



1

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

# AGENDA

MEETING NO. 10

AUGUST 20, 2015

P.O. BOX 820  
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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, August 20, 2015



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – August 20, 2015</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	<b>(All grey highlighted items may be received as a block)</b>	
10-31	Board Meeting Minutes – July 23, 2015	Adopt
32-33	Forestry Committee Meeting Minutes - July 23, 2015 (Unapproved)	Receive
34-37	Forestry Committee Meeting Minutes - June 11, 2015	Receive
<u>PAGE NO.</u>	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	<u>ACTION</u>
	<u>ADMINISTRATION REPORTS</u>	
	<b>(All grey highlighted items may be received as a block)</b>	
38	Geraldine Craven, Administration Clerk - Regional District of Bulkley-Nechako Turning 50	Direction
39-42	Cheryl Anderson, Manager of Administrative Services – District of Fort St. James – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Recommendation (Page 39)
43-48	Cheryl Anderson, Manager of Administrative Services – Southside Volunteer Fire Department Society – Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)	Recommendation (Page 43)
49-55	Deborah Jones-Middleton, Protective Services Manager – Memorandum of Understanding between Glenwood Hall and the Regional District of Bulkley-Nechako	Recommendation (Page 49)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
56-57	Deborah Jones-Middleton, Protective Services Manager – Emergency Support Services	Recommendation (Page 57)
58-64	Deborah Jones-Middleton, Protective Services Manager – Memorandum of Understanding with the Village of Telkwa concerning the use of Telkwa Christian Reformed Church as a Reception Centre by the Regional District of Bulkey-Nechako	Recommendation (Page 58)
65	Hans Berndorff, Financial Administrator - Withdrawal from Administration Equipment Reserve	Recommendation (Page 65)
66	Hans Berndorff, Financial Administrator - Withdrawal from Administration/Planning/ Emergency Preparedness Vehicle Reserve	Recommendation (Page 66)
67-68	Deborah Jones-Middleton, Protective Services Manager – Monthly 9-1-1 Call Report, June 2015	Receive
69	Hans Berndorff, Financial Administrator - Southside Fire Protection Capital Reserve	Receive
70-76	Hans Berndorff, Financial Administrator - Quarterly Financial Report – June 30, 2015	Receive

#### DISCUSSION ITEM

RDBN Forums re: Sectors

- a) agriculture
- b) mining
- c) forestry
- d) LNG

#### ENVIRONMENTAL SERVICES REPORTS

77-79	Janine Dougall, Director of Environmental Services – Metal Recycling – Recommendation for Contract Award	Recommendation (Page 79)
80-83	Lynda Fyfe, Sustainability Assistant - RDBN Composting Program 2015	Receive

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u> (All Directors)	<u>ACTION</u>
	<u>Memo</u>	
84	<u>Memo</u> – Maria Sandberg, Planner RE: Recent Agricultural Land Commission Decisions	Receive
	<u>Referrals</u>	
85-89	Land Referral File No. 12-3313 (Parrott Lakes) Coastal GasLink Pipeline Ltd. Electoral Area 'E' & 'G'	Recommendation (Page 85)
90-95	Land Referral File No. 12-3313 (Highway 27) Coastal GasLink Pipeline Ltd. Electoral Area 'F'	Recommendation (Page 91)
96-100	Land Referral File No. 7409792 Sky View Ranch and Timber Electoral Area 'F'	Recommendation (Page 97)
	<u>ALR Application</u>	
101-121	Application No. 1184 Simpson-Hochacka Subdivision within the ALR Electoral Area "A"	Recommendation (Page 106)
	<u>ELECTORAL AREA PLANNING</u> (All Directors)	
	<u>Temporary Use Permit Applications</u>	
122-133	Temporary Use Permit B-01-15 Tyson and Gail Radley Tintagel Road, Burns Lake Electoral Area "B" <i>(call for comments from the gallery)</i>	Recommendation (Page 128)
134-146	Temporary Use Permit G-01-15 LB Paving Ltd. Morice Telkwa & Gold Creek FSRs, Houston Electoral Area "G" <i>(call for comments from the gallery)</i>	Recommendation (Page 138)

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<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING</u>	<u>ACTION</u>
	<u>OTHER</u> (All Directors)	
	<u>Planning Department Enquiries Report</u>	
147	For July 2015	Receive
	<u>Action List</u>	
148-149	Action List – June 2015	Receive
150	<u>Building Inspector's Report</u> For July 2015	Receive
	<u>VERBAL REPORTS</u>	
	<u>RECEIPT OF VERBAL REPORTS</u>	
	<u>ADMINISTRATION CORRESPONDENCE</u>	
	(All grey highlighted items may be received as a block)	
151	Omineca Beetle Action Coalition – Support for a Continued Collaborative Approach Across the Region	Direction
152-155	Jim Senka – Air Quality Concerns	Direction
156-159	Minister of Transport – Emergency Response Planning	Receive
160-161	Ministry of Forests, Lands and Natural Resource Operations- Water Use Plan for the Nechako Reservoir	Receive
162-163	Emergency Management BC – Recommendations RE: BC Earthquake Preparedness Report	Receive
164-165	Central Coast Regional District – British Columbia Earthquake Preparedness Consultation Report	Receive
166	The Spirit's Mission Team – Thank you for Grant in Aid	Receive

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<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
167	Fraser Lake and District Chamber of Commerce - Thank you for Support – Fraser Lake Cruise-In 2015	Receive
168-172	BC Hydro – Installation of Capacitor Stations	Receive
173	Ombudsperson – 2014-2015 Annual Report	Receive
174	Kitimat LNG – Kitimat LNG will be Working on the Pacific Trail Pipeline in your Region	Receive
175-176	Emergency Management BC – Update	Receive
177	Auditor General for Local Government - 2014/15 Annual Report	Receive
178-180	Cariboo Chilcotin Regional Hospital District - Shortage of Physiotherapists in BC	Receive
181-182	Town of Smithers – Major Air Discharge Permit 06099 Amendment Application	Receive
183-186	NCLGA July Newsletter	Receive
187-192	Omineca Beetle Action Coalition – Newsletter - July 2015	Receive
193	Union of B.C. Municipalities – UBCM Welcomes Appointment of Honourable Peter Fassbender	Receive
194-196	Union of B.C. Municipalities: <ul style="list-style-type: none"> <li>• Seeking Pilot Communities for Energy Plan Implementation;</li> <li>• UBCM Renews Partnership with First Nations Summit;</li> <li>• BC Climate Leadership Plan;</li> </ul>	Receive
197-199	Wet'suwet'en First Nation – First Nations Seek Balance Between Environment and Economy	Receive

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<u>PAGE NO.</u>	<u>INVITATIONS</u>	<u>ACTION</u>
200	Northern Health – Union of B.C. Municipalities Convention – Meeting Opportunity for Local Government	Direction
201-202	Council of Forest Industries – 2015 Prince George Area Community Dinner – September 15, 2015	Direction
203	Premier’s BC Natural Resource Forum - January 19-21, 2015 – Prince George, B.C.	Receive
	<u>FINANCIAL</u>	
204-209	Operating Accounts Paid – July, 2015	Ratify
	<u>ACTION LIST</u>	
210-216	Action List – June, 2015	Receive
	<u>BYLAWS</u>	
	<u>Bylaws for First, Second, and Third Reading</u>	
217-219	<u>No. 1748</u> – Vanderhoof Rural Fire Protection Service Area Boundary Amendment (All/Directors/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Reading
	<u>Bylaws for First, Second, and Third Reading and Adoption</u>	
220-221	<u>No. 1747</u> – Southside Rural Fire Protection Capital Reserve Establishment (Participants/Weighted/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Reading & Adoption
	<u>Bylaws for Adoption</u>	
22-224	<u>No. 1746</u> – Telkwa Rural Fire Protection Service Area Boundary Amendment (All/Directors/Majority)	Adoption
	<u>READING FILE</u>	<u>RECEIVE ALL</u>

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

Meeting No. 10  
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### **SPECIAL IN-CAMERA MEETING**

In accordance with Section 90(1)(c)(g) of the *Community Charter*, it is the opinion of the Board of the Regional District of Bulkley-Nechako that matters pertaining to labour relations or other employee relations (safety of RDBN employees) and litigation or potential litigation (safety of members of the public) or information received relating to the matter must be closed to the public therefore exercise their option of excluding the public this meeting.

### **ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 9****Thursday, July 23, 2015**

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Thomas Liversidge  
Rob MacDougall – arrived at 11:12 a.m.  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen – arrived at 10:47 a.m.

Director Luke Strimbold, Village of Burns Lake  
Absent

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Janine Dougall, Director of Environmental Services – left at 1:38 p.m.  
Corrine Swenson, Manager of Regional Economic Development – arrived at 11:05 a.m. – left at 11:50 a.m.  
Deborah Jones-Middleton – left at 11:50 a.m. – returned at 12:48 p.m. – left at 1:38 p.m. – returned at 1:50 p.m.  
Jennifer MacIntyre, Planner 1 – arrived at 11:55 a.m.  
Jason Blackwell, Regulation Compliance Officer – arrived at 11:53 a.m. – left at 1:45 p.m.

Others Lynda Gagne, University of Victoria (Via Conference Call) – left at 11:15 a.m.

**CALL TO ORDER**

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

**AGENDA & SUPPLEMENTARY AGENDA**Moved by Director Petersen  
Seconded by Director Greenaway2015-9-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of July 23, 2015 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 – June 25, 2015

Moved by Director Parker  
Seconded by Director Lindstrom

### 2015-9-2

“That the Regional District of Bulkley-Nechako Board Meeting Minutes of June 25, 2015 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DELEGATION

### Lynda Gagne, PhD, CPA, CGA – Assistant Professor, University of Victoria – Fiscal Sustainability and Local Governments

Chair Miller welcomed Lynda Gagne, Assistant Professor, University of Victoria.

Ms. Gagne provided a PowerPoint Presentation. She advised that her presentation would cover the following topics:

- Fiscal sustainability reporting in Canada;
- Canadian fiscal sustainability issues;
- BC fiscal sustainability issues;
- Local and total government finance trends;
- sustainable fiscal policies.

#### Fiscal Sustainability Defined

- International Public Sector Accounting Standards Board (IPSASB):
  - The ability of government to meet its service delivery and financial commitments both now and in the future. (Reporting on the Long-Term Sustainability of Public Finances, November 2009; emphasis added);
  - CPA Canada's Public Sector Accounting Board (Financial Condition)
    - The ability to meet existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees, and others.

#### Fiscal Sustainability Challenges and Risks

- Population aging;
- Climate change;
- Population growth and other environmental pressures;
- Infrastructure deficits;
- Unrealistic growth expectations;
- Unwillingness to pay for desired public services;
- Housing market prices bubbles.

#### Fiscal Sustainability Reporting in Canada

- PSAB's SORP4: Indicators of Financial Condition (2009):
  - Elements of financial condition:
    - Sustainability;
    - Flexibility;
    - Vulnerability;
- Office of Parliamentary Budget Officer projections:
  - Key measure: fiscal gap
- Selected SORP4 Indicators of Financial Condition:
  - Sustainability Indicators:
    - net debt/financial assets-to-GDP or taxable assessment;
    - accumulated deficit/surplus-to-GDP or taxable assessment;
    - total expenses-to-GDP or taxable assessment;
  - Flexibility indicators
    - public debt charges-to-revenues;

## DELEGATION (CONT'D)

### Lynda Gagne, PhD, CPA, CGA – Assistant Professor, University of Victoria – Fiscal Sustainability and Local Governments

- net book value of capital assets-to-cost of capital assets;
- own-source revenues-to-GDP or taxable assessment.

Ms. Gagne showed a slide with the Canadian governments' fiscal gaps, 2014.

	Federal Government	Provincial and Territorial Governments	Provincial-Territorial and Local Governments	CPP and QPP Funds	Total
2010	1.0-1.9	n/a	n/a	n/a	n/a
2011	1.2	1.5	n/a	n/a	n/a
2012	-1.4	n/a	2.0	-0.1	0.5
2013	-1.3	n/a	1.9	0.0	0.6
2014	-1.4	n/a	1.7	0.0	0.3

Ms. Gagne commented that the Office of the Parliamentary Budget Officer has been preparing fiscal sustainability reports since 2010. The PBO uses a 75 year time horizon in its projections. It defines the fiscal gap as the permanent change in the path of the government's primary balance (revenues less non-interest expenditure) that would need to be made immediately so that government debt as a share of GDP returns to the same ratio at the end of the projection as at the beginning. The 2014 report concludes that the sub-national fiscal gap can be closed with a mix of modest spending restraint and tax increases. However, the report neither mentions the words "climate change" or "infrastructure". Continuous stable growth is assumed and the only driver of the fiscal gap is the aging population.

#### Canadian Fiscal Sustainability Issues (Infrastructure)

- According to the Federation of Canadian Municipalities (FCM) *Canadian Infrastructure Report Card 2015*:
  - Municipal drinking-water and wastewater systems ranked "Good: Adequate for now,";
  - Stormwater systems ranged "Very good: Fit for the future";
  - Roads received an overall grade of "Fair: Requires attention";
  - 30% of municipal infrastructure ranks between "fair" and "very poor" with an estimated replacement cost of \$171.8 billion (111% of aggregate Canadian local government expense in 2013).
- New Building Canada Plan:
  - \$53 billion across Canada between 2014-2024;
  - In BC:
    - \$1.1 billion under the New Building Canada Fund;
    - \$2.76 billion under the Gas Tax Fund.

#### BC Fiscal Sustainability Issues

- BC local government per capita spending is low by Canadian standards;
- At \$893, BC local government total per capita property taxes are among the lowest in Canada;
- Non-residential taxes are comparable to other provinces;
- Business taxes are not generally a competitive problem in BC, except for specific situations;
- Recent municipal costs have been growing faster than the population and are often the result of decisions by other governments;

## DELEGATION (CONT'D)

### Lynda Gagne, PhD, CPA, CGA – Assistant Professor, University of Victoria – Fiscal Sustainability and Local Governments

- The Province had the highest announced marginal effective tax rates for 2014 at 27.1%;
- Real per capita GDP growth in BC between 1990 and 2010 was estimated at 19.8% compared to the Canadian average of 30.3%;
- The Province does not appear to have the capacity to substantially increase local government funding.

#### Local and Total Government Finance Trends

Ms. Gagne explained a slide that demonstrates that local government revenues-to-total government revenues have been declining while local government expenses-to-total government expenses have been increasing. This change is a reflection of all levels of government converging on equalizing expenses and revenues. She added that governments have shrunk in relation to the economy, from over 50% to around 40%. Debt servicing costs have been declining while infrastructure costs have been increasing.

#### Sustainable Fiscal Policies

Provincial and local government revenues need to increase and/or expenses decrease; fiscal policies also need to address the larger issues of climate change, conservation, and sustainability.

- Provincial and federal gas/carbon taxes can be implemented/enhanced and used to enrich infrastructure funding, including significantly enhanced funding for public transit and cycling infrastructure, and climate change-related infrastructure needs;
- Tolls on all major arteries in high population density areas with considerable single occupancy vehicle community should be considered;
- Pricing for water and sewer services can be enhanced to reflect full costs of infrastructure and shadows prices for water;
- Municipalities and regional authorities can continue to support solid waste reduction, recycling, and composting using pricing mechanisms and bylaws;
- Tax shifts such as these need to be accompanied by measures that compensate or insure low-cost minimum levels of services for low income households and that address competitiveness issues.

Chair Miller thanked Ms. Gagne for her presentation.

## ADMINISTRATION REPORTS

UBCM Convention (Vancouver, B.C.) Breakfast Meetings and RDBN Dinner Moved by Director Greenaway  
 Seconded by Director Repen

2015-9-3

“That daily breakfast meetings and a dinner for RDBN Directors and staff be arranged during the Union of B.C. Municipalities Convention in Vancouver, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## ADMINISTRATION REPORTS (CONT'D)

### 2015 UBCM Premier/Cabinet Minister Meetings

Discussion took place regarding topics of discussion and Minister meetings that the Regional Board wishes to schedule during the Union of B.C. Municipalities Convention in September, 2015.

1. Attorney General and Minister of Justice:
  - Emergency services impact upon RDs;
2. Minister of Health:
  - FSJ Hospital replacement;
  - Primary health care in RDBN;
  - Mental health services;
3. Minister of Transportation and Infrastructure:
  - Walking path on Stuart River Ridge, Fort St. James;
  - East/West end of Francois Lake (road closures during flooding events);
  - Colleymount Road (Electoral Area "E");
  - Highway 16 east of Vanderhoof passing lane;
4. Minister of Forests, Lands and Natural Resource Operations:
  - Oversight of Rio Tinto Alcan and its water license on the Nechako River;
  - Flooding events need to have the same priority criteria as a wildfire event;
5. Premier:
  - Oversight of Rio Tinto Alcan and its Water License on the Nechako River;
  - Compensation/mitigation for issues caused by Rio Tinto Alcan control of the Nechako Reservoir and River;
6. Network B.C.:
  - Rural connectivity;
7. Minister of Agriculture:
  - Reforestation of Agricultural Land;
  - Agricultural Land Commission;
  - Elk population;
8. Minister of Environment:
  - MMBC/ICI;
  - Air quality issues.

### 2014 Annual Report

Moved by Director Benedict  
 Seconded by Director MacDougall

### 2015-9-4

"That the Regional District of Bulkley-Nechako Board of Directors receive the Senior Financial Assistant's July 15, 2015 memo titled "2014 Annual Report." Further, that the 2014 RDBN Annual Report be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Federal Gas Tax Funds  
- Electoral Area "B" (Burns  
Lake Rural) – Village of  
Burns Lake

Moved by Director Benedict  
 Seconded by Director Lindstrom

2015-9-5

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$7,500 of Electoral Area "B" Federal Gas Tax allocation monies to the Village of Burns Lake for a Recreation Infrastructure improvement project at the Tom Forsyth Arena parking lot;

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority)

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$7,800 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Requests for Grant in Aid

Moved by Director MacDougall  
 Seconded by Director Newell

2015-9-6

"That the Regional District of Bulkley-Nechako Board of Directors approve the following grant in aid applications:

- Smithers District Chamber of Commerce be given \$157.50 grant in aid monies from Electoral Area "A" (Smithers Rural) for the "Environmental Business of the Year Award" at the 2015 Community and Business Awards;
- Burns Lake Mountain Biking Association be given \$500 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with the Big Pig Mountain Biking Festival;
- Lakes District Arts Council be given \$1,000 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with events during the 2015/16 season;
- Southside Seniors Housing Society be given \$2,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to assist with printing costs for the Heritage Cookbook and the Garden Tour Cookbook;
- Southside Seniors Housing Society be given \$400 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for costs associated with the Southside Garden Tour 2015;
- Granisle Public Library be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for computer upgrading and database instruction."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### ADMINISTRATION REPORTS (CONT'D)

Emergency Resources  
 Agreement (Mutual Aid)

Moved by Director Fisher  
 Seconded by Director Brien

2015-9-7

"That the Regional District of Bulkley-Nechako Board of Directors receive the memo titled "Emergency Resources Agreement" from Deborah Jones-Middleton, Protective Services Manager. Further, that the Board of Directors authorize the Topley Volunteer Fire Department to enter into the agreement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Visit Bulkley-Nechako  
 Advertising for 2016

Moved by Director Benedict  
 Seconded by Director Greenaway

2015-9-8

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to place a half page advertisement in the 2016 Northern BC Travel Guide and PG Visitors Guide, as well as a two page advertisement with municipal partners in the 2016 MILEPOST at a combined RDBN cost of \$4,920."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Reports

Moved by Director Brien  
 Seconded by Director Newell

2015-9-9

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

- Manager of Regional Economic Development's memo titled "SWOT Update";
- Financial Administrator's memo titled "Topley Emergency Response Contribution Service";
- Rob Newell, Director, Electoral Area "G" (Houston Rural) – Minerals North 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### ENVIRONMENTAL SERVICES REPORTS

Region Wide Cardboard Ban  
 - Workshop Summary

Moved by Director Bachrach  
 Seconded by Director Brien

2015-9-10

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' memo titled "Region Wide Cardboard Ban – Workshop Summary" dated July 14, 2015.
2. Further, that the Regional District of Bulkley-Nechako Board of Directors recommend proceeding with the implementation of a region wide cardboard ban beginning July 1, 2016.
3. Further, that the Regional District of Bulkley-Nechako Board of Directors adopt the following guiding principles associated with the cardboard ban:
  - a. The ban will apply equally to all residents, businesses, municipalities, industries, and institutions including educational facilities and hospitals. No cardboard is to be landfilled.

**ENVIRONMENTAL SERVICES REPORTS (CONT'D)**

b. The RDBN will work to ensure that, at minimum, drop-off cardboard recycling opportunities are available for residential customers.

c. For institutional, commercial, and industrial (ICI) customers, the RDBN will not provide recycling services. It will be the responsibility of ICI sector customers to arrange for cardboard recycling services directly with local collectors and recycling service providers.

4. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to issue the "Regional District of Bulkley-Nechako Region Wide Cardboard Ban – Media Release to provide an initial notice of the intent of the RDBN to implement a region wide cardboard ban beginning July 1, 2016."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Solid Waste Management Plan Moved by Director Petersen  
Seconded by Director Brien

2015-9-11 "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' July 14, 2015 memorandum titled "Solid Waste Management Plan – MoE Planning Guideline Update."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Chair Miller introduced 2 new RDBN staff to the Board of Directors; Jason Blackwell, Regulation Compliance Officer and Jennifer MacIntyre, Planner 1.

**Break for lunch at 12:08 p.m.**

**Reconvened at 12:48 p.m.**

**DEVELOPMENT SERVICES (All Directors)**

**ALR Applications**

Application No. 1181 Moved by Director Fisher  
Hendrick and Jenny DeJong Seconded by Director Bachrach  
Subdivision within the ALR  
Electoral Area "A"

2015-9-12 "That Agricultural Land Reserve Subdivision Application No. 1181 (DeJong) be recommended to the Agricultural Land Commission for denial."

(All/Directors/Majority) CARRIED UNANIMOUSLY

### DEVELOPMENT SERVICES (CONT'D)

Reconsideration of Application Moved by Director Parker  
No. 1167 – David, Susan, Seconded by Director Fisher  
Glen, and Joanna Dyck  
- Subdivision within the ALR  
Electoral Area "B"

2015-9-13

"That staff send the letter attached to the July 10<sup>th</sup>, 2015 report from the Planner to the ALC Executive Committee regarding their reconsideration of the North Panel's decision recorded as resolution #182/2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### REFERRALS

Major Permit Amendment Moved by Director Fisher  
Referral – SLR Consulting Seconded by Director Bachrach  
(Canada) Ltd for New Pro (2007)  
- Electoral Area "A"

2015-9-14

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to respond to the Major Permit Amendment under the provisions of the *Environmental Management Act* for NewPro as follows:

The Regional District of Bulkley-Nechako has the expectation that the Ministry of Environment's permitting process will ensure impacts on public health are minimized. Further, that the Ministry of Environment outlines how it will work with businesses, residents, and local government to develop an emission reduction action plan to reduce particulate in the Bulkley Valley to meet provincial guidelines."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 7409701 Moved by Director Greenaway  
(amended) Ross and Sandra Seconded by Director MacDougall  
Davidson – Electoral Area "C"

2015-9-15

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409701" be provided to the Province as the Regional District's comments on Crown Land Referral 7409701."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 0276555 Moved by Director Parker  
- Mike and Amanda Nelson Seconded by Director Lindstrom  
Electoral Area "D"

2015-9-16

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 0276555" be provided to the Province as the Regional District's comments on Crown Land Referral 0276555."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REFERRALS (CONT'D)**

Land Referral File No. 7409547 Moved by Director Petersen  
David and Patricia Griffith Seconded by Director Greenaway  
Electoral Area "F"

2015-9-17 "That the comment sheet titled "Regional District of Bulkley-Ne-chako Comment Sheet on Crown Land Referral 7409547" be provided to the Province as the Regional District's comments on Crown Land Referral 7409547."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Socio-Economic Effects Moved by Director Newell  
Management Plan Seconded by Director Fisher  
(SEEMP)

2015-9-18 "That the Regional District of Bulkley-Ne-chako Board of Directors direct that staff:  
 1. send a letter to TransCanada, the Oil and Gas Commission, the Environmental Assessment Office, and the Ministry of Community, Sport and Cultural Development outlining the RDBN's comments regarding the draft SEEMP for the Prince Rupert Gas Transmission Pipeline as recommended in the June 30<sup>th</sup>, 2015 staff report from the Director of Planning; and  
 2. advise members of the public with complaints relating to pipeline construction activities to address those complaints directly to the Oil and Gas Commission or TransCanada, and that staff monitor public concerns and issues and report to the Board as appropriate."

Moved by Director Fisher  
 Seconded by Director Newell

2015-9-19 That motion 2015-9-18 be amended to include:

"That the memo regarding the Socio-Economic Effect Management Plan (SEEMP) for the Prince Rupert Gas Transmission project be formulated into a public announcement/press release regarding the perceived impacts, and what the Regional District of Bulkley-Ne-chako requires to mitigate the impacts, and what responses the Regional District requires. "

(All/Directors/Majority) CARRIED UNANIMOUSLY

The question was called on motion 2015-9-18 as amended.

(All/Directors/Majority) CARRIED UNANIMOUSLY

Recent Agricultural Land Moved by Director MacDougall  
Commission Decisions Seconded by Director Greenaway

2015-9-20 "That the July 13, 2015 memorandum from Maria Sandberg, Planner, titled "Recent Agricultural Land Commission Decisions" be received."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (CONT'D)**

Planning Service to  
 Municipalities

Moved by Director MacDougall  
 Seconded by Director Liversidge

2015-9-21

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

1. Approach the Village of Burns Lake regarding the RDBN Planning Department undertaking the municipal OCP review process at the same time as the RDBN reviews the OCP for Electoral Area B and E;
2. Work with the Village of Burns Lake to develop a work plan for the municipal OCP reviews, and a contract for the planning services to be provided to the Village of Burns Lake;
3. Report back to the RDBN Board of Directors with the proposed work plan and contract;
4. Remain open to discussions with other municipalities within the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (All Directors)**

**DEVELOPMENT VARIANCE PERMIT APPLICATION**

Chair Miller called for comments from the gallery.

Development Variance Permit  
 A-05-15 – Gary Wayne and  
 Shirley Ann Huxtable  
 3998 Rosenthal Subdivision  
 Road, Smithers – Electoral  
 Area "A"

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-9-22

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

1. Approve Development Variance Permit A-05-15 for the property located at 3998 Rosenthal Subdivision Road, to vary Section 4.06(1)(a) of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 by reducing the required setback from the Natural Boundary of the Bulkley River from 30 metres (98.4 ft.) to 28 metres (91 ft.) for the Proposed Addition developed in compliance with Schedule A of the permit.
2. Direct that Development Variance Permit A-05-15 not be issued until the property owner has registered a Covenant under Section 219 of the *Land Title Act* on title of the subject property which requires the land be used in accordance with the report prepared by Duerichen Engineering dated July 9<sup>th</sup>, 2015, and contains a "save harmless" clause, to the satisfaction of the Regional Director of Planning, and that if the Covenant is not registered on title by December 31, 2015 the permit shall not be issued."
3. Approve an exemption to Section 6.1.2 of Floodplain Management Bylaw No. 1300 for the property located at 3998 Rosenthal Subdivision Road, to allow the Proposed Addition to be located 28 metres (91 ft.) from the Natural Boundary of the

### ELECTORAL AREA PLANNING (CONT'D)

Bulkley River as shown in Schedule A to Development Variance Permit A-05-15, subject to the following condition:

- a. Registration of a Covenant under Section 219 of the *Land Title Act* on title of the subject property which requires the land be used in accordance with the report prepared by Duerichen Engineering dated July 9<sup>th</sup>, 2015, and contains a "save harmless" clause, to the satisfaction of the Director of Planning."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### BYLAW ENFORCEMENT

Chair Miller called for comments from the gallery.

Enforcement File 2009-C-02  
6535 Woods Road  
Electoral Area "C"

Moved by Director Greenaway  
 Seconded by Director MacDougall

2015-9-23

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

1. Hear any representations from the property owners, tenant, or persons with an interest in the property.

2. And, resolve the following regarding enforcement of "Regional District of Bulkley-Nechako Unightly Premises Bylaw No. 1649, 2012" at 6535 Woods Road:

"The Board of the Regional District of Bulkley-Nechako Unightly Premises Bylaw No. 1649, 2012" (the Bylaw) hereby resolves that:

1. The storage, collection and accumulation of Filth, Discarded Materials and Rubbish on the subject property, legally described as Lot B, District Lot 1659, Range 5, Coast District, Plan PRP 13148 (6535 Woods Road) is in contravention of the Bylaw.

2. The owner and occupier of the subject property have allowed the subject property to become unsightly in contravention of the Bylaw.

3. The Bylaw Enforcement Officer shall notify the property owner and occupant that they are required to undertake the following work necessary to comply with the Bylaw by September 30<sup>th</sup>, 2015:

- a) Clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2).
- b) Remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish.
- c) Remove from the subject property all unsightly materials and conditions.

4. The Bylaw Enforcement Officer shall notify the property owner and occupant that if they fail to do the work identified in Section 3 of this resolution by September 30<sup>th</sup>, 2015, the Regional District may, by its own forces or those of a contractor, carry out the work identified in Section 3 of this resolution at the expense of the owner or occupier, and the Regional District may

**BYLAW ENFORCEMENT (CONT'D)**

recover the costs of undertaking the work either as a debt against the person in default or in the same manner and with the same remedies as property taxes (once the property owner and occupant have been given an opportunity to be heard by the Board regarding their failure to do the work)."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Chair Miller called for comments from the gallery.

Enforcement File 2012-G-01 & 2015-G-01– 15944 & 15806 Balsam Road – Electoral Area "G"

Moved by Director Newell  
 Seconded by Director Fisher

2015-9-24

"That the Regional District of Bulkley-Nechako Board of Directors:  
 1. Hear any representations from the property owners, tenant, or persons with an interest in 15944 Balsam Road.  
 2. Consider passing the attached resolution regarding enforcement of "Regional District of Bulkley-Nechako Unightly Premises Bylaw No. 1649, 2012" at 15944 Balsam Road."  
 Further,  
 3. That the Regional District of Bulkley-Nechako Board of Directors direct staff to undertake the process to obtain a petition for a B.C. Supreme Court injunction ordering the owners to remove the sawmill and log storage use from the property at 15806 Balsam Road, and seek to recover costs."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**OTHER**

Miscellaneous

Moved by Director Petersen  
 Seconded by Director Bachrach

2015-9-25

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

- Planning Department Enquiries Report – June, 2015;
- Action List – May, 2015;
- Building Inspector's Report – June, 2015;
- Record of Meeting Between Local Government and Reckitt Benckiser – June 16, 2015 (Vanderhoof)."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**VERBAL REPORTS**

District of Vanderhoof Concert in the Park

Director Thiessen reported that a Concert in the Park was held in Vanderhoof. It was a very positive experience.

Village of Fraser Lake

Director Lindstrom advised that the Village of Fraser Lake has hired James Cochran as the new Fire Chief.

## VERBAL REPORTS (CONT'D)

Phase 1 of the Fraser Lake Airport is underway which includes fencing, ditching, and gates.

Endako Mines handed out severance packages to its employees on July 1<sup>st</sup>. Approximately 10-12 people are continuing to perform care and maintenance.

A music festival was recently held in Fraser Lake. Approximately 250-300 people attended.

In addition, there was an Antique Car Show in Fraser Lake consisting of about 30 cars.

### Electoral Area "E" (Francois/Ootsa Lake Rural)

Director Benedict stated that the Wistaria Hall is being renovated which is very positive for the community.

Summerfest was recently held at the Grassy Plains Hall. It was a very nice event with the use of the outdoor stage that was constructed last year.

St. Luke's Church received funding from Canada 150 Community Infrastructure Program for a new foundation.

The condition of Colleymount Road still remains an issue.

### Highway 27 Paving Project

Director Greenaway reported that the Highway 27 paving project is nearing completion.

### Village of Granisle

Director Liversidge commented that the cell phone tower being erected in Granisle is almost complete. It should be operable mid-August. Telus will have a booth set up during Granisle Days.

The Village of Granisle is awaiting a decision on its grant application to Industry Canada for increased internet speed to 100 mbps.

In addition, a grant application has been approved for the installation of an elevator in the arena which is being converted to a Community Hall.

### Village of Telkwa

Director Repen advised that the Village of Telkwa is still looking for a CAO.

### Northwest Regional Hospital

Director Newell reported that Nisga'a Nation now has representation on the Northwest Regional Hospital District.

### Town of Smithers

Director Bachrach stated that HawkAir flights in Smithers are discontinued due to a decline in passenger numbers.

The Town of Smithers' CAO has taken a position with the City of Campbell River. Her last day will be early September.

Director Bachrach added that a four-storey hotel is being proposed in Smithers behind Boston Pizza. Currently, the OCP and zoning bylaw do not allow for four-storey buildings.

**VERBAL REPORTS (CONT'D)**

Director Bachrach invited everyone to attend the Celebrity Hockey Tournament on August 13<sup>th</sup> featuring Bobby Orr, Joe Watson, and Dan Hamhuis.

Director Bachrach also mentioned the Bulkley Valley Exhibition taking place August 27-30.

**Lana Popham, Opposition  
Spokesperson for Agriculture  
and Food**

Director Petersen reported that he had attended a meeting in Prince George on June 26 regarding Agricultural Land Regulations. Lana Popham, Opposition Spokesperson for Agriculture and Food was in attendance and approximately 50 people attended. There was a general consensus that trees should not be planted on agricultural land. A Private Members Bill in this regard has been introduced to the legislature.

**District of Houston**

Director Brienen advised that the District of Houston had a successful Canada Day Celebration with John Rustad, MLA in attendance.

He added that the town is noticing increased LNG activity with busier hotels and restaurants.

**Electoral Area "A"**

Director Fisher stated that Farmers Markets are taking place in addition to a Soil Research Project.

Director Fisher advised that former Mayor of Smithers, Jim Davidson passed away.

**District of Fort St. James**

Director MacDougall reported that Canada Day Celebrations in Fort St. James went very well. John Rustad, MLA attended the ethnic supper.

A business walk was held in Fort St. James. Over 50 businesses were visited and a short survey was conducted.

**Electoral Area "B"**

Director Miller advised that he was invited to participate on the hiring panel for the Ministry of Forests, Lands, and Natural Resource Operations (Nadina) District Manager. He expressed that he appreciated the opportunity to be involved.

Director Miller added that he was also invited to participate in the Economic Development Strategy Session held by the Village of Burns Lake.

Director Miller stated that he and his wife rode horses in Burns Lake's Canada Day parade. He noted that it was the biggest parade that he has seen in Burns Lake in years. It was very well attended.

Director Miller noted that he is now a granddad.



### VERBAL REPORTS (CONT'D)

Receipt of Verbal  
Reports

Moved by Director Thiessen  
Seconded by Director MacDougall

2015-9-26

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### ADMINISTRATION CORRESPONDENCE

School District No. 91  
(Nechako Lakes)  
Breakfast for Learning  
Grant in Aid

Moved by Director Parker  
Seconded by Director Lindstrom

2015-9-27

"That the Regional District of Bulkley-Nechako Board of Directors authorize School District No. 91 to transfer the grant in aid monies for the Fort Fraser Elementary School Breakfast for Learning Program to the Fraser Lake Elementary Secondary School Breakfast for Learning Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration  
Correspondence

Moved by Director Newell  
Seconded by Director Lindstrom

2015-9-28

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

- Union of B.C. Municipalities – 2015 Resolutions;
- CN – Response to RDBN's Letter of June 8, 2015 RE: Incident Response;
- Fraser Lake Elementary Secondary School – Thank you for Grant in Aid;
- Nechako Valley Secondary School – Thank you for Grant in Aid;
- Auditor General for Local Government – Audit Report – City of Dawson Creek;
- Prince Rupert Gas Transmission – Construction Update;
- Prince Rupert Gas Transmission – Project Activity Update #25 (June-July 2015);
- Peace River Regional District – Order in Council No. 148;
- Canadian Wood Council – 2015 Recognition Awards;
- Northern Health – News Release – Northern Health Board Recognizes Energy Saving Initiatives and Programs Engaging Youth About Future Health Care Career Opportunities;
- Omineca Beetle Action Coalition – Newsletter – July 2015;
- Union of B.C. Municipalities
  - Report on Local Elections Expense Limits
  - Spill Preparedness and Prevention
  - BC Road Safety Strategy Launched
  - Reconciliation Dialogue Funding Announced
  - Program Supports Dementia Workshops, Policy Development."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

#### **Invitations**

Moved by Director Benedict  
 Seconded by Director MacDougall

2015-9-29

"That the following invitations be received:

- BC Hydro – Meetings at 2015 UBCM Convention;
- Resource Breakfast Series – Invitation to Attend – September 22-24, 2015;
- The Cumulative and Community Impacts Research Consortium – October 2-3, 2015 – Prince George, B.C."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Moved by Director Newell  
 Seconded by Director Greenaway

2015-9-30

"That Chair Miller be authorized to attend "The Cumulative and Community Impacts Research Consortium in Prince George, B.C. on October 2-3, 2015."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **FINANCIAL**

#### **Operating Accounts -June, 2015**

Moved by Director MacDougall  
 Seconded by Director Bachrach

2015-9-31

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

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **ACTION LIST**

#### **Action List – May, 2015**

Moved by Director Lindstrom  
 Seconded by Director Bachrach

2015-9-32

"That the Regional District of Bulkley-Nechako Board of Directors receive the May, 2015 Action List."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **BYLAWS**

#### **Bylaws for First, Second, and Third Reading**

#### **No. 1743 – Topley Rural Fire Protection Service Establishment**

Moved by Director Newell  
 Seconded by Director Bachrach

2015-9-33

"That "Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015" be given first, second, and third reading this 23<sup>rd</sup> day of July, 2015

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**BYLAWS (CONT'D)**

**No. 1744 – Topley Rural Fire  
 Protection Loan Authorization**

Moved by Director Liversidge  
 Seconded by Director Newell

2015-9-34

"That "Topley Rural Fire Protection Loan Authorization Bylaw No. 1744, 2015" be given first, second, and third reading this 23<sup>rd</sup> day of July, 2015."

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

**No. 1745 – Topley Rural Road  
 Rescue and Medical First  
 Responders Service  
 Establishment**

Moved by Director Newell  
 Seconded by Director Fisher

2015-9-35

"That "Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015" be given first, second, and third reading this 23<sup>rd</sup> day of July, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**No. 1746 – Telkwa Rural  
 Fire Protection Service Area  
 Boundary Amendment**

Moved by Director Repen  
 Seconded by Director Fisher

2015-9-36

"That "Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1746, 2015" be given first, second, and third reading this 23<sup>rd</sup> day of July, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Bylaws for Adoption**

**No. 1741 – Southside Rural  
 Fire Protection Local Service  
 Establishment Amendment**

Moved by Director Benedict  
 Seconded by Director Greenaway

2015-9-37

"That "Southside Rural Fire Protection Local Service Establishment Amendment Bylaw No.1741, 2015" be adopted this 23<sup>rd</sup> day of July, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**No. 1742 – Fort Fraser Fire  
 Protection Service  
 Establishment Amendment**

Moved by Director Parker  
 Seconded by Director Lindstrom

2015-9-38

"That "Fort Fraser Fire Protection Service Establishment Amendment Bylaw No. 1742, 2015" be adopted this 23<sup>rd</sup> day of July, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**READING FILE**

Reading File

Moved by Director MacDougall  
 Seconded by Director Newell

2015-9-39

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

**CORRESPONDENCE:**

- Association for Mineral Exploration BC – AME BC President & CEO Message for April-June 2015;
- BC Chamber of Commerce – Public Affairs Update
  - July 13, 2015 – BC Heads to the Legislature to Debate LNG Project Development Agreement; BC Wildfires Continue to Wreak Havoc – Public Affairs Update Newsletter;
  - July 7, 2015 – Transit “NO” Vote Sends Mayors back to the Drawing Board – Public Affairs Update Newsletter;
- BC Chamber of Commerce – New Policy Agenda Set at 2015 BC Chamber AGM; LNG Industry in BC Moving Forward; BC Chamber Insight Newsletter – June Edition;
- BC Chamber of Commerce – BC Moves Ahead with New Land-Based Oil Spill Response Regime; Former Deputy Minister Calls for Public Inquiry into Ministry Firings; Federal Conservatives, Liberals Tied for Second Behind NDP;
- B.C. Community Forest Association – June, 2015 Newsletter;
- Canfor Corporation – News Release – Canfor Corporation and Canfor Pulp Products Inc. Announce Second Quarter Results Conference Call;
- Clean Energy Review:
  - July 13, 2015 – A Message of Hope
  - July 7, 2015 – Corrected: Tracking the Energy Revolution – Global 2015
  - July 6, 2015 – The Model-S Express
  - June 29, 2015 – Less Talk, More Action
  - June 22, 2015 – Divine Intervention;
- Federation of Canadian Municipalities – FCM News Week of:
  - July 9, 2015
  - June 25, 2015
  - June 24, 2015
  - June 19, 2015
  - June 18, 2015;
- Initiatives Prince George – June “On the Move” Newsletter and Economic Update;
- Lidstone & Company Law Letter – Summer 2015 Edition;
- Ministry of Forests, Lands and Natural Resource Operations – Update from Minister Thomson – June, 2015;
- Ministry of Forests, Lands and Natural Resource Operations – Update from the Minister – Heavy Smoke Visible Throughout Northeastern BC;
- Ministry of Forests, Lands and Natural Resource Operations – Wildfire Burning Near Whitesail Lake;
- Ministry of Forests, Lands and Natural Resource Operations – Smoke from Wildfires Drifting into Bella Coola;
- Ministry of Forests, Lands and Natural Resource Operations – Campfires, Open Fires and Fireworks Banned Throughout BC;
- Ministry of Forests, Lands and Natural Resource Operations – More Firefighting Resources Head to Northern BC;

**READING FILE (CONT'D)**

- Ministry of Forests, Lands and Natural Resource Operations – Open Fires Restricted in the Prince George Fire Centre;
- Ministry of Forests, Lands and Natural Resource Operations – Fire Activity Increases in Northeastern BC;
- Ministry of Forests, Lands and Natural Resource Operations – Open Burning Ban Rescinded in Prince George Fire Centre;
- Nechako Reservoir Update – Flow Facts:
  - July 15, 2015
  - July 8, 2015
  - July 2, 2015
  - June 24, 2015
  - June 23, 2015
  - June 22, 2015
  - June 19, 2015
  - June 17, 2015;
- SeniorsBC.ca e-Newsletter – June 2015;
- Thompson Nicola Regional District – 2014 Annual Report.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

**ADMINISTRATION REPORTS**

**2015 RDBN Business Forum**

Moved by Director Liversidge  
Seconded by Director Greenaway

**2015-9-40**

“That the Regional District of Bulkley-Nechako Board of Directors support the Village of Burns Lake and local First Nations hosting the 2016 Business Forum in September, 2016.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Houston Search and Rescue  
- Request for Grant in Aid**

Moved by Director Newell  
Seconded by Director Petersen

**2015-9-41**

“That Houston Search and Rescue be given \$250 grant in aid monies from each of Electoral Areas “A” (Smithers Rural), “B” (Burns Lake Rural), “C” (Fort St. James Rural), “D” (Fraser Lake Rural), “E” (Francois/Ootsa Lake Rural), “F” (Vanderhoof Rural), and “G” (Houston Rural) for the Houston Search and Rescue Expo 2015.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ELECTORAL AREA PLANNING**

**Public Hearing Minutes  
- ALR 1181 (DeJong)  
Electoral Area “A”**

Moved by Director Fisher  
Seconded by Director Bachrach

**2015-9-42**

“That the Regional District of Bulkley-Nechako Board of Directors receive the Public Hearing minutes of July 13, 2015 regarding ALR 1181 (DeJong), Electoral Area “A”.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### ADMINISTRATION CORRESPONDENCE

ABC Communications  
- Request for Resolution  
re: ABC's Application to  
Industry Canada

Moved by Director Benedict  
 Seconded by Director Newell

2015-9-43

"That the Regional District of Bulkley-Nechako Board of Directors support the application to Northern Development Initiative Trust from ABC Communications for a grant of up to \$2,510,685 for "The Future is now – ABC Communications deploys TD-LTE Rural Broadband Networks in British Columbia" from the Connecting British Columbia Account."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Environment  
- Climate Discussion Paper  
Open for Public Review

Moved by Director Bachrach  
 Seconded by Director Repen

2015-9-44

"That the Regional District of Bulkley-Nechako Board of Directors support a renewed provincial focus on climate action that will allow BC to achieve its emissions, reduction targets, and realize the opportunity of a clean energy economy. Further, that the Regional Board encourages the provincial government to take bold, concerted action in this area, with particular focus on carbon pricing, investment in transit, and other low-emission transportation options, and the use of regulations and incentives to drive the transition to a low-carbon future."

Opposed: Dir. Benedict  
 Dir. Greenaway  
 Dir. Petersen  
 Dir. Thiessen

(All/Directors/Majority)

CARRIED

### INVITATION

Ministry of Children and  
Family Development – Child  
and Youth Mental Health and  
Substance Use (CYMHSU)  
Community Session

Moved by Director MacDougall  
 Seconded by Director Thiessen

2015-9-45

"That Director Benedict be authorized to attend the Child and Youth Mental Health and Substance Use Community Session in Fraser Lake on August 19, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### NEW BUSINESS

Bulkley Valley Agriculture  
Association

Discussion took place regarding the Bulkley Valley Agriculture Association and water access issues at the Smithers Fall Fair Grounds.

**SPECIAL IN-CAMERA MEETING**

Moved by Director Brien  
Seconded by Director Bachrach

2015-9-46

"In accordance with Section 90 (2)(b) of the *Community Charter*, it is the opinion of the Board of the Regional District of Bulkley-Nechako that matters pertaining to negotiations between the RDBN and the Province or the federal government or both, or between a provincial government or the federal government or both and a third party or information received relating to the matter must be closed to the public (North West Resource Benefit Alliance) therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Director Greenaway

2015-9-47

"That the meeting be adjourned at 3:17 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

\_\_\_\_\_  
Bill Miller, Chair

\_\_\_\_\_  
Cheryl Anderson, Manager of Administrative Services

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORESTRY COMMITTEE MEETING**  
**(Committee of the Whole)****Thursday, July 23, 2015**

**PRESENT:** Chair Rob MacDougall

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

Director Absent Luke Strimbold, Village of Burns Lake

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

**CALL TO ORDER**

Chair MacDougall called the meeting to order at 3:32 p.m.

**AGENDA**Moved by Director Repen  
Seconded by Director Miller**F.C.2015-5-1**

"That the Forestry Committee Meeting Agenda of July 23, 2015 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Forestry Committee Meeting**  
**Minutes – June 11, 2015**Moved by Director Petersen  
Seconded by Director Benedict**F.C.2015-5-2**

"That the Forestry Committee Meeting Minutes of June 11, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **DISCUSSION ITEM**

### **Plan for Proposed Workshop on Wildfire**

Gail Chapman, CAO indicated that invitations have been issued to industry, First Nations, and local government to participate in a workshop. October has been identified as the most suitable time for most to attend. Al Gorley is available to facilitate the workshop at that time and has provided a draft agenda for comment.

Director Miller advised that OBAC is supportive of the workshop and staff is available to assist in the process. He noted that Brian Simpson, former Manager at the Wildfire Management Branch, recently presented at OBAC. Director Miller indicated that Mr. Simpson has been identified as a potential speaker on the draft agenda.

Mr. Miller expressed the importance of including First Nations.

## **CORRESPONDENCE**

Ministry of Forests, Lands and Natural Resource Operations  
- Pricing Regime for Community Forest Agreements  
 Moved by Director Thiessen  
 Seconded by Director Brien

F.C.2015-5-3

"That the Forestry Committee receive the correspondence from the Ministry of Forests, Lands and Natural Resource Operations regarding the Pricing Regime for Community Forest Agreements."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **NEW BUSINESS**

Pellet Plant Dryer Systems

Direction was given to staff to determine the type of dryer systems used at pellet plants in the region.

