



**RURAL DIRECTORS COMMITTEE  
AGENDA**

**Thursday, February 11, 2016**

<u>PAGE NO.</u>	<u>SUPPLEMENTARY AGENDA</u>	<u>ACTION</u>
	<u>AGENDA- February 11, 2016</u>	Approve
	<u>MINUTES</u>	
2-11	Rural Directors Committee Meeting Minutes - January 21, 2016	Receive
	<u>REPORTS</u>	
12-15	Deborah Jones-Middleton, Protective Services Manager – Allocation of Costs	Direction
16-21	Cheryl Anderson, Manager of Administrative Services – Fort St. James Sled Dog Association Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Recommendation (Page 16)
22-25	Cheryl Anderson, Manager of Administrative Services – Fort St. James Secondary School Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Recommendation (Page 22)
	<u>SUPPLEMENTARY</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE MEETING**

**Thursday, January 21, 2016**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Tom Greenaway  
Rob Newell  
Mark Parker  
Jerry Petersen

Director Absent Bill Miller, Electoral Area "B" (Burns Lake Rural)

Staff Gail Chapman, Chief Administrative Officer  
Hans Berndorff, Financial Administrator  
Deborah Jones-Middleton, Protective Services Manager – left at 11:13 a.m.  
Jason Llewellyn, Director of Planning – left at 12:57 p.m.  
Corrine Swenson, Manager of Economic Development – arrived at 12:28 p.m., left at 12:57 p.m.  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Benedict called the meeting to order at 10:01 a.m.

**AGENDA & SUPPLEMENTARY AGENDA**

Moved by Director Greenaway  
Seconded by Director Parker

**RDC.2016-1-1**

"That the Rural Directors Committee Agenda for January 21, 2016 be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

**Rural Directors Committee Meeting Minutes -November 5, 2015**

Moved by Director Newell  
Seconded by Director Fisher

**RDC.2016-1-2**

"That the minutes of the Rural Directors Committee meeting of November 5, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS**

**Allocation of Costs to Rural Fire Service**

Moved by Director Petersen  
Seconded by Director Greenaway

**RDC.2016-1-3**

"That the Rural Directors Committee receive the Protective Service Managers January 13, 2016 memo titled "Allocation of Costs to Rural Fire Service."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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

Discussion took place in regard to the number of regulations imposed by the Provincial Government on small rural fire departments and the impacts to tax payers in order to continue having an operational service.

Director Petersen mentioned that Cluculz Lake Volunteer Fire Department experiences a number of challenges with regulation changes and cost increases and he has concerns regarding an increase in taxation.

Director Benedict has met with the Southside Volunteer Fire Department and they have indicated that they would like a cost analysis of administration costs. They also brought forward concerns regarding the small population on the Southside of Francois Lake and the impacts of a tax increase of 25% every 5 years in order to pay for the continued fire department service.

Director Newell spoke to fire protection and road safety being essential services in the region. He noted that due to the infrastructure deficit in the north the cost to provide adequate services is high.

Director Greenaway noted that Luck Bay has the highest contribution rate of \$2.10 per \$1,000 and residents have indicated that they are willing to contribute that amount in order to have a Fire Department in their region. He mentioned that there are challenges associated with the shortage of volunteers and that meetings will be held to attempt to recruit volunteers in order to continue the service.

Discussion took place regarding Round Lake's contribution to administration fees wherein they do not have a fire hall and receive fire protection from the Telkwa Volunteer Fire Department. Deborah Jones-Middleton, Protective Services Manager commented that Round Lake is a fire service and has costs associated with its dry hydrant, contract negotiations in regard to maintained service and administration costs associated with having a fire protection service. Initially residents of Round Lake requested that the RDBN provide a fire protection service to their area. In order for a fire protection service to be developed numerous conversations took place with the Village of Telkwa and the Telkwa Volunteer Fire Department. Staff also need to ensure that all provincial regulations and requirements are continuously maintained.

Originally when fire departments were established there were very few regulations. Fire departments have evolved and there are very stringent regulations in order to provide safety guidelines for the volunteer fire department members, victims, and local authorities having jurisdiction. The Provincial Government has identified local government as the authority having jurisdiction thus the Regional District must ensure regulatory guidelines are being maintained.

Discussion took place regarding the possibility of allocation based on assessment or number of buildings/properties in a fire protection area. There is currently no data that provides the exact number of buildings in an area, only physical addresses for properties.

**REPORTS (CONT'D)**

The Fort Fraser and Southside Volunteer Fire Departments are appreciative of the training received from the RDBN Regulation Compliance Officer to follow the regulatory standards set out by the Provincial Government's "British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook."

Discussion took place regarding volunteer fire departments accessing gaming grant funding. Some fire departments have monies in reserve for the future purchase of capital equipment such as fire trucks.

