designed;
- Construction activities.

The Phase 3 Development Project has been included in the 2016 Environmental Services Budget with a value of \$350,000.

2. Knockholt Lagoon Desludging Project

Another project at the Knockholt Landfill is desludging of the lagoon which currently collects and treats septage effluent and landfill leachate. Over the last number of years, sludge levels in the lagoon have increased to a point where it is effecting the effluent quality of the liquid that then is transferred to an engineered wetland for final treatment. Desludging the lagoon will solve this issue in the short term, which will allow the RDBN to continue to investigate other more long term solutions such as adding solar aeration or ozone treatment to the lagoon.

RDBN staff are currently investigating options regarding the desludging process to determine the most cost effective and long term beneficial approach to be taken.

The Knockholt Lagoon Desludging Project has been included in the 2016 Environmental Services Budget with a value of \$60,000.

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Proposed Project Completion Process

Staff are proposing to complete the required Phase 3 Development and Lagoon Desludging Projects at the Knockholt Landfill with the RDBN acting as the Prime Contractor as allowed in the RDBN Purchasing Policy Bylaw No. 1532 (see attached). RDBN Environmental Services staff have successfully completed a number of projects including landfill development and closure utilizing this approach. An advantage of this approach is that it ensures that local contractors will be hired to complete the works thereby providing local employment and keeping RDBN taxpayer dollars in the Regional District.

Staff are requesting that the Board of Directors proceed with the projects at the Knockholt Landfill with the RDBN acting as Prime Contractor.

Further, staff are requesting that the Board of Directors approve an expenditure limit of \$350,000 for the Phase 3 Development Project and \$60,000 for the Lagoon Desludging Project. As outlined in Bylaw No. 1532, regular project and financial reporting will be provided to ensure that the Board of Directors are kept well informed regarding the progress of the projects.

RECOMMENDATION	(All/Directors/Majority)
<ol style="list-style-type: none"> 1. That the Board of Directors receive the memorandum titled, "Knockholt Landfill Projects – Authorization to Proceed Using Prime Contractor Arrangement" and dated April 18, 2016. 2. Further, that the Board of Directors authorize staff to proceed with completion of the Phase 3 Development and Lagoon Desludging Projects at the Knockholt Landfill with the RDBN assuming the role of Prime Contractor as authorized under Bylaw No. 1532. 3. Further, that the Board of Directors approve an expenditure limit for completion of the Phase 3 Development Project of \$350,000 and an expenditure limit for completion of the Lagoon Desludging Project of \$60,000. 	

Respectfully submitted,

Janine Dougall
Director of Environmental Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1532

A BYLAW TO ADOPT A PURCHASING POLICY

WHEREAS the Regional Board of the Regional District of Bulkley-Nechako deems it expedient to adopt a purchasing policy whereby certain powers, duties or functions of the Regional Board are delegated to officials and employees of the Regional District of Bulkley-Nechako in accordance with Sections 176 and 192 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. This bylaw may be cited for all purposes as the "Regional District of Bulkley-Nechako Purchasing Policy Bylaw No. 1532, 2010."
2. The "Regional District of Bulkley-Nechako Purchasing Policy Bylaw No. 1384, 2006" is hereby repealed.
3. The Purchasing Policy attached as Schedule "A" to, and forming a part of this bylaw, is adopted and the delegation of powers, duties and functions of the Regional Board described in that schedule is approved.
4. This bylaw shall take effect on the day of its adoption.

READ A FIRST TIME this 25th day of February, 2010.

READ A SECOND TIME this 25th day of February, 2010.

READ A THIRD TIME this 25th day of February, 2010.

Certified a true and correct copy of "Regional District of Bulkley-Nechako Purchasing Policy Bylaw No. 1532, 2010."

Gail Chapman
Corporate Administrator

ADOPTED BY 2/3 OF THE VOTES CAST this 25th day of February, 2010.

Lillem Benedict
Chairperson

Gail Chapman
Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO
PURCHASING POLICY

1) Scope

This policy applies to all purchases of goods and services by the Regional District of Bulkley-Nechako (RDBN) and all organizations controlled by it.

2) Interpretation

Any questions about the interpretation of this policy should be addressed to the Financial Administrator.

3) Objectives

- a) To procure the highest quality in supplies, materials, equipment and services at the least expense;
- b) To ensure that procurement for the RDBN is accomplished in a manner that is fair, competitive, efficient, effective and transparent;
- c) To encourage and promote standardisation in materials and equipment;
- d) To use environmentally sustainable and carbon conscious products or materials where available and consistent with the required quality and costs objectives;
- e) To prescribe such procedures which may be necessary for the efficient operation of the purchasing function.

4) Transparency

This policy and any related Regional District legislation will be made available on request.

5) Purchasing Authority

- a) The authority to commit the Regional District for purchases is obtained from the Board of Directors via this policy and approval of the annual budget that identifies allowable expenditures by department and programs. Capital expenditures are also approved via budget approval, although related individual by-laws may also be passed for authorisation of borrowing. Within this framework, the authority for individual purchases is described below.
- b) The following levels of authority are delegated by the Board of Directors for the purchase of goods or services for which the expenditure has been included in the annual budget:
 - i) For routine operating expenditures including periodic maintenance capital expenditures related to regular operations, the CAO has purchasing authority up to \$100,000;



- ii) For all other items included in the annual budget, the CAO has the authority for expenditures up to \$15,000 and the CAO and Financial Administrator acting together have authority up to \$25,000;
 - iii) In addition, the following purchasing authority limits apply;
 - (1) Department Head - \$10,000;
 - (2) Environmental Services Field Operations Supervisor - \$5,000
 - (3) Other Supervisors - \$2,000;
 - (4) Staff – \$1,000 with the verbal approval of their supervisor.
 - c) Unbudgeted purchases greater than \$2,000 must be approved by the Board. Smaller amounts may be approved by the CAO.
 - d) In an emergency situation, purchases otherwise requiring the approval of the Board may be made by notifying the CAO or, in his/her absence, the Financial Administrator, who will request the approval of the appropriate Board/Committee Chairperson. The Board of Directors will be notified at its next regularly scheduled meeting.
 - e) Construction contract extras:
 - i) Changes in scope must be approved by the Board;
 - ii) Extra charges resulting from unforeseen circumstances or unexpected conditions may be approved by the CAO if the amount of the additional charges does not exceed 20% of the approved contract amount or \$25,000, whichever is less, and the increased amount is still within budget. Otherwise they must be approved by the Board of Directors if greater than \$2,000 or the CAO for lesser amounts.
- 6) Competitive Bids**
- a) Purchases in excess of \$10,000 require competitive bids unless there is only one supplier within a reasonable area ;
 - i) At least two written quotes should be requested for purchases in excess of \$10,000, but less than \$25,000;
 - ii) At least three written quotations should be requested for purchases in excess of \$25,000, but less than \$75,000;
 - iii) Tenders or requests for written proposals (RFPs) from at least three suppliers should be requested for purchases in excess of \$75,000.
 - iv) The number of competitive bids may be less than those specified above if the number of suppliers within a reasonable area is limited.
 - b) The use of BC Bid, the electronic public tendering process made available by the Province of BC is encouraged for purchases in excess of \$75,000 (\$200,000 for construction contracts);
 - c) Tenders and RFPs must clearly identify the criteria that will be used in their evaluation along with their weighting and methods of evaluation against these criteria;



d) Geographic Preference

- i) Purchases below \$75,000 (\$200,000 for construction contracts) may give preference to suppliers within the Regional District. Quotations will be requested from local suppliers unless there are not enough suppliers within the RDBN. If a local supplier and a non-local supplier provide quotes, the following preference factors will be added to the non-local supplier's quotation to obtain a comparative cost:

<u>Cost of Purchase</u>	<u>Preference Factor</u>
Up to \$10,000	5%
\$10,001 to 25,000	3%
Above \$25,000	0%

e) Sole Source Supplier Arrangements

- i) In certain circumstances, it may be beneficial to negotiate a supply arrangement with one supplier to ensure the best blend of quality, price and service;
- ii) All sole source supplier arrangements must be approved by the Board of Directors.

f) Pre-Qualified Contractors and Consultants

- i) A list of pre-qualified equipment contractors or consultants may be established for the purpose of completing routine operating expenditures.
- ii) The development of the list of pre-qualified contractors will be based on the contractor's ability to provide the necessary equipment at competitive rates and having sufficient experience to provide the services required.
- iii) The development of the list of pre-qualified consultants will be based on the consultant's ability to demonstrate that they have sufficient related experience, competitive rates and adequate staff resources to provide the services required.
- iv) Direct purchases of services from these contractors or consultants may be authorized within the following limits:
 - a. CAO up to \$25,000;
 - b. Department Heads up to \$10,000;
 - c. Environmental Services Field Operations Supervisor up to \$5,000.
- v) Contractor or consultant selection from the pre-qualified list will be based upon the objective to procure the highest quality in supplies, materials, equipment and services at the least expense.

g) Prime Contractor Arrangements

- ii) In the event that the competitive bid process does not result in any bids that are within budget for the project, the Board of Directors may authorize the Regional District to act as a prime contractor to ensure the best blend of quality, price and service. In this circumstance, the competitive bidding process is terminated and the Regional Board may appoint a Regional District employee to act as project manager to purchase goods and services directly from known and qualified suppliers;



- iii) The Regional District Board may authorize the Regional District to act as prime contractor without first going through a competitive bid process if it can be shown that this would result in the best blend of quality, price and service.
- iv) All prime contractor arrangements must be approved by the Board of Directors;
- v) Once a prime contractor arrangement is approved and the Board authorizes the expenditure limit for the project, the head of the department responsible for the project has the authority to make the necessary expenditure for any item up to \$25,000 upon notification to the CAO. Items between \$25,000 and \$100,000 require the approval of the CAO. Items over \$100,000 require the approval of the Board Chairperson and the Board of Directors will be notified at the next regularly scheduled board meeting. Expenditure reports will be provided to the board on a regular basis.
- vi) If, at any time, it appears that such a project may go over budget, the department head must notify the appropriate Committee Chair and the Chair of the Board of Directors immediately with a recommendation on how to resolve the problem.

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM**



To: Chairperson Miller and Board of Directors (April 28, 2016)
From: Janine Dougall
Director of Environmental Services
Date: April 19, 2016
Subject: Fort Fraser Water and Wastewater Regulatory Amendment Bylaws

Bylaw No. 1769 amends the user fee schedule of Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1575, 2011. User fees are being increased by 2% beginning January 1, 2016, which has been included in the 2016 budget as per direction from the Fort Fraser Local Commission.

Bylaw No. 1770 amends the user fee schedule of Regional District of Bulkley-Nechako Fort Fraser Wastewater Service Regulatory Bylaw No. 1576, 2011. User fees are being increased by 2% beginning January 1, 2016, which has been included in the 2016 budget as per direction from the Fort Fraser Local Commission.

The Board is being requested to consider giving three readings and adoption to Bylaw No. 1769 and Bylaw No. 1770, further in the agenda.

RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Fort Fraser Water and Wastewater Regulatory Amendment Bylaws" and dated April 19, 2016.

Respectfully submitted,

A handwritten signature in blue ink that reads "Janine Dougall".

Janine Dougall
Director of Environmental Services



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM



To: Chairperson Miller and Board of Directors (April 28, 2016)
From: Elaine Wiebe
 Environmental Services Assistant
Date: April 12, 2016
Subject: 2016 Backyard Composting Program

RDBN residents dispose of approximately 515kg of waste per person annually (*Source: 2008 RDBN Waste Composition Study*). Of this 515kg, over 30% is organic material, including food scraps, yard trimmings and paper (*Source: 2008 RDBN Waste Composition Study*). By composting, much of this waste can be diverted from the landfill resulting in countless benefits, including: reducing the production of methane as organics decompose in landfills and reducing fuel consumption and emissions generated from transporting organic waste to landfills. In addition to waste reduction, compost is beneficial in home gardening; it produces a rich natural soil supplement that improves plant growth, increases moisture retention and reduces soil erosion.

There are also countless social benefits that occur as a result of backyard composting, such as higher levels of environmental awareness and attitudes through education, training and outreach, improved residential acceptance, increased capacity for social interaction, and knowledge sharing (*Source: Villegas, 2004*).

The 2016 Backyard Composting Program is following on the successes of the 2014 and 2015 Programs.

Program Description

For the main portion of the program, RDBN staff, specifically Elaine Wiebe, Environmental Services Assistant, will conduct events in each RDBN municipality in spring/early summer. Each event will consist of setting up a booth where residents will be able to purchase compost packages (compost bin and mixing tool). In addition to purchasing compost packages, residents will be provided with thorough instructions on how to properly use the compost bin and successfully compost their food scraps and yard waste.

When residents purchase a compost package, they will be asked to "register", by providing their name and contact information, how they heard about the compost event, and if they would like to receive information (via email or mail) regarding best practices for composting. Approximately one year later, a survey will be mailed (or emailed) to each resident who purchased a compost package. This survey will be formulated with questions to gage the effectiveness of the program and to create a basis for future improvements.



Backyard Composting Materials

It is proposed that the following tools be provided to residents:



Garden Gourmet Compost Bin



Compost Mixing Tool

Program Financing

The most favorable option for financing the program involves selling the composters to the public in a subsidized package (compost bin + mixing tool). This type of program has been extremely successful based on the response received in 2014 & 2015. The financing methodology proposed for the project is as follows:

Compost bins and compost mixing tools will be provided to the public in a package for \$40. This would mean that the RDBN would have to cover the remaining cost (\$38) for each compost package sold. For this project, 100 composters will ideally be sold to residents in different RDBN communities and surrounding areas. This allows for the following distribution (minimum of 5 composters per community):

Municipality and Surrounding Area	Single Family Households	Percentage of Total	Percentage of Composters	Total (including min. of 5)
Burns Lake and area (Area B & E, including Southside)	1665	14.9%	15%	14
Fort St. James and area (Area C)	1130	10.1%	10%	11
Fraser Lake and area (Area D)	1020	9.1%	9%	10
Granisle	140	1.3%	1%	6
Houston and area (Area G)	1100	9.9%	10%	11
Smithers and area (Area A)	3215	28.8%	29%	22
Telkwa	470	4.3%	4%	8
Vanderhoof and area (Area F)	2410	21.6%	22%	18
Total	11150	100%	100%	100



Program Budget

Items	Number	Purchase Price (per package)	Cost to Public (per package)	Cost to RDBN (per package)	Total cost to RDBN upfront	Total cost to RDBN if all compost packages are purchased
Bins and Tools						
Composter/Tool Package	100	\$78	\$40	\$38	\$7,800	\$3,800
Printed Materials						
Brochures, etc (printing)	300	\$0.16	-	\$48.00	\$48	\$48
Advertising					\$1,000	\$1,000
Staff Travel					\$400	\$400
TOTAL					\$9,248	\$5,248

Monies have been included to the 2016 budget for this project.

RECOMMENDATION (All/Directors/Majority)

That the Board of Directors receive the memorandum titled, "2016 Backyard Composting Program" and dated April 12, 2016.

Respectfully submitted,

Elaine Wiebe
Environmental Services Assistant

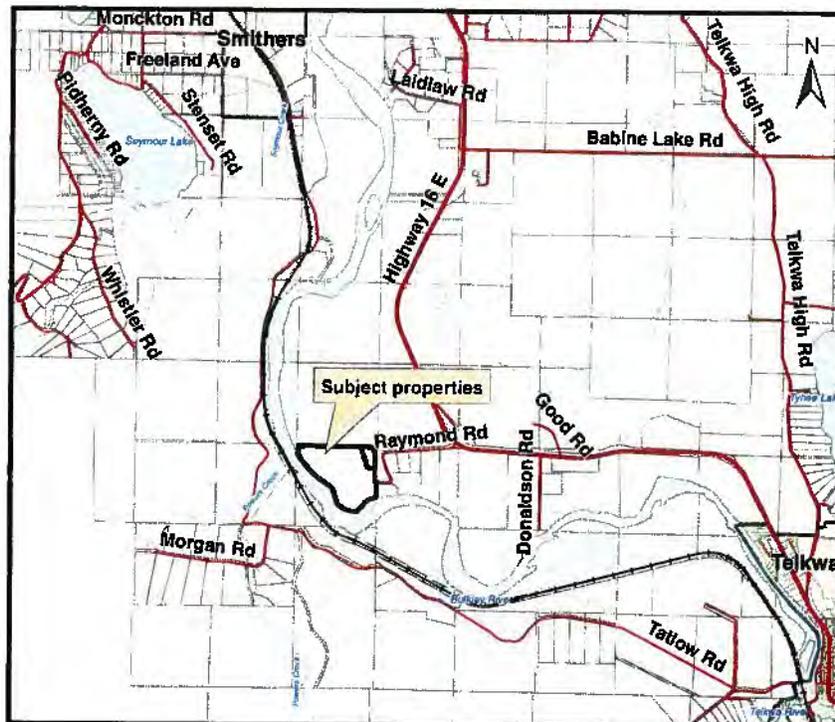


**Planning Department Board Report
Development Variance Permit Application A-03-16**

April 18, 2016

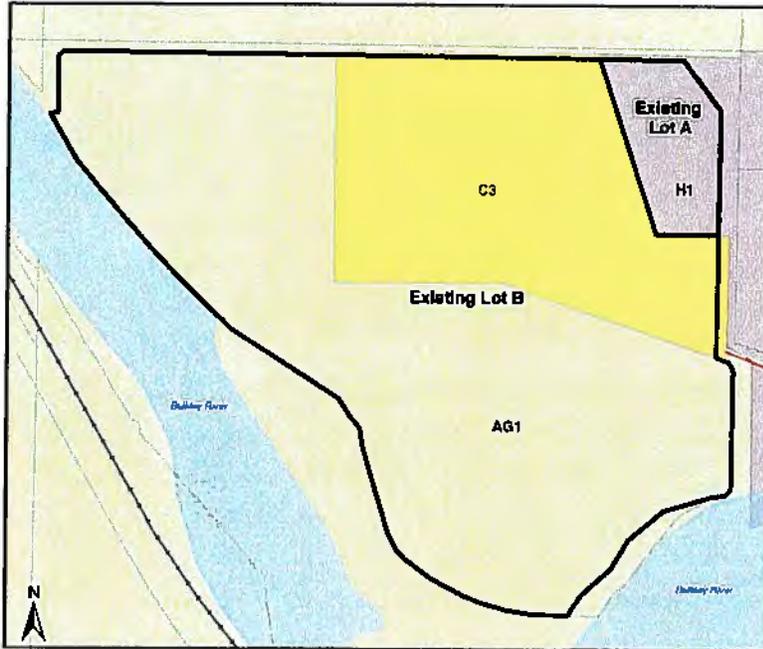
APPLICATION SUMMARY

- Name of Applicants:** SGJ / BC Ventures
- Name of Agent:** HBH Land Surveying Inc.
- Electoral Area:** A
- Subject Properties:** Lot A, Section 5, Township 4, Range 5, Coast District, Plan EPP660, and; Lot B, Section 5, Township 4, Range 5, Coast District, Plan EPP660
- OCP Designation:** Agricultural (AG) in the Smithers Telkwa Rural OCP Bylaw No. 1704, 2014
- Zoning:** Lot A: Small Holdings (H1)
Lot B: Split Zoning, Agricultural (Ag1) and Tourist Commercial (C3)
- Existing Land Use:** Combination of agriculture, commercial fishing lodge and residential.
- ALR Status:** Within the ALR
- Location:** The subject properties are located at the end of Raymond Road approximately 3.6 km south of the Town of Smithers.



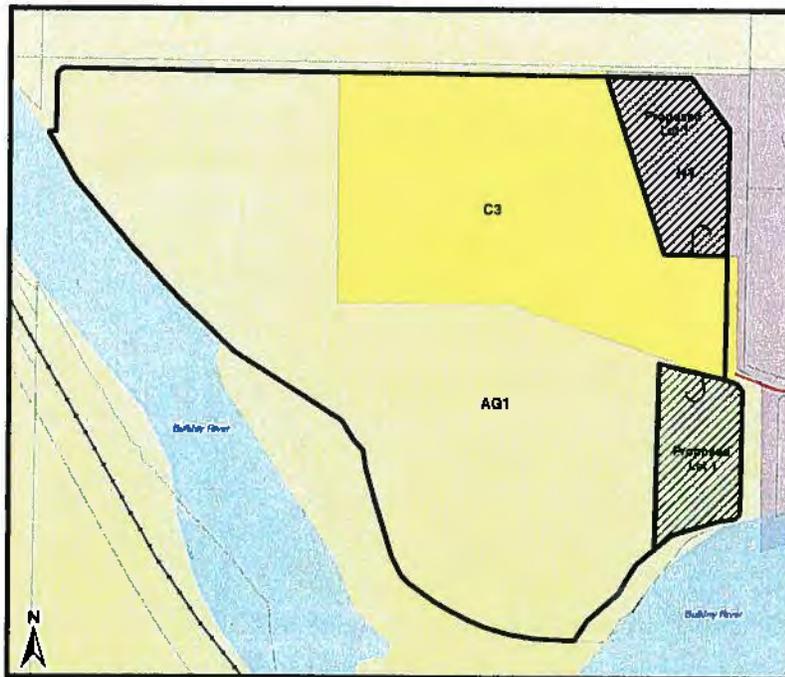
Proposal:

Existing Subdivision



The application involves two adjacent parcels. Lot B is 31.2 ha. in size and contains a duplex, a fishing lodge, 6 cabins, and hayfields. Lot A is 1.9 ha. and contains a vacant mobile home, accessory buildings, and fields.

Proposed Subdivision



The proposal is to add an additional 2 ha of land from Lot B to Lot A through the boundary adjustment process. The land added to Lot A to create proposed Lot 1 is not connected to Lot A. Therefore, the new parcel (Lot 1) would have 2 separate parts as shown on the proposed subdivision plan below. The stated reason for the subdivision is to facilitate the development of a small hobby farm and allow the building of a dwelling near the river. Lot B would be reduced in size from approximately 31.2 ha. to 29.3 ha. Proposed Lot 1 would consist of one 2 ha. part and a second 1.9 ha. part for a total of 3.9 ha.

A portion of proposed Lot 1 is zoned Ag1. This zone has a minimum parcel size of 16 ha. (39.5 acres). Therefore, the creation of a 3.9 ha. parcel is not permitted. This application is asking the Regional District Board to vary the minimum parcel size from 16 ha. to 3.9 ha. to allow the creation of proposed Lot 1.

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REFERRAL COMMENTS

Ministry of Transportation and Infrastructure

“The Ministry of Transportation and Infrastructure has no issues with the proposed variance from a traffic perspective. However, the subsequent subdivision must meet all the requirements of subdivision including, but not limited to:

- Geotechnical
- Hydrology
- Septic disposal
- Potable water
- Building site suitable for the intended use, etc.”

Ministry of Agriculture (Regional Agrologist)

“Thank you for the opportunity to comment on this proposed DVA and boundary line adjustment.

As you have noted in your referral information, I agree with the mapping from the Canada Land Inventory Soil Capability for Agriculture rating of 70% Class 3c and 30% Class 4m. I was able to dig two soil test pits within the adjacent Highways Right of Way immediately to the east of the proposed homesite on proposed Lot 1 ~1.87 Ha. A portion of the Highways ROW is cultivated and in production / harvested (grass and alfalfa hay) in conjunction with Lot B Plan EPP660.

What I found confirmed characteristics of the Stellako soils association; a productive medium-textured alluvial silty soil with very little coarse fragment content - see picture attached. With this soil association, it is common to find sand and gravel layer(s) underneath the (silty) surface layer. Abundant earthworms were present in both soil test pits. Both the Highway ROW area sampled and the forage field immediately west of the proposed homesite area looked relatively flat from what I saw.

I am familiar with agriculture activities on this farm when it was owned by the previous owners. At haying time, I remember the owners were impressed by steady yields from the hayfield in Lot B Plan EPP660. They attributed these steady yields due to the favourable soil composition and that the alfalfa in particular was able to send down deep root systems into the nearby water table. From what I remember, there was not a lot of nutrient management activity to encourage even greater yields (such as manure spreading or other fertilizer source).

There are many variables involved when we talk about soil capability for agriculture at a field-level, but in a general sense these soils observed onsite are some of the better soils found in the Bulkley Valley and can be a good foundation for a diverse range of crop production (field vegetables could do well here for example).

The 1.87 Ha that is proposed for a homesite near the river, as I understand it, would be bound by title to the mobile home parcel, but not consolidated due to lands between (with other zoning and ownership). This does not seem efficient to me from a farm-

management perspective. After reviewing the information provided by the applicant (Derek Botchford: Hobby Farm proposal and addendum), it is not apparent to me why there needs to be the creation of a new, separate hobby farm, when clearly the land is already in the ALR, is certainly arable and productive, and the ALC has encouraged mixed-farm use and education.

With the information at hand, it is my opinion that this proposal would further contribute to fragmentation of productive agriculture land as well as set possible precedent for future variances from the required 16Ha minimum farm (AG1) parcel size contrary to the Area A OCP. An alternative proposal could be to utilize the existing (serviced) abandoned mobile trailer site for a (new) residential building and if more land is deemed necessary to support a hobby farm as proposed, they could lease a portion of Lot B.

If the proposed 1.87 Ha area is further contemplated for residential use(s) and permitting as per this DVP proposal, I recommend a no-build covenant be considered on that portion of land currently within Lot B Plan EPP660. Because of the unique nature of this proposal and recent involvement with the Agriculture Land Commission (ALC), I recommend this application be forwarded to their planning staff for their information.”

Ministry of Agriculture (Land Use Planner)

“Here are my thoughts for the A.03.16 referral:

1. Ministry staff strongly recommend the application be referred to the Agricultural Land Commissions, as the application falls within the Agricultural Land Reserve, and the ALC has previously viewed a proposal from the applicants.
2. The proposal is contrary to the Smithers, Telkwa Rural Official Community Plan (OCP). Section 3.1.2(3) of the OCP states: “A minimum parcel size of 16 hectares is supported. Applications to permit smaller parcels may be considered where the requirements of Section 3.4.2(9) are met, and the proposed subdivision will not have a net negative impact on the agricultural use of the lands being subdivided, or surrounding agricultural lands.”
3. A portion of proposed Lot 1 is zoned AG1. This zone has a minimum parcel size of 16ha. The creation of a 3.9ha parcel is not permitted and staff look to the Regional District to consider a rezoning, or a site specific zoning or temporary use permit as alternatives to a development variance permit.
4. In general, subdivision and creation of a smaller lot, such as proposed, can erode long term agricultural and economic potential of the parcels, increase land cost per acre which limits farm business opportunities and in some cases have been shown to increase conflict between adjacent land uses.
5. Subdivision of parcels within the ALR or using them primarily for non-agricultural use is not in the interest of agriculture.
6. As stated on the ALC website (<http://www.alc.gov.bc.ca/alc/content/alr-maps/living-in-the-alr>) “The Agricultural Land Reserve (ALR) is a provincial zone in which agriculture is recognized as the priority use. Farming is encouraged and non-agricultural uses are restricted.”
7. Applicants/owners are advised to consult the “Guide for Bylaw Development in Farming Areas” for information on siting, size, and setback information, for farm residences.

8. If approved, any lot line adjustment for these parcels should in no way be construed as support for any future non-farm use or subdivision on the resulting parcels within the Agricultural Land Reserve (ALR) and that the parcels would continue to be subject to regulations relating to the ALR.
9. A 30 metre setback distance from the top of bank is strongly encouraged and recommend in the Minister's Bylaw Standards. Information on this subject is available in the fact sheet entitled Flood Construction Levels and Setbacks for Farm Building Situations and in other fact sheets which can be found on the Sustainable Agriculture Management Branch section of the Ministry of Agriculture website at: www.al.gov.bc.ca/resmgmt
10. A Qualified Environmental Professional should be retained by the landowner to conduct a site assessment and prepare a report that identifies any options that may be available. A suggestion is to relocate the proposed new dwelling to the existing location of the mobile home, in order to reduce further site disturbances.

Northern Health Authority

Will appear on Supplemental Agenda

Advisory Planning Committee

Resolution: Recommend Denial.

Comments:

APC feels that a lot near the river, disconnected from the current lot, is not required and that the client can achieve the desired results (build a house, operate a hobby farm) on the current lot. The proposal is counterintuitive ie: destroy a productive hay field to build a house.

The APC expressed concern about a variance not requiring neighbourhood consultation and asks that if the RDBN does consider approval the APC recommends consultation with the neighbours.

The APC expressed interest in receiving a copy of permitted uses in land in the ALR be included with applications such as this one which would have been helpful information to enable a more informed decision. For example how many buildingsé uses permitted and how many there actually are / uses.

PLANNING DEPARTMENT COMMENTS

Agricultural Land Use

The land is within the ALR and the ALC approved an application to allow the development of Lot B for 10 cabins and a 2 family dwelling for use as a guest ranch and agri-tourism use. The property owners developed the Frontier Farwest Lodge, which is a steelhead fishing guide operation. The applicants are part owners of that business.

The applicants state that they engage in agri-tourism by hosting long table meals in the refurbished barn. They grow some food for their dinners and educate guests about the farming operations. They also have restored a 100 year old barn which they intend to host weddings and special events in. It is not known if this operation is in compliance with the approvals given by the ALC.



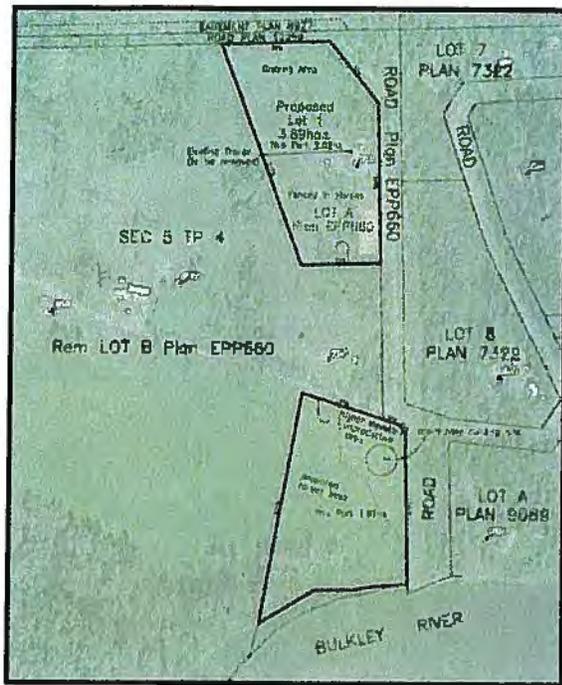
As noted, the proposed boundary adjustment, and requested development variance permit would facilitate the subdivision of a productive hay field which the Agricultural Land Commission considers to be prime agricultural lands.

The applicants state that they wish to develop a hobby farm and raised beds for market garden on this property, and build a house on the waterfront portion of proposed Lot 1.

The applicants state that the proposed southern portion of Lot 1 produces low-yields compared to the fields to the west. However, according to the soil classification mapping and the site visit, the area proposed for development appears to be consistent with the rest of the field.

Lot 1 Boundaries

The proposal to create a single parcel with two separate parts does not appear to make much sense, and there are questions regarding the necessity for this approach. If this subdivision were approved Planning Department staff would anticipate a future subdivision application asking to separate the two parts of Lot 1 into two separate parcels.



It is noted that adding the waterfront area to the existing Lot A (to create Lot 1) results in the creation of a waterfront building lot without having to obtain ALC subdivision approval. This is because boundary adjustments can occur without ALC approval.

Official Community Plan

The application area is designated Agriculture (AG) in the Smithers, Telkwa Rural Official Community Plan (OCP).

Section 3.1.2 (3) of the OCP states:

"A minimum parcel size of 16 hectares (39.5 acres) is supported. Applications to permit smaller parcels may be considered where the requirements of Section 3.4.2(9) are met, and the proposed subdivision will not have a net negative impact on the agricultural use of the lands being subdivided, or surrounding agricultural lands." It is noted that this section should reference section 3.4.2(8)

Section 3.4.2(8) says:

Rezoning applications to permit parcels to a minimum parcel size of 1.6 hectares (4 acres) may only be considered under the following circumstances.

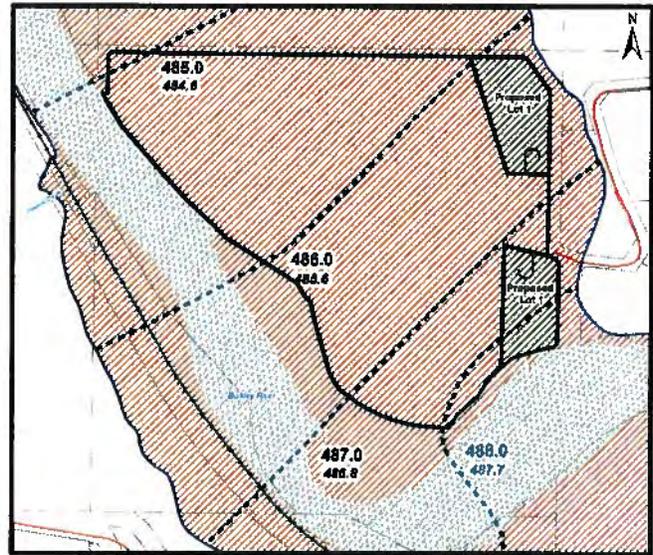
- (a) *There is no known barrier to the development of an on-site water supply and sewage disposal system.*
- (b) *The development is compatible with adjacent land uses and maintains the rural character of the area.*
- (c) *Parcels are not located within a floodplain or on other hazard lands.*
- (d) *The development adequately addresses wildlife and ecological values.*
- (e) *And, the development will not create an unacceptable conflict between farm and non-farm use.*

It is noted that the lower portion of proposed Lot 1 is in a floodplain, as discussed below.

Flooding and Bank Erosion

The applicable floodplain mapping from “Regional District of Bulkley-Nechako Floodplain Management Bylaw No. 1300, 2004” (the Floodplain Bylaw) is shown. The proposed Lot 1 is located within the floodplain of the Bulkley River; however, the applicant indicates a suitable building site above the Flood Construction Level on the northeast corner of the southern part of Proposed Lot 1. This has not been confirmed.

It appears that there is riverbank erosion occurring immediately south of the riverfront portion of proposed Lot 1.



There is a Section 219 covenant registered on title by the Provincial Subdivision Approving Officer which requires a 60 meter setback area of any structure from the natural boundary of the Bulkley River.

Discussion

The approval of a Development Variance Permit would allow a boundary adjustment and the subdivision of a productive agricultural field to create a riverfront building site. It is not expected that the proposed subdivision would be approved by the ALC; however, the ALC's approval is not required as the Ministry of Transportation has the authority to bypass the ALC approval process.

In Staff's opinion the proposed subdivision would have a negative impact on the agricultural use of the land. There are also concerns related to the creation of a building lot on lands that may be prone to flooding. Planning Department staff agree with the recommendations of the Ministry of Agriculture and the APC. Application DVP A-03-16 should not be supported.

If the Regional District Board wishes to approve the variance application it is recommended that the Board first require that the proposed subdivision be first approved by the ALC. This would require the property owner to make application to the ALC.

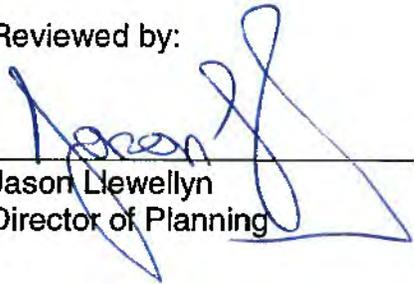
The opinions of adjacent property owners are not known at this time. The neighbours, applicant, and the public will have an opportunity to comment on this application at the Planning Committee meeting on April 28th, 2016 when the Board considers this application.

Recommendation

That the Regional District Board deny Development Variance Permit A-03-16.