## **ADJOURNMENT**

Moved by Director Thiessen  
 Seconded by Director Greenaway

F.C.2015-5-4

"That the meeting be adjourned at 3:52 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Rob MacDougall, Chair

---

Cheryl Anderson, Manager of  
 Administrative Services

REGIONAL DISTRICT OF BULKLEY-NECHAKOFORESTRY COMMITTEE MEETING  
(Committee of the Whole)Thursday, June 11, 2015

<b>PRESENT:</b>	Chair	Rob MacDougall
	Directors	Taylor Bachrach Eileen Benedict Shane Brienens Mark Fisher Tom Greenaway Dwayne Lindstrom Thomas Liversidge Bill Miller Rob Newell Mark Parker Jerry Petersen Darcy Repen Luke Strimbold Gerry Thiessen – left at 2:34 p.m.
	Director Absent	Dwayne Lindstrom, Village of Burns Lake
	Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Deborah Jones-Middleton, Protective Services Manager Wendy Wainwright, Executive Assistant
	Others	Kerry Martin, Burns Lake Community Forest Daniella Oakes, Hampton Affiliates
<b><u>CALL TO ORDER</u></b>		Chair MacDougall called the meeting to order at 1:57 p.m.
<b><u>AGENDA</u></b>		Moved by Director Miller Seconded by Director Bachrach
<b><u>F.C.2015-4-1</u></b>		“That the Forestry Committee Meeting Agenda of June 11, 2015 be adopted as amended.”
		(All/Directors/Majority) <b><u>CARRIED UNANIMOUSLY</u></b>
<b><u>MINUTES</u></b>		
<b><u>Forestry Committee Meeting Minutes – April 16, 2015</u></b>		Moved by Director Miller Seconded by Director Petersen
<b><u>F.C.2015-4-2</u></b>		“That the Forestry Committee Meeting Minutes of April 16, 2015 be received.”
		(All/Directors/Majority) <b><u>CARRIED UNANIMOUSLY</u></b>

## CORRESPONDENCE

### Correspondence

Moved by Director Petersen  
Seconded by Director Greenaway

### F.C.2015-4-3

"That the Forestry Committee receive the following correspondence:

-Ministry of Forests, Lands and Natural Resource Operations regarding the Morice Apportionment 2015;  
-Forest Practices Board regarding Fuel Management in the Wildland Urban Interface – Update;  
-FireSmart Canada – Local FireSmart Representative Training Workshop."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair MacDougall mentioned the importance of communities taking ownership of working to FireSmart their communities. Staff will invite Wildfire Management Branch representatives to a future meeting to discuss the FireSmart Canada Community Recognition Program.

Director Miller brought forward the Forest Practices Board correspondence regarding Fuel Management in Wildland Urban Interface – Update. Director Miller brought forward the possibility of facilitating a gathering with industry, Ministry of Forests, Lands and Natural Resource Operations, Wildfire Management Branch and licensees to facilitate a conversation in regard to roles and responsibilities regarding Wildland Urban Interface.

Moved by Director Miller  
Seconded by Director Greenaway

### F.C.2015-4-4

"That the Forestry Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to organize a gathering with industry, Ministry of Forests, Lands and Natural Resource Operations, Wildfire Management Branch and licensees to facilitate a conversation in regard to roles and responsibilities regarding Wildland Urban Interface."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller mentioned that he would bring forward the information to the Omineca Beetle Action Coalition on June 12, 2015 for consideration of assistance in organizing the meeting.

Al Gorley, Triangle Resources Inc. was discussed as a potential facilitator.

Discussion took place regarding a timeline to host the gathering. Staff will determine response from participants as to attending the gathering in the summer months of 2015.

**DISCUSSION ITEMS****1. Federal Endangered Species**  
**a. Possible impact upon forestry in B.C.**

Director Miller explained that the Federal Government through the Federal Ministry of Environment is proposing Federal Endangered Species regulations to address migratory bird populations that will make it impossible for the forest industry to log between spring (break up) to mid-summer (August). Industry is aware of the possible changes and is very concerned with the shortened timeframe to log. Industry is meeting to develop recommendations to forward to the Federal Government. Director Miller is in contact with representatives from Babine Forest Products and will continue to update the Forestry Committee regarding the issue.

**2. Replanting of Burned Areas/ Enforcement**

Director Thiessen spoke to the trend of increasingly larger wildfires. Discussion took place regarding having representative(s) from Ministry of Forests, Lands and Natural Resource Operations to speak to the replanting of burned areas and the enforcement of that replanting.

Director Miller mentioned that he spoke to the northern representative at the Federation of Canadian Municipalities Convention on June 4-8, 2015 in Edmonton, AB. regarding federal pine beetle funding that was promised in 2007 for pine beetle impacted regions. Chair MacDougall explained that the bioenergy plants can utilize some of the burned fibre, so utilization of that fibre as soon as possible would enable the ability to replant the trees.

Chair Miller stated as local government leaders it is important to lobby the Federal Government regarding the funding that was promised and to bring the issue forward with Members of Parliament in the region. Chair Miller will bring forward the information to the Omineca Beetle Action Coalition meeting on June 12, 2015.

Discussion took place in regard to having the representatives nominated for Member of Parliament to be invited to attend a future Regional District meeting to discuss issues brought forward. Staff will invite Federal Government Members of Parliament to discuss Mountain Pine Beetle funding, CN Rail Safety issues. Further questions can be forwarded to staff.

**3. Slash Burning Of Logged Areas**

Director Thiessen spoke to the burning of the slash in logged areas. He spoke to the hazards associated with the piles being fuel sources during wildfire events. Chair Miller noted the importance for the Forestry Committee to have open discussions with stakeholders as to the importance of fire mitigation. Chair MacDougall spoke to the rules in place for forest licenses and licensee agreements to address hazard abatement.

Discussion took place regarding the debris being part of the fertilization cycle for the trees. Director Miller explained that there is a coarse woody debris management regime that prescribed burns leaves logs/trees that add fertilizer to the ground. Currently the light fibre debris that causes flash fires, the fibre that doesn't get burned when a prescribed burn is conducted, provides a light quick fuel that is a ladder fuel and will burn into new growth and destroy a plantation.

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

### **Slash Burning Of Logged Areas (Cont'd)**

Chair MacDougall mentioned that the provincial government now charges for the utilization of waste wood in the forest through bioenergy licenses.

### **Coastal GasLink Pipeline Project Timber Salvage Strategy**

Chair MacDougall indicated that the Coastal GasLink Pipeline Project Timber Salvage Strategy will be brought forward for future discussion.

## **NEW BUSINESS**

### **Fraser Basin Council**

Director Greenaway mentioned that he attended a Fraser Basin Council meeting and toured areas west of Quesnel. He brought forward concerns regarding the amount of wood being removed and already has been removed from the area at an incredible rate of speed. He spoke to the impacts to the area for the next two to three years.

Chair Miller spoke to the removal of the dead pine prior to it no longer being marketable.

### **Closure of Tl'oh Forest Products in Fort St. James**

Chair MacDougall mentioned that the Tl'oh Forest Products finger joint value added plant in Fort St. James has ceased operations due to a lack of supply.

Chair MacDougall spoke to fibre leaving communities and noted the importance of utilizing fibre locally.

## **ADJOURNMENT**

Moved by Director Brien  
 Seconded by Director Fisher

### **F.C.2015-4-5**

"That the meeting be adjourned at 2:48 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
 Rob MacDougall, Chair

\_\_\_\_\_  
 Wendy Wainwright, Executive Assistant

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

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

**FROM: Geraldine Craven  
Administration Clerk**

**DATE: August 10, 2015**

**SUBJECT: Regional District of Bulkley-Nechako Turning 50**

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It will be the Regional District of Bulkley-Nechako's 50th year of incorporation on February 1, 2016. We have received a few suggestions from other Regional Districts, such as:

- Branding our letter, report and memo templates with a 50<sup>th</sup> Anniversary Logo;
- Make RDBN videos for our website involving interviews with many past directors for the region, which would act as a form of community engagement and showcase to the public the various accomplishments throughout their region because of the Regional Districts

At this time, staff is seeking direction as to how the RDBN Board of Directors would like to celebrate the Regional District's 50<sup>th</sup> Anniversary and what would the Board of Directors like to do for the occasion.

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

**Direction.**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

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

**DATE: August 12, 2015**

**SUBJECT: District of Fort St. James – 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 District of Fort St. James.

The District is seeking \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the Grand Opening of the Fort St. James Community Centre.

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

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

**“That the District of Fort St. James be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the Grand Opening of the Fort St. James Community Centre.”**

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** August-10-15 4:44 PM  
**To:** Cheryl Anderson  
**Subject:** \*\*\*SPAM\*\*\*New submission from "Grant in Aid Application"!

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

APPLICATION SUBMITTED BY:

***District of Fort St. James***

Mailing Address:

*PO Box 640, Fort St. James, BC V0J 1P0*

Email:

cao@fortstjames.ca

*Kevin Crook, Chief*

Contact Person:

*Administrative Officer, 250-996-8233*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Grand Opening of the Fort St. James Community Centre*

Amount Requested:

*\$1,000*

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?:

*No*

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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?

*Local government of Fort St. James. The new Community Centre provides opportunities for community recreation, arts, education, conferences and special events.*

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

*The Community Centre serves residents residents of Fort St. James, Regional District of Bulkley Nechako Area C, Nak'azdli Band.*

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

*All staff are paid. Council members are provided with a stipend.*

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

*District of Fort St. James was incorporated in 1952, is governed by an elected council with five members, and has a current population of about 1,800.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

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 of your request here. Attach additional information if required:

*Grand opening of community centre, to be held on October 4, 2015, with guest speakers, live entertainment and demonstrations, appetizers and desserts. Admission will not be charged for the approximately 150 participants. Cost of the event is approximately \$3,000.*

Describe how this proposal will benefit the community:

*The theme of the event will be recognition of volunteers of all types in the community. The Fort St. James Community Foundation and Volunteer Fort St. James are collaborating with the municipality in the planning. It will give participants an opportunity to view the new facility and consider how they may be able to use it going forward.*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

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

If not, please comment.:

Name of Grant or Funding Agency1: *Nak'azdli Band*  
Amount Applied for 1: *600*  
Status of Grant Application1: *Pending*

Name of Grant or Funding Agency2: *Mount Milligan*  
Amount Applied for2: *400*  
Status of Grant Application2: *Pending*

Name of Grant or Funding Agency3: *District of Fort St. James*  
Amount Applied for3: *1000*  
Status of Grant Application3: *Pending*

Name of Grant or Funding Agency4:  
Amount Applied for4:  
Status of Grant Application4:

Have you received assistance before from us. *No*

Year, Amount and Purpose for assistance  
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 **Yes**  
campaign?:

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

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

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

**DATE: August 11, 2015**

**SUBJECT: Southside Volunteer Fire Department Society – Request for  
Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)**

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Attached is a request for Grant in Aid monies from the Southside Volunteer Fire Department Society.

The Society is seeking \$2,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to purchase uniforms for fire hall members.

Director Benedict has indicated that she is supportive of this application.

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

**“That the Southside Volunteer Fire Department Society be given \$2,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to purchase uniforms for fire hall members.”**

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

RECEIVED

AUG 04 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

APPLICATION SUBMITTED BY:

Applicant Name: Southside Volunteer Fire Department Society

Mailing Address: PO Box 99

Southbank B.C. V0J 2P0

E-mail Address: ndoglione@telus.net

Contact(s): Carl Doglione. 250-694-3574  
Name, Telephone/Fax Number

Kevin Lazeski 250-694-3889  
Name, Telephone/Fax Number  
" " 3517

APPLICATION SUMMARY

Project or purpose for which you require assistance: Purchase

Uniforms - for Fire Hall members.

Amount of Grant Requested \$ 2000.00

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.

\_\_\_\_\_  
(signature of authorized signatory)

(title)

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

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

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

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RDBN Application for  
Grant in Aid Assistance,  
Page 2 of 5

### 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?

*Fire Protection - No*

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

*Southbank*

*Danski.*

*Grassy Plains*

*Uncha.*

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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.

*None.*

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

*10 members - 1984. Society was form.*

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RDBN Application for  
Grant in Aid Assistance  
Page 3 of 5

### 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.

*U.A.*

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3. Describe how this proposal will benefit the community.

*Improv. Fire Hall image.*

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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
2012-13	\$ 2,000.00	Training Aids

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.**

### 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)
Gaming Grant	\$ 15,105.00	✓		
" "	\$ 66,391.00	✓		
" "	\$ 12,571.00		✓	
WDF	\$ 20,446.55	✓		



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# Regional District of Bulkley-Nechako Board of Directors Memorandum August 20, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Deborah Jones-Middleton (Protective Services Manager)  
**Date:** July 24, 2015  
**Regarding:** Memorandum of Understanding between Glenwood Hall and the  
Regional District of Bulkley-Nechako

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Glenwood Hall located outside of Smithers in Electoral Area "A" has agreed to enter into a Memorandum of Understanding with the Regional District of Bulkley-Nechako. This Memorandum of Understanding provides guidelines for a temporary Reception Centre during an emergency that requires Emergency Support Services when residents are displaced from their homes.

A copy of this Memorandum of Understanding is available upon request from Deborah Jones-Middleton.

### **Recommendation**

**All /DIRECTORS/MAJORITY**

1. That the Board of Directors receive the memo titled "Memorandum of Understanding between Glenwood Hall and the Regional District of Bulkley-Nechako" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors authorize staff to enter into the Memorandum of Understandings with Glenwood Hall.



## MEMORANDUM OF UNDERSTANDING CONCERNING THE USE OF GLENWOOD HALL AS A RECEPTION CENTRE BY THE REGIONAL DISTRICT OF BULKLEY-NECHAKO DURING AN EMERGENCY OR DISASTER

### INTRODUCTION:

The Regional District of Bulkley-Nechako recognizes that emergencies do occur which may cause large numbers of people to evacuate their homes. The evacuation process requires the use of Reception Centres which are typically situated in building such as churches, community halls, arenas and other public or private facilities.

### MANDATE:

The Province of British Columbia introduced the amended the Emergency Program Act in 2004 requiring Regional Districts to coordinate the provision of food, clothing, shelter, services to victims of emergencies and disasters.

The Regional District of Bulkley-Nechako has Emergency Support Services teams who actively plan and train their team of volunteers to provide these services. An important part of the Emergency Support Services preparedness process is to sign a Memorandum of Understanding with owners, managers, or trustees of buildings that fit the criterion for use as a Reception Centre should an emergency or disaster strike.

A Reception Centre is a safe location where people, forced to leave their homes due to natural or man-made disasters, are brought to register and receive documentation to obtain essential services such as food, clothing and lodging.

### MEMORANDUM OF UNDERSTANDING:

The purpose of this Memorandum of Understanding is to confirm the willingness of Glenwood Hall to permit the use of its facility as a temporary Reception Centre location when required by the Regional District of Bulkley-Nechako during an emergency or disaster that causes residents to be displaced from their homes. It is therefore understood between the parties as follows:

1. Upon direction from the Emergency Operations Centre, a representative from the Emergency Support Services program will contact the first available Facility Contact as listed on Appendix "A" who will make arrangements to open the facility as quickly as possible. Glenwood Hall also agrees to provide a maintenance representative or someone fully knowledgeable of the facility to assist in opening and preparing the facility for the displaced residents and general public (lighting, heating, cooling, etc.).



**MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF GLENWOOD HALL  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER**

2. The Term will commence when the Regional District of Bulkley-Nechako takes possession of the facility. Glenwood Hall will allow the Regional District of Bulkley-Nechako to operate the facility 24 hours a day, 7 days a week throughout the Term.
3. Rent will be calculated on a per diem basis and is based on the rate as set out in Appendix "B". The Regional District of Bulkley-Nechako, if possible, will advise the Facility Contact when a conclusion of the term is known or anticipated.
4. Upon conclusion of the term, Glenwood Hall will send the Regional District of Bulkley-Nechako a written invoice detailing separately the facility rental cost and the janitorial/maintenance costs with a combined total.
5. Janitorial/maintenance work will be completed by Glenwood Hall preferred Supplier, contact information for which is included on Appendix "B". Janitorial/maintenance costs will be included in the rental rate, as outlined in Appendix "A", and will be paid directly to Glenwood Hall.
6. Glenwood Hall is required to carry public liability and property insurance on the property at all times. The Regional District of Bulkley-Nechako, through the Emergency Management BC, provides WorkSafe BC and insurance coverage and liability for emergency program volunteers.
7. The rental of this facility includes the use of all items located within the premises including, but not limited to: kitchen appliances and supplies, tables, chairs, audio equipment, telephone and data lines, office equipment, parking lot, loading dock, washrooms and supplies.
8. Glenwood Hall will permit the Regional District of Bulkley-Nechako to display signage on the exterior and interior of the facility as normally displayed by a designated Reception Centre.

In the event that either party no longer wishes to subscribe to the roles and principles outlined by this Memorandum of Understanding, that party shall accordingly provide thirty days' notice to the other party in writing.



**MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF GLENWOOD HALL  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER**

**AUTHORIZED SIGNATURES:**

Regional District of Bulkley-Nechako  
37 3<sup>rd</sup> Avenue Box 820  
Burns Lake, BC V0JE 1E0

Glenwood Hall  
13804 Telkwa High Rd,  
Smithers, Bulkley-Nechako A BC V0J 2N7

**SIGNED:**

\_\_\_\_\_  
Bill Miller  
Chair

\_\_\_\_\_  
Fay Van Horn  
President

\_\_\_\_\_  
Gail Chapman  
Chief Administrative Officer

**DATED:** \_\_\_\_\_



**MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF GLENWOOD HALL  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER**

**APPENDIX "A"**

**FACILITY CONTACTS:**

The Glenwood Hall will ensure that the following contacts are key holders and are fully knowledgeable of the operation of the building. A Emergency Support Services Program representative or volunteer is approved to contact the following contacts 24 hours a day, 7 days a week should the opening of a Reception Centre be requested. Contacts will be contacted in the order they are listed below:

**FIRST CONTACT**

NAME: Judi L'Orsa

WORK NUMBER: 250-877-7883

HOME PHONE NUMBER: 250-847-9580

CELL NUMBER: \_\_\_\_\_

**SECOND CONTACT**

NAME: Fay Van Horn

WORK NUMBER: \_\_\_\_\_

HOME PHONE NUMBER: 250-847-9539

CELL NUMBER: 1-778-210-1575

**THIRD CONTACT**

NAME: Lorraine Doiron

WORK NUMBER: \_\_\_\_\_

HOME PHONE NUMBER: 250-847-4797

CELL NUMBER: \_\_\_\_\_

**JANITORIAL CONTACT**

SUPPLIER NAME: Tanya Coles

BUSINESS NUMBER: 250-877-6910

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**MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF GLENWOOD HALL  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER**

AFTER HOUR CONTACT NUMBER: \_\_\_\_\_

CELL NUMBER: \_\_\_\_\_



**MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF GLENWOOD HALL  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER**

**APPENDIX "B"**

**RENT:**

Rent will be calculated on a per diem basis at a rate of \$125 per day.

Janitorial/maintenance costs are calculated on a per diem basis at a rate of \$50 per day.

The Glenwood Hall will supply the Regional District of Bulkley-Nechako with a written invoice outlining the number of days, rental rate and total rental cost. In addition, the invoice will also outline janitorial/maintenance costs.

Total rental and janitorial/maintenance costs will be made payable to the following:

**Glenwood Hall Attn: Carol Johnson**

17371 Telkwa High Rd V0J 2N7

Payment will be forwarded to Glenwood Hall within 30 days after the receipt of the invoice.



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# Regional District of Bulkley-Nechako Board of Directors Memorandum AUGUST 20, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Deborah Jones-Middleton (Protective Services Manager)  
**Date:** July 28, 2015  
**Regarding:** Emergency Support Services

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## Legal Authority

The *Emergency Program Act Local Authority Emergency Management Regulation Section 2 (3)* require local governments to provide the following:

*“(f) coordinate the provision of food, clothing, shelter, transportation and medical services to victims of emergencies and disasters, whether that provision is made from within or outside of the local authority.”*

## Background

The provision of the above services are typically provided by volunteers through local government Emergency Support Services Programs. The Province provides training through the Justice Institute of British Columbia, providing there are a minimum number of attendees available to attend the course. Expenses incurred during a response are covered by the Province, although the Province does not provide any other funding to local governments to support this program. Local governments are not eligible for Gaming Grants. In the past, the Federal Government provided funding through the Joint Emergency Preparedness Program, however, that funding was cancelled in 2012.

The Regional District of Bulkley-Nechako has invested a significant amount of staff time, and funding on volunteer recruitment, training and appreciation. Given the vast area of the region and low population, recruitment is difficult. New recruits typically come from previous events where they dropped in to see if they can help. Maintaining new recruits is challenging. Staff have worked with the Province, neighbouring Regional Districts, municipalities, and corporate sponsors to provide training and volunteer appreciation. Regardless of the investment, when an emergency evacuation has taken place, staff have struggled to provide the required Emergency Support Services volunteers to staff the Reception Centres.

During the Little Bobtail Lake Fire staff were informed that the Regional District was required to offer Group Lodging versus hotel/motel accommodation to evacuees. Staff became aware that the Regional District of Fraser Fort George was providing hotel/motel accommodations to evacuees from their region and when staff questioned the PREOC about this we were told everyone should have offered Group Lodging. During this response a Group Lodging plan was developed to be provided in Prince George if the evacuation area was expanded. Staff was informed that the plan called for thirty-three (33) volunteers to man the facility every twenty-four hour period in order to provide the required services, this is way beyond the capacity of the Regional District of Bulkley-Nechako Emergency Support Services Program.

After the event staff questioned the request for the Regional District of Bulkley-Nechako to provide Group Lodging during the Little Bobtail Lake Fire evacuation through the BC Association of Emergency Managers and the Province responded as follows:

*“Over the past few months we have been talking about moving more in the direction of providing group lodging as the preferred option for caring for large numbers of people evacuated under an evacuation order. **We must emphasize that we are not making the use of group lodging mandatory at this time.** The decision to use congregate care instead of commercial accommodations must be made depending on variables such as availability of commercial lodging, numbers of evacuees etc.*

*We are, however, encouraging greater use of group lodging at this time...*

*A multi-year work plan detailing time scales of the steps we plan to take towards these changes is being drafted.”*

On July 14, 2015 staff hosted a regional meeting with Chief Administrative Officers, Emergency Program Coordinators, and Emergency Support Services Directors to discuss these emerging issues and all in attendance agreed that Group Lodging is beyond the capacity of our Emergency Support Services Teams.

On July 20, 2015 staff attended the ESS Advisory Forum hosted by the Province. At that meeting Emergency Management BC staff advised that they would be meeting with the Canadian Red Cross to develop an agreement to assist local authorities in providing Group Lodging if they are unable to do so. The Canadian Red Cross was engaged in this plan to provide Group Lodging for the Little Bobtail Lake Fire, and they were unable to man enough volunteers to provide the services at that time. During the meeting other Emergency Support Services Directors shared they had had this experience with the Canadian Red Cross as well, and cautioned the Province to address this issue when negotiating with the Canadian Red Cross. Staff also recommended that instead the Province consider hiring professionally trained Emergency Support Services workers to provide services on behalf of local governments during these types of events. This was met with significant push back from other Emergency Support Services Directors who are concerned that volunteers will not want to work with paid service providers.

On July 22, 2015 staff received an email from Emergency Management BC requesting local government to provide a listing of "*identified potential group lodging sites and facilities*", the purpose stated was "*to learn about, and inventory, what they (local government) have in their areas as possible group lodging sites/facilities. The purpose of this inventory is not to take over authority or resources, but to expand EMBC's ability to assist with timely coordination in the event that a local authority is overwhelmed during a disaster response.*"

### **Conclusion**

It is a concern that the Province may require local governments to provide Group Lodging for an emergency evacuation of Level 3 or higher in scope. To set up a Group Lodging facility is not only expensive to the Province it is onerous to the Regional District and the Emergency Support Services Team. In the Regional Districts experience no one has used the Group Lodging facility when it has been provided. To establish a Group Lodging Facility requires:

- 24 hour operations;
- a facility that the required amenities;
- a large number of volunteers to keep the facility open and functioning;
- 24 hour security; and
- provision of food services.

Emergency Support Services is the most difficult service for staff to manage during an emergency response requiring the evacuation of residents. Many volunteers are unavailable at the time of the event, or can only give a limited amount of time, it is recommended that volunteers should be ready to provide up to three days at a time if dispatched.

Volunteers are asked to provide services, with minimal training, to people who have been evacuated from their home, who many times are emotionally distraught, and unsure of the potential loss they may experience. We have had volunteers exasperated with the multiple tasks they are asked to provide. Emergency Support Services would be better served by comprehensively trained personnel.

### **Recommendation**

**ALL /DIRECTORS/MAJORITY**

1. That the Board of Directors receive the memo titled "Emergency Support Services" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors meet with the Attorney General at UBCM to request Emergency Support Services Level 3 and higher be removed from local government responsibility.



## Regional District of Bulkley-Nechako Board of Directors Memorandum August 20, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Deborah Jones-Middleton (Protective Services Manager)  
**Date:** July 24, 2015  
**Regarding:** Memorandum of Understanding with the Village of Telkwa concerning the use of Telkwa Christian Reformed Church as a Reception Centre by the Regional District of Bulkley-Nechako

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Telkwa Christian Reformed Church has agreed to enter into a Memorandum of Understanding with the Regional District of Bulkley-Nechako and the Village of Telkwa. This Memorandum of Understanding provides guidelines for a temporary Reception Centre during an emergency that requires Emergency Support Services when residents are displaced from their homes.

A copy of this Memorandum of Understanding is available upon request from Deborah Jones-Middleton.

### **Recommendation**

**AII /DIRECTORS/MAJORITY**

1. That the Board of Directors receive the memo titled "Memorandum of Understanding with the Village of Telkwa concerning the use of Telkwa Christian Reformed Church as a Reception Centre" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors authorize staff to enter into the Memorandum of Understandings with the Telkwa Christian Reformed Church.



MEMORANDUM OF UNDERSTANDING  
 CONCERNING THE USE OF Telkwa Christian Reformed Church (TCRC)  
 AS A RECEPTION CENTRE BY THE  
 REGIONAL DISTRICT OF BULKLEY-NECHAKO  
 DURING AN EMERGENCY OR DISASTER

**Telkwa**  
 Christian Reformed Church (TCRC)

**INTRODUCTION:**

The Regional District of Bulkley-Nechako recognizes that emergencies do occur which may cause large numbers of people to evacuate their homes. The evacuation process requires the use of Reception Centres which are typically situated in building such as churches, community halls, arenas and other public or private facilities.

**MANDATE:**

The Province of British Columbia introduced the amended the Emergency Program Act in 2004 requiring Regional Districts to coordinate the provision of food, clothing, shelter, services to victims of emergencies and disasters. The Regional District of Bulkley-Nechako has Emergency Support Services teams who actively plan and train their team of volunteers to provide these services. An important part of the Emergency Support Services preparedness process is to sign a Memorandum of Understanding with owners, managers, or trustees of buildings that fit the criterion for use as a Reception Centre should an emergency or disaster strike.

A Reception Centre is a safe location where people, forced to leave their homes due to natural or man-made disasters, are brought to register and receive documentation to obtain essential services such as food, clothing and lodging.

**MEMORANDUM OF UNDERSTANDING:**

The purpose of this Memorandum of Understanding is to confirm the willingness of TCRC to permit the use of its facility as a temporary Reception Centre location when required by the Regional District of Bulkley-Nechako during an emergency or disaster that causes residents to be displaced from their homes. It is therefore understood between the parties as follows:

1. Upon direction from the Emergency Operations Centre, a representative from the Emergency Support Services program will contact the first available Facility Contact as listed on Appendix "A" who will make arrangements to open the facility as quickly as possible.  
TCRC also agrees to provide a maintenance representative or someone fully knowledgeable of the facility to assist in opening and preparing the facility for the displaced residents and general public (lighting, heating, cooling, etc.).



MEMORANDUM OF UNDERSTANDING  
 CONCERNING THE USE OF Telkwa Christian Reformed Church  
 AS A RECEPTION CENTRE BY THE  
 REGIONAL DISTRICT OF BULKLEY-NECHAKO  
 DURING AN EMERGENCY OR DISASTER

Telkwa

2. The Term will commence when the Regional District of Bulkley-Nechako takes possession of the facility. TCRC will allow the Regional District of Bulkley-Nechako to operate the facility 24 hours a day, 7 days a week throughout the Term.
3. Rent will be calculated on a per diem basis and is based on the rate as set out in Appendix "B". The Regional District of Bulkley-Nechako, if possible, will advise the Facility Contact when a conclusion of the term is known or anticipated.
4. Upon conclusion of the term, TCRC will send the Regional District of Bulkley-Nechako a written invoice detailing separately the facility rental cost and the janitorial/maintenance costs with a combined total.
5. Janitorial/maintenance work will be completed by Paul Jungclaus preferred Supplier, contact information for which is included on Appendix "B". Janitorial/maintenance costs will be included in the rental rate, as outlined in Appendix "A", and will be paid directly to Paul Jungclaus.
6. TCRC is required to carry public liability and property insurance on the property at all times. The Regional District of Bulkley-Nechako, through the Emergency Management BC, provides WorkSafe BC and insurance coverage and liability for emergency program volunteers.
7. The rental of this facility includes the use of all items located within the premises including, but not limited to: kitchen appliances and supplies, tables, chairs, audio equipment, telephone and data lines, office equipment, parking lot, loading dock, washrooms and supplies.
8. TCRC will permit the Regional District of Bulkley-Nechako to display signage on the exterior and interior of the facility as normally displayed by a designated Reception Centre.  
 In the event that either party no longer wishes to subscribe to the roles and principles outlined by this Memorandum of Understanding, that party shall accordingly provide thirty days' notice to the other party in writing.

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MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF Telkwa Christian Reformed Church  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER

**AUTHORIZED SIGNATURES:**  
Regional District of Bulkley-Nechako  
37 3<sup>rd</sup> Avenue Box 820  
Burns Lake, BC V0J 1E0  
SIGNED:

\_\_\_\_\_  
Bill Miller  
Chair

\_\_\_\_\_  
Gail Chapman  
Chief Administrative Officer

DATED: \_\_\_\_\_

Village of Telkwa  
PO Box 502  
Telkwa, BC V0J 2X0  
SIGNED:

\_\_\_\_\_  
Darcy Repen  
Mayor

\_\_\_\_\_  
Stacey Price  
Corporate Officer

DATED: \_\_\_\_\_



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MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF Telkwa Christian Reformed Church  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER

Telkwa

**JANITORIAL CONTACT SUPPLIER**

NAME: Paul Jungclaus

BUSINESS NUMBER: 778 210-1711

AFTER HOUR CONTACT NUMBER: 250-846-9216

CELL NUMBER: 778-210-1711

JDEI \_\_\_\_\_

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Telkwa

MEMORANDUM OF UNDERSTANDING  
CONCERNING THE USE OF Telkwa Christian Reformed Church  
AS A RECEPTION CENTRE BY THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DURING AN EMERGENCY OR DISASTER

APPENDIX "B"

RENT:

Rent will be calculated on a per diem basis at a rate of \$200 per day.  
Janitorial/maintenance costs are calculated on a per diem basis at a rate of  
\$150 per day.

The TCRC will supply the Regional District of Bulkley-Nechako  
with a written invoice outlining the number of days, rental rate and total rental  
cost. In addition, the invoice will also outline janitorial/maintenance costs.  
Total rental and janitorial/maintenance costs will be made payable to  
the following:

Telkwa Christian Reformed Church

Box 410

Telkwa BC V0J 2X0

Payment will be forwarded to TCRC within 30 days  
after the receipt of the invoice.

SP61-1-1



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**Memo – Board Agenda August 20, 2015**

To: Chair Miller and the Board of Directors  
 From: Hans Berndorff, Financial Administrator  
 Date: August 10, 2015  
 Re: Withdrawal from Administration Equipment Reserve

The 2015 budget includes the withdrawal of \$31,449 from the Administration Equipment Reserve to replace the office phone system and the postage meter. The phone system was replaced a total cost of \$25,932.02.

The postage meter seems to be holding up, so it has not yet been replaced. The Administration department will continue with the existing postage machine as long as it is serviceable.

However, the Admin printer has failed and had to be replaced for a cost of \$956.

The Board is being requested to authorize a withdrawal of \$26,888.02 from the Administration Equipment Reserve. The current balance in the reserve is \$64,440.

I would be pleased to answer any questions.

Recommendation:	(participants/weighted/majority)
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That the Board of Directors:
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- |  |
|--|
| <ol style="list-style-type: none"> <li>1. Receive the Financial Administrator's August 10, 2015 memo titled "Withdrawal from Administration Equipment Reserve"; and,</li> <li>2. Authorize a withdrawal of \$26,888.02 from the Administration Equipment Reserve.</li> </ol> |
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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**Memo – Board Agenda August 20, 2015**

To: Chair Miller and the Board of Directors  
From: Hans Berndorff, Financial Administrator  
Date: August 10, 2015  
Re: Withdrawal from Administration/Planning/Emergency Preparedness Vehicle Reserve

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The 2015 budget includes the withdrawal of \$32,100 from the Vehicle Reserves for a vehicle shared among Administration, Planning and Protective Services in equal proportions.

A 2015 Ford Escape was purchased for a total cost of \$31,084.

The Board is being requested to authorize a withdrawal of \$20,723 from the Administration/Planning Vehicle Reserve and \$10,361 from the Emergency Preparedness Vehicle Reserve. The current balance in the Admin/Planning vehicle reserve is \$58,027 and the balance in the Emergency Preparedness vehicle reserve is \$21,766.

I would be pleased to answer any questions.

Recommendation: (participants/weighted/majority)

That the Board of Directors:

1. Receive the Financial Administrator's August 10, 2015 memo titled "Withdrawal from Administration/Planning/Emergency Preparedness Vehicle Reserve"; and,
2. Authorize a withdrawal of \$20,723 from the Administration/Planning Vehicle Reserve and \$10,361 from the Emergency Preparedness Vehicle Reserve.

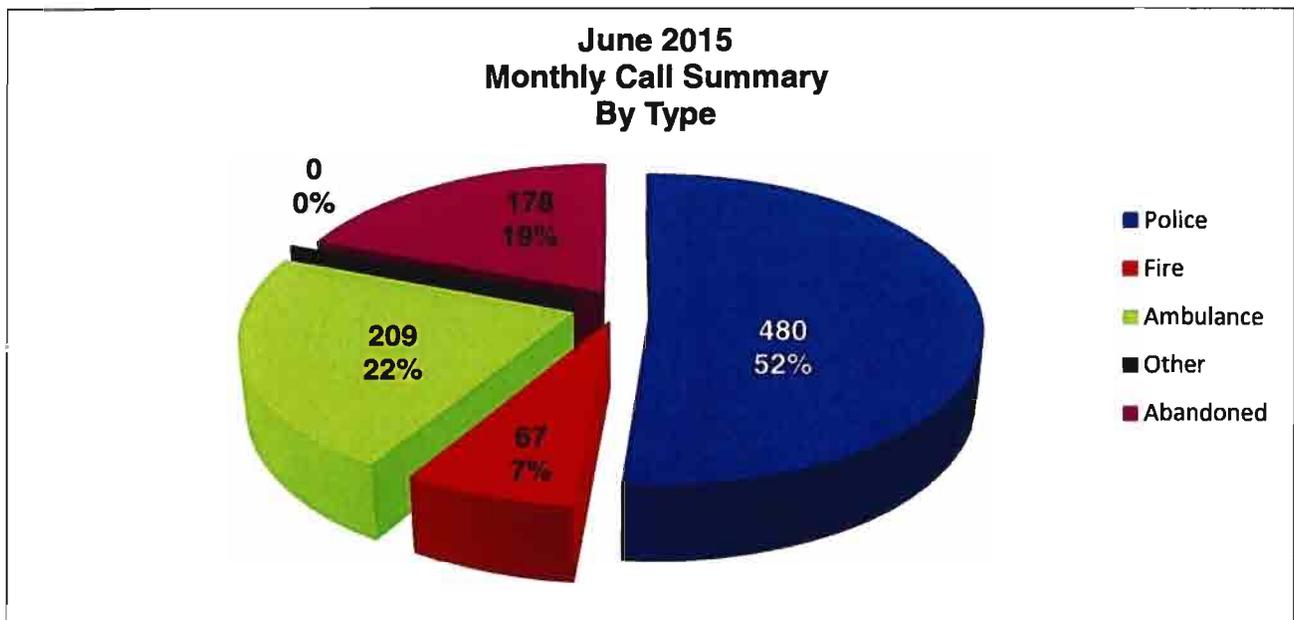
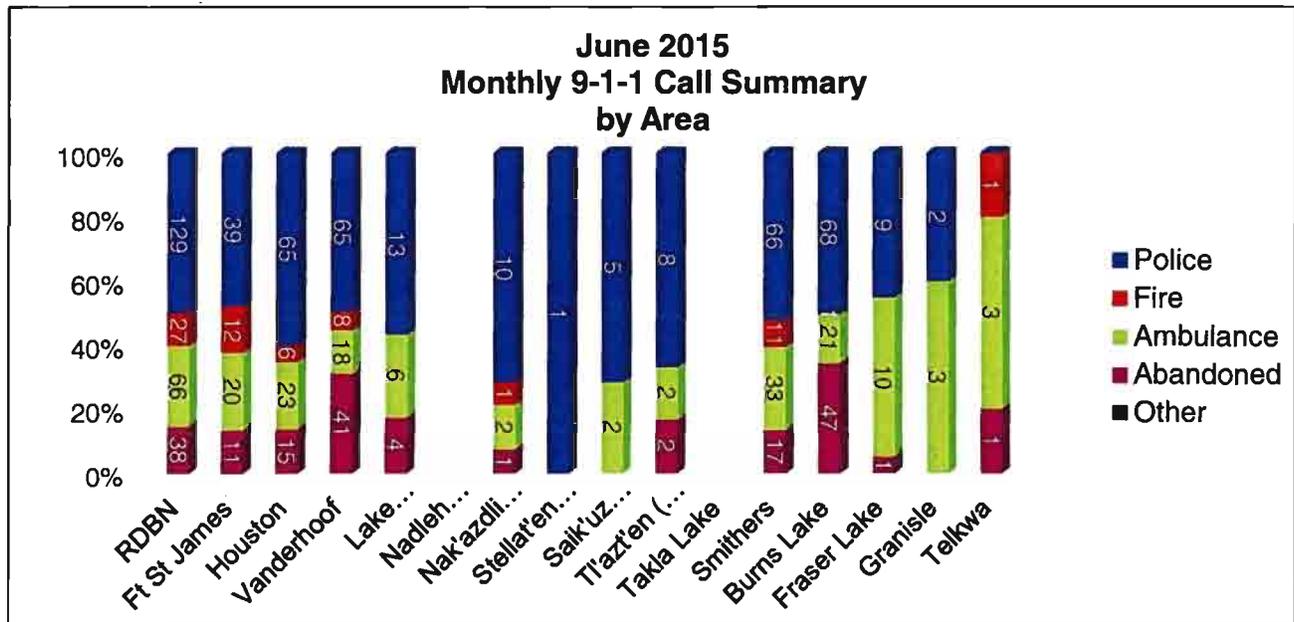


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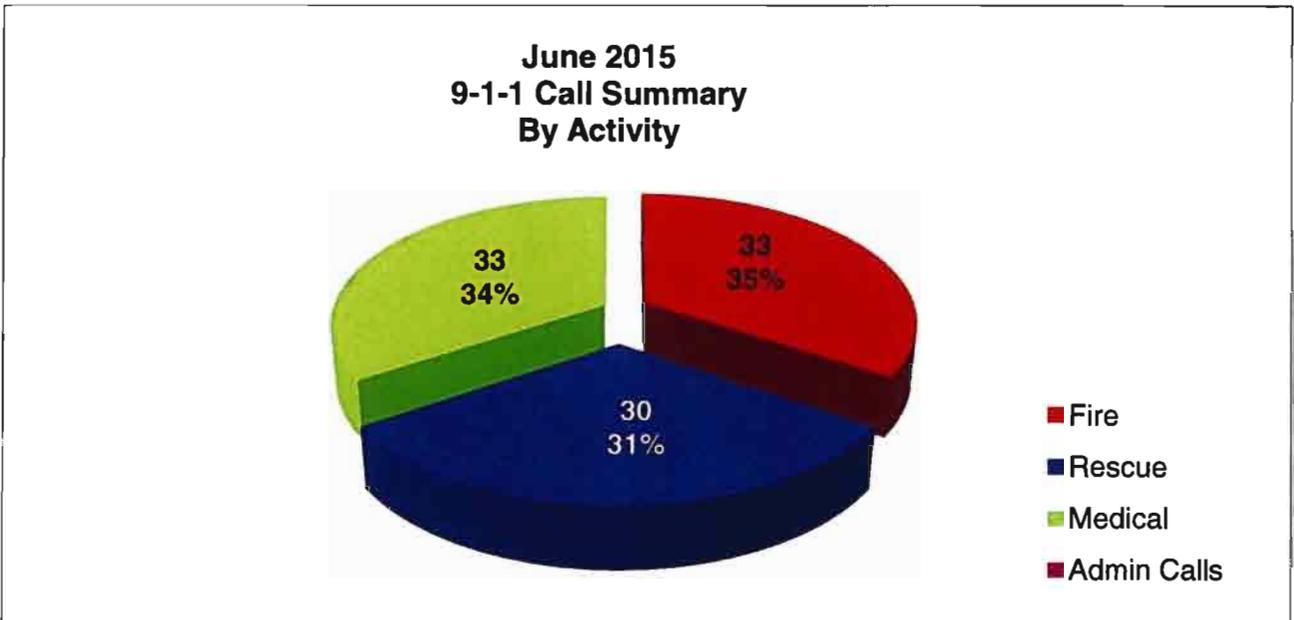
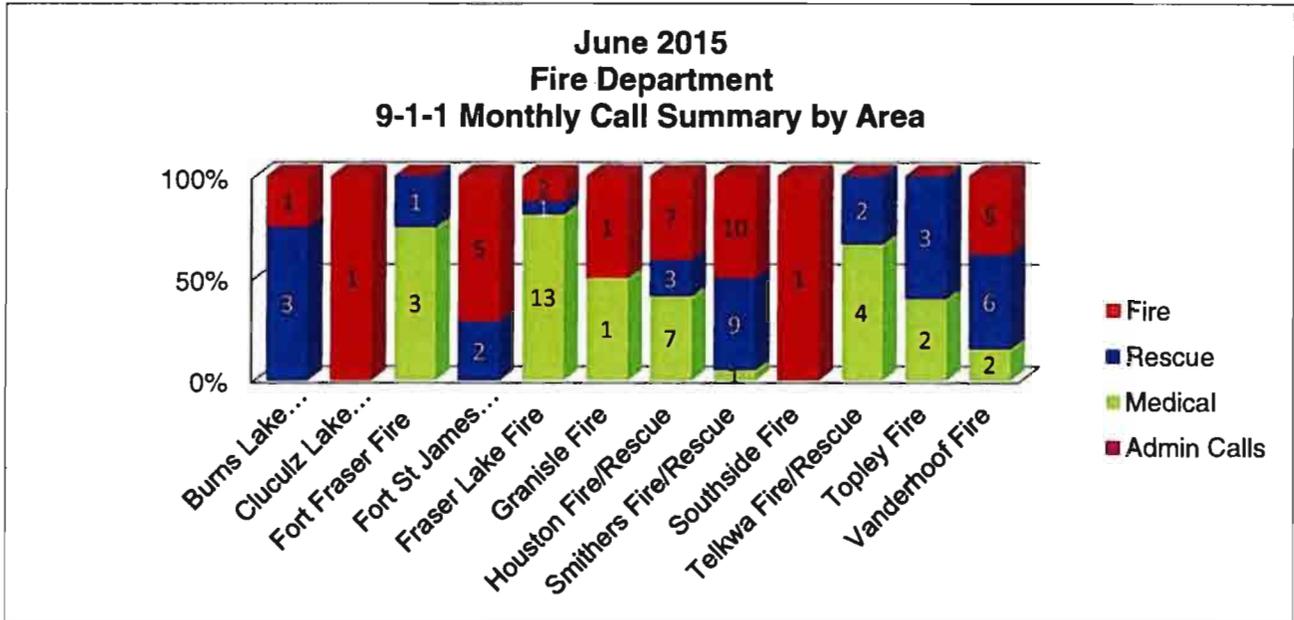
# Regional District of Bulkley-Nechako Memorandum August 20, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Deborah Jones-Middleton (Protective Services Manager)  
**Date:** July 24, 2015  
**Regarding:** Monthly 9-1-1 Call Report – June 2015

The Regional District of Bulkley-Nechako has received **934** 9-1-1 calls for the month of June 2015. The charts below indicate the Total 9-1-1 calls received by the PSAP from the Regional District of Bulkley-Nechako.



The charts below indicate the 9-1-1 calls received by the PSAP from the Regional District of Bulkley-Nechako that were down streamed to Fire Departments.



**Recommendation**  
 All /DIRECTORS/MAJORITY

That the Board of Directors receive the memorandum titled "Monthly 9-1-1 Call Report" from Deborah Jones-Middleton, Protective Services Manager.



## Regional District of Bulkley-Nechako Memo – Board Agenda August 20, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Hans Berndorff, Financial Administrator  
**Date:** August 10, 2015  
**Re:** Southside Fire Protection Capital Reserve

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Contributions to the Southside Rural Fire Protection Capital Reserve have been made regularly since 2005 and there have also been a couple of withdrawals. However, it does not appear that a Capital Reserve Establishment Bylaw was ever adopted. Therefore, these funds are effectively in a non-statutory reserve.

A Capital Reserve Establishment Bylaw is being proposed to formally authorize the balance in the non-statutory reserve amounting to \$17,391 including interest to be contributed to the Southside Fire Protection Capital Reserve.

The Board is requested to consider giving three readings and adoption of Bylaw No. 1747 further in the agenda.

I would be pleased to answer any questions.

Recommendation:

(all/directors//majority)

That the Board of Directors receive the Financial Administrator's August 10, 2015 memo titled "Southside Fire Protection Capital Reserve".



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

Memo – Board Agenda

August 20, 2015

To: Chairman Miller and the Board of Directors

From: Hans Berndorff, Financial Administrator

Date: August 11, 2015

Re: Quarterly Financial Report – June 30, 2015

Attached are the consolidated financial statements for the six months ending June 30, 2015, which show a year to date deficit of \$72,462 compared with budget. This is due to the fact that most of our revenues are received in the third quarter while expenditures are incurred throughout the year. While we attempt to capture the timing in our budget, there are always variations in timing that cannot be anticipated. In addition, we incurred \$154,321 of EOC expenditures that have not yet been reimbursed by Emergency Management BC. These items are expected to result in a surplus in the third quarter.

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, EOC expenditures are shown as Red due to costs for the Little Bobtail Lake fire and flooding on the Bulkley and Nechako rivers.

The full detailed departmental financial statements are available on request.

Also attached as Schedule 1 is a listing of our capital reserves at June 30, 2015 totalling about \$6.71 million; and Schedule 2 is a listing of our debenture debt at June 30, 2015 totalling \$914,000.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator dated August 11, 2015 regarding the Quarterly Financial Report for the six months ended June 30, 2015 be received.