The ability to lobby the Provincial Government in regard to regulatory changes, costs associated with the changes and impacts to rural volunteer fire departments and the tax base were brought forward for discussion. There have been numerous resolutions brought forward through NCLGA (North Central Local Government Association), to UBCM (Union of B.C. Municipalities) endorsed by UBCM and brought forward at the Provincial Government level with very little success. The new regulations "British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook" were implemented due to safety concerns for volunteer fire persons.

All costs for managing fire departments must be allocated to that service and currently the cost is being allocated to Protective Services. The *Local Government Act* states that each service must pay for its own costs.

Director Newell noted that the increased development in the area will continue to place pressure on regional infrastructure such as volunteer fire departments and that it needs to be a consideration in conversations with resource companies interested in development in the region. Further discussion took place regarding potential discussions with the Northwest Resource Benefits Alliance and legacy funding.

Director Petersen brought forward his concerns in regard to the costs associated with maintaining mandated provincial regulations of rural volunteer fire departments and perhaps the service is no longer wanted and/or needed as it is too high a price for the tax payers to continue to want the service.

Moved by Director Petersen  
Seconded by Director Newell

RDC.2016-1-4

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to provide an allocation schedule based on assessments for municipal and rural administration costs for Rural Fire Protection Services Taxation Capacity."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Greenaway noted the importance of allocating the costs for the service to that service and not to Protective Services. Concerns were brought forward regarding the need to address the said issue prior to the final budget presented on March 24, 2016.

**REPORTS (CONT'D)**

Discussion took place regarding the oversight required by the RDBN for rural volunteer fire departments including contracts, services provided, adequate training, WCB (Worker Compensation Board) claims and oversight that all provincial regulations and guidelines are being implemented.

Discussion took place regarding the needs of each volunteer fire department being different. Meeting with the rural volunteer fire departments to discuss the possibility of allocating funding minus administration costs to the fire departments to prevent the need to raise taxes was discussed. Increasing the tax limits by 25% for rural fire protection services was discussed.

Directors would like to schedule meetings with the rural volunteer fire departments to discuss the options. Discussion took place in regard to the short time period in which to schedule meetings.

The continued lobbying of the provincial government in regard to the costs associated with implementing and oversight of provincial regulations was discussed. The high costs to tax payers and rural fire departments may eliminate the ability for rural fire departments to continue operations. Concerns were also brought forward in regard to obtaining an adequate number of volunteers.

Some of the concerns and issues associated with rural fire departments:

- Provincial regulations – initiated and implemented when a volunteer fire fighter died in the line of duty;
  - Regulations were implemented for safety reasons and will likely not change;
- Volunteers are not readily available;
  - RDBN staff are developing a youth volunteer program to develop a volunteer base;
- Contrary to the *Local Government Act* service costs are not being allocated to the specific service but to Protective Services;

Provincial regulations need to be addressed and dealt with and require a considerable amount of staff time.

There is value in rural fire departments and having fire protection and rural fire departments assist in lowering fire insurance costs within fire protection areas.

Nechako Valley Secondary  
School -Request for Grant in  
Aid -Electoral Area "F"  
(Vanderhoof Rural)

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2016-1-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Valley Secondary School be given \$1,500 from Electoral Area "F" (Vanderhoof Rural) for costs associated with its 2016 Dry Grad Event."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Village of Granisle  
-Request for Grant in Aid  
-Electoral Area "G"  
(Houston Rural)

Moved by Director Newell  
Seconded by Director Greenaway

RDC.2016-1-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Village of Granisle be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for the Babine Lake Tourism Marketing & Branding Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Recreational Sites/Areas in  
the RDBN

Moved by Director Petersen  
Seconded by Director Fisher

RDC.2016-1-7

"That the Rural Directors Committee receive the Chief Administrative Officers January 13, 2016 memo titled "Recreational Sites/Areas in the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The use of rural recreational sites by municipal residents and tourists was discussed as well as a possible user pay system to be able to provide maintenance to rural recreational sites.

Chair Benedict mentioned that she had met with the Village of Burns Lake along with Director Miller to discuss recreation needs and wants in the region but it is an extremely large topic and it was difficult to determine how to move forward.

Discussion took place regarding the large number of tourists that travel from outside the region to utilize the regional amenities for recreating. Director Newell mentioned that he attended the Northern B.C. Tourism Association Conference and Annual General Meeting in Prince George in October, 2015 and discussion took place in regard to investigating ways to utilize rural recreation sites to provide route tours through the region. Discussion had also taken place in regard to how to fund the areas for improvements and enhancements to the sites utilized in said route tours.

Discussion took place regarding the costs associated with Regional Districts that took over some parks areas within their regions such as the Peace River Regional District. The Peace River Regional District has estimated that operations and maintenance for the five regional parks that they established will cost \$3.2 million for ten years. Each Regional District that manages regional parks is very individual in its definition of "regional park" and funding is also unique to its region.

The RDBN Grant Writer assists regional recreation societies to obtain grant monies to assist in maintaining recreation sites. The use of grant in aid for projects was also discussed.