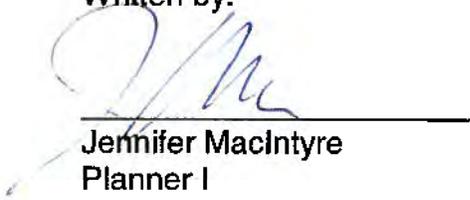
Electoral Area Planning – Participants/All Directors

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I

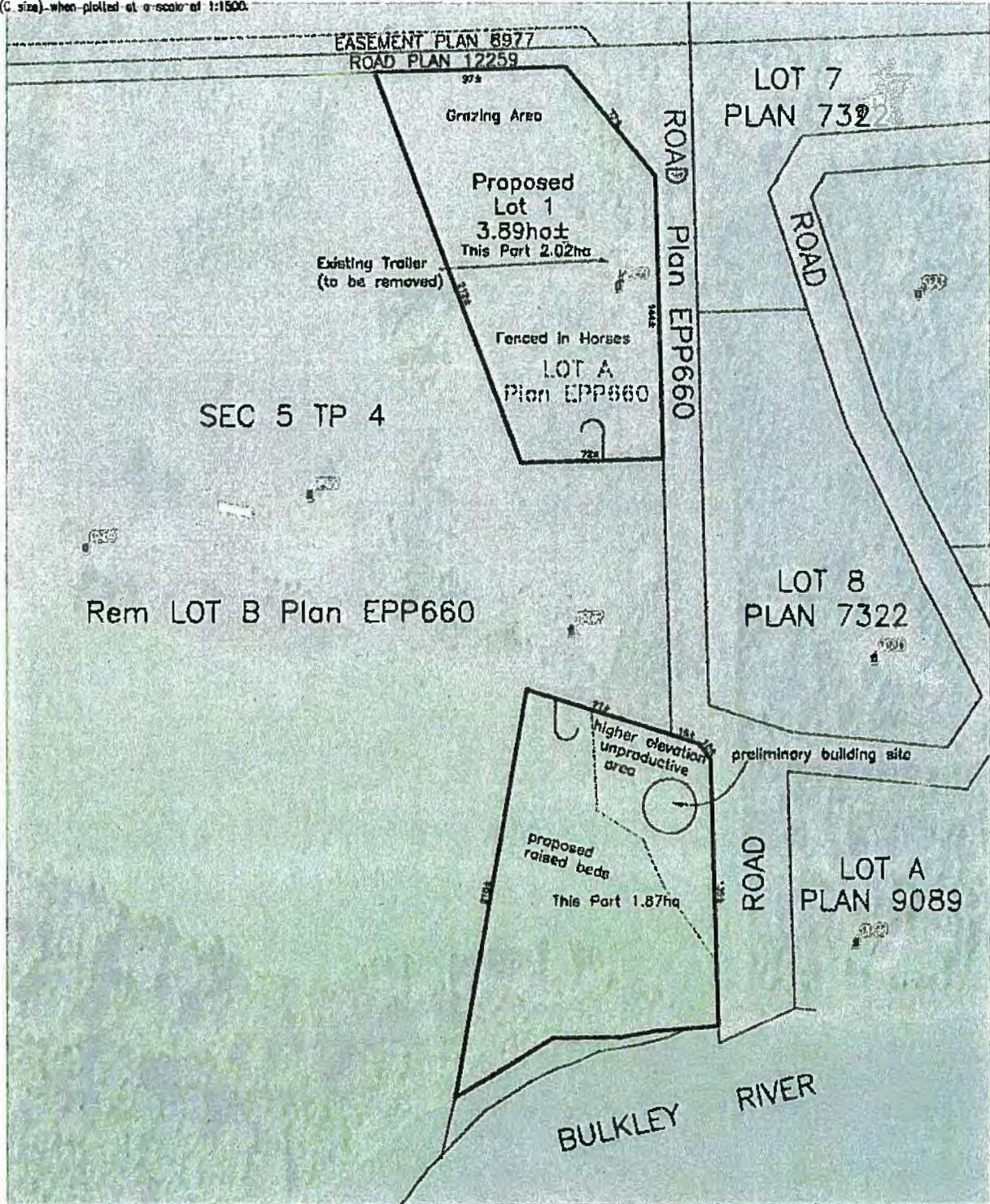
Proposed Subdivision Plan of
 Lot A and Part of Lot B Plan
 EPP660 Section 5 Tp 4 Range
 5 Coast District

183

SCALE:



The intended plot size of this plan is 432mm in width by
 560mm in height (C size)-when-plotted-at-a-scale-of 1:1500.



3750 1st Avenue, PO Box 536
 Smithers, BC V0J 2N0
 Phone & Fax: 250.847.3808
 BCLSO@CHBH.LandSurveying.ca

HBH File No. 6011501 - Rev.1

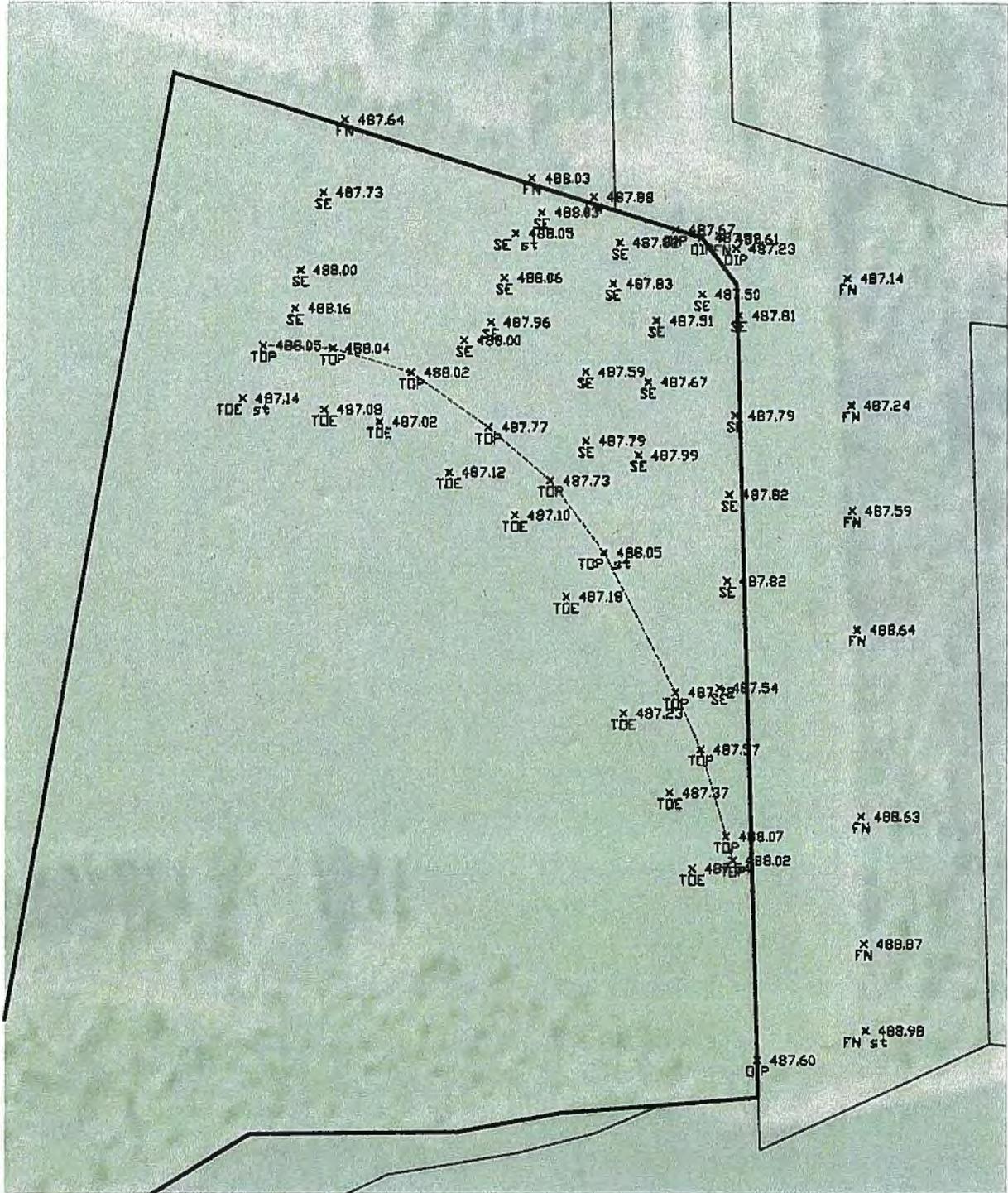
Sketch plan of Elevations of
part of Proposed Lot 1

184

SCALE:



The intended plot size of this plan is 432mm in width by
560mm in height (C size) when plotted at a scale of 1:500.





Rebecca Broten, FIT, BCLS
Gina Hidber, PEng, BCLS
Mark Rossmann, BCLS

HBH File: BOT1501

Feb 17, 2016

Regional District of Bulkley Nechako
PO Box 820
Burns Lake, BC V0J 1E0

Attn: Planning Department

Re: Rezoning Application – Raymond Road

Please find attached the following in support of this application:

- Completed application
- Copy of Title search
- Sketch Plan
- Agency form and contaminated sites declaration
- Covenant PP35005
- Hobby Farm Proposal Letter

The proponents wish to rezone a 1.9 ha portion of Lot B Sec 5 Tp4 R5C Plan EPP660 from Ag1 to H1 to facilitate a boundary adjustment with Lot A Plan EPP660 as depicted in the attached sketch. Should the rezoning and boundary adjustment be approved the remainder of Lot B will be approximately 29.3 ha and the new lot (Proposed Lot 1) will be 3.89 ha. Proposed Lot 1 will be comprised of two non connected pieces both of approximately 5 acres.

Lot B is currently split zoned with the portion to be rezoned being Ag1. The portion to be rezoned is currently part of a field that according to the proponent has limited production potential as a hay field. The proponent wishes to combine this portion with Lot A Plan EPP660 to create a parcel that will be better suited to small scale hobby farm uses. Please see the letter "Hobby Farm Proposal.pdf" attached for a rationale from the prospective purchaser of Proposed Lot 1.

Proposed Lot 1 would be a total of 3.9 ha thereby ensuring that it would not be able to be further subdivided under the current zoning. This development is within the flood plains of the Bulkley River and will likely be required to undergo further assessment before septic and building permits can be issued on the portion to be rezoned. Should the portion to be rezoned not be suitable for a building site or septic the proponent is still interested in pursuing the boundary adjustment as the land is suitable for raised bed vegetable production and hobby farm uses.

The subject property is surrounded by the Bulkley River to the south and rural residential properties to the east. To the North there are agricultural properties and the land to the west is a combination of agricultural and commercial (fishing lodge). This proposal seems to be compatible with the surrounding land uses. Services and utilities are adjacent to the property which should allow for easy hook ups.



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Rebecca Broten, EIT, BCLS
Gina Hidber, PEng, BCLS
Mark Rossmann, BCLS

Easements G10828, TF15060 and TF15062 are not located near the portion that will be rezoned.
Covenant PP35005 is a flooding covenant and is attached for your reference.

A cheque for the application fee will follow by mail. Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Mark Rossmann, BCLS
HBH Land Surveying Inc.

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Proposal to transfer land from
one property to another to
allow a Hobby Farm

by Derek Botchford

We are involved in the fishing business, and are part owners of Frontier Farwest Lodge. This is a successful fishing lodge in Smithers BC that we have grown with the help of a great river, and a community that has supported us every step of the way. However we are not part owners of the land in question. Therefore for it is a great opportunity to buy this parcel beside the lodge allowing us to still be close enough to run the day to day business. The property is located at the end of a one mile road off of HWY 16 and is very private and scenic.

Currently we see a lot of this great farm land on the property going to waste. Since we are not partners in the land we have not been able to convince the owner that we need to have some farm animals, and some vegetable gardens. Therefore if we can subdivide, this will be the perfect location for us to to make our dream hobby farm and by doing so utilize the land in a much better way for agriculture.

Plans for Our hobby farm

The owner of the property owns 2 titles of land. There is the 80 acre piece the lodge is utilizing and than an adjoining 5 acre piece that was purchased last year. Our proposal is to buy this 5 acre parcel and combine it with another 5 acres so we have enough space to build a hobby farm. We believe by adding a small section to the existing 5 acres we would be increasing the agriculture use of the land. Instead of the land hardly producing anything, it would quickly be the home to horses, cows, chickens, and vegetable gardens. All of this would be a great a feature for the guests of the fishing lodge to be able to see the inner workings of a hobby farm. There would be no negative effect on the current use of the land. There is no net loss, and a lot of positive agriculture potential to gain.

The location is truly is ideal. This land offers an abundance of space, peace and quiet, and is surrounded by nature in every direction. It is located in a friendly community with excellent neighbours (although you can't see them), and yet still offers easy access to Telkwa and Smithers for supplies. We have song birds galore, Moose, Deer, and coyotes which we see or hear on a

regular bases. All this wildlife yet Smithers is only minutes away. It is an excellent area to raise a family and live at a more relaxed pace of life surrounded by quiet and pristine surroundings. The best part is that it is not far from everything we need which is important for our hobby farm. Getting supplies will be a breeze. All of this is why it is so perfectly suited to be a hobby farm.

The current 5 acre property has some light forested areas and some shrubby sections not being utilized for anything. In this section we plan to have a couple horses and fence in an area for right beside it for cows.

We also plan to have a number of chickens so we can supply eggs to the fishing lodge customers. There is already a coup where we will put our chickens which will make things very easy. Previously horses were kept on the property so there is already a corral and large shed for hay storage. Although there is a decrepit trailer on the property we would tear it down and leave the useful chicken coup and large enclosure for hay and feed. With our plan we would be keeping the horse corral, chicken coup and tearing down the old trailer. This old trailer has mould issues and is currently not being used for anything.

The northern portion of the property has a mix of shrubs and some great grass to graze cows. The grass field is approximately 2.5 acres total and is semi fenced. This area will be perfect for having a couple livestock after improving the fences once the trailer is removed.

The proposal relies on the fact that we can add 5 acres of land from the 80 acre parcel to the current 5acre. This piece of land (which we are requesting to attach) lies south of a gravel driveway. It offers 1 cleared field which is very unproductive for hay. This is because at the southeast side of the property line there is a high bank that drops down in to the field making this section somewhat hilly and unproductive. On the southern part there is a high bank that drops into the river and is mostly weeds.

This area barely produces any bails of hay each year, where as off to the west the hay is extremely productive.

We selected the proposed property line to run along the field where the unproductive hay lies to minimize any impact to the current farming. This is the area we would like to build a house. Since the land is so unusable for farming we plan to build several raised beds behind the house and to the riverside (south) for our vegetable portion of our hobby farm. We will be able to share this harvest with the guests of the fishing lodge.

My wife and I moved up to the Valley 8 years ago from the city and have taken a huge passion for living off the land. Currently we have been harvesting vegetables in raised pens both outside and in our greenhouse. We harvest fish all summer, and smoke and can to preserve for the winter. We have become quite obsessed with berry picking, wild mushroom picking, pickling and everything else that comes with living off the land. A Hobby farm will be perfect for our lifestyle.

- Lot A (proposed lot 1) is not being used currently at all, and is partly treed which does not allow any machines in.

- Lot B (the proposed lot 2) is not valuable for hay production so is mostly being wasted at this point.

- land is perfectly suited for a hobby farm only if the 5 acre property is expanded into the proposed 10 acre parcel.

- by selecting a new build site 50 meters back from the river, and 3 meters above the high water mark we can utilize the entire property much more efficiently for agriculture with a hobby farm. It will leave the better grazing area already with fences available for livestock.

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- Our proposal is a much better use of this agricultural land since currently it is unusable, and being completely underutilize for agriculture.

Our Hobby Farm will include

- Fenced in horses, cows, and chickens
- raised bed gardens
- a greenhouse
- a small root cellar (slightly bigger than the one we currently have)

SGJ Ventures – Raymond Road – Addendum

April 4, 2016

This addendum is included to provide additional information based upon the initial comments in the referral package sent out by the Regional District Planning Department.

Agri-Tourism

The proponent's feel that the referral package contained some inaccuracies with regards to the "Agricultural Land Use" section and the following information was provided by Mr. Botchford, manager of Bulkley River Steelhead Corporation.

The lodge does engage in agri-tourism. We spent nearly a year refurbishing the 100 year old barn that is basically a historical building in the community. During the summer we offer farm to table long table meals in the barn. We have a bunch of vegetable gardens, a greenhouse and raised beds for many root vegetables. Although we lease the haying to someone we do take guests out to the field showing them how it is all done. One of our employees brings over horses during the summer, and we are currently working on fencing so we can have some of our own animals at the lodge.

Here is one of the pics of our incredibly successful barn dinners which is part of the new modern agri-tourism industry. We are also promoting farm weddings and retreats currently.



Flood Plain and Building Site

An elevation survey was carried out by HBH Land Surveying on April 4th, 2016, to determine the elevation of the proposed building site in relation to flood plain mapping. Please see attached Sketch plan. It was determined that there is land above the highest listed flood elevation provided in the Floodplain Bylaw.

Upon inspection of aerial images and recent land surveys, there appears to be erosion occurring farther downstream from Proposed Lot A, where the river is being forced to bend to the south. However, based upon a visual inspection of the site and the fact that the river doesn't start bending until downstream of the proposed building site, the land directly to the south of Proposed Lot A does not appear to be eroding.

The proponent has consulted with a Registered Onsite Wastewater Practitioner (ROWP) with regards to the suitability of the proposed building site to support septic disposal. Although the ROWP has not yet completed testing and production of a final report, upon visual inspection it was anticipated that there would be no issues with septic.

Lot Configuration

Due to initial concerns raised by the Regional District, the following information is provided to further discussion surrounding the proposed lot configuration and justification for creating a larger lot for a hobby farm. Currently both existing lots are owned by SGJ Ventures, the owner Stephen Juelsgaard is also a co-owner of the Bulkley River Steelhead Corporation (fishing lodge) along with Derek Botchford. Mr. Botchford currently runs the fishing lodge but would like to be able to invest in a hobby farm and build a personal residence nearby.

Mr. Botchford wishes to purchase proposed Lot 1 in order to create a hobby farm and build a residence. The Botchford's plans for a hobby farm and residence require a larger area than the 5 acres currently belonging to Lot A Plan EPP660. With the addition of 5 more acres to create Proposed Lot 1 (10 acres), the proponent feels that this would be a suitable lot to begin investing into for their Hobby Farm business.

The Regional District has expressed concerns and confusion regarding having two separate portions of land making up Proposed Lot 1, instead of simply having them linked together by a narrow panhandle strip of land. The justification for this proposed layout is based upon minimizing the disturbance to the remainder of the property and can be summarized as follows:

- The currently used access to the fishing lodge would cross a potential panhandle area prompting the need for an alternative access or the creation of an access easement
- A panhandle area would end up being close to the house at 1267 Raymond Road
- A panhandle area would reduce the amount of usable land for agricultural activities

The only actual benefit that we can see to using a panhandle to link the two portions is that it would create a more “conventional looking” parcel. The concerns surrounding a potential future subdivision of the parcel are without grounds for the following reasons:

- The proposed design keeps the lot smaller than what could be further subdivided without rezoning/development variance approval
- The proponents have no intention of subdividing Proposed Lot 1
- Even if a future subdivision of proposed lot 1 were initiated, it would still need to:
 - Receive ALC approval
 - Be rezoned (at which time if it was a concern then it could be denied)

That all said, the proponents are more than happy to move forward with a revised proposal in which the two portions of land making up proposed Lot 1 are linked together with a panhandle. If the chances of approval appear to be greater with a panhandle lot configuration, please let us know and we will amend the application to reflect that change.

Sincerely

Agent for Mr. Botchford and Mr. Juelsgaard
Mark Rossmann, BCLS
HBH Land Surveying Inc.



Planning Department Report
 OCP Amendment Bylaw 1768
 Rezoning Bylaw No. 1712
 File No. A-06-14, 1st & 2nd Reading
 April 19, 2016

APPLICATION SUMMARY

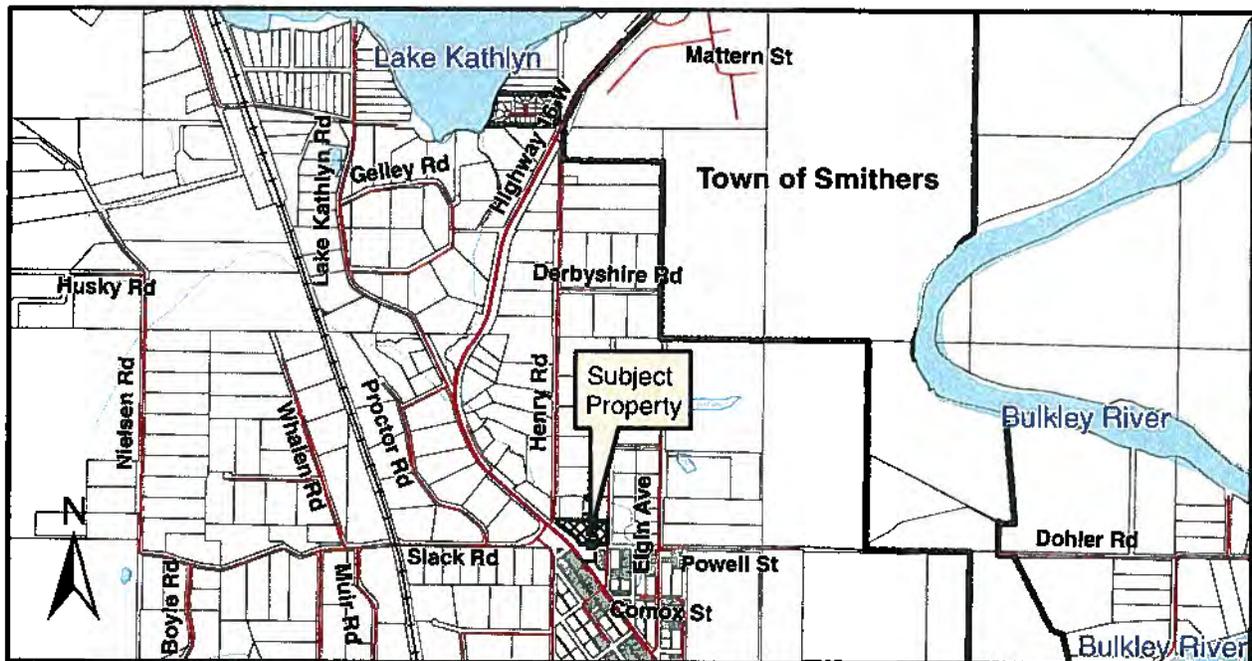
Name of Owner: West-End Ventures Inc.

Name of Agent: Colin Brintjes

Electoral Area: A

Subject Property: Lot 3, Section 2, Township 1A Range 5, Coast District Plan 4733. Property is 1.35 ha (3.34 acres) in size

Location: The subject property is located along Highway 16, at 3844 Henry Rd, approximately 600 metres northwest of the Town of Smithers.



O.C.P. Designation: Commercial (C) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

Zoning: General Commercial (C1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Existing Land Use: Vacant land

ALR Status: Not in the ALR.

Proposed OCP Amendment and Rezoning:

To amend "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014" by adding a section on Development Permit Areas, and designating the subject property as a Highway Corridor Development Permit Area.

To amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" by rezoning the subject property from the **General Commercial (C1) Zone** to a new zone, named the Light Industrial – Contracting Service Zone (M1B).

The proposed permitted uses are:

- (a) contracting;
- (b) motor vehicle rentals;
- (c) warehousing;

The proposed definitions of the uses are:

CONTRACTING means the use of land and structures as a base of operation for a business providing any one or more of the following services or activities on another location: engineering; land surveying; construction; building; building or property maintenance; logging; silviculture; excavation; drilling; carpentry; plumbing; electrical or other similar service of a construction nature. This use may include any one or more of the following incidental and subordinate uses provided that these uses do not occupy in total an area in excess of forty percent of the Gross Floor Area of the structure(s) used for Contracting: assembly of products or materials associated with the Contracting service being provided from the same site provided that this use does not occupy in total an area in excess of twenty-five percent of the Gross Floor Area of the Structure(s) used for Contracting; sale of products or materials associated with the Contracting service being provided from the same site provided that this use does not occupy in total an area in excess of twenty-five percent of the Gross Floor Area of the Structure(s) used for Contracting.

MOTOR VEHICLE RENTALS means the use of land and structures for the rental or lease of new or used vehicles, and may include as an incidental and subordinate use the service and repair of only those vehicles being rented or leased provided that the service and repair of vehicles occurs inside of a building. This use does not include Service Station.

WAREHOUSING means the use of lands or structures for the storage and distribution of goods, wares, merchandise, substances, articles, or other things, including the storage of goods in separately occupied, secured storage areas and lockers. This use does not include storage of goods for retail sales, wrecking and salvage or a waste disposal site.

REFERRAL COMMENTS

(It is noted that the referral comments apply to the applicant's previous proposal.)

Ministry of Transportation and Infrastructure

"A fence to delineate the property line on the Hwy 16 side will be required. Powell Frontage and Powell Ave. adjacent to the lot are not available for use. Corridor planning through this area identified Powell Avenue intersection to be closed. Powell Frontage is retained for Hwy 16 widening only.

Suggest a 30 m no build area, as shown on attached plan in red, to facilitate future access / intersection upgrade, dependent on future use.

Concern regarding sewage disposal as the willow trailer court was closed due to failing septic disposal."

Town of Smithers

See attached letter.

Advisory Planning Commission (APC)

"Resolution: APC supports the application for rezoning to include a) Contracting services b) offices c) motor vehicle rentals d) warehousing

Comments: APC believes that this change is beneficial to the area in that it is a downgrade from the current zoning and therefore the impact in the area would be lower than the current zoning would permit. APC does not feel that change will encourage the creation of more commercial space into the residentially zoned corridor between Henry Rd and the Town of Smithers."

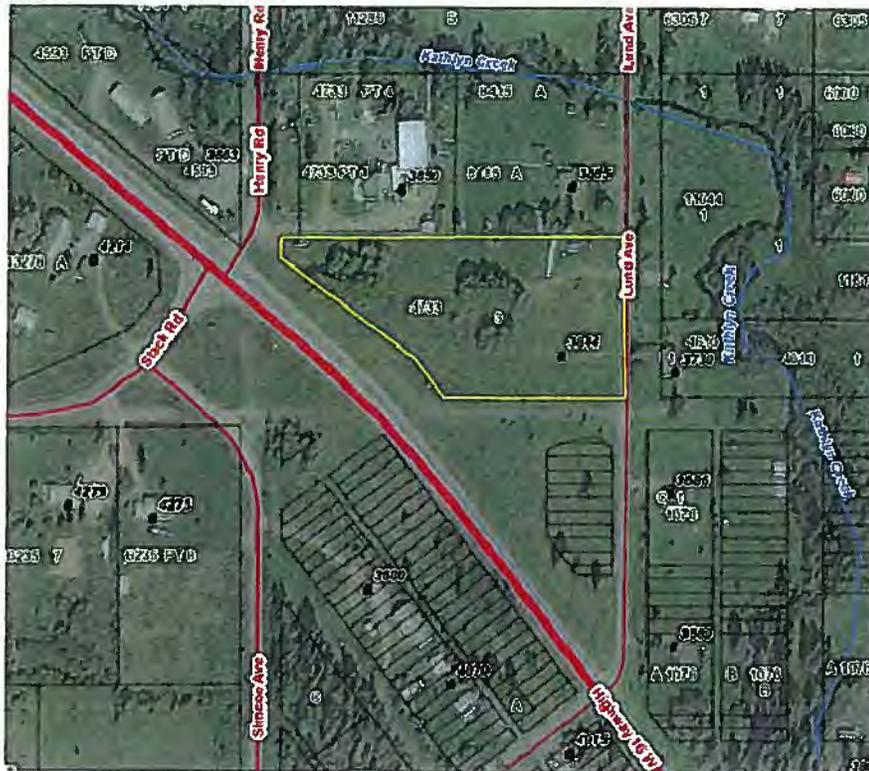
CONSULTATION FOR OCP AMENDMENTS

The *Local Government Act* requires that local governments consider consultation with persons, organizations and authorities it considers will be affected by an OCP amendment. Specifically, the local government must:

- (a) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing, and
- (b) specifically the RDBN Board should consider if consultation is required with:
 - the board of any regional district that is adjacent to the area covered by the plan,
 - the council of any municipality that is adjacent to the area covered by the plan,
 - First Nations,
 - School District Boards, Greater Boards and Improvement District Boards; and,
 - the Provincial and Federal governments and their agencies.

A further *Local Government Act* requirement is that all OCP amendments be considered in conjunction with the financial plan, and any waste management plan that is applicable or Regional District. The proposed OCP amendment bylaws are consistent with the most recent capital expenditure program and waste management plan.

Staff recommend that the Board consider the consultation options outlined in the consultation checklist attached as Appendix A, and approve the consultation identified.



PLANNING DEPARTMENT COMMENTS

This application was previously brought to the Regional District Board at the April 30th, 2015 Board meeting and the following motion was passed:

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to work with the applicant in an attempt to identify a land use proposal and site plan that better reflects Official Community Plan objective and policies, and minimizes potential negative impacts on the community. Specifically:

- a. New zoning to include: contracting services, truck rentals and warehousing;*
- b. A clearly outlined definition of contracting services;*
- c. Detailed development site plan including consideration of designating the subject property as a development permit area”.*

The applicants have now amended their proposal as detailed below, and the revised proposal is brought to the Board for consideration.

Official Community Plan (OCP) and Development Permit Areas (DPA)

Proposed Bylaw 1768 adds a new section regarding Development Permit Areas to the Smithers Telkwa Rural Official Community Plan, and designates the subject property as a highway corridor development permit area.

Section 488 (1)(a)(d) and (f) of the *Local Government Act* gives a local government the ability to designate land as a development permit area (DPA) in the OCP, for one or more purposes. The OCP must describe the special objectives or conditions that justify the DPA designation and also specify guidelines respecting the manner by which the special conditions or objectives will be addressed. Within a DPA a property owner must obtain a development permit before developing the land.

Bylaw 1768 states that the objectives are:

1. To provide for the appropriate form and character of commercial and industrial development given the high visibility of these areas and their exposure to Highway 16.
2. To facilitate the compatibility of site design and site function with the rural setting and adjacent land uses.
3. To identify and implement the appropriate degree of landscaping and screening with special attention to the impacts on adjacent residential development and Highway 16.
4. To accomplish the above in a manner that protects the natural environment, and retains as much as possible in its natural or existing state, and otherwise enhancing and facilitating natural processes and habitat where possible

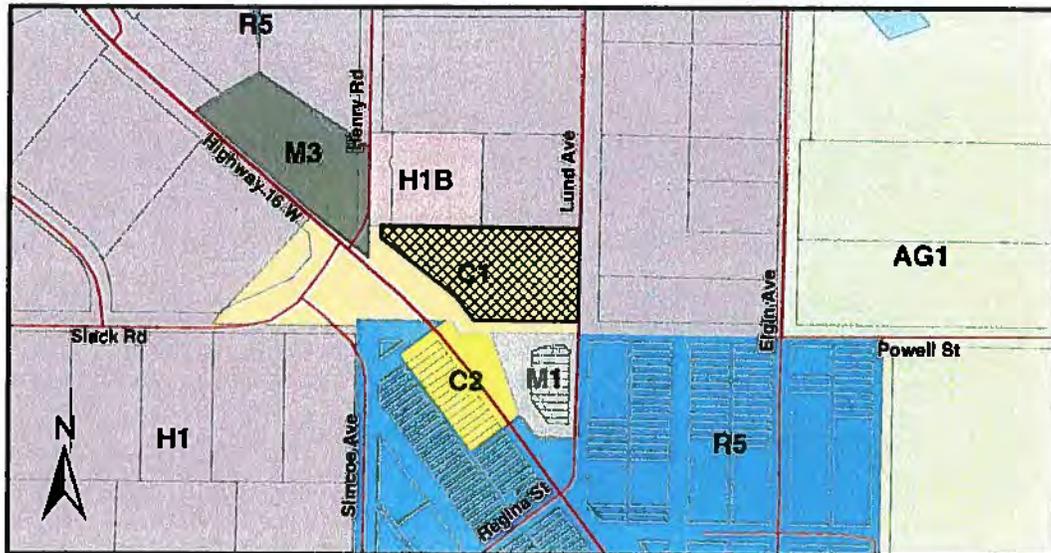
The bylaw also outlines the exemptions for when a permit is not needed, such as for subdivision, temporary structures, minor construction or alteration, replacement or development activities that are not related to the commercial or industrial use of the land. The guidelines contain regulations about parking, lighting, landscaping, screening and signage.

Prior to development the property owner would be required must make an application to the RDBN. The application process involves the RDBN reviewing the development plans for conformity to the applicable guidelines. If the development plans do not conform to the guidelines the Board may deny the application and the development can not occur.

Zoning

As can be seen on the map below, there is a mix of zoning adjacent to the subject property. The lands zoned Light Industrial (M1) and Highway Commercial (C2) are owner by the Province and will likely not be made available for development. The land zoned Agricultural Industry (M3) contains a greenhouse and garden supplies sales business. The majority of developed lands surrounding the subject property are residential. The property north of the subject property is zoned H1B which allows its residential use, as well as use for a commercial workshop.

Zoning Map



The Willow Trailer Court was established on the subject property for many years. The property was rezoned in 1984 from Mobile Home Park (MHP) to Commercial I, for a service station. It appears that the property continued to be used for a mobile home park until 2009, when it was closed to comply with an Order under the *Public Health Act* to stop a Health Hazard. When the existing zoning bylaw was adopted in 1993 the General Commercial (C1) Zone was applied to the property.

The permitted uses in the C1 zoning are:

- (a) *retail store;*
- (b) *business and professional offices;*
- (c) *hotel and motel;*
- (d) *restaurant and licensed establishment pursuant to the Liquor Control and Licensing Act;*
- (e) *personal service establishment;*
- (f) *fraternal lodge, community hall and theatre;*
- (g) *service station.*

The proposed contracting, motor vehicle rentals, and warehousing uses are not allowed in the C1 zone. Therefore, the applicant has applied to amend the zoning bylaw to allow the uses.

In the previous proposal staff had concerns related to the proposed Contracting Service use, which was proposed to allow up to 80% of the gross floor area of buildings to be used for retail or industrial manufacturing. In the current proposal the area that can be used for incidental and subordinate uses, have been reduced to up to 40% of the gross floor area. Also, assembly of products or materials, or sales may not occupy in total an area in excess of twenty-five percent of the Gross Floor Area of the Structure used for Contracting.

It is noted that the uses have also been added to the Light Industrial (M1) Zone as permitted uses.

Recommendations

In general, the Planning Department does not recommend that small tenancy commercial or light industrial activity be allowed to spread along the highway in rural residential areas. This type of strip development is attractive for business as the land has good exposure, can be inexpensive compared to other lands in commercial areas, and is less expensive to develop because of reduced development standards and regulations in the rural area. Accommodating strip commercial / industrial development along the highway is inefficient and there are notable aesthetic, function, and land use conflict related issues that will inevitably result.

Also, the Official Community Plan discourages support of the type of development proposed in this application in the rural area; however, the situation is complicated by the fact that the property is currently zoned C1. The property owner is making the argument that the proposed uses represent an improvement over the uses permitted in the C1 zone, and that the proposed uses are suitable for the property. This argument has merit in staff's opinion.

The designation of the property as a development permit area, and the Board's ability to ensure the development meets the guidelines outlined, provides some certainty regarding the manner in which the property may be developed. In staff's opinion this is important given the high visibility of this location, in the middle of a residential neighbourhood.

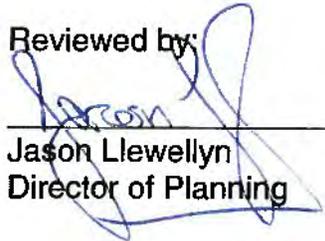
This proposal should not have a notable negative impact on the surrounding area, and be an improvement over the existing C1 zone.

Recommendations

1. That "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1768, 2016", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1712, 2016" be given first and second reading and subsequently be taken to public hearing.
2. That the Public Hearing for "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1768, 2016", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1712, 2016" be held and delegated to the Director or Alternate Director for Electoral Area A.
3. That the Board consider and approve the consultation identified in the consultation checklist attached as Appendix A.