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## Regional District of Bulkley-Nechako

### Income Statement

As of June 30, 2015

#### Department \* Consolidated Departments

Acct	Revenue	Current Month	Year To Date	Year To Date Budget	Variance From Budget	Annual Budget
400001	Taxation & Service Agreement	15.086	15.086	15.500	(414)	38.769
400003	Parcel Taxes	0	0	0	0	113.170
400004	Electoral Area Taxation	0	0	0	0	5,202.075
400005	Municipal Taxation	0	0	0	0	3,432.656
410001	Investment Revenue	355	4.858	7.750	(2.892)	15.500
420001	Transfer from Capital Reserve	0	0	31.449	(31.449)	31.449
420003	Transfer from Vehicle Reserve	0	0	32.100	(32.100)	32.100
420005	Transfer from Election Reserve	0	0	0	0	6.000
420009	Transfer from Plotter Reserve	0	0	0	0	34.000
420010	Transfer from Landfill Closure Res	0	0	0	0	150.000
420011	Transfer from Landfill Phase Dev	0	0	0	0	950.000
420099	Transfer from Federal Gas Tax	112.713	299.872	350.000	(50.128)	720.000
430002	Interim Financing	0	0	1,547.000	(1,547.000)	1,547.000
430003	Debenture Issue - Waste Haulin	0	0	19.817	(19.817)	19.817
441001	Donations Received	0	1.841	0	1.841	0
442001	Federal Gas Tax Revenue	0	0	0	0	838.699
442101	Other Grant Revenue	0	70.000	65.000	5.000	235.000
443001	Province of BC Admin Grant	126.470	191.886	149.600	42.286	185.000
445001	NDI Grants	0	0	0	0	58.000
446001	Grants in Lieu of Taxes	0	6.560	2.646	3.914	68.366
446002	Grants in Lieu of Alcan Taxes	0	0	0	0	781.541
449001	PEP Emerg. Expense Reimburse	0	0	150.000	(150.000)	300.000
449015	Grants for Economic Dev. Project	0	4.557	56.746	(52.190)	113.492
450001	Fees Collected	7.058	30.350	49.000	(18.650)	92.525
450002	Fees Collected	28.373	28.478	8.625	19.853	68.277
450003	Metal Recycling Recovery	0	0	0	0	150.000
450004	Paint & Solvent Recovery	1.911	5.723	5.000	723	10.000
450005	Ozone Revenue	2.785	7.169	6.000	1.169	12.000
450006	Contaminated Soil Disposal	0	0	2.500	(2.500)	5.000
450007	Specified Risk Material Waste	0	0	500	(500)	1.000
450008	Construction & Demolition Waste	47.231	68.851	87.500	(18.649)	175.000
450009	Battery Recovery	0	0	6.000	(6.000)	12.000
450020	Telus User Fees	11.766	58.240	70.800	(12.560)	141.600
451001	Cost Sharing Municipalities	0	20.520	22.386	(1.866)	94.542
460001	Administration Recovery	1.397	7.940	6.389	1.552	14.582
460002	Copier Charge Out	0	0	0	0	10.000
460003	Admin Building Replacement Char	0	0	0	0	15.000
470001	Houston Debt Repayment	0	53.318	53.318	0	164.435
470002	Smithers Debt Repayment	0	189.570	204.675	(15.105)	274.770
470003	Burns Lake Dept Repayment	0	3.820	5.731	(1.910)	23.523
470004	Fort St. James Debt Repayment	0	23.051	23.051	0	29.774
470005	Fraser Lake Debt Repayment	0	3.500	8.706	(5.206)	33.632
470008	Vanderhoof Debt Repayment	0	87.484	87.484	0	87.484
480001	Miscellaneous Revenue	3.834	99.362	89.390	9.972	140.390
490001	Transfer from Equity in TCA	0	0	0	0	787.900
499999	Prior Year's Surplus	0	1,844.872	1,844.881	(9)	1,844.881
<b>Revenue total</b>		<b>\$358,978</b>	<b>\$3,126,908</b>	<b>\$5,009,543</b>	<b>(\$1,882,635)</b>	<b>\$19,060,949</b>
<b>Expenses</b>						
600101	Director's Remuneration	26.952	152.585	160.975	8.390	321.751
600102	UBCM Director's Remuneration	0	0	0	0	8.465
600103	NCLGA Director's Remuneration	0	3.976	5.643	1.667	5.643
600104	FCM Remuneration	1.789	1.789	2.400	611	2.400
600105	Minerals North Remuneration	0	795	2.400	1.605	2.400
600106	Minerals Roundup Remuneration	0	795	1.600	805	1.600
600107	EA Director's Forum - Remunerati	0	0	1.413	1.413	1.413
600108	Meetings with Ministers	0	0	2.916	2.916	5.831
600197	Director's Accident Insurance	0	796	796	0	1.364
600198	Director's Insurance	0	(19)	0	19	0
600199	Directors' CPP Matching	615	3,220	2,000	(1,220)	4,000
600201	Director's Travel	4.464	29.815	34.920	5.105	69.840
600202	UBCM Director's Travel	0	0	2,000	2,000	30.716
600203	NCLGA Director's Travel	0	5,667	10,910	5,243	10,910
600204	FCM Travel	2,459	4,586	7,760	3,174	7,760
600205	Minerals North Travel	208	965	4,320	3,355	4,320
600206	Minerals Roundup Travel	0	1,194	6,100	4,906	6,100
600207	Electoral Area Directors Meeting T	0	0	2,360	2,360	2,360
600208	Meetings with Ministers - Travel	0	0	4,200	4,200	8,400
601001	Salaries	160,529	891,077	959,901	68,824	1,919,802
601002	Election Officials Waqes	57,080	334,004	357,966	23,961	784,483
601101	Employee Benefits	46,548	295,312	345,156	49,844	707,286
601102	Accident Insurance	181	1,674	2,847	1,173	3,297
601201	Accrued Overtime	15,936	79,410	42,930	(36,480)	85,860
601205	Allocation of Staff Costs fr Gen G	0	0	0	0	(1)

601301	Staff Education	2.348	12.186	43.925	31.739	88.084
601401	Staff Travel	11.654	39.365	45.855	6.490	90.210
601501	Staff Functions	46	142	1.250	1.108	2.500
601701	Hiring Expense	1.110	11.083	13.000	1.917	22.000
601801	Association Dues	398	29.429	38.526	9.097	39.276
601901	Safety Program	.779	2.154	3.682	1.528	6.902
602001	Utilities	9.797	81.919	82.308	388	167.619
603001	Administration Costs	0	0	0	0	4.166
603002	Office Cleaning	1.979	11.912	12.495	583	24.990
603004	Maintenance of Water Diversion	0	0	9.402	9.402	18.804
603005	Repairs of Map Copier	0	0	500	500	1.000
603006	Pump & Maintain Holding Tanks	0	0	250	250	500
603008	Repairs and Maintenance	3.319	38.501	75.250	36.749	150.500
603009	Parking Costs	150	900	750	(150)	1.500
603100	Equipment Repairs	0	0	0	0	9.988
603101	Equipment Maintenance	(3.625)	14.256	17.000	2.744	38.733
603103	Equipment Servicing	101	101	500	399	1.000
603201	Skidsteer Tires	2.682	16.854	28.000	11.146	56.000
603401	Final Closure	0	0	20.000	20.000	50.000
603402	Closeout Cost Conting.	0	0	7.500	7.500	15.000
603501	Post Closure	15	44	29.000	28.956	70.000
603601	Site Maintenance	1.246	12.748	34.000	21.252	68.000
603602	Clearview Access Road Main.	0	4.951	7.500	2.550	10.000
603604	Tire Removal - Site	0	0	250	250	500
603701	Truck Maintenance WWH	7.341	46.919	45.450	(1.469)	90.900
603702	Trailer Maintenance WWH	1.195	13.251	16.730	3.479	33.460
604001	Computer Network	2.301	29.841	49.189	19.348	94.678
604002	Central Computer Network	3.798	26.765	26.993	228	53.986
604004	Website Upgrades	0	0	2.750	2.750	5.500
604011	Website Maintenance & Upgrades	1.733	4.986	2.787	(2.199)	5.573
604012	Central Website Maintenance	720	15.035	16.023	987	20.850
604021	Website Content	135	3.105	9.983	6.878	19.965
605001	Feasibility Studies	0	0	8.790	8.790	17.581
605005	Waste Hauling - Southside	2.898	12.838	16.000	3.162	32.000
605006	Contribution to NW Invasive	0	0	10.000	10.000	43.000
605007	Board of Variance	0	0	600	600	1.200
605101	Equipment Fuel	3.342	18.049	25.000	6.951	76.438
605102	Truck Fuel (WWH)	9.561	56.285	74.450	18.165	148.900
605103	Lagoon Operations	0	4.060	5.178	1.118	10.356
605201	Contract Operations	62.962	378.867	386.010	7.143	655.909
605202	Fuel Surcharge (Clearview)	870	3.593	19.700	16.107	31.400
605299	Consulting Fees	4.550	11.195	79.820	68.625	124.040
605301	Environmental Monitoring	3.730	20.887	24.500	3.614	49.000
605401	Woodwaste Management	0	0	2.600	2.600	5.200
605703	Fraser Lake Recycling	3.334	22.023	22.964	940	45.927
605704	Burns Lake Recycling	3.935	7.920	144.741	136.821	289.483
605705	Smithers Recycling	4.238	25.426	44.417	18.991	88.833
605706	Houston Recycling	3.007	18.190	47.802	29.611	95.603
605707	Vanderhoof Recycling	5.278	28.560	69.837	41.277	139.673
605708	Ft. St. James Recycling	949	5.091	42.221	37.130	84.442
605709	Granisle Recycling	0	0	17.649	17.649	35.299
605710	Telkwa Recycling	0	0	23.956	23.956	47.912
605720	Ozone Removal Charges	5.759	9.260	7.000	(2.260)	14.000
605730	5 R's Initiatives	0	0	6.250	6.250	12.500
605798	Recycling - Other	9	9	2.500	2.491	2.500
605801	Emergency Expenses	24.689	105.026	150.000	44.974	300.000
605810	Emergency Volunteer Program	1.135	19.675	6.000	(13.675)	12.000
605999	Project Contingency	0	11.768	85.173	73.406	177.079
606001	Communications	4.390	52.065	58.120	6.055	84.574
606002	Newsletters	0	0	1.250	1.250	2.500
606003	Advertising	2.160	26.156	34.015	7.859	53.615
606004	Promotional Materials	240	1.918	4.250	2.332	8.250
606005	Postage	0	(1)	0	1	0
606007	Local Trade Shows	0	165	500	335	1.000
606008	Public Education	0	0	3.655	3.655	7.310
606009	Sponsorship	0	1.550	38.386	36.836	71.022
607001	Legal Expense	1.784	28.527	48.000	19.473	87.500
607002	Audit	0	(700)	9.000	9.700	18.000
607003	Title Searches	0	1.000	1.500	500	3.000
608001	Property Insurance	0	23.466	23.705	238	40.567
608002	Liability Insurance	0	73.491	74.717	1.226	74.717
608003	Vehicle Insurance	100	9.746	21.049	11.303	22.771
608004	Permits & Fees	0	404	1.083	679	1.383
609001	Supplies	3.918	20.881	36.970	16.089	70.991
609002	Central Supplies Costs	1.323	7.909	9.550	1.641	19.100
609003	Copying Costs	4.227	12.668	14.000	1.332	28.000
609004	Copying Upstairs - To Be Realloc	(1.324)	0	0	0	0
609005	Admin Building Replacement Char	0	0	0	0	14.999
609006	Copy Equipment Charge	0	0	0	0	9.999
609011	Supplies - Meetings	2.161	10.723	22.010	11.287	44.020
610001	Elections	0	1.439	6.000	4.561	6.000
611001	Repayment of Referendum Costs	0	0	0	0	1.805
612101	Grant in Aid - Area "A"	0	9.920	48.110	38.190	96.220
612102	Grant in Aid - Area "B"	0	1.730	23.715	21.985	47.430
612103	Grant in Aid - Area "C"	1.500	15.650	12.180	(3.470)	24.361
612104	Grant in Aid - Area "D"	1.600	8.830	19.904	11.074	39.808
612105	Grant in Aid - Area "E"	0	5.750	37.098	31.348	74.195
612106	Grant in Aid - Area "F"	1.500	11.920	24.792	12.872	49.583

612107	Grant in Aid - Area "G"	1.500	1.700	5.486	3.786	10.972
612201	Annual Grants	0	0	0	0	528.715
612202	Annual Grant VoT	0	0	0	0	12.000
612203	BV Museum & Hist Soc Annual Gr	0	0	0	0	18.443
612204	BV Arts Council Annual Grant	0	0	0	0	4.955
612220	Monthly Grant	117.740	706.442	706.452	10	1.412.904
612240	Annual Contract VBL Info Center	0	0	0	0	70.165
612241	Annual Grant VBL for EDO	0	0	0	0	66.500
612250	Annual Contract VBL Rural Fire	0	0	0	0	569.022
612260	Other Grant Expenditures	0	0	50.000	50.000	100.000
612290	Buy In Fee/ Household	0	0	0	0	4.600
612301	Federal Gas Tax Expenditures - U	40.450	299.872	350.000	50.128	700.000
612801	Special Projects	0	9.645	96.451	86.806	189.401
612803	First Nations Dialogue	0	0	5.000	5.000	10.000
612807	Carbon Emissions Reduction Initia	0	0	29.250	29.250	58.500
617501	PSAP/RCMP COSTS	0	0	0	0	55.000
617502	FOCC Operating Costs	0	0	0	0	222.854
617503	RDFFG GIS Maintenance Costs	0	0	0	0	10.612
617504	CAD/RMS Licence	0	0	0	0	2.550
617505	RDFFG Tech Resource & Admini	0	0	0	0	9.021
622001	Allocated Building Occupancy Cos	0	0	0	0	(2)
624002	Allocated Computer Network Cost	0	0	0	0	1
624012	Allocated Website Mtce & Upgrad	0	0	0	0	(1)
629002	Allocated Central Supplies Cost	0	0	0	0	1
770100	A.P.C. - General	0	878	1.500	622	3.000
779999	Miscellaneous Expense	643	3.742	19.112	15.370	38.225
780001	Capital Expenditures	76.998	229.322	561.850	332.528	2.882.850
780101	Amortization Expense	0	0	0	0	787.900
781001	Contribute to Capital Reserve	0	0	0	0	404.496
781003	Contribute to Vehicle Reserve	0	0	0	0	56.002
781004	Contribute to Insurance Res.	0	0	0	0	6.449
781005	Contribute to Election Reserve	0	0	0	0	7.500
781009	Contribute to Equipment Res.	0	0	0	0	17.250
781010	Contribute to Closure Reserve	0	0	0	0	75.000
781011	Contr.to Landfill Cell Dev.Res	0	0	0	0	40.000
781099	Contribute to Gas Tax Reserve	0	0	0	0	838.699
782001	Interest & Bank Charges	2.686	6.607	3.500	(3.107)	7.000
783001	Debenture Interest - MFA	27.419	184.121	206.342	22.221	400.575
784001	Debenture Principal - MFA	33.556	288.419	288.419	0	516.408
785001	Debenture Issue Costs	0	0	0	0	317
785002	Debenture Refund	0	23.505	50.000	26.495	100.000
799999	Prior Year's Deficit	0	21.887	21.889	2	21.889
<b>Total Expenses</b>		<b>\$830,799</b>	<b>\$5,084,154</b>	<b>\$6,894,327</b>	<b>\$1,810,173</b>	<b>\$19,060,952</b>
<b>Net Income</b>		<b>(\$471,821)</b>	<b>(\$1,957,246)</b>	<b>(\$1,884,784)</b>	<b>(\$72,462)</b>	<b>(\$3)</b>



## Regional District of Bulkley-Nechako

### Departmental Expenses - Budget Variance

For the Month Ended June 30, 2015

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	177,411	206,222	28,811
1202	General Government - Administration	363,568	500,313	136,745
1203	General Government - Finance	212,902	247,688	34,786
1301	Feasibility Studies	67	9,540	9,473
2500	Economic Development	168,752	342,953	174,201
4301	Development Services	137,744	175,246	37,502
5000	Environmental Services	1,741,781	2,599,486	857,705
7501	911 Service	51,455	56,686	5,231
<b>Sub-total</b>		<b>\$2,853,680</b>	<b>\$4,138,134</b>	<b>\$1,284,454</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	63,502	92,163	28,661
1102	Rural Government - Administration	306,976	359,588	52,612
1103	Grant In Aid	55,500	171,284	115,784
4101	Electoral Area Planning	106,327	141,019	34,692
4401	Building Numbering	3,543	4,645	1,102
4501	Unsightly Premises Regulatory Control	11,532	23,011	11,479
5901	Invasive Plant Control	2,250	18,642	16,392
7601	Emergency Preparedness Planning	116,364	180,930	64,566
7602	Eoc Expenditures	154,321	150,582	-3,739
<b>Sub-total</b>		<b>\$820,315</b>	<b>\$1,141,864</b>	<b>\$321,549</b>
<b>Totals</b>		<b>\$3,673,995</b>	<b>\$5,279,998</b>	<b>\$1,606,003</b>

**Regional District of Bulkley-Nechako****Capital Reserves****As at:****June 30, 2015**

Administration/Planning/Emerg Preparedness Vehicle	80,297
Administration Building	30,552
Administration Equipment	64,440
Building Inspection Vehicle	46,952
Env Services Vehicle Vehicle	45,925
Insurance	45,096
Landfill Closure & Post Closure	632,201
Landfill Phase Development	540,073
Map Plotter	29,755
Weed Vehicle	5,570
Houston Rural Fire Protection Equipment	11,162
Burns Lake Rural Fire Protection Equipment	47
Fort St. James Rural Fire Protection Equipment	48,811
Fort Fraser Rural Fire Protection Equipment	34,026
Telkwa Rural Fire Protection Equipment	19,495
Vanderhoof Rural Fire Protection Equipment	35,099
Southside Rural Fire Protection Equipment	17,391
Smithers Rural Fire Protection Equipment	95,630
Luck Bay Rural Fire Protection Equipment	3,054
Lakes District Airport Capital	66,918
Burns Lake Arena	17,490
Glacier Gulch Equipment	2,175
Bulkley Valley Pool Capital	409,455
Emergency Services Capital	50,643
911 Service	339,595
Fort Fraser Sewer Capital	97,342
Fort Fraser Water Capital	330,150
Rural Elections	31,514
Federal Gax Tax	3,620,390
	<hr/>
	<b>6,751,250</b>
	<hr/> <hr/>

**Regional District of Bulkley-Nechako**  
**Outstanding Debt**  
**As at June 30, 2015**

	<u>Originally Borrowed</u>		<u>Year of Maturity</u>	<u>Interest Rate</u>	<u>Balance Outstanding</u>	
	<u>Year</u>	<u>Issue</u>				<u>Amount</u>
Environmental Services	2008	103	677,000	2018	4.65%	231,631
	2010	112	729,517	2020	3.73%	471,493
			<u>1,406,517</u>			<u>703,124</u>
Burns Lake Arena	1999	71	200,000	2019	6.20%	68,789
			<u>200,000</u>			<u>68,789</u>
Luck Bay Rural Fire Protection	2006	97	125,000	2026	4.67%	80,576
	2010	112	10,000	2030	3.73%	8,574
			<u>135,000</u>			<u>89,150</u>
Fort Fraser Rural Fire Protection	2004	81	147,140	2019	5.30%	50,267
Fort Fraser Sewer	2001	74	30,000	2016	5.93%	2,752
			<u>30,000</u>			<u>2,752</u>
			<u>1,918,657</u>			<u>914,082</u>



## REGIONAL DISTRICT OF BULKLEY-NECHAKO MEMORANDUM

**To:** Chairperson Miller and Board of Directors (August 20, 2015)

**From:** Janine Dougall  
Director of Environmental Services

**Date:** August 7, 2015

**Subject:** Metal Recycling – Recommendation for Contract Award

On July 21, 2015, a Request for Quotations was issued for metal recycling services to five companies (Allen's Scrap and Salvage Ltd., Richmond Steel Recycling Ltd., Schnitzer Steel Canada Ltd., Allied Salvage and Metals Ltd. and ABC Recycling). Metal recycling service is for 2015 only with a contract expiry date of December 31, 2015. The deadline for receipt of quotations was noon, August 5, 2015.

The RDBN requested cost quotations for the sorting, pickup and removal of scrap metals, from the following solid waste management facilities:

- Fort St. James Transfer Station
- Vanderhoof Transfer Station
- Area "D" (Fraser Lake Rural) Transfer Station
- Granisle Transfer Station
- Burns Lake Transfer Station
- Knockholt Landfill
- Smithers/Telkwa Transfer Station

A separate quotation was requested for the sorting, pickup and removal of scrap metals from the Manson Creek Landfill due to the remote location of the site.

Estimated quantities of available scrap metal were outlined as follows:

Location	Estimated Quantity (Cubic Meters)
Fort St. James Transfer Station	2,800
Vanderhoof Transfer Station	3,900
Area "D" (Fraser Lake Rural) Transfer Station	2,800
Granisle Transfer Station	1,100
Burns Lake Transfer Station	2,400
Knockholt Landfill	1,200
Smithers/Telkwa Transfer Station	5,500
Manson Creek Landfill	1,000



Clearly outlined in the Request for Quotation document was the following expectations of the RDBN:

1. That the successful contractor provides reliable, consistent service to the Regional District.
2. That the successful contractor will be able to provide proof, satisfactory to the Regional District, that all materials collected are recycled and not landfilled.
3. That the successful contractor will pay the Regional District revenue for all scrap metals collected by the contractor for recycling.

Quotations submitted to the Regional District of Bulkley-Nechako were to contain the following information:

1. Price (\$ per metric tonne of recycled metal) to be paid to the RDBN for processing materials from the sites to be serviced. This price shall be net of any costs to perform the work of the contract; including but not limited to:
  - i. Mobilization and demobilization to, from, and between the serviced sites.
  - ii. All labour, materials, and machinery involved in the collection, baling, loading, contaminant separation, and clean-up of on-site scrap metal stockpiles.
  - iii. The transport to market of collected materials.
  - iv. Detailed reporting of materials removed from each individual site.
2. Proposed schedule of service for both Primary and Secondary Facilities;
3. Description of final destination of recycled metal;
4. List of previous experience and references (including contact information);
5. Confirmation that insurance requirements will be met if awarded contract;
6. Confirmation that the Contractor is in good standing with Worksafe BC.

Prior to the deadline for receipt of submissions, the RDBN received 3 quotations. The financial results for the three quotations received are summarized below:

<b>Company</b>	<b>Payment to RDBN</b>
Richmond Steel Recycling Ltd.	Floating rate dependent on market value at time of metal collection and processing.
Schnitzer Steel Canada Ltd.	\$20.28/metric tonne fixed rate for servicing all sites other than Manson Creek Landfill. \$0.00/metric tonne fixed rate for servicing the Manson Creek Landfill.
Allied Salvage and Metals Ltd.	\$15.00/metric tonne minimum rate for servicing all sites other than Manson Creek Landfill. If market value increases minimum rate would be adjusted \$0.50/metric tonne for every \$1.00/metric tonne a published index moves.  Quote to provide service to the Manson Creek Landfill was not provided due to insufficient material.



Based on the pricing provided, it is recommended to award the contract to Schnitzer Steel Canada Ltd. for removal and recycling of scrap metal from RDBN Landfill and Transfer Stations for the 2015 year. Payment to the RDBN would be \$20.28/metric tonne for materials collected at solid waste management sites other than the Manson Creek Landfill. The Manson Creek Landfill would be serviced at no cost/no revenue to the RDBN.

**RECOMMENDATION**

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Metal Recycling – Recommendation for Contract Award" and dated August 7, 2015.
2. Further that the Board of Directors award a contract for metal recycling services for 2015, expiring December 31, 2015, to Schnitzer Steel Canada Ltd. with revenue paid to the RDBN of \$20.28/metric tonne of scrap metal recycled from RDBN sites other than the Manson Creek Landfill. Scrap metal will be removed and recycled from the Manson Creek Landfill at no cost/no revenue to the RDBN.

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: Chair Miller and Board of Directors (August 20, 2015)

From: Lynda Fyfe  
Sustainability Assistant

Date: July 27, 2015

Subject: RDBN Composting Program 2015

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#### Overview

The 2015 Composting Program is following on the success of the 2014 Backyard Composting Program that was implemented by the RDBN in May and June 2014. The 2015 program will consist of two parts:

1. Subsidized backyard composting bins and mixing tools will be advertised and sold by the RDBN in August 2015. In September, these composting kits will be delivered to 7 - 8 locations in the Regional District where the people who have pre-paid can receive their kit. The locations where the kits will be distributed will correspond with the incorporated municipalities where workshops were delivered last year. Lynda Fyfe, Sustainability Assistant, will deliver the kits to these locations, set up a booth with the kits, and an information display. A two hour period has been allocated for each location for residents to pick up their kit. The compost bins will include a booklet on how to compost (provided by the distributor) and there will be information brochures and visuals on display. Any questions that people might have about how to properly use the kits will also be answered at that time. When residents pre-purchase a compost package through the RDBN, they will be asked to "register," by providing their name and contact information. There will be a checklist where registrants will be asked to indicate how they heard about the program (to assist with future marketing) and whether they would like a follow-up call to find out how the kit is working for them (to assess the functionality of the Earth Machine compost bin in particular and to determine challenges or barriers that people might be facing).



Composting packages will be distributed within the Regional District using calculations as follows:

<b>Municipality and Surrounding Area</b>	<b>Single Family Household</b>	<b>Percentage of Total</b>	<b>Percentage of Composters</b>	<b>Total (including min. of 5)</b>
Burns Lake and area (Area B & E, including Southside)	1,665	14.9%	15%	14
Fort St. James and area (Area C)	1,130	10.1%	10%	11
Fraser Lake and area (Area D)	1,020	9.1%	9%	10
Granisle	140	1.3%	1%	6
Houston and area (Area G)	1,100	9.9%	10%	11
Smithers and area (Area A)	3,215	28.8%	29%	22
Telkwa	470	4.3%	4%	8
Vanderhoof and area (Area F)	2,410	21.6%	22%	18
<b>Total</b>	<b>11,150</b>	<b>100%</b>	<b>100%</b>	<b>100</b>

2. Development of a composting display/demonstration that will be set up at the RDBN office. The display/demo is intended to be improved over time and to show a growing selection of composting options. Options on display in 2015 will include: the Earth Machine backyard composter and the compost mixing tools, the Green Cone backyard compost digester, a do-it-yourself version of a digester for handling non-compostables; the active vermi-composting bin in our office, a do-it-yourself home vermi-composting bin, and a bokashi food waste fermenter as well as information resources for all of these options. The intent is that interested residents will be able to view the display/demo during regular office hours.

### 2015 Program Design Considerations

The design of this year's program addresses the suggestion made in 2014 for future changes to the program:

1. Offer a pre-order process for residents interested in compost bins only, separate from the workshop portion as many people were attracted to the subsidized bin opportunity only.
2. Provide worm composters and green cone food digesters as an option for pre-order in addition to the compost bins as many people showed interest in other composting options.

*Although the 2015 budget didn't allow for Green Cones and worm composters to be*



*offered to the public, the permanent display at the RDBN office will be a way for residents to view these options and to get further information about how to use and access them.*

3. Offer workshops in the spring and fall.

The feedback collected from participants in the 2014 program indicates the importance of follow-up support for residents who are learning about composting. Of the 109 workshop attendees, 23 were contacted by RDBN staff between September 2014 and June 2015. Issues mentioned by phone call respondents included: bears getting into or destroying the compost, compost that doesn't fully mature, how to get the right moisture level, and what to do with kitchen scraps in the winter when the compost freezes. Six people had experienced some difficulty using the compost mixing tool.

#### Advertising Plan

The 2015 advertising campaign will use the same media outlets as were used in 2014: posters, posts on the Sustainable RDBN Facebook page, ads in local free classified publications, ads on the Peak and Valley Country, radio stations, front page of the RDBN Sustainability Newsletter, joint efforts with local municipalities and partnerships with community groups including Farmers' Market organizations, the Nechako Waste Reduction Initiative (Vanderhoof), H.O.P.E. Society (Houston) and GrendelGrow (Smithers). This year ads will also be sent to CFRN and CBC Radio 1. The advertising campaign will begin in August with an ad posted on the front page of the August/September Sustainability Newsletter. Pre-payment for the composting kits will be available in August.

#### Program Financing

One hundred composting kits (compost bin and mixing tool) will be offered to the public at a subsidized cost of \$40. This means that the RDBN would have to cover the remaining cost (estimated at \$38) for each composting package sold. The total initial cost to the RDBN for the compost kit distribution and display/demo set up will be \$10,021. If all 100 kits are sold, the RDBN will recover \$4,000 and the total 2015 program cost will be \$6,021. There is \$10,000 allocated in the 2015 Environmental Services Budget to cover the costs of the proposed program.



## Budget #1 – Backyard Composting Kit Distribution

Item	No.	Unit Cost (with tax and shipping)	Initial Cost	Cost recovery
Composting kit (compost bin and mixing tool)	100	\$78.00	7,800.00	-4,000.00
Cork or press board for displaying of presentation materials (48" by 72")	1	\$180.00	\$180.00	
Lamination of presentation materials		unkn	\$200.00	
Advertising		unkn	\$1,000.00	
Brochure (printing)	100	unkn	\$20.00	
FAQ Sheet (printing)	100	unkn	\$20.00	
Staff travel (8 locations)			\$200.00	
Overtime cost (5 hours)				
<b>Total Cost before Cost Recovery</b>			<b>\$9,420.00</b>	<b>-\$4,000.00</b>
<b>Cost after Cost Recovery</b>				<b>\$5,420.00</b>

## Budget #2 – Organics Composting Display/Demo

Materials	Unit Cost (with tax and shipping)	Initial Cost
Earth Machine bin - comes with composting booklet	\$61.00	\$61.00
Compost mixer tool	\$17.00	\$17.00
Green Cone digester - comes with instruction booklet	\$140.00	\$140.00
Vermi-composter bin - existing Worm Factory and Rubbermaid tote example	NA	\$0.00
Galvanized steel garbage can (91 L/20 gal) digester - for doggie doo or other	\$38.00 for can plus cost for welding	\$43.00
Bokashi kit	\$88.50	\$0.00
Advertising	unkn	\$300.00
Printing (brochures and FAQ sheets)	unkn	\$40.00
<b>Total Cost</b>		<b>601.00</b>

## RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "RDBN Composting Program 2015" and dated July 27, 2015.

Respectfully submitted,

Lynda Fyfe  
Sustainability Assistant

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## MEMORANDUM



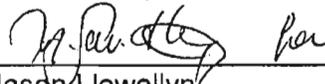
To: Chair Miller and Board of Directors  
 From: Maria Sandberg, Planner  
 Date: August 3, 2015  
 Re: Recent Agricultural Land Commission Decisions

For the Board's information, the following is a summary of recent decisions handed down by the Agricultural Land Commission. Please contact the Planning Department if you would like a copy of the ALC Minutes of Resolution for these applications.

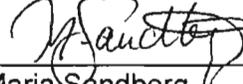
File #	Elec. Area	Applicant	Description	Board Recommendation	Commission Decision
1170	F	Martin and Sheila Solmonson	Subdivision into a 14 ha parcel and a remainder under the ALC's Homesite Severance Policy	Recommend approval	Refused as proposed but approved subdivision of a 6 ha parcel and a remainder.
1171	A	Dodds (Perry)	Approval to continue using 0.5 ha of the property for a non-farm use	Recommend approval for up to six years, subject to compliance with a Temporary Use Permit issued by the Regional District of Bulkley-Nechako.	Approval to continue using 0.5 ha for manufacturing of sheet metal products to be installed in sawmills and wood manufacturing facilities, subject to: <ol style="list-style-type: none"> <li>Non-farm use being in compliance with submitted plan</li> <li>Expansion of the facility will require a new non-farm use application</li> <li>The non-farm use is approved for six years as recommended by the RDBN</li> <li>Approval is non-transferable</li> <li>Providing written confirmation that the property owner agrees to the Commission rescinding Resolution #633/87 which allowed the construction of a church on the property.</li> </ol>
1175	F	Peter and Joanne Penner	Subdivision into six parcels of 4 ha each	Recommend denial	Refused

*Development Services - All/Directors/Majority*

Reviewed by:

  
 Jason Llewellyn  
 Director of Planning

Written by:

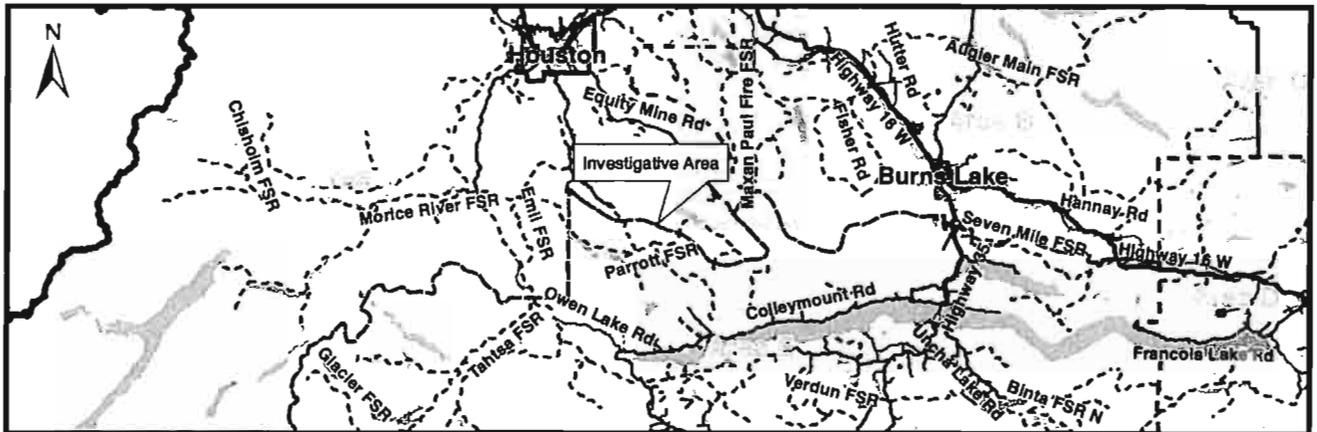
  
 Maria Sandberg  
 Planner



## MEMORANDUM

To: Regional District Board  
 From: Maria Sandberg, Planner  
 Date: August 4, 2015  
 Re: **Referral Coastal GasLink Pipeline Ltd. Investigative Permit  
 (TransCanada) File No. 12-3313 (Parrott Lakes)**

The Regional District has received a referral from Trans Canada representing Coastal GasLink Pipeline Ltd (CGL). CGL is planning to renew an existing Investigative Use Permit for a geotechnical investigation program for a proposed compressor facility. The application area is located north of Parrott Lakes, 30 kilometres southeast of the District of Houston, along the proposed Coastal GasLink Study Corridor.



The referral states that a permit extension is requested for one year and that pneumatic piezometers and vertical seismic profile wells were installed into the geotechnical boreholes in October 2013.

The application area is not zoned. Our mapping indicates that there are no residences in proximity to the application area.

### Recommendation

That the attached comment sheet be provided as the Regional District's comments on Referral File Coastal GasLink Pipeline Ltd. Investigative Permit (TransCanada) File No. 12-3313 (Unit 84, 85, 94 & 95, Block E, 93-L-1).

Development Services – All/Directors/Majority

Reviewed by:

Jason Llewellyn  
 Director of Planning

Written by:

Maria Sandberg  
 Planner



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON REFERRAL FILE Coastal GasLink Pipeline Ltd. Investigative Permit (TransCanada) File No. 12-3313 (Unit 84, 85, 94 & 95, Block E, 93-L-1)**

---

<b>Electoral Area:</b>	E and G
<b>Applicant:</b>	Coastal GasLink Pipeline Ltd.
<b>Existing Land Use:</b>	Vacant
<b>Zoning:</b>	None
<b>Plan Designation</b>	None
<b>Proposed Use Comply With Zoning:</b>	
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Not in the ALR
<b>Access Highway:</b>	Canfor Logging Rd
<b>Archaeological Site:</b>	Not according to our mapping
<b>Building Inspection:</b>	Not within the building inspection area
<b>Fire Protection:</b>	Outside Rural Fire Protection Area
<b>Other comments:</b>	None

81

RECEIVED

JUL 23 2015



**TransCanada**  
*In business to deliver*

July 17, 2015

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

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

TransCanada Corporation  
450 – 1<sup>st</sup> Street S.W.  
Calgary, AB, Canada T2P 5H1

**Tel:** 250-596-8060  
**Fax:** 403-920-2334  
**Emergency:** 1-855-633-2011  
**Email:**  
[Dave\\_Kmet@transcanada.com](mailto:Dave_Kmet@transcanada.com)  
[www.transcanada.com/](http://www.transcanada.com/)

Doc: CGW4703-HMA-LA-LTR-0055

**RE: COASTAL GASLINK PIPELINE LTD.**  
File No. 12-3313  
Tenure: Crown Disposition - Regional District  
Geotechnical Investigation Program Proposed 1940 PSI Compressor Facility KP 490 within Unit 84, 85, 94 & 95, Block E, 93-L-1  
Investigative Area, Temporary Trails and Boreholes  
Project Update Letter – Program Extension

---

Please be informed that our client, **Coastal GasLink Pipeline Ltd. (Coastal GasLink)** is preparing to make an application to the BC Oil & Gas Commission to renew an existing Investigative Use Permit (IUP) (OGC File 9638323), located within Unit 84, 85, 94 & 95, Block E, 93-L-1, as shown on the attached plans.

Activities on site will be conducted in accordance with appropriate government regulations and guidelines.

**Project Description:** A permit extension is required on the aforementioned IUP as pneumatic piezometers and vertical seismic profile wells were installed into the geotechnical boreholes to support project detailed design; this installation took place in October of 2013.

**Timing of Activities:** Timing has been extended by one year to September, 2016.

As the party being notified and falling within the prescribed project area, you may provide a written response to **Coastal GasLink Pipeline Ltd.** or to HMA Land Services Ltd., authorized agent on behalf of **Coastal GasLink Pipeline Ltd.** within 14 days of receiving this notification that does one or both of the following:

- sets out the reasons why the proposed activities that will be the subject of **Coastal GasLink Pipeline Ltd.** application to the OGC should not be carried out or should be modified; and/or
- request a meeting with **Coastal GasLink Pipeline Ltd.** and/or to HMA Land Services Ltd., authorized agent on behalf of **Coastal GasLink Pipeline Ltd.** to discuss the proposed activities.

If a request to meet is included in your written response, please provide additional contact information, and a schedule outlining the best time to contact you for further discussions.

**Coastal GasLink**  
Pipeline Project



Written responses may be sent to the following addresses:

**Coastal GasLink Pipeline Ltd.**

450-1st Street SW  
Calgary, AB T2P 5H1

Attention: Dave Kmet  
Email: [dave\\_kmet@transcanada.com](mailto:dave_kmet@transcanada.com)

Written submissions may also be sent by direct mail to the Commission's office any time prior to the application decision at:

**BC Oil & Gas Commission**

Bag 2  
Fort St. John, BC V1J 2B0

**For further information about this project, please contact:**

**Coastal GasLink Pipeline Ltd.**

Dave Kmet, Regional Manager PG & LNG Land  
Email: [dave\\_kmet@transcanada.com](mailto:dave_kmet@transcanada.com)  
Phone: 250-596-8060

**HMA Land Services Ltd.**

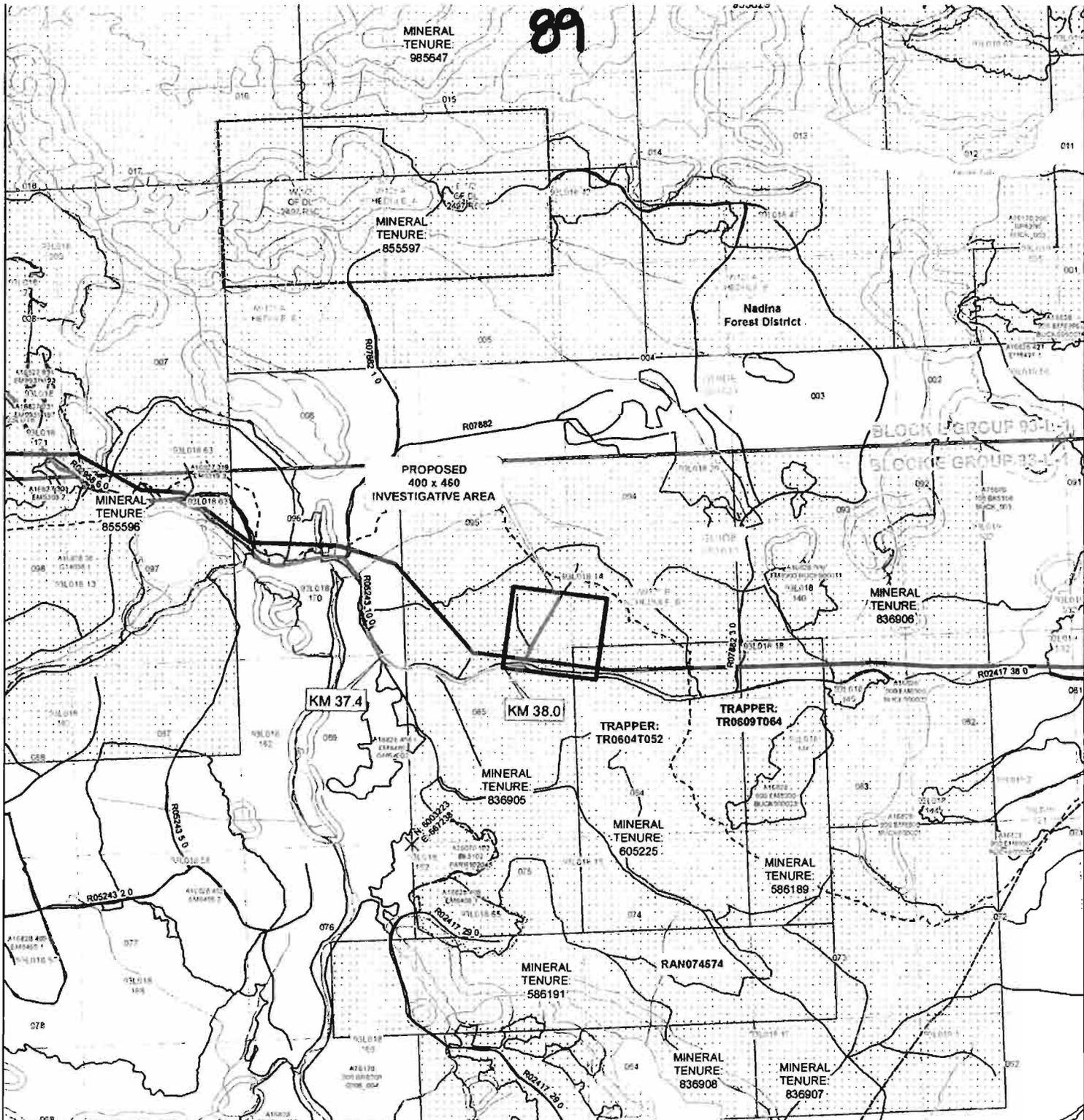
Heather Weighill, Project Manager  
Email: [heather.weighill@rpsgroup.com](mailto:heather.weighill@rpsgroup.com)  
Phone: 403-385-4230

Yours truly,  
**HMA Land Services Ltd.**

Heather Weighill  
Project Manager  
as agent for Coastal GasLink Pipeline Ltd.

cs  
/Encl.  
CGW4703-MCSL-G-MP-014-GeoTech-1940-KP490.5-Sketch-Rev1  
CGW4703-MCSL-G-MP-015-GeoTech-1940-KP490.5-20K-Rev1  
CGW4703-MCSL-G-MP-016-GeoTech-1940-KP490.5-50K-Rev1  
CGW4703-MCSL-G-MP-017-GeoTech-1940-KP490.5-250K-Rev1

89



**Legend**

- Temp 5.0 Access
- Existing Access
- Investigative Area
- Coastal Gaslink Study Corridor Centerline
- Road
- River / Creek
- Lake
- Wetlands
- Agricultural Land Reserve
- Range Tenure
- Forest District
- Trapper Boundary
- Guide Boundary
- Mining Interest
- Ministry of Forest Opening (83516)
- Managed License
- FTA Cutblock
- Private Land
- Right of Way

**Notes**

- The proposed project is not within the Agricultural Land Reserve (ALR)
- UTM coordinates shown are NAD83 Zone 9 N
- The proposed project is within the South UIC Zone
- Distances shown are in meters and decimals thereof

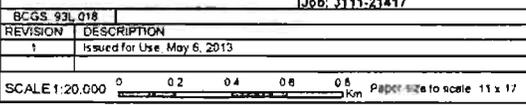
**McElhanney**  
 Professional Land Surveying Ltd.  
 8808 72nd Street  
 Fort St. John, BC, V1J 6M2  
 Tel: 250-787-0366  
 Job: 3111-21417

Caribou Range None  
 Coal License None  
 Community Forest None  
 Guide / Outfall 601013  
 Mineral Tenure: 835905/605225  
 Range Tenure: RAN074574  
 Trapper: 604T052  
 Tree Farm License None  
 Ungulate Winter Range None  
 Wildlife Habitat Area None  
 Wildlife Tree Retention Area None  
 Wood Lot: W0125 B Schedule B

Coastal GasLink Pipeline Project **TransCanada**

COASTAL GASLINK PIPELINE LTD.  
 CONSULTATION / NOTIFICATION MAP

GEOTECHNICAL INVESTIGATION PROGRAM  
 PROPOSED 1940 PSI COMPRESSOR FACILITY KP 490.5  
 WITHIN  
 Units 84, 85, 94 & 95, Block E, Group 93-L-1  
 RANGE 5 COAST DISTRICT

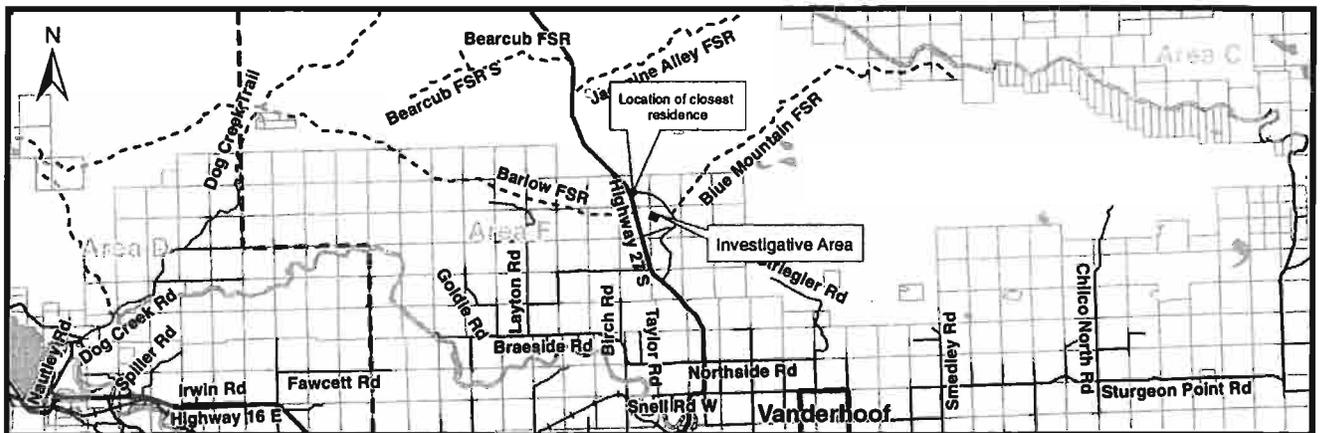




## MEMORANDUM

To: Regional District Board  
 From: Maria Sandberg, Planner  
 Date: August 3, 2015  
 Re: **Referral Coastal GasLink Pipeline Ltd. Investigative Permit  
 (TransCanada) File No. 12-3313, Highway 27**

The Regional District has received a referral from Trans Canada representing Coastal GasLink Pipeline Ltd (CGL). CGL is planning to renew an existing Investigative Use Permit for a geotechnical investigation program for a proposed compressor facility. The application area is located along Highway 27, 12 kilometres northwest of the District of Vanderhoof, along the proposed Coastal GasLink Study Corridor.



The referral states that a permit extension is requested for one year and that pneumatic piezometers and vertical seismic profile wells were installed into the geotechnical boreholes in October 2013.

The application area is zoned Rural Resource (RR1). This referral response is commenting on the permit for the investigations proposed, and is not intended to be the RDBN's comment regarding the suitability of the site for a compressor station. The proponent should be aware that a compressor station may not be a permitted use under the RR1 zoning.

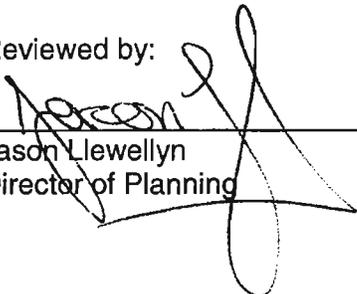
Our mapping indicates that there are three residences approximately 1.3 kilometres away from the application area.

**Recommendation**

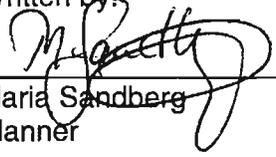
That the attached comment sheet be provided as the Regional District's comments on Referral File Coastal GasLink Pipeline Ltd. Investigative Permit (TransCanada) File No. 12-3313 (Unit 62, Block G, 96-K-1, NW ¼ Sec 22 and REM N1/2, Sec 21, Tp 19, R5).

*Development Services – All/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Lewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Maria Sandberg  
Planner



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON REFERRAL FILE Coastal GasLink Pipeline Ltd. Investigative Permit (TransCanada) File No. 12-3313 (Unit 62, Block G, 96-K-1, NW ¼ Sec 22 and REM N1/2, Sec 21, Tp 19, R5)**

---

<b>Electoral Area:</b>	F
<b>Applicant:</b>	Coastal GasLink Pipeline Ltd.
<b>Existing Land Use:</b>	Vacant
<b>Zoning:</b>	Rural Resource (RR1)
<b>Plan Designation</b>	Resource (RE)
<b>Proposed Use Comply With Zoning:</b>	
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Not in the ALR
<b>Access Highway:</b>	Barlow FSR
<b>Archaeological Site:</b>	Not according to our mapping
<b>Building Inspection:</b>	Within the building inspection area
<b>Fire Protection:</b>	Outside Rural Fire Protection Area
<b>Other comments:</b>	<p>The proponent should be aware that a compressor station may not be a permitted use under the RR1 zoning.</p> <p>Our mapping indicates that there are three residences approximately 1.3 kilometres away from the application area.</p>

93



**TransCanada**  
*In business to deliver*

July 17, 2015

JUL 21 2015

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

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

TransCanada Corporation  
450 - 1<sup>st</sup> Street S.W.  
Calgary, AB, Canada T2P 5H1

Tel: 250-596-8060  
Fax: 403-920-2334  
Emergency: 1-855-633-2011  
Email:  
[Dave.Kmet@transcanada.com](mailto:Dave.Kmet@transcanada.com)  
[www.transcanada.com/](http://www.transcanada.com/)

Doc: CGW4703-HMA-LA-LTR-0054

RE: COASTAL GASLINK PIPELINE LTD.  
File No. 12-3313

Tenure: Crown Disposition - Regional District

Geotechnical Investigation Program Proposed 1940 PSI Compressor Facility KP 329 within Unit 62, Block G, 96-K-1, NW ¼ Sec 22 and REM N ½ Sec 21, Tp 19, R5

Investigative Area, Temporary Trails and Boreholes

Project Update Letter – Program Extension

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Please be informed that our client, **Coastal GasLink Pipeline Ltd. (Coastal GasLink)** is preparing to make an application to the BC Oil & Gas Commission to renew an existing Investigative Use Permit (IUP) (OGC File 9638322), located within Unit 62, Block G, 96-K-1, NW ¼ Sec 22 and REM N ½ Sec 21, Tp 19, R5, as shown on the attached plans.