Liability issues were discussed in regard to disrepair of recreation sites. Recreation sites are located on Crown Land.

**REPORTS (CONT'D)**

Concerns were brought forward in regard to the cost and staff time that would be required for the Regional District to have a parks and recreation service. Chair Benedict noted that the amount of responsibility required in overseeing the rural recreational areas throughout the entire region would require its own department.

Director Fisher mentioned that there are groups in Electoral Area "A" (Smithers Rural) considering developing a society to oversee the parks and recreation areas in that area of the region. Discussion took place in regard to Electoral Area Director support and presenting to the Regional Board for support on a potential project to develop a commuter bike trail from Telkwa to Smithers.

**DEVELOPMENT SERVICES** *(All Directors)*

**REFERRALS**

Land Referral File No.  
7409813 Fort St. James  
Snowmobile Club  
Electoral Area 'C'

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2016-1-8

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409813" be provided to the Province as the Regional District's comments on Crown Land Referral 7409813."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Break for lunch at 11:38 a.m.**

**Reconvened at 12:11 p.m.**

Land Referral File No.  
0331140 Keith Brett and  
Brenda Joan Landry  
Electoral Area 'F'

Moved by Director Petersen  
Seconded by Director Parker

RDC.2016-1-9

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 0331140" be provided to the Province as the Regional District's comments on Crown Land Referral 0331140."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.  
7409817 Jeffrey and Valerie  
Johnson Electoral Area 'F'

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2016-1-10

"That the Land Referral File No. 7409817 Jeffrey and Valerie Johnson, Electoral Area "F" be deferred to the January 28, 2016 Regional Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



## **REFERRALS (CONT'D)**

Land Referral File No.  
6408872 Glenna Daniels  
Electoral Area 'G'

Moved by Director Newell  
Seconded by Director Fisher

RDC.2016-1-11

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408872" be provided to the Province as the Regional District's comments on Crown Land Referral 6408872."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **DISCUSSION ITEM**

### **Gas Tax**

Discussion took place regarding societies that lease/rent privately owned properties not being eligible for gas tax funds to complete building improvements.

Staff have sent letters to all non-profit societies and put schedules in place for non-profit societies to complete annual reporting to the RDBN to provide project update information and documentation that the societies are in good standing. Non-profit societies requesting further funding must have all reporting current and up to date.

Discussion took place regarding joint projects within the RDBN that would utilize gas tax funds from Electoral Areas that would benefit rural residents.

## **SUPPLEMENTARY AGENDA**

### **DISCUSSION ITEMS**

#### **1. Northern Development Initiative Trust (NDIT)**

- Director Fisher is the RDBN representative on the Northwest Regional Advisory Committee (RAC);
- Director Miller is the RDBN representative on the Northeast RAC;
- The RAC's review funding applications and decide whether or not to approve the application;
- If approved by the RAC the application is brought forward to the NDIT Board of Directors;
- The monies accrued from the sale of BC Rail were put in a fund and the interest from those monies are allocated to the various NDIT funding programs to be allocated for various project applications.
- **Various Programs**
  - New Program – Fabulous Festivals and Events;
    - Provides non-profit organizations with up to \$2,500 in grant funding from a regional development account to support unique events and festivals throughout the region;
    - The Northwest and Northeast RAC's have 40 potential applicants and approximately 12 have applied thus far.

Director Fisher noted that the NDIT website contains the pre-project application to determine adequate criteria for a project to move forward. RDBN staff can also assist applicants. Director Fisher commented that the general criteria is to further economic development throughout Northern B.C.

## **DISCUSSION ITEMS (CONT'D)**

Chair Benedict mentioned that providing new funding opportunities is a good idea but she noted concerns that funding for major projects is now becoming more challenging because there is not sufficient funding for major projects. Director Fisher mentioned that the funding for new programs and projects enabled other non-profit organizations to potentially access funding opportunities. The RDBN accesses funding in the amount of \$50,000 for collaborative projects and capacity building within each local government and \$8,000 for grant writing.

- **Façade Program**

- Municipalities can apply for the Business Façade Program and can then allocate funds to local businesses for business façade improvements;
- Regional Districts can apply;
- Can be applied for on an annual application intake

Discussion took place regarding the RDBN accessing the Business Façade Program funding for signage for agri-tourism businesses and at rest areas that could provide a listing of opportunities throughout the entire RDBN. A number of rest areas within the region have signage that provides information regarding that area within the region.

Staff will bring forward the Business Façade Program funding in regard to the Regional District at a future Rural Directors Committee meeting for further discussion.