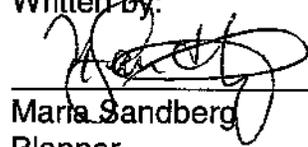
Electoral Area Planning – All Directors/Majority

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Maria Sandberg
Planner

Appendix A

Official Community Plan (OCP) Amendment Consultation Checklist

**OCP amendment application number A-06-14
Bylaws No. 1768 and 1712**

1. Special Conditions

- Agricultural Land Reserve
- Zoning Bylaw Floodplain Overlay
- Environmentally sensitive area
- Potential contaminated site
- Within 800 metres of a Provincial Highway
- Crown land
- Other (specify) _____

2. Consideration of affected persons, organizations, and authorities

Prior to the Public Hearing for the OCP bylaw amendment, consideration has been given to consultation with all of the following, and consultation shall occur as checked:

- | | |
|---|--|
| <input type="checkbox"/> District of Vanderhoof | <input type="checkbox"/> District of Fort St. James |
| <input type="checkbox"/> Village of Fraser Lake | <input type="checkbox"/> Village of Burns Lake |
| <input type="checkbox"/> District of Houston | <input type="checkbox"/> Village of Telkwa |
| <input type="checkbox"/> Village of Granisle | <input checked="" type="checkbox"/> Town of Smithers |
| <input type="checkbox"/> Cariboo Regional District | <input type="checkbox"/> Regional District of Fraser-Fort George |
| <input type="checkbox"/> Regional District of Kitimat-Stikine | <input type="checkbox"/> Regional District of Peace River |
-
- Federal / Provincial Ministries or Agencies
 - Agricultural Land Commission
 - Ministry of Transportation and Infrastructure
 - Ministry of Agriculture
 - Ministry of Forests, Lands and Natural Resource Operations
 - Ministry of Energy and Mines
 - Ministry of Community, Sport and Cultural Development
 - Ministry of Environment
 - Department of Fisheries and Oceans
 - Northern Health Authority
 - Other (specify) _____

- School District No. 54 Board
- School District No. 91 Board
- Improvement Districts

- First Nations
 - Cheslatta Carrier Nation
 - Carrier Sekani Tribal Council
 - Gitksan First Nation
 - Kitselas First Nation
 - Moricetown Band
 - Nadleh Whut'en First Nation
 - Nak'azdli First Nation
 - Nee Tahi Buhn Band
 - Natoot'en First Nation (Lake Babine Nation)
 - Office of the Wet'suwet'en
 - Saik'uz First Nation
 - Skin Tyee First Nation
 - Stelat'en First Nation
 - Takla Lake First Nation
 - Tl'azt'en First Nation
 - Ts'il Kaz Koh First Nation (Burns Lake Band)
 - Wet'suwet'en First Nation
 - Yekooche First Nation
 - Other (specify) _____

- Public
 - Community Meeting
 - Public Hearing
 - Other (specify) _____



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO.1768

A Bylaw to Amend "Smithers Telkwa Rural Official
Community Plan Bylaw No. 1704, 2014"

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

That "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014" be amended as follows:

That the following text is added to Schedule "A" as Section 7:

"Section 7 – Development Permit Areas

7.1 Highway Corridor Development Permit Area

The lands highlighted in the maps in Section 7.1.5 are designated as a Highway Corridor Development Permit Area, under the authority of sections 488(1)(a)(d) and (f) of the *Local Government Act*:

- protection of the natural environment, its ecosystems and biological diversity;
- revitalization of an area in which a commercial use is permitted;
- establishment of objectives for the form and character of commercial, industrial or multi-family residential development.

Without limiting section 489 of the *Local Government Act*, a development permit is required for the alteration of land, removal of vegetation, disturbance of soils (including grubbing, scraping, and removal of top soils), and the construction or erection of buildings and structures where the development is associated with the use of the land for commercial or industrial, or related, activities.

7.1.1 Objectives

- (1) To provide for the appropriate form and character of commercial and industrial development given the high visibility of these areas and their exposure to Highway 16.
- (2) To facilitate the compatibility of site design and site function with the rural setting and adjacent land uses.
- (3) To identify and implement the appropriate degree of landscaping and screening with special attention to the impacts on adjacent residential development and Highway 16.
- (4) To accomplish the above in a manner that protects the natural environment, and retains land in its natural state as much as possible, and otherwise enhancing and facilitating natural processes and habitat where possible.

7.1.2 Exemptions

A development permit is not required for the following development.

- (1) Subdivision.
- (2) Temporary buildings and structures such as construction trailers, temporary hoarding or scaffolding, temporary structures associated with a sidewalk/parking lot sale, and buildings and structures permitted by a Temporary Use Permit.
- (3) Construction of, addition to, or alteration of a building or structure involving only interior renovation, repair or maintenance, façade improvement to an area less than 20% of the existing façade, construction of an accessory building, or an addition of less than 100 m² to a principal building.
- (4) Replacement of a building that has been destroyed by natural causes, in cases where the replacement building is substantially identical to the original in both form and location.
- (5) Development activities that are not related to the commercial or industrial use of the land, including stand-alone residential buildings (for greater certainty, a DP is required for the entirety of mixed-use buildings that contain a commercial or industrial use).

7.1.3 Guidelines

General

- (1) Safety and security of residents should be considered in design and layout. Design should respond positively to Crime Prevention Through Environmental Design principles.
- (2) The form and character of new development should respect the form and character of existing development in the area around the development site.
- (3) Natural environmental features on the site, such as watercourses, shall be protected. Emphasis will be placed on retaining mature trees.

Parking

- (4) Vehicle lanes and parking should be designed to minimize queuing that will interfere with traffic or pedestrian movement.
- (5) Parking should be focused to the rear or side of buildings away from Highway 16.
- (6) The surface of public parking areas and vehicle maneuvering aisles should be paved or otherwise surfaced to ensure dust is not generated.
- (7) Snow must be cleared and stockpiled in a manner that minimizes impact on surrounding residential uses and the natural environment and otherwise promotes the objectives. A snow management plan should be provided for any site larger than 2,500 m².

Lighting

- (8) Lighting should generally be located at pedestrian level (between 3 m and 4 m high to prevent vandalism and provide illumination over a reasonable area.
- (9) Lighting should be positioned in such a manner that undesirable light falling onto abutting properties and highways is minimized.

Landscaping

- (10) A landscape buffer at least 6.0 m wide should screen building and parking areas from Highway 16.
- (11) Landscaped areas should contain trees and shrubs, and other features adequate to create interest and not appear barren or empty, and otherwise enhance the natural environment.
- (12) All areas of a property should be developed with landscaping, parking areas, or building and should not appear to be unfinished. The exception is that treed areas in their natural state may be retained, and areas reserved for future phases of development may be left un-landscaped provided that they are not in an unsightly state.

Screening

- (13) Loading, storage, or product assembly functions should not be located between a building and Highway 16 and these areas should be effectively screened from a highway and adjacent properties.
- (14) Containers for garbage and recyclables should be effectively screened behind an opaque fence on a minimum of two sides.

Signage

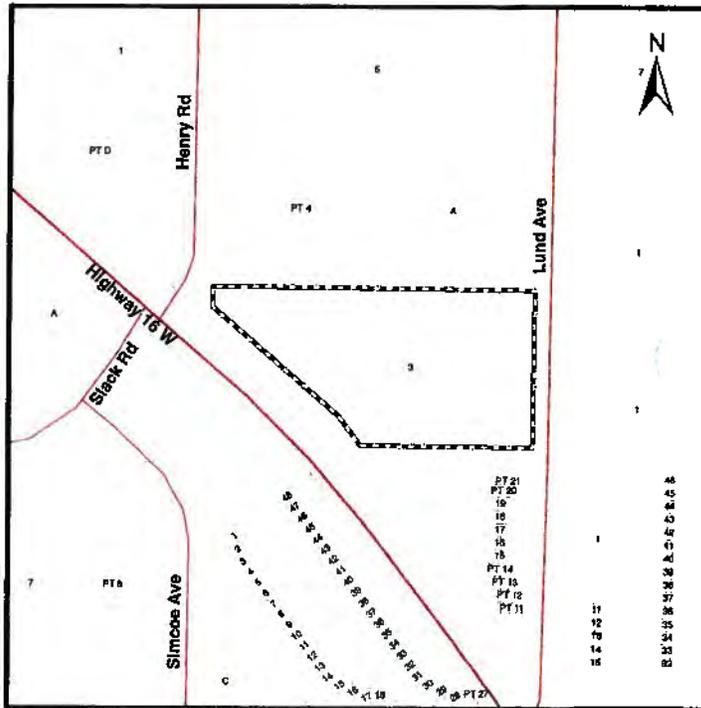
- (15) Signs should be integrated with the building facade through colour and graphic style.
- (16) Signs should not be obtrusive, should fit the scale of the development, and not result in light or undesirable glare falling onto abutting properties and highways.

7.1.4 Security and Application Information

- (1) A development permit application shall include plans illustrating cross sections of the proposed development and a site plan, adequate to evaluate compliance to applicable guidelines.
- (2) Without limiting the authority under section 502 of the *Local Government Act*, where the introduction of vegetation and landscaping is required the Regional District may require the applicant to submit a landscaping and security deposit equal to the total estimated costs of all materials and labour as determined by a landscape architect or other qualified person to the satisfaction of the Regional District.

7.1.5 Highway Corridor Development Permit Area Lands”

(1)



This bylaw may be cited as “Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1768, 2016”.

READ A FIRST TIME this day of

READ A SECOND TIME this day of

PUBLIC HEARING HELD this day of

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of “Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1768, 2016”.

DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator



209

REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1712

A Bylaw to Amend "Regional District of
Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that:

1. The following definitions of Contracting, Motor Vehicle Rentals and Warehousing are added to section 2.02 definitions.

CONTRACTING means the use of land and structures as a base of operation for a business providing any one or more of the following services or activities on another location: engineering; land surveying; construction; building; building or property maintenance; logging; silviculture; excavation; drilling; carpentry; plumbing; electrical or other similar service of a construction nature. This use may include any one or more of the following incidental and subordinate uses provided that these uses do not occupy in total an area in excess of forty percent of the Gross Floor Area of the structure(s) used for Contracting: assembly of products or materials associated with the Contracting service being provided from the same site provided that this use does not occupy in total an area in excess of twenty-five percent of the Gross Floor Area of the Structure(s) used for Contracting; sale of products or materials associated with the Contracting service being provided from the same site provided that this use does not occupy in total an area in excess of twenty-five percent of the Gross Floor Area of the Structure(s) used for Contracting.

MOTOR VEHICLE RENTALS means the use of land and structures for the rental or lease of new or used vehicles, and may include as an incidental and subordinate use the service and repair of only those vehicles being rented or leased provided that the service and repair of vehicles occurs inside of a building. This use does not include Service Station.

WAREHOUSING means the use of lands or structures for the storage and distribution of goods, wares, merchandise, substances, articles, or other things, including the storage of goods in separately occupied, secured storage areas and lockers. This use does not include storage of goods for retail sales, wrecking and salvage or a waste disposal site.

2. The "Light Industrial – Contracting Service Zone (M1B)", as shown on Schedule "A", which is incorporated in and forms part of this bylaw, be added as section 20.2.
3. The "warehousing including cold storage plants, frozen food and lockers and feed and seed storage and distribution" use be removed from section 20.01 (1).
4. The Contracting, Motor Vehicle Rentals, and Warehousing uses be added to section 20.01 (1) as permitted uses in the "Light Industrial Zone (M1)".

- 5. The following land is rezoned from the "General Commercial Zone (C1)" to "Light Industrial – Contracting Service Zone (M1B)".

Lot 3, Section 2, Township 1A Range 5, Coast District Plan 4733, shown on Schedule "B", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1712, 2016".

READ A FIRST TIME this day of

READ A SECOND TIME day of

PUBLIC HEARING HELD this day of

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1712, 2016"

DATED AT BURNS LAKE this day of

Corporate Administrator

APPROVED UNDER SECTION 52(3)(a) OF THE *TRANSPORTATION ACT*
this day of

Ministry of Transportation and Infrastructure

ADOPTED this day of

Chairperson

Corporate Administrator

SCHEDULE "A" BYLAW NO.1712**SECTION 20.2 –LIGHT INDUSTRIAL – CONTRACTING ZONE (M1B)****20.2.01** **Permitted Uses**

- (1) In the Light Industrial - Contracting Zone the following uses of land, buildings or structures, and no other uses, are permitted:
- (a) contracting;
 - (b) motor vehicle rentals;
 - (c) warehousing;
- (2) If a principal use of land has been established in the Light Industrial - Contracting Zone, the following secondary uses of land, buildings or structures are permitted:
- (a) office;
 - (b) one dwelling unit per parcel
 - (c) buildings and structures accessory to the permitted principal uses.

20.2.02 **Parcel Area**

The minimum parcel area required in the Light Industrial - Contracting Zone is 1 hectare (2.47 acres).

20.2.03 **Setback**

In the Light Industrial - Contracting Zone no building or structure or part thereof, except a fence, shall be located within:

- (i) 7.5 metres of any parcel line which does not abut a residential zone; or
- (ii) 15 metres of any parcel line which abuts a residential zone.

20.2.04 **Screening**

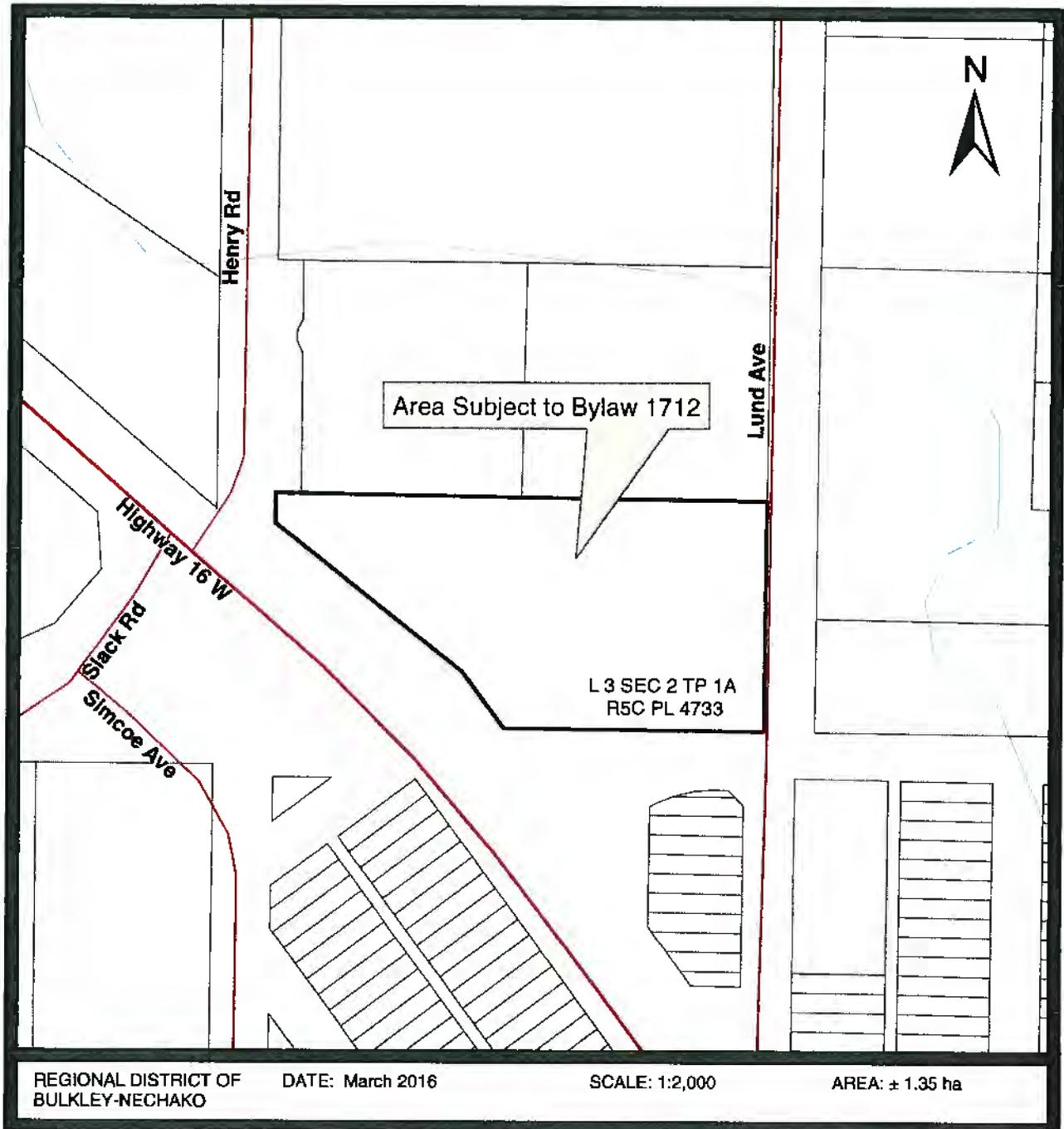
All industrial activity and associated materials shall be enclosed by a landscape screen not less than two metres (6.56 ft.) high.

20.2.05 **Parking**

Off-street parking space shall be provided in accordance with provisions of Section 27 of this bylaw.

20.2.06 **Loading**

Off-street loading space shall be provided in accordance with the provisions of Section 27 of this bylaw.



SCHEDULE "B" BYLAW NO. 1712

Lot 3, Section 2, Township 1A Range 5, Coast District Plan 4733, comprising of ±1.35 ha, being rezoned from the "General Commercial Zone (C1)" to "Light Industrial – Contracting Service Zone (M1B), as shown.

I hereby certify that this is Schedule "B" of Bylaw No. 1712, 2016.

Corporate Administrator



April 14th, 2015

File: 0400-55

VIA EMAIL ONLY: jason.llewellyn@rdbn.bc.ca

Jason Llewellyn
Director of Planning, Regional District of Bulkley-Nechako
PO Box 820
Burns Lake, BC V0J 1E0

Dear Mr. Jason Llewellyn

RE: Rezoning File No. A-06-14 Referral Response

Thank-you for the opportunity to comment on the above noted rezoning application.

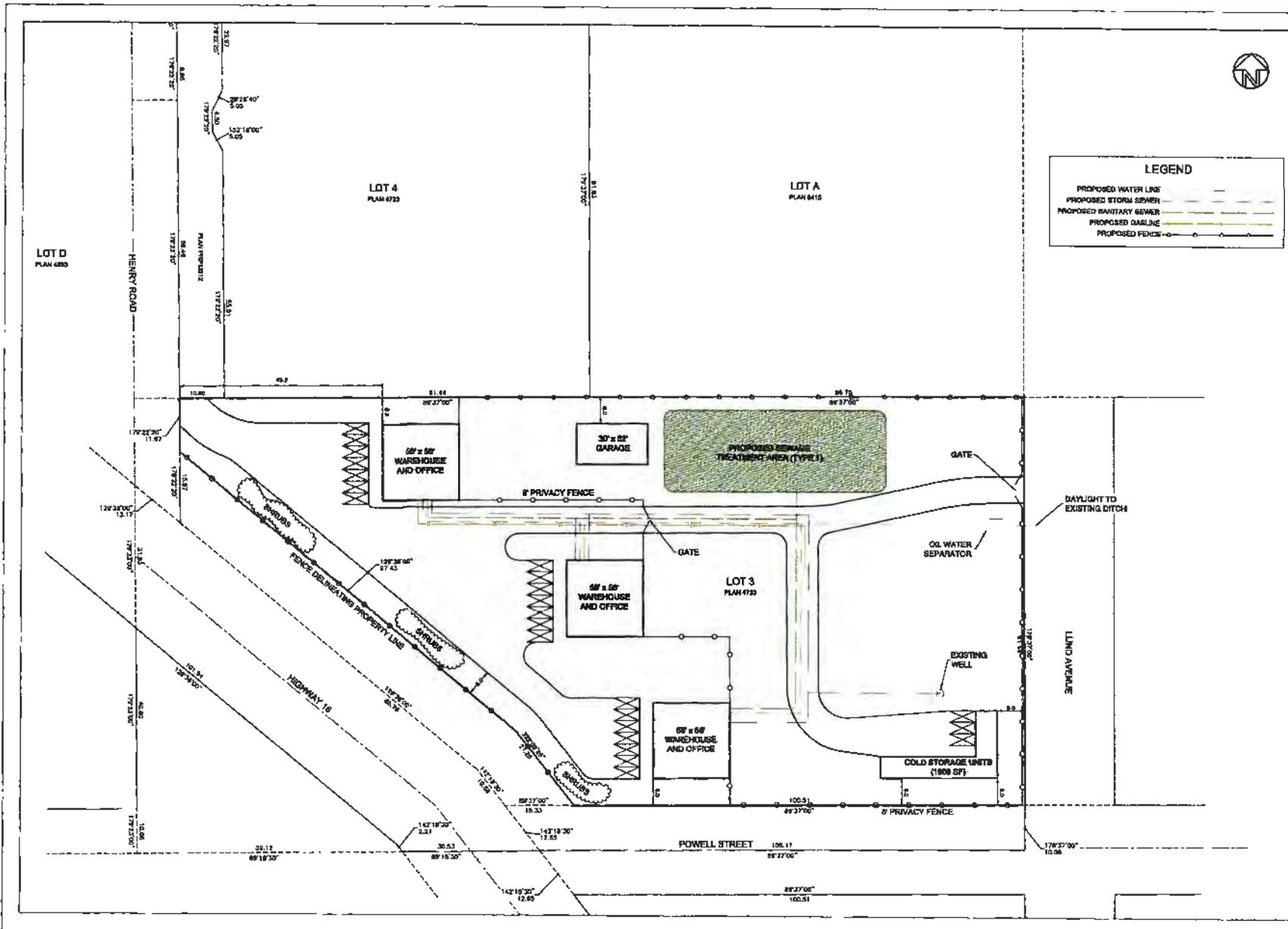
The Town of Smithers has multiple zones that permit vehicle rental establishments, contracting services, offices and warehousing. This includes the Smithers Downtown area, Service Commercial Zones (C-3), Light Industrial Zones (M-1), Medium Industrial Zones (M-2) as well as lands at the Smithers Airport. Given that there is currently capacity on these properties to accommodate future development, the Town of Smithers does not support the rezoning application.

In keeping with the existing and proposed new Smithers Telkwa Rural Official Community Plan, the Town of Smithers is supportive of continuing to focus commercial activity within the Town boundary to create a compact commercial district that is separate and distinct from the Regional District.

I can be reached at (250) 847-1600 if you have any questions regarding this letter.

Sincerely,

Liliana Dragowska, MCIP, RPP
Planner



LEGEND

- PROPOSED WATER LINE
- PROPOSED STORM SEWER
- PROPOSED SANITARY SEWER
- PROPOSED GASLINE
- PROPOSED FENCE



Box 50, 7-3107 Yellow Knoll
Smithers BC, V0J 2N0
Phone: (250) 847-6110
Fax: (250) 847-6122
WWW.DELWISCH.COM

WEST END VENTURES
3844 HENRY ROAD
SMITHERS BC
V0J 2N0

OUTLINE OF SITE PLAN AND PROPOSED BUILDING

LOT 3 SECTION 2
TOWNSHIP 1 A, RANGE 6
CD PLAN 4723

NOTES:
- ALL PARKING SPACES CALCULATED BASED ON A 25% RETAIL AND 75% CONTRACTOR OCCUPANCY
- ALL DISTANCES ARE IN METERS UNLESS OTHERWISE NOTED

SCALE:
0 4 8 16 32m
(1:117 PLOT SIZE AT 1:500)

DRAWN **KC**
ISSUED **March 16, 2018**
SCALE **AS SHOWN**
PROJECT **14-577**
PAGE **182** REVISION **A**

219



Box 30, 7-3167 Yellow Head
 Smethers BC, V0J 2N0
 Phone: (250) 847-6110
 Fax: 800-368-3834
 WWW.DELWISCH.COM

WEST END VENTURES
 3844 HENRY ROAD
 SMITHERS BC
 V0J 2N0

PROPOSED SITE
 CONCEPT PHOTOS

LOT 5 SECTION 2
 TOWNSHIP 1 A, RANGE 5
 CO PLAN 4753

215

DRAWN	KO
ISSUED	March 11, 2016
SCALE	NTS
PROJECT	14-577
PAGE	201
REVISION	-



Box 30, 7-5167 Telford Road
 Smithers BC, V0J 2N0
 Phone: (250) 847-6110
 www.delwisch.com
 www.delwisch.com

WEST END VENTURES
 3044 HENRY ROAD
 SMITHERS BC
 V0J 2N0

PROPOSED SITE
 CONCEPT PHOTOS

LOT 3 SECTION 2
 TOWNSHIP 1 A, RANGE 5
 CD PLAN 4783

210

DRAWN KO
 ISSUED March 11, 2016
 SCALE MTS
 PROJECT 14-577
 PAGE 202 REVISION -





Box 38, 7-5127 Tallon Road
 Smithers BC, V0J 2N0
 Phone: (250) 847-6110
 Email: INFO@DELWISCH.COM
 WWW.DELWISCH.COM

WEST END VENTURES
 3644 HENRY ROAD
 SMITHERS BC
 V0J 2N0

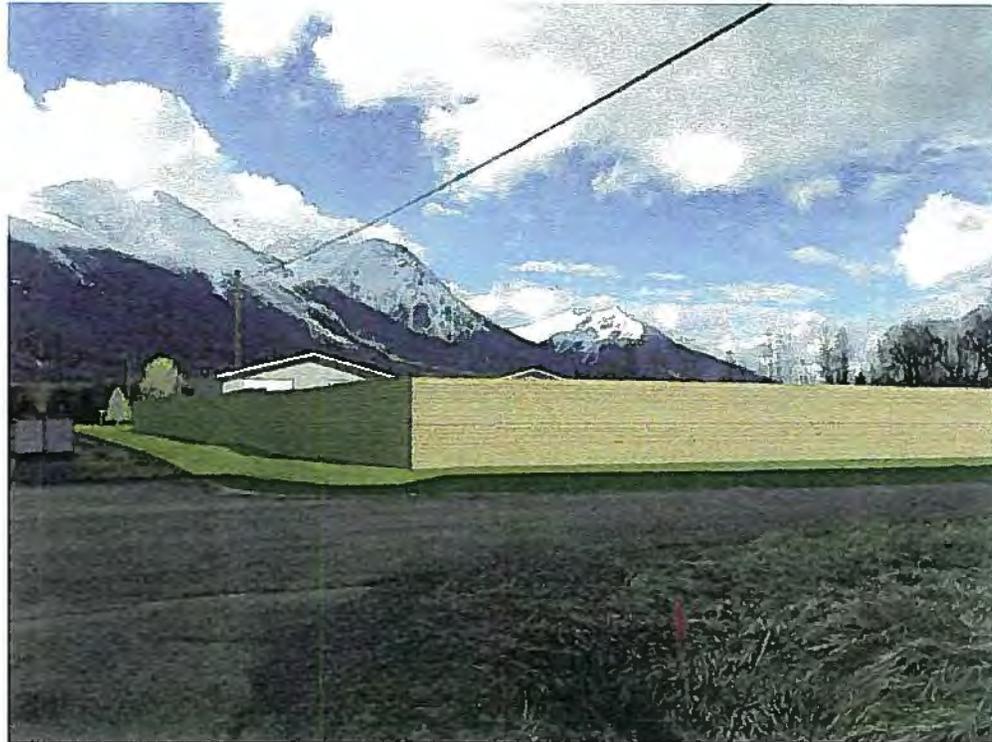
PROPOSED SITE
 CONCEPT PHOTOS

LOT 3 SECTION 2
 TOWNSHIP 1 A, RANGE 6
 CD PLAN 4730

217



DRAWN	KD
ISSUED	March 11, 2016
SCALE	NTS
PROJECT	14-577
PAGE	203
REVISION	



Box 55, 7-3167 Tallow Road
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WWW.DELWISCH.COM

WEST END VENTURES
3844 HENRY ROAD
SMITHERS BC
V0J 2N0

PROPOSED SITE
CONCEPT PHOTO

LOT 3 SECTION 2
TOWNSHIP 1 A, RANGE 6
CO PLAN 4735

218

DRAWN	KO
ISSUED	March 11, 2016
SCALE	NTS
PROJECT	14-577
PAGE	204
REVISION	-



Planning Department Report
Third Reading, Bylaw No. 1755
File No. A-03-15
April 15, 2016

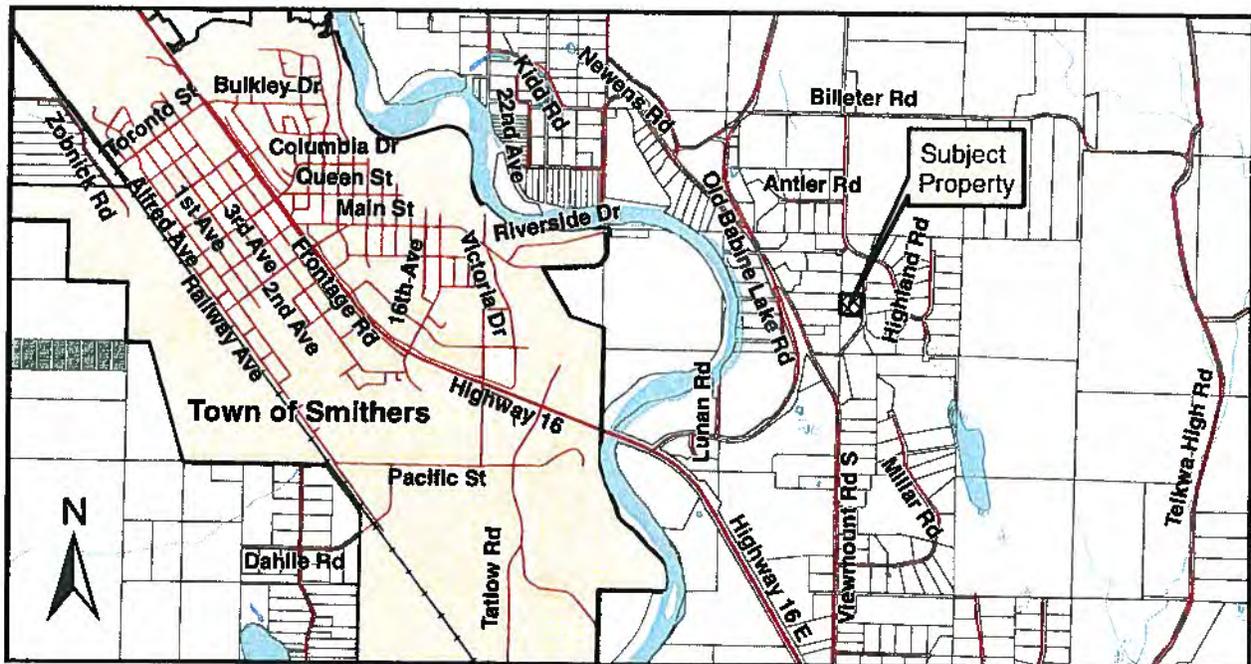
APPLICATION SUMMARY

Name of Applicants: Richard and Allita Barendregt

Electoral Area: A

Subject Property: Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551. The subject property is approximately 2.023 ha.

Location: The subject property is located at 1067 Lowland Rd. approximately 2 km east of the Town of Smithers.



O.C.P. Designation: Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

Zoning: Small Holdings (H1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Existing Land Use: Residential

ALR Status: Not in the ALR

Proposed Rezoning:

To amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Small Holdings (H1)** to **Small Holdings (Additional Dwelling) (H1 A)** to legalize a second dwelling on the subject property.

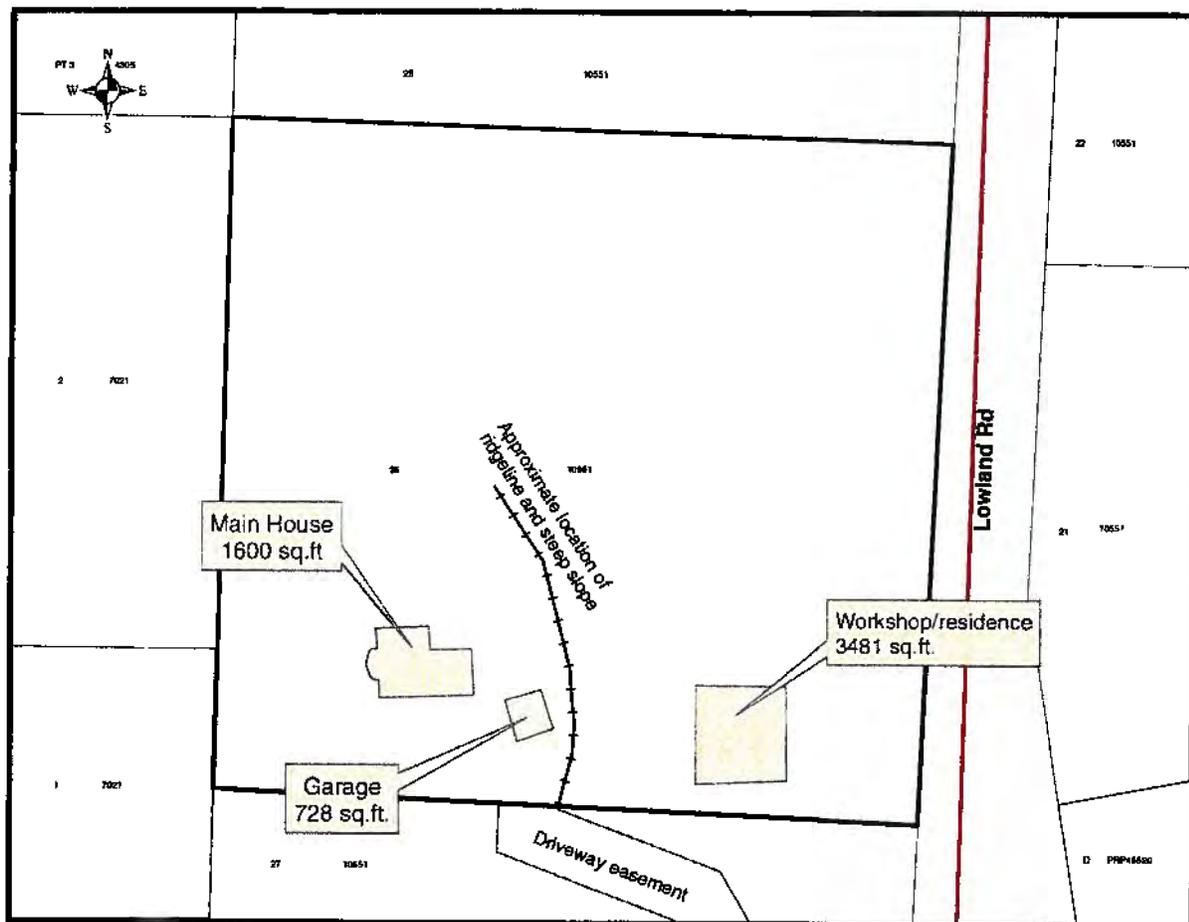
In the H1 zone only one single family dwelling is permitted on a property that is smaller than 4 hectares (9.88 acres) in size.

Previous Application:

A similar rezoning application (A-09-14) was denied by the Board in March, 2015. At the time of the previous rezoning application there were three residential dwellings located on the property. In addition to the main house, there was a garage with a dwelling above it, and a large shop containing a third dwelling.

The dwelling above the garage has been decommissioned; therefore, only one illegal dwelling in the workshop remains. It also appears that a number of issues associated with the sewer system capacity and building code are being addressed.

Site Plan



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REFERRAL COMMENTS

MINISTRY OF TRANSPORTATION

“Approval recommended subject to conditions: Proponent to ensure that access permit or brochure is secured prior to construction of any new access.”

NORTHERN HEALTH AUTHORITY

“Approval recommended subject to conditions:

Sewage Disposal: According to Eerik Lilles’, PEng. report, the current lagoon is not capable of supporting the sewage from both the main house and workshop residence. I agree with Lilles’ findings. Based on his measurements of the lagoon, his findings are consistent with the Standard Practices Manual (v.3). Therefore, I recommend that the RDBN requires the applicant to make proper alterations to the sewage system to accommodate the estimated daily flow generated by the workshop residence. A defined completion date may be established by the RDBN. An option for an alteration may include Lilles’ recommendation to add an additional lagoon cell to the current sewerage system to meet the estimated daily flow. Improvements must be designed and constructed under the supervision of an authorized person. Significant alterations to sewerage systems must be filed with the Northern Health prior to construction, as per the *Sewerage System Regulation* [BC Reg 326/2004].

Comments:

Drinking Water: Currently, the well located on the subject property supplies water to the main house, garage, and workshop/ residence. The drinking water supply system has received health approval from Northern Health and will be subject to routine inspections.”