Activities on site will be conducted in accordance with appropriate government regulations and guidelines.

**Project Description:** A permit extension is required on the aforementioned IUP as pneumatic piezometers and vertical seismic profile wells were installed into the geotechnical boreholes to support project detailed design; this installation took place in October of 2013.

**Timing of Activities:** Timing has been extended by one year to August, 2016.

As the party being notified and falling within the prescribed project area, you may provide a written response to **Coastal GasLink Pipeline Ltd.** or to HMA Land Services Ltd., authorized agent on behalf of **Coastal GasLink Pipeline Ltd.** within 14 days of receiving this notification that does one or both of the following:

- sets out the reasons why the proposed activities that will be the subject of **Coastal GasLink Pipeline Ltd.** application to the OGC should not be carried out or should be modified; and/or
- request a meeting with **Coastal GasLink Pipeline Ltd.** and/or to HMA Land Services Ltd., authorized agent on behalf of **Coastal GasLink Pipeline Ltd.** to discuss the proposed activities.

If a request to meet is included in your written response, please provide additional contact information, and a schedule outlining the best time to contact you for further discussions.

**Coastal GasLink**  
Pipeline Project



Written responses may be sent to the following addresses:

**Coastal GasLink Pipeline Ltd.**

450-1st Street SW  
Calgary, AB T2P 5H1

Attention: Dave Kmet  
Email: [dave\\_kmet@transcanada.com](mailto:dave_kmet@transcanada.com)

Written submissions may also be sent by direct mail to the Commission's office any time prior to the application decision at:

**BC Oil & Gas Commission**

Bag 2  
Fort St. John, BC V1J 2B0

**For further information about this project, please contact:**

**Coastal GasLink Pipeline Ltd.**

Dave Kmet, Regional Manager PG & LNG Land  
Email: [dave\\_kmet@transcanada.com](mailto:dave_kmet@transcanada.com)  
Phone: 250-596-8060

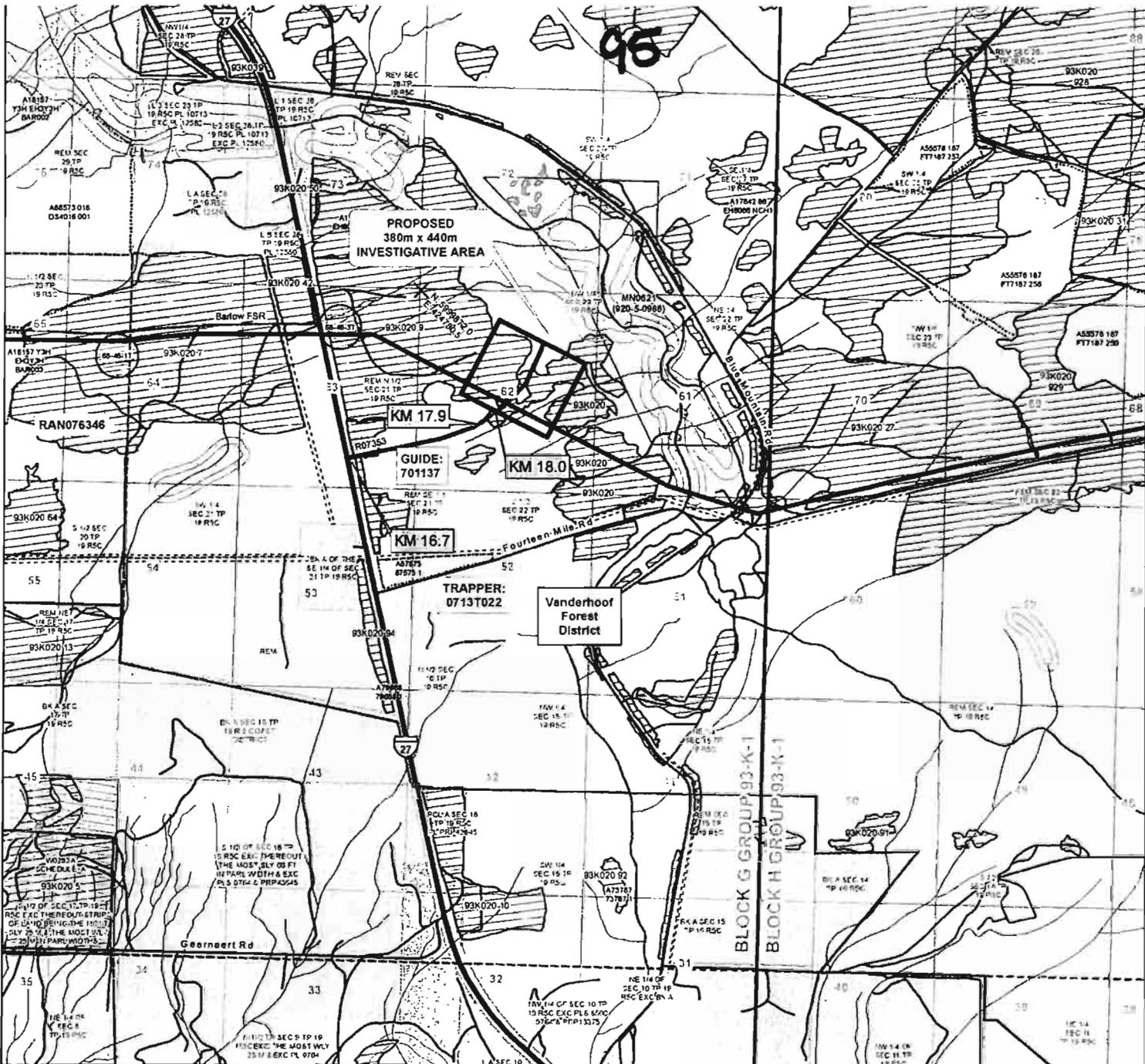
**HMA Land Services Ltd.**

Heather Weighill, Project Manager  
Email: [heather.weighill@rpsgroup.com](mailto:heather.weighill@rpsgroup.com)  
Phone: 403-385-4230

Yours truly,  
**HMA Land Services Ltd.**

Heather Weighill  
Project Manager  
as agent for Coastal GasLink Pipeline Ltd.

cs  
/Encl.  
CGW4703-MCSL-G-MP-024-GeoTech-1940-KP329-Sketch-Rev0  
CGW4703-MCSL-G-MP-025-GeoTech-1940-KP329-20K-Rev0  
CGW4703-MCSL-G-MP-026-GeoTech-1940-KP329-50K-Rev0  
CGW4703-MCSL-G-MP-027-GeoTech-1940-KP329-250K-Rev0



- Legend**
- Temp 5.0 Access
  - Existing Access
  - Investigative Area
  - Coastal GasLink Study Corridor Centreline
  - River / Creek
  - Lake
  - Wetlands
  - Sample Plots
  - Primary Highway
  - Secondary Road
  - Road
  - Range Tenure
  - Agricultural Land Reserve
  - Forest District
  - Trapper Boundary
  - Guide Boundary
  - ForestryMapNotation
  - Woodlot
  - Ministry of Forest Opening (83516)
  - FTA Cutblock
  - Private Land
  - Crown Land
  - Right of Way

**Notes**

- The proposed project is not within the Agricultural Land Reserve (ALR)
- UTM coordinates shown are NAD83 Zone 10 N
- The proposed project is within the South OGC Zone
- Distances shown are in meters and decimals thereof

**McElhanney**  
 Professional Land Surveying Ltd.  
 8808 72nd Street  
 Fort St. John, BC, V1J 6M2  
 Tel: 250-787-0356  
 Job: 3111-21417

Caribou Range: None  
 Coal License: None  
 Community Forest: None  
 Guide / Outlier: 701137  
 Mineral Reserve: None  
 Range Tenure: None  
 Trapper: 0713T022  
 Tree Farm License: None  
 Ungulate Winter Range: None  
 Wildlife Habitat Area: None  
 Wildlife Tree Retention Area: None  
 Wood Lot: None

**Coastal GasLink**  
 Pipeline Project



**COASTAL GASLINK PIPELINE LTD.**

CONSULTATION / NOTIFICATION MAP  
 GEOTECHNICAL INVESTIGATION PROGRAM  
 PROPOSED 1940 PSI COMPRESSOR FACILITY KP 329  
 WITHIN

Unit 62, Block G, Group 93-K-1  
 (NW 1/4 Sec 22 and REM N 1/2 Sec 21 Tp 19)  
 Range 5 Coast District

Route Reference: CGP\_Route\_RevC1  
 Document No.: CGW4703-MCSL-G-MP-025-GeoTech-1940-KP329-20K-Rev0

REVISION	DESCRIPTION
0	Issued for Use, April 18, 2013





96

# MEMORANDUM

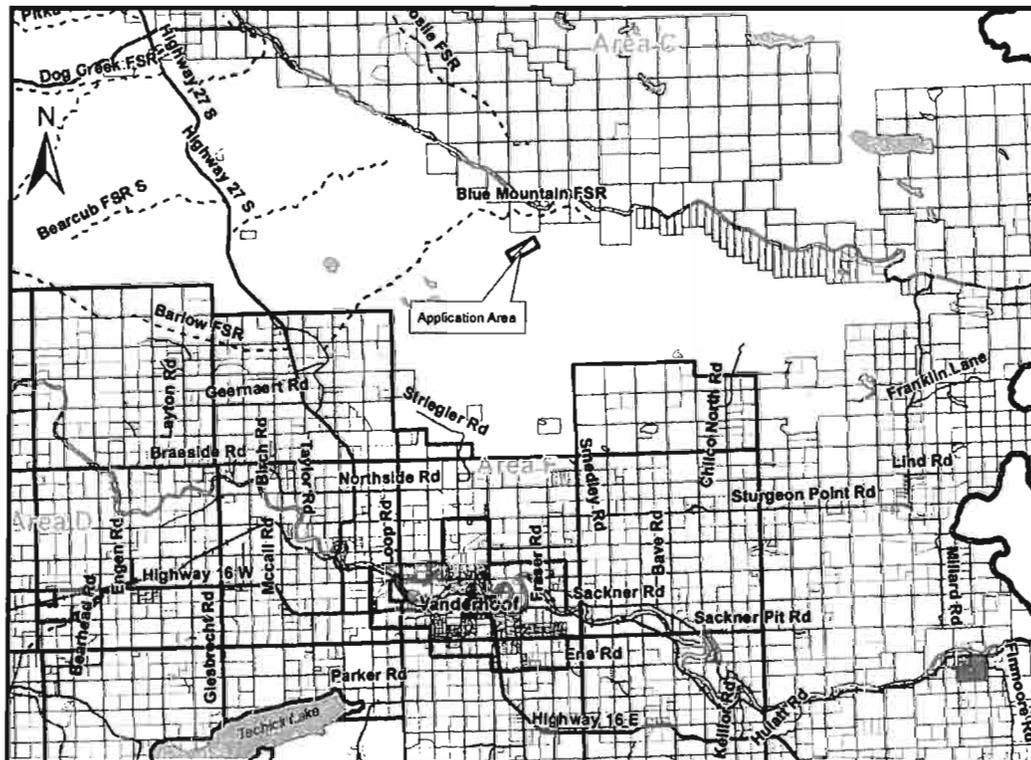
To: Regional District Board of Directors  
From: Julie Thompson, Planning Technician  
Date: July 29, 2015  
Re: Land Referral File No. 7409792

## COMMENTS:

This application is regarding an Extension of Holdings Crown Grant to obtain additional lands for agricultural purposes. The application area is located south of the Stuart River, approximately 15.4 kilometres north of the District of Vanderhoof. The application area is approximately 73.14 ha in size and is to be reduced to the most suitable 65 ha, should the application proceed.

The application area is not zoned under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 and is not located in the Agriculture Land Reserve (ALR).

## Location Map

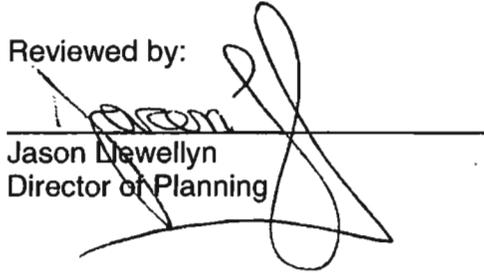


**Recommendation**

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application No. 7409792.

*Development Services – All/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Dewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Julie Thompson  
Planning Technician



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT  
SHEET ON CROWN LAND REFERRAL No. 7409792**

---

<b>Electoral Area:</b>	F
<b>Applicant:</b>	Sky View Ranch & Timber Inc.
<b>Existing Land Use:</b>	Vacant
<b>Zoning:</b>	Not zoned
<b>Plan Designation</b>	None
<b>Proposed Use Comply With Zoning:</b>	N/A
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Not in the ALR
<b>Access Highway:</b>	Blue Mountain FSR
<b>Archaeological Site:</b>	Not according to Provincial mapping
<b>Building Inspection:</b>	Outside the Building Inspection area
<b>Fire Protection:</b>	Outside the Rural Fire Protection Area
<b>Other comments:</b>	None

CROWN GRANT APPLICATION

MANAGEMENT AND DEVELOPMENT PLAN

WE ARE PROPOSING TO DEVELOP THE SUBJECT PARCEL FOR FORAGE PRODUCTION. THE NON ARABLE AREAS WILL BE LEFT FOR WILDLIFE MANAGEMENT OR FOR PASTURE PURPOSES FOR LIVESTOCK.

123°58'0"W

123°58'0"W

DL 2787

# SITE MAP

BCGS Mapsheet: 93J011

Lat/Long: 54° 11' 4.721" N 123° 57' 44.589" W

100

STUART RIVER  
PARK

STUART RIVER  
PARK

LOWER  
SITE

LOWER  
SITE

BLUE MOUNTAIN

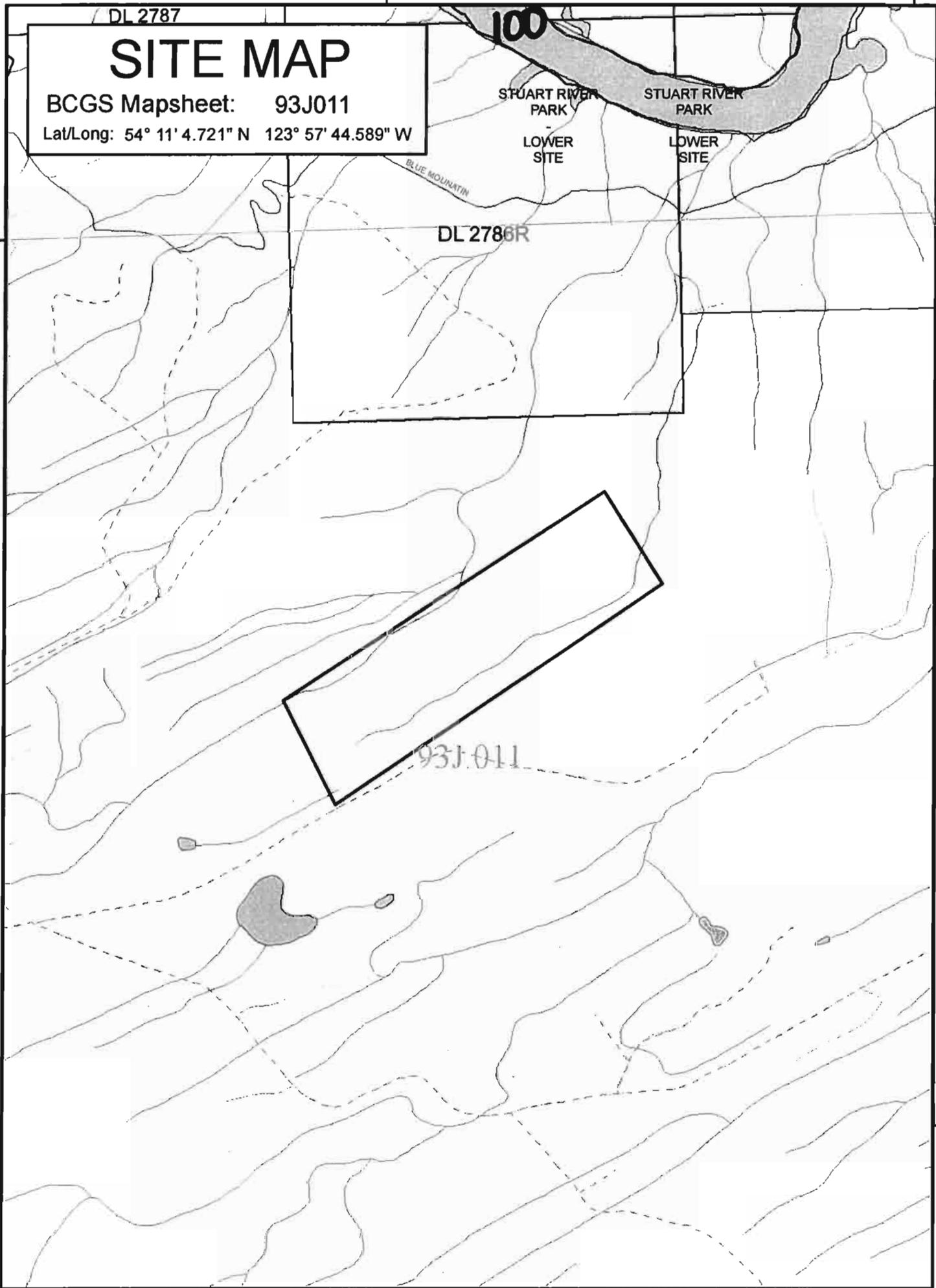
DL 2786R

54°12'0"N

93J.011

54°10'0"N

54°10'0"N





## APPLICATION SUMMARY

- Name of Applicants:** Michael Simpson and Gail Hochachka
- Electoral Area:** A
- Subject Property:** S ½ of Section 11 Township 2A, Range 5 Coast District EXC THEREOUT A STRIP OF LAND BEING THE MOST ELY 20 M IN PARL WIDTH
- Location:** The subject property is located at 10214 Old Babine Lake Road, 7 km to the Town of Smithers.
- Proposal:**
- The purpose of this application is to allow the subdivision of the property into two parcels as divided by the east-west centreline, creating two ¼ section properties. Proposed Lot 2 is +/-65 ha and contains no buildings. Proposed Lot 1 is approximately the same size and contains the applicants' seasonal dwelling, outbuildings and small portable saw mill.
- The applicants state that they wish to subdivide the subject property in order to better manage their farm. The applicants believe that large ½ section lots are not manageable for young farmers and feel the operation of ¼ section lots better serve agriculture in the area. The owners plan to sell either Proposed Lot 1 or Proposed Lot 2.
- The applicants have been farming hay on 43 ha of Proposed Lot 1 for 10 years either by themselves or by lease. The remaining 87 ha is mainly forested with a cultivated crop located in the southwest portion. The applicants specify that the existing pasture fields located on the Proposed Lot 2 have been managed to mitigate forest encroachment caused by inactive use.
- O.C.P. Designation:** Agricultural (Ag) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014
- Zoning:** Agricultural (Ag1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
- Existing Land Use:** Seasonal occupancy and agriculture

**Agricultural Capability:**

Based on Canada Land Inventory mapping:

50% of the Subject Property is

70% Class 4 limited by stoniness and topography  
30% Class 3 limited by cumulative and minor adverse conditions concerning climate.

38.5% of the Subject Property is

80% Class 4 limited by stoniness and topography  
20% Class 6 limited by topography

11.5% of the Subject Property is

100% Class 6 limited by topography

- Class 3** Land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.
- Class 4** Land is capable of a restricted range of crops. Soil and Climate conditions require special management.
- Class 6** Land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

**Previous Applications:** None

**Surrounding Applications:**

**No. 801** S ½ of the NW ¼ of Section 11, Township 2A, Range 5 Coast District  
(See No. 1074 for PID)

Application to subdivide one parcel of 32 ha into two parcels of 26 ha and 6 ha (Dec 1991).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

**No. 1074** S ½ of the NW ¼ of Section 11, Township 2A, Range 5 Coast District  
(PID 02907949, 028907957, and 028907931)

Application to subdivide one parcel of 32 ha into three lots. Lot 1 is approximately 11 ha (28 acres) in size and contains a residence, a cabin, and outbuildings. Lot 2 approximately 9 ha (22 acres) in size and contains a mobile home. Lot 3 is approximately 10 ha (24 acres) in size and currently undeveloped (Mar 2009).

Staff recommendation:	Denial
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

**No. 1147** Part 80.12 acres of the Fractional NE1/4 of Section 10, Township 2A, Range 5 Coast District, Except Plan 6536 and 6537  
(PID 009943650 and 015691446)

Application to subdivide the +/-10ha property into two parcels as divided by Driftwood Creek (June 2013).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

**No. 782** N 1/2 of the Northeast 1/4 of Section 11, Township 2A, Range 5 Coast District  
(PID 012008354)

Application to subdivide 32.38 ha into two parcels of 16 ha (Nov 1990).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

## REFERRAL COMMENTS

### Advisory Planning Commission

“APC felt that the parcel was ideal as is. Concerns were expressed over the fact that there was no mention of the easement through the adjacent property for access to the parcel from Old Babine Lake Road and the impact of subdividing the ½ section into two ¼ sections and potential for two year round households may have on that easement.”

**Ministry of Agriculture**

"Thank you for the opportunity to comment on the Simpson-Hochachka ALR application.

From a general agriculture perspective, I believe that there is not a clear benefit demonstrated by subdividing the subject parcel into two ¼ sections. The applicants state that they feel that a ¼ section lot size better serves agriculture in the area and cite that according to the ALR, a ¼ section is still a viable farm parcel size. The subject parcel appears to be largely arable with the bulk of the parcel rated as Class 3 and 4 CLI agriculture capability with common subclasses of stoniness and topography limitations. There is a significant portion of the subject parcel in productive hayfields (~106 acres), and the applicants have clearly demonstrated their dedication to maintain this vital resource, among other important bio-physical characteristics found within the subject parcel.

Generally speaking, larger acreages sell for less \$/acre than smaller acreages and common field-based forage and grain crops that are mechanically harvested are more profitable on a large, contiguous land-base. Large agriculture parcels will provide a wide range of future agriculture management options whether that be leasing a certain area of the parcel to another producer, and/or conducting a mixed-farm operation and not just forage fields for example.

Agriculture parcels such as the subject (current ~320acres) and larger are somewhat rare in the Bulkley Valley, and I do not find a compelling reason to support the proposed subdivision and thus forgo future agriculturally-based endeavours by reducing the current parcel size. Large parcel sizes greater than a ¼ section in size are sought out by some agriculture producers as evidenced by recent sales. In the Bulkley Valley in particular I believe there is a demand for all sizes of agriculture land parcels, and buyers will seek them out accordingly, or enter into alternative land-access arrangements with owners."

**PLANNING DEPARTMENT COMMENTS**

The surrounding area is dominated by large agricultural parcels. The proposed subdivision would fit with the existing rural character as the parcels are a mix of ¼ sections, ½ sections and smaller. Maintaining appropriately large parcel sizes and keeping smaller residential development away from farming areas is important in preserving the integrity of agricultural lands and minimizing conflict between agriculture and non-agriculture uses.

Both proposed parcels are suitable for farming. The Proposed Lot 1 and Lot 2 soil capability are mainly Class 4; capable of a restricted range of crops. Proposed Lot 2 experiences more limitations to crop type due to the Class 6 percentage. This class is more suited for grazing land.

There is an easement through the two southern adjacent properties that allows access

to the subject property from Old Babine Lake Road. The easement could facilitate both parcels if subdivided.

### **Official Community Plan**

The current OCP designation for the property is Agricultural. This designation is intended to preserve these lands for the purposes of farming and other related activities. Section 3.1.2.(6) of the OCP states that:

*Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.*

- a) *There is limited agricultural potential within the proposed area.*
- b) *Soil conditions are not suitable for agriculture.*
- c) *Neighbouring uses will not be compromised.*
- d) *Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*
- e) *The application is in the best interest of the community.*
- f) *The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
- g) *And, traffic management issues will be considered and addressed appropriately.*

### **Zoning**

The Proposed Lot 1 and Proposed Lot 2 meet the minimum parcel area requirement of 16 ha in the Ag1 Zone.

### **Agricultural Plan**

During the development of the "RDBN Agricultural Plan" which was completed in 2012 the issue of subdivision to allow hobby farms was the topic of much discussion. The conclusion was that the region's agricultural interest was best served by not allowing this type of development as these parcels will likely end up being used primarily for rural residential purposes and not for agriculture. The Agricultural Plan states the following.

*"Maintaining appropriately large parcel sizes and keeping smaller parcel residential development and other uses away from farming areas is an important factor in preserving the integrity of agricultural lands, and minimizing conflict between agriculture and non-agricultural uses. Where there is conflict the agricultural producers can expect to incur increased operational costs to manage or reduce the conflict."*

The Agricultural Plan recommends that:

*"The RDBN should continue with its efforts to protect and preserve farm land and soil having capability for agricultural purposes through the restriction of subdivision, and limited encroachment of non-farm uses."*

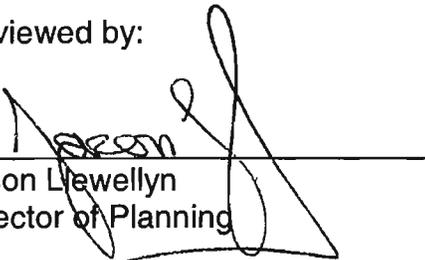
In Staff's opinion the proposed subdivision is not supported by the OCP as the soil conditions are suitable for agriculture, and the subdivision is not in the best interest in the community. Further, the application is contrary to the direction provided in the Agricultural Plan. Therefore, staff do not support this subdivision application.

**Recommendation**

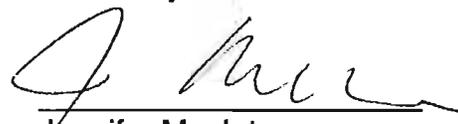
That Agricultural Land Reserve Subdivision Application No. 1184 (Simpson-Hochachka) be recommended to the Agricultural Land Commission for denial.

*Development Services – All/Directors/Majority*

Reviewed by:

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

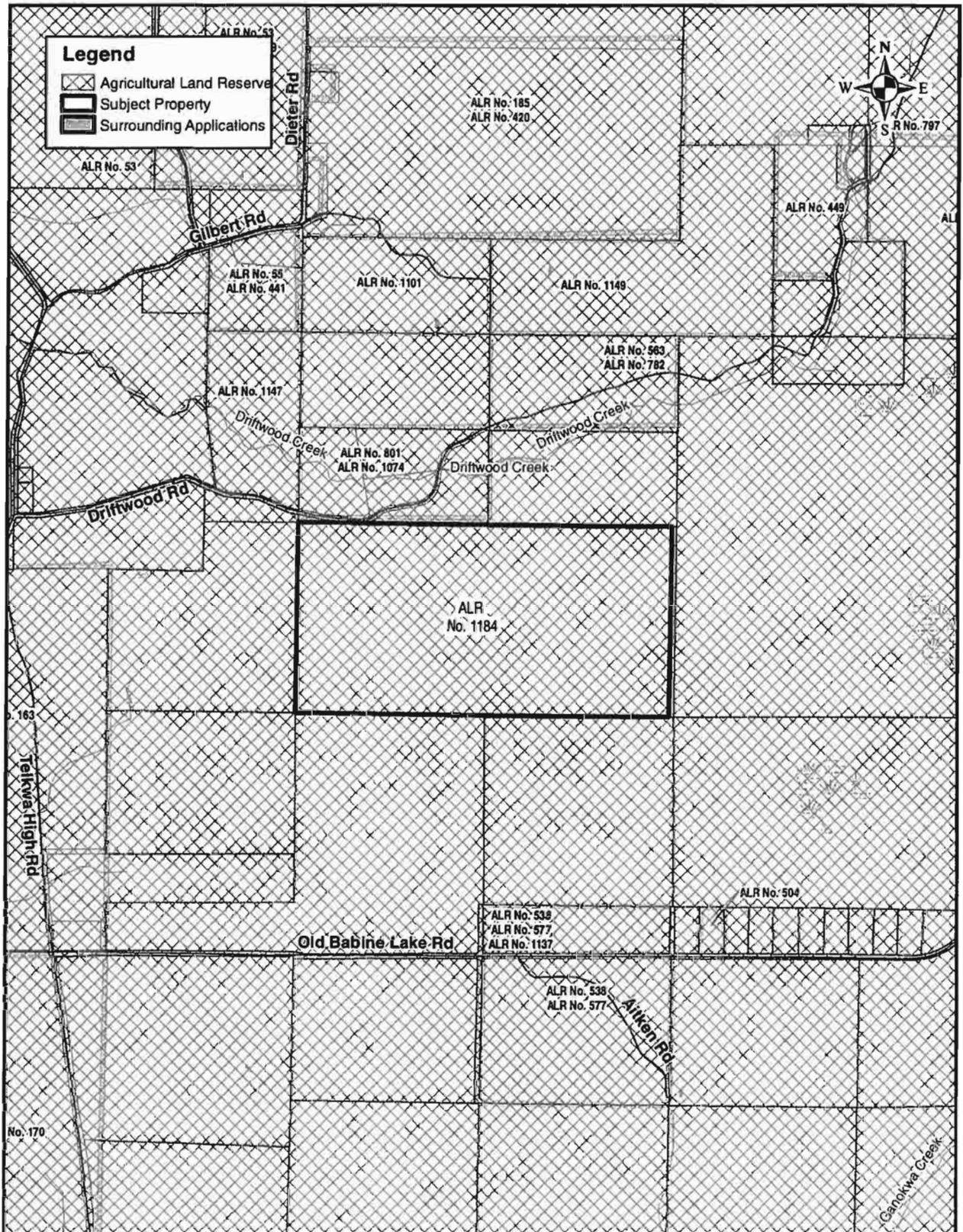
Written by:

  
\_\_\_\_\_  
Jennifer MacIntyre  
Planner I

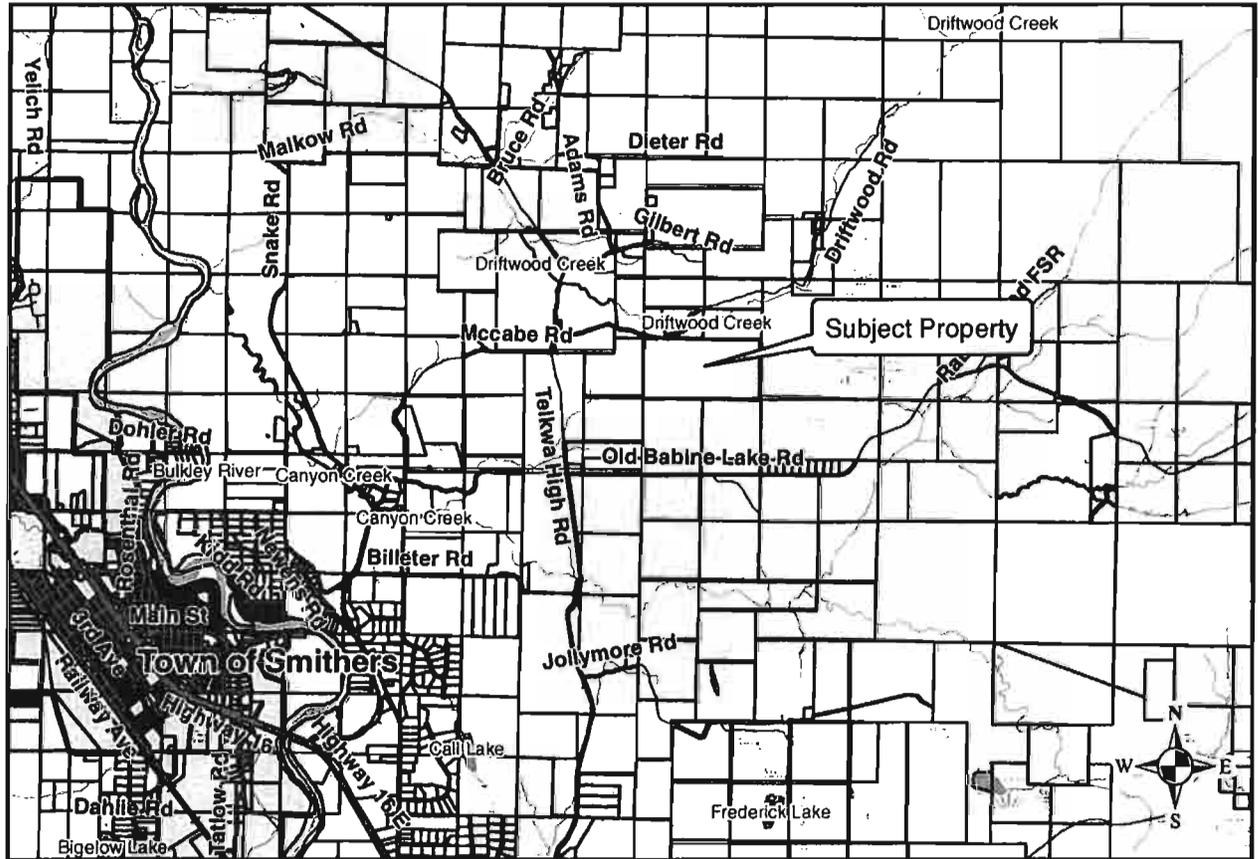
Specific Location



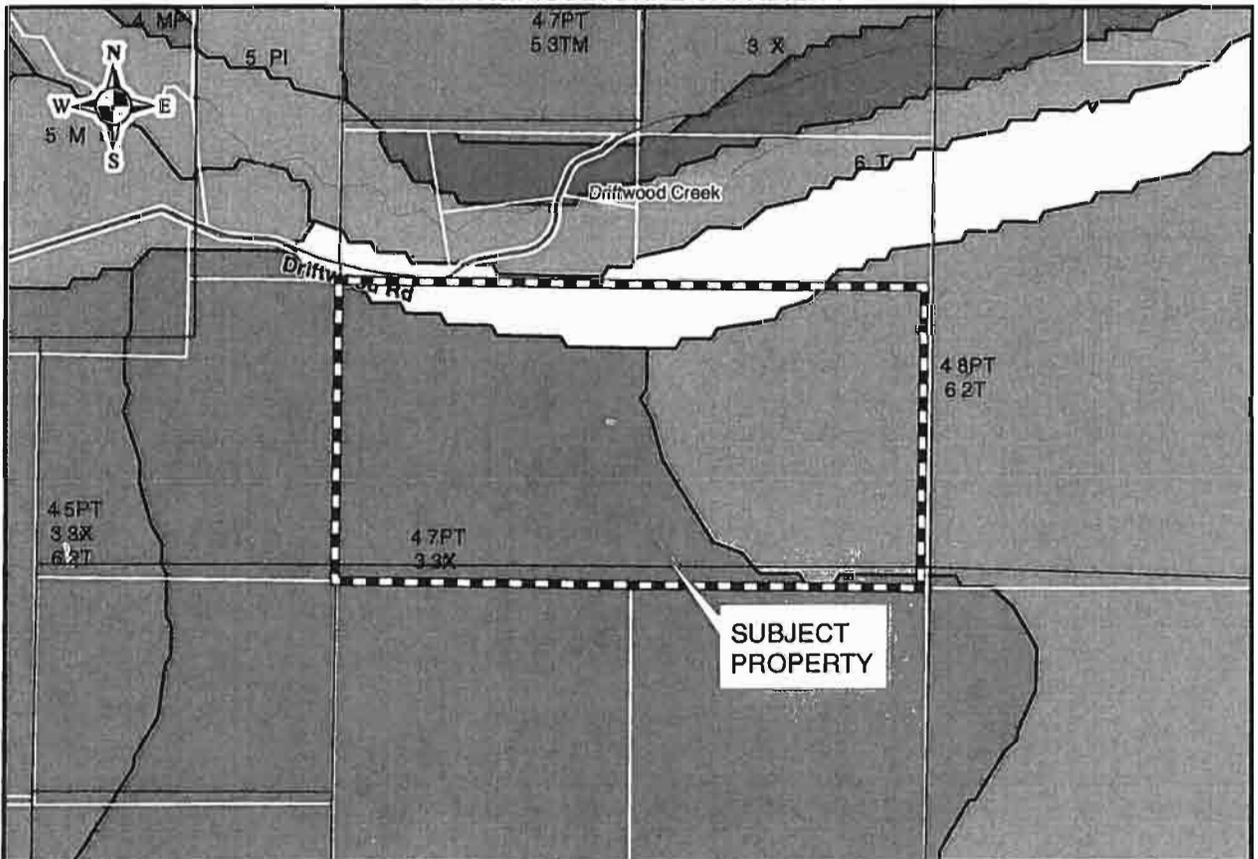
Surrounding Applications, ALR Status & Surrounding Development



GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



**Proposal To Subdivide**  
**June 26th, 2015**



**Figure 1 Overview of parcel**

**LEGAL DESCRIPTION**

The parcel identifier number for this property is 015-583-767. It is located in the south  $\frac{1}{2}$  of Section 11, Township 2A, Range 5, of the Coast District except a strip of land being the most easterly 20 metre in parallel width thereof. An easement has been annexed over part of Lot 1, Section 2, Township 2A, Range 5, of Coast District Plan PRP13068 (TK7833) and part of the northeast  $\frac{1}{4}$  of Section 2, Township 2A, Range 5, of the Coast District (TK7834).

**Owners:** Jointly owned by:

Michael Simpson and Gail Hochachka  
10214 Old Babine Lake Road  
Smithers, B.C.  
V0J 2N7



**Legal Mailing Address:**

Michael Simpson/Gail Hochachka  
1635 Grandview Road  
Gibsons, B.C.  
V0N 1V5

**Proposed Subdivision size:** Two parcels  $\frac{1}{4}$  SEC LESS A STRIP OF LAND BEING THE MOST ELY 20 M IN PARL WIDTH

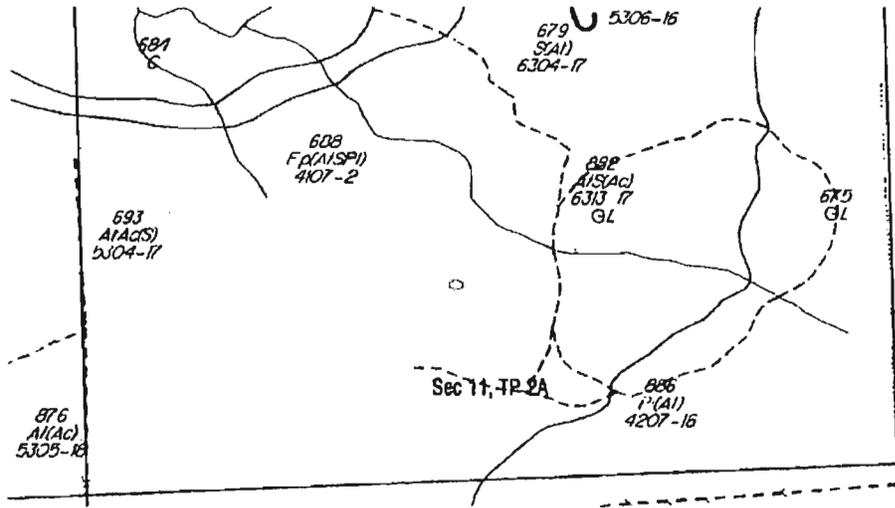
**Proposal Synopsis:** The owners have occupied and farmed the subject property since 2005. They propose to subdivide the current  $\frac{1}{2}$  section of land (130 Hectare) parcel into two equal  $\frac{1}{4}$  section operational farms (65 Hectare) for its continued use as agricultural land. The current use of the land, while being partially farmed for hay on the Southern side, is under-utilized on the North side given its size and location and the proponents believe the proposed subdivision will support agriculture in the Regional District of Bulkley Valley Nechako through developing two operational farming activities and better utilization of land that is currently under forest cover. The proponents have been farming 43 hectares of the subject property for ten years at times themselves and at times under lease to produce hay. They have also operated a small wood mill and managed the forested lands for beetle kill. The land is currently seasonally occupied with a small cabin and solar outbuildings and is surrounded by both private agricultural and crown land. By subdividing the land into two operational farms the proponents believe the proposed parcel sizes will better serve agriculture in the area.



**Figure 2** Viewscape looking toward Kitsequecla



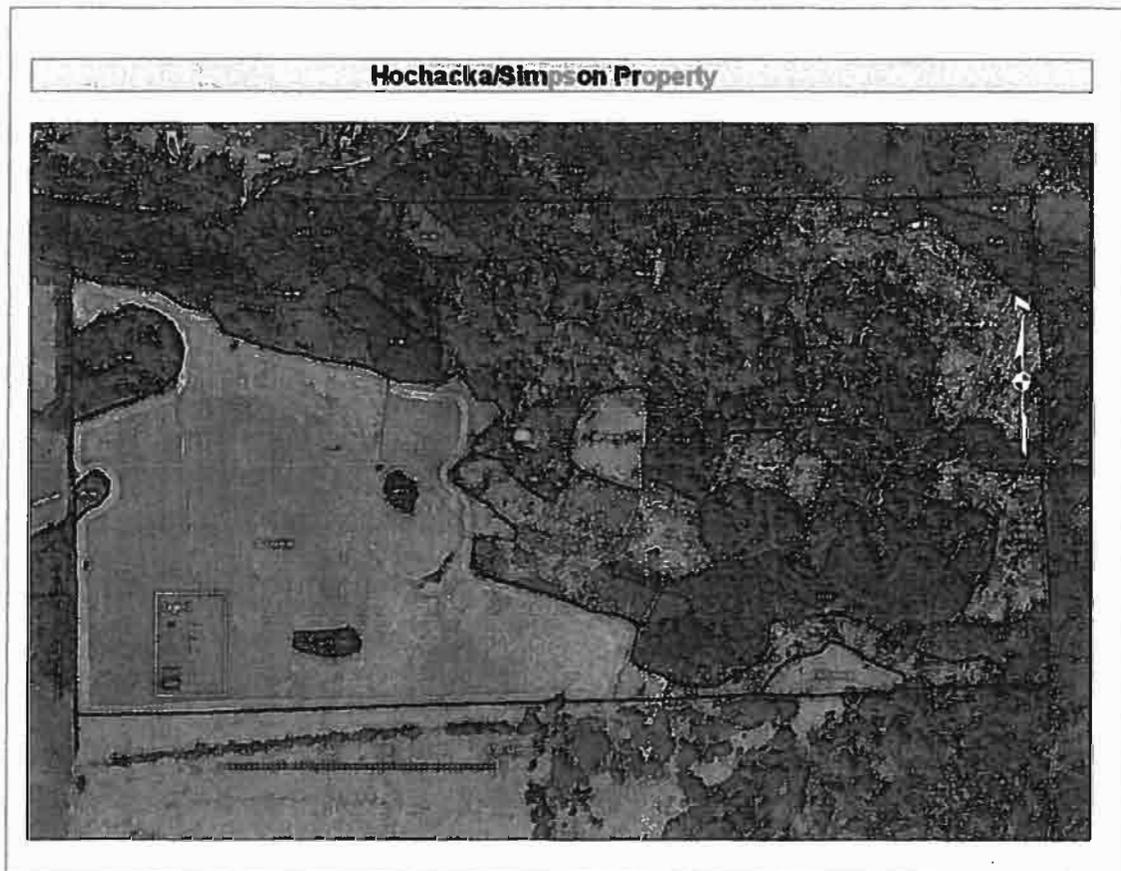
**Figure 3** Proposed Subdivison in North South line (stakes in place) Note the polygons look out of scale due to ravine angles on Northwest corner.



**Figure 4. Ministry of Forests forest cover mapping. Green lines represent forest cover polygons.**

The photograph (figure 4.) clearly shows the property has a natural division between previously logged and now forested land adjacent to crown land in the Northern half while the Southern half is surrounded by farmland and is currently in active hay production. Some of the currently forested land cover is ideally suited to further agricultural development, for example, it is viable to have cattle and other livestock on the semi-forested lands to the Northern half.

**Figure 5. Detailed forest cover map.**



## **Agricultural Management**

A key consideration of the landowners is maintaining the current agricultural status and use of the existing agricultural zones, improving agricultural soils, avoiding any further regression of agriculturally modified sections back to forest land, maintaining a mix of agricultural and ecologically attractive lands including wildlife viewing for which the land is particularly well suited, promoting the properties use for local agriculture/eco-tourism use and maintaining viewscales and existing trails as well as protecting valuable hydrology and soil cover types for the long term health of the local ecosystem.

To date they have maintained hay production and prevented forest incursion on existing agricultural sections, actively managed for beetle kill on forested lands, prevented hydrological damage in accordance with recommendations provided by a professional forester and commenced tilling and reseeded of the current hay field. Ideally, if this proposed subdivision is allowed they would like to promote further agricultural use of now partially forested sections of the land and open up agricultural use in particularly productive zoning including some of the 06 landcover typology outlined in (figure 5) in such a way as to promote viewscales, existing trails and protecting identified hydrological and wildlife features.

Forty-three of 130 ha on the property are in maintained hay field. There are an additional ~3 ha that were cultivated but were not maintained prior to the current owners obtaining the land. Forest encroachment is occurring on the non-hayed fields although it has been actively managed on the North Eastern side. These areas could be fill-planted to augment timber production or, with substantial additional effort and expense, rehabilitated to produce hay, or could become prime agricultural lands for free-range cattle.



**Figure 8. View up the Bulkley Valley from the east end of the property.**



**Figure 9. View from the house towards Kiltsequecla.**

**How this proposed subdivision will benefit agriculture:**

The proponents commissioned a land study of the ecological zoning and uses of the current land by a registered professional forester (Larry McCulloch B.Sc.R, R.P.F.) to better understand how they could preserve the ecological integrity of the land, understand its unique characteristics while maintaining or even improving its agricultural potential.

The proposed land falls into two potentially distinct parcels when seen from an aerial photo. The Southwestern  $\frac{1}{4}$  section, up to an existing land divide culminates in a crest on the property where an existing driveway enters from Old Babine Lake Road. This half of the property is predominantly in hay production with the exception of a steep ravine dropping down to Driftwood Creek on the Northern side and drains in a Southwesterly direction. A small solar powered seasonal cabin is located near a grove of trees in this lower half and is accessed by a nominal driveway. The steep ravine is hydrologically sensitive and currently forested with predominantly large Spruce trees. The slope is not conducive to agricultural use and the lower swale is surrounded by rural residential use along Driftwood Road. This section is actively farmed for hay and is currently being rotationally tilled and seeded.

The second Northeastern  $\frac{1}{4}$  section drains to the Northwest and is largely forested with the exception of a small pasture on the Northeastern side. This section is largely surrounded by crown land and was formerly logged with existing skid trails that have been maintained. A fenceline was developed but not maintained on this half prior to purchase and it surrounds the entire property. This  $\frac{1}{4}$  section holds the most promise for further agricultural development particularly in some of the lower flatter topography of 06 forest typology found in figure 5 but also presents some of the most challenging development issues due to its sensitive hydrology and use as a water source by neighbouring properties. There are excellent opportunities to develop this  $\frac{1}{4}$  section with mixed agricultural, hydrological and wildlife as well as viewscape values in mind. The owners of the property are not in a position to own both  $\frac{1}{4}$  sections of property and would like to either develop the Northeastern section properly or farm the Southwestern  $\frac{1}{4}$  section only.



The context of Agricultural Land Use in the area of the proposed subdivision is marked by a decline in the number of farms, a long term trend toward increasing farm size, an increase in the average age of farmers and considerable obstacles for young farmers or agricultural entrepreneurs to gain access to farmland. Each of these trends does not bode well for the health of the agricultural sector in the region. According to Statistics Canada there were 205,730 farms in Canada in 2011, which represents a decline of more than 74,000 farms since 1991. The average farm has increased from 80 hectares to 315 hectares in size. More than half of these farms are operated by farmers over the age of 55. The average age of the Canadian farmer has shifted from 47.5 to 54 years during the same period that farms have been *declining* in number and getting *bigger*. In short there are fewer farms, they are a lot bigger and there are significant barriers for young people wanting to enter the sector all happening at the same time that our current population of farmers is aging. These are well-known, documented trends in the agricultural sector and present a real and challenging threat to the viability of agriculture in the region.

Young people may be reticent to occupy lands too far away from regional communities or simply unable to purchase parcel sizes that are too large to financially manage. Even children from farming families may choose to live in communities or urban areas because of amenities and forfeit careers in the farming sector.

Numerous agricultural analysts have identified a demographic issue in Canada that continues to evolve and promises to peak in the coming ten years, presenting a rising challenges for young people to enter the sector. In a 2014 article in Career Bear by John Tattrie he quotes Christie Young the Director of Farm Start that:

“In the next ten years, about 80 per cent of the agricultural assets in the country are going to be transferred, we’re going to have a massive crisis in the agricultural sector because we don’t have the infrastructure set up to get people into farming.”

Land that is near small towns and cities is increasingly important to attract a vibrant and healthy population of young farmers who may need to have second career jobs to sustain nominally productive land. While in the past this kind of hobby farming or mixed use was seen as a threat to traditional agriculture it is now being seen as a vital opportunity to maintain agricultural land through mixed uses. Innovative ways to maintain rural agricultural use of the land need to be encouraged particularly in the North where fuel costs may be higher and transportation issues more challenging.

This is exactly the position that the proponents find themselves in. We have been working with second career jobs while sustaining a nominally productive farm operation and battling the high costs associated with large farm operations. We were young aspiring farmers when we first purchased the land but soon found the cost of farm machinery and starting up a new operation were prohibitively high. Nevertheless we bought three older tractors, haying equipment and tilled and worked the land over a period of five or six years. Recently we have been working with a local

farmer to lease the land in order to rotate and seed it in a financially viable manner. We maintained the existing fields, fought back forest encroachment and carefully planned an ecologically sensitive agricultural approach to stewarding the subject property including studying the land for alternative agricultural uses. We have been financially unable to develop the back half of the property and even explored selling the property over the past year because we are in the position of neither being able to develop the land nor properly farm what we have due to its size and our own personal financial capacity. Owning our land would be far more attractive if it was half the size and we had enough capital as young farmers to manage the existing farmland as a viable farm or develop the Northwestern  $\frac{1}{4}$  section into a viable farm.

Increasingly agricultural jobs near towns and cities are offset by other employment as the cost of entering the sector to operate large farms is too high for young people and this is the trend we find ourselves caught in. While the trend has been toward amalgamating farms into large corporate operations and moving toward larger and larger operational sizes this is exactly what needs to be avoided especially in the valuable areas near small communities where a rural lifestyle needs to be encouraged with small operable farms.

We need more small, accessible farms, of the right size, that encourage young people to enter the sector especially near small towns and cities where they can access second career opportunities. Many of these younger farmers are accessing alternative markets such as vegetable gardens, organic produce, farmers markets, unusual crops or experimental crops or producing alternative agricultural products or even combining agricultural tourism in creative ways to live and work rurally. In fact, there is a growing movement of young families who are moving back to farming in the Bulkley Valley. Some of these families produce small scale agricultural products to sell locally at the farmers market or at local businesses, while other families are breaking into the larger agricultural markets of the region. However, in all the cases we are aware of, these families manage smaller areas of farm land. This runs counter to the national trend of farms becoming larger and more mechanized, and suggests to us that here in the Bulkley Valley, the possibility of subdividing this half-section into two smaller farms, still of 'viable size' according to the ALR, would be the best decision for maximum farming use.

The proponents believe that two operational farms sufficiently large enough to sustain operational farming activities while small enough to be affordable and accessible to small town living is key to the sectors sustainability and health. Combined with the potential of agricultural or eco-tourism for which our land is particularly well-suited two smaller farms would benefit agriculture in the region.

Traditionally, the  $\frac{1}{4}$  section has been seen as the basic building block of an operational farm in Canada and this is reflected in the adjacent average parcel sizes which are 160 acres or less and we are proposing that two  $\frac{1}{4}$  sections and two operational farms will better serve this particular piece of land given its location and given the abundance of  $\frac{1}{4}$  section farms in the surrounding area. Traditionally the

residential occupation of farm land can be viewed as a threat to agriculture because of the encroachment of hobby farms or residential occupation in rural areas and the proponents recognize this. Increasing farm size was a way to avoid this kind of occupation but it has resulted in farms that are too expensive except for large corporate operations. While amalgamating farms may have been a reasonable strategy for preserving farmland in the past, and large farms were a desirable way of avoiding urban encroachment, the greatest threat to farming in the foreseeable future is exactly the opposite. It is now rural to urban migration, the loss of farming knowledge and the abandonment of farming lands combined with a demographic decline in farmers, the increasing financial inaccessibility of large farming operations, an ageing population and a dearth of innovative alternatives for young farmers wanting to enter the market. Ideally, in the farm lands surrounding Smithers and other Northern communities there would be accessible rural farmland just large enough to make a living from and yet small enough for start-up operations to afford both land, equipment and the costs of developing farmland.

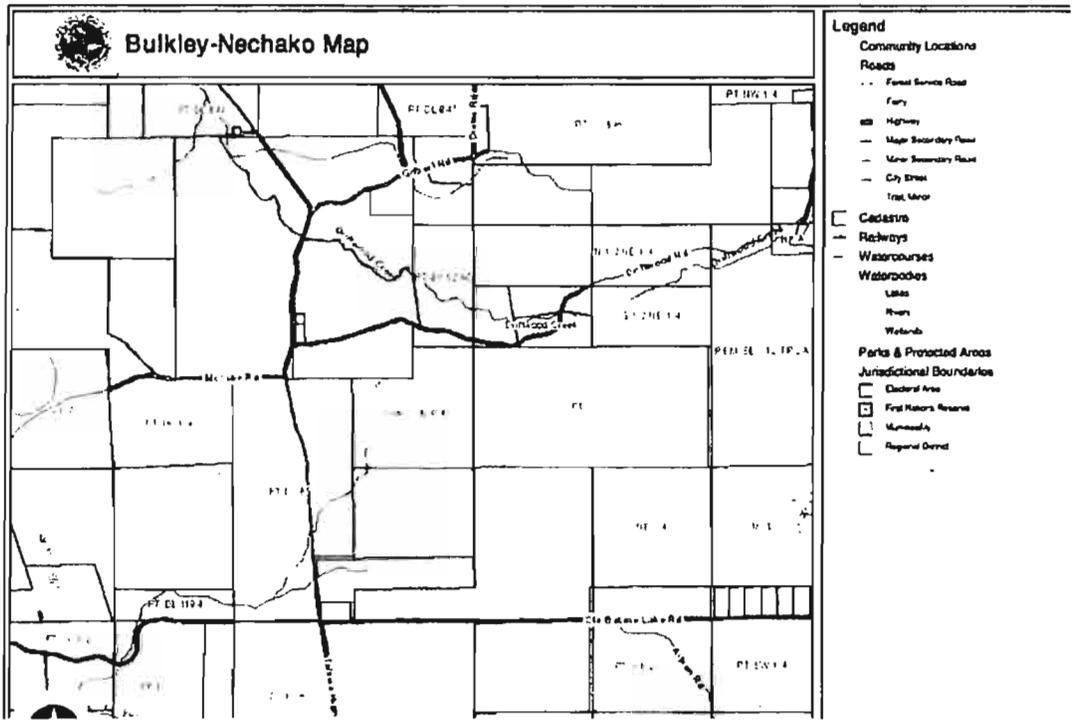
**Is the proposed use supportive of agriculture or in conflict with it:**

The proposed subdivision will result in two operational farms instead of one large farm in which half of the arable land is currently in marginal forest cover. As figure 10 clearly shows subdividing the land and developing the Northwestern  $\frac{1}{4}$  section will result in more arable agricultural land in support of the purpose of the ALR.

**Will the proposal permanently damage the physical capability of the land for agricultural use?**

The land is currently serviced by a nominal driveway with an existing easement over neighbouring lands such that no further roadways would be needed that might damage existing land. Furthermore the current driveway enters the property and follows the natural glacial crest of the hill where the soils are the most marginal and then connects to an old skid trail in order as much as possible to avoid damaging existing farmland. Subdividing would not require any further road building as the driveway enters the property in such a way that it would service both  $\frac{1}{4}$  sections. There is a chance that further indiscriminate development of the Northeastern section would result in hydrological damage or damage to existing water sources but the proponents are proposing that the subject property could be developed for agricultural use through a mixed forest and agricultural land development strategy and avoid riparian zone development in such a way that it would complement the properties views and maintain eco-tourism values while increasing agricultural productivity. The proponents have already installed culverts to manage these riparian areas. There is an existing potable water source on site as well as a sewage lagoon on the property such that the subdivision would not result in a demand for urban-type services such as sewer and water nor would this even be possible.





Signed this 3rd day of June, 2015:

Michael Simpson  
Joint owner

Gail Hochachka  
Joint owner



**Planning Department Report  
Temporary Use Permit  
File B-01-15  
August 4, 2015**

**Name of Applicant:** Tyson and Gail Radley

**Electoral Area:** B

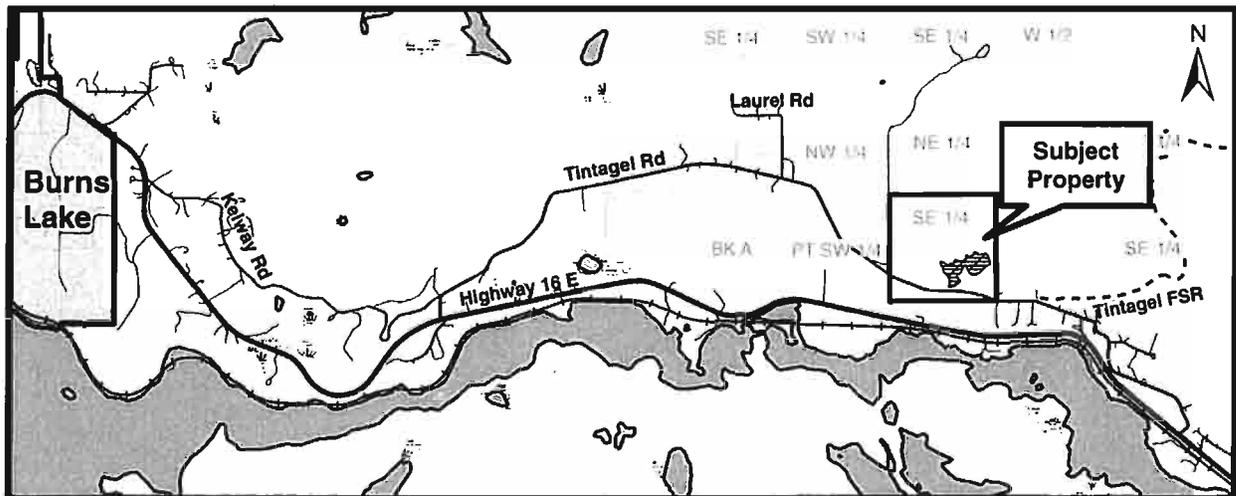
**Subject Property:** SE 1/4, District Lot 4164, Range 5, Coast District

**Zoning:** SPLIT - Small Holdings (H1) to the south at (±23 acres) and Large Holdings (H2) to the north at (±130.7 acres) Regional District of Bulkley-Nechako Zoning Bylaw No. 700 1993

**Existing Land Use:** Screening plant and gravel pit/ agriculture/ timber

**ALR Status:** NOT in the ALR

**Location:** The subject property is ±62.2 ha (±153.7 acres) in size, and is located at Tintagel Road, approximately 7.5 km east of Burns Lake

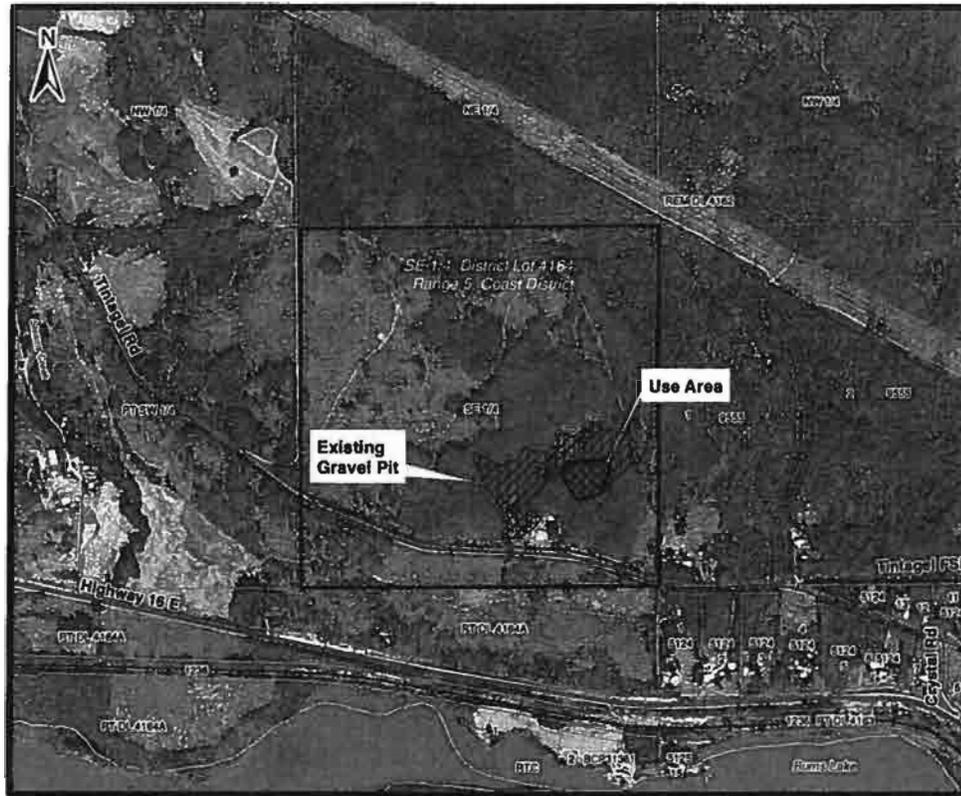


## PROPOSAL

The applicant has requested the issuance of a Temporary Use Permit (TUP) to allow the operation of a gravel crusher in an existing gravel pit. Gravel crushing is not a permitted use under the H1 and H2 zoning.

The owners are currently screening the extracted sand and gravel from the property, which has been permitted by the Ministry of Energy and Mines (MOEM) until April 7, 2020.

### Aerial map of subject property



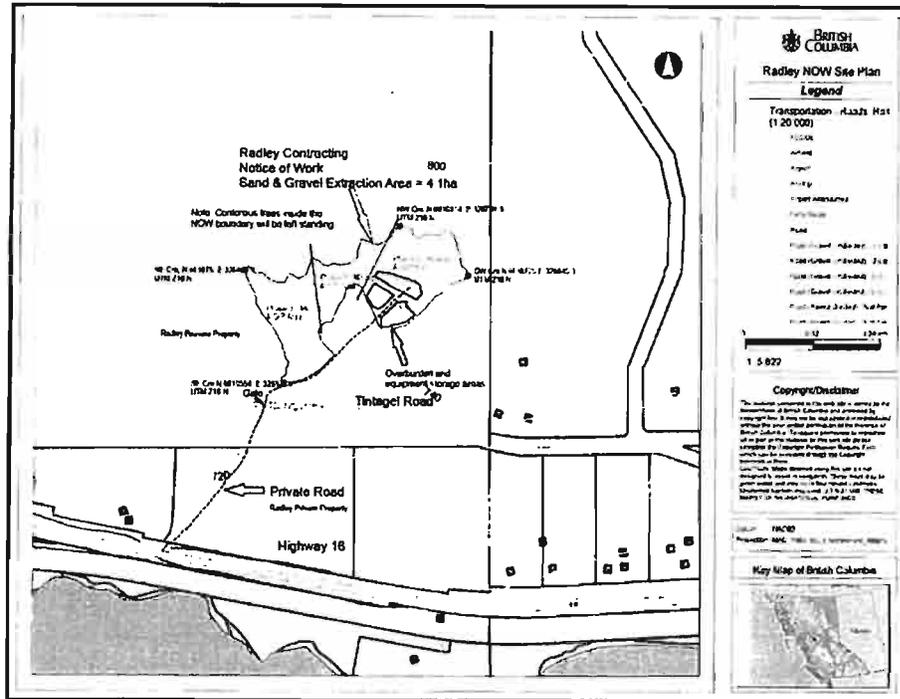
The applicants intend to use the crusher for a two week period every second year until 2020. The crusher will run from 7:00 a.m. to 6:00 p.m., commencing April 2016. The crushed material will be stockpiled on-site in the Use Area until sold.

The location of the crusher is not defined as it is mobile and can be moved within the Use Area.

Hauling will take place from April to October. The total estimated volume of extracted gravel to be crushed is 10,000 m<sup>3</sup>. Hauling of the crushed material will take place on a private access through the adjacent property located to the south (9880 Hyw 16). Hauling is not intended to occur during the two week crushing period due to stockpiling efforts. The applicants state that the crushing activity will not increase hauling frequency from the estimated two to three loads per day.

It is noted that the gravel pit is not the use being considered by this application. The Regional District does not have any regulations regarding gravel extraction operations or other types of mining.

## Pit Overview Map



## TEMPORARY USE PERMITS EXPLAINED

Pursuant to Section 921 of the *Local Government Act*, a Regional District Board may allow temporary uses for a period of three years or less, after which a subsequent request can then be made to have the Board consider renewing the permit for an additional three years. After the six years a new application can be made to allow the use to continue.

The permit should only be issued in accordance with the policy identified in the applicable OCP. The Burns Lake Rural and Francois Lake (North Shore) Official Community Plan allows for the issuance of a Temporary Use Permit on the following basis.

- (1) *Temporary commercial or industrial permits may be issued, pursuant to Section 921 of the Local Government Act, throughout the plan area, where:*
  - (a) *The use is clearly temporary in nature;*
  - (b) *The proposed temporary use will not create an amount of traffic that will adversely affect the natural environment, or rural character of the area;*
  - (c) *The environment would not be negatively affected by the proposed temporary use;*
  - (d) *The proposed temporary use will not have adverse effects on neighbouring land uses or property owners;*
  - (e) *The proposed temporary use does not require a significant amount of capital investment in a particular location; and,*

- (f) *The proposed temporary use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).*

## **THE APPROVAL PROCESS**

Notice of this application will be published in a local newspaper informing the public of the time and location of the Board's consideration of the application, and their ability to provide input. Property owners and tenants within 50 metres of the subject property will also be sent a similar notice.

## **REFERRAL COMMENTS**

### **Mining Referral**

At the February 2015 Regional District Committee Meeting, the Rural Directors Committee considered the Notice of Work application for sand and gravel extraction on the subject property. The following referral comments were submitted to the MOEM:

- That the Ministry of Energy and Mines be encouraged to consult with the local community to identify their potential concerns and appropriate measures to mitigate any negative impacts associated with the proposed activity, such as implementing restricted hours of operation.
- It is noted that a crushing plant is not a permitted use on the property pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
- The applicant is encouraged to discuss any future plans for the sales of gravel on the property and construction of the equipment repair shop with the RDBN Planning Department to ensure that these activities occur in a manner that is consistent with RDBN zoning.

## **COMMENTS**

### **Advisory Planning Commission**

"Resolution: Approval of Temporary Use. Comments: No concerns given."  
Please note quorum was not met.

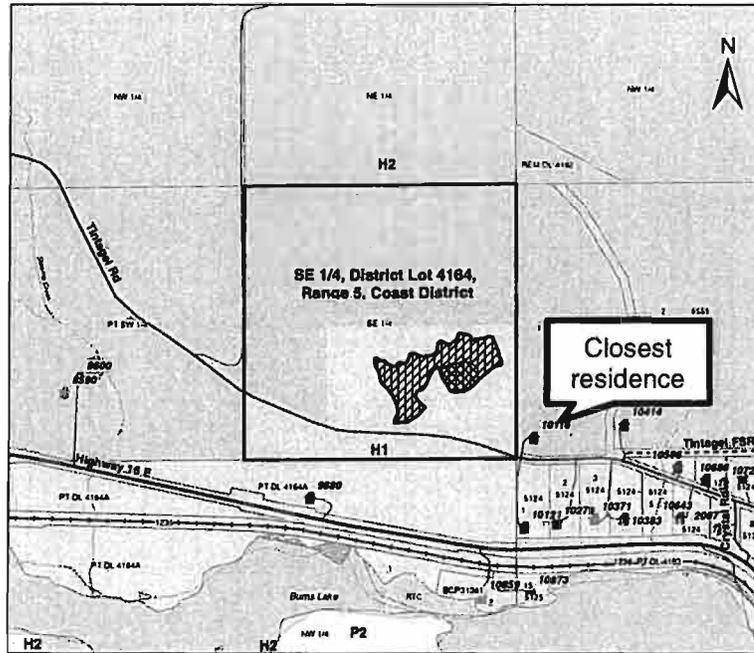
### **Ministry of Transportation**

"Approval recommended subject to conditions below:

- When the Mines referral was sent to MOTI, MOTI met with the client regarding the highway access. This access was not approved for industrial access but was originally approved for residential purposes.
- Meeting on site with the client and Area Manager with MOTI, it was decided that with minor improvements (drainage and slope) the access would be used for gravel extraction temporarily only.
- If larger volumes are to be extracted (>5000m<sup>3</sup>/year), MOTI will ask for a designed industrial access at the location.
- If highway disturbances are noted during this time, MOTI will also ask for a designed industrial access."

## PLANNING DEPARTMENT COMMENTS

The subject property is a ¼ section lot located in the rural area east of Burns Lake and borders crown land to the north. The surrounding area consists mainly of large parcels. However, there is a residential subdivision located southeast of the property along Tintagel Road. According to RDBN mapping the closest residence is located 150-200 meters east of the Extraction Area, on the adjacent private property.



The surrounding OCP designations are mixed, and include Agriculture, Resource and Rural Residential.

According to RDBN mapping the 'Use Area' has a treed buffer area of +/- 30 meters from the property line. The topography of the area as well as the large buffers limits the visibility from the street and the neighbouring residential property.

Private access used for hauling will remove truck traffic from Tintagel Road, except at the crossing from the subject property to the south adjacent lot at 9880 Highway 16.

It is noted that there are no permanent structures required for the industrial use and that the crusher is easily removable; therefore, the proposed temporary use does not require a significant amount of capital investment.

In the Planning Department's opinion the limited operation times, private access and the natural features of the property adequately mitigate potential concerns associated with the crushing operation.



West

East



South

East toward nearest residence

### CONDITIONS

The following conditions are included as terms of the TUP to minimize the impact of the gravel crusher on area residents

- Operating hours from 7:00 a.m. to 6:00 p.m. for a two week period a year;
- The gravel crushing plant shall only be used within the area labelled as Use Area;
- A 30 metered treed buffer zone must be maintained adjacent to the property boundary, and;
- Hauling of crushed material must use the private road located through 9880 Highway 16.

The Planning Department expects that the temporary industrial use will not have a significant negative impact on the area.

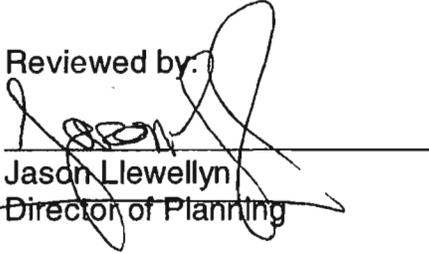
**Recommendations**

That the Regional District Board:

Approve the issuance of Temporary Use Permit No. B-01-15.

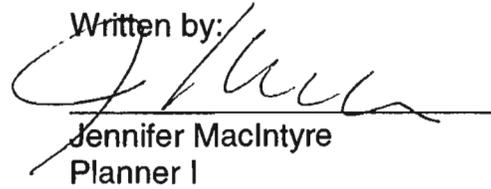
*Electoral Area Planning – Participants/Directors/Majority  
(All Directors)*

Reviewed by:



Jason Llewellyn  
Director of Planning

Written by:



Jennifer MacIntyre  
Planner I



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
TEMPORARY USE PERMIT NO. B-01-15**

ISSUED TO: Tyson and Gail Radley  
Box 1473  
Burns Lake, BC V0J 1E0

WITH RESPECT TO THE FOLLOWING LANDS:

SE 1/4, District Lot 4164, Range 5 Coast District Located on  
Tintagel Road.

1. This Temporary Use Permit authorizes the following temporary use:

The operation of gravel crushing operation at the 'Use Area' shown on Schedule A, which is attached to and forms part of this permit.

2. The temporary use identified in Section 1 may only operate within the area identified in Schedule A, which forms part of this permit.
3. The temporary use identified in Section 1 may occur only in substantial accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A. If the terms of this permit are not met the permit shall be void.
4. The permit holder shall, as a term of this permit:
- a. Hauling of crushed material must use the private road located through 9880 Highway 16, and;
  - b. The gravel crushing plant shall only be used within the area labelled as Use Area, and;
  - c. Only operate the gravel crusher from 7:00 a.m. to 6:00 p.m. for a two week period a year, and;
  - d. Maintain a 30 metered treed buffer zone adjacent to the property boundary throughout the life of the permit (this section does not apply to the removal of dangerous trees for safety reasons).
5. This Permit authorizes the temporary use identified in Section 1 of this Permit to occur only for a term of three years from the date of issuance of this permit.

If a term or provision of this permit is contravened or not met, or if the Applicant or property owner suffers or permits any act or thing to be done in contravention of or in violation of any term or provision of this permit, or refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing prescribed or

imposed or required by this permit the Applicant and / or property owner are in default of this permit, and the permit shall be void and of no use or effect.

- 6. As a term of this permit the owner of the land must remove all equipment and materials associated with the temporary use from the land upon which the temporary use is occurring, or has occurred within two months from the date of the expiration of this permit, unless this permit is renewed by the Board.
- 7. This permit is not a building permit nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.

AUTHORIZING RESOLUTION NO.      passed by the Regional Board this      day of      ,

PERMIT ISSUED on the      day of

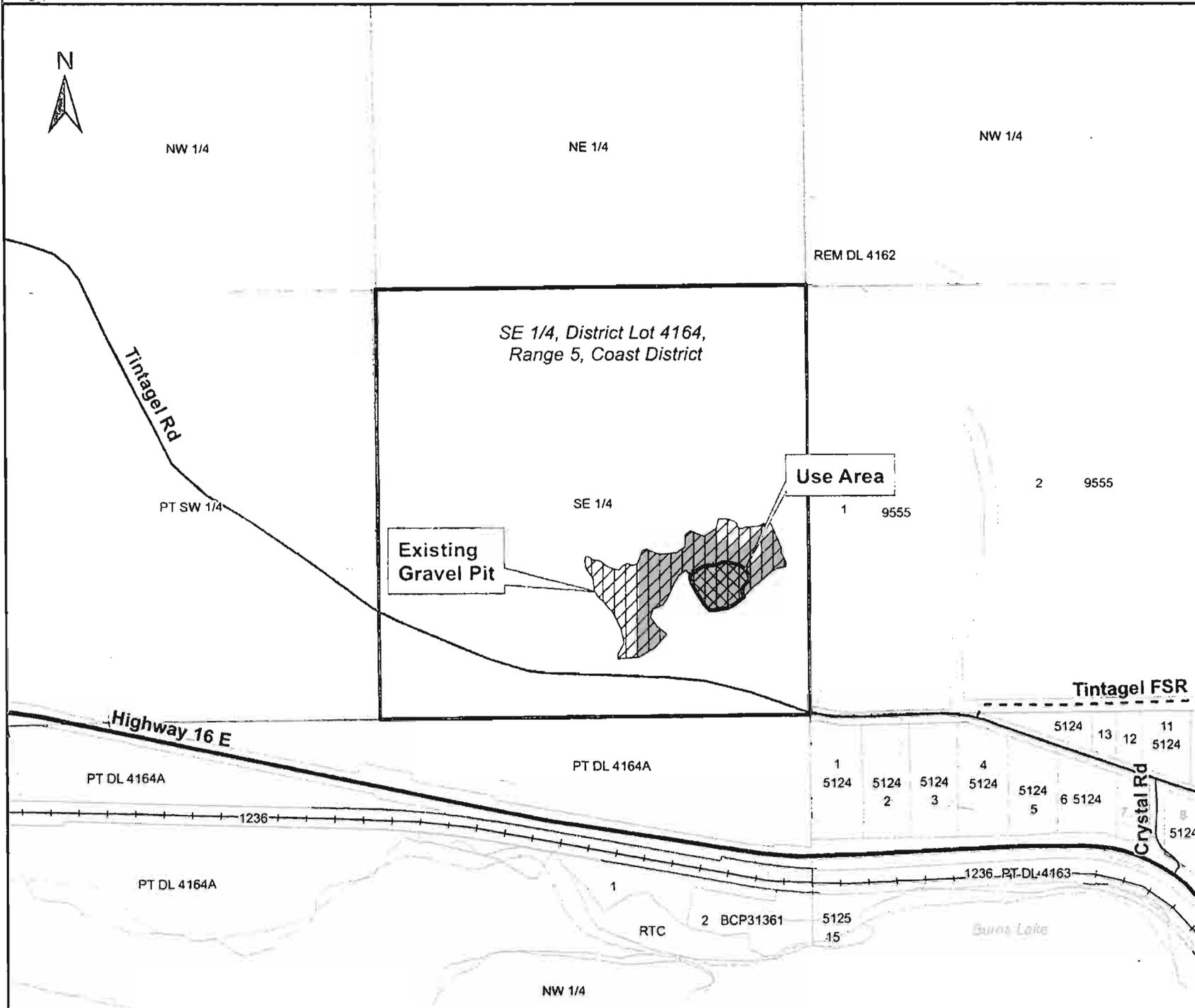
\_\_\_\_\_  
Corporate Administrator



# Schedule A: Temporary Use Permit B-01-15 Site Plan

## Legend

- Subject Property
- Use Area
- Existing Gravel Pit
- Forest Service Road
- Highway
- Major Secondary Road
- Secondary Road
- Railways
- Cadastral - Legal Watercourses



131

This map is an approximate representation and should only be used for reference purposes.

Scale: 1 cm = 100 m  
Created by: The Regional District



132

Box 1473 - 355 9th Avenue, Burns Lake, BC V0J 1E0  
Phone: 250-692-4177 Cell: 250-692-0151  
Fax: 250-692-4131 Email: gtradley@gmail.com

May 25, 2015

Regional District of Bulkley Nechako  
Planning Department  
Box 820  
Burns Lake, BC  
V0J 1E0

Dear Sir/Madam,

**Re: Temporary Permit Application, SE ¼, DL 4164, Range 5, Coast District**

Please accept the attached application for a temporary permit to operate a crusher on the above noted property.

Radley Contracting Inc. has recently obtained a permit from the Ministry of Energy and Mines for gravel extraction from this property. To expand on the services and product that we have available for our customers, we are requesting a temporary permit to crush the gravel on site.

Please contact us at 250-692-4177 if more details are required.

Sincerely,

A handwritten signature in black ink that reads "G. Radley". The signature is written in a cursive style and is positioned to the right of the typed name.

Gail Radley  
Secretary

133



Box 1473 - 355 9th Avenue, Burns Lake, BC V0J 1E0  
Phone: 250-692-4177 Cell: 250-692-0151  
Fax: 250-692-4131 Email: gtradley@gmail.com

June 16, 2015-06-16

Regional District of Bulkley Nechako  
Attn: Jennifer MacIntyre, Planner  
Box 820  
Burns Lake, BC V0J 1E0

Dear Jennifer,

**Re: Temporary Use Permit B-01015 (Radley)**

In response to your letter dated June 1, regarding our Temporary Use Permit application for the SE ¼, District Lot 4161, Range 5, Coast District, located on Tintagel Road, following is the requested information.

**Mitigation Strategies:**

- The area is surrounded by trees, which will mitigate any noise caused by the crusher to the adjacent residence.
- The estimated hours of operation are from 7:00a.m. to 6:00p.m., 5 days per week for a 2 week period, every second year, or less, commencing April 2016.

**Haulage & Road Traffic:**

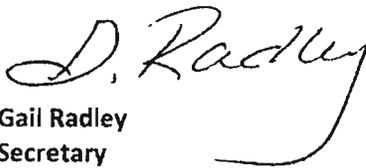
- The hauling route is Tintagel Road onto Highway 16 (as permitted by MOTI).
- Hauling will be minimal during the two week crushing period, as the purpose is to stockpile the crush and access it periodically throughout the next two years.
- The amount of hauling will not increase to more than what it is for access to the gravel and sand that is currently on site.
- Hauling will be sporadic, estimated at 2-3 loads per day from April to October.

**Processing Procedure:**

- Please see the attached five year permit issued by the Ministry of Energy & Mines, outlining the reclamation responsibilities for this property, including confirmation of a security deposit.
- Water usage is not required.
- Crushing is planned for two weeks every two years or less, as noted above.
- Estimated volume of gravel to be crushed is 10,000m<sup>3</sup>.

Please let me know if any other details are required.

Sincerely,

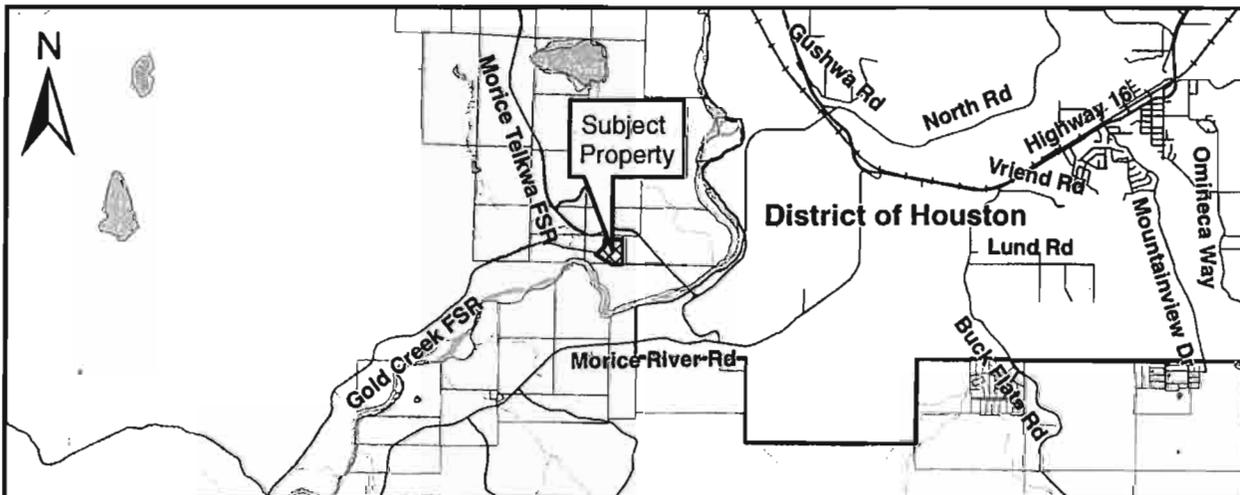
  
Gail Radley  
Secretary



Planning Department Report  
Temporary Use Permit Report  
File G-01-15, August 6, 2015

## APPLICATION SUMMARY

<b>Name of Applicant:</b>	LB Paving Ltd.
<b>Name of Property Owner:</b>	Province of BC
<b>Electoral Area:</b>	G
<b>Subject Property:</b>	That Part of District Lot 4107, Range 5, Coast District containing 7.65 hectares, more or less. The subject property is ±10.4 ha in size.
<b>O.C.P. Designation:</b>	Agricultural (Ag) in the Houston, Topley & Granisle Rural OCP
<b>Zoning:</b>	Agricultural (Ag1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
<b>Existing Land Use:</b>	Gravel pit
<b>ALR Status:</b>	In the ALR.
<b>Location:</b>	The application area is located between Morice Telkwa FSR and Gold Creek FSR, approximately 2 kilometres west of the District of Houston.



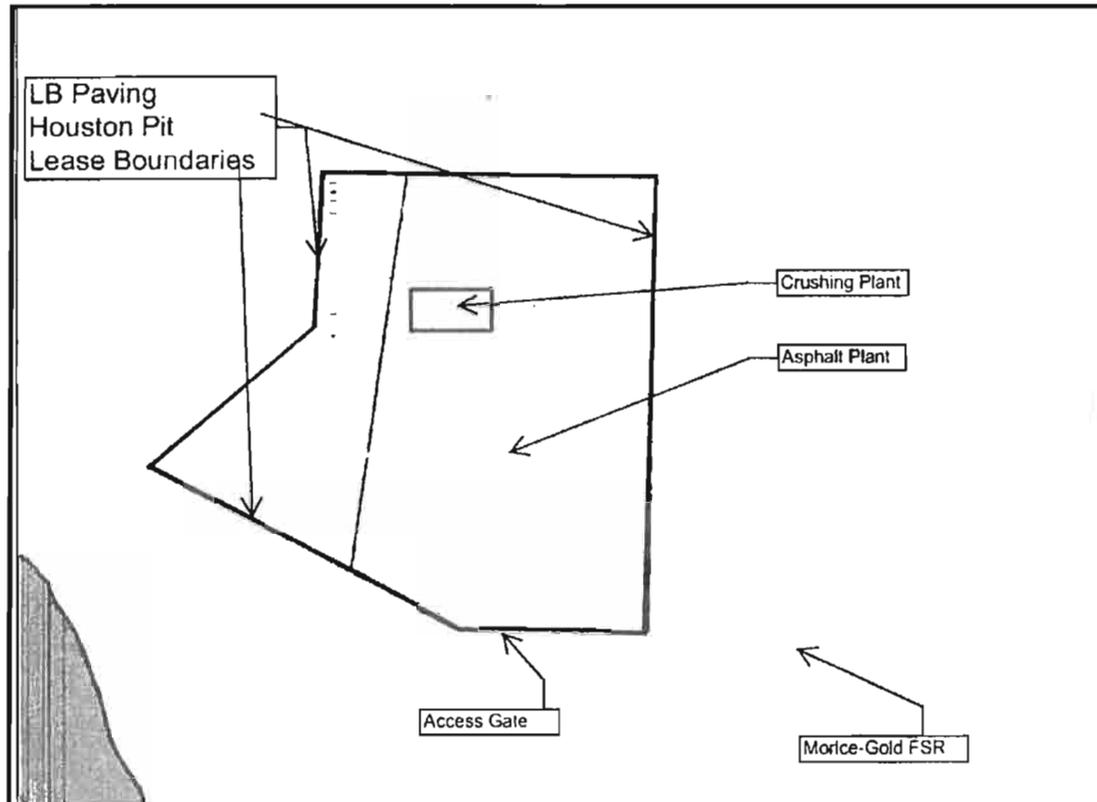
## PROPOSAL

The applicant has a Crown land Licence of Occupation for quarrying on the application area. The materials are used for local construction projects and asphalt production. The land has been an existing aggregate pit for decades. The applicant wishes to have the ability to bring a temporary portable asphalt plant and a crushing plant on-site.

The application area is zoned Ag1 and is located in the ALR. Gravel crushing and the operation of an asphalt plant are not permitted uses under the Ag1 Zoning. The applicant has therefore applied for a temporary use permit to allow the use for up to three years.

The applicant has proposed to limit the hours of operation of the plants from 7 A.M. to 7 P.M., from Monday to Saturday for 2-4 weeks per year sometime between April and November.

### Applicant's site plan



The Licence of Occupation area is  $\pm 7.65$  ha in size. Annual estimated crushing production is approximately 5,000 to 10,000 tonnes per year. At the completion of mining the applicant proposes to reclaim the area as per Ministry of Energy and Mines and Agricultural Land Commission guidelines.

It is noted that the gravel pit is not the use being considered by this application. The Regional District is not permitted to regulate gravel extraction operations or other types of mining. The use being considered is the operation of a temporary portable asphalt plant and a crushing plant.

### Temporary Use Permits Explained

Pursuant to Section 921 of the *Local Government Act*, a Regional District Board may allow temporary uses for a period of three years or less, after which a subsequent request can then be made to have the Board consider renewing the permit for an

additional three years. After the six years a new application can be made to allow the use to continue.

The permit should only be issued in accordance with the policy identified in the applicable OCP. The Houston, Topley, Granisle Rural Official Community Plan states the following:

- (1) *Temporary use permits may be issued, pursuant to Section 921 of the Local Government Act, throughout the plan area, where:*
- (a) *The proposed temporary use will not create an amount of traffic that will adversely affect the natural environment, or rural character of the area;*
  - (b) *The environment would not be negatively affected by the proposed temporary use;*
  - (c) *The proposed temporary use will not have adverse effects on neighbouring land uses or property owners;*
  - (d) *The proposed temporary use does not require a significant amount of capital investment in a particular location; and,*
  - (e) *The proposed temporary use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).*

### **The Approval Process**

Notice of this application has been published in the Houston Today newspaper informing the public of the time and location of the Board's consideration of the application, and their ability to provide input. Property owners and tenants within 50 metres of the subject property have also been sent a similar notice. Any written submissions received from the public prior to the Regional District Board meeting will be put on the supplementary agenda.

Prior to the Board's consideration of the application the gallery should be asked if anyone wishes to provide comment on the application.

## **REFERRAL COMMENTS**

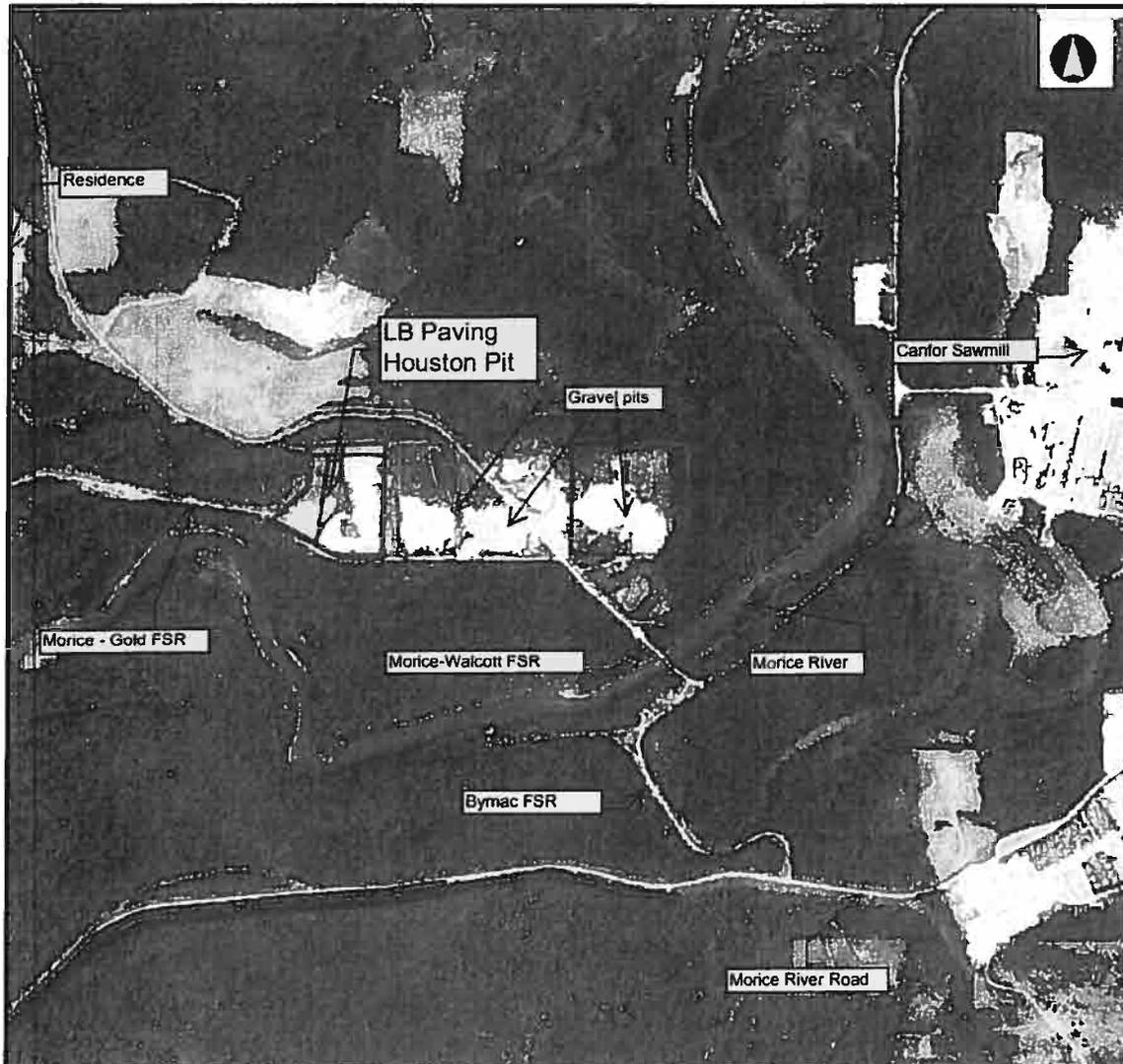
**Ministry of Environment**

"No objections"

**Ministry of Transportation**

"No objections.

- Industrial traffic must obey all Road Restrictions in appropriate times of the year."

**Aerial map provided by applicant****PLANNING DEPARTMENT COMMENTS**

The subject property is located in rural area with large parcels and mainly Crown land. There are several gravel pits in the area, and the District of Houston industrial area is located on the other side of the Morice River. There are also active agricultural operations in the area. The site is accessed by forest service roads. There are no permanent structures required for the industrial use and the proposed development does not require a significant amount of capital investment. The use can be relatively easily removed from the site at the end of the permit period.

The Morice River is located approximately 130 metres away from the application area. The area between the between the gravel pit and the river acts as a treed buffer and is located on Crown land. There is no reason to anticipate that this buffer area will be disturbed. The Ministry of Environment indicated no concerns with the proposal.

There appears to be no notable visual impact associated with the proposed use, as it is screened from the road by a tree buffer, which will be maintained.

According to our mapping the closest residence is located northwest of the application area on Morice Telkwa FSR, approximately 1.3 kilometres from the site. The proposed uses may create some additional traffic during operation, there will be some increase in noise, and fumes from the operating machinery. However, given the lack of development in the area, and the restricted operating period (4 weeks each year from 7 A.M. to 7 P.M.) staff do not anticipate any negative impacts on area residents.

As noted the application area is located in the ALR. The ALC has a Notice of Intent for the gravel extraction on the property. The proposed gravel crusher and asphalt plant would require an application for Non-Farm Use to the Commission. The applicant is in contact with the ALC regarding the required permits.

### **Recommendations**

That the Regional District Board:

1. Approve the issuance of Temporary Use Permit No. G-01-15;
2. Direct staff to issue the Temporary Use Permit once, and if, the applicant has received non-farm use approval for the temporary portable asphalt plant and a crushing plant on the subject property.

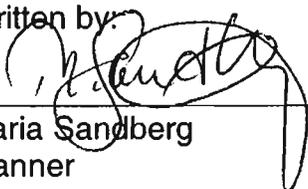
***Electoral Area Planning – Participants/Directors/Majority  
(All Directors)***

Reviewed by:

---

Jason Llewellyn  
Director of Planning

Written by:



---

Maria Sandberg  
Planner



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
TEMPORARY USE PERMIT NO. G-01-15**

ISSUED TO: LD Paving Ltd.  
Box 3513  
Smithers, BC V0J 2N0

Crown Provincial  
c/o Skeena FLNR Service Centre  
PO Box 5000  
Smithers, BC V0J 2N0

**WITH RESPECT TO THE FOLLOWING LANDS:**

That part of District Lot 4107, Range 5, Coast District, Containing 7.35 hectares, more or less

1. This Temporary Use Permit authorizes the following temporary use:
 

The operation of a portable asphalt plant and a crushing plant at the location shown on Schedule A, which is attached to and forms part of this permit.
2. The temporary use identified in Section 1 may only operate within the area identified in Schedule A, which forms part of this permit.
3. The temporary use identified in Section 1 may occur only in substantial accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A. If the terms of this permit are not met the permit shall be void.
4. The permit holder shall, as a term of this permit:
  - a. Not set up the asphalt plant and a crushing plant on a permanent foundation.
  - b. Limit the hours of operation to 7 A.M. to 7 P.M. daily.
  - c. Operate the portable asphalt plant and a crushing plant for a maximum of 4 weeks between April 1 and November 15 of each year.
5. This Permit authorizes the temporary use identified in Section 1 of this Permit to occur only for a term of three years from the date of issuance of this permit.

If a term or provision of this permit is contravened or not met, or if the Applicant or property owner suffers or permits any act or thing to be done in contravention of or in violation of any term or provision of this permit, or refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing prescribed or

imposed or required by this permit the Applicant and / or property owner are in default of this permit, and the permit shall be void and of no use or effect.

6. As a term of this permit the owner of the land must remove all equipment and materials associated with the temporary use from the land upon which the temporary use is occurring, or has occurred within two months from the date of the expiration of this permit, unless this permit is renewed by the Board.
7. This permit is not a building permit nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.

AUTHORIZING RESOLUTION NO. \_\_\_\_\_ passed by the Regional Board this \_\_\_\_\_ day of \_\_\_\_\_,

PERMIT ISSUED on the \_\_\_\_\_ day of \_\_\_\_\_

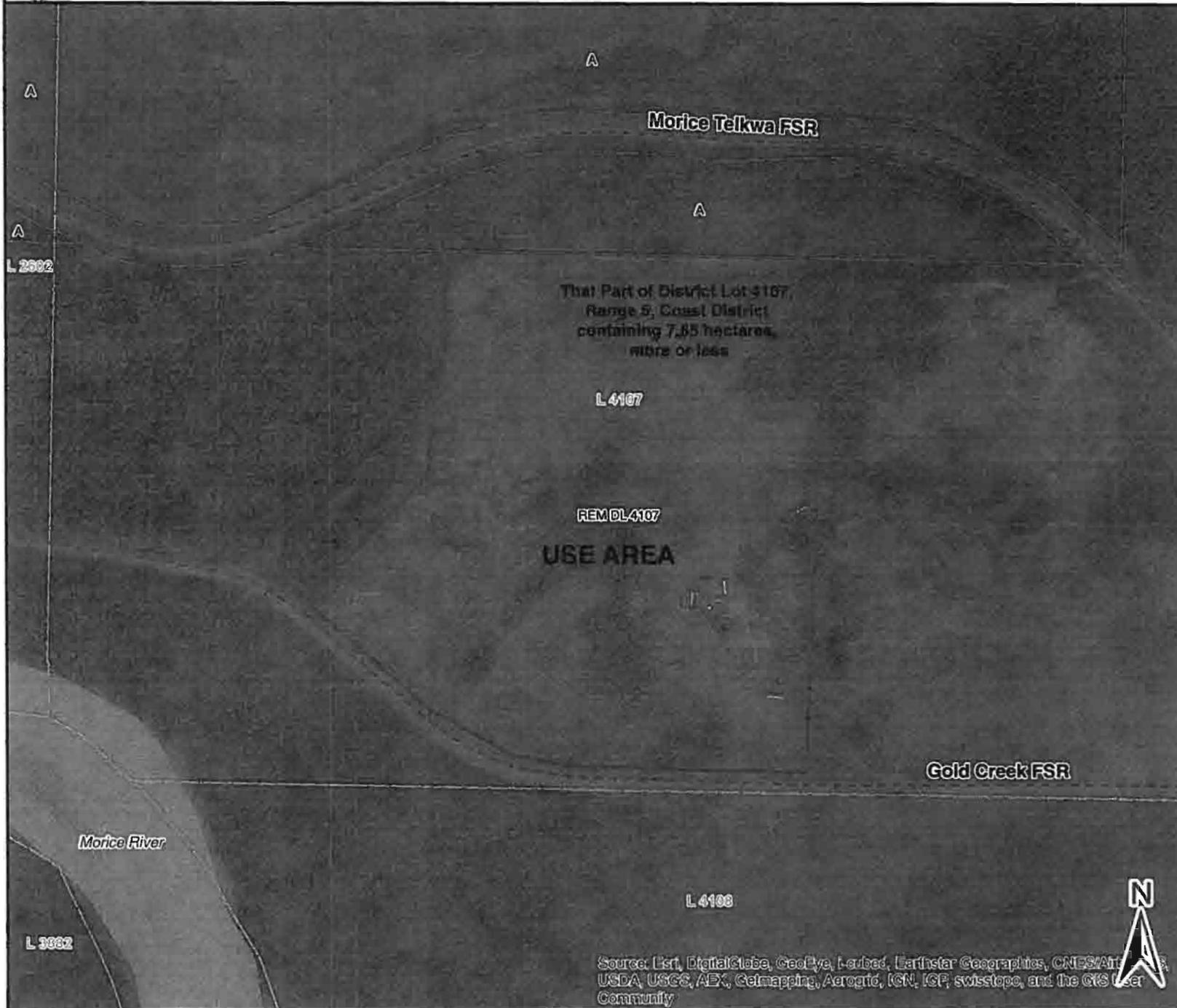
\_\_\_\_\_  
Corporate Administrator



# Schedule A: Temporary Use Permit G-01-15 Site Plan

## Legend

- Forest Service Road
- Cadastre - Legal
- Boundaries**
- Boundary
- Asphalt Plant
- Crushing Plant
- River



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\*DISCLAIMER: The Regional District of Bulkley-Nechako makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the sources of such maps or other information. The Regional District of Bulkley-Nechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein. Please be advised that the data represented here will be maintained on an ongoing basis, and as such, changes frequently.

Scale: 1 cm = 40 m  
 User: maria.sandberg  
 Date: 06/08/2015  
 Time: 2:05:01 PM



COMMERCIAL  
RESIDENTIAL  
INDUSTRIAL

DRIVEWAYS  
ROADS  
PARKING LOTS

Phone: (250) 847-2761

BOX 3513, SMITHERS, BC V0J 2N0  
Email: dan.boissevain@lbpaving.bc.ca

Fax: (250) 847-2357

## Management Plan L.B. Paving Ltd. Houston Gravel Pit

### 1.0 Project Overview

#### 1.1 Project Purpose

The area of interest herein called "Houston Gravel pit" is a parcel of land in the Houston area that has been identified as an aggregate (sand and gravel) deposit. Road sub-base gravels and asphalt aggregate is required by LB Paving Ltd. for local construction projects and asphalt production. LB Paving hereby submits the following management report as part of an application for a Temporary Industrial Use Permit from the Regional District of Bulkley Nechako.

#### 1.2 Site Location and Description

Houston Pit is 7.8 Kms west of Houston, BC on Morice – Gold FSR.

Geographic Coordinates:

54 ° 22 ' 50.34 " N

126 ° 45 ' 57.37 " N

UTM 9U 645096.36mE, 60278190.98m N

#### 1.3 Legal Description

Part of District Lot 4107, Range 5 Coast Range 5 Land District, covering that part of DL 4107 for the purpose of Quarry; LBF # 6400488 and 6405188.

#### 1.4 Access Plans

Access to this site is on good gravel roads.

- Starting from the intersection of Highway 16 and Morice River Road;
- Go 4.1 Km south on Morice River Road and turn right onto Bymac FSR;
- Go 1.2 km on Bymac FSR till the Morice – Walcott road;
- Turn left and go 0.65 km on the Morice - Walcott Road, crossing the Morice River and turn left on to Morice Gold FSR;
- The pit entrance is on the right, 0.8 kms along the Morice Gold FSR.

Site access has been controlled through the installation of a locked gate at the pit boundary.

## 2.0 Project Description

### 2.1 Description of Work

- Annual estimate crushing production is approximately 5,000 to 10,000 tonnes per year;
- The aggregate will be excavated, screened, crushed and stockpiled on site to the preferred grain size and quality for road gravel and asphalt production;
- The machines to be used will include a front end loader, bulldozer, excavator, screening plant, crushing plant and asphalt plant;
- The crusher will operate on site from 2 to 4 weeks per year, depending on the market conditions;
- The operating schedule for the crusher will be from Monday to Saturday between the hours of 7 am and 7 pm, sometime during the construction period of April 1 until November 15 of each year. There will be no operations on statutory holidays;
- The height of the working face will be less than 5 meters;
- The operating schedule for the asphalt plant will be from Monday to Saturday between the hours of 7 am and 7 pm sometime during the construction period of April 1 until November 15 of each year. There will be no operations on statutory holidays;
- The asphalt plant is only expected to operate on site for 2 to 4 weeks per year, depending on the market conditions;
- At completion of mining, all slopes shall be trimmed to a consistent, minimum slope of 2:1 or the natural slope with native granular material

### 2.2 Asphalt Plant Operations

A counterflow portable asphalt plant, rated at 250 T/Hr, whose burner is powered by recycled fuel with electrical power supplied to the asphalt plant by a diesel fired generator. The asphalt Plant will be moved onto this site on a demand basis.

Asphalt oil is stored in insulated and heated tanks. The oil is delivered and pumped out of trailers into the stationary tanks following written procedures. The asphalt oil begins to solidify below 31 degrees Celsius so the product must be kept warm enough to flow through the lines. Once the oil is in the storage tanks then a riello burner is used to keep the product up to temperature. The heating units are diesel fired. These tanks are filled by LB fuel truck on an "as needed" basis. Diesel is stored in a double walled fuel vault. Diesel heaters on tanks are fed from a small tanks (180 litre) and the RFO tank is fired with RFO, plumbed directly from the RFO tank.

LB Paving air emissions permit requires that the plant give off less than 120 milligrams of fine particulate per cubic metre of exhaust. The portable plant has a Portable Bag House with cyclone and contains approximately 250 bags that trap the particulates as the exhaust travels through. The unit collects the fines, trapped inside, and then a screw recycles the fines back into the mixing chamber.

#### Asphalt Release Agent:

Maxi-Kreme is a biodegradable (all ingredients are food grade) asphalt release agent used for cleaning tools, equipment and truck boxes. This agent is effective in cleaning paving equipment and is a very environmentally friendly product for cleaning.

### 2.3 Present State of Land

The Houston pit is on Crown land. The entire site has been grubbed and has been an existing aggregate pit for decades. The site is leased and operated by L. B. Paving Ltd. of Smithers.

There is no known overlapping or adjacent uses of this portion of land, public or others. There are many active gravel pits to the east of the site. South of the site is the Morice-Gold FSR and a 120 meter buffer towards the Morice River.

The entire site has been grubbed. The overburden thickness is approximately 0.15 to 0.2 m of organics. The soil texture consists of coarse sand and some gravel, deposited as part of an ancient, abandoned fluvial terrace.

There are no watercourses running through the site. The Morice River is approximately 130 meters south of the site.

This site is within the Agricultural Land Reserve (ALR).

Current land use:	An operating sand and gravel pit.
Topography:	The site is mainly gravel, sloping from north to south.
Watercourses:	None in the application area.
Vegetation:	The after growth of an area previously logged.
Soil Texture:	There is very little organics on top of the gravel.

## 2.4 Reclamation

The site will be reclaimed as per Ministry of Energy and Mines and Agricultural Land Commission regulations. At the completion of mining, all slopes shall be rimmed to a consistent, minimum slope of 2:1 or the natural slope angle with native granular material. Exhausted area of the pit will be reclaimed and re-vegetated with native grasses and trees.

## 2.5 Environmental

### 2.5.1 Land Impacts

The site will have minimal impacts to the land as the entire site has been previously disturbed; the area has been logged, and there is an existing aggregate operation on site. There are no known archeological sites. A 130 meter buffer between the gravel pit and the Morice River.

Gravel and asphalt products will be trucked off-site along Morice River Road as they are consumed on projects.

In order to minimize adverse impacts, at the end of each phase, pit faces will be re-sloped and exhausted areas of the aggregate pit will be re-vegetated as per mining regulations.

### 2.5.2 Atmospheric Impacts

There will be some diesel exhaust from the operating machinery and trucks hauling away material away from the site, but this will be kept to a minimum. Minimal dust will be produced during excavation. The nearest residence is over 1.2 km to the northwest. Hours of operations will be limited to 7:00 am to 7:00 pm, six days a week (Monday to Saturday)

The following dust control plan will be followed:

- 30 km speed limit will be maintained within the pit area;
- All the trucks will be covered with a tarp;

- Placement of the crusher will be in the bottom of the pit;
- Crushers will be equipped with nozzled water spray bars;
- Well maintained access roads;
- Placement of dust control measures on haul roads and active travelled area if required;
- A maximum drop height of 2 meters;
- All personal will be informed on this dust control plan;
- In cases of a wind event or extreme heat and the above mentioned measures are not adequate, operations will stop until LB Paving has managed the dust effectively;

The following noise control plan will be followed:

- 30 km speed limit will be maintained with the pit area;
- Placement of the crusher in the bottom of the pit;
- Well maintained access roads;
- A maximum drop height of 2 meters;
- All personal will be informed on this noise control plan;
- Crushing and asphalt plant hours of operations will be between 7:00 am and 7:00 pm, Monday to Saturday, not including holidays;
- All equipment use on site will have functional mufflers that are in good working order and muffle noise to their full capacity;
- Stockpiles will be placed to minimize normal operating noise.

### 2.5.3 Aquatic Impacts

The site has no direct impacts on the aquatic environment. To minimize any potential impacts to the flat land below the working site in the spring, measures have been taken to control erosion. The site is 130 meters away from the Morice River.

### 2.5.4 Fish and Wildlife Impacts

The site is expected to have no direct impact on fish and wildlife habitats. The nearest water body is the Morice River which is fish bearing. However, the site is located 130 meters north of the river and on the other side of the Morice – Gold FSR, so the operation will not impact this fish-bearing water resource. The site has been logged and disturbed. There are numerous other existing gravel pits in the immediate vicinity. There will be minimal to no disturbance to existing wildlife habitats. There are no known threatened or endangered species in the area that will be impacted by this operation.

The following Wildlife Management plan will be followed:

- The existing 130 meters buffer between the gravel pit and the Morice River will be undisturbed. This will act as a corridor/shelter for any wildlife or birds passing through the area;
- There is no water course on the site.

### 2.5.5 Socio-community

The site will not affect or influence existing community services or infrastructure, and not disturb any existing water supplies, emergency services or transportation. There are no changes to the access road and the traffic (from the machinery to the site and removal of the material from the site) will be infrequent and minimal on the Morice River FSR.

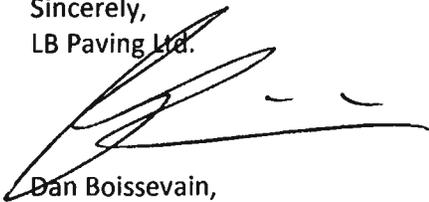
**2.5.6 Land Use**

The land is zoned as a AG-1 pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993. The bylaw allows the site to be used for aggregate extraction and limited processing. This application is to provide LB with the permit to crush and operate a asphalt plant on the site.

**2.5.7 Public Health**

The site has no effect on public health, as there is minimal to zero waste on site, and waste disposal will be managed responsibly and according to sites codes. Site contamination will be minimal to zero.

Sincerely,  
LB Paving Ltd.



Dan Boissevain,  
Area Manager



# Planning Department Enquiries Report, Month of July 2015

## **Planning Enquiries**

For the Directors' information, the Planning Department has kept track of and tabulated the number of planning enquiries from the public that were processed by the department for the month of July 2015. During this month the Planning Department responded to 227 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In July 2014, the Planning Department answered 246 enquiries.

<b>Subject Area</b>	<b>Feb 2015</b>	<b>Mar 2015</b>	<b>Apr 2015</b>	<b>May 2015</b>	<b>June 2015</b>	<b>July 2015</b>
Development Services	40	41	41	43	54	45
Electoral Area Planning	42	69	47	70	58	60
House Numbering	10	13	9	17	26	16
Maps	25	34	46	34	59	42
Bylaw Enforcement	7	12	13	15	13	11
Other	13	24	44	28	32	53
<b>Total</b>	<b>137</b>	<b>193</b>	<b>200</b>	<b>207</b>	<b>242</b>	<b>227</b>

### **Recommendation**

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

*(All Directors)*

Respectfully submitted,

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

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

**July 2015 – Action List**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
Page 156-164 Board Agenda July 23, 2015	ALR Application 1181 Hendrick and Jenny Dejong Subdivision within the ALR Electoral Area "A"	Advise applicant of Board decision	Jennifer	Completed	July 27, 2015
Page 165-189 Board Agenda July 23, 2015	ALR Application 1167 David, Susan, Glen and Joanna Dyck Reconsideration: Subdivision within the ALR Electoral Area "B"	Submit letter to ALC	Maria	Completed	July 27, 2015
Page 190-194 Board Agenda July 23, 2015	Major Permit Amendment Referral SLR Consulting (Canada) - NewPro Electoral Area "A"	Respond to Referral	Maria	Completed	July 27, 2015
Page 195-198 Board Agenda July 23, 2015	Land Referral File No. 7409701 (amended) Rose and Sandra Davidson Electoral Area "C"	Respond to Referral	Maria	Completed	July 27, 2015
Page 199-202 Board Agenda July 23, 2015	Land Referral File No. 0276555 Mike and Amanda Nelson Electoral Area "D"	Respond to Referral	Julie T	Completed	July 27, 2015

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MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 203-206 Board Agenda July 23, 2015	Land Referral File No. 7409547 David and Patricia Griffith Electoral Area "F"	Respond to Referral	Maria	Completed	July 27, 2015
Page 207-213 Board Agenda July 23, 2015	Referral SEEMP	Respond to Referral	Jason	Cpmleted	
Page 215-217 Board Agenda July 23, 2015	Planning Services to Municipalities RDBN Electoral Area "ALL"	Consult with Village of Burns Lake	Jason	Ongoing	
Page 218-228 Board Agenda July 23, 2015	Development Variance Permit Application A-05-15 Gary and Shirley Huxtable 3998 Rosenthal Subdivision Road, Smithers Electoral Area "A"	Advise applicant of Board decision	Maria	Completed	July 27, 2015
Page 229-236 Board Agenda July 23, 2015	Enforcement File 2009-C-02 6535 Woods Road Electoral Area "C"	Advise applicant of Board decision	Jason Blackwell	Completed	July 27, 2015
Page 237-246 Board Agenda July 23, 2015	Enforcement File 2012-G-01 & 2015-G-01 15944 & 15806 Balsam Road Electoral Area "G"	Advise applicant of Board decision	Jason Blackwell	Completed	July 27, 2015

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

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

There were 18 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$8,054.70, with a total construction value of \$1,412,818.00. There have been 62 permits issued to date in 2015.

2. Building Permit Summary for the Village of Burns Lake

There were 5 building permit applications submitted this reporting period with a total construction value of \$32,500.00. There have been 15 permits issued to date in 2015.

3. Building Permit Summary for the Village of Fraser Lake

There were 3 building permit applications submitted this reporting period with a total construction value of \$208,600.00. There have been 4 permits issued to date in 2015.

4. Building Permit Summary for the Village of Granisle

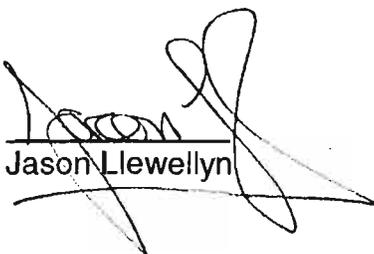
There were no building permit applications submitted this reporting period. There have been 4 permits issued to date in 2015.

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

There were 8 building permit applications submitted this reporting period with a total construction value of \$2,204,759.00. There have been 34 permits issued to date in 2015.

Reviewed by:

Written by:

  
Jason Lewellyn

  
Jason Berlin



Board-Direction

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

**RECEIVED**

JUL 17 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

July 13, 2015

**Re: Support for a Continued Collaborative Approach across the Region**

*The mission of the Coalition is to provide unified, cross-regional leadership that ensures place-based, innovation driven, economic diversification, sustainable development and, resiliency. The Coalition will lead with integrity and dedication, initiating collaborative solutions that enable all our citizens to better determine future opportunities and respond to challenges.*

As we move into the forecasted severe shortage of harvestable timber throughout the region, the transition for our communities is just getting underway. It is critical that we find ways to continue our regional collaboration and to engage the resources of senior governments. The immense amount of collaboration and momentum that has been built over the past ten years, throughout the strategy development and initial implementation phases, should not be wasted.

Whereas the last few years have been largely about building capacity and preparing our communities for transition, the focus for the next five years will be on implementation activities that enable communities to adapt to the new circumstances and opportunities for the region. This includes strengthening the ties between local communities and First Nations in a manner that generates mutual support and benefits. As a leader of positive change, OBAC's role will be twofold: a) Continuing to play its unique role as a single, cohesive and informed voice that articulates regional communities' interests, priorities and good ideas to government and business; and b) Continuing to be a catalyst for projects that contribute to the region's capacity to adapt, innovate, and achieve its long-term objectives.

A support letter from the Regional District for the Coalition to continue to follow through on delivery and action will go a long way to helping us discuss the resources that we will need in 2016 with senior governments. Over the next month, OBAC Directors and staff will be pleased to brief you on the details of the 2016 -2020 Diversification and Implementation Plan. }

If you have any questions about this request and/or to arrange a briefing on the OBAC initiative, please do not hesitate to contact me at 250-960-6712 or [stower@ominecacoalition.ca](mailto:stower@ominecacoalition.ca).

Sincerely,

Sharon Tower  
Executive Director

**Cheryl Anderson**

---

**From:** Jim/Judy Senka <jsenka@gmail.com>  
**Sent:** July-21-15 4:38 PM  
**To:** Cheryl Anderson  
**Subject:** Air quality concerns  
**Attachments:** letter to the Regional District.doc

We are a group of people (mostly Smithers residents) who have serious concerns about the air quality in the Bulkley Valley - especially considering the recent BC Lung Association's recent report which shows that we are not meeting the target for air quality established by the BC Government .

The negative effect of poor air quality affects us at many levels, not the least of which is an increase in health care costs to to an increase in pullmonary and related diseases caused by poor air.

We are respectfully asking the Regional District of Bulkley-Nechako to contact BC Environment, asking them to take extra care before issuing any new air emissions permits or amendments in our area because of the exiting poor air quality. While it is the mandate of BC ENvironment to protect our environment, the Government also feels it is their mandate to ecncourage the growth of business and sometimes these two can be in conflict. We hope that you will stand with the people of the area in wanting clean air as a priority.

A letter can be sent to Dan Bings (Ministry of ENvironment in Williams Lake) at:  
[dan.bings@gov.bc.ca](mailto:dan.bings@gov.bc.ca)

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Attached is a letter from our group expressing our concerns in more detail and further information.

If you have any questions or concerns, please contact me. My phone no. 847-2597.

Thank you,

Jim Senka

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

July 23, 2015

Dear Members of the Regional District;

Residents of our area have been increasingly concerned about episodes of poor air quality and its impacts on health. These concerns are supported by the BC Lung Association 2015 State of the Air Report showing that we are among the most polluted of BC municipalities in 2014 (References attached). We understand that having clean air not only influences peoples' decisions to live here, but tourism as well.

It is well documented in the health and science literature that poor air quality contributes to increased rates of cancer, heart disease, auto-immune diseases and respiratory illness, as well as many other health problems (2). With this knowledge, it is now time for the Village of Burns Lake to take a constructive role in creating an environment of clean air residents.

Considering the above, we are respectfully asking the following:

1. That the Regional District ask the Ministry of Environment to not issue any new or amended air emission permits affecting our airshed until an updated inventory of emission sources is complete, and public discussions pertaining to impacts on clean air have occurred. We see this as an opportunity for the Village of Burns Lake and its residents to 'take stock' of our air quality and plan wisely for the healthy future of our community.
2. That the Regional District consider actively supporting municipalities of our area to create a strong knowledge base framework that will guide sound health and economic decisions in the pursuit of clean air. Appendix A contains a suggested framework to help the Burns Lake Mayor and Council work towards clean air.

Sincerely,



Keith Cummings / Gina LaHaye, BSc MA / Dawn Remington, MSc EA Biologist  
(Ret') / Dr. Biz Bastian, MD / Dan Mesic / Jim Senka

## Appendix A

Framework for assessing current air quality in Telkwa and surroundings. Much of this information can be requested from the BVLDAirshed Management Society, Ministry of Environment and/or Northern Health.

The highest priority is an updated inventory of particulate matter (PM) sources affecting the Bulkley Valley airshed. (PM<sub>2.5</sub>, particles equal or smaller than 2.5 micrometres, are of the greatest health concern.) Ten years have passed and there have been many changes since the last Ministry of Environment micro-emissions inventory for 2001-2002 (3).

We need a review of the most up-to-date, 2014, air quality data, including how it compares with the past and to provincial annual air quality targets.

Telkwa and Smithers also exceeded the provincial 24-hour air quality target in 2014 (1). Inclusion of 'worst-case' hourly and 24-hour readings would encourage residents to take precautions during air quality advisories. It is well known that there is an increase in respiratory and cardiovascular emergency room visits during episodes of poor air quality, even those of short duration.

The opinions of health officials such as Northern Health workers should be sought. Conditions have improved since the 2007 BC Centre for Disease Control estimates suggested that the mortality attributable to air pollution in Northern BC was on the same order of magnitude as the mortality attributable to diabetes (2). Have conditions improved enough to safeguard our children's health?

Mayor and Council should help communicate this information to the public and receive public feedback.

With up-to-date baseline information, Council and residents will be equipped to judge what level of additional air emissions, if any, are publicly acceptable in our airshed.

## References

(1) [bc.lung.ca/airquality/stateoftheair-report.html](http://bc.lung.ca/airquality/stateoftheair-report.html)

(2) Elliot, Catherine and Ray Copes. 2007. *Estimate of Mortality Burden of Air Pollution in Northern and Interior British Columbia, 2001-2005*. Division of Environmental Health Services, BC Centre for Disease Control.

(3) Weinstein, Ben. 2005. *2001 and 2002 Inventory of Particulate Matter Emissions for the Bulkley Valley – Lakes District Airshed*. British Columbia Ministry of Water, Land and Air Protection Skeena Region, Telkwa, BC.

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Board-Receive

Minister of Transport



Ministre des Transports

Ottawa, Canada K1A 0N5

JUL 22 2015

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

RECEIVED

JUL 29 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Mr. Miller:

Thank you for your correspondence of February 12, 2015, regarding emergency response planning. I appreciate being made aware of your concerns and want to assure you that the safety of Canadians remains Transport Canada's top priority. Please accept my apology for the delay in replying.

With respect to Parkland County's debrief and public summary on the train derailment in Gainford, Alberta, I have noted your comment that Canadian National (CN) did not use the Unified Incident Command during the response. Better use of the Unified Incident Command would strengthen response capability and communications between local, provincial and federal governments and the entity holding the duty to respond (CN in this case).

With respect to your second point that CN decided to burn off spilled hazardous material and did not inform the county or the public, I would note that plans to vent and burn were provided to Parkland County through meetings that included officials from Parkland County, CN and Transport Canada.

The third comment states that communications with the public were not consistent between CN and Parkland County. Communication would have been better had there been coordination through the Unified Incident Command; however, it is important to note that the response to the incident itself was deemed appropriate by the Regional Remedial Measures Specialist.

I would now like to turn to the further concerns identified by the Board of the Regional District of Bulkley–Nechako and listed on page two of your letter.

Canada

Point #1 – *There is a dangerous time lapse between the derailment report and the contents of what the train is carrying when relayed to first responders, who may be put in a deathly situation.*

Transport Canada officials would not expect first responders to go into a derailment scene without an understanding of what is involved. In cooperation with international colleagues, the Department has developed the Emergency Response Guidebook, which provides recommendations on initial measures to protect the public and first responders. The system of placarding provides immediate information on the contents of railcars.

Transport Canada's experience has been that the rail consist is available almost immediately from the railroad company and can be obtained from the Canadian Transport Emergency Centre (CANUTEC). This information, along with other observations from the scene, such as car numbers and placards, forms a picture of the derailment and the risks involved.

Point #2 – *Small municipal and rural fire departments are not equipped or trained to respond to an incident involving a hazardous material spill and/or explosion.*

The Government of Canada has acknowledged this and implemented the Emergency Response Assistance Plan (ERAP) program, whereby the industry becomes responsible for providing emergency response assistance. The contents of the ERAP include a description of the personnel, resources and equipment that can be brought to an emergency scene involving the product shipped. Transport Canada approves an ERAP if it is deemed adequate for the commodities involved and geographical area of coverage.

A first responder can have immediate access to a technical expert named in the ERAP through CANUTEC who will provide initial advice and guidance until an ERAP team arrives. The intent of an ERAP, as per the *Transportation of Dangerous Goods Act, 1992*, is to ensure that an emergency response assistance capability exists describing specific actions to be taken in the event of an actual or anticipated release and listing specialized personnel and equipment that are available in a timely manner to supplement normal emergency response resources.

Point #3 – *There are many kilometres of railway that do not have fire department coverage in our region that may be populated.*

The lack of fire department coverage is an issue, not only as it relates to a response to train derailments, but also for a response to house fires, automobile collisions and medical emergencies—all of which are more frequent. While I cannot speak to the lack of fire department coverage in a certain region, as mentioned, Transport Canada has a robust ERAP program in place to respond to derailments involving dangerous goods, and derailments occurring in remote locations have been dealt with effectively in the past and will continue to be dealt with effectively in the future.

*Point #4 – Residents in the region, many who live along the rail lines, may be at immediate and extreme risk if a hazardous material spill occurred.*

Release of dangerous goods in a populated area can pose an extreme risk. Transport Canada makes every effort to reduce this risk through initiatives in rail safety, means of containment standards and emergency response.

*Point #5 – A response to a hazardous material spill could take upwards of twelve hours to get to; this delayed response would certainly have a negative impact on residents along the rail line and the environment.*

Transport Canada expects a response from industry as quickly as can be achieved, with 12 hours set as a maximum to have a response team on scene. Depending on the location, this may occur much more quickly. It is also expected that a technical advisor from the ERAP holder should be available on the phone immediately. A technical advisor must be able to physically go to the scene within six hours.

A response to a train derailment of any complexity can take a number of days to resolve. It is expected that the first response community would secure the area and ensure that the public is not at risk, through an order to evacuate if necessary. All efforts will be made to protect the public, property and the environment.

Other than new requirements for ERAP holders to assist first responders for a release of flammable liquids, ERAP holders, through their response organization, are not “first” responders and would only deal with stopping or preventing a release and transferring a product.

In addition to my aforementioned responses to your specific comments, I would add that the issues raised in your letter have been the subject of review and recommendations by the Emergency Response Task Force over the past several months. Some of the issues are addressed in the Task Force’s Quarterly Reports, the first of which was published on November 17, 2014, and is available online at [www.tc.gc.ca/eng/tdg/first-quarterly-report-1212.html](http://www.tc.gc.ca/eng/tdg/first-quarterly-report-1212.html). The second Quarterly Report is being finalized. This information is relevant to Class 3 Flammable Liquids transported by rail only.

The Emergency Response Task Force’s main focus is the transportation of flammable liquids by rail. Its primary objective is to improve public safety at dangerous goods incidents involving flammable liquids transported by rail. The Task Force also has the mandate to conduct further research, and to assess, evaluate and make recommendations to improve the ERAP program. The Task Force has generated much interest and stakeholder engagement from Transport Canada, the provinces, territories, First Nations and municipalities, rail and petroleum industries, first responder communities and the public.

On April 23, 2014, I announced the creation of the Task Force under the Transportation of Dangerous Goods Directorate, to work on strengthening emergency response capacity across the country. Task Force members are recommending that Transport Canada further promote and improve knowledge and understanding of various aspects of transportation of dangerous goods activities and programs with an outreach and awareness program as an ongoing activity that will address, among other topics, the following:

- ERAP Program;
- Role of Transportation of Dangerous Goods Remedial Measures Specialists;
- CANUTEC;
- Protective Direction 32;
- Protective Direction 33;
- Emergency Response Task Force; and
- Transportation of Dangerous Goods General Policy Advisory Council.

The aforementioned recommendations can be found online via the Task Force's first Quarterly Report. Additional recommendations related to Incident Command Structure, first responder roles and responsibilities, authority having jurisdiction, and communications will be addressed in the second Quarterly Report.

The most recent developments and announcements can be viewed in Transport Canada's news releases on the Canada News Centre website at <http://news.gc.ca/web/dsptch-dstrbr-en.do?mthd=advSrch&crtr.dpt1D=6695>.

I trust this information will be helpful to you and members of the Board of the Regional District of Bulkley–Nechako. Again, thank you for writing.

Sincerely,



The Honourable Lisa Raitt, P.C., M.P.  
Minister of Transport

c.c. Mr. Nathan Cullen, M.P.  
Skeena–Bulkley Valley



Board-Receive

Reference: 216050

July 28, 2015

Bill Miller, Chair  
Regional District of Bulkley-Nechako  
P.O. Box 820  
Burns Lake, British Columbia  
V0J 1E0

RECEIVED

AUG 05 2015

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Dear Chair Miller:

Your letter of June 9, 2015, to Honourable Christy Clark, Premier of British Columbia, regarding support of a water use plan for the Nechako Reservoir has been referred to the Ministry of Forests, Lands and Natural Resource Operations. I am pleased to have the opportunity to provide you with a response.

I acknowledge the Regional District Board of Directors considers a water use plan would address issues such as flooding and erosion on the Nechako River and assist in lessening negative impacts to communities downstream of the reservoir.

Water use plans (WUPs) have been developed and implemented by BC Hydro for most of their water control facilities. As well, Metro Vancouver has developed a joint WUP encompassing their facilities on both the Capilano and Seymour Rivers. The latter WUP is in the final stages of review prior to authorizing its implementation. These WUPs represent significant achievements in terms of rebalancing how water is used to address multiple values, and provide guidance when facing high and low inflow events.

My understanding is that the Nechako Reservoir, while being managed to produce power, is also managed to provide required cooling flows for migrating salmon at certain times of the year and minimum environmental flows at other times. As well, the reservoir has to some degree lessened downstream high and low inflow impacts but is restricted in doing so by Tahtsa Narrows.

In all cases, the development of WUPs was led by the water licence holder owning the water control facilities. Should the key licensee on the Nechako, Rio Tinto Alcan, wish to develop a WUP, this office would work with them to determine the planning process; including seeking input from the full range of water use interests relevant to their water control facilities.

Page 1 of 2

Thank you for expressing the interest of the Regional District Board of Directors that a water use plan be developed for the Nechako Reservoir.

Sincerely,

A handwritten signature in black ink that reads "Steve Thomson". The signature is written in a cursive style with a long horizontal flourish at the end.

Steve Thomson  
Minister

pc: Honourable Christy Clark, Premier of British Columbia  
Honourable John Rustad, MLA, Nechako Lakes, Minister of Aboriginal Affairs  
and Reconciliation  
Glen Davidson, Comptroller of Water Rights  
Paul Henning, Vice President, Strategic Projects Western Canada, Rio Tinto Alcan



August 7, 2015

Mr. Bill Miller, Chair  
Regional District of Bulkley Nechako  
37 - 3rd Ave, PO Box 820  
Burns Lake BC V0J 1E0

Dear Mr. Miller:

Thank you for your letter dated June 25, 2015 regarding recommendations the Regional District of Bulkley-Nechako have for the Province in response to the BC Earthquake Preparedness: Consultation Report by Mr. Henry Renteria. These recommendations from the Regional District of Bulkley-Nechako included new provincial funding to Emergency Management BC (EMBC), to build a team of experts and gather resources to manage and deal with emergency management as it was managed in the past. They also included the Province developing a program for enhanced preparedness and response to emergencies and not rely on local government for emergency preparedness service delivery.

A key finding and conclusion of Mr. Renteria's report is that emergency management is a responsibility shared by all levels of government, the private sector, non-government organizations and the public. He added that not one agency or any one level of government can prepare BC for an overwhelming event. What is required is a holistic approach with all parties recognizing that they have a role to play in creating a culture of preparedness in BC, and ensuring that the emergency management system empowers all parties both inside and outside of governments.

Full implementation of Mr. Renteria's report will take time and resources and in the short term, likely is cost prohibitive for all parties (federal, provincial, local, and private sector entities). Responding to all of the report's recommendations will require a long-term approach and one that is undertaken by all levels of government. At this time, the Province is committed to implementing the following recommendations:

- An upgrade to the Provincial Emergency Notification System (PENS), that provides new efficiencies to help get emergency notifications, such as tsunami warning, more quickly to the hands of emergency managers and media to BC's coastal communities.

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Mr. Bill Miller, Chair  
August 7, 2015  
Page 2

- Six Provincial Duty Managers, to ensure 24/7 operational decision making in the Provincial Emergency Coordination Centre.
- A newly created logistics team within EMBC.
- New Integrated Response Plan.
- Development and implementation of an integrated and comprehensive training and exercise program to test and validate operational plans and support continuous improvement.
- Development of public education resources for enhanced community resilience with input from local authorities, first nations and the private sector entities. Local authorities will be able to use the materials for their own public education programs.
- Participation in development and implementation of the Alert Ready national public alerting system that will allow authorized users, such as EMBC, to formulate and post alerts sent to communities in BC.
- The development and implementation of the Provincial Coordination Team (PCT), designed to provide support during significant emergency events. The PCT is a team of cross-government, multifunctional provincial asset of experienced emergency managers and technical specialists with varied skills designed to be available on short notice to provide enhanced provincial coordination support.

While the province remains committed to working with local authorities and providing support, including the eligible reimbursements to regional districts for emergency event costs, it cannot be solely responsible for emergency preparedness service delivery. The Province will continue working with all partners as we move forward in emergency management.

Sincerely,



for Patrick B. Quealey  
Assistant Deputy Minister



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Board-Receive

P.O. Box 186, Bella Coola, BC V0T 1C0  
Phone (250) 799-5291 Fax (250) 799-5750 Email: [info@ccrd-bc.ca](mailto:info@ccrd-bc.ca)

*Encompassing the Coastal Communities of Ocean Falls, Bella Bella, Demy Island, Oweekeno and the Bella Coola Valley*

July 21, 2015

The Honourable Suzanne Anton  
Minister of Justice and Attorney General  
P.O. Box 9044 Stn Prov Govt  
Victoria, BC V8W 9E2

VIA Email: [JAG.Minister@gov.bc.ca](mailto:JAG.Minister@gov.bc.ca)

Dear Minister Anton

### **British Columbia Earthquake Preparedness Consultation Report**

At the July 9<sup>th</sup> regular meeting of the board of directors of the Central Coast Regional District the following resolution was passed: *'That administration write a letter similar to the June 25, 2015 letter from the Regional District of Bulkley-Nechako with regards to disaster preparedness to state that any increase in funding needs to be directed to Emergency Management BC and not to regional districts as regional districts do not have the resources or expertise to fully deliver emergency services.'*

The release of the British Columbia Earthquake Preparedness Consultation Report in December, 2014 contained recommendations specific to funding and accountability within local government. Recommendation #2 states that the provincial and federal governments must implement a funding program to support local authority preparedness efforts and leverage emergency management funding to increase emphasis on planning and mitigation and increase local authority accountability.

Expectations of emergency management at the local government level have been on the increase since the provincial transfer of duties ten years ago. For smaller communities and regional districts, local authorities have limited resources and capacities to draw upon to undertake emergency management activities, including planning and mitigation. This is not specific to seismic hazard but to all forms of natural disasters.

In an office such as ours, with a staffing roster of fewer than six individuals, all regular operations must cease during an emergency event as personnel transform into their respective disaster response roles. Similarly, planning and exercising those plans creates interruption to important day to day business. This loss of valuable productivity is not recoverable.

The Central Coast Regional District (CCRD) echoes the concerns cited by the Regional District of Bulkley-Nechako in a letter sent to you dated June 25, 2015. Additional funding provided to local government for emergency preparedness may not be the best use of monies considering the reality of limited capacity and resources.

The consensus of the CCRD board is that the provincial and federal governments are downloading responsibilities to local government in order to cut budgets to emergency management at the provincial level. Regional Districts are not in a financial position or a human resource position to take on further responsibility for emergency management and the Central Coast Regional District would like to register an objection that the government is not living up to its mandate.

Should the key actions in support of Recommendation #2 be endorsed and implemented, the CCRD would like to see additional funding redirected to EMBC as the appropriate agency to take the essential and vital lead on emergency preparedness, response and recovery. As an example, such funding could go towards boosting the capacity of the integrated response model (Temporary Emergency Assignment Management System-TEAMS) which is an existing resource pool of trained and experienced staff ready to deploy anywhere in the province. Our regional district could benefit from the support of the TEAMS during a large-scale emergency event.

The Central Coast Regional District submits this correspondence in the spirit of cooperation within its limitations with regards to emergency management. We look forward to your response, specific to an update on Recommendation #2 of the BC Earthquake Preparedness Consultation Report.

Yours sincerely  
CENTRAL COAST REGIONAL DISTRICT



Darla Blake  
Chief Administrative Officer

**Cc: Regional District of Bulkley-Nechako, Chair**

Alberni-Clayoquot Regional District  
Capital Regional District  
Cariboo Regional District  
Columbia – Shuswap Regional District  
Comox Valley Regional District  
Cowichan Valley Regional District  
Fraser Valley Regional District  
Islands Trust Regional District  
Metro Vancouver Regional District  
Northern Rockies Regional Municipality  
Peace Regional District  
Powell River Regional District  
Regional District of Central Kooteney  
Regional District of Central Okanagan  
Regional District of East Kooteney  
Regional District of Fraser Fort George  
Regional District of Kitimat Stikine  
Regional District of Kooteney Boundary  
Regional District of Mount Waddington  
Regional District of Nanaimo  
Regional District of Okanagan-Similkameen  
Skeena-Queen Charlotte Regional District  
Strathcona Regional District  
Sunshine Coast Regional District  
Thompson-Nicola Regional District

Dear Mr. Petersen,

We can't thank you,  
enough for your very kind,  
and generous grant which  
was used to help fund  
our spay, neuter & wellness  
clinic at Sakh'uy First  
Nation!

Your grant was greatly  
appreciated and made a  
huge difference in helping  
to provide care to the  
animals in need.

With much gratitude,  
The Spirit's Mission Team.

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Board - Receive

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RECEIVED

JUL 28 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**Thank you for your  
generous support!**

**Fraser Lake Cruise-In 2015**



Fraser Lake and District Chamber of Commerce

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Board-Receive



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

July 28, 2015

Dear Chair Miller and Directors:

RECEIVED

AUG 04 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

As you may be aware, BC Hydro has been studying the installation of capacitor stations in three locations close to the existing 500 kV transmission line between Prince George and Terrace. (Capacitor stations are fenced, outdoor electrical facilities containing equipment that boosts the voltage of a lengthy transmission line, allowing the line to carry more electricity.) Through the planned Prince George to Terrace Capacitors (PGTC) project, we can boost the capacity of this major transmission line by up to 60%, cost-effectively providing more electricity to meet industrial development needs in northwest B.C.

In summer 2013, we solicited feedback from local governments and from property owners living near sites which we had shortlisted as potentially suitable capacitor station locations. The feedback we received from that process and from First Nations consultation, as well as the results of environmental and other studies led to BC Hydro recently purchasing property for two of the three capacitor station sites. As shown on the enclosed maps, one site (Cap 1) is about 8 km south of Vanderhoof, near Saranovich Rd. The second (Cap 2) is about 15 km northwest of Burns Lake, near Palling Road.

In each case, the capacitor station will occupy only a portion of the property we have purchased. The fenced area for Cap 1 will be about 100 x 200 m, plus an access road from Saranovich Road to the facility; for CAP 2, the fenced area will be about 150 x 200 m plus an access road from Palling Road to the facility. Purchasing excess land allows for further expansion of the capacitor stations, should this ever be required.

The third site will be on Crown land about 30 km west of Telkwa; this site has not yet been acquired.

The construction of these capacitor stations is dependent on potential industrial load interconnections proceeding in northwest B.C. Based on current forecasts, BC Hydro plans to start constructing the capacitor stations in late 2016/early 2017.

Information on the PGTC project is posted at [www.bchydro.com/pgtc](http://www.bchydro.com/pgtc). If you have any questions, please contact me at 604 623 4128; [lesley.wood@bchydro.com](mailto:lesley.wood@bchydro.com).

Regards

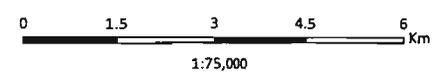
Lesley A Wood, Stakeholder Engagement  
encl.

BC Hydro  
15<sup>th</sup> Floor 333 Dunsmuir St.  
Vancouver V6B 5R3  
[www.bchydro.com](http://www.bchydro.com)

**PRINCE GEORGE TO TERRACE PROPOSED CAPACITOR STATION SITE: CAP 1**



— TRANSMISSION LINE  
 □ PROPOSED CAPACITOR STATION SITE



TOPOGRAPHIC BASE MAP (TRIM 1:30,000) WAS ACQUIRED FROM THE MINISTRY OF SUSTAINABLE RESOURCE MANAGEMENT, BASE MAPPING & GEOMATICS BRANCH. RELATIVE HORIZONTAL ACCURACY OF 10M AND VERTICAL ACCURACY OF 5M IMAGERY - COPYRIGHT MICROSOFT BING MAPS MADE AVAILABLE THROUGH ARCGIS ONLINE. CADASTRAL INFORMATION IS PROVIDED AS-IS AND HAS BEEN COMPILED FROM VARIOUS SOURCES INCLUDING THE INTEGRATED CADASTRAL INFORMATION SOCIETY, BC HYDRO SURVEY AND TANTALS. ACCURACY IS UNKNOWN. PGTC PROPOSED CAPACITOR STATION SITES ARE PRELIMINARY SITES AND SUBJECT TO CHANGE.

**DRAFT**

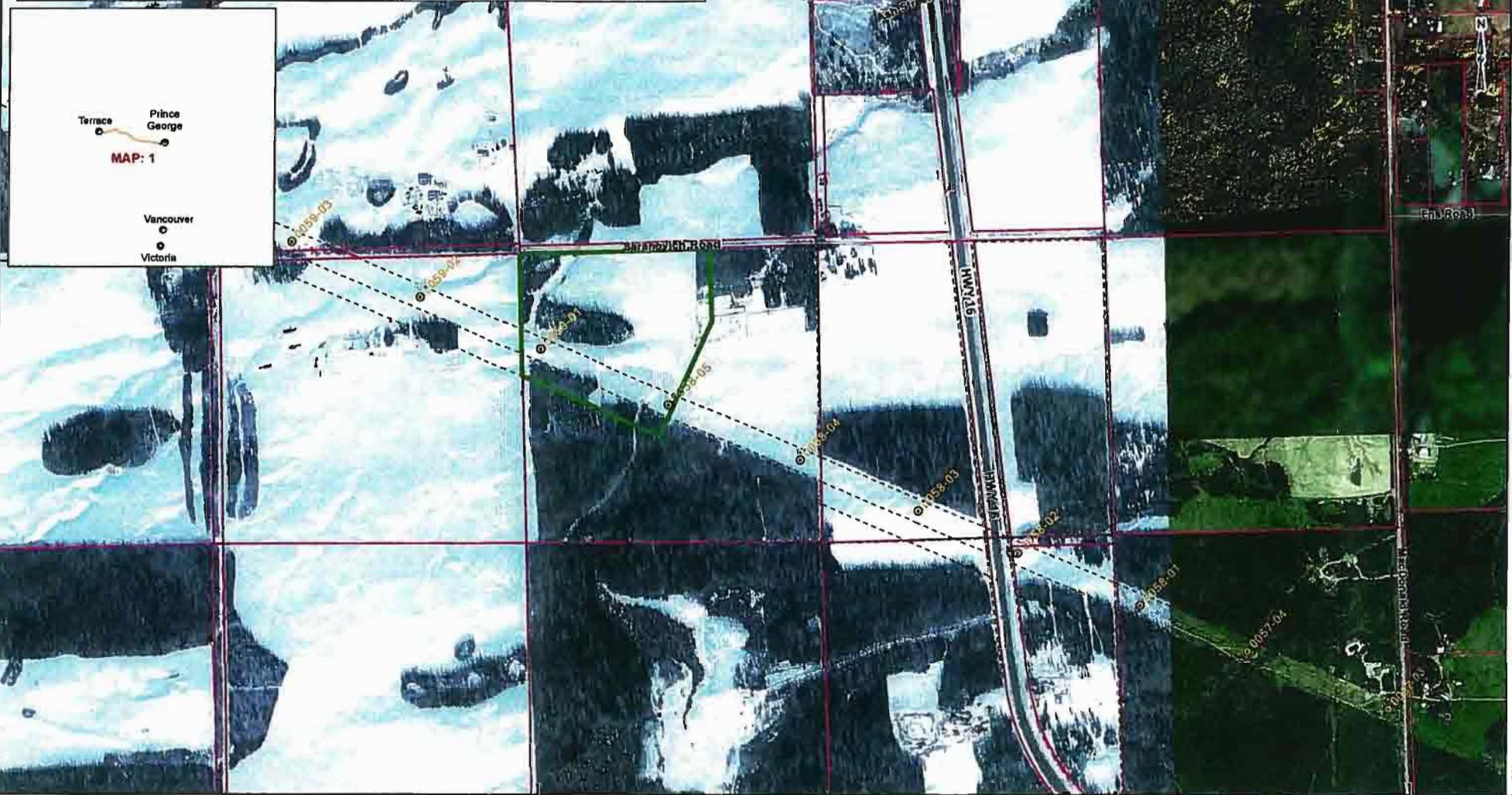
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DATE	2015-06-03	
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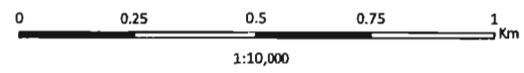
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PRINCE GEORGE TO TERRACE PROPOSED CAPACITOR STATION SITE: CAP 1



- ⊙ EXISTING TRANSMISSION STRUCTURE
- - - EXISTING TRANSMISSION LINE
- ▭ PROPOSED CAPACITOR STATION SITE
- - - LOT LINES



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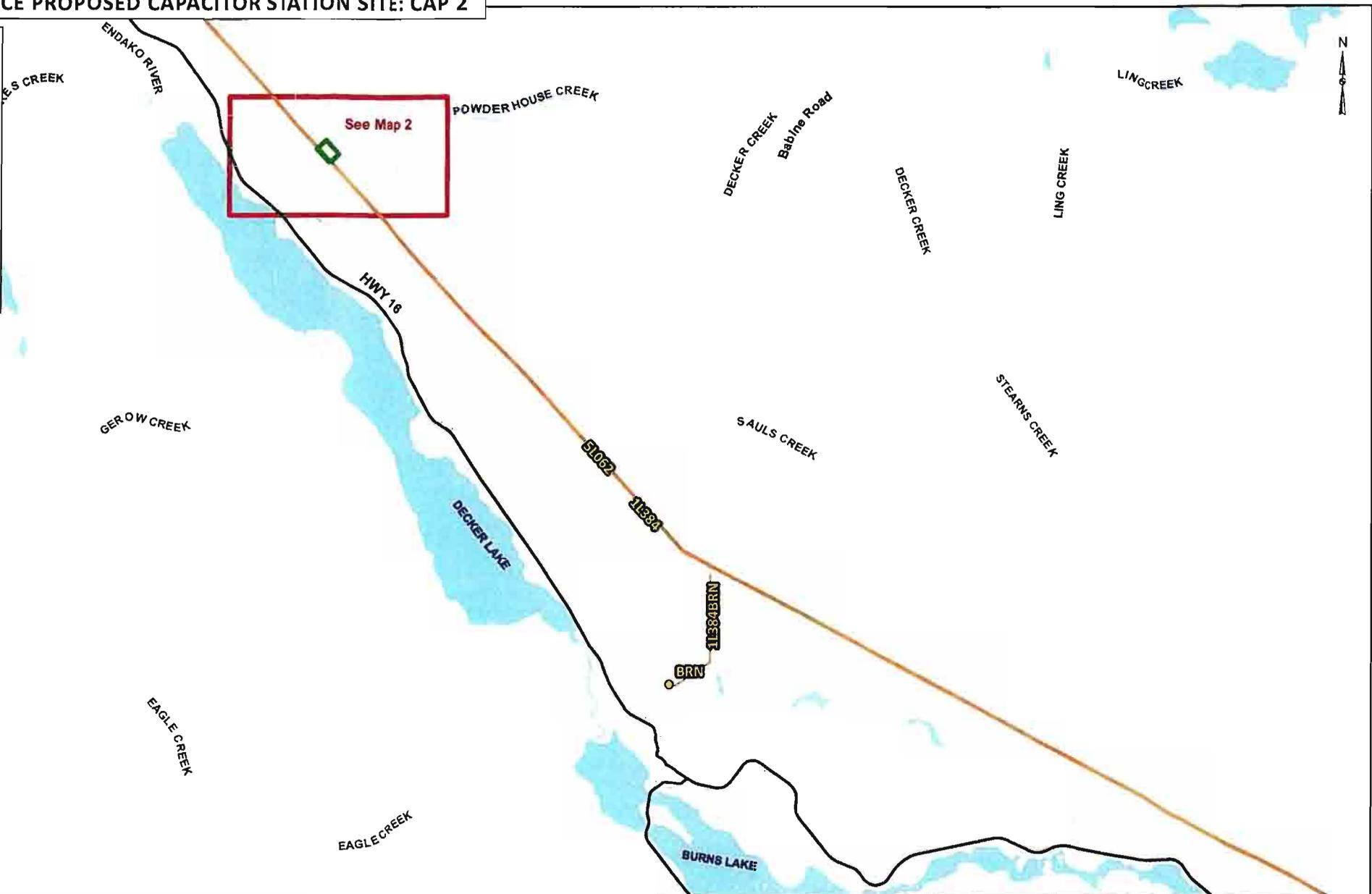
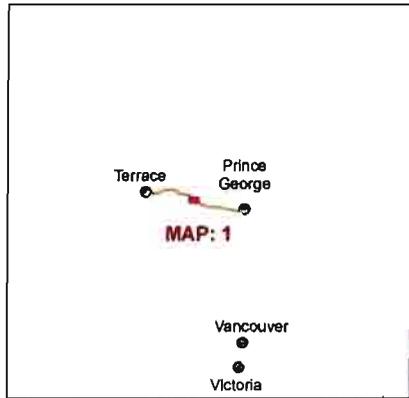
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DATE	2015-06-03	DWG
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		R 1

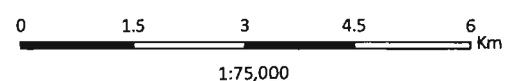
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**PRINCE GEORGE TO TERRACE PROPOSED CAPACITOR STATION SITE: CAP 2**



EXISTING TRANSMISSION LINE  
PROPOSED CAPACITOR STATION SITE



**DRAFT**

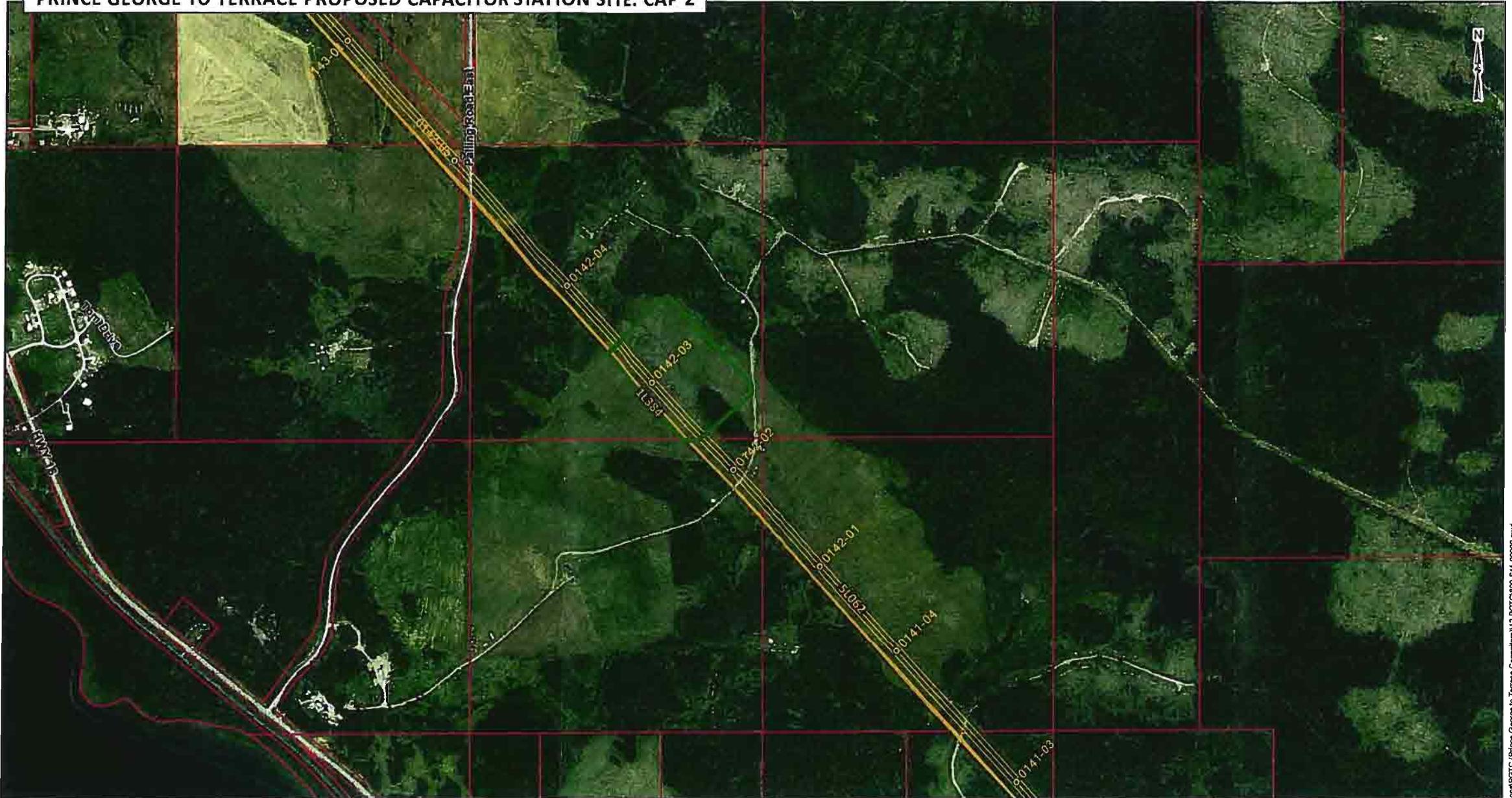
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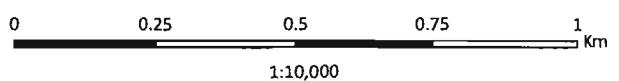
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PRINCE GEORGE TO TERRACE PROPOSED CAPACITOR STATION SITE CAP 2	
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**PRINCE GEORGE TO TERRACE PROPOSED CAPACITOR STATION SITE: CAP 2**



-  EXISTING TRANSMISSION LINE
-  EXISTING TRANSMISSION STRUCTURE
-  PROPOSED CAPACITOR STATION SITE
-  LOT LINES



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**DRAFT**

DSGN	AS
DFTG	SMC / BNL
DATUM	NAD 83
PRJ	BC Albers
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DATE	2015-06-03

**BC hydro** SURVEY SERVICES

PRINCE GEORGE TO TERRACE  
PROPOSED CAPACITOR STATION SITE  
CAP 2

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July 20, 2015

Ms. Gail Chapman  
Chief Administrative Officer  
Regional District of Bulkley-Nechako  
PO Box 820  
BURNS LAKE BC V0J 1E0

RECEIVED  
JUL 28 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Ms. Chapman:

I am pleased to provide you with a copy of our 2014-2015 Annual Report on behalf of former Ombudsperson Kim Carter. I trust that you will find it to be an informative overview of the work of the Office of the Ombudsperson. } Readii  
File

This year, over 7,800 inquiries and complaints were responded to and nearly 1,900 early resolutions and investigative files were completed. Complainants who come to us help us fix problems in the public sector before they become any more complicated. They allow us to fulfil our mandate to oversee administrative fairness in public administration and promote the values of fairness, transparency and accountability. Not only do our resolutions help those who come to us – they help public authorities too. Ministries, Crown corporations, boards and commissions, local governments, health and educational authorities were, because of our involvement, able to find reasonable and equitable solutions that are fair for everyone.

In addition to the individual case summaries found in the Annual Report, our office published a systemic investigation report. *In the Public Interest: Protecting Students through Effective Oversight of Private Career Training Institutions* contains 31 findings and 36 recommendations directed to the Ministry of Advanced Education. The full report and an update on the implementation of recommendations from other reports can be found on our website.

If you would like additional copies of the annual report, please contact us at (250) 387-5855, toll-free at 1-800-567-3247, or complete the “report request” form on the contact section of our newly updated and user-friendly website, [www.bcombudsperson.ca](http://www.bcombudsperson.ca). You may also subscribe to e-News for email notification of reports, newsletters and updates on the status of recommendations from the Office of the Ombudsperson.

Yours sincerely,



Jay Chalke  
Ombudsperson  
Province of British Columbia

Enclosure

# Kitimat LNG

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Board-Receive



**Marc Douglas**  
Sr. Advisor External Affairs  
Kitimat LNG

**Kitimat LNG**  
Chevron Canada  
2300 – 200 Granville St.  
Vancouver, B.C. V6C 1S4

RECEIVED

JUL 09 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

July 7, 2015

Gail Chapman  
Regional District of Bulkley-Nechako  
PO Box 820  
37 - 3rd Avenue  
Burns Lake, BC V0J 1E0

Dear Gail Chapman,

**Re: Kitimat LNG will be working on the Pacific Trail Pipeline in your region.**

I am writing on behalf of Chevron Canada to share the current status on the proposed Kitimat LNG project as a follow up to our April 2015 project update and notification. The Kitimat LNG project includes the Kitimat LNG facility in Kitimat, the proposed Pacific Trail Pipeline (PTP) natural gas pipeline project, and the upstream assets in the Horn River and Liard basins.

The Kitimat LNG project will result in thousands of jobs and significant economic benefits for British Columbians for years to come. If you are interested in jobs or vendor opportunities, please visit [www.chevron.ca/our-businesses/kitimat-lng/employment-opportunities](http://www.chevron.ca/our-businesses/kitimat-lng/employment-opportunities).

Specifically, this letter outlines activities associated with the ongoing preliminary work related to the PTP. From now until the end of September 2015, the following activities are tentatively scheduled in your region:

- Environmental and archaeology studies
- Centerline survey work
- Clearing of Right of Way and Multi-use site
- Access Road maintenance and upgrading

These activities are part of the ongoing early works related to the Kitimat LNG facility site and PTP that will help confirm project specifications. As part of our ongoing commitment to communities to meet or exceed regulatory requirements, Chevron shares project information and our latest schedule of activities so that you may inform your members or constituents in a timely way and provide feedback. Already feedback from people like you has resulted in a number of changes and improvements to the project and the way we interact and communicate with communities.

A variety of informational videos, including a project overview and an economic opportunities video, are available on our website at [www.chevron.ca/kitimatlng](http://www.chevron.ca/kitimatlng).

For more information, or to pose questions, please contact us by email at [KitimatLNGfeedback@chevron.com](mailto:KitimatLNGfeedback@chevron.com), call us at 1-844-800-0900, or visit [www.chevron.ca/kitimatlng](http://www.chevron.ca/kitimatlng).

Yours truly,

Marc Douglas

**Deborah Jones-Middleton**

---

**From:** Hurst, Maurie L JAG:EX <Maurie.Hurst@gov.bc.ca>  
**Sent:** Wednesday, August 12, 2015 11:19 AM  
**Subject:** Update from Emergency Management BC

*Sending on behalf of Pat Quealey*

Recently the Premier announced a change in cabinet responsibilities that has moved Emergency Management BC (EMBC) to the Ministry of Transportation and Infrastructure (MoTI) under Minister Todd Stone, with Naomi Yamamoto being named Minister of State for Emergency Preparedness supported by Deputy Minister Becky Denlinger. All EMBC functions including the Office of the Fire Commissioner and Public Safety Lifeline Volunteers have now moved to MoTI, with the exception of BC Coroners Service which will remain with the Ministry of Justice.

This change signifies that Emergency Management BC is getting a higher profile in government and reflects the significant importance being placed on the role of emergency management and public safety.

Although not all the details of our transition have been clearly defined, I am committed to providing you with communication updates as we move through this change. It is important to note that the important mission of EMBC's work has not and will not change. EMBC remains committed to providing support to local authorities and stakeholders in the delivery of emergency management programs and public safety initiatives, aimed at providing for the safety of BC's citizens.

For more details on EMBC's transition to MoTI and the new Ministry of State for Emergency Preparedness, please see:

- Minister Yamamoto's mandate letter at [http://www2.gov.bc.ca/assets/gov/government/ministries-organizations/premier-cabinet-mlas/minister-letter/naomi\\_yamamoto\\_mandate\\_letter.pdf](http://www2.gov.bc.ca/assets/gov/government/ministries-organizations/premier-cabinet-mlas/minister-letter/naomi_yamamoto_mandate_letter.pdf)
- The news release announcing EMBC's move at <https://news.gov.bc.ca/releases/2015PREM0054-001211>

**Additional EMBC News:**

- EMBC made a commitment to British Columbians to develop a comprehensive provincial earthquake plan. After a year of collaboration, planning, consultation and engagement, and through the efforts of an integrated team, I am pleased to announce the release of the BC Earthquake Immediate Response Plan (IRP) [http://www.embc.gov.bc.ca/em/hazard\\_plans/hazard\\_plans.html](http://www.embc.gov.bc.ca/em/hazard_plans/hazard_plans.html). The IRP is the first component of a comprehensive provincial earthquake plan and sets the conditions for the subsequent planning efforts: sustained response and recovery. The IRP details how the Province will lead and coordinate during the immediate response phase and articulates the roles, responsibilities and integration of the provincial government, its agencies, and partners. It is intended to be utilized by EMBC, provincial ministries and crown corporations, and integrates Federal Government, local authorities and First Nations, critical infrastructure owners, bordering jurisdictions, and

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intergovernmental organizations and non-governmental organizations involved in the provincial-level response.

- As part of EMBC's strategic planning and accountability, I am also pleased to present EMBC's annual report for the fiscal year 2014-2015. This report is a synopsis of EMBC's efforts and productivity over the last year, with a particular focus on accomplishments related to our Strategic Plan. I am extremely proud of what EMBC has achieved and am looking forward to another productive year ahead leading and partnering with our stakeholders to enhance emergency management across BC. For access to EMBC's Strategic Plan and Annual Report, please refer to our website at: <http://www.embc.gov.bc.ca/index.htm>.

Best Regards,

Patrick B. Quealey  
Assistant Deputy Minister  
Emergency Management BC



**AUDITOR GENERAL FOR  
LOCAL GOVERNMENT**

ACCESSIBILITY · INDEPENDENCE · TRANSPARENCY · PERFORMANCE



**BRITISH  
COLUMBIA**

July 16, 2015

Ref: 158889

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

As the Acting Auditor General for Local Government I am pleased to advise you of the release of the annual report of the Office of the Auditor General for Local Government, covering the period from April 1, 2014 through March 31, 2015. Although I was not appointed until after the end of this reporting period, this annual report fulfills the requirements of Section 25 of the *AGLG Act* to report on the office's activities and the progress made in relation to the goals, objectives and measures set out in last year's service plan. As per the *Act*, the audited financial statements for 2014/15 are included in this report.

The annual report is a valuable tool to reflect on the office's accomplishments and challenges over the last year, and the plans the office is now developing to address those challenges and move the office forward to carry out its important mandate.

It is clear the office did not achieve its main objective of delivering on its planned release of audit reports. This has impacted the office's credibility and it is extremely important that this be corrected going forward. As stated in our recently released service plan, there is much work to do, but at the same time there is also much promise if the planned reports can be released on a much more timely basis. The office is committed to improving its performance and will be working closely with the Audit Council to implement the necessary changes.

The 2014/15 Annual Report will be released on our website [www.aglg.ca](http://www.aglg.ca) at 11:00 am on July 17, 2015.

I hope you will take the opportunity to read our 2014/15 Annual Report and share your feedback and comments with us. Please send your comments to [info@aglg.ca](mailto:info@aglg.ca) or call the office at 604-930-7100.

Sincerely,

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

pc: Chief Administrative Officers

Your Reference:

Our Reference: 400-70

**RECEIVED**  
JUL 20 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

June 25, 2015

UBCM Healthy Communities Committee  
c/o Marilyn Chiang, Senior Policy Analyst  
Suite 60 – 10551 Shellbridge Way  
Richmond, BC V6X 2W9

Lower Mainland LGA  
#60 - 10551 Shellbridge Way  
Richmond, BC V6X 2W9

Association of Kootenay and Boundary  
Local Governments  
790 Shakespeare Street  
Trail, BC V1R 2B4

Association of Vancouver Island and  
Coastal Communities  
525 Government Street  
Victoria, BC V8V 0A8

Southern Interior LGA  
5 – 690 Robson Drive  
Kamloops, BC V2E 2B7

North Central LGA  
206-155 George Street  
Prince George BC V2L 1P8

Dear Chair and Directors:

At its regular meeting held on June 12, 2015, the Cariboo Chilcotin Regional Hospital District Board (CCRHDB) received and considered correspondence from Hilary Crowley, Physiotherapist, regarding the shortage of physiotherapists in BC, particularly in the North.

The CCRHDB shares Ms. Crowley's concerns regarding the shortage of physiotherapists, and will be submitting resolutions to NCLGA and UBCM, advocating for the establishment of a Northern Physiotherapy Program at the University of Northern BC, to provide for 20 more physiotherapy academic seats in BC.

A Fact Sheet is attached for your reference. On behalf of the CCRHDB members, I urge you to join us in lending your support to this important health initiative.

Yours truly,



John Massier  
Chair

- c: City of Dawson Creek - Mayor, Dale Bumstead  
 City of Fort St. John - Mayor, Lori Ackerman  
 City of Prince George - Mayor, Lyn Hall  
 City of Prince Rupert - Mayor, Lee Brain  
 City of Terrace - Mayor, Carol Leclerc  
 District of Chetwynd - Mayor, Merlin Nichols  
 District of Fort St. James - Mayor, Rob MacDougall  
 District of Houston - Mayor, Shane Brienens  
 District of Hudson's Hope - Mayor, Gwen Johansson  
 District of Kitimat - Mayor, Phillip Germuth  
 District of Mackenzie - Mayor, Pat Crook  
 District of Port Edward - Mayor, Dave MacDonald  
 District of Stewart - Mayor, Galina Durant  
 District of Taylor - Mayor, Rob Fraser  
 District of Tumbler Ridge - Mayor, Don McPherson  
 District of Vanderhoof - Mayor, Gerry Thiessen  
 District of Wells - Mayor, Robin Sharpe  
 Nisga'a Village of Gitwinksihlkw - Chief, Ron Nyce  
 Northern Rockies Regional Municipality - Mayor, Bill Streeper  
 Regional District of Bulkley Nechako - Chair, Bill Miller  
 Regional District of Fraser Fort George - Chair, Art Kaehn  
 Regional District of Kitimat-Stikine - Chair, Stacey Tyers  
 Regional District of Peace River - Chair, Lori Ackerman  
 Regional District of Skeena Queen Charlotte - Chair, Andrew Merilees  
 Town of Smithers - Mayor, Taylor Bachrach  
 Village of Burns Lake - Mayor, Luke Strimbold  
 Village of Fraser Lake - Mayor, Dwayne Lindstrom  
 Village of Granisle - Mayor, Linda McGuire  
 Village of Hazelton - Mayor, Alice Maitland  
 Village of Masset - Mayor, Andrew Merilees  
 Village of McBride - Mayor, Lorraine Martin  
 Village of Port Clements - Mayor, Ian Gould  
 Village of Pouce Coupe - Mayor, William Plowright  
 Village of Queen Charlotte - Mayor, Greg Martin  
 Village of Telkwa - Mayor, Darcy Repen  
 District of New Hazelton - Mayor, Gail Lowry  
 Village of Valemount - Mayor, Jeannette Townsend

## PHYSIOTHERAPY FACT SHEET

- **Physiotherapy** is a healthcare profession dedicated to working with people to identify and maximize their ability to move and function throughout their lifespan. Specifically, physiotherapists improve clients' quality of life by promoting optimal mobility, physical activity and overall health and wellness. Physiotherapists help to prevent injuries and provide therapy to alleviate pain, strengthen muscles and improve co-ordination. The profession is committed to health and quality of life.
- **Shortage of Physiotherapists:** There is a shortage of physiotherapists across BC but most significantly in the North. 2014 indicated 267 vacancies in BC. There are no physiotherapy services in most First Nations communities but this is not included in the number of vacancies. Families living in northern, rural and First Nations communities are disadvantaged by lack of access to these services. The proposed increase in resource development in the north will also exacerbate the need for health professionals.
- **Current Vacancies:** There are currently 14 vacant positions in Central and Northern BC. There are many communities with no positions and no service due to unsuccessful physiotherapy recruitment efforts, resulting in loss of positions. Access to physiotherapists can reduce reliance on hospital emergency departments for management of chronic disease and improve patient outcomes for a lower cost.
- **Pediatrics:** The College of New Caledonia recently cancelled their contracts with Ministry of Children and Families to provide Early Intervention Services for vulnerable children in Nechako Lakes and Burns Lake. This leaves a significant gap in physiotherapy services for children with delayed development, where early intervention makes a critical difference in the future of children's ability to function and develop life skills.
- **Seniors:** A recent report by the Seniors Advocate showed that BC falls far behind other provinces in therapy services available to seniors. This leads to seniors in BC being placed in residential care prematurely due to mobility issues and no chance of good rehabilitation following a fall, injury or age-related mobility losses. The age of the physiotherapy work-force is also greater in the north meaning that imminently there will be more vacant physiotherapy positions and the expertise of these therapists will no longer be available to provide clinical teaching to new students unless this initiative is acted on in a timely manner.
- **Training:** UBC is the only Physiotherapy School in BC. UBC has the lowest number of seats to population ratio amongst all the provinces and experiences the worst shortages of physiotherapists across Canada. They graduate 80 physiotherapists annually. 20 of these 80 are in the northern and rural cohort, which means that their clinical experience is taught in rural and northern communities through UNBC. UNBC has a physiotherapy lab and clinical co-ordinator on site. They are also hooked up audio-visually across the Region and with UBC. UNBC has current space for a 20 seat physiotherapy program. Research shows that students trained in the north are far more likely to stay in the north.
- **Local Government Support:** The Mayors and Councils and MLAs that we spoke to at the NCLGA conference in May agreed that there was a need for more physiotherapists and that recruitment and retention is more successful when students come from and are trained in a rural or northern community.
- **Request:** We ask that you and members of the NCLGA advocate for 20 more physiotherapy academic seats in BC, to be located in the north to address the community need for physiotherapy services. A Northern Physiotherapy Program at UNBC, similar to the Northern Medical Program, would help to serve northern and rural communities. This will bring students in to experience work in rural communities and increase supply for the existing vacancies thereby improving the overall access to physiotherapy for many more rural and northern British Columbians.

Hilary Crowley, Physiotherapist – representing physiotherapists in the North.

Town of  
**Smithers**



PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0  
Telephone (250) 847-1600 ~ Fax (250) 847-1601 ~ www.smithers.ca

Board-Receive

**From the Office of the Mayor**

July 30, 2015

FILE: 0530-05

**VIA EMAIL:** [Matthew.Lamb-Yorski@gov.bc.ca](mailto:Matthew.Lamb-Yorski@gov.bc.ca) and [authorizations.north@gov.bc.ca](mailto:authorizations.north@gov.bc.ca)

Mr. Matthew Lamb-Yorski  
Environmental Protection Officer  
BC Ministry of Environment  
Suite 400 - 640 Borland Street  
Williams Lake, BC V2G 4T1

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AUG 05 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Mr. Lamb-Yorski:

**Re: Major Air Discharge Permit 06099 Amendment Application**

On July 10, 2015, Smithers Council held a Committee of the Whole meeting at which SLR Consulting presented its Technical Assessment Report for NEWPRO's major air discharge permit amendment application.

The Town of Smithers hereby provides the following comment on NEWPRO's application:

Smithers Town Council unanimously supports NEWPRO's proposal to convert its panel board plant to a wood pellet manufacturing facility. The plant will provide local employment and economic benefits. It will also fill an important niche in our local wood products sector, diversifying fibre sources and utilizing waste.

The new pellet plant is being proposed in a severely compromised airshed where particulate air pollution consistently exceeds provincial guidelines. This air quality concern presents a credible health risk for local residents and undermines the quality of life that makes Smithers and the Bulkley Valley such a desirable place to live.

The NEWPRO proposal involves amending an existing permit, which will result in an overall reduction of permitted industrial emissions. We believe that in the future, permits for additional sources of particulate emissions should only be considered if our community consistently meets provincial air quality guidelines.

The Town of Smithers is committed to renewing our efforts to improve air quality by better managing emissions from residential wood stoves in our community, which we understand are significant contributors to poor air quality. We invite the Ministry of Environment to join us as a partner in these efforts.

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Additionally, Council requests that the Ministry of Environment complete an updated inventory of particulate matter emission sources in the Bulkley Valley and ensure its monitoring network is sufficient to measure air pollution impacts in the neighbourhoods immediately adjacent to the proposed plant.

Should you have any questions regarding our submission, please do not hesitate to contact me.

Sincerely,



Taylor Bachrach  
Mayor of Smithers

TB/ds

**CC:**

Dave and Darin Jacobs, NEWPRO, Box 2890, Smithers, BC, V0J 2N0  
Darcy Repen, Mayor, Village of Telkwa, Box 220, Telkwa BC, V0J 2X0  
Bill Miller, Chair, Regional District of Bulkley Nechako, Box 820, Burns Lake, BC, V0J 1E0  
Bulkley Valley Lakes District Airshed Management Society, Bag 5000, Smithers, BC, V0J 2N0  
Doug Donaldson, MLA, Stikine, Box 895, Smithers, BC, V0J 2N0  
SLR Consulting Ltd., 1586 Ogilvie Street, Prince George, BC, V2N 1W9  
Ministry of Environment, Skeena Regional Office, Bag 5000, Smithers, BC, V0J 2N0

Geraldine Craven

**From:** NCLGA <admin=nclga.ca@mail27.wdc03.rsgsv.net> on behalf of NCLGA  
 <admin@nclga.ca>  
**Sent:** July-28-15 10:00 AM  
**To:** Gail Chapman  
**Subject:** NCLGA July Newsletter

**RECEIVED**  
 JUL 29 2015  
 REGIONAL  
 BULKLE

An NCLGA newsletter summary of July 2015

[View this email in your browser](#)



# July Newsletter



## New Member Joins NCLGA

After our Board Meeting on July 10th & 11th, the North Central Local Government Association is happy to announce that the Nisga'a Village of Gitlaxt'aamiks has officially become the 42nd member of the NCLGA.

As the second Nisga'a Village to join, the NCLGA hopes that new membership in the west will help us to better understand what all Northern British Columbians want for BC's future. We look forward to hearing from our new constituents now included in our membership, and hope to strengthen our First Nations membership considerably over the years to come. We are also pleased to say that we are currently in talks with another First Nation regarding possible membership.

It is our strongest belief that all of Northern BC needs to be on the same page – whether that's industry, local government, or First Nations. With only 7% of the province's population, we need to speak with a united voice, and the NCLGA, as the elected voice of North Central BC, is ready to step forward & take on that role.

## **Board Forms New Committee**

After the NCLGA Board Meeting in July, a new committee was formed. Named the "Community Engagement Committee," committee chair Joan Sorley of the Cariboo Regional District looks to increase engagement with current member communities, possible future members, and surrounding communities that do not qualify for membership.

Created on the basis of understanding and knowledge, the Community Engagement Committee will work to gather information and increase communication surrounding current happenings in the NCLGA region. Using this information, the NCLGA's Priorities and Planning Committee will address regional issues and work with multiple communities to strategize actions for resolve.

In addition to the new committee, the Resolutions Committee grew to include three

members, and the Priorities and Planning Committee added another member, bringing the total to six.

## Resolutions Accepted Year-Round

In our ongoing efforts to rework the resolutions process & make it more accessible to all our communities, the NCLGA Board resolved to accept resolutions year-round from communities. We encourage you to send your resolutions to us early so that we may increase the time spent working on each resolution, and the time we can devote to investigating the history and political climate surrounding each resolution.

At any time during the year, you may send resolutions to our office account ([admin@nclga.ca](mailto:admin@nclga.ca)) or directly through mail (#206-155 George Street, Prince George, BC V2L 1P8).



## Connecting BC Program Launched

Northern Development is reaching out to NCLGA communities to implement the '[Connecting BC](#)' Program. It was created by the Province to enable connectivity to more citizens in more parts of British Columbia in order to meet the goal of 100% connectivity before 2021.

The program will pay for infrastructure required to deliver high-speed internet connectivity at speeds of at least 5 Mbp/s down and 1 Mbp/s up to homes and businesses in rural and remote locations across British Columbia.

To find out more about the program, or to apply for funding, please visit Northern Development's website, [here](#).



Twitter   Website

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North Central Local Government Association  
206-155 George Street  
Prince George, British Columbia V2L 1P8  
Canada

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**Geraldine Craven**

**From:** OBAC <stower@ominecacoalition.ca@mail226.atl121.mcsv.net> on behalf of OBAC <stower@ominecacoalition.ca>  
**Sent:** July-13-15 10:49 AM  
**To:** inquiries  
**Subject:** OBAC July 2015 Newsletter

RECEIVED

JUL 13 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO[View this email in your browser](#)

*Our monthly newsletter will update you on the OBAC's activities and will alert you to other important events and initiatives that will help us to shape our future.*



# Newsletter

July 2015

***Click for for more:***[Rural Advisory Council](#)[Memorandum of Agreement](#)[Regional Transportation](#)[Northern Agriculture Research Initiative](#)[Telkwa Community Highlight](#)

## **Rural Advisory Council**

Members of the Province's new Rural Advisory Council were announced on March 11, 2015 by Forests, Lands and Natural Resource Operations Minister Steve Thomson and Parliamentary Secretary Donna Barnett.

The 14 individuals come from different areas of the province. The mandate of the council is to provide input to government policy decisions to best support thriving rural communities, while keeping in mind government's need to control spending and ensure an overall balanced budget for the Province.

COPY

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The initial focus for the council will be to provide advice on rural economic development, including rural access to capital and business development support for rural entrepreneurs and businesses. The council will also advise on rural community capacity building, including the Rural Dividend.

Vice-Chair Gerry Thiessen, from the OBAC Board, was selected to be a member. His vision for rural B.C. is to make sure the residents are healthy and educated and stay in their community to make it economically sustainable.

### **Memorandum of Understanding**

May 7, 2015 North Central Local Government Association Conference

“The Coalition is pleased to sign this agreement of mutual cooperation and understanding with the NCLGA and the Trust. An objective of the MOU is that the Province and other stakeholders benefit from, and are aware of our complementary roles and cooperation. Formalising our communications enables us to more effectively speak and act with “one voice” on the many challenges and opportunities our regions have”, said OBAC Chair, Bill Miller. “The Coalition looks forward to continuing to work together and to building a stronger, united north.”



### **Regional Transportation**

On June 12, 2015, OBAC's Board of Directors met with ADM Deborah Bowman, Planning and Greg Gilks, Transportation Policy from the Ministry of Transportation. The Board received an update on the activities of the Ministry since May 2014 and discussed next steps in collaborating on transportation opportunities within the OBAC region.

### **Northern Agriculture Research Initiative**

*Building Agricultural Resilience in the Bulkley Valley: Soil Health and Management* was selected in the 2014 Request for Proposals. Over the last three years of research, *Enhancing Northern Agricultural Production through Applied Research*

*and Community Engagement*, focused on agrifood producer engagement has documented a narrative of increasing social, economic and production risk, combined with decreasing resources and support for the agriculture sector in the Omineca Region. A void in research and extension was created with the closure of the Experimental Farms; there is now a critical need to re-initiate long term, community directed research that is rooted in the context of the region and will provide results that are relevant and applicable to local producers.

During Phase III of the project, a strategic framework outlining the need to incrementally address increasing risk to agrifood producers was developed, largely through a collaborative steering committee, comprised of a diverse group of producers in the Bulkley Valley, the AGRI Regional Agrologist and UNBC researchers.

This year's project will help validate and refine the strategic framework, providing a meaningful example of how this research can be successful and better inform future projects.

The steering committee has identified soil health and management as a general theme; specific methods and project focus will be developed by the steering committee in the first months of the project. Numerous soil associations, complex topography, diverse agricultural land use practices and irrigation challenges are some of the issues unique to the Bulkley Valley that have made soil health and management difficult and expensive for producers. Soil health impacts all agrifood producers within the region. Improving soil management is a critical need in regards to climate change adaptation, making this an ideal entry point into a long-term partnership with the Smithers' Farmers' Institute that will build regional capacity to address the range of identified challenges and establish best practices for the region.

Outcomes of this year's and future projects will help agrifood producers understand how to maintain soil health and positively contribute to viability of their individual operations.

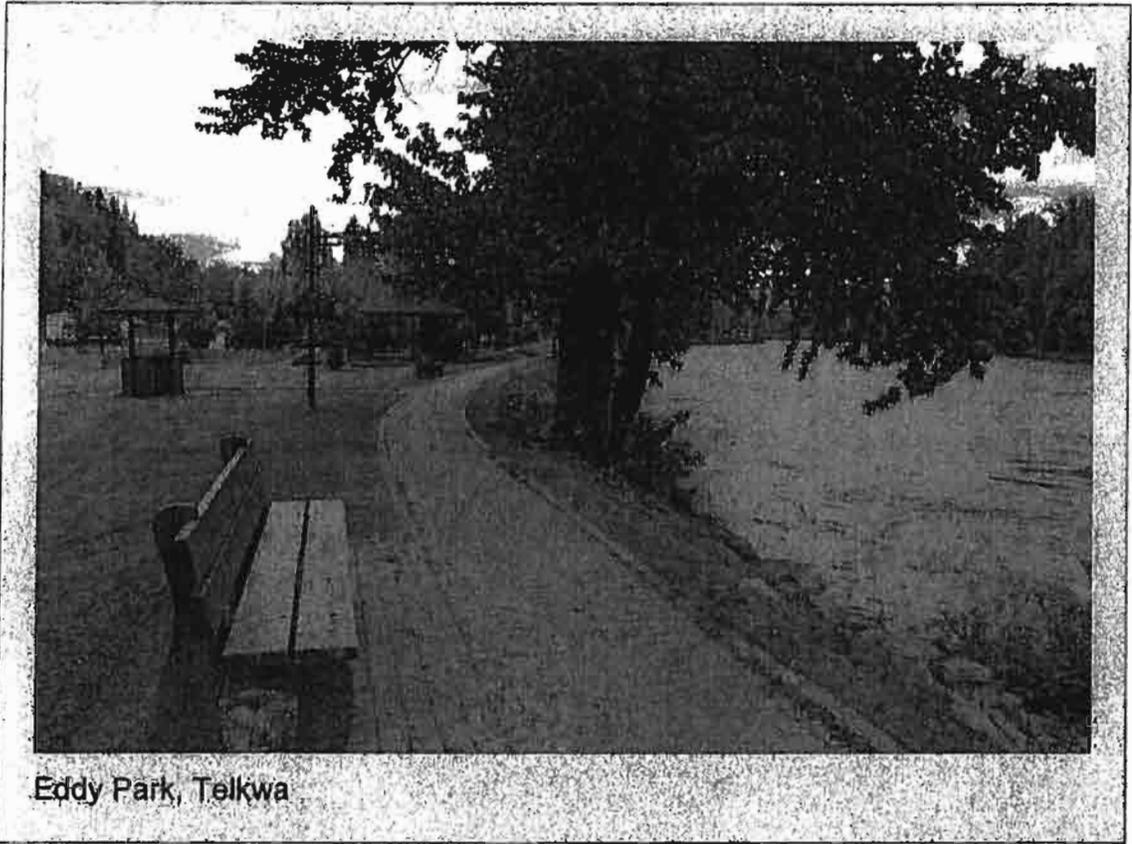
The project will also focus on extension and outreach, including workshops, field days, active engagement of youth within the community, and year-end project review.

### **Telkwa Community Highlight**

A picturesque, growing community, Telkwa is located on the banks of the world-renowned Bulkley and Telkwa Rivers. Surrounded by snow-capped mountain ranges and a myriad of lakes and streams, Telkwa's spectacular natural setting offers extensive outdoor adventure and recreational opportunities.

Telkwa offers year round world-class wilderness adventures and is a friendly, safe and family oriented community. Telkwa is attractive to potential investors and residents as it a rural community that welcomes growth. Telkwa is set for a wide range of interests and needs with an Elementary School, small library, daycare society, museum, seniors centre, commercial and building lots, community hall, parks as well as a wide variety of retail and home based businesses.

The municipality has recently received Age Friendly Community recognition as well as two Climate Action Award for their wood waste district heating system. These awards are the most recent in a growing list of regional, provincial, national and even global awards recognizing Telkwa for a wide range of achievements. Telkwa is a small village located in a spectacular natural setting that welcomes visitors and investors alike.



Eddy Park, Telkwa



Beautiful Tyhee Lake



River view from Eddy Park



Music in the Park



*For information on the Coalition please contact*

Geraldine Craven

From: Union of BC Municipalities <ubcm@ubcm.ca>  
Sent: July-30-15 3:34 PM  
To: inquiries  
Subject: UBCM Welcomes Appointment of Honourable Peter Fassbender

RECEIVED  
JUL 30 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

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### UBCM Welcomes Appointment of Honourable Peter Fassbender

Union of BC Municipalities President Sav Dhaliwal congratulates Peter Fassbender, MLA for Surrey-Fleetwood, on his appointment as Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink. Premier Christy Clark announced Mr. Fassbender's appointment as she unveiled changes to cabinet responsibilities earlier today.



"Minister Fassbender's roots are in local government. In addition to his experience in local government, he served on the UBCM executive between 2011 and 2013," said President Dhaliwal. "With his experience and knowledge of local government, we look forward to the opportunity of working with him to ensure BC communities are strong and vibrant, now and in the future."

Mr. Fassbender was first elected to the city council of Langley in 2002, then as mayor in 2005, 2008 and 2011. While mayor of the City of Langley, he worked collaboratively with UBCM as Co-Chair of the Provincial/Local Government RCMP Contract Management Committee (2012-13); represented local government on the provincial team for RCMP contract renewal (2010-11); served on the UBCM Local Government RCMP Contract Advisory Committee (2010-11); and represented local government on the PRIMECorp Board of Directors (2010-12). He was also appointed to the Select Committee on Local Government Finance (2012-13), which oversaw development of UBCM's Strong Fiscal Futures report. In 2013, he was elected MLA for Surrey-Fleetwood, and appointed Minister of Education.

As part of today's announcement, Jacquie Dawes was appointed as the Deputy Minister of Community, Sport and Cultural Development. Ms. Dawes previously served as the Assistant Deputy Minister for the Ministry of Transportation and Infrastructure.

July 30, 2015



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## Seeking Pilot Communities for Energy Plan Implementation

Jul 29, 2015

The **Getting to Implementation** initiative (GTI) is seeking three Canadian pilot communities to apply leading practices in overcoming challenges associated with implementation of their community energy plan (CEP).

The selected communities will receive support from a cross-disciplinary team of experts over the course of 8-12 months.

Support will include:

- Over 600 hours of professional staff support from the GTI project team (\$75,000 value)
- Participation in GTI events
- An online case study profiling your community

Interested communities are invited to submit an Expression of Interest in participating in the GTI Pilot Communities Initiative.

The deadline for submitting an Expression of Interest is Friday, September 4, 2015.

### Community Energy Planning: Getting to Implementation in Canada

More than 180 communities in Canada, representing 50 per cent of the population, have a Community Energy Plan. An important tool, a CEP defines community priorities around energy in order to improve efficiency, cut greenhouse gas emissions, and drive economic development.

GTI is a collaborative initiative spearheaded by leading community energy experts in Canada. It recognizes that all communities need help to get from plans and ideas to implementation.

GTI focuses on the following objectives:

- Identifying challenges and success factors for CEP implementation in Canada.
- Defining business models for government staff, utilities, the real estate sector and other community stakeholders involved in implementing CEPs.
- Building the capacity to implement CEPs collaboratively and effectively.
- Building a collaborative community of practice and mining the collective intelligence of CEP early adopters in Canada.

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## UBCM Renews Partnership with First Nations Summit

Jul 29, 2015

On Friday, July 17, 2015, First Nations Summit (FNS) and UBCM came together to renew their Protocol on Cooperation and Communication, a partnership that has produced long-standing, mutually beneficial outcomes for both organizations. Grand Chief Edward John and Howard Grant, Executive Director of First Nations Summit joined Councillor Sav Dhaliwal, UBCM President, and Councillor Murry Krause, Second Vice-President and Chair, UBCM First Nations Relations Committee, in a formal signing of the renewed Protocol.

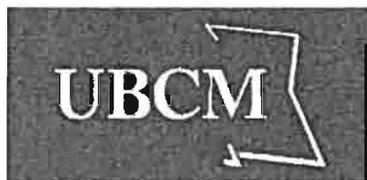


The Protocol formalizes the “commitment by the First Nations Summit and the UBCM to work together to promote cooperative local government–First Nations relationships.” The two organizations carry out this work by information sharing, regular communication, and relationship building through joint initiatives such as the Regional Community to Community Forum program. Additionally, the First Nations Summit Task Group and the UBCM First Nations Relations Committee will meet annually to discuss issues of mutual concern.

In accordance with UBCM policy, renewal of the Protocol was first approved by the First Nations Relations Committee before receiving approval from the full UBCM Executive.

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## **BC Climate Leadership Plan**

Jul 29, 2015

The Province is currently developing a new Climate Leadership Plan to move forward with provincial climate action commitments. The first public consultation, in the form of a discussion paper and accompanying survey, will take place between July 17 and August 17, 2015.

In May 2015, the Province appointed a Climate Leadership Team to review options for economic development and greenhouse gas emissions reductions, as well as to make recommendations for the new Climate Leadership Plan. Representatives from the business, academic, and environmental communities, as well as First Nations and local governments, sit on the Climate Leadership Team.

The public will have two opportunities over the next six months to participate in shaping the new plan. The first phase of public consultation – the discussion paper and survey – is underway and will conclude August 17, 2015. After reviewing discussion paper submissions and the Climate Leadership Team's recommendations, the Province will release a draft Climate Leadership Plan in December 2015 for the second phase of public consultation. The Province will release the final Climate Leadership Plan in March 2016.

### **Follow Us On**

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**Geraldine Craven**

---

**From:** Wetsuweten First Nation <wetsuwetenfirstnation@gmail.com>  
**Sent:** July-22-15 2:47 PM  
**To:** inquiries  
**Subject:** \*\*\*SPAM\*\*\*First Nations seek balance between environment and economy



WET'SUWET'EN FIRST NATION

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JUL 22 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

## First Nations seek balance between environment and economy

By: *Karen Ogen is Chief of the Wet'suwet'en First Nation*

I am a strong believer that in today's British Columbia — in an economy that has long rested on a foundation of resource development — environmentalism must mean more than just saying no.

I believe environmentalism must mean working hard to establish a higher standard. It needs to be about determining what is important, and never relinquishing those values or principles. It must also mean having hard conversations about the projects we are willing to accept, those we are not and the real reasons why.

Our people signed in December a \$2.8-million agreement with the province to support the Coastal Gas Link LNG pipeline. As part of this, we have also negotiated access to \$30 million in training and education funds.

We signed that agreement for two reasons.

First, and most important, we are confident the project will meet our standards for environmental protection. Wet'suwet'en people have been engaged in the resource economy for a long time through forestry activities. In my people's territory, forestry has had more negative impact than a natural gas pipeline ever will. That is not something I say lightly. It is a conclusion based on a careful analysis of the facts.

To help ensure our land is protected, the agreement includes key provisions such as \$30 million for an Environmental Stewardship Initiative under which Wet'suwet'en people will conduct important environmental work in partnership with the provincial and federal governments.

The second reason we signed that agreement is because it will mean important revenues and opportunities for our people. It will help to ensure we can stand on our own two feet. For the first time in my memory, our community will have more good-paying jobs than it has people.

Despite our careful approach, we have been attacked by critics within our community and beyond. Public supporters have been hard to find, even though there are many First Nations signing economic agreements with government and industry throughout the province.

I have long believed it is short sighted to turn down projects such as this before understanding the true risks and benefits, that is just an easy way to avoid dealing with complex issues. I also know it is a certain path toward a life of continued poverty.

There is no doubt sustainability means protecting our environment. But sustainability also means ensuring our people have access to real opportunities and a decent standard of life.

That's not just my approach. It's one that other First Nations are following as they seek to balance the sustainability of their people and that of the environment.

Take for example the Squamish Nation, which is now considering whether to offer its support for an LNG export facility being proposed for their territory by Woodfibre LNG.

Squamish is breaking important new ground, as it has subjected Woodfibre's proposal to its independent environmental assessment. As part of that process, Squamish recently assembled a list of conditions it will need the project to fulfil before it will allow the project to happen.

By subjecting Woodfibre LNG to its review, the Squamish Nation is now holding the project to a higher standard on environmental protection than we might otherwise have seen from the provincial or federal governments.

I know this is a complex issue, and one that stirs many emotions. I also know the conversation looks much different when people have all the facts.

For that reason, I am working to form a First Nations LNG Alliance that will not only advocate for First Nation interests, but also help people understand how like-minded First Nations can collaborate to raise the bar on environmental protection.

My nation has also produced a video that looks at all aspects of LNG production, from extraction all the way to export. That video can be seen at (<http://wetsuwetenfirstnation.ca/2015/07/05/nis-tsedilh-moving-forward-film/>). The most important message it delivers is that we must put our trust and our faith into First Nations to manage the effects of these projects in their respective territories.

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Because the bottom line is this: Whether it be fracking, pipeline or terminal issues, First Nations are overcoming a systemic exclusion from these opportunities and are rising to the challenge of what it takes to conduct a proper assessment.

We are balancing environmental protection with economic opportunity.

We are finding a way.

We are moving forward.

-----

*This article was originally published in the Vancouver Sun on Wednesday, July 22, 2015.*

This message was sent to inquiries@rdbn.bc.ca from:

Wetsuweten First Nation | wetsuwetenfirstnation@gmail.com | Wetsuweten First Nation | PO Box 760 | Burns Lake, BC V0J 1E0, Canada

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Board-Direction



Northern Health Regional Office  
#600-299 Victoria Street,  
Prince George, BC V2L 5B8  
Telephone: (250) 565-2922  
[www.northernhealth.ca](http://www.northernhealth.ca)

INVITATION

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August 10, 2015

Chair Bill Miller and Directors  
Bulkley Nechako Regional District  
Box 820, 37 3rd Avenue  
Burns Lake, BC  
V0J 1E0  
[inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca)  
[bmiller.pbm@gmail.com](mailto:bmiller.pbm@gmail.com)  
[cheryl.anderson@rdbn.bc.ca](mailto:cheryl.anderson@rdbn.bc.ca)

AUG 10 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Dear Chair Miller and Directors,

**Re: Union of BC Municipalities Convention, Vancouver BC, September 22 - 23, 2015**

Northern Health Board Chair, Dr. Charles Jago and I will be available at the upcoming Union of BC Municipalities Convention in Vancouver on **September 22 & 23, 2015** for the opportunity to meet one-on-one with local government representatives.

We welcome the opportunity to meet with you to discuss health activities in your communities and to answer any questions you may have.

To accommodate these meetings we have booked the **Douglas Board Room** at the **Fairmont Waterfront Hotel, 900 Canada Place Way Vancouver.**

If you wish to book a meeting please contact Irma Trudel, Administrative Assistant, at (250) 649-7038 or [nhadministration@northernhealth.ca](mailto:nhadministration@northernhealth.ca) for an appointment no later than **Friday September 4th.**

We look forward to seeing you in September.

Sincerely,

Cathy Ulrich  
President and  
Chief Executive Officer

201

Board-Direction  
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**Geraldine Craven**

**From:** Council of Forest Industries <gillrie@cofi.org>  
**Sent:** August-11-15 9:46 AM  
**To:** Gail Chapman  
**Subject:** RSVP Reminder - COFI Community Dinner - Prince George - September 17, 2015

AUG 11 2015  
 REGIONAL DISTRICT OF  
 BULKLEY NECHAKO



*is pleased to invite you to our*  
**2015 Prince George Area  
 Community Dinner**

This dinner brings forest industry CEOs and vice presidents together with senior representatives from local area governments, First Nations, businesses, chambers of commerce, Provincial Ministers, MLAs, MPs and senior civil servants.

Come meet COFI's new President and CEO  
 Susan Yurkovich at this year's dinner.



*When*

202

Thursday, September 17, 2015  
Reception 5:45 pm  
Dinner 7:00 pm  
Complimentary Dinner and No-Host Bar

## Where

**Ramada Prince George**  
444 George St, Prince George, BC V2L 1R6  
*A block of rooms has been reserved at the  
Ramada Prince George under "COFI"  
please call 250.563.0055*

## Please RSVP

Please RSVP by Friday, September 11, 2015  
to Diana Gillrie - Phone 250.860.9663 or via email to [gillrie@cofi.org](mailto:gillrie@cofi.org)

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*Our Resources - Our Future*



Mike Morris, MLA,  
 Prince George-Mackenzie, is pleased to present the  
**13th ANNUAL BC NATURAL RESOURCE FORUM**  
 Prince George Civic Centre

- ◊ Amazing opportunity to engage with First Nations, Government and resource sector leaders
- ◊ Two full days of speakers sharing insight and experience on developments and trends in forestry, LNG, oil & gas, mining, finance and technology
- ◊ Two full days of networking, connecting with old friends and meeting new ones
- ◊ Full trade show, Tuesday night dinner, workshops

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**January**  
 19 - 21, 2013

Registration opens Sep. 21st. • Meal tickets sold out quickly last year, so register early!  
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Board-Ratify

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>ACT002 ACTION SERVICES</b>									
IN	5629	07/17/15	07/17/15		PUMP SEPTIC	157.50	0.00		
Vendor (ACT002) totals:						157.50	0.00		
<b>ALT003 ALTERNATIVE GROUNDS</b>									
IN	162	07/23/15	07/23/15		BOARD MTG	81.90	0.00		
Vendor (ALT003) totals:						81.90	0.00		
<b>ARO001 ARO AUTOMOTIVE &amp; INDUSTRIAL</b>									
IN	1 991996	07/08/15	07/08/15		TRUCK #3	25.70	0.00		
IN	1 992467	07/11/15	07/11/15		TRUCK #3	4.33	0.00		
IN	1 993030	07/16/15	07/16/15		TRUCK #3	30.67	0.00		
IN	1 994326	07/28/15	07/28/15		TRUCK #3	45.99	0.00		
Vendor (ARO001) totals:						106.69	0.00		
<b>BCH002 BC HYDRO</b>									
IN	JULY 2 2015	07/02/15	07/02/15		UTILITIES	6,891.35	0.00		
Vendor (BCH002) totals:						6,891.35	0.00		
<b>BCS001 BC SAFETY AUTHORITY</b>									
IN	00365000	07/07/15	07/07/15		ELEVATOR PMT	219.00	0.00		
Vendor (BCS001) totals:						219.00	0.00		
<b>BLR001 BL RETURN-IT RECYCLING DEPOT</b>									
IN	JULY 2015	07/31/15	07/31/15		RECYCLING	4,173.75	0.00		
Vendor (BLR001) totals:						4,173.75	0.00		
<b>BUL012 BULKLEY VALLEY ECONOMIC</b>									
IN	JULY 2015	07/31/15	07/31/15			3,333.33	0.00		
Vendor (BUL012) totals:						3,333.33	0.00		
<b>BUR002 BURNS LAKE CHAMBER OF COMMERC</b>									
IN	1227	07/29/15	07/29/15		LUNCHEON	12.60	0.00		
Vendor (BUR002) totals:						12.60	0.00		
<b>BUR012 BURNS LAKE PUBLIC LIBRARY</b>									
IN	JULY 2015	07/31/15	07/31/15			14,487.42	0.00		
Vendor (BUR012) totals:						14,487.42	0.00		
<b>BUR014 BURNS LAKE REBROADCAST SOCIETY</b>									
IN	JULY 2015	07/31/15	07/31/15			2,500.00	0.00		
Vendor (BUR014) totals:						2,500.00	0.00		
<b>BVA001 B V AQUATIC CENTRE MANG. SOCIE</b>									
IN	JULY 2015	07/31/15	07/31/15			52,540.58	0.00		
Vendor (BVA001) totals:						52,540.58	0.00		
<b>CAP002 CAPRI INSURANCE</b>									
IN	814490	07/23/15	07/23/15		FF AD&D	2,249.00	0.00		
Vendor (CAP002) totals:						2,249.00	0.00		
<b>CHE002 CHEVRON CANADA LIMITED</b>									
IN	JUL 31 2015	07/31/15	07/31/15		CRDLOCK FUEL	7,356.38	0.00		
Vendor (CHE002) totals:						7,356.38	0.00		
<b>CLU003 CLUCULZ LAKE VOL. FIRE DEPT</b>									
IN	JULY 2015	07/31/15	07/31/15			1,511.67	0.00		
Vendor (CLU003) totals:						1,511.67	0.00		
<b>COM004 COMPLETE MAILING SOLUTIONS</b>									
IN	13145	07/02/15	07/02/15		INK CARTRDGE	311.64	0.00		
Vendor (COM004) totals:						311.64	0.00		

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Vendor Vendor Name /	Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>COM008 COMMUNITY FUTURES DEVELOPMENT</b>										
IN	JULY 13 2015	07/13/15	07/13/15			FUNDING	5,000.00	0.00		
Vendor (COM008) totals:							5,000.00	0.00		
<b>FIN003 FINNING (CANADA)</b>										
IN	910087945	07/16/15	07/16/15			PO 50239	180,308.80	0.00		
Vendor (FIN003) totals:							180,308.80	0.00		
<b>FOR008 FORT FRASER VOL. FIRE DEP.</b>										
IN	JULY 2015	07/31/15	11/27/00				1,516.67	0.00		
Vendor (FOR008) totals:							1,516.67	0.00		
<b>FOR015 FORT ST. JAMES LIBRARY</b>										
IN	JULY 2015	07/31/15	07/31/15				1,145.83	0.00		
Vendor (FOR015) totals:							1,145.83	0.00		
<b>FOR033 FORT SAINT JAMES TV SOCIETY</b>										
IN	JULY 2015	07/31/15	07/31/15				10,970.83	0.00		
Vendor (FOR033) totals:							10,970.83	0.00		
<b>FOU002 FOUR STAR COMMUNICATIONS INC</b>										
IN	763124	07/01/15	07/01/15			ANSWER SVCE	118.13	0.00		
Vendor (FOU002) totals:							118.13	0.00		
<b>FRA008 FRASER BASIN COUNCIL</b>										
IN	23506	07/15/15	07/15/15			2015 ANNUAL	5,000.00	0.00		
Vendor (FRA008) totals:							5,000.00	0.00		
<b>FRA014 FRASER LAKE LIBRARY BOARD</b>										
IN	JULY 2015	07/31/15	07/31/15				1,679.67	0.00		
Vendor (FRA014) totals:							1,679.67	0.00		
<b>FRA016 FRASER LAKE REBROADCASTING SOC</b>										
IN	JULY 2015	07/31/15	07/31/15				5,583.33	0.00		
Vendor (FRA016) totals:							5,583.33	0.00		
<b>FRA025 FRASER LAKE BOTTLE DEPOT</b>										
IN	JULY 2015	07/31/15	07/31/15			RECYCLING	3,459.80	0.00		
Vendor (FRA025) totals:							3,459.80	0.00		
<b>GLA001 GLACIER ELECTRIC LTD.</b>										
IN	GE06:9139	07/23/15	07/23/15			STTS FIRE	764.32	0.00		
Vendor (GLA001) totals:							764.32	0.00		
<b>GLE003 GLENWOOD WOMEN'S INSTITUTE</b>										
IN	JULY 20 2015	07/20/15	07/20/15			3V COM FOUND	3,000.00	0.00		
Vendor (GLE003) totals:							3,000.00	0.00		
<b>GRE003 GREYHOUND COURIER EXPRESS</b>										
IN	4585538	07/15/15	07/15/15			FREIGHT	79.36	0.00		
Vendor (GRE003) totals:							79.36	0.00		
<b>GRO002 GROUSE MOUNTAIN TRUCKING LTD.</b>										
IN	2550	07/16/15	07/16/15			KNOCKHOLT	1,455.88	0.00		
Vendor (GRO002) totals:							1,455.88	0.00		
<b>HOT001 HOTSINC COMPUTER SOLUTIONS</b>										
IN	12596	07/06/15	07/06/15			JOOMLA	1,890.00	0.00		
IN	12597	07/06/15	07/06/15			SSL CERTIFIC	2,160.10	0.00		
IN	12598	07/06/15	07/06/15			NTWK ADMIN	1,929.38	0.00		
IN	12599	07/06/15	07/06/15			WEB CONTENT	118.13	0.00		
IN	12600	07/06/15	07/06/15			WEB MAINT	708.75	0.00		

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 All report groups  
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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
<b>HOT001 HOTSUNC COMPUTER SOLUTIONS (Continued)</b>									
IN	12601	07/06/15	07/06/15		NTWK ADMIN	614.25	0.00		
IN	12602	07/07/15	07/07/15		NTWK ADMIN	897.75	0.00		
IN	12603	07/12/15	07/12/15		NTWK ADMIN	1,181.25	0.00		
IN	12604	07/12/15	07/12/15		NTWK ADMIN	472.50	0.00		
IN	12605	07/13/15	07/13/15		WEB MAINT	519.75	0.00		
IN	12607	07/27/15	07/27/15		NTWK ADMIN	1,559.25	0.00		
IN	12608	07/27/15	07/27/15		WEB MAINT	283.50	0.00		
IN	12609	07/27/15	07/27/15		WEB MAINT	23.63	0.00		
IN	12610	07/27/15	07/27/15		WEB CONTENT	47.25	0.00		
IN	12611	07/27/15	07/27/15		WEB MAINT	47.25	0.00		
IN	12614	07/27/15	07/27/15		NTWK ADMIN	661.50	0.00		
IN	12615	07/27/15	07/27/15		NTWK ADMIN	189.00	0.00		
IN	12601 CORR	07/06/15	07/06/15		NA -> COMM	0.00	0.00		
Vendor (HOT001) totals:						<b>13,303.24</b>	<b>0.00</b>		
<b>INF001 INFOSAT COMMUNICATIONS</b>									
IN	205989	07/01/15	07/01/15		911 BACKUP	52.38	0.00		
Vendor (INF001) totals:						<b>52.38</b>	<b>0.00</b>		
<b>KON001 KONE INC</b>									
IN	949047414	07/01/15	07/01/15		3RD QU CONTR	999.87	0.00		
Vendor (KON001) totals:						<b>999.87</b>	<b>0.00</b>		
<b>LAK004 LAKES DISTRICT AIRPORT SOCIETY</b>									
IN	JULY 2015	07/31/15	07/31/15			6,250.00	0.00		
Vendor (LAK004) totals:						<b>6,250.00</b>	<b>0.00</b>		
<b>LAK012 LAKES DISTRICT MUSEUM SOCIETY</b>									
IN	JULY 2015	07/31/15	07/31/15			2,750.00	0.00		
Vendor (LAK012) totals:						<b>2,750.00</b>	<b>0.00</b>		
<b>LAK014 LAKES DISTRICT PRINTING</b>									
IN	13270	07/30/15	07/30/15		GAS TAX SIGN	583.52	0.00		
Vendor (LAK014) totals:						<b>583.52</b>	<b>0.00</b>		
<b>MAX001 MAXXAM ANALYTICS INC</b>									
IN	VA899477	07/14/15	07/14/15		ENV MONITOR	140.70	0.00		
IN	VA899490	07/14/15	07/14/15		ENV MONITOR	140.70	0.00		
IN	VA901225	07/24/15	07/24/15		ENV MONITOR	261.45	0.00		
IN	VA902600	07/29/15	07/29/15		ENV MONITOR	140.70	0.00		
IN	VA903072	07/30/15	07/30/15		ENV MONITOR	140.70	0.00		
Vendor (MAX001) totals:						<b>824.25</b>	<b>0.00</b>		
<b>MED001 MEDICAL SER. PLAN</b>									
IN	JULY 2015	07/01/15	07/01/15		EMP MEDICAL	3,163.50	0.00		
Vendor (MED001) totals:						<b>3,163.50</b>	<b>0.00</b>		
<b>MIN001 MINISTER OF FINANCE</b>									
IN	EMI218931	07/01/15	07/01/15		FF SEWER	216.22	0.00		
Vendor (MIN001) totals:						<b>216.22</b>	<b>0.00</b>		
<b>MIN002 MINISTER OF FINANCE</b>									
IN	ALR 1181	07/31/15	07/31/15		ALC SUB 1181	300.00	0.00		
Vendor (MIN002) totals:						<b>300.00</b>	<b>0.00</b>		
<b>MUN005 MUNICIPAL INSURANCE ASS. OF BC</b>									
IN	26314	07/29/15	07/29/15		LEGAL	1,166.04	0.00		
Vendor (MUN005) totals:						<b>1,166.04</b>	<b>0.00</b>		

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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>NIC001 NICKERS</b>									
IN	JULY 2 2015	07/02/15	07/02/15		BV COMM FND	850.00	0.00		
Vendor (NIC001) totals:						<b>850.00</b>	<b>0.00</b>		
<b>NOR012 NORTHERN BC TOURISM ASSOC.</b>									
IN	201507003	07/03/15	07/03/15		DAMS 2015	2,712.53	0.00		
Vendor (NOR012) totals:						<b>2,712.53</b>	<b>0.00</b>		
<b>NOR019 NORTHLAND AUTOMOTIVE</b>									
IN	001-762015	07/23/15	07/23/15		FSJ SUPPLIES	68.50	0.00		
IN	001-762616	07/30/15	07/30/15		FSJ SUPPLIES	139.72	0.00		
Vendor (NOR019) totals:						<b>208.22</b>	<b>0.00</b>		
<b>OVE002 OVERWAITEA FOODS</b>									
IN	0855	07/20/15	07/20/15		SUPPLIES	40.35	0.00		
IN	7614	07/14/15	07/14/15		SUPPLIES	55.70	0.00		
Vendor (OVE002) totals:						<b>96.05</b>	<b>0.00</b>		
<b>PAC004 PACIFIC NORTHERN GAS LTD.</b>									
IN	JUL 29 2015	07/29/15	07/29/15		UTILITIES	34.30	0.00		
IN	JUL2015BVPO	07/29/15	07/29/15		UTILITIES	1,605.51	0.00		
Vendor (PAC004) totals:						<b>1,639.81</b>	<b>0.00</b>		
<b>PAY003 BRENDA PAYNE</b>									
IN	620061	07/23/15	07/23/15		BOARD MTG	465.00	0.00		
Vendor (PAY003) totals:						<b>465.00</b>	<b>0.00</b>		
<b>RIV003 RIVERBED ENTERPRISES LTD.</b>									
IN	SUMMARY	07/31/15	07/31/15		EOC 160648	600.66	0.00		
Vendor (RIV003) totals:						<b>600.66</b>	<b>0.00</b>		
<b>ROG001 ROGERS</b>									
IN	1535950514	07/01/15	07/01/15		911 BACKUP	159.64	0.00		
Vendor (ROG001) totals:						<b>159.64</b>	<b>0.00</b>		
<b>SAN003 SANDSMARK JOINERY</b>									
IN	510922	07/23/15	07/23/15		CABINETS	14,190.75	0.00		
Vendor (SAN003) totals:						<b>14,190.75</b>	<b>0.00</b>		
<b>SMI007 SMITHERS PUBLIC LIBRARY</b>									
IN	JULY 2015	07/31/15	07/31/15			6,600.50	0.00		
Vendor (SMI007) totals:						<b>6,600.50</b>	<b>0.00</b>		
<b>SMS001 SMS EQUIPMENT INC.</b>									
IN	ESI-70011986	07/15/15	07/15/15		PO 50242	173,050.50	0.00		
Vendor (SMS001) totals:						<b>173,050.50</b>	<b>0.00</b>		
<b>SOU002 SOUTHSIDE ECONOMIC DEVELOPMEN'</b>									
IN	JULY 2015	07/31/15	07/31/15			3,408.33	0.00		
Vendor (SOU002) totals:						<b>3,408.33</b>	<b>0.00</b>		
<b>SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.</b>									
IN	JULY 2015	07/31/15	07/31/15			1,983.33	0.00		
Vendor (SOU003) totals:						<b>1,983.33</b>	<b>0.00</b>		
<b>SSQ001 SSQ FINANCIAL</b>									
IN	JUL 2015 ADD	07/01/15	07/01/15		ADD 1R745	137.63	0.00		
IN	JULY 2015 CI	07/01/15	07/01/15		CI 1R755	612.00	0.00		
Vendor (SSQ001) totals:						<b>749.63</b>	<b>0.00</b>		
<b>STA008 STARLAND SUPPLY LTD</b>									
IN	186117	07/22/15	07/22/15		TOOLS	275.53	0.00		

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<b>STA008 STARLAND SUPPLY LTD (Continued)</b>									
	Vendor (STA008) totals:					276.53	0.00		
<b>STR002 STREAMLINE SIGNS &amp; GRAPHICS</b>									
IN	9291	07/14/15	07/14/15		GAS TAX SIGN	399.09	0.00		
	Vendor (STR002) totals:					399.09	0.00		
<b>SUN002 SUN LIFE FINANCIAL</b>									
IN	JULY 2015	07/01/15	07/01/15		JULY #175417	10,247.51	0.00		
	Vendor (SUN002) totals:					10,247.51	0.00		
<b>SWE001 SWEEPING BEAUTIES JANITORIAL</b>									
IN	JULY 2015	07/31/15	07/31/15		JANITORIAL	1,996.67	0.00		
	Vendor (SWE001) totals:					1,996.67	0.00		
<b>TAK001 TAKYSIE LAKE ENTERPRISES</b>									
IN	644	07/28/15	07/28/15		SSTS UTILITI	308.00	0.00		
	Vendor (TAK001) totals:					308.00	0.00		
<b>TEL002 TELUS COMMUNICATIONS COMPANY</b>									
IN	JULY 20 2015	07/20/15	07/20/15		PHONE SVCE	3,154.17	0.00		
	Vendor (TEL002) totals:					3,154.17	0.00		
<b>TEL007 TELUS MOBILITY</b>									
IN	JUL 9 2015	07/09/15	07/09/15		CELL PHONE	971.98	0.00		
	Vendor (TEL007) totals:					971.98	0.00		
<b>TIM001 TIMBER PEAK CONSTRUCTION</b>									
IN	5592	07/08/15	07/08/15		STTS INS CLM	1,578.68	0.00		
	Vendor (TIM001) totals:					1,578.68	0.00		
<b>TOP005 TOPLEY FIRE PROTECTION SOC.</b>									
IN	JULY 2015	07/31/15	07/31/15			1,478.83	0.00		
	Vendor (TOP005) totals:					1,478.83	0.00		
<b>TWE004 TWEEDSMUIR RECREATION COMMISSI</b>									
IN	JUL 30 2015	07/30/15	07/30/15		GAS TAX FUND	21,000.00	0.00		
	Vendor (TWE004) totals:					21,000.00	0.00		
<b>TWE006 TWEEDSMUIR ENTERPRISES LTD</b>									
IN	AUG 2015	07/31/15	07/31/15		AUG 2015	150.00	0.00		
	Vendor (TWE006) totals:					150.00	0.00		
<b>ULI001 ULINE CANADA CORPORATION</b>									
IN	2069441	07/08/15	07/08/15		C & P PROMO	67.47	0.00		
	Vendor (ULI001) totals:					67.47	0.00		
<b>USB001 US BANK CANADA</b>									
IN	DJM070715	07/07/15	07/07/15		DJM VISA	105.40	0.00		
IN	CSHE070715	07/07/15	07/07/15		SHRWOODVISA	228.55	0.00		
IN	CSWE070715	07/07/15	07/07/15		SWENSONVISA	37.44	0.00		
IN	DVAN070715	07/07/15	07/07/15		JVNRWLVISA	279.08	0.00		
IN	GCHA070715	07/07/15	07/07/15		G CHAPMAN	54.55	0.00		
IN	GCRA070715	07/07/15	07/07/15		G CRAVENVISA	183.70	0.00		
IN	HBER070715	07/07/15	07/07/15		HBRNDRFVISA	101.79	0.00		
IN	JDER070715	07/07/15	07/07/15		JDERKSENVISA	206.34	0.00		
IN	JLEW070715	07/07/15	07/07/15		JLEWELYNVISA	241.50	0.00		
IN	LOME070715	07/07/15	07/07/15		LOMEARAVISA	18.00	0.00		
IN	RDUN070715	07/07/15	07/07/15		RDUNNVISA	10.05	0.00		
	Vendor (USB001) totals:					1,466.40	0.00		

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<b>VIL002 VILLAGE OF GRANISLE</b>									
IN	67274	07/29/15	07/29/15		COMM MKT	10.00	0.00		
Vendor (VIL002) totals:						<b>10.00</b>	<b>0.00</b>		
<b>VRK001 VRK CONSULTING INC</b>									
IN	00041	07/09/15	07/09/15		MRG CARCASS	67,100.97	0.00		
Vendor (VRK001) totals:						<b>67,100.97</b>	<b>0.00</b>		
<b>WOL002 VALLEY COUNTRY</b>									
IN	217430-4	07/26/15	07/26/15		EOC 160416	399.00	0.00		
IN	217584-4	07/26/15	07/26/15		EOC 160416	399.00	0.00		
Vendor (WOL002) totals:						<b>798.00</b>	<b>0.00</b>		
Control account (1) totals:						<b>663,342.70</b>	<b>0.00</b>		
<b>COM001 COMMISSIONER OF MUN. SUPERAN.</b>									
IN	JUL 7 2015	07/07/15	07/07/15		DUE JULY 21	4,314.88	0.00		
IN	JULY 15 2015	07/15/15	07/15/15		DUE JUL 29	13,147.71	0.00		
Vendor (COM001) totals:						<b>17,462.59</b>	<b>0.00</b>		
<b>REC002 RECEIVER GENERAL</b>									
IN	JULY 2 2015	07/02/15	07/02/15		DUE JULY 25	369.49	0.00		
IN	JULY 7 2015	07/07/15	07/07/15		DUE JULY 25	8,506.67	0.00		
IN	JUL 2015 DIR	07/31/15	07/31/15		DUE AUG 10	2,657.42	0.00		
IN	JUL 2015 EOC	07/31/15	07/31/15		DUE AUG 10	5,470.80	0.00		
IN	JULY 15 2015	07/15/15	07/15/15		DUE JULY 25	21,844.45	0.00		
IN	JULY 2015 OT	07/31/15	07/31/15		DUE AUG 10	15,906.67	0.00		
IN	JULY 22 2015	07/22/15	07/22/15		DUE AUG 10	8,981.26	0.00		
IN	JULY 31 2015	07/31/15	07/31/15		DUE AUG 10	20,761.25	0.00		
Vendor (REC002) totals:						<b>84,498.01</b>	<b>0.00</b>		
Control account (2) totals:						<b>101,960.60</b>	<b>0.00</b>		
Report Total						<b>765,303.30</b>	<b>0.00</b>		

72 vendor(s) printed.

**Regional District of Bulkley-Nechako**  
**Action List – June, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
C.W.2015-5-3 Committee of the Whole Meeting June 11, 2015	Resolution to UBCM – RE: Applying BCERMS Priority Ranking to Flooding Events	That the Regional District work with the District of Vanderhoof to draft a resolution to bring forward at the 2015 UBCM Convention in September, 2015 in regard to applying the British Columbia Emergency Response Management System (BCERMS) Priority ranking to flooding events, ensuring the residents of B.C. are ranked first; and further, that the ranking apply to both natural and unnatural (industry) led events.	Cheryl/Gail	Completed	June 26, 2015
C.W.2015-5-4 Committee of the Whole Meeting June 11, 2015	British Columbia Earthquake Preparedness Consultation Report	1. Submit a letter to the Attorney General and Minister of Justice outlining the concerns of the Regional District and request that the Province increase funding to build a team of experts to take back emergency management and develop a provincial program with the expertise to address the need for enhanced preparedness and response to emergencies in British Columbia.” 2. Further that the letter be forwarded to all Regional Districts in the Province.	Debjm/Gail	Completed	June 25, 2016
C.W.2015-5-5 Committee of the Whole Meeting June 11, 2015	School District No. 91 Request for MOU Re: Student Work Experience and Apprentice Agreement	Execute the Memorandum of Understanding between School District No. 91 and the Regional District of Bulkley-Nechako. Further, staff to work with School District No. 91 toward training opportunities for students.	Gail	Completed	<b>210</b>
F.C.2015-4-4 Forestry Committee Meeting June 11, 2015	Organize a gathering with industry, Ministry of Forests, Lands and Natural Resource Operations, Wildfire Management Branch and licensees	Staff to organize a gathering with industry, Ministry of Forests, Lands and Natural Resource Operations, Wildfire Management Branch and licensees to facilitate a conversation in regard to roles and responsibilities regarding Wildland Urban Interface.	Gail	In Progress	
RDC.2015-5-3 Rural Directors Committee June 11, 2015	Fort St. James Secondary Mountain Bike Team - Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)	Write a letter and allocate grant in aid funds to the Fort St. James Secondary Mountain Bike Team be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with Provincial Championships in Powell River, B.C.	Cheryl/Hans/Gail	Completed	June 26, 2015
RDC.2015-5-4 Rural Directors Committee June 11, 2015	Fort St. James Senior Girls Soccer - Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)	Write a letter and allocate grant in aid funds to Fort St. James Senior Girls Soccer be given \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with attending the BC High School Girls Soccer Provincial Championships in Surrey, B.C.	Cheryl/Hans/Gail	Completed	June 26, 2015

**Regional District of Bulkley-Nechako**  
**Action List – June, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2015-5-5 Rural Directors Committee June 11, 2015	Fraser Lake Elementary Secondary School Boys Golf Team - Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Write a letter and allocate grant in aid funds to Fraser Lake Elementary Secondary School Boys Golf Team be given \$600 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for the Boys Golf Provincial Championships in Kelowna, B.C.	Cheryl/Hans/Gail	Completed	June 26, 2015
RDC.2015-5-6 Rural Directors Committee June 11, 2015	District of Vanderhoof - Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)	Write a letter and allocate grant in aid funds to District of Vanderhoof be given \$1,500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with the Canada Day 2015 Celebrations.	Cheryl/Hans/Gail	Completed	June 26, 2015
RDC.2015-5-7 Rural Directors Committee June 11, 2015	Fraser Lake Elementary Secondary - Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Write a letter and allocate grant in aid funds to Fraser Lake Elementary Secondary School be given \$1,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with students travelling to China for the 2015 Beijing Educational Summer Camp.	Cheryl/Hans/Gail	Completed	June 26, 2015
RDC.2015-5-8 Rural Directors Committee June 11, 2015	Houston Public Library - Request for Grant in Aid – Electoral Area “G” (Houston Rural)	Write a letter and allocate grant in aid funds to Houston Public Library be given \$1,500 grant in aid monies from Electoral Area “G” (Houston Rural) for costs associated with enhancing its DVD collection.	Cheryl/Hans/Gail	Completed	June 26, 2015
WMC.2015-2-3 Waste Management Committee June 11, 2015	Solid Waste Management Plan Review	Staff to bring forward the document titled “Proposed Solid Waste Management Plan Review and Renewal Process – 2015-2016” to the Ministry of Environment; and further, that feedback be requested; and further, that the Regional District of Bulkley-Nechako Board of Directors direct staff to draft a timeline for completing the RDBN Solid Waste Management Plan Review and Renewal Process; and further, that an expected date for Ministry of Environment approval be requested; and further, that a bullet in the “Proposed Solid Waste Management Plan Review and Renewal Process – 2015-2016” after number 2. Jurisdictional Scan be added that outlines “Identification of Partnerships.	Janine/Gail	In Progress	

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**Regional District of Bulkley-Nechako**  
**Action List – June, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
WMC.2015-2-6 Waste Management Committee June 11, 2015	Solid Waste Management Plan	Move forward with a Solid Waste Management Plan review and renewal process.”	Janine/Gail	In Progress	
BNRL.2015-2-3 Bulkley-Nechako Resource Legacy June 11, 2015	Bulkley-Nechako Industrial Benefit Position Paper	<ol style="list-style-type: none"> <li>1. That the DRAFT Position Paper be forwarded to all Municipalities within the region for Mayor and Council review, input and approval; and further, that municipalities agree not to negotiate legacy funding independently.</li> <li>2. Upon confirmation of approval of the Bulkley-Nechako Industrial Benefit Position Paper by all municipalities within the region, that the Bulkley-Nechako Resource Legacy Committee recommend that the RDBN Board of Directors endorse the BN Industrial Benefit Position Paper and move forward the initiative with industry and the Province.</li> </ol>	Gail	In Progress	
2015-8-5 Board Meeting June 25 2015	2016 Minerals Roundup Booth Rental	Secure a tradeshow booth for two days at a cost of \$2,100 at the 2015 Minerals Roundup Conference and that the municipalities be invited to exhibit with the RDBN by contributing \$300 and providing a person to staff the booth. Furthermore, that staff organize meetings with the mining and exploration companies operating in the RDBN at Minerals Roundup.	Corrine/Gail	In Progress	<b>212</b>
2015-8-7 Board Meeting June 25 2015	Federal Gas Tax Funds- Electoral Areas “B” (Burns Lake Rural) and “E”(Francois/Ootsa Lake Rural) Lakes District Airport Society	<ol style="list-style-type: none"> <li>1. Contribute \$200,000 of Electoral Area “B” Federal Gas Tax allocation monies and \$75,000 of Electoral Area “E” Federal Gas Tax monies to the Lakes District Airport Society for a Regional and Local Airport runway improvement project at the Baker Airport;</li> <li>2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$400 cost, and further,</li> <li>3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$275,400 from the Federal Gas Tax Reserve Fund.</li> </ol>	Kristi/Hans/Gail	In Progress	

**Regional District of Bulkley-Nechako**  
**Action List – June, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-8-8 Board Meeting June 25 2015	Federal Gas Tax Funds – Electoral Area “E” (Francois/Ootsa Lake Rural) Francois Tchesinkut Lake Recreation Commission	<ol style="list-style-type: none"> <li>1. Contribute \$25,318 of Electoral Area “E” Federal Gas Tax monies to Francois Tchesinkut Lake Recreation Commission for a recreation infrastructure improvement project at the Francois Lake Hall;</li> <li>2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,</li> <li>3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$25,618 from the Federal Gas Tax Reserve Fund.</li> </ol>	Kristi/Hans/Gail	In Progress	
2015-8-9 Board Meeting June 25 2015	Federal Gas Tax Funds –Electoral Area “A” (Smithers Rural) Dze L K’ant Friendship Centre Society	<ol style="list-style-type: none"> <li>1. Contribute \$45,000 of Electoral Area “A” Federal Gas Tax monies to Dze L K’ant Friendship Centre Society for an energy efficiency improvement project at the Dze L K’ant Friendship Centre.</li> <li>2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,</li> <li>3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$45,300 from the Federal Gas Tax Reserve Fund.</li> </ol>	Kristi/Hans/Gail	In Progress	<b>213</b>
2015-8-10 Board Meeting June 25 2015	Annual UBCM Convention -September 21-25, 2015 -Vancouver, B.C.	Register and make travel arrangements for the attendance of Rural Directors and the Chief Administrative Officer and/or the Chief Financial Officer at the UBCM Convention on September 21-25, 2015 in Vancouver, B.C.	Ger//Gail	In Progress	
2015-8-11 Board Meeting June 25 2015	Prince George Treaty Advisory Committee	Inform the Prince George Treaty Advisory Committee of Director Greenaway’s appointment as RDBN representative to the Prince George Treaty Advisory Committee which the appointee will attend meetings and provide input on behalf of the RDBN in regard to Yekooche First Nation Treaty negotiations.	Cheryl//Gail	Completed	July 7, 2015

**Regional District of Bulkley-Nechako**  
**Action List – June, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-8-12 Board Meeting June 25 2015	Lakes District Airport Capital Reserve Withdrawal	Withdraw of up to \$116,625 from the Lakes District Airport Capital Reserve to help pay for the runway repaving project.	Hans/Gail	On hold pending results of grant application and referendum	
2015-8-13 Board Meeting June 25 2015	9-1-1 Service Agreement Renewal	Staff to enter into the 9-1-1 Service agreement which will expire on December 31, 2017.	Debjm/Gail	In Progress	
2015-8-14 Board Meeting June 25 2015	National Energy Board Public Consultation on Transparency of Emergency Management Information for Pipelines	"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to respond to the online Consultation Questions as outlined in the "National Energy Board Public Consultation on Transparency of Emergency Management Information for Pipelines memo. And, under Question 2, Staff Comments Bullet 1 to read "The plan should outline the location and type of emergency response resources the company has in place; and further, including financial resources." And, under Question 2, Staff Comments to include a bullet regarding the need for an adequate length of time to provide comments." And, under Question 3, Staff Comments Bullet 1 sub bullet 5 as follows "How damaged bodies of water and land will be remediated after an emergency event; and further, that the definition of remediation be included."	Haley/Debjm/Gail	Completed	June 25, 2015
2015-8-23 Board Meeting June 25 2015	Houston and Area, Fraser Lake and Area and Vanderhoof and Area Recycling	1. Staff to extend existing contract for current recycling services with the Nechako Waste Reduction Initiative to December 31, 2015 for provision of recycling services for the residents of Vanderhoof and surrounding area. 2. Further, that the RDBN Board of Directors authorize staff to enter into a contract beginning July 1, 2015 and expiring December 31, 2015 with both the Houston Bottle Depot and Cascades Recycling Inc. to allow for the collection, transportation and processing of mixed paper, cardboard and mixed container (plastics and metal) for the residents of Houston and surrounding area.	Janine/Gail	Completed	

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**Regional District of Bulkley-Nechako**  
**Action List – June, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Board Meeting June 25 2015	Union of B.C. Municipalities – Electoral Area Directors' Forum – 2015 – Request for Topics	Topics to forward to the UBCM – Electoral Area Directors' Forum – 2015:  - Rio Tinto Alcan's control of the Nechako Reservoir; - Waste Management – BC Recycling Regulations not including the ICI (Institutional, Commercial, Industrial) sector; - Network BC – Internet and Cell Phone Connectivity; - Rural Fire Departments; - Depletion of resources during Emergency Operations Centres; - Reforestation of Agricultural Lands; -TransCanada Timber Salvage Strategy.	Ger/Cheryl/Gail	Completed	July 27, 2015
2015-8-37 Board Meeting June 25 2015	UBCM Visits to 51 Local Governments	Staff to write a letter to the Union of B.C. Municipalities regarding its visits to local governments regarding the lack of visits to northern British Columbia; and further, that the letter be sent to Brian Frenkel, President, NCLGA and Art Kaehn, Electoral Area Representative, and Al Richmond, First Vice President, UBCM, Cariboo Regional District.	Cheryl/Gail	Completed	July 28, 2015
2015-8-44 Board Meeting June 25 2015	Fort St. James and Area ICI Recycling	Direct staff to contract with the Nak'azdli Band for the provision of paper and cardboard recycling services for the ICI sector in the Fort St. James area for the period of July 1 to December 31, 2015 for a maximum value of \$17,610 (excluding taxes).	Janine/Gail	Completed	
2015-8-45 Board Meeting June 25 2015	Fraser Lake and Area Recycling	Staff to extend existing contract for current recycling services with the Fraser Lake Bottle Depot to December 31, 2015 for provision of cardboard and paper recycling services for the residents of Fraser Lake and surrounding area.	Janine/Gail	Completed	
2015-8-50 Board Meeting June 25 2015	FCM - Draft Resolution RE: A Call for Follow-Through on the Government of Canada's \$800 Million Commitment to Mountain Pine Beetle Impacted Communities	Approve the draft resolution RE: A Call for Follow-through on the Government of Canada's \$800 Million Commitment to Mountain Pine Beetle Impacted Communities; and further, that the resolution be submitted to the Union of BC Municipalities and the Federation of Canadian Municipalities.	Wendy/Gail	Completed	UBCM – June 29, 2015/FCM - June 30, 2015

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**Regional District of Bulkley-Nechako**  
**Action List – June, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Board Meeting June 25 2015	Resolution to Union of B.C. Municipalities RE: Building Code Requirements for Steepness on Ramps	Director MacDougall spoke of the District of Fort St. James endorsing a resolution to the Union of B.C. Municipalities regarding Spinal Cord Injury BC regarding BC Building Code requirements for steepness of wheelchair accessible ramps. Director MacDougall will forward the information to staff to be forwarded to the Regional Board via e-mail for review and possible endorsement.	Wendy/Gail	Completed	June 29, 2015
Board Meeting June 25, 2015	Delegation Thank You Letter	Write a thank you letter to Geoffrey Mercer, MSC, Environmental Consultant.	Cheryl/Gail	Completed	July 28, 2015

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 1748**

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**A bylaw to amend the boundaries of the Vanderhoof Rural Fire Protection Service Area within a portion of Electoral Area "F"**

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**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 755 a service of fire protection to a portion of Electoral Area "F" known as the "Vanderhoof Rural Fire Protection Service Area";

**AND WHEREAS** the Regional District may amend a Local Service Establishment Bylaw under Section 802 of the *Local Government Act*;

**AND WHEREAS** the Regional District has received a request from owners of the property to be included in the Telkwa Rural Fire Protection Service Area;

**AND WHEREAS** the Director of Electoral Area "F" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein, in accordance with Section 801.5 of the *Local Government Act*;

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

- 1) That the Regional District hereby amends the boundaries of the Vanderhoof Rural Fire Protection Service Area by including the following properties:

L 1 SEC 30 TP 1 R4 COAST DISTRICT PL BCP49346

and that the resulting boundaries of the Vanderhoof Rural Fire Protection Service Area are as shown on Schedule "A";

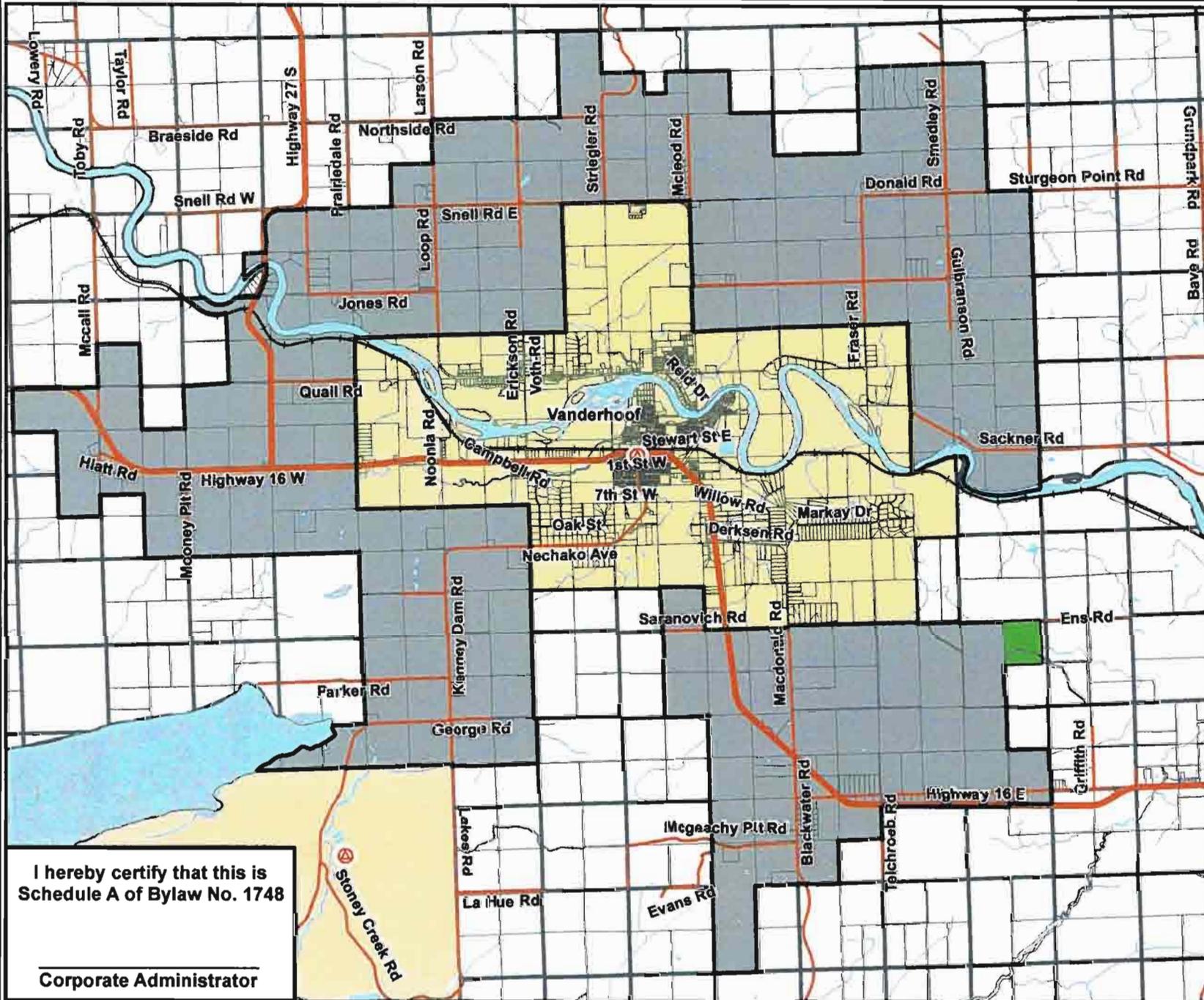
- 2) This bylaw may be cited as "Vanderhoof Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1748, 2015."





# Vanderhoof Rural Fire Protection Area Expansion - Bylaw No. 1748 Schedule A

## Legend



- Fire Departments
- Highway
- Secondary Street
- Railway
- Cadastre
- District Lots
- Lakes
- Streams
- Municipalities
- First Nation Reserve
- Existing Fire Protection Area
- Expansion Properties



This map is an approximate representation and should only be used for reference purposes.

Created by the  
Regional District of  
Bulkley-Nechako  
August 10th, 2015  
SCALE 1:100,000

I hereby certify that this is  
Schedule A of Bylaw No. 1748

Corporate Administrator

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1747

**A bylaw to establish a Capital Reserve Fund  
for Southside Rural Fire Protection**

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**WHEREAS** pursuant to the provisions of Section 814 of the *Local Government Act* and Section 188 of the *Community Charter*, the Board of the Regional District of Bulkley-Nechako may by bylaw establish a capital reserve fund;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has determined that a capital reserve fund be established for Southside Rural Fire Protection;

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

1. There shall be and is hereby established a Capital Reserve Fund, under the provisions of Section 814 of the *Local Government Act* and Section 188 of the *Community Charter*, to be known as the "Southside Rural Fire Protection Capital Reserve Fund."
2. Money from the annual budget, general revenue fund surplus from the Southside Rural Fire Protection Local Service, or as otherwise provided in the *Local Government Act* and the *Community Charter* may from time to time be paid into the Reserve Fund.
3. Money in the Reserve Fund shall only be used for expenditures for, or in respect of machinery, equipment, land, buildings, improvements or other capital projects.
4. This bylaw may be cited for all purposes as "Southside Rural Fire Protection Capital Reserve Establishment Bylaw No. 1747, 2015."

READ A FIRST TIME this            day of            , 2015

READ A SECOND TIME this        day of            , 2015

READ A THIRD TIME this         day of            , 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1747.

\_\_\_\_\_  
Corporate Administrator

ADOPTED this        day of        , 2015

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1747 as adopted.

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1746**

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**A bylaw to amend the boundaries of the Telkwa Rural Fire Protection Service Area within a portion of Electoral Area "A"**

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 668 a service of fire protection to a portion of Electoral Area "A" known as the "Telkwa Rural Fire Protection Local Service Area";

**AND WHEREAS** the Regional District may amend a Local Service Establishment Bylaw under Section 802 of the *Local Government Act*;

**AND WHEREAS** the Regional District has received a request from owners of property to be included in the Telkwa Rural Fire Protection Service Area;

**AND WHEREAS** the Director of Electoral Area "A" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein, in accordance with Section 801.5 of the *Local Government Act*;

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

- 1) That the Regional District hereby amends the boundaries of the Telkwa Rural Fire Protection Service Area by including the following properties:

THAT PTN OF DL 1145 R5C LYING E OF THE BULKLEY RIVER EXC  
PL 4301

THAT PTN OF DL 1146 R5C LYING E OF THE BULKLEY RIVER

and that the resulting boundaries of the Telkwa Rural Fire Protection Service Area are as shown on Schedule "A";

- 2) This bylaw may be cited as "Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1746, 2015."

READ A FIRST TIME this 23 day of July , 2015

READ A SECOND TIME this 23 day of July , 2015

READ A THIRD TIME this 23 day of July , 2015

CONSENT OF ELECTORAL AREA "A" DIRECTOR RECEIVED this 23 day of July , 2015

ADOPTED this            day of            , 2015

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

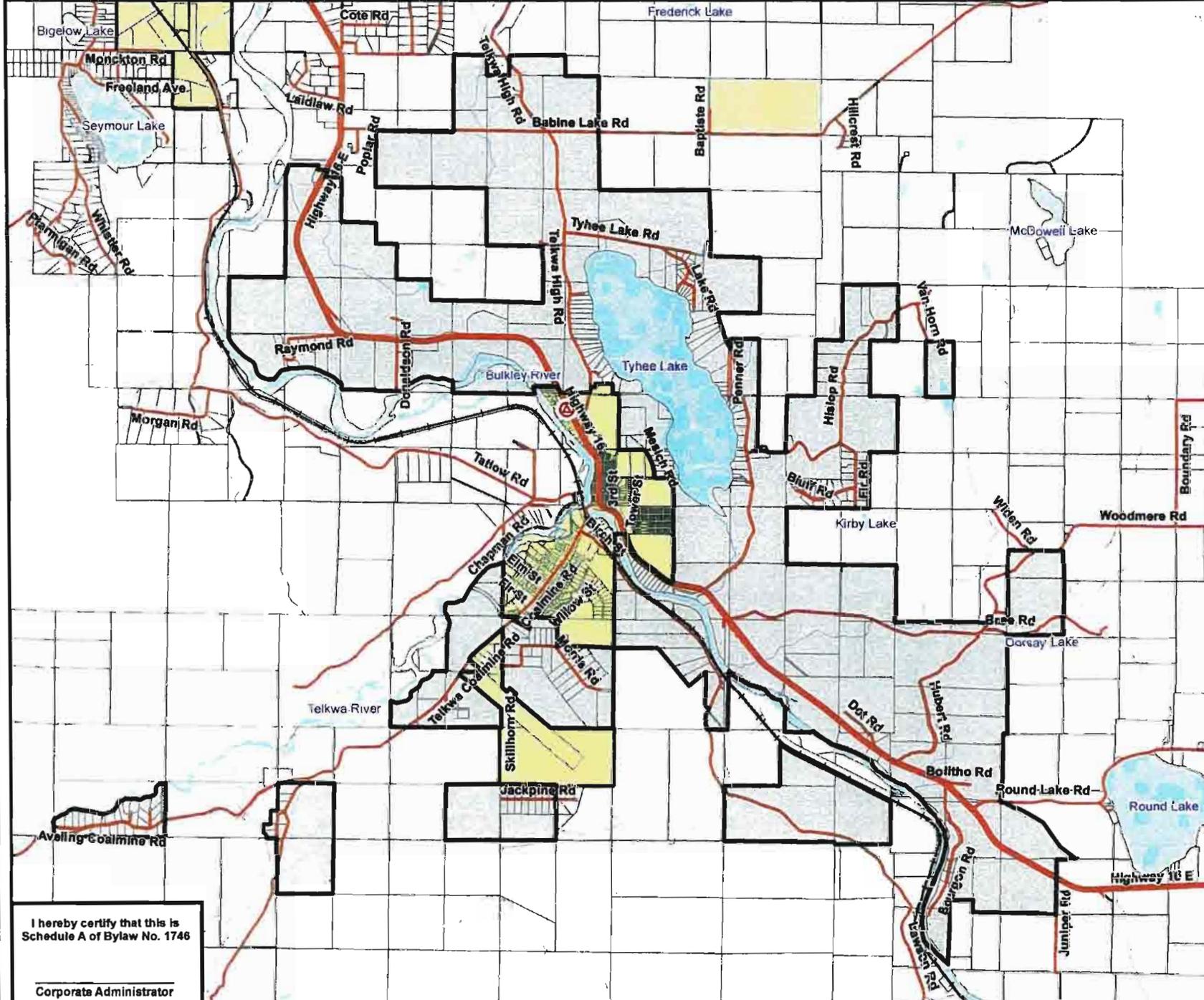
I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1746, as adopted.

\_\_\_\_\_  
Corporate Administrator



# Bylaw No. 1746 - Telkwa Rural Fire Protection Area

## Legend



- Fire Departments
- Highway
- Secondary Street
- Railway
- Cadastre
- Lakes
- Streams
- Municipalities
- First Nation Reserve
- Fire Protection Area



This map is an approximate representation and should only be used for reference purposes.

Created by the  
Regional District of  
Bulkley-Nechako  
Production Date: 13/07/2015  
SCALE 1:75,000

I hereby certify that this is  
Schedule A of Bylaw No. 1746

Corporate Administrator

1746