## **2. New Societies Act**

Chair Benedict brought forward concerns in regard to Directors of societies not always understanding their roles and responsibilities in a director position. Discussion took place in regard to the RDBN providing an opportunity for non-profit societies to be provided information through workshops and/or webinars to explain responsibilities. The turnover of volunteers for societies can often be challenging and it can be difficult to maintain a volunteer base. Allowing a non-profit society's registry filings to lapse with the Registry Services Corporate Filing system creates a number of challenges consequently it is far easier to keep filings current. Corrine Swenson, Manager of Economic Development mentioned that NDI has a Governance Essentials Scholarship that may provide funding for directors of non-profit organizations to be able to participate in the Institute of Corporate Directors' Governance Essentials program. The RDBN website also has links to information for societies to access to assist in forming a society and the running of a society. The BC Centre for Social Enterprise would be the agency for societies to access in regard to the new *Societies Act*.

Discussion took place in regard to webinars being useful and cost effective tools for societies to access and they can potentially take place at the RDBN office. There are currently 62 societies in the region that have been contacted and provided information. Information can and has been provided to societies also in regard to framework for respectful behavior among society board members.

## **CORRESPONDENCE**

Ministry of Technology,  
 Innovation and Citizens'  
 Services - Government  
 Continues Connecting  
 Communities throughout B.C.

Moved by Director Newell  
 Seconded by Director Parker

RDC.2016-1-12

"That the Rural Directors Committee receive the Ministry of Technology, Innovation and Citizens' Services - Government Continues Connecting Communities throughout B.C.

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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

Director Newell mentioned concerns regarding the lack of cell phone coverage, the high cost for high speed internet services and the lack of adequate high speed upload and download speeds. Discussion took place regarding the limitation for economic development in rural northern B.C. with the lack of inadequate service levels. The lack of cell service also impacts safety within the region.

Discussion took place regarding funding through Northern Development Initiative Trust's Connecting British Columbia Grant. It assists to pay for infrastructure required to deliver high-speed internet connectivity at speeds to at least 5 Mbps down and 1Mbps up to homes and businesses

The RDBN has been working on the issue for a number of years. Information was gathered from RDBN residents as to whether or not they had service and if they did what kind of service. This information was then mapped and provided to Telus and Network B.C. A number of areas that Telus and Network B.C. indicated there was coverage, area residents noted that the level of service was not adequate. Chair Benedict mentioned that in order to map the entire region to determine cell and internet coverage and levels of coverage would require additional staff to physically go to locations throughout the region to determine availability. She also noted that B.C. residents are being forced to use the internet for a number of government forms and it becomes very challenging with no internet service.

Staff will bring forward internet and cell phone coverage at a future Rural Directors Committee Meeting.

## **NEW BUSINESS**

### **Northwest Resource Benefits Alliance (NWRBA)**

Director Newell brought forward for discussion the RDBN infrastructure inventory provided to the NWRBA in regard to fire departments. The infrastructure inventory is not for service provision but would be for fire department infrastructure. Staff has corresponded with the NWRBA regarding a proposed draft allocation model. The NWRBA is meeting with the Mining Association of B.C. at Minerals Roundup in Vancouver on January 25-28, 2016.

### **Community Forest – Electoral Area "G" (Houston Rural)**

Director Newell mentioned that residents in Electoral Area "G" (Houston Rural) have expressed an interest in applying for a Community Forest License. He spoke of the benefit to small scale salvagers, assisting with infrastructure development and provide a source of revenue for the rural area. Discussion took place in regard to the need for forestry expertise in regard to applying for a Community Forest License, completing a Forest Management Plan and Business Plan. Staff will provide an outline of what is required for a Community Forest License and the process undertaken for the Chinook Community Forest.

### **Defibrillator for Rural Area**

Director Newell spoke of having a defibrillator located centrally on Buck Flats Road for the clusters of houses located on the road. He noted that there are societies that would purchase the defibrillator with the assistance from grant in aid.

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**NEW BUSINESS (CONT'D)**

Shavings Program – Meeting  
with David Van Dolah  
-December 11, 2015

Director Greenaway provided written notes from a meeting he attended on December 11, 2015 with David Van Dolah, District Manager, Resource Management Vanderhoof/Fort St. James, Ministry of Forests, Lands and Natural Resource Operations in regard to the Shavings Program for cattlemen. He spoke of the importance of shavings for farmers and ranchers in the region.

RDBN Agricultural Committee

Director Parker mentioned that the RDBN Executive Committee has determined that an RDBN Agricultural Committee be formed moving forward. Agriculture is a very key economical resource in the region and is very important. Director Parker has been asked to Chair the committee. Discussion took place in regard to scheduling an additional meeting.

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2016-1-13

“That the meeting be adjourned 1:38 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Eileen Benedict, Chair

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Wendy Wainwright, Executive Assistant



12  
**Regional District of  
Bulkley-Nechako  
Memorandum  
FEBRUARY 11, 2016**



**To: Chair Benedict and the Rural Directors Committee**  
**From: Deborah Jones-Middleton, Protective Services Manager**  
**Date: January 27, 2016**  
**Regarding: Allocation of Costs**

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Further to the January 21, 2016 meeting of the Rural Directors staff have prepared three different allocation formulas as follows:

- Schedule 1: Allocation based on Converted Assessments
- Schedule 2: Allocation based on Staff Workload
- Schedule 3: Allocation based on Staff Workload – Telkwa and Round Lake Fire Protection Areas shared equally.