ADVISORY PLANNING COMMISSION

A meeting was held in 2014 and it is noted that a quorum was not present at this meeting.

“Resolution: The APC recommends approval of rezoning application A-09-14 provided that the illegal dwelling above the garage is decommissioned as discussed in the staff report.

Comments: if the third illegal dwelling is not decommissioned it will be too easily converted back into residential use.”

PLANNING DEPARTMENT COMMENTS

The public hearing for Bylaw No. 1755 was held on March 30, 2016. The report of the Public Hearing is attached to this report.

OCP

The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 which is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area.

With regards to an additional dwelling in the RR designation, Section 3.4.2 (7) of the OCP states that rezoning applications to allow a 2nd single family dwelling on a parcel may be considered under the following circumstances:

- (a) *The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning.*
- (b) *It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*
- (c) *The development is compatible with adjacent land uses and maintains the rural character of the area.*
- (d) *The parcel is not located within a floodplain or on other hazard lands.*
- (e) *The development addresses wildlife and ecological values.*
- (f) *And, the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited.*

Zoning

In the Small Holdings (Additional Dwelling) Zone only one single family dwelling per parcel is permitted a gross floor area which exceeds 100 square metres (1,076 ft²). The second dwelling proposed to be legalized is 71 m² (764.2 ft²) in area.

Further subdivision of the property cannot occur under the current or the proposed zoning due to the existing parcel size of 2.023 ha. Given the information received to date the OCP allows the Regional District Board to consider the proposed rezoning.

Land Use Issues

A key consideration in rural land use planning is the desire to keep rural densities at a reasonable level to maintain a rural character, avoid the environmental issues that can be associated with on-site sewage disposal and water supply, and control the need for land use regulations associated with higher density. There are also considerations related to the appropriate balance between rural and urban growth. In staff's opinion there are no concerns related to this application.

Sewage

The applicant has submitted a letter from an engineer confirming that the lagoon system is suitable for the existing three bedroom main house only. The engineer recommends the applicant build an additional cell to accommodate the workshop residence. This recommendation is also supported by Northern Health Authority, who recommend the application be approved subject to the applicant make the proper alterations to the sewerage system to accommodate the estimated daily flow generated by the workshop residence.

Building Permits

The property is located in the Regional District Building Inspection area. There are building permits on file for the dwelling and the accessory buildings. The original building permits and inspection process did not anticipate the use of the accessory building as dwellings; therefore, additional work would be needed in order for the workshop residence to comply with the *BC Building Code*.

- the installation of two interconnected smoke/carbon alarms;
- the installation of a ducted kitchen exhaust fan;
- the installation of a interlocked bathroom exhaust fan and central make-up air intake fan;
- a one hour fire resistance rating between the shop and residence; and
- testing for radon gas.

Staff recommend that the work needed in order for the dwelling to comply to the RDBN's Building Bylaw be completed following Third Reading and prior to Board Consideration of adoption. The applicants have been reminded of this, and have been provided a building permit application.

Covenant

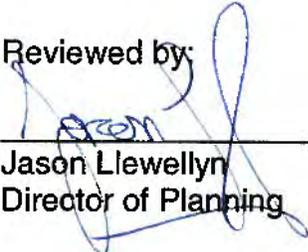
The property owner has submitted a draft covenant that restricts the future reinstallation of a kitchen, toilet, and bath or shower facilities in the area above the garage and is attached to this report. It is recommended that the covenant be registered on title prior to adoption.

Recommendations:

1. That the Regional District Board receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1755, 2015."
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1755, 2015" be given third reading.
3. And that should Bylaw No. 1755, 2015 be supported at 3rd reading, final reading not be considered until:
 - a) The applicant submits a building permit application for the additional dwelling in the workshop with all supporting documents and fees and obtains an indication from the Building Inspector that a Building Permit is ready to be issued upon the adoption of the rezoning bylaw.
 - b) The applicant upgrades the sewage system as necessary recommended by the engineer to accommodate the additional workshop residence, in accordance with Northern Health regulations.
 - c) The applicant have the attached Section 219 Covenant registered on the title of the property legally described as Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551 to the satisfaction of the Director of Planning.

Electoral Area Planning – All Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:

Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1755

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1A)" Zone.

Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551, shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1755, 2015".

READ A FIRST TIME this 19th day of November 2015

READ A SECOND TIME 19th day of November 2015

PUBLIC HEARING HELD this 30th day of March 2016

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1755, 2015"

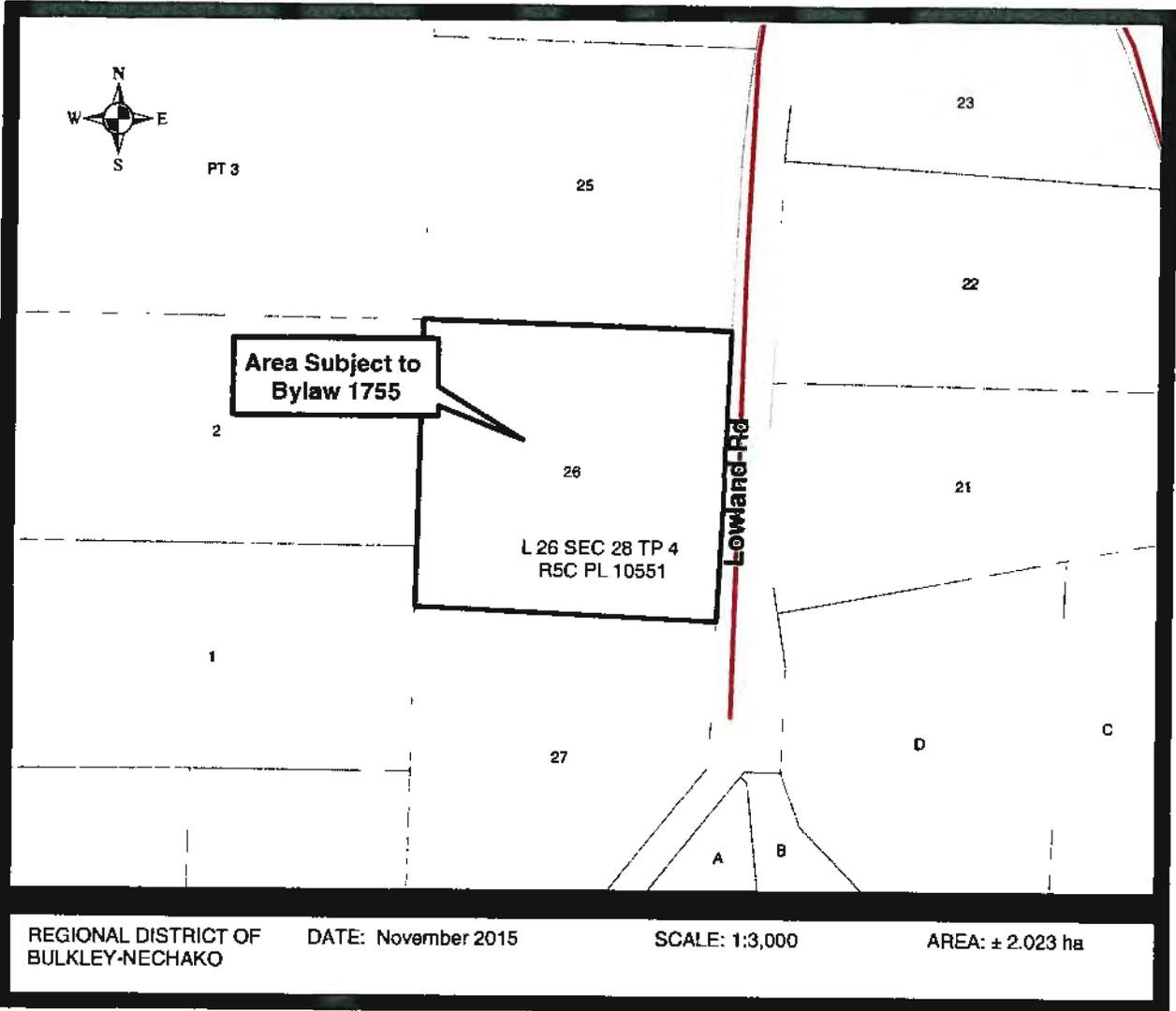
DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator



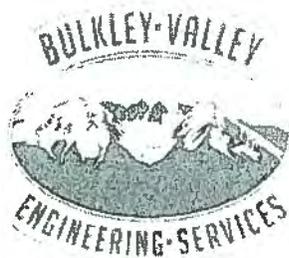
SCHEDULE "A" BYLAW NO. 1755

Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551, comprising of ±2.023 ha. Being rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1A)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1755, 2015.

Corporate Administrator

227



Tel: 247 8196
Fax: 247 8166
Cell: 527 5465

eerik@bv.es.ca
www.bv.es.ca

Box 4940 Site 1158 Railway Ave Smithers British Columbia V0J 2N0

June 1, 2015

Our File: 15.123

Ridgeview Construction
1067 Lowland Rd.
Smithers, BC V0J 2N0

Attention: Richard Barendregt

Dear Richard,

Re: Assessment of existing sewage lagoon at 1067 Lowland Rd.

Bulkley Valley Engineering Services Ltd. (BVES) was engaged to provide recommendation as to suitability of the existing sewerage system for additional use. Our Mr. Jeremy Shriber visited the site on May 29, 2015 and was able to access the lagoon, surrounding area, and the existing buildings (exterior only) on the property. BVES assessed the existing onsite sewerage system in accordance with the British Columbia Sewerage Regulation and the Sewerage System Standard Practice Manual Version 3 (SPM). The assessment is based on measurements and visual observations made during the site visit.

Observations-

The Lagoon construction was found to conform generally to standard practices with top inside dimensions of 34 meters long by 16 meters wide. Depth was estimated to be the required three (3) meters. The ditch on the exterior of the berm was found to be functioning property with exception of one small area of standing water at the outside base of the berm on the Northeast corner. Many small trees have taken root on the inside and outside slopes of the berm. Multiple cleanouts were visible on the sewer line leading to the lagoon from the main house.

Results and Recommendations-

The existing lagoon as built has a surface area of approx. 544 sq. meters and is therefore suitable for 1510 L/Day Design Flow. This is adequate for the existing three (3) bedroom main house only. The berm of this existing lagoon should be maintained to prevent trees from growing near the lagoon. It is important for the lagoon to not be shaded by trees, as they diminish the surface evaporation necessary for proper function. Deep and/or extensive roots within the berm can potentially cause structural and leakage issues as well.

According to the BC Sewerage Regulations (SPM), a one-bedroom suite requires 700 L/Day Design Flow which would bring the total Design Flow for the property to 2000 L/Day. The existing lagoon is lacking by 490 L/Day capacity. One potential design to accommodate the one bedroom suite could include an additional lagoon cell adjacent to the existing lagoon (on the South end). This extra cell would have approximate top-inside dimensions of 14 meters by 15 meters with a 3 meter depth. Any modification or addition to a sewerage system should include design and filing to Northern Health by an Authorized Person.

COPY

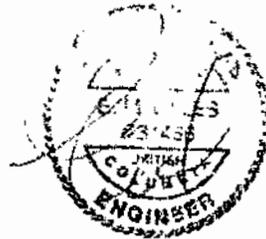
BVES

If you have any questions or require additional information, feel free to contact the undersigned.

Bulkley Valley Engineering Services Ltd



Eerik Lilles, P.Eng. LEED AP



JUNE 1, 2015

COPY

BVES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.



1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Perry & Company, Barristers & Solicitors
3875 Broadway Avenue
PO Box 790
Smithers

(250)847-4341

BC V0J 2N0

Deduct LTSA Fees? Yes

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [LEGAL DESCRIPTION]

005-234-182 LOT 26 SECTION 28 TOWNSHIP 4 RANGE 5 COAST DISTRICT PLAN 10551

STC? YES

3. NATURE OF INTEREST
SEE SCHEDULE

CHARGE NO. ADDITIONAL INFORMATION

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) Filed Standard Charge Terms D.F. No.

(b) Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

SEE SCHEDULE

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

REGIONAL DISTRICT OF BULKLEY-NECHAKO

37 THIRD AVENUE

BURNS LAKE

BRITISH COLUMBIA

V0J 1E0

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Execution Date

Transferor(s) Signature(s)

SEAN E. ROWELL

Barrister & Solicitor

P.O. BOX 790

SMITHERS, B.C. V0J 2N0

Y	M	D
16	01	

RICHARD MARTIN BARENDREGT

ALLITA JANE BARENDREGT

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Y	M	D
16	01	

THE BANK OF NOVA SCOTIA by its
authorized signatory(ies):

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM E

231

SCHEDULE

NATURE OF INTEREST
Covenant

CHARGE NO.

ADDITIONAL INFORMATION

Section 219

Pages 5 to 7, Paragraphs 1 to 20

NATURE OF INTEREST
Priority Agreement

CHARGE NO.

ADDITIONAL INFORMATION

Page 8, Paragraphs 21 and 22

NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM, OR GENERAL INSTRUMENT FORM.

5. TRANSFERORS:

RICHARD MARTIN BARENDREGT and
ALLITA JANE BARENDREGT

THE BANK OF NOVA SCOTIA

TERMS OF INSTRUMENT - PART 2

COVENANT

WHEREAS:

- I. The Grantor is the registered owner of the Lands.
- II. The Grantor has applied to amend the zoning of the property to Small Holdings (Additional Dwelling) (H1 A) to permit two residences, each located in a separate building, and acknowledging that it is in the public interest that the development and use of the Lands be limited and the Grantor has freely offered this agreement and wishes to grant this Covenant to the Grantee.
- III. Section 219 of the *Land Title Act* provides that a covenant, whether of negative or positive nature, in respect of:
 - the use of land or the use of a building on or to be erected on land;
 - that land is to be built on in accordance with the covenant;
 - that land is not to be built on or subdivided except in accordance with the covenant;
 - that land is not to be used, built on or subdivided;
 - that separate parcels of land are not to be sold or transferred separately;
 - that land or specified amenities be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state

may be granted in favour of a regional district and may be registered as a charge against the title to that land.

- IV. For clarity, this Covenant applies to all of the Lands, on which is located three buildings:
 1. a Principal Residence of about 1,600 square feet, located in the southwest quadrant of the Lands;
 2. a garage building of about 728 square feet in size located approximately 25 feet to the south east of the principal residence (the "Garage"); and,
 3. a workshop of about 3480 square feet that was converted to a residence, located in the southeast quadrant of the Lands.

At one time, the Garage was also converted to a residence and contained kitchen facilities, including appliances and cupboards, bath and shower facilities, and toilet facilities (collectively referred to herein as the "Facilities") all of which have been decommissioned, including through the removal of the Facilities and associated wiring and capping of drains.]

WITNESS THAT, in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration now paid by the Grantee to the Grantor (the receipt and sufficiency whereof is hereby acknowledged), the Grantor agrees to grant a covenant over the Lands, pursuant to Section 219 of the *Land Title Act*, to the Grantee on the following terms and conditions:

1. The Grantor covenants and agrees that the Lands must not be used for more than two single family dwellings, each in a separate building, unless permitted by future zoning from time to time, and other uses permitted by zoning from time to time, and without limiting the generality of the foregoing, the Garage must not be used as a dwelling unit, living accommodation or a rental unit as described in the *Residential Tenancy Act* unless permitted by future zoning from time to time.
2. The Grantor further covenants and agrees that the Facilities, or any portion of them, must not be re-installed or otherwise be commissioned or operate in the Garage.

General Provisions

3. The Grantor and the Grantee agree that the enforcement of this Agreement shall be entirely within the discretion of the Grantee and that the execution and registration of this covenant against the title to the Lands shall not be interpreted as creating any duty on the part of the Grantee to the Grantor or to any other person to enforce any provision or the breach of any provision of this Agreement.
4. Nothing contained or implied herein shall prejudice or affect the rights and powers of the Grantee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if the Agreement had not been executed and delivered by the Grantor.
5. The Grantor acknowledges that the Grantee, or its officials, employees or agents, has not stated, held out or implied any expectation or requirement that the covenants must be provided in order for the Grantor's re zoning application to be approved, but rather the Grantor hereby expresses its intention to voluntarily donate the covenants as part of their application for rezoning without any expectation of payment or reward of any kind. The Grantor further releases, waives and forever discharges the Grantee from and against any claims, actions, or causes of action, whether based in contract, tort or equity, for damages, deprivation or losses, or for the recovery of costs incurred, whether known or unknown, in connection with the provision of these voluntary covenants. The Grantee agrees that if Rezoning Bylaw No. 1755 is not adopted by December 31, 2016, the Grantee will upon request of the Grantor execute a discharge of this Covenant from the title to the Lands.
6. The Grantor covenants and agrees that the Grantee may withhold development permits, building permits and occupancy certificates in respect to the Lands as necessary to ensure compliance with the covenants in this Agreement, and that the issuance of a development permit, building permit or occupancy certificate does not act as a representation or warranty by the Grantee that the covenants of this Agreement have been satisfied.
7. It is mutually understood, acknowledged and agreed by the parties that the Grantee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Grantor other than those contained in this Agreement.
8. The Grantor hereby releases and forever discharges the Grantee of and from any claim, cause of action, suit, demand, expenses, costs and legal fees whatsoever which the Grantor can or may have against the said Grantee for any loss, damage, deprivation or injury, including economic loss, that the Grantor may sustain or suffer arising out of the restrictions or

requirements in this Agreement, the provision of or lack of services to the Lands, development parcels or lots, or connected with the breach of any covenant in the Agreement.

9. The Grantor covenants and agrees to indemnify and save harmless the Grantee from any and all claims, causes of action, suits, demands, expenses, costs and legal fees whatsoever that anyone might have as owner, occupier or user of the Lands, or by a person who has an interest in or comes onto the Lands, or by anyone who suffers loss of life or injury to his person or property, or whatsoever which anyone has or may have against the Grantee or which the Grantee incurs as a result of any loss, damage, deprivation or injury, including economic loss, arising out of the restrictions or requirements in this Agreement.
10. No term, condition, covenant, or other provision of this Agreement will be considered to have been waived by the Grantee unless the waiver is expressed in writing by the Grantee.
11. Any waiver by the Grantee of any term, condition, covenant, or other provision of this Agreement or any waiver by the Grantee of any breach, violation, or non-performance of any term, condition, covenant, or other provision of this Agreement does not constitute and will not be construed as a waiver of any further or other term, condition, covenant, or other provision of this Agreement or any further or other breach, violation, or non-performance of any term, condition, covenant, or other provision of this Agreement.
12. The Grantor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions hereinbefore set out and they shall be binding upon the Grantor as personal covenants only during the period of its respective ownership of any interest in the Lands.
13. In this Agreement, unless the context otherwise requires, the singular includes the plural and vice versa.
14. This Agreement will be interpreted according to the laws of the Province of British Columbia.
15. Where there is a reference to an enactment in this Agreement, the reference will include any subsequent enactment of the Province of British Columbia of like effect and all enactments referred to are enactments of the Province of British Columbia.
16. If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable and the remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by law.
17. This Agreement runs with the Lands and will be registered as a charge against the title to the Land under Section 219 of the *Land Title Act*.
18. The Grantor will do or cause to be done all things and execute or cause to be executed all documents and give such further and other assurances which may be reasonably necessary to give proper effect to the intent of this Agreement.
19. This Agreement will not be modified or discharged except in accordance with the provisions of Section 219(9) of the *Land Title Act*.

20. This Agreement may be executed in counterpart with the same effect as if all parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement.
21. This Covenant shall be registered as a first charge against the title to the Lands and the Transferor shall do all things necessary to ensure the registration of this covenant as a first charge against the title to the Lands, having priority over all other charges and encumbrances of a financial nature.
22. The Bank of Nova Scotia, the registered holder of a charge by way of a mortgage against the Lands which said charge is registered in the Land Title Office at Victoria, British Columbia under number BB186033 for and in consideration of the sum of one dollar (\$1.00) paid by the Transferee to the said charge holder (the receipt whereof is hereby acknowledged), agrees with the Transferee, its successors and assigns, that the Section 219 Covenant shall be an encumbrance upon the Lands in priority to the said charge in the same manner and to the same effect as if it had been dated and registered prior to the said charge.

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REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 1755
March 30, 2016

Report of the Public Hearing held at 7:00 p.m., Wednesday, March 30, 2016 in the West Fraser Room at the Smithers Municipal Office, 1027 Aldous Street, Smithers, B.C. regarding Bylaw No. 1755.

Present: Mark Fisher, Chairperson
Jason Llewellyn, Recording Secretary
Richard and Allita Barendregt, Applicant
Leo Lubbers
Katie Lubbers
Glenn Lubbers

CALL TO ORDER: The meeting was called to order at 7:02 p.m.

BUSINESS:

Chairperson Fisher Welcomed the persons present and read a statement regarding Bylaw No. 1755, noting the location of information packages, and explaining the Public Hearing process.

Chairperson Fisher Chairperson Fisher called for comments three times.

Chairperson Fisher Closed the hearing at 7:08 p.m.

Mark Fisher, Chairperson

Jason Llewellyn, Recording Secretary



Planning Department Enquiries Report, Month of March 2016

Planning Enquiries

For the Directors' information, the Planning Department has kept track of and tabulated the number of planning enquiries from the public that were processed by the department for the month of March 2016. During this month the Planning Department responded to 177 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In March 2015, the Planning Department answered 193 enquiries.

Subject Area	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016
Development Services	31	31	22	34	29	16
Electoral Area Planning	33	41	28	45	68	42
House Numbering	18	19	7	23	17	19
Maps	31	46	22	29	34	51
Bylaw Enforcement	8	9	7	5	5	6
Other	30	44	21	39	77	43
Total	151	190	107	175	230	177

Recommendation

"That the Board receive the March 2016 Planning Department Enquiries Report."

(All Directors)

Respectfully submitted,



Jason Llewellyn
Director of Planning

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

March 2016 – Action List

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 53–57 Rural Agenda Mar 10, 2016	Land Referral File No. 7406854 Randy and Donna Goodland Electoral Area “F”	Respond to referral	Jennifer	Completed	March 13, 2016
Page 113–117 Board Agenda Mar 24, 2016	Land Referral File No. 6408575 Northern Gateway Pipelines Inc Electoral Area “B”	Respond to referral	Jennifer	Completed	Mar 24, 2016
Page 118–121 Board Agenda Mar 24, 2016	Land Referral File No. S25738 Northern Gateway Pipelines Inc Electoral Area “B”	Respond to referral	Jennifer	Completed	Mar 24, 2016
Page 122–126 Board Agenda Mar 24, 2016	Land Referral File No. S25731 Northern Gateway Pipelines Inc Electoral Area “G”	Respond to referral	Jennifer	Completed	Mar 24, 2016
Page 127–130 Board Agenda Mar 24, 2016	Land Referral File No. S25732 Northern Gateway Pipelines Inc Electoral Area “G”	Respond to referral	Jennifer	Completed	Mar 24, 2016

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Page 131-140 Board Agenda Mar 24, 2016	Boundary Extension Proposal RDBN area	Letter to Ministry of Community, Sport and Cultural Development	Jason	Ongoing	
		-Send letter to Ministry of Forests, Lands and NRO		Completed	Apr 4, 2016
Page 141-145 Board Agenda Mar 24, 2016	Enforcement Files: Reno Road: Area "G" Kissock Road: Area "B" Shallow Bay Road, Area "F"	-Remove derelict build'gs -Apply for RDBN Reg Compliance Officer to become Local Assistant to Fire Commissioner	Jason L	Ongoing	
			Jason Blkw		

Saved: M:\Planning\General Topics\AGENDAS\2016\Action Lists\Mar 2016 Action List.doc

Advisory Planning Commission Meeting Minutes for Area A
Monday, April 4, 2016 ~ Location: Smithers Municipal Office

Attendance <i>A</i>	APC Brian Atherton Janik Heer Alan Koopmans Natalie Trueit RDBN Stoney Stoltenberg APPLICANTS / AGENTS Mark Rossman – HBH Land Surveying Inc.	Mark Fisher Sandra Hinchliffe Bob Posthuma Andrew Watson Shelly Worthington
Meeting called to order @:	7:00pm	
Chairperson:	Sandra Hinchliffe	
Secretary:	Natalie Trueit	

Old Business / Updates: RDBN Zoning Bylaw 2016 - tabled

New Business: Two applications for Development Variance Permits within the ALR

Applications: Development Variance Permits within the ALR

Application Number: A-03-16 – Raymond Road
Resolution Recommend Denial

Comments APC feels that a lot near the river, disconnected from the current lot, is not required and that the client can achieve the desired results (build a house, operate a hobby farm) on the current lot. The proposal is counterintuitive ie: destroy a productive hay field to build a house.
 The APC expressed concern about a variance not requiring neighbourhood consultation and asks that if the RDBN does consider approval the APC recommends consultation with the neighbours.
 The APC expressed interest in receiving a copy of permitted uses on land in the ALR be included with applications such as this one which would have been helpful information to enable a more informed decision. For example, how many buildings / uses permitted and how many there actually are / uses.



Building Inspector's Report For March, 2016

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

There were 6 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$1,450.00, with a total construction value of \$245,000.00. There have been 9 permits issued to date in 2016.

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 \$1,255,000.00. There have been 4 permits issued to date in 2016.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period. There have been no permits issued to date in 2016.

4. Building Permit Summary for the Village of Granisle

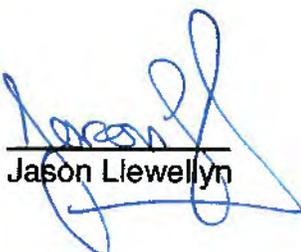
There were no building permit applications submitted this reporting period. There have been no permits issued to date in 2016.

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

There were no building permit applications submitted this reporting period. There have been 5 permits issued to date in 2016.

Reviewed by:

Written by:



Jason Llewellyn



Jason Berlin



Reference: 221376

April 14, 2016

Chair Bill Miller
Regional District Board
Regional District of Bulkley-Nechako
P.O. Box 820
Burns Lake, British Columbia
V0J 1E0

RECEIVED
APR 18 2016
REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Dear Chair Miller:

Thank you for your letter of April 4, 2016, regarding two derelict buildings on Crown lands in the Regional District of Bulkley-Nechako.

Your comments have been noted and I appreciate you sharing them with me. In order to provide you with a thorough and comprehensive response I have asked ministry staff to compile the necessary information for my review.

Please be assured your comments are given every consideration.

Sincerely,

Steve Thomson
Minister

pc: Honourable John Rustad, MLA, Nechako Lakes
Doug Donaldson, MLA, Stikine



RECEIVED

APR 14 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

April 8, 2016

Ref: 166815

Mr. Bill Miller
Regional District of Bulkley-Nechako
Box 820
Burns Lake, BC V0J 1E0

Dear Chair Miller:

The Province of British Columbia knows that British Columbians have expressed an interest in seeing greater choice, convenience and competition in the availability and provision of transportation and accommodation services. Companies such as Uber, Lyft and Airbnb may present opportunities to meet changing public expectations.

In considering the opportunities that these services may provide, it is important that the Province understands any impacts that could result for consumers, host communities and existing service providers. The many people currently providing passenger and accommodation services in British Columbia have made investments, providing jobs and valuable contributions to the economy. Thought must be given as to how any new services are regulated, recognizing the need to be respectful of existing industry participants while at the same time being fair and equitable to any possible new entrants to these sectors.

To this end, over the coming months, I will be meeting with a wide array of stakeholders to explore issues pertaining to the sharing economy and develop a better understanding of the opportunities and challenges that they provide for citizens and communities.

Locally elected officials from both urban and rural regions will have important perspectives on the issues and opportunities surrounding the sharing economy, and I am eager to draw these out as part of the consultation process. It is my hope that I will be able to engage with as many local governments as possible in person over the coming months. Regardless of whether we are able to undertake this discussion in person, I would also value the opportunity to review your thoughts on this matter via any written submission you may care to provide to me, and I encourage you to consider sending your thoughts to me directly by email at: CSCD.Minister@gov.bc.ca.

Your perspectives could include ideas on how sharing and existing service economies could be integrated, on perceived challenges and opportunities, and on provincial and local government roles in regulating and facilitating any changes we might contemplate.

.../2

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Mr. Bill Miller
Page 2

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Fassbender', with a stylized flourish at the end.

Peter Fassbender
Minister



*Nechako-Kitamaat
Development Fund Society*

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Board - Receive

March 15, 2016

RECEIVED

APR 07 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

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

RE: Regional District of Bulkley-Nechako – Regional Tourism Research and Signage Project

Dear Mr. Miller,

I wish to thank you for your application for funding assistance for the Regional District of Bulkley-Nechako Regional Tourism Research and Signage Project and Upgrade project, which was reviewed during our Board Meeting held via conference call on December 8, 2015.

Box 101, Station A

Prince George, BC V2L 4R9

Phone 250 964 4066

Fax 250 964 4068

Toll Free 1 877 478 3863

manager@nkdf.org

www.nkdf.org

After careful consideration of your proposal, it is the decision of the Board to approve funding assistance up to 27% of the project costs to a maximum of \$20,000.00 subject to confirmation of remainder of funds. This offer is valid for a period of 6 months from the approval date.

Once you've confirmed all of the funding for this project, please contact Britta or Dan Boudreau to initiate the development of an agreement and presentation of the first instalment. If you have any questions or wish to discuss, I encourage you to call our Manager at 1-877-478-3863.

The Nechako-Kitamaat Development Fund Society's funding programs are designed to support sustainable economic activity in northern communities affected by the Kitimat-Kemano project and by the creation of the Nechako Reservoir. The government of British Columbia and Alcan each contributed \$7.5 million to create the BC-Alcan Northern Development Fund. The NKDF Society, incorporated on August 18, 1999, spends the income from its long-term investments on programs and projects that meet each community's goals for economic development and community stability.

We ask that you not speak to the media about this funding offer until we have coordinated a press release with Rio Tinto and the British Columbia Government.

On behalf of our Board of Directors, I wish you great success with this important project.

Sincerely,

Wayne Salewski, Chair

Cc: Corrine Swenson, Manager of Regional Economic Development, RDBN



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

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REGIONAL DISTRICT
OF BULKLEY-NECHAKO

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

April 6th, 2016

Dannie Carson
Senior Program Analyst
Governance and Structure Branch
Ministry of Community Sport and Cultural Development

RE: Regional District Boundary Extension into the Stikine Region

This letter is in response to your inquiries with the Regional District of Bulkley-Nechako (RDBN) regarding the Regional District of Kitimat-Stikine's (RDKS) proposal to extend their boundaries into the Stikine region.

The RDBN is interested in expansion of its northern boundaries to include the potentially orphaned lands plus the lands being proposed for inclusion into the RDKS along its eastern boundary. The RDBN would like to engage the Province in discussions regarding the inclusion of these lands within our northern boundaries.

Thank you for letting us know of your Ministry's ongoing discussions with the RDKS regarding the Stikine region. The RDBN looks forward to your response, and advice on how to best facilitate the necessary discussions with the Province.

Sincerely,

Bill Miller, Chair
Regional District of Bulkley-Nechako

Cc: Honourable Peter Fassbender
Minister of Community, Sport and Cultural Development
PO Box 9056, Stn Prov Govt, Victoria, BC, V8W 9E2

M:\Planning\General Topics\boundary expansion\RDBN Proposed Boundary Expansion 2016\April 14th, 2016 letter to the MCSCD.docx



MUNICIPALITIES:

SMITHERS FORT ST JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL
B - BURNS LAKE RURAL F - VANDERHOOF RURAL
C - FORT ST JAMES RURAL G - HOUSTON RURAL
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

TF: 800-320-3339

Bill Miller, Chair
 Regional District of Bulkley-Nechako (RDBN)
 37 3rd Avenue,
 P.O. Box 820,
 Burns Lake, BC V0J 1E0
 T: (250) 692-3195 F: (250) 692-3305
 E: bmillier.pbm@gmail.com

April 15, 2016



Dear Mr. Miller,

As you know, the rural electoral areas and unincorporated communities of Germansen Landing, Talka Landing (McLaing Landing) and Manson Creek within the Regional District of Bulkley-Nechako, your home - include a special landscape rich in biological and cultural treasures.

Species from the Rockies, northern forests and prairie grasslands meet here in a landscape of wild mountains, vital rivers and fertile plains. The region's ecosystems have their roots in the ancient ice-free corridor and glacier-free peaks. A fantastic fossil record chronicles life far beyond the time of the dinosaurs.

The region's spectacular and diverse landscape - what we call a "living landscape"¹ - is recognized by the Royal BC Museum as an environmental treasure. We similarly recognize that the region's natural values contribute to a dynamic and evolving economy. The Royal BC Museum believes that museums must play a vital role in fostering a new way of being a citizen - informed, engaged and active. Our mission is to promote an understanding of the living landscapes and cultures of British Columbia and to engage its citizens in a dialogue about their future.

Royal BC Museum researchers have been studying the Peace Region's biodiversity during the past five years and as a result, we are pleased to introduce you to an exciting regional program - *The Royal BC Museum's Environmental Stewardship Project: Peace Region Expedition and Community Engagement (P.E.A.C.E.)*, a pilot two-year project. Within our project context, the Peace Region broadly encompasses the drainages of the Peace River and most of the Liard River overlapping with the Regional District of Bulkley-Nechako's administrative jurisdiction. Year one of the project is generously supported by the W. Garfield Weston Foundation with matching funds from the Royal BC Museum Foundation. Our new program is both an expedition and a community engagement project. It is an innovative and ambitious approach to chronicle and identify - with your participation - the region's unique natural and related cultural history, share what we learn by engaging with the diverse communities that live and work here, and foster a sense of stewardship of this unique legacy.

In 2015-16, the project includes ecosystem field work at key sites in the Peace Region to enhance our existing collections and understanding of the region. The Environmental Stewardship component of the project will bring our knowledge to the region's residents as we in turn

¹ The term living landscapes is an expression of the Royal BC Museum's belief that nature needs to be

unearth and collect what you know best. Through collections and research, the project will share the region's stories - from plants to people, their histories and their futures. These stories will be told through thoughtful and provocative community engagement (educational and exhibit) programs. In 2016-2017 we hope² to bring the *Species at Risk* travelling exhibition to the region and host an Environmental Festival in the study area.

The project's goals include:

- To partner in gathering knowledge and collaborate with other cultural and scientific organizations to systematically document the natural and related cultural history of the Peace area for posterity and public benefit.
- To bring together traditional ecological knowledge (TEK) and different scientific approaches to research and different communities together to transparently talk about our findings, in the truest and broadest sense of engagement and collaboration.
- To exchange and share the region's stories with citizens through community programs and exhibits.
- To foster and enable people's intuitive wish to be thoughtful stewards of their exceptional natural heritage.
- To build inclusivity by asking and answering questions to help all citizens talk about the area's value and make informed decisions about their future.
- Working with the Peace Region's communities, Royal BC Museum staff will aid in the identification of the region's key attributes and put them into the context of challenges and opportunities to the region.
- To invite local residents to share their knowledge, wisdom, observations and connections with the natural world, contributing to - and shaping - Royal BC Museum programs.
- To establish a regional advisory board / steering group.
- To establish a two-way connection where your stories are reflected in our museum and programs and we bring stories of BC to you.

In the coming years, significant transformations in the Peace Region are inevitable as diverse communities and industry groups sit down to discuss the region's future. The Royal BC Museum is a vehicle for transformation - a new kind of natural history museum, involving the public to face challenges ahead with a deep understanding of the natural environment.

² Will be dependent on funding

The Royal BC Museum is currently planning a visit and educational events in Fort St. John on May 4th and May 5th and in Tumbler Ridge on May 5th. We look forward to getting to know your communities and will be able to provide you with further details shortly as the planning is finalized. At such time we would also like to invite you to meet *The Royal BC Museum Environmental Stewardship Project: Peace Region Expedition and Community Engagement* team and participate in developing a program that reflects the specific needs of the Regional District of Bulkley-Nechako.

For more information, contact: Melissa Knight, P.E.A.C.E. Project Regional Coordinator, Royal BC Museum, Telephone (250) 793-5304, Email peaceproject@royalbcmuseum.bc.ca



ROYAL BC
MUSEUM

Sincerely,

A handwritten signature in cursive script that reads "Richard Hebda".

Dr. Richard Hebda
Curator of Botany and Earth History, Royal BC Museum
E: rhebda@royalbcmuseum.bc.ca

Attachments

cc: Erik Lambertson, Manager of Corporate Communications, Royal BC Museum
Hon. John Rustad, MLA Nechako Lakes
Gail Chapman, Chief Administrative Officer, RDBN
Cheryl Anderson, Manager of Administrative Services, RDBN
Wendy Wainwright, Executive Assistant, RDBN
Janine Dougall, Director of Environmental Services, RDBN
Rory McKenzie, Environmental Service Operations Manager, RDBN
Jason Llewellyn, Director of Planning, RDBN
Tom Greenway, Director Electoral Area C, RDBM



PEACE RIVER REGIONAL DISTRICT

April 4, 2016

email to: STSB.Minister@gov.bc.ca

The Honourable Naomi Yamamoto, MLA
 Minister of State for Emergency Preparedness
 Ministry of Transportation and Infrastructure
 Parliament Buildings
 Victoria BC V8V 1X4

Re: Emergency Program Act Stakeholder Comments

Dear Minister:

Please accept this letter on behalf of the Peace River Regional District Board of Directors in response to the opportunity to provide feedback on the future of the *Emergency Program Act* in British Columbia.

Discussion 3: Definition of “local authority” (Page 8)

Proposal 1:

(1) The proposal is to amend the definition of ‘local authority’ in the EPA to include Treaty First Nations and the Nisga’a. The document doesn’t mention Treaty 8. Will Treaty 8 First Nations be included in this proposal?

(2) Currently there is an agreement in place between the Province and Aboriginal Affairs and Northern Development Canada whereby the Province will assist First Nations with response and recovery in the same manner as they assist other local governments. The challenge is that many First Nations do not have adequate emergency plans and lack training – there also seems to be no requirement for them to have this in place. During an emergency the Province does not allocate sufficient resources to assist First Nations communities with responding to an emergency, implementing declarations and evacuation orders, etc. From experience, the Province has asked neighbouring local authorities to assist our First Nations neighbours.

Although we are happy to assist our First Nations neighbours, even when it stretches our own resources, they need to be provided with adequate support and funding from the Province and Federal Government throughout the continuum of emergency management.

It is recommended that the Province and Federal Governments clarify the roles and responsibilities of non-treaty First Nations and provide them with adequate support, training and funding reinforced through legislation.

diverse. vast. abundant.

PLEASE REPLY TO:

Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fs@prrd.bc.ca

Discussion 5: Assigning provincial emergency planning, response and recovery responsibilities (Page 10)

Proposal 1: Recommends providing the authority for the Minister to require other ministries to prepare emergency plans only after consulting with them. As such they are proposing to include this courtesy as a matter of legislation to other ministries but not local governments as noted on page 13.

Discussion 7: Private Sector and Non-Government Agencies (Page 13)

Proposal 2: If owners are to provide information about 'critical infrastructure', it needs to be clear in the legislation that this information needs to be provided to the province, otherwise, it will end up the responsibility of the Regional District to gather this information and we do not have the time or resources. This is important considering the change contemplated on Page 13 whereby they provide the Minister may 'order' a local authority to make changes to its' local emergency plan. It also needs to be legislated that owners of critical infrastructure are responsible in mitigation of all risks presented by their infrastructure not just the risk in the immediate area.

For instance BC Hydro should be responsible for developing and maintaining a notification system for all downstream residents in the event of a dam breach and this should not be a Regional District responsibility. Oil and gas companies are responsible to notify and respond to emergencies affecting the public as a result of their operations - BC Hydro should be held to the same standard.

It is recommended that:

- 1) The Province of BC be tasked with collecting, maintaining and sharing information regarding critical infrastructure; and
- 2) Owners of critical infrastructure be required to have systems in place to notify residents of an emergency caused by their operations and that they further be required to respond to the emergency to the same standard that oil and gas operators are required in the Province of BC.

Discussion 9: State of Emergency (page 17)

Proposal 1: The proposal is to include criteria or a test to guide local authorities in decision as to whether to issue a state of emergency. This criteria already exists. If a local authority does not require the use of one or more of the powers provided in section 10 (1) (d) through (l) of the Act, then a state of emergency is not required.

A better option would be for the Province to conduct a provincial campaign explaining to the public when and why a state of emergency is required. In our experience local authorities consider very seriously the effects of issuing a state of emergency before it is issued. The challenge often comes from the public who don't understand that the state of emergency is not required in order for a local authority to respond to an emergency or enact their emergency plan.

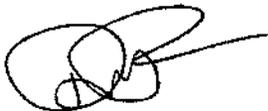
Proposal 2: The proposal is to allow the collection, use or disclosure of information during a state of emergency is supported as it would assist all responding agencies to assist the public through this sharing of information. Under the current situation it can be difficult to collect or share information between agencies even when a joint incident command post or joint emergency operations centre has been established.

Discussion 10: Evacuation Orders (Page 18)

Proposal 1: Ordering evacuations for minors is in place today and it is voluntary for competent adults. If a person chooses to remain on their property knowing the risks, this should be the extent of it. If evacuations are mandatory, there could be situations where the police have to use force to remove people from their own property. This will cause un-necessary delays and increase the potential for confrontations as police deal with residents who may have barricaded themselves in their homes. As the draft mentions, police are already 'extremely burdened in times of crisis....' so why create additional situations that will add to the burden?

Should you have any questions regarding these comments please feel free to contact Dan Ross, Protective Services Manager, at 250 784-3200 or protective.services@prrd.bc.ca.

Yours truly,



Don McPherson,
Chair

March 2016

Mr Bill Miller
Chair
Regional District of Bulkley-Nechako
PO Box 820
BURNS LAKE BC V0J 1E0

RECEIVED
APR 06 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Mr Miller:

It is my pleasure to provide you with a copy of our recent guide, *Bylaw Enforcement: Best Practices Guide for Local Governments*.

Reading
File

Bylaw Enforcement sets out a number of best practices to promote administrative fairness at all stages of local government bylaw enforcement: establishing bylaws, responding to complaints, conducting investigations, making enforcement decisions and handling appeals.

Roughly one in four complaints to our office concerning local governments are about bylaw enforcement. We have designed this report to be a practical tool officials can use to review and revise local bylaw enforcement programs. In addition to the best practices, inside the guide you will find five checklists to allow local governments to conduct a self-assessment as to how their practices compare to the recommended best practices. In addition, the report contains a selection of case summaries that illustrate relevant Ombudsperson investigations into bylaw enforcement complaints made to our office.

We are pleased to put our 20 years of experience to use helping B.C.'s local governments strive for excellence by ensuring their citizens' bylaw enforcement processes and procedures are up-to-date, effective and administratively fair.

A PDF version of *Bylaw Enforcement* is also available on our website at www.bcombudsperson.ca. Please do not hesitate to contact us if you have any questions.

Yours sincerely,



Jay Chalke
Ombudsperson
Province of British Columbia

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Geraldine Craven

From: Schellenberg, Evelyn AGLG:EX <Evelyn.Schellenberg@aglg.ca> on behalf of Ruth, Gordon AGLG:EX <Gordon.Ruth@aglg.ca>
Sent: March-29-16 9:33 AM
Subject: AGLG Annual Service Plan for 2016/17 - 2018/19

Sent on behalf of Gordon Ruth, Auditor General for Local Government

Ref.: 166581

RECEIVED
MAR 29 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

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

Greetings to all:

I am pleased to advise you that the Auditor General for Local Government's annual service plan for the period 2016/17-2018/19 will be released on our website www.aglg.ca at 11:00 am on Wednesday, March 30, 2016. You can find our plan at the following link: [2016/17 - 2018/19 Annual Service Plan](#).

Reading N/R

I want to thank local governments for your cooperation and support during the past year of transition for the office and for your feedback on the work we have completed. As of today, we have released a total of 20 reports since the office began its work, including 16 performance audit reports and four AGLG Perspectives booklets.

Our new service plan sets out the activities we will focus on in 2016/17 and the following two years. The Audit Council reviewed a draft of this plan and provided comments, which we considered and reflected in the final version.

In addition, this year we consulted with the Union of British Columbia Municipalities on both our performance audit themes and the performance measures to be included in the plan. We considered this valuable feedback and it, too, is reflected in the final version.

As we move into my first full year as Auditor General for Local Government, the office will continue to pursue our vision of being a valued resource for local governments. In doing so, we will work collaboratively with local governments and continue building relationships with all of our stakeholders.

I welcome your thoughts on all aspects of our office's work and look forward to any comments you may have to offer on this plan. Please feel free to send your comments to info@aglg.ca or contact me at 604-930-7100.

Best regards,

Gordon Ruth FCPA, FCGA
Auditor General for Local Government



**AUDITOR GENERAL FOR
LOCAL GOVERNMENT**

ACCESSIBILITY - INDEPENDENCE - TRANSPARENCY PERFORMANCE

257

RECEIVED

APR 04 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Geraldine Craven

From: EP.RPY / SAR.PYR (EC) <ec.ep.rpy-sar.pyr.ec@canada.ca>
Sent: April-04-16 1:10 PM
Cc: EP.RPY / SAR.PYR (EC)
Subject: Notification of updates to the Species at Risk Public Registry (A0012)

Hello,

Please note that the **Recovery Strategy and Management Plan for the Red Knot (*Calidris canutus*) in Canada** has been posted as proposed on the Species at Risk Public Registry for a 60-day public consultation period. This comment period will close on **May 29, 2016**. The Red Knot is a bird which migrates along the coast of BC. Further information and the proposed document are available here: http://www.registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=2905

As well, the **Management Plan for the Band-tailed Pigeon (*Patagioenas fasciata*) in Canada** has been posted as proposed on the Species at Risk Public Registry for a 60-day public consultation period. This comment period will close on **May 23, 2016**. The Band-tailed Pigeon is found on the southern coast and islands of British Columbia with smaller numbers stretching eastward. Further information and the proposed document are available here: http://www.registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=2897

Thank you for your continued interest and participation in recovery planning for species at risk.

Should you have any comments or questions please contact us at:

Species at Risk Recovery Unit
Canadian Wildlife Service / Pacific & Yukon Region
Environment and Climate Change Canada / Government of Canada
5421 Robertson Road RR #1, Delta, BC, V4K 3N2
ec.ep.rpy-sar.pyr.ec@canada.ca / Tel: 604-350-1900

Unité de rétablissement des espèces en péril
Service canadien de la faune / Région du Pacifique et du Yukon
Environnement et Changement climatique Canada / Gouvernement du Canada
5421 rue Robertson R.R. #1, Delta, BC, V4K 3N2
ec.ep.rpy-sar.pyr.ec@canada.ca / Tél: 604-350-1900



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Office of the City Clerk

D. Back, City Clerk
K. O'Connell, Deputy City Clerk

2016 April 06

FILE: 02410-20

Mr. Gary MacIsaac
Executive Director
Union of British Columbia Municipalities
Suite 60 – 10551 Shellbridge Way
Richmond, BC V6X 2W9

Dear Mr. MacIsaac:

SUBJECT: BC HOME OWNER GRANT PROGRAM
Item 5(F), Reports, Council Meeting 2016 April 04

The Provincial Home Owner Grant program and the financial relief it provides homeowners is currently inequitably distributed and applied amongst BC municipalities. Property owners living within the Greater Vancouver Regional District, the Capital Regional District and the Fraser Valley Regional District do not receive equal benefits to those living elsewhere.

The current practice of establishing one assessment threshold value for such disparate catchment areas inadequately adjusts for regional disparities in real estate values across the Province. Furthermore, in comparison to the aforementioned regional districts, the Basic, Seniors and Added Grants are \$200 more in areas classified as "Northern and Rural". Of greater concern than the inconsistent grant amounts is the additional grant benefit provided to Northern and Rural catchments is presently funded through Carbon Tax revenue, of which a disproportionately high amount is contributed by residents that do not qualify for the Northern and Rural benefit.

Burnaby City Council at the 2016 April 04 meeting passed the following motion: **"THAT Council request that the UBCM petition the Minister of Finance to undertake a Provincial review of the Homeowner Grant Program to determine if a more equitable distribution of the Grant across all regions of the Province can be achieved."**

A copy of the relevant report has been attached for your reference.

Yours truly,

Dennis Back
City Clerk

Copied to: Burnaby MLA's
UBCM Member Municipalities
Capital Regional District
Fraser Valley Regional District
Metro Vancouver

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: BC HOME OWNER GRANT PROGRAM

RECOMMENDATION:

1. THAT Council request the UBCM to petition the Minister of Finance to undertake a Provincial review of the Home Owner Grant Program to determine if a more equitable distribution of the Grant across all regions of the Province can be achieved.

REPORT

The Financial Management Committee, at its meeting held on 2016 March 24, received and adopted the attached report providing information on the BC Home Owner Grant Program.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	Acting City Manager Director Finance
------------	---

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2016 March 24

FROM: DIRECTOR FINANCE

FILE: 7400-03

SUBJECT: BC HOME OWNER GRANT PROGRAM

PURPOSE: To provide information on the BC Home Owner Grant Program.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council request the UBCM to petition the Minister of Finance to undertake a Provincial review of the Home Owner Grant Program to determine if a more equitable distribution of the Grant across all regions of the Province can be achieved.

REPORT

This report is prepared in reference to correspondence received 2016 February 10 from the Minister of Community, Sport and Cultural Development, Peter Fassbender, regarding property tax assessment changes and the Provincial increase in the assessment threshold for qualified property owners to claim a full Home Owner Grant. Information is provided on the Province of BC Home Owner Grant Program and the City of Burnaby's experience, whereby there has been a decrease in the number of homeowners who are eligible to claim a 2016 Home Owner Grant in comparison to prior years.

1.0 PROVINCIAL HOME OWNER GRANT PROGRAM

1.1 *Home Owner Grant*

The Provincial Home Owner Grant reduces the amount of property tax homeowners pay for their principal residence. The Home Owner Grant may be greater if a property owner qualifies for the Home Owner Grant as a senior, veteran or person with a disability. Homeowners must pay at least \$350 in property taxes before claiming the Home Owner Grant to help fund services such as road maintenance and police protection.

1.2 *The Home Owner Grant Amount is Based on Where You Live*

Under the Home Owner Grant Program where you live in the Province determines the amount of grant qualified property owners will receive.

Property owners living within the regional districts of the Greater Vancouver Regional District, the Capital Regional District and the Fraser Valley Regional District are entitled to claim a Basic Grant of \$570, and \$845 for seniors aged 65 or older. These Grant amounts have not changed since 2006 and are less than those provided in Northern and Rural areas of the Province.

The Province defines a Northern and Rural area as a property that is not located in the Greater Vancouver Regional District, the Capital Regional District or the Fraser Valley Regional District. Eligible property owners within Northern and Rural areas are entitled to claim a Basic Grant of \$770. Eligible seniors aged 65 or older are entitled to claim a grant of \$1,045 (both grants were increased by \$200 in 2011).

If a homeowner meets all requirements of the Home Owner Grant Program but their property's assessment value or partitioned value is over the threshold for their region, they may qualify for a Home Owner Grant at a reduced amount.

1.3 The Home Owner Grant Threshold

On 2012 January 03, the Provincial Minister of Finance, Kevin Falcon clarified that,

"The Home Owner Grant is one way our Government can help support families in the face of challenging economic times. Homeowners who have seen their property values rise will continue to be protected as we increase the threshold."

"We continue to see challenging economic times around the world. By maintaining the Homeowner Grant, we continue to help families with the costs of owning their homes."

The Home Owner Grant Threshold has two key components:

The Assessment Value of the Threshold (\$1.2 million for 2016)

- the level below which all property homeowners within the Province with a lower assessment than \$1.2 M may be eligible to claim a full Home Owner Grant

% of Homeowners Who May Qualify for a Full Grant (91% for 2016)

- the percentage of homeowners in the Province whose property assessment fall below the threshold

1.3.1 Assessment Value of the Threshold

In 2016, the Province of BC announced a \$100,000 (9.1%) increase in the assessment value of the threshold for all eligible property owners bringing the 2016 threshold to \$1.2 million. While the increase to the threshold is welcomed, this is the first increase in the threshold since it was reduced in 2014 from a high in 2013 of \$1.29 million (see Table 1).

The increase in the Provincial Home Owner Grant threshold of 9.1% is also less than the average increase in property values in the Greater Vancouver Regional District which ranged from 15% to 25% for a single family home as reported by BC Assessment.

In all regions, Home Owner Grants may be greater if a property owner qualifies for the Grant as a senior, veteran or person with a disability. Both the Basic Grant and other grants are reduced by \$5 for each \$1,000 of assessed value over \$1.2 million. The resulting calculation determines the upper threshold limit for a partial claim.

In comparison to Northern and Rural areas, both the Basic, Seniors and Added Grants are \$200 less in the Greater Vancouver Regional District, the Capital Regional District and the Fraser Valley Regional District. The upper thresholds differ by \$40,000 more in the Northern and Rural areas.

For example, homeowners eligible for the Basic Grant whose properties are valued above the \$1,200,000 threshold would see their Home Owner Grant reduced by \$5 per \$1,000 of assessed value; with a total reduction in the Grant to zero at \$1,314,000 (e.g. $\$570 \div 5 \times \$1,000 = \$114,000 + \$1,200,000$); and \$1,354,000 in the Northern and Rural areas (see threshold assessment values in Table 1).

1.3.2 % of Homeowners Who May Qualify for a Full Grant

In 2016, the Minister of Finance set the threshold such that 91% of qualified property owners in BC will be eligible to claim the full Home Owner Grant. Since 2014 the percentage of homeowners eligible to claim the full Home Owner Grant has declined from 95.5% to 91%.

Table 1: 2012 – 2016 Provincial Home Owner Grant Thresholds

Greater Vancouver Regional District, Capital Regional District, and Fraser Valley Regional District					
ASSESSMENT VALUES	2012 (\$)	2013 (\$)	2014 (\$)	2015 (\$)	2016 (\$)
Threshold Level	1,285,000	1,295,000	1,100,000	1,100,000	1,200,000
Upper threshold BASIC \$570	1,399,000	1,409,000	1,214,000	1,214,000	1,314,000
Upper threshold Seniors \$845	1,454,000	1,464,000	1,269,000	1,269,000	1,369,000
Northern and Rural Areas					
ASSESSMENT VALUES	2012 (\$)	2013 (\$)	2014 (\$)	2015 (\$)	2016 (\$)
Threshold Level	1,285,000	1,295,000	1,100,000	1,100,000	1,200,000
Upper threshold BASIC \$770	1,439,000	1,449,000	1,254,000	1,254,000	1,354,000
Upper threshold Seniors \$1,045	1,494,000	1,504,000	1,309,000	1,309,000	1,409,000
% OF ELIGIBLE PROPERTIES IN BC BELOW THE THRESHOLD LEVEL	95.5%	95.5%	93.8%	93.0%	91.0%

2.0 IMPACT OF PROPERTY ASSESSMENTS AND HOME OWNER GRANT THRESHOLDS ON BURNABY HOMEOWNERS

The number of Burnaby homeowners eligible for the Home Owner Grant has steadily declined in recent years from a high of 92.5% in 2012 to a projected 78.49% in 2016, well below the Provincial target of 91% of homeowners. This decline is attributable to the significant increase in residential property values in the Greater Vancouver Regional District as compared to other areas.

The current practise of establishing one assessment threshold value for such disparate catchment areas inadequately adjusts for regional disparities in real estate values across the Province.

Table 2 shows the number of properties in Burnaby in 2016 eligible to qualify for the full Grant. In 2012, 92.5% (3% less than the Provincial average) of homeowners were below the established threshold value. In 2016 the percentage has decreased to 78.5% (12.5% less than the Provincial target).

The number of properties below the threshold has declined from 59,803 to 54,776 during the same period of time.

Table 2: Burnaby Eligible Properties below the Provincial Threshold (excludes vacant land)

Burnaby Eligible Residential Properties	2012	2013	2014	2015	2016
Number of Residential Properties	64,656	66,012	66,826	67,801	69,786
Number of Properties below Threshold	59,803	60,700	58,535	59,166	54,776
% of Properties Eligible for Grants	92.5%	92.0%	87.6%	87.3%	78.5%
Provincial % of Eligible Properties	95.5%	95.5%	93.8%	93.0%	91.0%

3.0 RECOMMENDATION

The BC Home Owner Grant threshold increases have not kept pace with residential property assessment increases being experienced across the Lower Mainland. The number of Burnaby properties that qualify for the Basic Home Owner Grant of \$570 has decreased from 92.5% in 2012 to 78.5% in 2016, while the Provincial target for these years was 95.5% and 91% respectively.

It is understood that the Home Owner Grant is part of a larger School Tax funding formula, and it is appreciated that it is challenging to create a system that is equitable when the process is based on disparate assessment values that vary significantly across the Province and can change substantially from year to year.

If the Province's intention is for 91% of property owners to qualify for the Home Owner Grant in 2016, in areas with significant increases in annual assessments, this level of participation will not be achieved with the current process.

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Minister Fassbender in his correspondence of 2016 February 10 indicated that the Province can make appropriate adjustments to the threshold to ensure that homeowners can appropriately benefit from the full Home Owner Grant Program, while recognizing that a suitable threshold on assessed value is necessary to preserve fairness. It is therefore recommended that the Province be requested to undertake a full review to determine if the Home Owner Grant Program can be made more equitable for those living in areas where assessment values are increasing dramatically, while respecting areas of stable increases in property values.

Staff recommend that the Financial Management Committee recommend Council request the UBCM to petition the Minister of Finance to undertake a Provincial review of the Home Owner Grant Program to determine if a more equitable distribution of the Grant across all regions of the Province can be achieved.



Denise Jorgenson
DIRECTOR FINANCE

DJ/ew

Copied to: City Manager



**Legislative and
Regulatory
Services
Department**

February 18, 2016

Corporate
Administration

#1 Centennial Square

Victoria

British Columbia

V8W 1P8

Tel (250) 361-0571

Fax (250) 361-0348

www.victoria.ca

Association of Vancouver Island Coastal Communities
525 Government Street
Victoria, BC V8V 0A8

Re: Submission of Resolution for 2016 AVICC Convention

Please find attached a resolution from Victoria City Council for consideration at the 2016 AVICC Convention.

The resolution is entitled:

- *Legislation and Action for a Barrier-Free BC*

Supporting documentation is included in this submission.

Should you have any questions concerning this resolution, please contact me at (250) 361-0203.

Yours truly,

Chris Coates
City Clerk

Attachment:

- Appendix A: Resolution: *Legislation and Action for a Barrier-Free BC*
Appendix B: Council Minutes of February 11, 2016



APPENDIX A – Resolution

Legislation and Action for a Barrier-Free BC

City of Victoria

WHEREAS British Columbians with disabilities encounter a variety of physical, sensory and technological barriers as well as ones related to communication, education, employment, attitudes and many others on a daily basis;

AND WHEREAS The Government of British Columbia launched a non-mandatory, non-legislated initiative entitled “Accessibility 2024” in 2014 with the goal of making BC the most progressive province in Canada for people with disabilities by the year 2024;

AND WHEREAS both the Province of Ontario and the Province of Manitoba have enacted disability legislation with the Province of Nova Scotia working toward the introduction and enactment of disability legislation in 2016;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities believes it is important to achieve a barrier-free province for all persons with disabilities and calls upon BC’s Legislative Assembly to enact a strong and effective British Columbians with Disabilities Act.

APPENDIX B – Excerpted Minutes of February 11, 2016 Council Meeting

AVICC Resolution: Legislation and Action for a Barrier-Free BC

Council received a motion and information from Councillors Loveday and Isitt that outlined a proposed resolution to be forward to AVICC regarding legislation and action for a barrier-free BC.

It was moved by Councillor Loveday, seconded by Councillor Isitt, that Council forward the following resolution to the Association of Vancouver Island and Coastal Communities (AVICC) for consideration at the 2016 annual meeting of the association, and that the resolution also be sent to AVICC member local governments encouraging favourable consideration and resolutions of support:

Resolution: Legislation and Action for a Barrier-Free BC

WHEREAS British Columbians with disabilities encounter a variety of physical, sensory and technological barriers as well as ones related to communication, education, employment, attitudes and many others on a daily basis;

AND WHEREAS The Government of British Columbia launched a non-mandatory, non-legislated initiative entitled "Accessibility 2024" in 2014 with the goal of making BC the most progressive province in Canada for people with disabilities by the year 2024;

AND WHEREAS both the Province of Ontario and the Province of Manitoba have enacted disability legislation with the Province of Nova Scotia working toward the introduction and enactment of disability legislation in 2016;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities believes it is important to achieve a barrier-free province for all persons with disabilities and calls upon BC's Legislative Assembly to enact a strong and effective British Columbians with Disabilities Act.

Carried Unanimously



**Legislative and
Regulatory
Services
Department**

February 18, 2016

Corporate
Administration

#1 Centennial Square

Victoria

British Columbia

V8W 1P8

Tel (250) 361-0571

Fax (250) 361-0348

www.victoria.ca

Association of Vancouver Island Coastal Communities
525 Government Street
Victoria, BC V8V 0A8

Re: Submission of Resolution for 2016 AVICC Convention

Please find attached a resolution from Victoria City Council for consideration at the 2016 AVICC Convention.

The resolution is entitled:

Empowering Local Governments to Pursue Socially Responsible Investing

Supporting documentation is included in this submission.

Should you have any questions concerning this resolution, please contact me at (250) 361-0203.

Yours truly,

Chris Coates
City Clerk

Attachment:

Appendix A: Resolution: Empowering Local Governments to Pursue Socially Responsible Investing

Appendix B: Excerpted Council Minute of February 11, 2016

APPENDIX A – Resolution

Empowering Local Governments to Pursue Socially Responsible Investing

City of Victoria

WHEREAS many local governments have committed to climate action and socially responsible investing;

AND WHEREAS a central strategy for climate change mitigation is to reduce emissions into the atmosphere relating to the consumption of fossil fuels, which includes divesting from fossil fuels and reinvesting in renewable sources of energy, employment and revenue;

AND WHEREAS local government are empowered in provincial legislation to invest through the Municipal Finance Authority, and the current investment portfolio offered by the Municipal Finance Authority does not include a fossil-fuel free investment option;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities calls on the Municipal Finance Authority to create a fossil-fuel-free investment fund to provide local governments with an investment choice that aligns with priorities for climate action and social responsibility.

APPENDIX B – Excerpted Minutes of February 11, 2016 Council Meeting

AVICC Resolution: Empowering Local Governments to Pursue Socially Responsible Investing

Council received a motion and information from Councillors Loveday and Isitt that outlined a proposed resolution to be forwarded to AVICC to empower Local Governments to pursue socially responsible investing.

It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council forward the following resolution to the Association of Vancouver Island and Coastal Communities (AVICC) for consideration at the 2016 annual meeting of the association, and that the resolution also be sent to AVICC member local governments encouraging favourable consideration and resolutions of support:

Resolution: Empowering Local Governments to Pursue Socially Responsible Investing

WHEREAS many local governments have committed to climate action and socially responsible investing;

AND WHEREAS a central strategy for climate change mitigation is to reduce emissions into the atmosphere relating to the consumption of fossil fuels, which includes divesting from fossil fuels and reinvesting in renewable sources of energy, employment and revenue;

AND WHEREAS local government are empowered in provincial legislation to invest through the Municipal Finance Authority, and the current investment portfolio offered by the Municipal Finance Authority does not include a fossil-fuel free investment option;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities calls on the Municipal Finance Authority to create a fossil-fuel-free investment fund to provide local governments with an investment choice that aligns with priorities for climate action and social responsibility.

Councillor Young spoke in opposition to the motion and outlined other options for addressing for curtailing energy consumption.

Carried

For: Mayor Helps, Councillors Alto, Coleman, Isitt, Loveday, Lucas, Madoff and Thornton-Joe

Against: Councillor Young

FORT FRASER LOCAL COMMUNITY COMMISSION MEETING MINUTES
Monday February 16, 2016

Present Commissioner Linda Cochran
Commissioner Steve Cochran
Commissioner Colleen Delong
Commissioner Don Webster
Area "D" Director Mark Parker
Cheryl Anderson, Manager of Administration Services
(via Skype)
Recording Secretary Tammy Zimmerman

Call To Order The meeting was called to order at 5:00 pm by Commissioner Linda Cochran.

Minutes The minutes of the meeting held January 11, 2016 were read by Secretary Tammy Zimmerman.

Moved by Commissioner Colleen Delong
Seconded by Commissioner Linda Cochran

FFLCC 16-02-01 *"The minutes of the meeting held on January 11, 2016 be approved."*

Carried Unanimously

**Business Arising
From the Minutes**

School No updates.

Student Grants Student grants have been cancelled.

Visibility Issues The main visibility issues are at the corner of Hwy 16 and Royal Avenue and the Pub sign at the corner of Hwy 16 and Coronation Street. There was some discussion

around having this sign removed as the pub is now closed.

REPORTS

Financial

The Financial Report was read by Area "D" Director Mark Parker. It was noted that when the budget was completed, we came in lower than expected. It was agreed that taxes would remain the same.

Motion by Commissioner Colleen Delong to recommend that the December Financial Report and 2016 Budget Update be received.

Seconded by Commissioner Don Webster.

FFLCC 16-02-02

"The RDBN Financial Administrator's Report dated February 15, 2016 be received."

Carried Unanimously

Water/Waste Water Report

The Water/Waste Water report was read by Commissioner Linda Cochran. It was noted that the monthly water report results indicated safe drinking water for December 2015.

A new contractor has been hired to complete the water tower inspection in March.

The annual water rental has increased from \$100 to \$200 per year.

Moved by Commissioner Don Webster
Seconded by Director Mark Parker

FFLCC 16-02-03

"The Water/Wastewater report be accepted as presented"

Carried Unanimously

Area "D" Director

Mark Parker At three quarters of the way through the budget process, things are looking positive.

Director Parker is Chair of a new Agricultural Committee. There is an enthusiastic Board who will make ALR decisions and will follow the ALC. It is their goal to incorporate youth back into the agricultural realm and create awareness.

UPDATES

Re-Use Sheds At a recent meeting it was decided that each community would look for solutions for their own Re-Use sheds.

It was decided that the only necessary step at the Fraser Lake site at this point was to add new signage. A consultant will investigate and provide feedback regarding liability and the wording of the signage.

There is a possibility of moving the Re-Use shed to the recycling depot at some point in the future.

NEW BUSINESS

Caboose There was a great deal of discussion around the possibility of the Fort Fraser caboose being moved to Fraser Lake. Viable options were discussed and it was determined that the community required a full explanation of the issues including the cost of taxes, insurance, moving costs, maintenance and power. Posters were distributed around the community to announce an emergency public meeting to address the concerns regarding the caboose.

Director Parker mentioned that today's provincial Budget allowed for \$2 million for rural tourism maintenance and there is a Rural Dividends Program.

**The Patrick
Property**

The Fire Department has offered to help with the clean-up if we can get the appropriate permits. As the property is owned by the government, Cheryl Anderson will investigate the process to obtain the permits and report back.

ADJOURNMENT

Commissioner Linda Cochran moved the meeting be adjourned at 5:37 pm. Carried.

Linda Cochran, Chair
FFLCC

Tammy Zimmerman, Secretary



RESIDENTIAL FLOOD INSURANCE

Until recently overland flood insurance was only available for commercial buildings.

It is expected that in the next two years this insurance will be reasonably and readily available for single family residential homes across all of BC. The phrase 'readily available' means that a person could obtain this insurance from a local agent or broker. 'Reasonably available' should not be confused with affordable. What a person can afford is subjective and specific to that person. What is important is that the price of the insurance was reasonable considering the risk.

EMBC is closely monitoring the availability of overland flood insurance in BC and will continue to deliver DFA in accordance with existing legislation. If a flooding disaster occurs and DFA is authorized for a disaster event, an applicant who could reasonably and readily have purchased overland flood insurance would NOT be eligible for DFA.

Over the next several years as additional insurance options roll out, EMBC will apply discretion in how it determines eligibility. For example, a homeowner or tenant would not be expected to amend their existing policy as soon as overland flood insurance becomes available. But, DFA may be denied if overland flood insurance was available on renewal (whether or not it was with the same insurance company they used last year) and they chose not to purchase it.

EMBC will continue to assess each individual DFA applicant by applying its existing legislative criteria in a fair and consistent way.

Further information regarding DFA may be obtained from:

Emergency Management BC
PO Box 9201 Stn Prov Govt
Victoria BC V8W 9J1
Phone: 1-888-257-4777 Toll Free
Fax: 250-952-5542
Email: dfa@gov.bc.ca
Website: www.gov.bc.ca/disasterfinancialassistance



Snow Survey and Water Supply Bulletin – April 1st, 2016

The April 1st snow survey is now complete. Data from 146 snow courses and 63 automated snow stations around the province and climate data from Environment Canada have been used to form the basis for the following report¹.

Weather

Temperatures across British Columbia continued to be well above normal through the month of March, with daily temperatures being 1-3°C above normal through southern BC, and 2-4°C above normal through the Kootenays, Central, and Northern BC. These warm temperatures have persisted throughout the 2015-16 winter.

March was generally a wet month, with a few heavier storm cycles mixed with drier and unsettled periods with lighter precipitation. A high pressure system with dry and very warm weather dominated the end of the month. Precipitation in March was above normal across most of the province, with typical precipitation amounts in the range of 130-200%. In the Central Interior, precipitation was closer to normal, and the Central Coast, North Coast and North-West were drier than normal.

Snowpack

Despite the warmer weather, wet conditions led to seasonal snow pack growth across most of the province through March. In Northern BC, many basins experienced a drop in basin index values since last month, and in the Okanagan and Boundary, basin index values increased. In general, snow basin indices are near normal (80-120%) across the province, with a provincial average of 91%. Below normal indices (65-80%) are present in the Upper Fraser West, Upper Fraser East, Nechako, and Skeena-Nass, and well below normal (<65%) in the Central Coast, Stikine, North-west, Liard and Skagit. Well above normal snow packs (>120%) are present in the Okanagan. Lower snowpack in the Upper Fraser is offset by slightly higher than normal snow packs in the Thompson River basin, and the overall Fraser River basin index is 96%.

Due to warm weather throughout the winter, low to mid elevation snow packs across the province are greatly diminished this season. While the provincial average for all April 1st surveys is 91% of normal, the average for sites below 1200 m elevation is 62% of normal, and just 44% of normal for sites below 1000m.

Warm weather towards the end of March and in early April has led to the onset of the melt season across the province. All of the provincial automated snow weather stations have recorded melt over the past week, as well as a number of manual surveys which experienced a loss of snow water equivalent between the March 1st and April 1st surveys.

The transition from snow accumulation to snow melt is two to three weeks earlier than usual this season.

1. Every effort is made to ensure that data reported on these pages are accurate. However, in order to update the graphs and indices as quickly as possible, some data may have been estimated. Please note that data provided on these pages are preliminary and subject to revision upon review.

Snow Survey and Water Supply Bulletin – April 1st, 2016

Table 1: BC Snow Basin Indices – April 1, 2016

Basin	% of Normal	Basin	% of Normal
Upper Fraser West	75	Okanagan	131
Upper Fraser East	76	Boundary	106
Nechako	79	Similkameen	104
Middle Fraser	102	South Coast	101
Lower Fraser	107	Vancouver Island	99
North Thompson	112	Central Coast	59
South Thompson	113	Skagit	59
Nicola	113	Peace	82
Fraser River (all)	96	Skeena-Nass	69
Upper Columbia	99	Stikine	57
West Kootenay	107	Liard	51
East Kootenay	99	Northwest	68

Streamflow

With warm temperatures, mid-season melt, and precipitation as rain, most rivers across British Columbia have experienced well above normal streamflow (150% to 200% of median value) over the past several months. Snow melt runoff that typically flows later in the season has already passed through their watersheds. As of early April, virtually all of the rivers in the province were flowing well above normal for the time of year. This advance in runoff timing is expected to continue to lead to an earlier freshet this season, both in terms of timing of peak flows and the recession to the low-flow season.

Outlook

Strong El Niño conditions that developed over the equatorial Pacific regions over the past few months peaked earlier in the winter and are declining. The Climate Prediction Centre (CPC) at the U.S. National Weather Service/NOAA is forecasting a high likelihood of El Niño conditions persisting through until late-spring or early summer 2016.