**Recommendation**

**All /DIRECTORS/MAJORITY**

1. The Rural Directors Committee receives the memo entitled “Allocation of Costs” from Deborah Jones-Middleton, Protective Services Manager.
2. The Rural Directors Committee provide staff with direction on the allocation of costs to rural fire protection areas.

**Schedule THREE**  
**Rural Fire Protection Services**  
**Taxation Capacity**

**Estimated Cost Allocation based on Staff Workload - Telkwa and Round Lake Shared Equally**

	2016 Estimated Taxation		Based on Estimated Staff Workload				Total 2016 Estimated Taxation		2016 Tax Limit	25% Tax Increase				
	Tax Limit in the Current Bylaw	Amount	Per \$1,000	Municipal	All Rural Admin	3 Rural Training	Total	Amount Including Allocation	Including Allocation Per \$1,000	Based on 2016 Assessments	Tax Increase Needed?	Last Tax Limit Increase	Tax Limit Increase Possible without Public Approval	Possible New Tax Limit without Public Approval
Fort Fraser	\$56,250	\$35,200	\$1.31		\$ 5,263	\$ 12,263	\$ 17,526	\$ 52,726	\$1.96	\$ 56,250	No	2015	2020	\$ 70,313
Southside	Greater of \$30,000 or \$1.29 per \$1,000	\$33,500	\$1.25		\$ 5,263	\$ 12,263	\$ 17,526	\$ 51,026	\$1.90	\$ 34,500	Yes	2008	2013	\$ 38,903
Cluculz Lake	\$18,750	\$18,750	\$0.11		\$ 5,263		\$ 5,263	\$ 24,013	\$0.14	\$ 18,750	Yes	2012	2017	\$ 23,438
Topley	\$79,000	\$65,486	\$1.93		\$ 5,263	\$ 12,263	\$ 17,526	\$ 83,012	\$2.45	\$ 79,000	Yes	2015	2020	\$ 98,750
Burns Lake	Greater of \$70,000 or \$1.22 per \$1,000	\$133,301	\$1.44	\$ 1,091			\$ 1,091	\$ 134,392	\$1.45	\$ 113,000	Yes	2000	2005	\$ 121,000
Fort St. James	\$2.00 per \$1,000	\$132,092	\$1.05	\$ 1,091			\$ 1,091	\$ 133,183	\$1.06	\$ 250,888	No	1993	1998	N/A *
Luck Bay	\$3.00 per \$1,000	\$48,411	\$2.10	\$ 1,091			\$ 1,091	\$ 49,502	\$2.15	\$ 69,156	No	2005	2010	N/A *
Houston	\$2.25 per \$1,000	\$15,721	\$1.27	\$ 1,091			\$ 1,091	\$ 16,812	\$1.36	\$ 27,750	No	2002	2007	\$ 31,983
Smithers	\$1.05 per \$1,000	\$169,500	\$0.48	\$ 1,091			\$ 1,091	\$ 170,591	\$0.48	\$ 369,732	No	2000	2005	\$ 384,920
Telkwa	\$1.30 per \$1,000	\$97,586	\$1.00	\$ 546			\$ 546	\$ 98,132	\$1.01	\$ 126,593	No	2006	2011	\$ 131,498
Round Lake	\$1.80 per \$1,000	\$9,761	\$1.27	\$ 546			\$ 546	\$ 10,307	\$1.34	\$ 12,450	No	2015	2020	\$ 15,562
Vanderhoof	\$35,500	\$33,956	\$0.82	\$ 1,091			\$ 1,091	\$ 35,047	\$0.85	\$ 35,500	No	2010	2015	\$ 44,375
				\$ 7,639	\$ 21,050	\$ 36,790	\$ 65,479							

\* Assessments have increased by more than 25% in the last 5 years, therefore, more than a 25% increase in the tax limit has already been realized.

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**Schedule ONE**  
**Rural Fire Protection Services**  
**Taxation Capacity**