Seasonal forecasts from Environment Canada are indicating a high likelihood of above-normal temperatures across British Columbia over the April to June period, and an increased chance of warmer than normal temperatures through the extended forecast period into the summer months.

Seasonal volume runoff forecasts (see table below) are near normal for most basins across the province; above normal seasonal runoff (>120%) is forecast for the Nicola River, Similkameen and Okanagan and below normal seasonal runoff (<80%) is forecast for the Cowichan River.

High snow pack in the Okanagan basin indicates elevated seasonal flood risk in the region. Near-normal snow pack elsewhere in the province is an indication of normal seasonal flood



Snow Survey and Water Supply Bulletin – April 1st, 2016

risk. Below normal snow packs in the north and west indicate below normal seasonal risk, and watersheds in these areas would need to experience extreme weather conditions to develop flooding conditions this season. With a basin-wide index of 96% for the Fraser River, seasonal risk to lower Fraser River from Hope downstream is normal. The expected peak flow for the Fraser River at Hope is 8000-9000 m³/s; higher or lower flows are possible depending on weather conditions.

The forecast of warmer weather through the spring, combined with warm temperatures already experienced this winter, is likely to be an important factor in this year's freshet season. With the advanced melt of low to mid-elevation snow that has already occurred, continued warmer than normal temperatures are expected to continue to drive an advance in the freshet season. Typically peak flows in most snow-dominated rivers in the province reach their peak from mid-May through late-June. With the advance in melt already observed, and forecast for ongoing warm weather, the peak season is likely to be advanced to the late-April to early-June period for most rivers in the province.

Current weather forecasts for the next two weeks suggest on-going warm weather. Snow melt rates are expected to increase across the province, as snow packs ripen. River levels are expected to see significant rises over the next few weeks. In the short-term (through mid-April), flows are not expected to reach flood potential level. The River Forecast Centre is modelling streamflow across the province. Information regarding freshet conditions, including hydrologic model forecasts, is available on the [Freshet page](#) on the RFC website.

An advanced freshet is expected to put pressure on summer low flows in snow-melt dominated rivers across the province. With very low snow packs in the Central Coast, Skagit, Stikine and Liard, and low snow packs in the Upper Fraser, Nechako, Skeena and Northwest the risk for low flows this summer are elevated. Elsewhere in the province, limited seasonal snow pack at low to mid elevations will also add pressure to low flows later in the season, even in basins with normal snow basin indices.

For both spring flood risk and summer low flows, snow pack is just one of the important elements that determine whether or not extreme conditions will emerge. Weather, through the spring and summer, is also a key driver on whether or not flooding or low stream flows will occur. May and June are climatologically the wet season for the BC Interior. While indicators, like El Niño, have stronger linkages to seasonal temperature, precipitation is difficult to forecast beyond a one to two week horizon. Extreme wet or dry weather can significantly impact risks for peak flows and low flows.

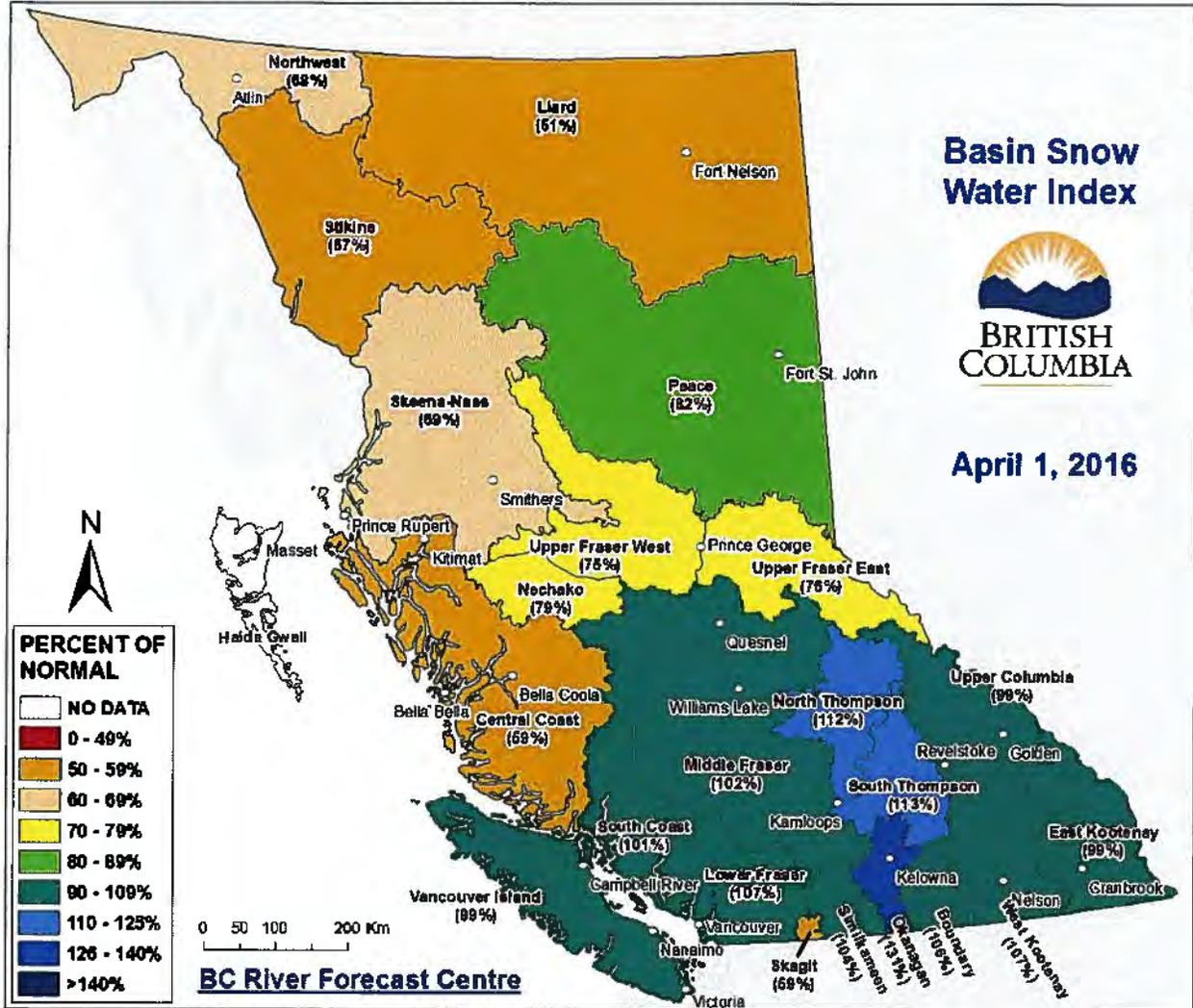
The River Forecast Centre will continue to monitor snow pack conditions and will provide an updated seasonal flood risk and stream flow forecast in the May 1st 2016 bulletin, which is scheduled for release on May 9th.

BC River Forecast Centre
April 7, 2016



Snow Survey and Water Supply Bulletin – April 1st, 2016

Figure 1: Basin Snow Water Index – April 1st, 2016



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Snow Survey and Water Supply Bulletin – April 1st, 2016

2016 Automated Snow Pillow/Manual Snow Survey Data				April					Historic Snow Water Equivalent (mm)						
Station ID	Name	Basin	Elevation (masl)	Survey Date YYYY-MM-DD	SD (cm)	SWE (mm)	Code	SWE % 1981-2010 Normal	2015 SWE (mm)	2014 SWE (mm)	Minimum (mm)	Maximum (mm)	1981-2010 Normal (mm)	Years of Record	
1A16	BURNS LAKE	Upper Fraser West	820	2016-04-04	9	26		22%	128	112	0	264	119	46	
1B01	MOUNT WELLS	Nechako	1489	2016-03-30	120	381		78%	602	409	273	690	490	61	
1B01P	MOUNT WELLS	Nechako	1490	2016-04-01	NA	427		77%	722	421	347	869	557	24	
1B02	TAHTSA LAKE	Nechako	1319	2016-03-31	245	1026		85%	1175	920	775	1972	1202	63	
1B02P	TAHTSA LAKE	Nechako	1300	2016-04-01	NA	1166		91%	1202	884	860	2227	1278	24	
1B05	SKINS LAKE	Nechako	877	2016-03-31	13	42		47%	107	100	0	203	90	52	
1B06	MOUNT SWANNELL	Nechako	1596	2016-03-31	85	249		88%	378	269	148	490	282	27	
1B07	NUTLI LAKE	Nechako	1502	2016-03-31	117	414		80%	523	316	301	834	518	25	
1B08P	MOUNT PONDOSY	Nechako	1400	2016-04-01	NA	732		93%	968	530	527	1152	790	24	
4B01	KIDPRICE LAKE	Skeena-Nass	1415	2016-03-30	185	685		74%	915	694	622	1781	931	62	
4B02	JOHANSON LAKE	Skeena-Nass	1480	2016-03-31	91	270		90%	306	272	173	417	301	53	
4B03A	HUDSON BAY MTN	Skeena-Nass	1452	2016-03-29	112	392		79%	536	392	356	846	499	44	
4B04	CHAPMAN LAKE	Skeena-Nass	1485	2016-03-30	118	375		82%	425	404	315	762	457	51	
4B06	TACHEK CREEK	Skeena-Nass	1133	2016-03-29	69	208		93%	244	242	112	362	223	48	
4B07	MCKENDRICK CREEK	Skeena-Nass	1048	2016-03-30	68	222		82%	276	265	183	427	271	48	
4B08	MOUNT CRONIN	Skeena-Nass	1491	2016-03-30	142	460		81%	496	512	433	1097	570	47	
4B10	NINGUNSAW PASS	Skeena-Nass	647	2016-04-05	52	199		46%	220	324	220	730	434	41	
4B11A	BEAR PASS	Skeena-Nass	437	2016-03-27	82	322		50%		544	330	1013	642	29	
4B13A	TERRACE AIRPORT	Skeena-Nass	219	2016-03-30	0	0		0%	0	13	0	333	84	36	
4B14	EQUITY MINE	Skeena-Nass	1434	2016-03-29	110	364		95%	468	332	258	640	385	39	
4B15	LU LAKE	Skeena-Nass	1296	2016-03-29	86	250		86%	360	272	162	504	291	39	
4B15P	LU LAKE	Skeena/Nass	1300	2016-04-01	68	259		98%	436	263	154	478	264	18	
4B16P	SHEDIN CREEK	Skeena/Nass	1480	2016-04-01	144	469		52%	582	684	582	1096	896	20	
4B17P	TSAL CREEK	Skeena/Nass	1360	2016-04-01	188	808		69%	1088	936	929	1825	1165	18	
4B18P	CEDAR - KITEEN	Skeena/Nass	885	2016-04-01	77	365		51%	411	530	349	1126	712	15	
Code	Description														
A	Sampling problems were encountered														
B	Early or late sampling														
C	Early or late sampling w/problems encountered														
E	Estimate														
N	Scheduled, but not sampled														
NA	Not available														
NS	Not scheduled														
SD	Snow Depth														
SWE	Snow Water Equivalent														
T	Trace Amount														

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Location	Apr - Jun Runoff <i>2021</i>				Apr - Jul Runoff		
	Forecast (kdam ³)	Normal (1981-2010) (kdam ³)	% of Normal	Std. Error (kdam ³)	Forecast (kdam ³)	Normal (1981-2010) (kdam ³)	% of Normal
Bulkley at Quick					2168	2625	83%
Skeena at Usk					15935	18673	85%

1 kdam³=1,000,000 m³

Note that missing values reflect that forecasts were not made for that time interval

Disclaimer: Seasonal forecasts were developed using a Principle Component Analysis of snow pack, climate and streamflow data. Cowichan Lake Inflows are based on a multi-variate regression analysis and reflects a normal scenario for summer weather. The Standard Error in the Cowichan forecast reflects model error, and does not capture uncertainty over seasonal weather. There is inherent uncertainty in runoff forecasts including potential errors in data and the unpredictable nature of streamflow. Use at your own risk

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Nadleh Whut'en and Stelat'en hereditary leaders proclaim B.C.'s first aboriginal water laws

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APR 07 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

GORDON HOEKSTRA, VANCOUVER SUN 03.30.2016 |



March 29, 2016 -- George George Sr., whose Nadleh Whut'en hereditary leadership name is Yutunayeh, signs a water policy declaration that covers the traditional territory of his First Nation and that of the Stelat'en.

Nadleh Whut'en chief Martin Louie looks on. Gordon Hoekstra, Vancouver Sun [PNG Merlin]

The hereditary leaders of two northern B.C. First Nations proclaimed the first traditional aboriginal water laws in the province, which could have implications for industrial development including mining and LNG pipeline projects.

The Nadleh Whut'en and Stelat'en First Nation traditional leaders declared on Wednesday no development would take place on their traditional territories in the Northern Interior unless the water laws were followed.

"We are here to make it safer for everybody. We are here to make it safer for the animals, ourselves and the plants," said Nadleh Whut'en chief Martin Louie. "You can do it our way, or not do business at all."

The First Nation leaders said their power to enact the water laws were backed by a historic 2014 Supreme Court of Canada ruling that granted a Tsilhqot'in Nation title to 1,740 square kilometres of traditional territory in the Interior, and pushed consultation obligations for government to a higher threshold. They also cited a landmark B.C. Court of Appeal ruling involving the Stelat'en and nearby Saik'uz First Nation, which allows First Nations to launch lawsuits to protect their territory from companies, even before proving aboriginal title.

The First Nation leaders said they have notified the province and industry about their water policy.

The B.C. Ministry of Environment said it had not received the declaration and would not comment on its specifics.

However, ministry spokesman David Karn said in an email that the province is

committed to meeting its duty to consult during the implementation of the recently passed Water Sustainability Act and regulations.

The First Nations' water management policy



aims to protect surface waters so they will remain “substantially unaltered in terms of water quality and flow.” Companies would be expected to complete a wide-ranging 11-step consultation process with Nadleh Whut'en and Stelat'en environmental staff that includes a systematic evaluation of environmental issues and concerns with each surface water system, including collecting data on historical water quality and cultural use.

Louie said frustration over the lack of protection that B.C. and Canadian laws provided for water in their territories drove them to put their traditional laws on paper, something they would not normally do with their oral laws.

He cited concerns, for example, the Endako molybdenum mine had caused harm to water and fish, and that the First Nations had been unable to get the company, the province or Canadian officials to act on their concerns. Thompson Creek Metals, which owns the mine that is shuttered because of low prices, was not immediately available for comment.

In 2014, The Vancouver Sun reported the Ministry of Environment was re-evaluating the amount of waste water the Endako mine was allowed to discharge because a review had found effluent was affecting the aquatic environment.

Union of B.C. Indian Chiefs president Stewart Phillip said he expected other aboriginal groups in the province to follow suit, enacting their own traditional laws as a result of the Tsilhqot'in court decision.

He said he also saw this as a transition where the leaders of the First Nation hereditary systems would take more control of their traditional territories, saying that band council's power only extended to reserve lands and areas like housing.

Phillip and First Nation Summit leader Ed John both signed the water policy declaration.

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APR 01 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Geraldine Craven

From: FCM Communiqué <communiqué@fcm.ca>
Sent: April-01-16 7:30 AM
To: inquiries
Subject: ***SPAM***Federal Budget 2016 and what it means for municipalities

March 31, 2016

[Change your language](#) | [View email in your browser](#)

FCM

FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Federal Budget 2016 and what it means for municipalities

Federal finance minister Bill Morneau tabled the government's first budget on March 22. It clearly demonstrates that the federal government has listened. It takes action on many of our priorities. Several of the budget's commitments have the potential for a transformative impact in our communities.

Budget 2016 invests in affordable housing, public transit, clean water and wastewater, rural and remote broadband and increases the federal contribution within new infrastructure programs to a maximum of 50 per cent, up from one-third.

Please read our [budget analysis](#) to learn about these commitments and more.

On behalf of FCM, I thank you for your leadership. Thanks to our collective efforts, we are entering a new era in federal-municipal partnership.

Sincerely,

Raymond Louie

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INFORMATION BULLETIN

For Immediate Release
2016FLNR0044-000488
March 30, 2016

Ministry of Forests, Lands and Natural Resource
Operations
BC Wildfire Service

Northwest Fire Centre urges caution with open burning

SMITHERS – The Northwest Fire Centre is encouraging the public to exercise caution with any outdoor burning activities this spring, due to an increased wildfire risk.

As spring progresses, dead grass and other vegetation dries out quickly in snow-free areas due to increased temperatures, wind and a lack of precipitation. Wildfires in these situations can spread very rapidly, especially when driven by wind.

FireSmart activities are encouraged at this time of year to mitigate wildfire risk. Rural property owners are encouraged to consult the newly updated Homeowner's FireSmart Manual, online at: <http://bit.ly/1UAXuDt>

Information about safe backyard burning practices is available on the BC Wildfire Service website at: www.bcwildfire.ca/Prevention

Anyone wishing to conduct an open burn should take the following precautions:

- Ensure that enough people, water and tools are on hand to control the fire and prevent it from escaping.
- Do not burn during windy conditions. Weather conditions can change quickly and the wind may carry embers to other combustible material and start new fires.
- Create a fireguard at least one metre around the planned fire site by clearing away twigs, grass, leaves and other combustible material.
- If planning a large burn, consider conducting smaller burns around the perimeter beforehand to create a fuel break and help stop the fire from spreading beyond its intended size. Each of these fires should be kept small and must be completely extinguished before starting a new fire.
- Never leave a fire unattended.
- Make sure that your fire is completely extinguished and the ashes are cold to the touch before you leave the area for any length of time.
- Pay attention to changing weather conditions and follow all burning regulations to help reduce the number of preventable wildfires.

Before conducting any burn, individuals should check with their local fire department, municipality or regional district to check if there are any open burning restrictions or bylaws in effect.

If people are planning to do any large-scale industrial burning or conduct a grass burn larger than 0.2 hectares (Category 3 fires), they first need to obtain a burn registration number by calling 1 888 797-1717. Burn registration numbers are available free of charge.

A poster explaining the different categories of open burning is available online at:
<http://bit.ly/1G1hE9f>

Before conducting an open burn, people must always check venting conditions. If venting conditions are rated “poor” or “fair”, open burning is restricted. The venting index can be found at: <http://www.env.gov.bc.ca/epd/epdpa/venting/venting.html>

In British Columbia, the Wildfire Act specifies a person’s legal obligations when using fire in or within one kilometre of forested land or grassland. If an outdoor burn escapes and causes a wildfire, the person responsible may be held accountable for damages and fire suppression costs.

To report a wildfire or unattended campfire, please call 1 800 663-5555 toll-free or *5555 on a cellphone. Up-to-date information on burning restrictions and current wildfire activity can be obtained by calling 1 888 3-FOREST and it is also available online at <http://www.bcwildfire.ca>

You can also follow the latest wildfire news:

- On Twitter: <http://twitter.com/BCGovFireInfo>
- On Facebook: <http://facebook.com/BCForestFireInfo>

Media Contact:

Olivia Pojar
Fire Information Officer
BC Wildfire Service
Northwest Fire Centre
250 847-6639

Connect with the Province of B.C. at: www.gov.bc.ca/connect

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APR 18 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

NEWS RELEASE

For Immediate Release
April 15, 2016

Houston Primary Care Clinic officially opens

Residents of Houston and the surrounding area are now able to book appointments at the new Houston Primary Care Clinic. Primary care services will be provided at the clinic by family physicians and a nurse practitioner.

"Today's opening is an opportunity to highlight how a nurse practitioner and a primary care physician providing team-based care can greatly benefit a community," said Health Minister Terry Lake. "This clinic is a great example of how we can offer health care services a community needs through interdisciplinary teams and improve residents' access to primary care."

"By seeking innovative models of care like this clinic, we're making it easier for families to get the care they need through an excellent team," said John Rustad, MLA for Nechako Lakes. "Days like today make me proud to be a long-time northerner, and by opening the Houston Primary Care Clinic, our residents will have enhanced access to necessary health care services."

The Houston Primary Care Clinic transition began in September 2015 with the start of the renovation project at the Houston Health Centre. The renovation included a complete space reconfiguration to establish a four room clinic with a seating area, washroom, and front counter. The clinic will feature an electronic medical record system that will allow integration with other health care providers in Houston. Northern Health and the North West Regional Hospital District provided \$150,000 to support the project.

"We're pleased that the new Houston Primary Care Clinic is open and ready to serve residents of Houston and the surrounding area," said Penny Anguish, Northern Health's chief operating officer for the northwest. "We built the primary care clinic to help better serve patients and because the new model of care will be attractive to health care professionals looking to relocate."

Initially, a primary care physician and a nurse practitioner will work out of the Houston Primary Care Clinic. Recruitment continues in partnership with the community for a second physician to join the clinic.

"I'm looking forward to working with the interprofessional team at the primary care clinic as I have heard about great successes at similar clinics in Northern Health," said Dr. Onuora Odoh, physician at the Houston Primary Care Clinic. "Over the coming months, I look forward to working with the local community to promote the benefits of living and working in Houston to other potential physicians."

"We know the importance of supporting renovation projects that will help health care professionals deliver care to residents living in northwest BC, and we're a proud funding partner of the Houston Primary Care Clinic," said Harry Nyce, Chair of the North West Regional Hospital District.



For more information on the Houston Primary Care Clinic or to book an appointment, please call 250-845-5972.

Media Contact Northern Health Media Line: 1 (877) 961-7724

RECEIVED

MAR 18 2016

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

March 10, 2016

Chief Administrative Officer
Municipalities and Regional Districts

Dear Sir/Madam:

Re: Monitoring lead levels in drinking water

Water sample testing at schools in various northern B.C. municipalities have established the presence of elevated lead concentration levels. Drinking water generally does not contain lead, and if lead is present in water, the concentrations are extremely low. The elevated levels found in affected schools are the result of the combination of characteristics typical of water found in coastal communities (slight acidity, low alkalinity and softness), plumbing materials that contain lead or brass, and extended contact time between the water and plumbing materials. The elevated lead levels create cause for concern about health impacts, specifically in young children and pregnant women. We are providing advice to the affected school districts to ensure mitigation strategies are implemented.

Health effects associated with lead exposure

The health impacts of lead exposure depend on many factors including the frequency, duration, and dose of the exposures to a variety of lead sources, as well as individual factors such as age, previous exposure history, nutrition and health.

However, even in very small amounts, lead can harm the developing brain and nervous system of fetuses and young children. Long-term exposure may increase the risk of subtle impairment of cognitive development, behaviour, growth patterns, and sexual maturation of children. Fetuses exposed to lead may be born prematurely and have lower weights at birth. Lead can also be released into breast milk. It should be noted that the adverse effects of lead will decline with reduction in lead exposure.

Exposure to lead can be hazardous to human health, even at very small amounts. Lead exposure is most serious for young children because they absorb lead more easily than adults and are more susceptible to its harmful effects. Further, it is important to note that while we have no evidence of children being adversely affected in B.C., it is nonetheless important to reduce population lead exposure.

Recommended action plan

Reducing the amount of lead in the drinking water supply is a shared responsibility between the water system operator and the property owners. The health of the population is a shared responsibility between Northern Health, local governments, and residents.

With respect to the drinking water supply, municipalities should establish an action plan to evaluate where the lead risks may occur within their communities, and to mitigate any identified risks. Such a plan is key to ensuring that the public is not exposed to elevated lead levels via drinking water, and, at the minimum, it should contain the following (two) elements:

1. Testing the Water Quality:

Northern Health is recommending that local governments carry out ongoing monitoring of lead levels in the drinking water supply within residential and non-residential buildings, with the exception of schools and daycares as separate recommendations have been sent out for these facilities. Specifically, we recommend that water system operators test water in residential, non-residential, and water main locations for lead twice a year.

The recommended number of sampling locations is shown in **Table 1**, below. The sampling frequency and number of testing locations can be adjusted based on the first year's testing results and discussion with Northern Health.

Table 1. Recommended number of sampling locations

Population served by drinking water system	Number of sampling points in plumbing that serves private residences	Number of sampling points in plumbing that does not serve private residences	Number of sampling points in distribution system
1 - 99	5	1	1
100 - 499	10	1	2
500 - 3,299	20	2	4
3,300 - 9,999	40	4	8
10,000 - 49,999	60	6	12
50,000 - 99,999	80	8	16

Each water sample should be collected in a 1 litre bottle from the main cold-water tap used for drinking water or food preparation after the water has been standing without use overnight (or for less than 6 hours). This is considered a "pre-flush" or "standing" water sample.

Please contact an accredited lab (see **Appendix A**) to arrange for water sample collection (bottles and forms), submission, and processing (testing for lead). Please forward a copy of the lab result(s) to your local Environmental Public Health office. Contact information for our offices is available in **Appendix B**. We can assist with the evaluation and interpretation of the lab result(s) against the *Guidelines for Canadian Drinking Water Quality* for lead.

2. Mitigating the Risk:

If more than 10% of the water samples exceed the maximum allowable concentration for lead (10 µg/L), then the local government needs to prepare and submit a plan that includes the following information:

- i. an analysis of the potential for metal leaching into water as a result of corrosion that occurs in the system's distribution system or in plumbing that is connected to the system's distribution system;
- ii. an analysis and list of possible measures to reduce the potential for metal leaching;
- iii. identification of the preferred measure or measures;
- iv. an implementation schedule; and
- v. a program for monitoring the effectiveness of the preferred measure or measures.

If elevated lead levels are found, the water system operator needs to send an annual notification to customers, including renters, that they should flush their pipes as recommended to reduce lead levels. Northern Health may also consult with the water system operator and change the conditions in the Operating Permit to reiterate this requirement.

Northern Health encourages the adoption of a long-term solution to mitigate the risk of public exposure to elevated lead levels in drinking water, e.g., the implementation of a corrosion control program at the community level, and the replacement of old water lines, (lead) solder, and fittings that may contain lead.

No matter what type of mitigation measures are employed, regular testing of the water should be conducted to verify the effectiveness of the mitigation measures, and to ensure that lead levels are below the maximum allowable concentration criteria, as stipulated in the *Guideline for Canadian Drinking Water Quality*.

Northern Health is committed to ensuring that the water provided to northern BC residents is safe. We are also committed to working collaboratively with water system operators and supporting the efforts of local governments to obtain capital grants and funding to develop and implement measures for reducing lead levels in drinking water.

If you have any questions, please call your local Environmental Health Officer (see Appendix B).

Sincerely,



Dr. Sandra Allison, MPH CCFP FRCPC Chief Medical Health Officer
Adjunct Professor, School of Health Sciences UNBC
and Clinical Assistant Professor, School of Population and Public Health UBC
Northern Health

SA:

copy: Dr. Raina Fumerton, Medical Health Officer, Northwest HSDA
Allan Torng, Regional Director, Public Health Protection
Doug Quibell, Regional Manager, Environmental Health

Attachment

Appendix A - List of Accredited Laboratories in British Columbia

NAME OF LABORATORY	PHONE	FAX
AGAT Laboratories (Burnaby)	778-452-4000	778-452-4074
ALS Environmental (Kamloops)	250-372-3588	250-372-3670
ALS Environmental (Fort St. John)	250-261-5517	250-261-5587
ALS Environmental (Vancouver)	604-253-4188	604-253-6700
CARO Analytical Services (Kelowna)	250-765-9646	250-765-3893
EXOVA Canada Inc. (Surrey)	604-514-3322	604-514-3323
MAXXAM Analytics (Burnaby)	604-734-7276	604-731-2386
MAXXAM Analytics (Victoria)	250-385-6112	250-382-6364
MB Laboratories Ltd. (Sidney)	250-656-1334	250-656-0443
Northern Laboratories (2010) Ltd (Prince Rupert)	250-627-1906	250-627-8214

Appendix B - Public Health Protection - Office Contact Numbers

OFFICE LOCATIONS	PHONE	FAX
Prince Rupert	250-622-6380	250-622-6391
Smithers	250-847-6400	250-847-5908
Terrace	250-631-4222	250-638-2209
Prince George	250-565-2150	250-565-2144
Quesnel	250-983-6810	250-983-6857
Vanderhoof	250-567-6900	250-567-6170
Dawson Creek	250-719-6500	250-719-6513
Ft. Nelson	250-774-7092	250-774-7096
Fort St. John	250-263-6000	250-263-6086

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Gail Chapman

From: Andrew Johns <andrew@raymondjames.ca>
Sent: March-31-16 8:16 AM
To: Gail Chapman
Subject: 2016 Federal Budget Update for Municipalities

Having trouble viewing this email? [Click here](#)

Municipal Update - 2016 Federal Budget

Gail,

On March 22, 2016, Federal Finance Minister Bill Morneau tabled the much anticipated first federal budget from the Liberal Party. **Below, we highlight the changes that affect municipalities across Canada.**

Infrastructure Spending

The Liberal government will spend just over \$7 billion in the next two years on environmental protection. The focus will be on expanding public transit, improving Canada's aging waste water infrastructure, and supporting provincial efforts to reduce greenhouse gas emissions. The federal government has allocated over \$3.4 billion in a new fund for the maintenance and improvement of federal infrastructure over the next three years.

Provinces to receive the majority of these funds include:

	Percentage Breakdown	Allocated Amount
Province of Ontario	44.01%	\$1.5 billion
Province of Quebec	27.35%	\$923 million

Province of British Columbia	13.63%	\$460 million
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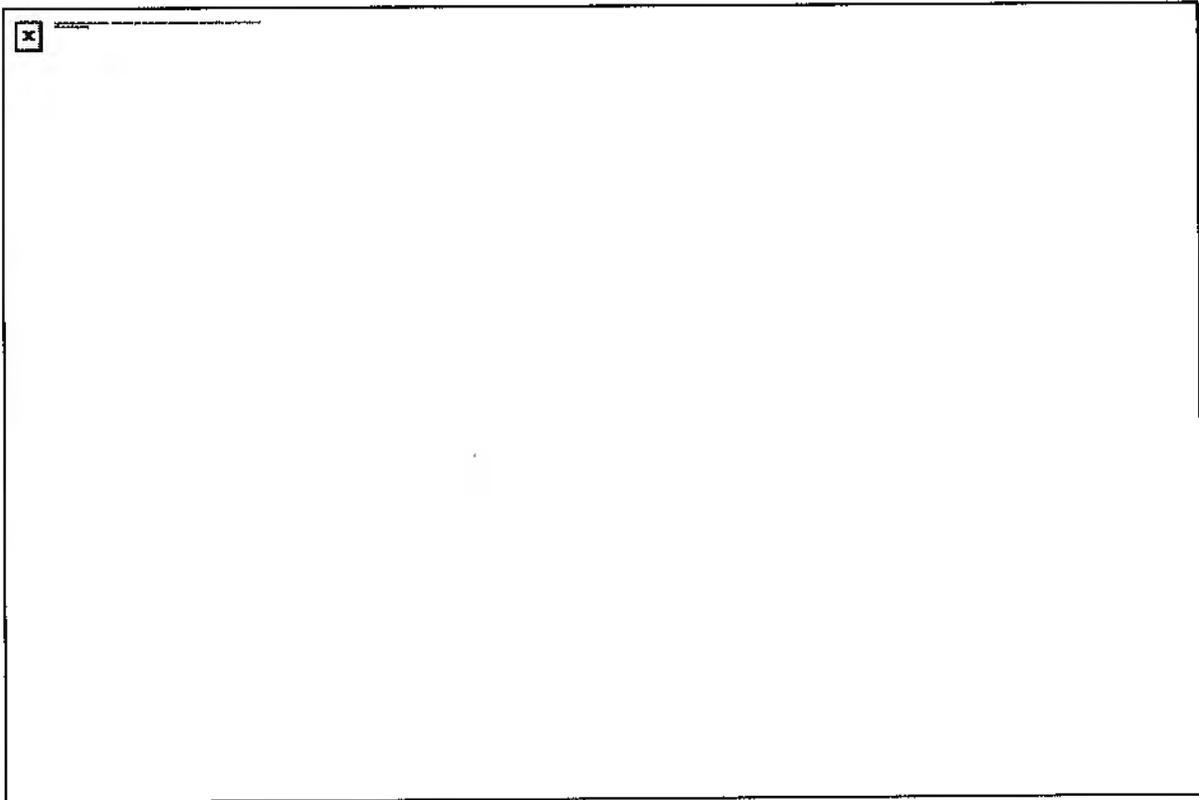
(Source: Federal Budget 2016)

Other key highlights for this year include:

- \$1.8 billion on green infrastructure - majority going towards repairing water systems.
- \$574 million for energy and water efficiency upgrades to the country's social housing stock.
- \$401 million for a variety of clean-tech development efforts.

A summary for the next five years of infrastructure spending can be seen below:

Five-Year Total, in Millions of Dollars



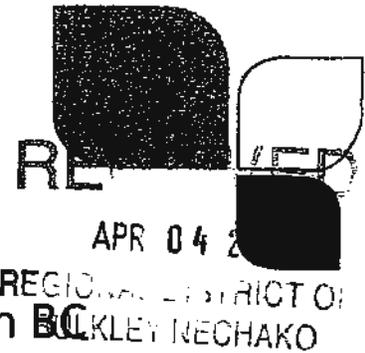
(Source: Federal Budget 2016)



Green Bonds

Many of our municipal clients are looking for socially responsible investments. Green bonds are a new type of financing that make it easier for organizations to fund projects that

Smart Planning for Communities Announcement



Implementing Community Sustainability Plans in BC

A Research Project by the Fraser Basin Council – Smart Planning for Communities

The Fraser Basin Council's Smart Planning for Communities Program (SPC) is pleased to announce an exciting research project. The project will explore the status of implementing community sustainability plans by all local governments throughout British Columbia. The project is funded through the Real Estate Foundation of BC.



An online survey will be launched in mid-April 2016. Invitations will be sent by e-mail to all 191 local governments in BC - regional districts and municipalities, urban and rural. The survey is intended for elected officials and senior staff to respond anonymously as individuals.

Broadly speaking, the research is needed for BC because:

- all local governments in BC have applied community sustainability planning principles and developed a variety of plans, strategies and policies, as required by the 2005 federal Gas Tax Agreement;
- implementation has been underway since then;
- however the status of implementation is unknown, as to how well or how poorly it has been going; nor what helps or what hinders implementation.

The research focuses on the factors involved in implementing sustainability plans and their relative importance to success or failure; and whether there are differences between urban and rural, regional districts and municipalities, and among regions of BC.

Watch for the invitation to participate in the coming weeks!

For further information, please contact the research project manager:

Joan Chess, RPP, MCIP
 Program Manager
 Smart Planning for Communities
 e-mail: jchess@fraserbasin.bc.ca
 Ph: 250-612-0282
<http://smartplanningbc.ca>
<http://fraserbasin.bc.ca>



Your Highway to Prosperity



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Welcome to the TransCanada Yellowhead Highway Association Website!



2015 YellowheadIT Travel Guide

Look for it at Visitor Information Centres...



69th Annual Meeting

April 27-30, 2015
Shaw Conference Centre
Edmonton, Alberta

Welcome to the TransCanada Yellowhead Highway Association

What was originally a fur traders route for the Hudson's Bay Company in the early 1800's has grown to be a significant trade corridor. With the advent of motorized transportation the visionaries of the time began a journey and organization that for over 60 years has remained committed to its mandate and its members. The Trans Canada Yellowhead Highway Association is a four (4) province, non profit association established in 1947 to advocate for the development, maintenance, use and prosperity of the Yellowhead Corridor.

The communities that surround the Yellowhead Highway, from Winnipeg to Masset on the Queen Charlotte Islands and through to Hope, recognized many years ago that access to efficient transportation routes were critical to their communities economic and community development. Collectively they began to lobby for the development and recognition of this route as critical part of the trans Canada transportation system.

The collaborative effort of the communities, constantly advocating to the provincial and federal governments, initially for the construction and now for improvements and upgrades, have achieved substantial success and influence. Today with the Port of Prince Rupert, northern western Canadian natural resource exploration and extraction, agriculture, tourism, bio-energy industries and inland multimodal ports, the Trans Canada Yellowhead Highway is more important than ever.

In Memoriam:

We are saddened to hear of the passing of two of our long-time supporters, Harry Kroeker (Merritt, B.C.) and Ralph Roy (Fort St. James, B.C.).

Both were recipients of the Builders Award, the Tete Jaune Award and were inducted as Life Members for their extraordinary contributions to the TCYHA.