**Estimated Cost Allocation based on Converted Assessments**

	Tax Limit in the Current Bylaw	2016 Estimated Taxation	2016 Estimated Tax Rate Per \$1,000	2016 Converted Assessments (Completed Roll)	Estimated Allocated Costs				Total 2016 Estimated Tax including Allocation		2016 Tax Limit	25% Tax Increase			
					Municipal	All Rural Admin	3 Rural Training	Total	Amount Including Allocation	Including Allocation Per \$1,000	Based on 2016 Assessments	Tax Increase Needed?	Last Tax Limit Increase	Tax Limit Increase Possible without Public Approval	Possible New Tax Limit without Public Approval
Fort Fraser	\$56,250	\$35,200	\$1.34	2,626,914		\$ 2,189	\$ 12,263	\$ 14,452	\$ 49,652	\$1.89	\$ 56,250	No	2015	2020	\$ 70,313
Southside	Greater of \$30,000 or \$1.29 per \$1,000	\$33,500	\$1.25	2,071,730		\$ 1,726	\$ 12,263	\$ 13,990	\$ 47,490	\$1.77	\$ 34,500	Yes	2008	2013	\$ 38,903
Cluculz Lake	\$18,750	\$18,750	\$0.11	16,781,429		\$ 13,984		\$ 13,984	\$ 32,734	\$0.19	\$ 18,750	Yes	2012	2017	\$ 23,438
Topley	\$79,000	\$65,486	\$1.93	3,780,960		\$ 3,151	\$ 12,263	\$ 15,414	\$ 80,900	\$2.38	\$ 79,000	Yes	2015	2020	\$ 98,750
Burns Lake	Greater of \$70,000 or \$1.22 per \$1,000	\$133,301	\$1.44	10,188,937	\$ 990			\$ 990	\$ 134,291	\$1.45	\$ 113,000	Yes	2000	2005	\$ 121,000
Fort St. James	\$2.00 per \$1,000	\$132,092	\$1.05	13,483,782	\$ 1,310			\$ 1,310	\$ 133,402	\$1.06	\$ 250,888	No	1993	1998	N/A *
Luck Bay	\$3.00 per \$1,000	\$48,411	\$2.10	1,281,036	\$ 124			\$ 124	\$ 48,535	\$2.11	\$ 69,156	No	2005	2010	N/A *
Houston	\$2.25 per \$1,000	\$15,721	\$1.27	2,310,950	\$ 224			\$ 224	\$ 15,945	\$1.29	\$ 27,750	No	2002	2007	\$ 31,983
Smithers	\$1.05 per \$1,000	\$169,500	\$0.48	36,160,537	\$ 3,512			\$ 3,512	\$ 173,012	\$0.49	\$ 369,732	No	2000	2005	\$ 384,920
Telkwa	\$1.30 per \$1,000	\$97,586	\$1.00	10,294,430	\$ 1,000			\$ 1,000	\$ 98,586	\$1.01	\$ 126,593	No	2006	2011	\$ 131,498
Round Lake	\$1.80 per \$1,000	\$9,761	\$1.27	780,479	\$ 76			\$ 76	\$ 9,837	\$1.28	\$ 12,450	No	2015	2020	\$ 15,562
Vanderhoof	\$35,500	\$33,956	\$0.82	4,143,843	\$ 402			\$ 402	\$ 34,358	\$0.83	\$ 35,500	No	2010	2015	\$ 44,375
					<b>\$ 7,639</b>	<b>\$ 21,050</b>	<b>\$ 36,790</b>	<b>\$ 65,479</b>							

\* Assessments have increased by more than 25% in the last 5 years, therefore, more than a 25% increase in the tax limit has already been realized.

**F**

**Schedule TWO  
Rural Fire Protection Services  
Taxation Capacity**

**Estimated Cost Allocation based on Staff Workload**

	2016 Estimated Taxation		Based on Estimated Staff Workload				Total 2016 Estimated Taxation		2016 Tax Limit	25% Tax Increase				
	Tax Limit in the Current Bylaw	Amount	Per \$1,000	Municipal	All Rural Admin	3 Rural Training	Total	Amount Including Allocation	Including Allocation Per \$1,000	Based on 2016 Assessments	Tax Increase Needed?	Last Tax Limit Increase	Tax Limit Increase Possible without Public Approval	Possible New Tax Limit without Public Approval
Fort Fraser	\$56,250	\$35,200	\$1.31		\$ 5,263	\$ 12,263	\$ 17,526	\$ 52,726	\$1.96	\$ 56,250	No	2015	2020	\$ 70,313
Southside	Greater of \$30,000 or \$1.29 per \$1,000	\$33,500	\$1.25		\$ 5,263	\$ 12,263	\$ 17,526	\$ 51,026	\$1.90	\$ 34,500	Yes	2008	2013	\$ 38,903
Cluculz Lake	\$18,750	\$18,750	\$0.11		\$ 5,263		\$ 5,263	\$ 24,013	\$0.14	\$ 18,750	Yes	2012	2017	\$ 23,438
Topley	\$79,000	\$65,486	\$1.93		\$ 5,263	\$ 12,263	\$ 17,526	\$ 83,012	\$2.45	\$ 79,000	Yes	2015	2020	\$ 98,750
Burns Lake	Greater of \$70,000 or \$1.22 per \$1,000	\$133,301	\$1.44	\$ 955			\$ 955	\$ 134,256	\$1.45	\$ 113,000	Yes	2000	2005	\$ 121,000
Fort St. James	\$2.00 per \$1,000	\$132,092	\$1.05	\$ 955			\$ 955	\$ 133,047	\$1.06	\$ 250,888	No	1993	1998	N/A *
Luck Bay	\$3.00 per \$1,000	\$48,411	\$2.10	\$ 955			\$ 955	\$ 49,366	\$2.14	\$ 69,156	No	2005	2010	N/A *
Houston	\$2.25 per \$1,000	\$15,721	\$1.27	\$ 955			\$ 955	\$ 16,676	\$1.35	\$ 27,750	No	2002	2007	\$ 31,983
Smithers	\$1.05 per \$1,000	\$169,500	\$0.48	\$ 955			\$ 955	\$ 170,455	\$0.48	\$ 369,732	No	2000	2005	\$ 384,920
Telkwa	\$1.30 per \$1,000	\$97,586	\$1.00	\$ 955			\$ 955	\$ 98,541	\$1.01	\$ 126,593	No	2006	2011	\$ 131,498
Round Lake	\$1.80 per \$1,000	\$9,761	\$1.27	\$ 955			\$ 955	\$ 10,716	\$1.39	\$ 12,450	No	2015	2020	\$ 15,562
Vanderhoof	\$35,500	\$33,956	\$0.82	\$ 955			\$ 955	\$ 34,911	\$0.84	\$ 35,500	No	2010	2015	\$ 44,375
				\$ 7,639	\$ 21,050	\$ 36,790	\$ 65,479							

\* Assessments have increased by more than 25% in the last 5 years, therefore, more than a 25% increase in the tax limit has already been realized.

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

**TO: Chair Benedict and Rural Directors Committee**

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

**DATE: February 2, 2016**

**SUBJECT: Fort St. James Sled Dog Association – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)**

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Attached is a request for Grant in Aid monies from the Fort St. James Sled Dog Association.

The Association is requesting \$2,500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the Caledonia Classic Dog Sled Races.

Director Greenaway has indicated that he is supportive of providing \$2,000 toward this application.

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

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Sled Dog Association be given \$2,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the Caledonia Classic Dog Sled Races.”**

REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA REQUEST FOR GRANT IN AID  
APPLICATION

RECEIVED

JAN 19 2016

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

APPLICATION SUBMITTED BY:

Applicant Name: Fort St. James Sled Dog Association

Mailing Address: PO Box 1908

Fort St. James BC V0J 1P0

E-mail Address: choughton@sd91.bc.ca

Contact(s): Craig Houghton 250-996-1739  
Name, Telephone/Fax Number

Joanne Vinnedge 250-996-7401  
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: Caledonia

Classic Dog Sled Races

Amount of Grant Requested \$ 2500.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Joanne M Vinnedge  
Joanne M. Vinnedge  
(signature of authorized signatory)

(title) Director

Amount Approved: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Electoral Area Director

**APPLICANT PROFILE**

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

The Caledonia Classic Dogsled Races provide a safe, high quality event for dog mushers across Western Canada + the US. We provide an opportunity for local school children to be introduced to the sport, + for UNBC Tourism + Outdoor Rec. students to volunteer + learn from an organized sporting event. We provide a venue for local mushers + community members to watch an exciting event. We establish + maintain a winter safety trail on Stuart Lake + partner with the local snowmobile club to maintain local designated recreation trails. This event + the Stuart Lk safety trail are uniquely provided by the Fort St. James Sled Dog Association.

2. Describe the geographic area that receives services or benefits from your organization.

Our Sled Dog Association provides an annual race opportunity to mushers across Western North America. Locally, mushers from Smithers, Fort Fraser, Quesnel + Prince George attend every year, as well as mushers from Alberta, Saskatchewan, Yukon and NWT. Spectators visit from Vanderhoof, Quesnel, Smithers, Fraser Lake + Prince George. UNBC students from numerous countries experience a unique northern event.

3. Is your organization voluntary and non-profit?  YES  NO

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

All members of the Fort St. James Sled Dog Association are volunteers. No one receives any remuneration.

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.

The Fort St. James Sled Dog Association is hosting the 17<sup>th</sup> Caledonia Classic in Feb. 2016. We have a core of about 10 volunteers, which grows to approximately 40 volunteers on race weekend.

**PROJECT/PROPOSAL PROFILE**

1. Assistance is being requested for:

- \_\_\_\_\_ capital project and/or equipment
- special event
- \_\_\_\_\_ other purpose ( \_\_\_\_\_ )

2. Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required.

We plan to host a three-day, 150-mile stage race and 2 days of 4-dog, 6-dog and 10-dog sprint races. We also include a junior musher race, kid's mutt race (for local children) and popular politician's race. In 2015, due to poor snow conditions on Stuart Lake, this event was successfully relocated to an alternate venue which included public dog sled rides. We are pursuing this opportunity for public rides again for 2016. Current weather conditions are favorable for hosting the event back at Cottonwood Park in downtown Fort St. James.