B.C. Director Ralph Roy served since 2005 and B.C. Director Harry Kroeker since 1991 Both held positions on the Board of Directors and were extremely active during their tenures. Harry also served as President.

Condolences to both families are extended from all of their friends along the Yellowhead Highway. Their influences will be remembered forever.

News & Events

2016 Annual Conference and Annual General Meeting
May 13 - 14, 2016
Edmonton AB
More details forthcoming.

Resolutions for the 2016 AGM
Submit a resolution for the 2016 Annual General Meeting. [\[Click Here\]](#)

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Feedback Invited for Spill Preparedness, Response

Apr. 13, 2016

The provincial government is requesting feedback on a new intentions paper concerning spill preparedness and response in BC. This paper presents proposed amendments to the *Environmental Management Act* and regulations to address spill prevention, preparedness and response. Local governments and other stakeholders are invited to submit comments by June 30, 2016.

The Ministry is undertaking a five-step engagement process to discuss the proposed legislative and regulatory changes with industry, communities, First Nations, first responders and the public:

- o Release of the spill response intentions paper
- o Plenary session for industry, local governments, First Nations and other stakeholders
- o Regional meetings with First Nations
- o Technical working groups
- o Final summary paper

UBCM will be attend the April 2016 plenary session and will be providing formal comments on the intentions paper by June 30. If you are submitting comments on the intentions paper, please forward a copy to Marylyn Chiang, Senior Policy Analyst.

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Funding & Resources Update

Apr. 6, 2016

Each month we provide an update on UBCM funding programs and information on other programs and resources that may be of interest to local governments and First Nations.

Local Government Program Services

2016 Strategic Wildfire Prevention Initiative: Local governments and First Nations may submit funding applications at any time under the following wildfire prevention program streams: Community Wildfire Protection Plans and Updates, Fuel Management Prescriptions, Demonstration projects and Operational and Maintenance Treatments. Funding permitting, the next application review deadlines are April 29 and September 30, 2016.

2015/16 Regional Community to Community Forums: C2C Forum grant final reports for the program year just completed are due no later than April 30, 2016.

2016/17 (Spring) Regional Community to Community Forums: As reported in this issue of the UBCM Compass, a new round of funding has been confirmed to support neighbouring local governments and First Nations to meet together to build on opportunities, resolve issues of common responsibility or interest. The application deadline is Friday May 13, 2016.

2015 Asset Management Planning Grants: Activities for projects approved under this program year should be completed as of April 29, unless an extension has been specifically granted. Final reports are due by May 30, 2016, and the Final Report Form is available on UBCM's website.

Other Funding

Tourism Events Program: The Province has launched a new Tourism Events Program, designed to support world class events that can enhance the volume of visitors to British Columbia and increase global recognition for the province. The current application window will close on June 30, 2016, for events timed to occur between July 1, 2016, and December 31, 2017. Subsequent application windows are scheduled for overlapping event time frames.

BC Rural Dividend: Please see the informative article in today's issue of the UBCM Compass.

New Building Canada Fund - Small Communities Fund: Funding is available to support communities with populations of less than 100,000 to address their infrastructure needs that help develop economic growth, a cleaner environment and stronger communities. The application deadline is April 28, 2016.

Resources

Age-friendly Communities Evaluation Guide: Communities that want to evaluate their implementation of age-friendly initiatives can now use the information and tools available in this guide developed by the Public Health Agency of Canada.

Wildfire Community Preparedness Day: Wildfire prevention and protection is a shared responsibility; everyone can learn more and take specific actions to protect homes and families through FireSmart practices. Communities are encouraged to organize friends, neighbours and community groups to participate in neighborhood FireSmart projects on May 7, 2016.

Unlock Your Funding Potential: On April 14, 2016, Northern Development Initiative Trust is putting on two free 90-minute grant writing workshops in the Peace Region. Email for more information or to register for the session in Tumbler Ridge (at 11:45) or in Dawson Creek (at 17:15). The workshop is also available as a pre-recorded webinar with downloadable workshop companion on the NDI website.

Community Foundations of Canada & #CFC15: Did you know that 53 of Canada's 191 community foundations are in British Columbia? This page will help you to find a community foundation in your region. The Revelstoke Community Foundation and Community Foundation of the North Okanagan are among the first foundations to have opened their call for grant applications under the Community Fund for Canada's 150th (#CFC15).

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Community to Community (C2C) Forum Funding Renewed

Apr. 6, 2016

A new round of Regional Community to Community Forum funding is now open for applications, thanks to renewed provincial funding.

A Community to Community (C2C) Forum is a jointly organized meeting that brings together First Nation and local government elected officials, and other community leaders and members, to discuss common goals and pursue opportunities for joint action.

The goal of the Regional C2C Forum Program is increased understanding and improved overall relations between First Nations and local governments.

Applicants are eligible for up to \$5,000 in matching funds. C2C Forums must include direct dialogue between elected officials of neighbouring First Nations and local governments and work toward one or more specific objectives related to outcomes from the dialogue.

C2C Forum events take many forms. Possible dialogue topics include relationship building, reconciliation, community and economic development, infrastructure planning, wildfire prevention, land use and resources, and service delivery.

Applications for this intake are due by May 13, 2016, and approved forum events must take place before March 31, 2017. The Program & Application Guide and Application Form are now available on the UBCM website.

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Application Period Opens for BC Rural Dividend Program

Apr. 6, 2016

Local governments, First Nations and non-profit organizations in rural BC can now apply for funding to strengthen community resilience and support social, cultural and economic viability.

The BC Rural Dividend Program will support projects under the following categories: community capacity building; workforce development; community and economic development; and, business sector development.

Funding is available at three scales: project development funding can provide up to \$10,000 at 100% funding; project funding from a single applicant can provide up to \$100,000 at 80% funding; and, project funding supported by partnerships can provide up to \$500,000 at 60% funding.

The Program Guide provides complete eligibility and application information. The following is a summary of the eligibility criteria that may be of most interest to local governments:

- Projects must be in rural communities with a population of 25,000 or less, located outside Metro Vancouver and the Capital Regional District.
- Program funding is not intended for infrastructure projects. Minor renovations or retrofits that are essential to support a proposed project may be considered.
- Applicants are encouraged to seek funding from other government sources, including other levels of government – municipal, regional, First Nation or federal.
- Applicants are required to directly contribute funding to projects (20% of total project cost for Single Applicants; 40% for Partnerships) that cannot be sourced from another government program except for the Community Works Fund. Please refer to the Community Works Fund website to ensure eligibility under the Gas Tax program.
- There are restrictions on the amount of in-kind funding that can be used.

The first application intake runs from April 4, 2016 to May 31, 2016. It is important to note that a Council or Board resolution is required with the application package and must be submitted before the deadline.

A second intake will run from October 3 to 31, 2016, and additional intakes are planned for 2017/18.

All application materials are available on the BC Rural Dividend Program website. For additional information, contact FrontCounter BC at 1-877-855-3222 or FrontCounterBC@gov.bc.ca.

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Gas Tax Update & Asset Management Workshops

Apr. 6, 2016

Registration remains open for the free Gas Tax Update & Asset Management workshops UBCM will be holding across the province this spring. The focus will be on the Federal Gas Tax Fund and Asset Management in British Columbia. Updates will include new reporting requirements in the areas of asset management and measuring project outcomes. The workshop agenda can be found [here](#).

Some workshops are filling up fast. To confirm your space please register for the workshop of your choice as soon as possible.

Dates and Locations

Date	City	Venue
April 19	Parksville	Tigh-Na-Mara Resort & Conference Centre
April 20	Abbotsford	Best Western Regency Inn & Conference Centre
April 27	Richmond	Sandman Signature Vancouver Hotel & Resort
April 28	Terrace	Best Western Terrace Inn 9:30 a.m. – 2:00 p.m.
May 4	Whistler	[To be confirmed] Half-day morning session
May 10	Kelowna	Four Points by Sheraton Kelowna Airport 9:30 a.m. – 2:00 p.m.
May 11	Cranbrook	St. Eugene's Golf Resort & Casino
May 17	Fort St. John	Northern Grand Hotel
May 26	Prince George	Prince George Civic Centre

Workshops will be held from 9:30 a.m. to 3:30 p.m., unless otherwise noted. Lunch will be provided. Further details, including final agenda and—where necessary—location, will be provided to registrants closer to the date of each workshop. Registration will close seven days prior to the date of the workshop being held.

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Options for Regulating Payday Loan Businesses

Apr. 6, 2016

At the 2015 UBCM Convention, members endorsed a resolution calling on the provincial government to amend the Payday Loans Regulation section of the *Business Practices and Consumer Protection Act*, to include lowering of the maximum fee percentage and interest rates as well as requiring payday lenders to offer installment-based repayment options. The resolution also requested that legislation be amended to prohibit any payday lender from issuing more than one loan in the same week to the same applicant.

Payday lenders are institutions offering alternative financial services typically not found in traditional financial institutions, such as banks, credit unions and trust and loan companies. Payday lenders primarily offer short-term personal loans, but are also known to offer cheque cashing, money transfer and other financial services. Current provincial legislation includes the following pertinent payday loan regulations:

- Maximum loan amount is \$1,500;
- Maximum fee percentage is \$23 for every \$100 borrowed (including administrative fees and interest rates);
- Maximum percentage for outstanding loans is 30%;
- Maximum time to pay back a payday loan is 62 days;
- Payday lenders may not roll over loans (e.g. extending or renewing a loan at an additional cost to the borrower).

In response to the resolution, UBCM's Executive endorsed a motion from the Community Safety Committee to provide information to members, outlining options for local governments to regulate payday lenders. While the Province has shown interest in regulatory reform, there are options that local governments can pursue on their own. These options are exercised primarily by land use control, and may include the following:

- **Outright Prohibition:** Several municipalities have taken this route, which can involve a zoning bylaw clause that specifically prohibits payday loan uses (and oftentimes cheque cashing centres as well) in all zones.
- **Density Restrictions:** Rather than outright prohibition, several municipalities have chosen to reduce the prevalence of payday lenders by adding distance requirements to a zoning bylaw. In some cases this has involved payday lenders being no more than 400 metres or 1 kilometre apart or a certain distance away from specific institutions (e.g. schools).
- **Restricting Location:** Another option is the prohibition of payday lenders in certain zones (e.g. a historic zone or specific zoning district). This can be used to limit the number of payday lenders, as there is less area in which they may legally operate. In some cases a potential payday lender will need to request a rezoning process, giving council an opportunity to conduct a review as well as residents through a public hearing process.
- **No Regulations:** Many municipalities have chosen not to enact any regulations, permitting payday lenders in commercial zones and showing little distinction in how they are treated compared to other businesses.

It is also important to differentiate between payday loan services and cheque cashing centres, as while some organizations may offer both services, the latter involves providing instant cash for cheques, money orders, and bank drafts for a fee. Several municipalities have even gone so far as to regulate cheque cashing centres, as opposed to payday lenders.



2016 Federal Budget Highlights

Mar. 23, 2016

The Honourable Bill Morneau, Minister of Finance, introduced the federal budget on Tuesday, March 22, 2016. The budget, *Growing the Middle Class*, makes new investments in local government infrastructure, along with increased spending for First Nations communities, families, and seniors. Budget 2016 also includes a \$29.4 billion deficit for 2016-17, and a projected deficit of \$17.1 billion in 2019-20.

The federal budget references several initiatives of interest to local governments, including:

Local Government Infrastructure

\$11.9 billion over five years for housing, transit, and green infrastructure in Phase 1 of the federal government's 10-year long term infrastructure plan.

Public Transit

- \$3.4 billion in new dedicated funding over three years, as part of a first phase to upgrade and improve transit systems.
- Phase one funding will be allocated to local governments based on ridership.
- Federal share of up to 50 per cent of eligible costs including repair and refurbishment of existing systems and planning for expansion projects.

Green Infrastructure

- \$2 billion four-year dedicated Clean Water and Wastewater Fund for immediate improvements to water distribution and treatment, including upgrades required to meet federal wastewater regulations.
- Federal share of up to 50 per cent eligible costs for projects under the Clean Water and Wastewater Fund.
- \$125 million over the next two years for the FCM Green Municipal Fund.
- \$75 million to FCM to deliver climate change mitigation and adaptation programming for local governments.
- \$212 million for Metro Vancouver's Lions Gate wastewater upgrade.

Affordable Housing

- \$1.41 billion over the next two years for affordable housing initiatives including:
 - \$504 million for capital repair and new construction through the existing Affordable Housing program;
 - \$200 million over two years for seniors' affordable housing; and
 - \$574 million for energy and water efficiency retrofits of existing social housing units.
- \$111.8 million over two years for the Homelessness Partnering Strategy.

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- \$89.9 million over two years for construction and renovation of shelters and transition houses for victims of family violence.
- \$208 million over five years for rental incentives through a new Affordable Rental Housing Innovation Fund.

Recreation & Cultural Infrastructure

- \$168.2 million two-year Canada Cultural Spaces Fund for renovation and construction of arts and heritage facilities.
- \$150 million to Regional Development Agencies over two years, cost-shared with local governments, community organizations, and non-profits to support improvements to existing community and cultural infrastructure.

Asset Management

\$50 million delivered through FCM to support capacity building for local government asset management.

Environment

- \$2.9 billion over five years to address climate change and air pollution issues, which includes:
 - \$2 billion two-year Low Carbon Economy Fund that will support provincial actions to reduce greenhouse gas emissions; and
 - \$345 million over five years to Environment and Climate Change Canada, Health Canada and the National Research Council to take action to address air pollution.
- \$142 million over five years to add new national parks.
- \$129 million over five years to Natural Resources Canada to deliver energy efficiency policies and programs.
- \$129.5 million over five years for climate adaptation initiatives.

Economy

- \$1 billion over four years to develop clean technology to address climate change, air quality, clean water, and clean soil in the resource, energy, fishing, and agriculture sectors.
- \$130 million over five years to support clean technology research, development and demonstration activities.
- \$500 million over five years towards high-speed broadband in rural and small communities
- \$800 million over four years to support innovation networks and clusters, including initiatives under the Industrial Research Assistance Program.

First Nations

- \$8.4 billion over 5 years for First Nations education, infrastructure, and skills training.
- \$40 million over two years for the National Inquiry into Missing and Murdered Indigenous Women and Girls.

Community Safety

- \$60 million over five years for a new Surrey-based RCMP forensic laboratory.
- \$24 million to re-open the Kitsilano Coast Guard facility.
- \$15.5 million over five years for heavy urban search and rescue forces.
- \$143 million over three years to support new and existing measures to strengthen oversight and enforcement of railway safety, and enhance prevention and response capabilities related to rail safety and the transportation of dangerous goods.



Increasing Indigenous Cultural Safety in Local Governments

Mar. 23, 2016

The UBCM First Nations Relations Committee has been working with the BC Provincial Health Services Authority (PHSA) since February 2015 to promote San'yas Indigenous Cultural Safety Training (ICS) for BC elected officials and local government staff. This training represents an opportunity to increase Indigenous cultural safety in local government settings. A pilot local government cohort took the training in September 2015, with feedback from the group overwhelmingly positive. **UBCM and PHSA now seek expressions of interest from local governments—or individual elected officials and staff—who wish to take ICS training.**

Training dates proposed for 2016/2017 are as follows, subject to enrolment:

April 25, 2016

July 4, 2016

October 3, 2016

January 9, 2017

Course Structure

Skilled facilitators guide and support each participant through the training, which is completed entirely online. The ICS Core training takes approximately five to eight hours to complete (depending on prior knowledge and learning style) over a six-week time frame.

The course fee is \$250 per participant.

Questions: Local Governments & ICS

Below, local government representatives will find basic information about the training and its benefits. Please visit the San'yas website, sanyas.ca, for a full FAQ, additional training information, and resources.

Is this training customized for local governments?

The local government ICS training is open only to local government elected officials and staff. The training provides a unique opportunity to engage in dialogue with colleagues regarding Indigenous cultural safety in local government settings, and in the community more broadly.

What was the feedback from the local government pilot project?

"The ICS training was invaluable. It gave me a new understanding, at a deep level, of the catastrophic effects of colonization on indigenous people. Only through understanding can we move forward effectively and create meaningful partnerships, truly appreciating the very exciting times ahead."

"I would recommend taking the PHSA Indigenous Cultural Competency training to any local government staff or elected officials interested in deepening their understanding of Aboriginal history and learning about culturally safe approaches to

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working with Aboriginal communities. This training allows individuals to critically examine the role that social, political, and historical contexts have played in shaping interactions between Aboriginal and non-Aboriginal peoples. I found particularly interesting video clips made available as part of the training showing first hand various challenges that Aboriginal peoples face today."

"The format of the training was very engaging and powerful. It provided many opportunities for reflection, and for discussion with other local government representatives. The facilitator was very skilled, and posed questions that deepened my thinking and understanding of the past, and of colonial legacies that linger today. I would highly recommend this training."

What is Indigenous cultural competency?

Indigenous Cultural Competency refers to knowledge, enhanced self-awareness, and skills that enable service providers to work more respectfully and effectively with Indigenous people. Knowledge includes information on the concept of culture, the cultural diversity among the Indigenous peoples, and understanding the context and legacy of colonization. Self-awareness means examining one's own cultural assumptions, beliefs, and attitudes with respect to Indigenous people. Skills involve developing enhanced strategies, tools, and techniques that will contribute to positive working relationships.

What is Indigenous Cultural Safety Training (ICS)?

The ICS training is a unique, facilitated on-line training program designed to increase knowledge, enhance self-awareness, and strengthen the skills of those who work both directly and indirectly with Aboriginal people. The goal of the ICS training is to develop and promote individual competencies and positive partnerships.

What comprises the Core ICS training?

Five core modules are used to explore foundational issues of cultural competency:

1. Introduction
2. Culture and Canada's Indigenous People
3. Colonization and its Legacies
4. Images of Indigenous People
5. Cultural Competency at Work

What can I expect to get out of the course?

The training provides a space to explore and discuss how to enhance services to Indigenous people.

Skilled facilitators guide and support each participant through dynamic and interactive learning modules. Participants will learn about terminology; diversity; aspects of colonial history such as Indian residential schools and Indian Hospitals, time line of historical events; and contexts for understanding social disparities and inequities. Through interactive activities participants examine culture, stereotyping, and the consequences and legacies of colonization. Participants will also be introduced to tools for developing more effective communication and relationship building skills.

Is there additional training?

For participants who have completed the ICS Core Training, additional post-training is available, including "From Bystander to Ally".

This training is a facilitated, interactive module that helps you explore how you can become an effective ally when you think that racism, bias, or stereotyping is impacting the service an Aboriginal person is receiving. You will learn about ways to assess a situation that you suspect has elements of bias or racism and then develop some strategies to use that will be effective for you. It is our hope that you will find these tools useful and in using them, you will be a powerful agent for change—personally, and professionally. This post-training is currently available free of charge.

ICS Supports Reconciliation

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Participation in the ICS training also represents a concrete step toward Call to Action #57 from the Truth and Reconciliation Commission, which urges all orders of government to provide skills-based intercultural competency training to public servants.

Contact

Training space is limited. Interested local governments, elected officials and local government staff are asked to email Angela Turner, Policy Analyst, UBCM by **Wednesday, March 30, 2016**.

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Off Road Vehicle Act—What it Means for Local Governments

Mar. 23, 2016

As implementation moves forward on the new *Off Road Vehicle Act (ORV Act)*, UBCM seeks member direction on the potential application of the new Act to private lands owned by local government.

First, any authority granted to local governments under section 4(3) and (4) of the *Motor Vehicle (All Terrain) Act* ended when this Act was repealed with the new *ORV Act*. This means that any local government bylaws relying on the old Act ceased to have any legal authority, and the bylaws are no longer effective.

Second, the *ORV Act* and ORV Regulation applies to prescribed classes of ORVs used or operated on provincial Crown land and prescribed private lands. Crown land includes resource roads and leased lands. There are no prescribed classes of private land at this time.

ORV Act & Private Lands Owned by Local Governments

Many elected officials and staff participating in UBCM's ORV Local Government Working Group have expressed a strong interest in **adding to the *ORV Act* private lands owned by local governments.**

Discussions with local governments over the past few years have identified several key benefits of applying the *ORV Act* to these private lands:

- A modern vehicle registration scheme will:
 - support search and rescue efforts to find lost or injured riders, in cases where an abandoned ORV is found first;
 - assist officers to identify irresponsible ORV riders that endanger others, harm animals or damage property (e.g. sensitive habitat); and
 - improve tracking of stolen ORVs, using ORV registry data from ICBC.
- Standard baseline ORV use and safety laws will apply to the ORV riding public, whether they ride on lands owned by the Province or by a local government.
- Officers will be authorized to stop, inspect and, where appropriate, seize ORVs for safety or evidence purposes.
- Under the *ORV Act*, officers may issue violation tickets directly to irresponsible ORV riders (for example, a ticket and \$115 fine for riding on private land without the owner's consent). Previously, under the *Trespass Act*, enforcement was only achievable by taking an irresponsible ORV rider to court.
- Upon conviction, the maximum fine for each offence has increased from \$500 to \$5,000, and certain offences (e.g. careless operation) include up to six months in jail.
- Fines for violation tickets have increased:
 - \$86 to \$288 for using or operating an ORV in such a manner as to harass, run over, injure or kill wildlife, livestock or a domestic animal;
 - \$115 to \$368 for using or operating an ORV in a careless, reckless or negligent manner that may endanger or cause injury to persons or damage to property; and
 - \$58 to \$230 for using or operating an unregistered ORV.

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- Under Section 26 of the *Motor Vehicle Act*, ICBC may, without a hearing, refuse to issue a driver's licence or vehicle licence to a person convicted under the *ORV Act* who has failed to pay the associated fine.

UBCM seeks local government feedback on whether private lands owned by BC local governments should be included by regulation under the *ORV Act*.

Further Information

Find information about regulation of ORVs in BC on the ORV Management Framework website of the Ministry of Forests, Lands and Natural Resource Operations.

Feedback regarding private lands owned by BC local governments, as well as questions about the UBCM ORV Local Government Working Group, may be directed to Marie Crawford, Associate Executive Director, UBCM, tel: (604) 270-8226 ext. 104.

Questions about the *ORV Act* and its implementation may be directed to Vera Vukelich, Manager of Land Policy and Programs, with the Ministry of Forests, Lands and Natural Resource Operations.

Of interest:

ICBC has informed us that of the estimated 200,000 ORVs in BC, 64,735 ORVs registered under the *ORV Act* between November 17, 2014 and February 29, 2016. This translates to ATVs at 65% (41,824), snowmobiles at 25% (16,424), off-road motorcycles at 7% (4,771) and side-by-sides at 3% (1,716).

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Building Act Update

Mar. 23, 2016

The Province has issued an update on the implementation of the *Building Act*. The update provides information on upcoming changes under Section 5 of the *Building Act*, amending or repealing building requirements in bylaws, and the updated timeline for building official qualifications.

The bulletin clarifies Section 5 restrictions as well as unrestricted matters. It also notes that the timeline for enacting the *Building Act's* qualification requirements for building officials has shifted. The Province now anticipates the qualification requirements will be brought into force late in 2016.

Questions about the *Building Act* or its implementation may be directed to Dale Andersson, Senior Policy Analyst with the Building and Safety Standards Branch, Ministry of Natural Gas Development. Tel: (778) 679-9653

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Plan & Prep: Ship-source Oil Spills in Southern BC

Mar. 30, 2016

Transport Canada is initiating an Area Response Planning Initiative pilot project in Southern BC to identify ways of strengthening the existing preparedness and response regime for ship-source oil spills. The goal is to design the regime to adapt to changing demands and practices, and allow flexibility for regional differences and risk levels.

This project seeks to develop two critical elements: an Area Risk Assessment Methodology to help identify levels of risks, and Area Response Plans tailored to each pilot area.

The BC pilot project area is from the entrance of the Juan de Fuca Strait on the west side of Vancouver Island to halfway up Texada Island in the Strait of Georgia. Local governments who would be affected by a spill in this area are invited to attend a Transport Canada consultation, between May 24 and June 22. Transport Canada indicates that it has already extended invitations to local governments from the pilot area. If your local government is in the pilot area but has not received an invitation, please contact Erik Kidd, Regional Manager – Environmental Response Program, Marine Safety and Security Pacific Region, Transport Canada.

Funds may be available from Transport Canada to assist staff and elected officials from municipalities with populations under 10,000 to attend the consultations.

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Policing Mentorship for Growing Municipalities

Mar. 30, 2016

The Town of Creston is offering to mentor local governments who may become responsible for their own police services in the near future.

The BC *Police Act* requires a municipality to assume responsibility for its police services when its census population surpasses 4,999 residents. In 2016, this leaves a number of BC municipalities on the cusp of transitioning from paying the rural Police Tax, to paying 70% of the RCMP cost-base. The Town of Creston, having made the transition in 2011, is offering to share its experiences as a "growing" community taking on this large financial commitment.

At a meeting with representatives from the Ministry of Justice during the 2015 UBCM Convention, Mayor Ron Toyota discussed support for "growing" municipalities that were preparing for new police responsibilities. The Province suggested that it had improved its process of engaging "growing" municipalities, while also encouraging Mayor Toyota to first raise the issue with the Local Government Contract Management Committee.

Subsequent to Committee discussion, this engagement opportunity is available to all "growing" municipalities. Interested local governments may contact Mayor Ron Toyota, Town of Creston, tel: (250) 428-2214 ext. 227.

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Options for Regulating Payday Loan Businesses

Mar. 30, 2016

At the 2015 UBCM Convention, due to time constraints, resolution B122 "Payday Loan Regulations" was not considered and was referred automatically to the UBCM Executive. The resolution called for amendments to the *Business Practices and Consumer Protection Act* and associated Payday Loans Regulation, to provide greater protection for consumers accessing payday loan services. Upon consideration of the resolution, the UBCM Executive through its Community Safety Committee undertook further research into regulation of payday lenders. It also sought to identify local government best practices for zoning and licensing payday loan businesses.

Payday loan providers offer alternative financial services typically not found in traditional financial institutions (banks, credit unions, trust and loan companies). The primary service offered by payday lenders is short-term personal loans; however, they may also offer cheque cashing, money transfer and other financial services. Current provincial legislation places limits on the services offered by payday lenders:

- maximum loan amount is \$1,500;
- maximum fee is \$23 for every \$100 borrowed—i.e. 23 %—inclusive of administrative fees and interest rates;
- maximum interest rate on outstanding loans is 30%;
- maximum length of repayment term is 62 days;
- payday lenders may not "roll over" loans (i.e. extending or renewing a loan at an additional cost to the borrower).

Resolution 2015-B122 requested the following amendments:

- reduction of the maximum allowable fee and interest rate;
- requirement for payday lenders to offer instalment-based repayment options; and
- measures to restrict a payday lender from issuing more than one loan to the same applicant in the space of a week.

While the Province has shown interest in regulatory reform, UBCM would observe that local governments already hold some authority to regulate payday lenders in their communities. This authority is exercised primarily through land use control, and may include the following measures:

- **overall prohibition:** a municipality may include in its zoning bylaw a clause prohibiting payday loan uses in all zones.
- **density control:** establishing distance requirements in a zoning bylaw—for example, to specify that a payday lender may be located no closer than 1 kilometre from another payday lender, or from a specific type of institution such as a school.
- **location control:** through its zoning bylaw, a municipality may prohibit payday lenders in specific zones or types of zones. This limits the areas within a municipality in which payday lenders may operate legally, and in some cases, a payday lender may need to submit a rezoning application, thereby triggering the municipality's review process.

UBCM acknowledges that many local governments have chosen not to undertake specific regulation of payday lenders, permitting payday lenders to operate as other businesses do in commercial zones.

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Note:

Payday loan services are different from cheque cashing services, though some businesses may offer both services. Payday lenders offer short-term personal loans, with consumers agreeing to meet repayment terms (i.e. deadlines) and, for an outstanding loan, to pay interest on the principal amount of the loan.

Cheque cashing is an immediate fulfilment service, providing—for a fee—instant cash for cheques, money orders, or bank drafts. The cash provided through a cheque cashing service is not a loan, and consumers are not subject to a repayment term or interest. Selected local governments have chosen to regulate cheque-cashing centres, as opposed to payday lenders.

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Action & Outreach re: Missing & Murdered Indigenous Women & Girls

Mar. 16, 2016

The Chair of the UBCM First Nations Relations Committee, Councillor Murry Krause, recently wrote to the UBCM membership regarding resolution 2015-B111, "National Inquiry on Missing and Murdered Aboriginal Women". He detailed UBCM's action on the resolution, and encouraged members to engage with Indigenous organizations in response to the severe and widespread violence faced by Indigenous women and girls in BC communities.

Submission on Design of National Inquiry

Resolution 2015-B111 called on the federal government to convene a national inquiry regarding violence against Indigenous women and girls. In December 2015, the Government of Canada announced a National Inquiry into Missing and Murdered Indigenous Women and Girls, responding to the advocacy of many, including Indigenous families, communities and organizations; non-governmental and international organizations; and the Calls to Action issued by the Truth and Reconciliation Commission of Canada.

The BC Minister of Justice and Attorney General invited UBCM to share local government perspectives with the Province, to inform their comments on the design of the national inquiry process. Framed within the federal discussion guide on pre-inquiry design, the UBCM submission focused on inquiry leadership and participation, key issues, and how best to ensure concrete and practical recommendations. UBCM expressed its members' support for and solidarity with communities who seek justice and healing; described existing UBCM policy in this area; and outlined the role local governments play in ensuring safety and wellbeing in BC communities.

Upon the recommendation of the Minister of Justice and Attorney General, UBCM also conveyed its submission directly to the federal Pre-Inquiry Secretariat.

UBCM will continue to engage in the national inquiry process as it progresses, and inform members of opportunities to provide further feedback or participate in proceedings.

Indigenous Women's Organizations and Local Governments

Resolution 2015-B111 also urged UBCM members to reach out to Indigenous women's organizations, in order to support development of a comprehensive response to the severe violence faced by Indigenous women and girls. Many BC local governments already have established relationships with local Indigenous communities and organizations, and UBCM would encourage local governments to invest further energy in these relationships.

For local governments looking to make initial contact, however, UBCM has compiled a list of Indigenous women's organizations active in BC. This list serves as an overview, and is not intended to be comprehensive. In sharing information about Indigenous women's organizations and their important work, UBCM aims to provide a stepping-stone for communities looking to establish connections with neighbours and colleagues. By strengthening relationships with Indigenous organizations and service providers, local governments may be able to support and promote work already underway, and identify opportunities for future collaboration.

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For further information on UBCM's engagement in the National Inquiry into Missing and Murdered Indigenous Women and Girls, please contact Angela Turner, Policy Analyst, (604) 270-8226 ext. 113.

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Updated Wildfire Threat Analysis

Mar. 16, 2016

The BC Wildfire Service recently issued an update to the Provincial Strategic Threat Analysis (PSTA), a collection of datasets that are used together to identify interface areas that may be at risk of wildfire.

Local governments, First Nations, natural resource management agencies and resource-based industries use the datasets to prioritize community wildfire protection planning, and to guide mitigation of wildfire in areas identified to be at risk. The mapping layers include vegetation types, historical wildfire data, forest fuel classification, fire behaviour patterns, geography and other factors.

The PSTA 2015 Wildfire Threat Analysis presents these relative wildfire threats at a provincial scale only. In an area where a high risk is indicated, a qualified professional should confirm the actual rating at the forest stand level. The 2015 Wildfire Threat Analysis and associated maps are available online.

The PSTA informs the Strategic Wildfire Prevention Initiative (SWPI) and the government's landscape fire management planning and fuel treatment programs. Fuel treatment is the process of modifying forest or rangeland fuels.

Since 2004, the SWPI has provided funding to local governments and First Nations for wildfire protection planning and fuel treatment. Funding applications are accepted on an ongoing basis and the next intake deadlines are April 29 and September 30, 2016.

While wildfire is a key process and component of ecosystems in British Columbia, the present wildfire situation in British Columbia presents challenges:

- Continued growth of the wildland urban interface (WUI) and the expansion of infrastructure related to energy development (and other industries) on the forested landbase
- Suppression of naturally occurring wildfires has contributed to unhealthy forest and range ecosystems and unnaturally high fuel loads
- The effects of climate change are resulting in longer and more extreme fire seasons.

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Invitation

Energy Leadership Workshop

To: Mayors, Councillors and Regional District Directors
 From: BC Mayors Climate Leadership Council
 Re: Peer Learning Event: May 6th, 2016

Objective

Communities are engaged in saving energy, emissions, and money in their own operations and helping their residents and businesses to do the same but there is no specific manual for local government elected officials. The BC Mayors Climate Leadership Council (BC MCLC) wants to help **GET ANSWERS**:

1. How are neighboring communities saving energy, emissions, and money in their operations?
2. What about community-wide?
3. What are your neighboring governments doing to recirculate money in the local economy rather than send it away?
4. What has your local government committed to?

BC MCLC is hosting a workshop May 6th (following NCGLA AGM). Those attending this half day workshop facilitated by the Community Energy Association (CEA) will walk away with increased knowledge of what your peers are doing, identification of opportunities for your community, an appreciation of the challenges and discuss ways to overcome, and a network of peers in your region. Those with experience will share it with colleagues. For more information or to register contact David Dubois at ddubois@communityenergy.bc.ca or [REGISTER HERE](#).

Share Learn Explore Connect Strategize Inspire

Invitees

Locally elected officials – Mayors, Councillors, Regional Directors and Staff.

Agenda (2 pm – 4 pm)

- 2:00 Welcome and introduction to BCMCLC
- 2:05 Group introductions and outcome setting
- 2:25 Energy Opportunity Primer
- 2:50 Strategies for moving forward on climate change
- 3:15 Break
- 3:20 Diving deep on topics of interest (to be defined by group)
- 3:50 Next steps and commitments
- 3:55 Close and Networking opportunity

Details

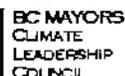
Location	Cost	Registration
Encana Events Centre - Tentative	FREE, thanks to support from BC Hydro and Real Estate Foundation of BC	Please REGISTER HERE or call David Dubois at 250-457-7319.

Thanks

Organized by



On behalf of



With support from



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UNBC UNIVERSITY OF NORTHERN BRITISH COLUMBIA

The Chancellor, the Vice-Chancellor, the Senate, and the Board of Governors of the University of Northern British Columbia request the honour of your presence at the

Annual Convocation for the Conferring of Degrees

May 27, 2016

to be held at the Charles Jago Northern Sport Centre

Ceremony One - 9:30 am

**College of Arts, Social and
Health Sciences (CASHS)**

*Installation of the Honorable James Moore as
the University's sixth Chancellor*

*An Honorary Degree will be conferred
upon Mr. Patrick Lane*

Ceremony Two - 2:30 pm

**College of Science
and Management (CSAM)**

*An Honorary Degree will be conferred
upon Dr. Leroy Little Bear*

*The Title of Professor Emeritus will be
bestowed upon Dr. Staffan Lindgren and
Dr. Lee Keener*

Dress: Business, Traditional or Academic



RECEIVED

APR 13 2016

**REGIONAL DISTRICT OF
BULKLEY NECHAKO**

Dear CAO Gail Chapman,

We thank and recognize all who have supported UNBC: governments, communities, industry, donors, alumni, the media, and all citizens. As such, we invite you to be a member of our VIP party and share the achievements of our graduates at the Prince George Convocation and Installation of the University's sixth Chancellor.

You are also invited to celebrate with our graduands, staff and guests:

Chancellor's Graduation Celebration Luncheon

Agora Courtyard

Friday, May 27th, 2016

11:00 am - 2:00 pm

(Complimentary: first-come, first-served)

We look forward to seeing you at Convocation.

RSVP is requested by April 29, 2016

[Please RSVP Here](#)

An itinerary will be automatically sent to you upon completion of the form.
Email RSVPs will NOT be accepted, thank you in advance.

Please note, you may receive additional invitations to the Regional Celebrations. RSVPs for those events are sent directly to the regional campuses.

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*University of Northern British Columbia
3333 University Way
Prince George British Columbia V2N 4Z9
Canada*

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Board - Receive
APR 08 2016

Geraldine Craven

REGISTRATION DISTRICT OF
BULKLEY NECHAKO

From: BC Healthy Communities <celeste@bchealthycommunities.ca> on behalf of BC Healthy Communities <celeste@bchealthycommunities.ca>
Sent: April-08-16 8:09 AM
To: inquiries
Subject: Reminder to Register - Pre-Convention Healthy Communities Forum

[Web Version](#) | [Update preferences](#) | [Unsubscribe](#)

[Like](#) [Tweet](#) [Forward](#)



Register Now! Northern Healthy Communities Forum

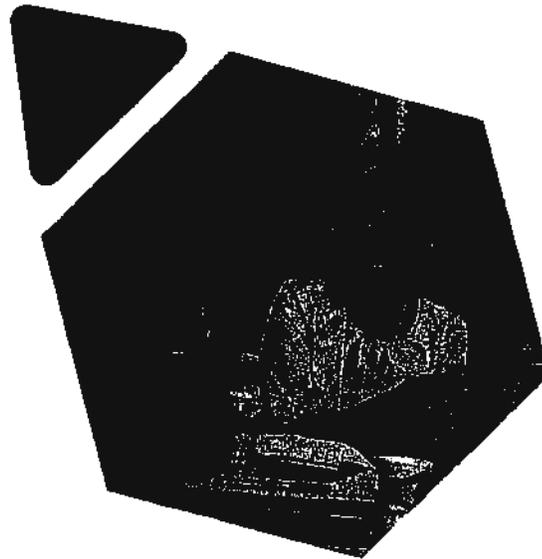
Collaborating for Healthier Northern Communities: How Far Have We Come and Where to Next?

DATE: Tuesday May 3rd, 2016
TIME: 9:00AM-4:00PM (PST)
LOCATION: Dawson Creek, BC Encana Events Centre #1-300 Highway 2

Pre-convention forum in collaboration with the North Central Local Government Association (NCLGA) 2016 Convention.

This is a free event facilitated by BC Healthy Communities on behalf of the PlanH Program, and hosted in partnership with Northern Health. Please note that registration for this forum is separate from the general NCLGA convention registration.

REGISTER NOW



Northern Region Healthy Communities Forum

in partnership with 

In collaboration with the NCLGA 2016 Convention, BC Healthy Communities Society, the PlanH program and Northern Health are pleased to invite you to be part of a Healthy Communities Forum.

The Forum will bring together local governments, the health sector and other community partners working towards healthier communities in the northern region. The event will be an exciting opportunity to take stock of our collective journey and to identify key steps for moving forward.

This pre-convention forum will highlight the successes to date of healthy community partnerships throughout the northern region, providing inspirational stories and practical tools for addressing key health and well-being challenges together. Join us to:

- **HEAR** the stories behind the successes in collaborating across sectors for healthier communities.
- **LEARN** about effective plans, policies, and initiatives that are making a difference in communities around the region.
- **EXPLORE** what's possible when local governments, health authorities and other community partners collaborate for greater impact.
- **CONNECT** with others to get innovative ideas and useful resources for your community.
- **IDENTIFY** critical next steps for healthy community partnerships in the region, including how to move further upstream and innovate for even greater impact.

WHO SHOULD PARTICIPATE?

This forum is open to northern NCLGA local government, First Nations staff, elected officials, and Northern Health staff.

PRE-REGISTRATION REQUIRED AND SPACE IS LIMITED! Please note that registration for this forum is separate from the general NCLGA convention registration. To register, please **CLICK HERE**

Limited travel subsidies are available upon request. For more information, please contact Celeste Zimmer at celeste@bchealthycommunities.ca.



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Victoria BC
V8V 0A8
T: 250.356.0876
E: info@planh.ca



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Sort order: Control account, vendor number, report group
 Selection: Checks from Mar 01 2016 to Mar 31 2016 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Board-Ratify

Vendor Name / Number	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-223-001	03/08/16			TP-223-001	-1,351.84	0.00		
Vendor (ABE001) totals:						-1,351.84	0.00		
ABS001 ABSOLUTE ENERGY									
PA	TP-225-001	03/24/16			TP-225-001	-28.26	0.00		
Vendor (ABS001) totals:						-28.26	0.00		
ACE002 ACE HARDWARE									
PA	29735	03/08/16			29735	-23.45	0.00		
Vendor (ACE002) totals:						-23.45	0.00		
ACE003 A.C.E. - ACCESS IN THE COMMUNITY FC									
PA	29806	03/29/16			29806	-2,500.00	0.00		
Vendor (ACE003) totals:						-2,500.00	0.00		
ALL002 ALL WEST GLASS - BURNS LAKE									
PA	TP-223-002	03/08/16			TP-223-002	-230.89	0.00		
Vendor (ALL002) totals:						-230.89	0.00		
ALT003 ALTERNATIVE GROUNDS									
PA	TP-223-003	03/08/16			TP-223-003	-214.91	0.00		
PA	TP-225-002	03/24/16			TP-225-002	-443.10	0.00		
Vendor (ALT003) totals:						-658.01	0.00		
ARO001 ARO AUTOMOTIVE & INDUSTRIAL									
PA	TP-223-004	03/08/16			TP-223-004	-82.41	0.00		
Vendor (ARO001) totals:						-82.41	0.00		
BCH002 BC HYDRO									
PA	TP-225-003	03/24/16			TP-225-003	-8,361.10	0.00		
Vendor (BCH002) totals:						-8,361.10	0.00		
BJO001 FRED BJORNSON									
PA	29783	03/22/16			29783	-1,745.00	0.00		
Vendor (BJO001) totals:						-1,745.00	0.00		
BLA001 BLACK PRESS GROUP LTD									
PA	TP-223-005	03/08/16			TP-223-005	-6,009.07	0.00		
Vendor (BLA001) totals:						-6,009.07	0.00		
BLR001 BL RETURN-IT RECYCLING DEPOT									
PA	TP-223-006	03/08/16			TP-223-006	-3,885.00	0.00		
Vendor (BLR001) totals:						-3,885.00	0.00		
BUI001 BUILDING OFFICIALS' ASSOC. BC									
PA	29739	03/10/16			29739	-861.00	0.00		
PA	29787	03/24/16			29787	-1,015.00	0.00		
PA	29804	03/24/16			29804	-236.25	0.00		
Vendor (BUI001) totals:						-2,112.25	0.00		
BUL011 BULKLEY VALLEY WHOLESAL									
PA	TP-223-007	03/08/16			TP-223-007	-140.43	0.00		
Vendor (BUL011) totals:						-140.43	0.00		
BUL012 BULKLEY VALLEY ECONOMIC									
PA	TP-226-001	03/28/16			TP-226-001	-3,333.37	0.00		
Vendor (BUL012) totals:						-3,333.37	0.00		
BUR001 BURNS LAKE AUTOMOTIVE SUPPLY									
PA	TP-223-008	03/08/16			TP-223-008	-7,940.15	0.00		
Vendor (BUR001) totals:						-7,940.15	0.00		

Sort order: Control account, vendor number, report group
 Selection: Checks from Mar 01 2016 to Mar 31 2016 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)
BUR012	BURNS LAKE PUBLIC LIBRARY								
PA	TP-226-002	03/28/16			TP-226-002	-15,816.94	0.00		
	Vendor (BUR012) totals:					<u>-15,816.94</u>	<u>0.00</u>		
BUR014	BURNS LAKE REBROADCAST SOCIETY								
PA	TP-226-003	03/28/16			TP-226-003	-2,500.00	0.00		
	Vendor (BUR014) totals:					<u>-2,500.00</u>	<u>0.00</u>		
BUR028	BURNS LAKE HOME HARDWARE								
PA	TP-223-009	03/08/16			TP-223-009	-89.30	0.00		
	Vendor (BUR028) totals:					<u>-89.30</u>	<u>0.00</u>		
BUR034	BURNS LAKE MINOR HOCKEY ASSOC								
PA	29807	03/29/16			29807	-1,000.00	0.00		
	Vendor (BUR034) totals:					<u>-1,000.00</u>	<u>0.00</u>		
BUS005	BUSINESS VANCOUVER								
PA	29740	03/10/16			29740	-2,094.75	0.00		
	Vendor (BUS005) totals:					<u>-2,094.75</u>	<u>0.00</u>		
BVA001	B V AQUATIC CENTRE MANG. SOCIE								
PA	TP-225-004	03/24/16			TP-225-004	-1,615.00	0.00		
PA	TP-226-004	03/28/16			TP-226-004	-17,040.59	0.00		
	Vendor (BVA001) totals:					<u>-18,655.59</u>	<u>0.00</u>		
CAR005	CARSWELL								
PA	TP-225-005	03/24/16			TP-225-005	-475.31	0.00		
	Vendor (CAR005) totals:					<u>-475.31</u>	<u>0.00</u>		
CAR007	CARVELLO LAW CORPORATION								
PA	TP-223-010	03/08/16			TP-223-010	-3,366.57	0.00		
	Vendor (CAR007) totals:					<u>-3,366.57</u>	<u>0.00</u>		
CAS002	CASCADES RECOVERY INC.								
PA	29741	03/10/16			29741	-3,535.35	0.00		
	Vendor (CAS002) totals:					<u>-3,535.35</u>	<u>0.00</u>		
CDW001	CDW CANADA INC								
PA	TP-225-006	03/24/16			TP-225-006	-1,934.75	0.00		
	Vendor (CDW001) totals:					<u>-1,934.75</u>	<u>0.00</u>		
CER001	LIFEWORKS CANADA LTD								
PA	29788	03/24/16			29788	-1,764.00	0.00		
	Vendor (CER001) totals:					<u>-1,764.00</u>	<u>0.00</u>		
CHE001	CHESLATA CARRIER NATION								
PA	29742	03/10/16			29742	-47.00	0.00		
	Vendor (CHE001) totals:					<u>-47.00</u>	<u>0.00</u>		
CHE002	CHEVRON CANADA LIMITED								
PA	29736	03/08/16			29736	-3,915.28	0.00		
	Vendor (CHE002) totals:					<u>-3,915.28</u>	<u>0.00</u>		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT								
PA	TP-226-005	03/28/16			TP-226-005	-1,468.41	0.00		
	Vendor (CLU003) totals:					<u>-1,468.41</u>	<u>0.00</u>		
COL002	COLLEYMOUNT RECREATION COMM.								
PA	29743	03/10/16			29743	-300.00	0.00		
	Vendor (COL002) totals:					<u>-300.00</u>	<u>0.00</u>		
CON001	CONCEPT DESIGN LTD.								
PA	TP-223-011	03/08/16			TP-223-011	-1,786.89	0.00		

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CON001	CONCEPT DESIGN LTD. (Continued)								
	Vendor (CON001) totals:					-1,786.89	0.00		
CUR001	CURTIS CUNNINGHAM PHOTISTRY								
PA	29744	03/10/16			29744	-336.00	0.00		
	Vendor (CUR001) totals:					-336.00	0.00		
DAV003	DAVERN ENTERPRISES								
PA	TP-223-012	03/08/16			TP-223-012	-330.75	0.00		
	Vendor (DAV003) totals:					-330.75	0.00		
DEC004	DECKER LAKE REC. COMMISSION								
PA	29808	03/29/16			29808	-1,500.00	0.00		
	Vendor (DEC004) totals:					-1,500.00	0.00		
DEL003	DELL CANADA INC.								
PA	TP-225-007	03/24/16			TP-225-007	-2,255.47	0.00		
	Vendor (DEL003) totals:					-2,255.47	0.00		
DIS001	DISTRICT OF FORT ST JAMES								
PA	29745	03/10/16			29745	-250.00	0.00		
	Vendor (DIS001) totals:					-250.00	0.00		
DIS004	DISTRICT OF VANDERHOOF								
PA	29809	03/29/16			29809	-1,400.00	0.00		
	Vendor (DIS004) totals:					-1,400.00	0.00		
DUN003	CHRIS DUNCAN								
PA	29746	03/10/16			29746	-462.50	0.00		
	Vendor (DUN003) totals:					-462.50	0.00		
EAG001	EAGLE AUTOMOTIVE CENTER								
PA	TP-225-008	03/24/16			TP-225-008	-953.03	0.00		
	Vendor (EAG001) totals:					-953.03	0.00		
ESR001	ESRI CANADA LIMITED								
PA	TP-225-009	03/24/16			TP-225-009	-10,425.00	0.00		
	Vendor (ESR001) totals:					-10,425.00	0.00		
FAW001	PAT FAWCETT								
PA	29784	03/22/16			29784	-892.50	0.00		
	Vendor (FAW001) totals:					-892.50	0.00		
FOR005	FORT FRASER HALL SOCIETY								
PA	29789	03/24/16			29789	-160.00	0.00		
	Vendor (FOR005) totals:					-160.00	0.00		
FOR008	FORT FRASER VOL. FIRE DEP.								
PA	TP-226-006	03/28/16			TP-226-006	-1,516.63	0.00		
	Vendor (FOR008) totals:					-1,516.63	0.00		
FOR015	FORT ST. JAMES LIBRARY								
PA	TP-226-007	03/28/16			TP-226-007	-1,145.87	0.00		
	Vendor (FOR015) totals:					-1,145.87	0.00		
FOR018	FORT ST. JAMES SECONDARY								
PA	29747	03/10/16			29747	-1,000.00	0.00		
	Vendor (FOR018) totals:					-1,000.00	0.00		
FOR033	FORT SAINT JAMES TV SOCIETY								
PA	TP-226-008	03/28/16			TP-226-008	-17,038.84	0.00		
	Vendor (FOR033) totals:					-17,038.84	0.00		
FOR035	FORT ST. JAMES SLED DOG ASSOC.								

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FOR035 FORT ST. JAMES SLED DOG ASSOC. (Continued)									
PA	29748	03/10/16			29748	-2,000.00	0.00		
	Vendor (FOR035) totals:					-2,000.00	0.00		
FOR040 FSJ SEC. SCHOOL SKI & BOARD TM									
PA	29810	03/29/16			29810	-2,000.00	0.00		
	Vendor (FOR040) totals:					-2,000.00	0.00		
FOU002 FOUR STAR COMMUNICATIONS INC									
PA	TP-226-009	03/28/16			TP-226-009	-123.33	0.00		
	Vendor (FOU002) totals:					-123.33	0.00		
FRA003 FRANCOIS TCHESINKUT REC COMM									
PA	29749	03/10/16			29749	-150.00	0.00		
	Vendor (FRA003) totals:					-150.00	0.00		
FRA014 FRASER LAKE LIBRARY BOARD									
PA	TP-226-010	03/28/16			TP-226-010	-2,679.66	0.00		
	Vendor (FRA014) totals:					-2,679.66	0.00		
FRA016 FRASER LAKE REBROADCASTING SOC									
PA	TP-226-011	03/28/16			TP-226-011	-5,583.37	0.00		
	Vendor (FRA016) totals:					-5,583.37	0.00		
FRA025 FRASER LAKE BOTTLE DEPOT									
PA	TP-223-013	03/08/16			TP-223-013	-2,946.27	0.00		
	Vendor (FRA025) totals:					-2,946.27	0.00		
FRE003 FRED SURRIDGE LTD									
PA	29790	03/24/16			29790	-576.40	0.00		
	Vendor (FRE003) totals:					-576.40	0.00		
FRO003 FRONTLINE ELECTRIC									
PA	29750	03/10/16			29750	-206.85	0.00		
	Vendor (FRO003) totals:					-206.85	0.00		
GAL001 GALA BAY SPRINGS WATER CO. LTD									
PA	TP-225-010	03/24/16			TP-225-010	-62.50	0.00		
	Vendor (GAL001) totals:					-62.50	0.00		
GRO002 GROUSE MOUNTAIN TRUCKING LTD.									
PA	29791	03/24/16			29791	-3,042.70	0.00		
	Vendor (GRO002) totals:					-3,042.70	0.00		
HAN004 NAOMI HANSON									
PA	TP-223-014	03/08/16			TP-223-014	-1,209.86	0.00		
PA	TP-225-011	03/24/16			TP-225-011	-452.81	0.00		
	Vendor (HAN004) totals:					-1,662.67	0.00		
HIL003 HILL STOP TRUCK WASH									
PA	29792	03/24/16			29792	-106.26	0.00		
	Vendor (HIL003) totals:					-106.26	0.00		
HOT001 HOTSUNC COMPUTER SOLUTIONS									
PA	TP-223-015	03/08/16			TP-223-015	-11,576.25	0.00		
PA	TP-225-012	03/24/16			TP-225-012	-4,228.89	0.00		
	Vendor (HOT001) totals:					-15,805.14	0.00		
HOU018 HOUSTON BOTTLE DEPOT									
PA	TP-225-013	03/24/16			TP-225-013	-3,069.26	0.00		
	Vendor (HOU018) totals:					-3,069.26	0.00		
HUX001 GARY HUXTABLE									

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HUX001 GARY HUXTABLE (Continued)									
PA	29751	03/10/16			29751	-450.00	0.00		
Vendor (HUX001) totals:						<u>-450.00</u>	<u>0.00</u>		
IGI001 IGI RESOURCES									
PA	TP-225-014	03/24/16			TP-225-014	-1,143.45	0.00		
Vendor (IGI001) totals:						<u>-1,143.45</u>	<u>0.00</u>		
IND006 INDUSTRIAL TRANSFORMERS									
PA	TP-225-015	03/24/16			TP-225-015	-557.77	0.00		
Vendor (IND006) totals:						<u>-557.77</u>	<u>0.00</u>		
INF001 INFOSAT COMMUNICATIONS									
PA	TP-223-016	03/08/16			TP-223-016	-109.71	0.00		
Vendor (INF001) totals:						<u>-109.71</u>	<u>0.00</u>		
INL001 INLAND KENWORTH									
PA	TP-223-017	03/08/16			TP-223-017	-2,969.01	0.00		
Vendor (INL001) totals:						<u>-2,969.01</u>	<u>0.00</u>		
IRL001 IRL SUPPLIES LTD.									
PA	TP-223-018	03/08/16			TP-223-018	-585.77	0.00		
Vendor (IRL001) totals:						<u>-585.77</u>	<u>0.00</u>		
JOH010 JEAN JOHNSON									
PA	29752	03/10/16			29752	-600.00	0.00		
Vendor (JOH010) totals:						<u>-600.00</u>	<u>0.00</u>		
KAL003 KAL TIRE - BURNS LAKE									
PA	TP-225-016	03/24/16			TP-225-016	-8,622.19	0.00		
Vendor (KAL003) totals:						<u>-8,622.19</u>	<u>0.00</u>		
LAD001 LADD INDUSTRIES									
PA	29785	03/22/16			29785	-446.25	0.00		
Vendor (LAD001) totals:						<u>-446.25</u>	<u>0.00</u>		
LAK004 LAKES DISTRICT AIRPORT SOCIETY									
PA	TP-226-012	03/28/16			TP-226-012	-6,250.00	0.00		
Vendor (LAK004) totals:						<u>-6,250.00</u>	<u>0.00</u>		
LAK012 LAKES DISTRICT MUSEUM SOCIETY									
PA	TP-226-013	03/28/16			TP-226-013	-3,750.03	0.00		
Vendor (LAK012) totals:						<u>-3,750.03</u>	<u>0.00</u>		
LAK014 LAKES DISTRICT PRINTING									
PA	TP-225-017	03/24/16			TP-225-017	-202.72	0.00		
Vendor (LAK014) totals:						<u>-202.72</u>	<u>0.00</u>		
LAK016 LAKES DISTRICT SECONDRY SCHOOL									
PA	29811	03/29/16			29811	-1,000.00	0.00		
Vendor (LAK016) totals:						<u>-1,000.00</u>	<u>0.00</u>		
LAK032 LAKES DISTRICT FILM									
PA	TP-226-014	03/28/16			TP-226-014	-150.00	0.00		
Vendor (LAK032) totals:						<u>-150.00</u>	<u>0.00</u>		
LAM002 LAMPERT MECHANICAL									
PA	29793	03/24/16			29793	-44.80	0.00		
Vendor (LAM002) totals:						<u>-44.80</u>	<u>0.00</u>		
LDF001 LD FREE CLASSIFIEDS									
PA	TP-223-019	03/08/16			TP-223-019	-1,182.63	0.00		
Vendor (LDF001) totals:						<u>-1,182.63</u>	<u>0.00</u>		

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LIB001 LIBERTY TRANSPORT LTD.									
PA	TP-223-020	03/08/16			TP-223-020	-121.80	0.00		
Vendor (LIB001) totals:						-121.80	0.00		
LOC002 LOCAL GOVERNMENT MANAGEMENT A									
PA	29753	03/10/16			29753	-446.25	0.00		
PA	29767	03/10/16			29767	-75.00	0.00		
PA	29794	03/24/16			29794	-1,197.00	0.00		
Vendor (LOC002) totals:						-1,718.25	0.00		
M4E001 M 4 ENTERPRISES									
PA	TP-223-021	03/08/16			TP-223-021	-2,556.75	0.00		
Vendor (M4E001) totals:						-2,556.75	0.00		
MAR007 SHARLA MARTENS									
PA	29754	03/10/16			29754	-100.00	0.00		
Vendor (MAR007) totals:						-100.00	0.00		
MED001 MEDICAL SER. PLAN									
PA	29755	03/10/16			29755	-3,807.00	0.00		
Vendor (MED001) totals:						-3,807.00	0.00		
MET004 MARY METZLER									
PA	29756	03/10/16			29756	-151.00	0.00		
Vendor (MET004) totals:						-151.00	0.00		
NAD002 NADINA TRUCK SERVICE LTD									
PA	29795	03/24/16			29795	-273.85	0.00		
Vendor (NAD002) totals:						-273.85	0.00		
NAP001 NAPA AUTO PARTS - BL									
PA	29796	03/24/16			29796	-48.68	0.00		
Vendor (NAP001) totals:						-48.68	0.00		
NAP003 NAPA AUTO PARTS - HOUSTON									
PA	TP-223-022	03/08/16			TP-223-022	-107.43	0.00		
Vendor (NAP003) totals:						-107.43	0.00		
NEC012 NECHAKO HEALTHY COM. ALLIANCE									
PA	TP-223-023	03/08/16			TP-223-023	-3,940.67	0.00		
PA	TP-225-018	03/24/16			TP-225-018	-7,274.76	0.00		
Vendor (NEC012) totals:						-11,215.43	0.00		
NOR019 NORTHLAND AUTOMOTIVE									
PA	TP-223-024	03/08/16			TP-223-024	-258.00	0.00		
Vendor (NOR019) totals:						-258.00	0.00		
NOR022 NORTHWEST FUELS LTD.									
PA	TP-223-025	03/08/16			TP-223-025	-1,662.57	0.00		
Vendor (NOR022) totals:						-1,662.57	0.00		
OVE002 OVERWAITEA FOODS									
PA	29737	03/08/16			29737	-358.05	0.00		
Vendor (OVE002) totals:						-358.05	0.00		
PAC004 PACIFIC NORTHERN GAS LTD.									
PA	TP-223-026	03/08/16			TP-223-026	-3,728.96	0.00		
Vendor (PAC004) totals:						-3,728.96	0.00		
PAC007 PACIFIC TRUCK & EQUIPMENT INC									
PA	TP-225-019	03/24/16			TP-225-019	-2,534.48	0.00		
Vendor (PAC007) totals:						-2,534.48	0.00		

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PAC009 PACIFIC COASTCOM									
PA	29757	03/10/16			29757	-492.79	0.00		
Vendor (PAC009) totals:						<u>-492.79</u>	<u>0.00</u>		
PUR001 PURELY H2O									
PA	TP-225-020	03/24/16			TP-225-020	-144.00	0.00		
Vendor (PUR001) totals:						<u>-144.00</u>	<u>0.00</u>		
REC001 RECYCLING COUNCIL OF B.C.									
PA	29758	03/10/16			29758	-175.00	0.00		
Vendor (REC001) totals:						<u>-175.00</u>	<u>0.00</u>		
RED004 RED ROCKET SERVICES									
PA	TP-223-027	03/08/16			TP-223-027	-105.00	0.00		
Vendor (RED004) totals:						<u>-105.00</u>	<u>0.00</u>		
REI005 DAVID REIMER									
PA	29786	03/22/16			29786	-535.50	0.00		
Vendor (REI005) totals:						<u>-535.50</u>	<u>0.00</u>		
ROG001 ROGERS									
PA	TP-223-028	03/08/16			TP-223-028	-160.99	0.00		
PA	TP-225-021	03/24/16			TP-225-021	-162.01	0.00		
Vendor (ROG001) totals:						<u>-323.00</u>	<u>0.00</u>		
ROS001 ROSE LAKE COMMUNITY CLUB									
PA	29759	03/10/16			29759	-300.00	0.00		
Vendor (ROS001) totals:						<u>-300.00</u>	<u>0.00</u>		
SCH008 SCHLAMP LOGGING CONTRACTORS L'									
PA	29760	03/10/16			29760	-220.50	0.00		
PA	29797	03/24/16			29797	-220.50	0.00		
Vendor (SCH008) totals:						<u>-441.00</u>	<u>0.00</u>		
SMI007 SMITHERS PUBLIC LIBRARY									
PA	TP-226-015	03/28/16			TP-226-015	-7,857.50	0.00		
Vendor (SMI007) totals:						<u>-7,857.50</u>	<u>0.00</u>		
SMI009 SMITHERS & AREA RECYCLING									
PA	TP-223-029	03/08/16			TP-223-029	-6,114.43	0.00		
Vendor (SMI009) totals:						<u>-6,114.43</u>	<u>0.00</u>		
SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.									
PA	TP-226-016	03/28/16			TP-226-016	-2,009.34	0.00		
Vendor (SOU003) totals:						<u>-2,009.34</u>	<u>0.00</u>		
SPO001 SPOTLESS UNIFORM LTD.									
PA	TP-223-030	03/08/16			TP-223-030	-161.85	0.00		
Vendor (SPO001) totals:						<u>-161.85</u>	<u>0.00</u>		
SSQ001 SSQ FINANCIAL									
PA	29761	03/10/16			29761	-947.64	0.00		
Vendor (SSQ001) totals:						<u>-947.64</u>	<u>0.00</u>		
STE012 STEWART MCDANNOLD STUART									
PA	TP-223-031	03/08/16			TP-223-031	-4,012.85	0.00		
PA	TP-225-022	03/24/16			TP-225-022	-4,894.97	0.00		
Vendor (STE012) totals:						<u>-8,907.82</u>	<u>0.00</u>		
STE016 KEITH STECKO									
PA	29798	03/24/16			29798	-1,000.00	0.00		
Vendor (STE016) totals:						<u>-1,000.00</u>	<u>0.00</u>		

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STO005 STOREY PHOTOGRAPHY									
PA	29762	03/10/16			29762	-304.50	0.00		
	Vendor (STO005) totals:					<u>-304.50</u>	<u>0.00</u>		
STU003 STUART LAKE OUTREACH GROUP SOC									
PA	29812	03/29/16			29812	-1,000.00	0.00		
	Vendor (STU003) totals:					<u>-1,000.00</u>	<u>0.00</u>		
SUD001 SUDS N' DUDS									
PA	TP-223-032	03/08/16			TP-223-032	-81.52	0.00		
	Vendor (SUD001) totals:					<u>-81.52</u>	<u>0.00</u>		
SUN002 SUN LIFE FINANCIAL									
PA	29763	03/10/16			29763	-11,147.49	0.00		
	Vendor (SUN002) totals:					<u>-11,147.49</u>	<u>0.00</u>		
SWE001 SWEEPING BEAUTIES JANITORIAL									
PA	TP-226-017	03/28/16			TP-226-017	-2,034.61	0.00		
	Vendor (SWE001) totals:					<u>-2,034.61</u>	<u>0.00</u>		
TAY002 TAYLOR BROS HARDWARE									
PA	TP-225-023	03/24/16			TP-225-023	-93.41	0.00		
	Vendor (TAY002) totals:					<u>-93.41</u>	<u>0.00</u>		
TEL002 TELUS COMMUNICATIONS COMPANY									
PA	29738	03/08/16			29738	-3,464.11	0.00		
	Vendor (TEL002) totals:					<u>-3,464.11</u>	<u>0.00</u>		
TEL007 TELUS MOBILITY									
PA	TP-225-024	03/24/16			TP-225-024	-1,182.99	0.00		
	Vendor (TEL007) totals:					<u>-1,182.99</u>	<u>0.00</u>		
TIP001 TIP OF THE GLACIER WATER CO									
PA	29799	03/24/16			29799	-50.00	0.00		
	Vendor (TIP001) totals:					<u>-50.00</u>	<u>0.00</u>		
TIR002 TIRETECH									
PA	TP-223-033	03/08/16			TP-223-033	-179.20	0.00		
	Vendor (TIR002) totals:					<u>-179.20</u>	<u>0.00</u>		
TOP005 TOPLEY FIRE PROTECTION SOC.									
PA	TP-226-018	03/28/16			TP-226-018	-2,799.10	0.00		
	Vendor (TOP005) totals:					<u>-2,799.10</u>	<u>0.00</u>		
TOU001 TOURISM PRINCE GEORGE									
PA	29800	03/24/16			29800	-431.47	0.00		
	Vendor (TOU001) totals:					<u>-431.47</u>	<u>0.00</u>		
TOU002 TOURISM KITIMAT									
PA	29801	03/24/16			29801	-617.52	0.00		
	Vendor (TOU002) totals:					<u>-617.52</u>	<u>0.00</u>		
TOW001 TOWN OF SMITHERS									
PA	29802	03/24/16			29802	-5,000.00	0.00		
	Vendor (TOW001) totals:					<u>-5,000.00</u>	<u>0.00</u>		
TOW003 TOWER COMMUNICATIONS									
PA	TP-223-034	03/08/16			TP-223-034	-2,450.01	0.00		
	Vendor (TOW003) totals:					<u>-2,450.01</u>	<u>0.00</u>		
UNI006 UNION OF BC MUNICIPALITIES									
PA	29764	03/10/16			29764	-9,768.14	0.00		
	Vendor (UNI006) totals:					<u>-9,768.14</u>	<u>0.00</u>		

Sort order: Control account, vendor number, report group
 Selection: Checks from Mar 01 2016 to Mar 31 2016 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)
USB001 US BANK CANADA									
PA	TP-222-001	03/02/16			TP-222-001	-6,181.96	0.00		
PA	TP-224-001	03/21/16			TP-224-001	-7,921.92	0.00		
Vendor (USB001) totals:						-14,103.88	0.00		
VAN005 VANDERHOOF & DISTRICTS CO-OP									
PA	TP-225-025	03/24/16			TP-225-025	-8,517.48	0.00		
Vendor (VAN005) totals:						-8,517.48	0.00		
VIL002 VILLAGE OF GRANISLE									
PA	29765	03/10/16			29765	-66.60	0.00		
Vendor (VIL002) totals:						-66.60	0.00		
VIL004 VILLAGE OF BURNS LAKE									
PA	29803	03/24/16			29803	-3,803.00	0.00		
Vendor (VIL004) totals:						-3,803.00	0.00		
VIS001 THE MOOSE - VISTA RADIO LTD.									
PA	29766	03/10/16			29766	-2,641.80	0.00		
Vendor (VIS001) totals:						-2,641.80	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-223-036	03/08/16			TP-223-036	-1,807.66	0.00		
Vendor (WAS001) totals:						-1,807.66	0.00		
WEL002 WELLMAN'S CAR AND TRUCK WASH									
PA	TP-223-035	03/08/16			TP-223-035	-130.99	0.00		
Vendor (WEL002) totals:						-130.99	0.00		
WIL004 WILLIAMS MACHINERY									
PA	TP-223-037	03/08/16			TP-223-037	-8,999.62	0.00		
Vendor (WIL004) totals:						-8,999.62	0.00		
XER001 XEROX CANADA LTD.									
PA	TP-223-038	03/08/16			TP-223-038	-1,583.88	0.00		
PA	TP-225-026	03/24/16			TP-225-026	-191.34	0.00		
Vendor (XER001) totals:						-1,775.22	0.00		
Control account (1) totals:						-345,504.14	0.00		
REC002 RECEIVER GENERAL									
PA	29780	03/15/16			29780	-39,424.85	0.00		
PA	29805	03/28/16			29805	-38,290.33	0.00		
Vendor (REC002) totals:						-77,715.18	0.00		
Control account (2) totals:						-77,715.18	0.00		
Report Total						-423,219.32	0.00		

133 vendor(s) printed.

337 1st, 2nd, 3rd Reading & Adoption

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1769

A bylaw to amend "Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1575, 2011"

WHEREAS the Regional District of Bulkley-Nechako has enacted "Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1575, 2011";

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to amend the user fees;

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

1. Schedule "A" of "Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1575, 2011" is hereby repealed and replaced with Schedule "A" attached to this bylaw.
2. This bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Water Service Regulatory Amendment Bylaw No. 1769, 2016."

READ A FIRST TIME this day of , 2016

READ A SECOND TIME this day of , 2016

READ A THIRD TIME this day of , 2016

ADOPTED this day of , 2016

Chairperson

Corporate Administrator

Certified a true and correct copy of Bylaw No. 1769 as adopted.

Corporate Administrator

**SCHEDULE "A" – WATER USER AND CONNECTION FEES
Fort Fraser Water System**

A. USER FEES

<u>Category of Consumer</u>	<u>Annual User Fee Beginning January 1, 2016</u>
1. Residential Dwelling	\$ 257.18
2. Café or Restaurant	\$ 430.73
3. Laundromat (per washer)	\$ 107.37
4. Motel or Hotel (per unit)	\$ 107.37
5. School (per Classroom)	\$ 343.33
6. Service Station	\$ 430.73
7. Churches & Community Halls	\$ 171.04
8. Commercial Users	\$ 430.73
9. Truck Shop, Car or Truck Wash	\$ 861.45

B. CONNECTION/DISCONNECTION FEES

<u>CATEGORY</u>	<u>CHARGE</u>
New Connection	Actual Cost plus \$100.00 connection Fee
Permanent Disconnection Fee	Actual Cost

Turn-On / Turn-Off

Requests associated with repair:

- | | |
|---|----------|
| 1) Emergency – outside normal operators work schedule | \$ 15.00 |
| 2) Requests – scheduled with operators work schedule | \$ 5.00 |
| 3) Other requests not associated with repair works | \$ 25.00 |

Repair works may include; repair or replace defective pipes, fittings, valves, tanks or appliances.

The costs shall be estimated and paid to the Regional District by the applicant before the work is initiated, provided however, should such estimate cost be insufficient to cover the cost, the deficiency shall be charged against the persons for whom such installation was made, and provided further that any excess payment shall be returned to the persons for the installation.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1770

A bylaw to amend "Regional District of Bulkley-Nechako - Fort Fraser Sewer Service Regulatory Bylaw No. 1576, 2011"

WHEREAS the Regional District of Bulkley-Nechako has enacted "Regional District of Bulkley-Nechako-Fort Fraser Sewer Service Regulatory Bylaw No. 1576, 2011";

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to amend the user fees;

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

1. Schedule "A" of "Regional District of Bulkley-Nechako-Fort Fraser Sewer Service Regulatory Bylaw No. 1576, 2011" is hereby repealed and replaced with Schedule "A" attached to this bylaw .
2. This bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Sewer Service Regulatory Amendment Bylaw No. 1770, 2016."

READ A FIRST TIME this day of , 2016

READ A SECOND TIME this day of , 2016

READ A THIRD TIME this day of , 2016

ADOPTED this day of , 2016

Chairperson

Corporate Administrator

Certified a true and correct copy of Bylaw No. 1770 as adopted.

Corporate Administrator

SCHEDULE "A" - SEWER USER AND CONNECTION FEES

Fort Fraser Sewer System

A. USER FEES

Category of Consumer	Annual User Fee Beginning January 1, 2016
1. Residential Dwelling	\$142.80
2. Café or Restaurant	\$285.60
3. Laundromat (per Washer)	\$71.40
4. Motel or Hotel (per Unit)	\$106.08
5. School (per Classroom)	\$559.98
6. Service Station	\$285.60
7. Churches & Community Halls	\$106.08
8. Commercial Users	\$285.60
9. Truck Shop, Car or Truck Wash	\$571.20

B. CONNECTION / DISCONNECTION FEES

Category	Charge
New Connection	Actual Cost plus \$100.00 Connection
Permanent Disconnection	Actual Cost

The costs shall be estimated and paid to the Regional District by the applicant before the work is initiated, provided however, should such estimate cost be insufficient to cover the cost, the deficiency shall be charged against the persons for whom such installation was made, and provided further that any excess payment shall be returned to the persons for the installation.