3. Describe how this proposal will benefit the community.

The Caledonia Classic Dog Sled Races are a unique winter event that Fort St. James is proud to host. This event is known as a high quality race throughout the North American dog mushing community. This event has helped to bring skilled professionals to our community permanently. The dog mushing and racing lifestyle facilitated by this event and the Fort St. James Sled Dog Association has provided opportunities for local youth to develop critical life skills of healthy sport, outdoor activity and significant animal care. The District of Fort St. James now hosts a Winterfest event which involves our Sled Dog Association and the Caledonia Classic race weekend.

### Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
  - Total cost of project/proposal;
  - Grants/funding from other sources;
  - Funding contributed by applicant through funding raising activities or other sources of revenue;
  - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
  
2. Have you applied for a grant/funding from other source(s)?  
 YES     NO

If yes, complete the following chart. If not, please comment.

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
District of Fort St. James	3000.			✓

Please note in 2015 the Fort St. James Sled Dog Associated received a one-time grant of \$20,000 from the provincial government. This money is being used for capital expenditures critical to the ongoing ~~so~~ hosting of this event. We are/have purchased a generator, stop watches, sound system and 2-way radios. All these items were previously borrowed from other individuals or organizations. We are also using these specific funds to partner with the Fort St. James Snowmobile Club to help with the purchase of a brusher for critical trail maintenance.

3. Have you received assistance (grant in aid/waiving of fees , etc.), from the Regional District of Bulkley-Nechako in previous years?

YES  NO If yes, complete the following chart.

Year.	\$ Amount	Purpose for which assistance was used
2014, 2015	2000.00	General race expenses
2012, 2013	2500.00	" " "
2003-2011	2000.00	" " "

4. Does your organization:

- a) Offer direct financial assistance to individuals or families?  YES  NO
- b) Duplicate services that fall within the mandate of either a senior government or a local service agency?  YES  NO
- c) Provide an opportunity for individuals to make direct contributions?  YES  NO

OR, is your organization:

- d) Part of a provincial or national fund raising campaign?  YES  NO

**Don't forget to attach the required financial report.**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair Benedict and Rural Directors Committee**

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

**DATE: February 2, 2016**

**SUBJECT: Fort St. James Secondary School – Request for Grant in Aid –  
Electoral Area “C” (Fort St. James Rural)**

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Attached is a request for Grant in Aid monies from the Fort St. James Secondary School.

The School is seeking \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a Grade 12 Scholarship.

Director Greenaway has indicated that he is supportive of this application.

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

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

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** January-20-16 11:01 AM  
**To:** Cheryl Anderson  
**Subject:** \*\*\*SPAM\*\*\*New submission from "Grant in Aid Application"  
**Attachments:** 569fd9554a0b1-Reg. Dist. scholarship.pdf



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION**

APPLICATION SUBMITTED BY:

***Fort St. James Secondary School***

Mailing Address:

*Box 220 Fort St. James, BC V0J 1P0*

Email:

*nstainton@sd91.bc.ca*

Contact Person:

*Naomi Stainton TEL. 250 996  
7126 Fax 250 996 7708*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Grade 12 Scholarship*

Amount Requested:

*\$1000.00*

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

***Yes***

\_\_\_\_\_  
(signature of authorized signatory) (title)  
\_\_\_\_\_  
Signature of Electoral Area Director  
Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

*Yes*

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Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*We are a secondary school with approximately 310 students in grades 8-12. This is the only secondary school for Fort St. James, Tache, Binche, Portage and Takla.*

Describe the geographic area that receives services or benefits from your organization.

*See above for service area. The next closest secondary school is in Vanderhoof.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*Employer is the Ministry of Education and they determine the funding to run the schools and salaries for staffing. There are 55 staff at he Fort St. James Secondary School (25 teachers and 30 support staff) We have two buildings where our students may attend: the main high school at 450 Douglas Ave. and the Alternate secondary at the Goodwin Building (Ste. 221-250 Stuart Dr.). History of the school: 1945-1952 a 2-room school supported education and high school correspondence to grade 10, for further education needed to go to Prince George; 1953-75 up to grade 10 and students who continued past grade 10 boarded or travelled to Vanderhoof or Prince George; 1976- present day Fort St. James Secondary School to grade 12.*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*Grade 12 scholarship to help finance post secondary education*

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*Regional District of Bulkley-Nechako Area "c" Bursary: see attached Bursary description*

Describe how this proposal will benefit the community:

*Help provide financial assistance to a Grade 12 student entering a post secondary program of studies.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

569fd9554a0b1-Reg. Dist.  
scholarship.pdf

Have you applied for a grant/funding from other source(s)?:

*No*

If not, please comment.:

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

*Yes*

Year, Amount and Purpose for assistance

*yearly for this scholarship  
to provide financial aid to attend  
post secondary institution (for a  
Grade 12 student)*

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct  
contributions?:OR, is your organization: Part of a provincial or national fund  
raising campaign?: