



Regional District of Bulkley-Nechako

2012 Annual Report

"A world of opportunities within our region"





Table of Contents

Message from the Chair.....	Page 4
Organizational Chart.....	Page 5
About the Regional District of Bulkley-Nechako.....	Page 6
Regional District Services.....	Page 7
Map of the RDBN.....	Page 8
2012 Financial Summary.....	Page 10
Administrative Services Overview.....	Page 12
Economic Development Overview.....	Page 13
Planning Services Overview.....	Page 16
Finance Overview.....	Page 18
Consolidated Statement of Financial Activities.....	Page 20
Consolidated Statement of Financial Position.....	Page 21
Environmental Services Overview.....	Page 22
Invasive Plants.....	Page 25
Protective Services Overview.....	Page 26
Local and Sub-Regional Services.....	Page 27
Water and Sewer Utilities.....	Page 28
Stuart-Nechako Regional Hospital District.....	Page 29
Board of Directors Information.....	Page 30



Message from the RDBN Chair



On behalf of the Regional District of Bulkley-Nechako Board of Directors, I am pleased to provide, for the second year, the RDBN 2012 Annual Report. This report highlights what the Directors and Staff have been working on in 2012. I hope this report will give you a sense of where your tax dollars are going and what is happening in the Regional District of Bulkley-Nechako.

Looking back over the past year, I am excited to see how our relationship building with both Municipalities and First Nation's groups has flourished. The Regional Opportunities Gathering was a huge success. We are also excited to support new joint services such as the Vanderhoof Pool. These services will promote healthy lifestyles and make our communities more desirable for people to reside. Some of the highlights of 2012 include:

- Worked in collaboration with the Province of BC and the Village of Burns Lake on the Babine Mill explosion recovery strategy;
- Developed strategies for forestry issues such as timber supply
- Review of region-wide TV Rebroadcasting service
- Successful in achieving grant funding of more than \$1 million for projects in the RDBN, including many projects for non profit organizations
- Unsightly Premises Service established
- 9-1-1 presentations to all Kindergarten and Grade 1 students
- Implemented public web-based mapping site
- RDBN Business Forum & Business Start up Contest
- Hosted grant writing workshops for non-profits, First Nations and municipalities
- Official Community Plans for Electoral Areas "E" and "G"

Taxation over the past 5 years has been relatively flat. In 2012, taxation for local services decreased by 0.2% and taxation for regional services increased by 2.2%. Higher industrial assessments, especially in the Fraser Lake and Electoral Area "C" (Fort St. James Rural) area resulted in the reduction of the residential tax rate for regional services. For rural taxpayers, the residential tax rate for regional services decreased from \$1.15 per \$1,000 in 2011 to \$1.11 per \$1,000 in 2012. For municipal taxpayers, the residential tax rate for regional services fell from \$0.93 per \$1,000 to \$0.87 per \$1,000.

We invite you to take an active roll in shaping the future of the Regional District of Bulkley-Nechako through participation in online surveys, public meetings, open houses and direct contact with your Area Director. We continue to work towards the betterment of our region.

Bill Miller

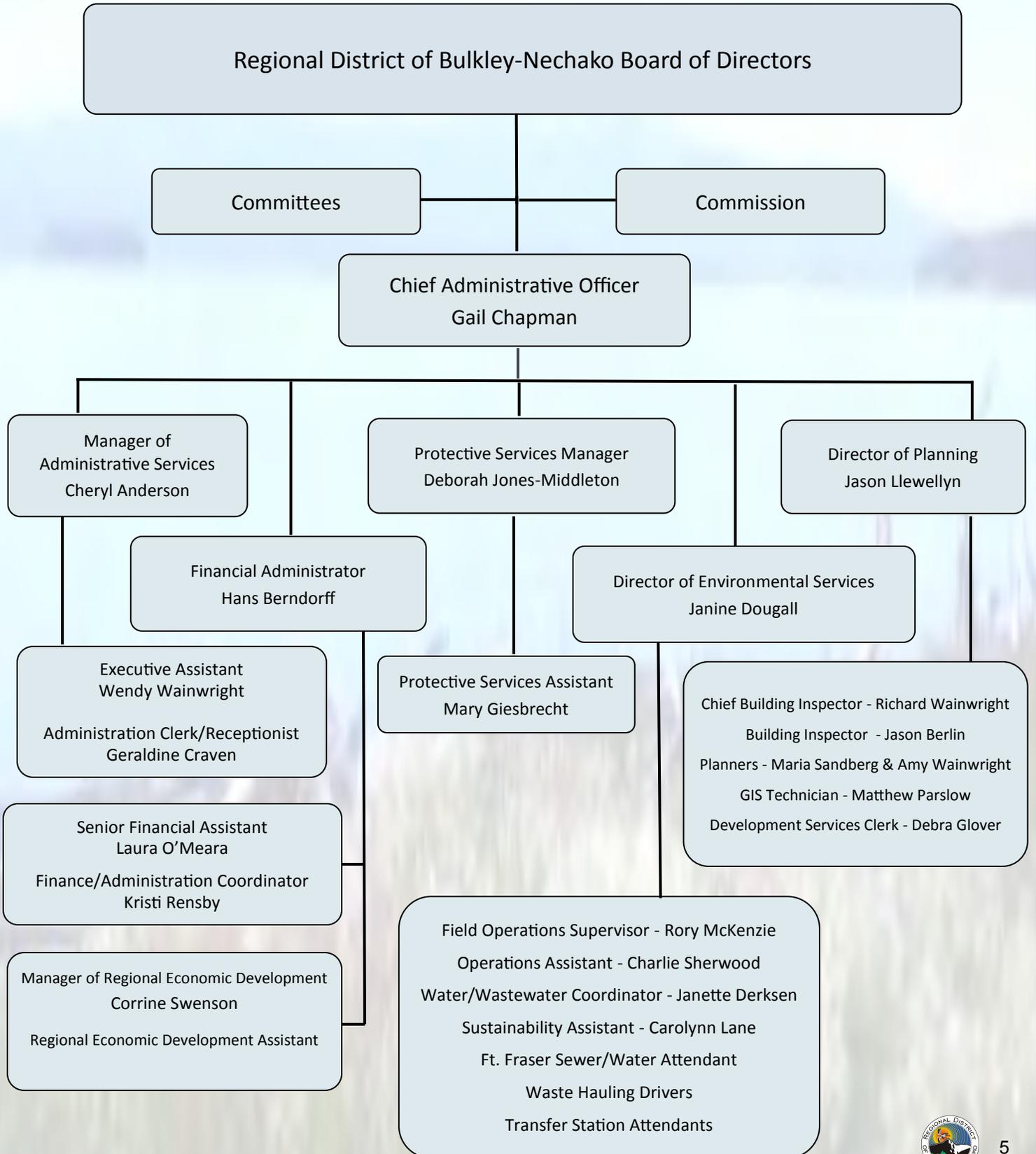
RDBN Chair





Regional District of Bulkley-Nechako

Organizational Chart





About the Regional District of Bulkley-Nechako

The Regional District of Bulkley-Nechako (RDBN) is a regional local government that provides services to both rural and municipal residents. Regional Districts provide the political and administrative framework necessary for municipalities and electoral areas to collaborate in the delivery of regional and sub-regional government services. They also provide local services and act as local governments for unincorporated rural areas. The RDBN is made up of 8 municipalities and 7 electoral areas. The municipalities are Smithers, Telkwa, Houston, Granisle, Burns Lake, Fraser Lake, Vanderhoof and Fort St James. The 7 electoral areas are (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. These areas are outlined on the map on page 8.

The governing body for the RDBN is comprised of a Board of Directors which includes elected representatives from each of the municipalities and electoral areas mentioned above. The fifteen member Board meets on a monthly basis to oversee and provide policy direction for the operation of the services the RDBN provides to its taxpayers.

The Regional District currently provides 64 services to 39,208 residents within its boundaries. Except for certain mandatory or exempt services, the vast majority of services provided by Regional Districts are requested and approved by the taxpayers. Taxpayers only pay for those services in which their municipality or electoral area participates.



RDBN Contact Information:

Regional District of Bulkley-Nechako

37-3rd Avenue, PO Box 820

Burns Lake, BC V0J 1E0

Phone: 250-692-3195

Toll Free: 1-800-320-3339

Fax: 250-692-3305

Email: inquiries@rdbn.bc.ca

www.rdbn.bc.ca



Regional District Services

Region-Wide Services

- 9-1-1 Service
- Development Services
- Feasibility Studies
- General Government Services
- Solid Waste Management

Region-Wide Rural Services

- Building Numbering
- Electoral Area Planning
- Emergency Preparedness
- Rural Government
- Rural Grants in Aid
- Noxious Weed Control

Sub-Regional Services

- Building Inspection
- Bulkley-Valley Regional Pool
- Burns Lake Arena
- Burns Lake Library
- Burns Lake Museum
- Burns Lake TV Rebroadcasting
- Fort Fraser Cemetery
- Fort St. James Rebroadcasting
- Fraser Lake TV Rebroadcasting
- Lakes District Airport
- Lakes District Emergency Response
- Lakes Economic Development
- Smithers/Telkwa/Houston TV Rebroadcasting
- Topley Cemetery

Non Taxable Services Supported Entirely by Users

- Liquid Waste Management
- Municipal Borrowing Services (entirely funded by

the Municipalities)

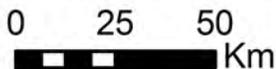
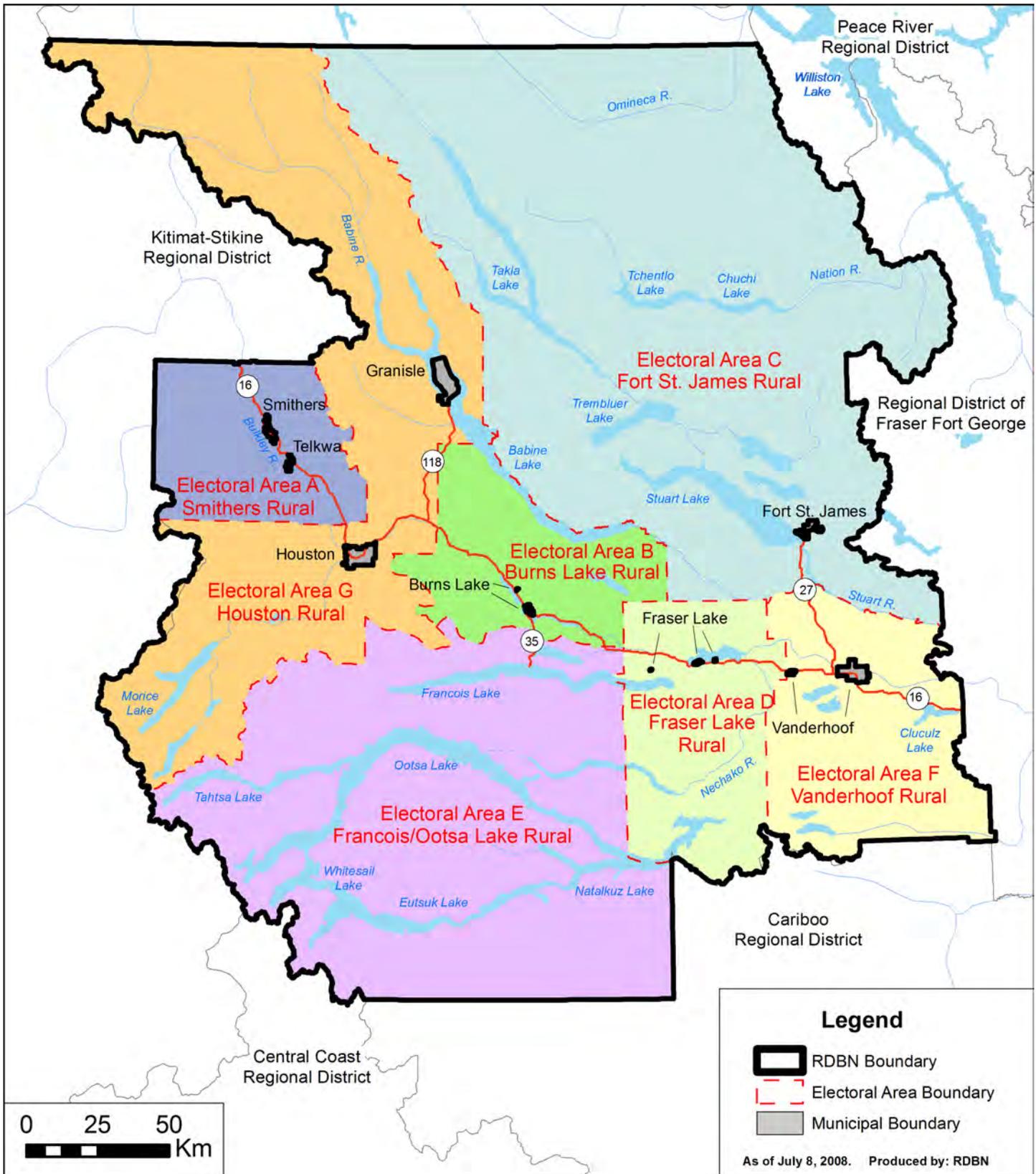
- Pump and Haul Septage Disposal

Local Services

- Area "A" Economic Development
- Area "A" Emergency Services
- Area "D" Extrication
- Area "E" Economic Development
- Area "F" Extrication
- Burns Lake Rural Fire Protection
- Cluculz Lake Emergency Response
- Colony Point Street Lighting
- Decker Lake Street Lighting
- Endako Street Lighting
- Fort Fraser Community Hall
- Fort Fraser Local Community
- Fort Fraser Rural Fire Protection
- Fort Fraser Sewer
- Fort Fraser Street Lighting
- Fort Fraser Water
- Fort St. James Arena
- Fort St. James Library
- Fort St. James Rural Fire Protection
- Fraser Lake Library
- Gerow Island Street Lighting
- Glacier Gulch Water Diversion
- Houston Rural Fire Protection
- Lake Kathlyn Weed Harvesting
- Smithers Para-Transit
- Smithers Rural Fire Protection
- Smithers Rural Recreation & Culture
- Southside Rural Fire Protection
- Telkwa Pedestrian Crosswalk
- Telkwa Rural Fire Protection
- Topley Emergency Response

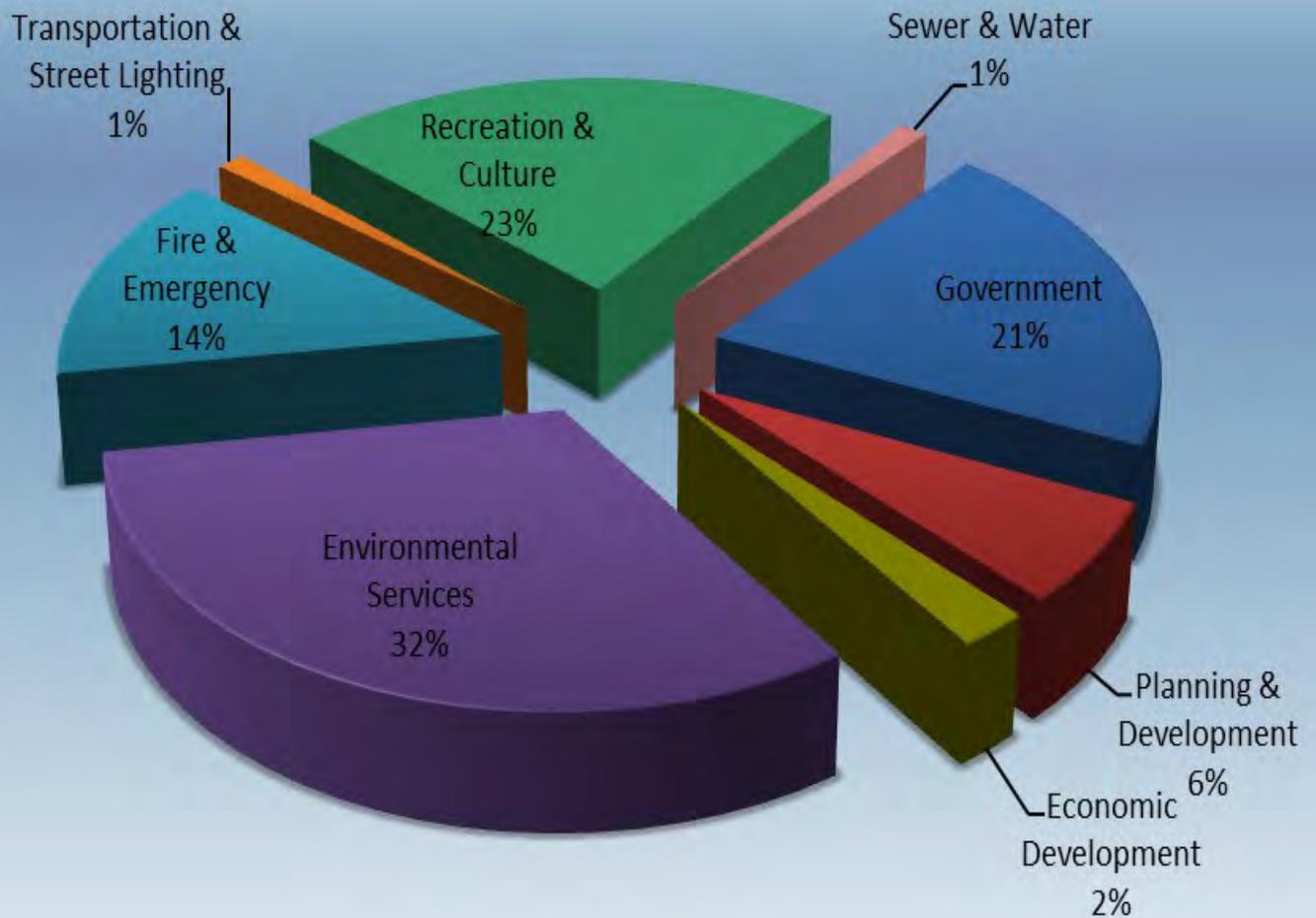


Regional District of Bulkley-Nechako





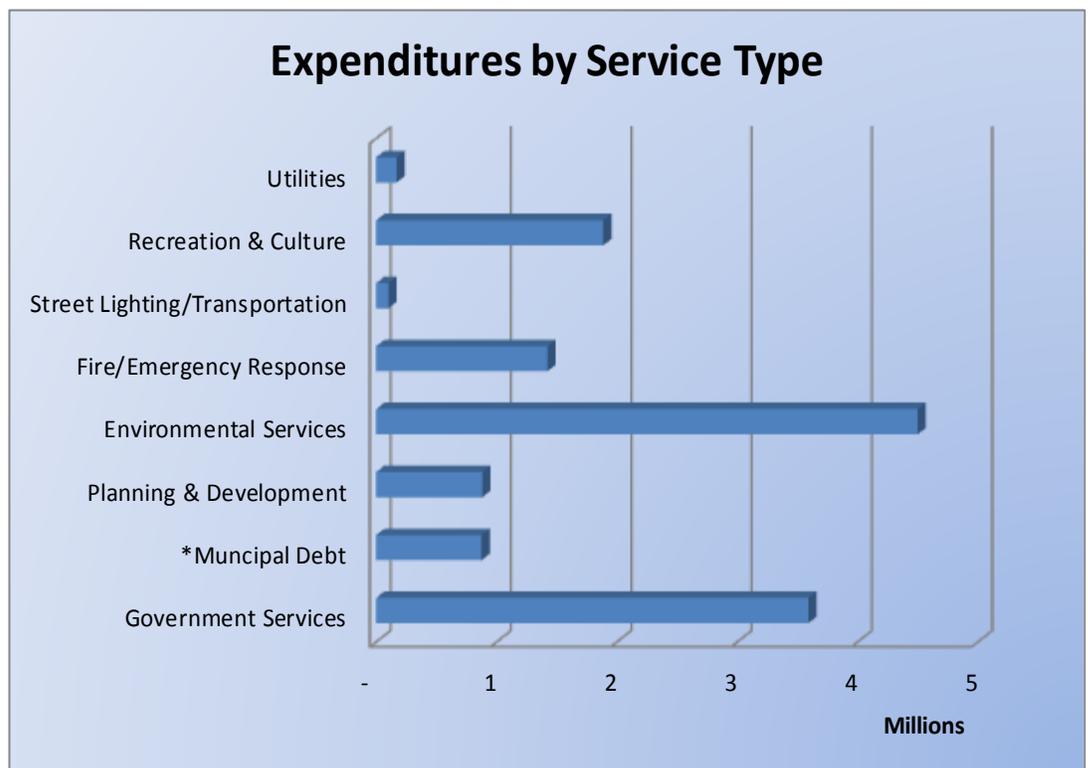
2012 Taxation by Function



2012 Financial Summary



*Note: Municipal Debt — Payments are made by RDBN to Municipal Finance Authority on behalf of municipalities at their cost



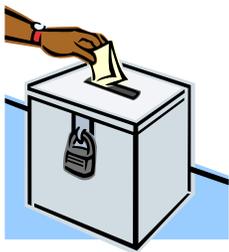


Administrative Services

General Administration

The Administration Department manages the affairs of the Regional District, which involves working closely with the Regional Board, staff, government agencies, and the general public. Responsibilities include overall management of all Regional District and Regional Hospital District resources, ensuring appropriate procedures and programs are in place for efficient delivery of services to the public. Also, assembling and distributing Board and Committee meeting agendas, preparing meeting minutes, drafting by-laws, conducting elections and referenda, and overseeing labour relations and personnel matters. In addition, administration assists in the development, establishment, and operation of local services. This includes services which benefit specific areas/communities and which are paid for by the ratepayers within these areas. Some of the services are fire protection, street lighting, library services, cemetery services, community halls, water systems, and the local grants program.

Elections and Referenda



Local government elections take place every three years. The Regional District conducts elections and referenda for its Electoral Areas, as well as the Fort Fraser Local Community Commission. In December of 2011, the Regional District of Bulkley-Nechako swore in the new Board of Directors for the next three year term.

Please see pages 30 - 31 for Director information. The next local government elections will be held in October, 2014.

Communications

The Regional News is produced quarterly and distributed to all residents of the Regional District.



Regional Opportunities Gathering

On November 7th, 2012 the Regional District of Bulkley-Nechako hosted a Regional Opportunities Gathering for First Nations and Local Government Leaders and their Senior Staff in Burns Lake. The Gathering was attended by representatives from First Nations and local government throughout the Regional District of Bulkley-Nechako area.

The session was structured for participants to discuss proactive ways and means to work collaboratively to realize greater results for the communities and the region. Anticipated outcomes included:



- sharing up-to-date relevant information that would serve to clarify the roles and responsibilities of Local Government and First Nations Governments;
- building upon existing efforts to leverage and presenting opportunities for managing challenges;
- engaging in value-added, solution-oriented dialogue to chart a shared path forward.

The RDBN plans to host Regional Opportunities Gatherings on a regular basis in order that Local Government and First Nations can move forward together with common goals.

Grants in Aid

Funding for electoral area grants-in-aid are budgeted annually. Grants-in-aid provide assistance to nonprofit organizations for the purpose of benefiting and enhancing the community. For grants to be considered, an application must be submitted to the Regional District of Bulkley-Nechako. Staff will then refer the request to the Electoral Area Director. If the Electoral Area Director is supportive of the application it will be placed on the Board Agenda for consideration by the Regional Board. Please visit our website at www.rdbn.bc.ca for application forms and contact information.

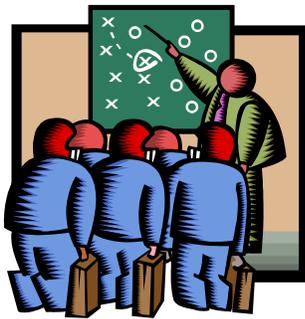


Economic Development

Economic Development

The Regional Economic Development Department completes projects to benefit our regional economy. In 2012, the work plan included projects to assist a number of sectors:

- Tourism
- Business
- Agriculture
- Mining



Tourism Sector

An RDBN Tourism Working Group, with representatives appointed by each Municipality, guides and assists with completing Tourism Projects identified in the 2010 RDBN Tourism Plan.

The www.visitbulkleynechako.ca website was created to highlight tourism activities across the region.

A regional image bank with over 3,000 photos was developed. The image bank can be accessed for promoting/marketing the RDBN.

Together with *Visit Northern BC* partners, the RDBN attended the Vancouver Outdoor Adventure Show. Attending the tradeshow provided an opportunity to showcase the region and the variety of tourism products we have to offer.



Agriculture Sector

Economic Development staff assisted with the creation of the RDBN Agriculture Plan, adopted in 2012, participated on the "Beyond the Market" Advisory Committee, and started the Farmers' Market Signage Project. Farmers



markets were supplied with new sandwich boards and highway signage to promote the markets in the beginning of the 2013 season. Included on the signs is the new Bulkley-Stuart-Nechako Farmers Market logo.





Economic Development

Business Sector

The RDBN hosts an annual Business Forum each fall. In 2012, it was held in Smithers with the RDBN partnering with the Municipality to provide a two-day event. Included in the event were:

- Presentations providing information on the economy and regional project updates,
- Keynote Speaker,
- Tradeshow,
- Individual meetings with Presenters, and,
- Networking opportunities.

The 2013 RDBN Business Forum will be held in Fort St. James in October.

In 2012, the RDBN held the second annual RDBN Startup Business Contest. Individuals who had started a business within the last year or who had an idea and wanted to start a new business could enter the contest and win prizes to assist with Business Start-ups. There were 8 entries with 4 finalists selected. The winner was Mel Chesnutt, Bare Hands Landscaping and Design from Fort St James.



Located on both the RDBN and RDBN Mining websites is an extensive listing of regional businesses and organizations. Information for the Bulkley-Nechako Directory is supplied by the individual business by logging into the directory. Information for each listing can include:

- Picture
- Logo
- Contact information
- Hours of operation
- Description of business
- Google map



Mining Sector

The RDBN created the www.mining.rdbn.bc.ca website as a “one-stop” web portal to promote the mining sector in our Region. The website was updated and enhanced throughout the year and saw an average of 6978 visits per month.

The RDBN attends two Mining Tradeshows annually; Minerals North and Minerals Roundup. These tradeshows provide the opportunity to promote mining in the RDBN as well as promote the use of the mining web portal.





Economic Development

Funding Assistance to the Region

The RDBN Regional Economic Development Department assists non-profit organizations with securing grant funding for community projects. During 2012, the RDBN secured grant funding in the amount of \$1.15 million for various projects taking place in communities throughout the Region. Other projects not listed below totaled \$87,500 in secured funding.



Public Safety
\$127,250



Sports and Recreation
\$423,523



Arts & Culture
\$68,500



Recycling
\$86,500



**Food Banks
and Farmers Markets**
\$133,950

**Seniors
Programming**
\$145,014



Community Halls
\$176,942





Planning

The planning department provides several services, such as building permits, development applications including development variance permits, Agricultural Land Commission applications, development permits and rezoning applications. The planning department develops and oversees Official Community Plans in each of our electoral areas to accommodate new and growing land needs.

Long Range Planning

In 2012, the Planning Department achieved the following with regard to the Rural Official Community Plans (OCPs):

Electoral Area G OCP

The process to adopt the new “Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011” was completed in 2012.



Electoral Area E OCP

A Public Hearing for the Southside OCP was held on January 9th, 2013. Based upon comments received the plan was amended. A second Public Hearing was held on March 14th, 2013. The Reports of the public hearings, and further consideration of the OCP, is scheduled to occur at the Regional Board’s May 23rd meeting.

Electoral Area A OCP



An initiative to review the Official Community Plan for the Smithers / Telkwa Rural area was begun in 2012. A Working Group has been formed and community consultation continues.

Agricultural Plan

The process to create an agricultural plan for the Regional District was begun in 2011 and completed in 2012. The plan was approved by the Regional District Board in the summer of 2012. The Plan is now in the implementation phase, and staff are continuing to work on implementing the recommendations developed in the plan.

Current Planning

In 2012, in addition to responding to public inquiries, various land use referrals, bylaw enforcement, and the processing of land use applications, the Planning Department did the following:

- Planning Department Workshops were provided for Board Directors and APC members on February 20th, 21st, and 22nd, 2012.
- Work on drafting of a new zoning bylaw continued. A draft of the new bylaw was taken to the Regional District Board in the fall. Implementation will be proposed when ongoing rezoning applications allow.
- A referral and consultation policy for communications sites on Crown land was developed. This policy was approved by the Regional District Board.
- A new Board of Variance Bylaw and policy was drafted for Board consideration and subsequent adoption. A Board of Variance has not been established given the lack of member appointments.
- A report was provided to the Board regarding issues relating to Agricultural Land Reserve regulations and the Board of Variance and proposed UBCM resolutions regarding these issues. Both resolutions were successful at UBCM.
- The Board was informed about new regulatory changes to woodlot licenses and an associated referral process was approved by the Board.
- A new Unsightly Premises Bylaw and Unsightly Premises Regulatory Control Service Establishment Bylaw were drafted for Board consideration and subsequent adoption.
- A new Fees and Charges Bylaw was drafted for the Board’s consideration and subsequent approval.
- A Development Procedures Bylaw update was drafted for Board consideration and subsequent adoption.





Planning

Geographic Information Systems (GIS)

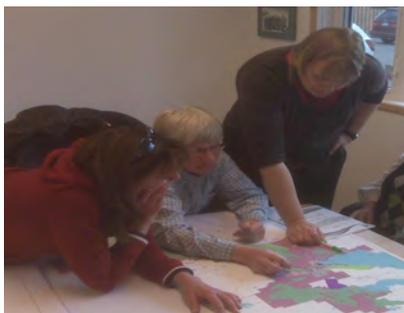
In 2012, in addition to responding to civic address inquiries & various mapping requests, the GIS Department did the following:

- Provided monthly 9-1-1 data updates to the Prince George Fire Operations Communications Centre.
- Provided quarterly updates to the Provincial Government Digital Road Atlas.
- Provided on-going updates to the TELUS Master Street Address Guide.

In 2012, the major project for the GIS Department was the creation of an online mapping application for public users. The application was built using an ArcGIS Server, and Geo-cortex Essentials and Microsoft Silverlight software. This application went live in early 2013 and has been well received by the public.

This project included the following tasks in 2012:

- Designed two custom map services to be utilized in ArcGIS Server.
- Creation of a custom cadastral layer. This involved adding information to the existing RDBN cadastral layer. Information included zoning, OCP designation, Civic Address, ALR status and Building Inspection status.
- Worked with a remote contractor on the Geocortex Essentials customization. This included building three custom workflows and two custom print tasks.
- Internal and external testing of the web mapping application.



Building Inspection

In 2012, the Planning Department successfully provided building inspection services to rural residents, as well as the District of Fort St. James, the Village of Granisle, the Village of Burns Lake and the Village of Fraser Lake. The following were also achieved:

- The Planning Department reported to the Regional District Board, and received direction from the Board regarding a response to the Province on their Modern Building Regulatory system project.
- The Planning Department undertook a review of the building bylaw, resulting in the development and Board adoption of "Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012".

Special Projects

In 2012, the Planning Department was involved in the following special projects:

- Participated in the Environmental Assessment process, and reported to the Regional District Board, regarding the Pacific Trails Pipeline.
- A report was provided to the Board regarding the implications associated with wind turbines and commercial wind farms in the future.
- A report was provided to the Board regarding the sewage disposal issues associated with the Province's selling of recreational lease lots.

Emergency Response Accomplishments

In 2012, the Director of Planning attended the following training courses:

- Emergency Evacuations
- EOC Level 3 Operations Function



Finance

Financial Management and Control

To meet its responsibility for the integrity and objectivity of financial reporting, the Finance Department maintains a system of internal financial and accounting controls designed to provide reasonable assurance that financial information is accurate and reliable for the preparation of financial statements, that assets are safeguarded and that transactions are authorized, recorded and properly reported.

These controls include:

- an organizational structure providing for effective segregation of responsibilities, delegation of authority, personal accountability and careful selection and training of personnel;
- the application of financial, accounting and administrative policies and procedures necessary for internal control over transactions, assets and records; and
- systematic financial review and analysis of operating results.

The Board of Directors ensures that management fulfills its responsibility for financial reporting and internal controls. It reviews the internal financial statements quarterly and the audited financial statements annually.

The external auditors conduct an independent examination in accordance with generally accepted auditing standards and express their opinion on the financial statements. Their examination includes a review and evaluation of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors, as needed.

Budgetary Process

Each fall, the Finance Department begins the process of preparing the Annual Five Year Financial Plan. Based on analysis of previous years' financial results, discussions with management and input from the Directors, the Financial Plan is prepared for review and adoption of the Financial Plan Bylaw by the Board of Directors by March 31st of

the ensuing year. The budget is both a planning tool and a valuable internal control tool used in analyzing the monthly, quarterly, and annual financial results.

In recent years, the public consultation process was enhanced with public presentations in each municipality within the Regional District, providing an overview of the draft budget, as well as a summary of actions undertaken in the year just ended and initiatives planned for the ensuing year.

Revenue Sources

Local governments traditionally rely on property taxation supplemented by user fees to fund their operations. The Regional District is undertaking an initiative to seek alternative sources of revenue and thereby ease the burden on local taxpayers. These efforts are ongoing and we hope to see positive results in the near future.

Computer Network

The Finance Department is responsible for the Regional District's Computer Network. During 2012, the computer network operating system was upgraded in response to growing needs for file sharing and other efficiencies.

Taxpayer Communication

During 2012, in addition to more extensive budget consultations, two projects were undertaken to improve taxpayers' understanding of how the Regional District impacts them. The annual report was improved to make it more informative and easier to read. Explanatory tax inserts were also included in the tax bills issued by the Province and by municipalities to better explain how Regional District property taxes are used for services to residents.

Risk Management

The Finance Department is responsible for managing liability and property risk, ensuring that risks are identified and eliminated where possible, reduced to an acceptable level or transferred to other parties through insurance policies or contractual arrangements.



Finance



Debt Management

The Regional District borrows for its own needs and for the municipalities within its boundaries. Debentures for capital projects are issued through the Municipal Finance Authority of B.C. In addition, operating cash flows are supplemented from time to time with short term borrowing.

While debt issued on behalf of the municipalities remains the ultimate responsibility of the Regional District, the municipalities are, in turn, responsible for repayment of their debt to the Regional District. At December 31, 2012, there were municipal debentures outstanding in the amount of \$5,174,932.

For its own needs, the Regional District did not issue any new debt in 2012. Debenture repayments in 2012 of \$208,970 and actuarial earnings of \$61,358 have reduced the outstanding debt for all Regional District services to \$1,423,175 at December 31, 2012.

Debt servicing costs (principal plus interest) for the Regional District as a whole represented 4.5% of tax revenues in 2012.

Reserve Funds

Each year, the Regional District makes contributions to reserve funds for future expenditures, primarily of a capital nature. These funds are invested on behalf of the service areas for which the contributions are made and interest accumulates accordingly. During 2012, contributions of \$1,193,072 were made, \$956,239 was withdrawn for approved expenditures and interest of \$54,760 was earned, bringing the balance at December 31, 2012 to \$5,275,346.

Allocation of Administration Costs

During 2012, a review of the Administration Building occupancy costs was undertaken to ensure that the burden of these costs is borne by the taxpayers that benefit from them. As a result of this review, the allocation of administration building occupancy costs was updated to reflect the proportional benefit.

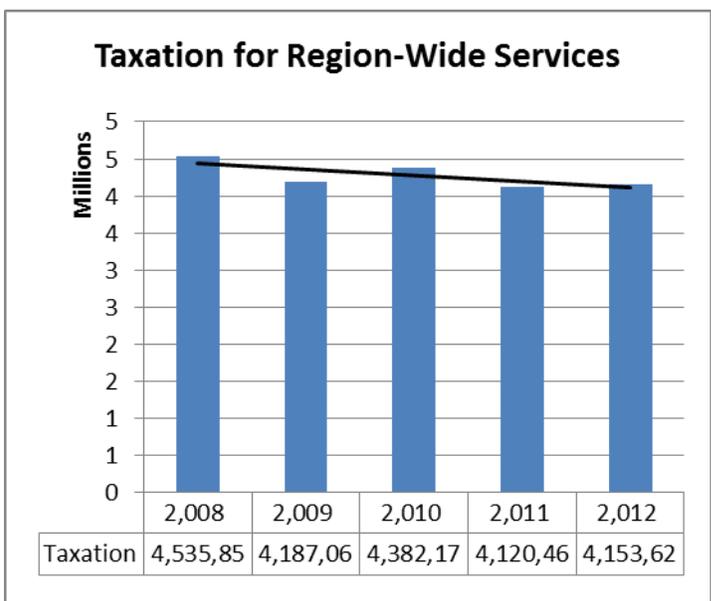
Website

The RDBN website was upgraded in 2012 to include more comprehensive and detailed information for each functional area and to make it easier to navigate. We encourage the public to learn more about the Regional District by visiting us at www.rdbn.bc.ca.

Taxation

An objective of the RDBN is to avoid large swings in taxation from year to year. This is done through careful financial planning and service management; and by setting reserve funds aside for future capital projects. The graph below shows that we have been able to keep taxation for region-wide services stable or declining modestly over the last five years.

To enhance communication with taxpayers and to improve understanding of their annual tax bills, we are including RDBN explanatory tax inserts in property tax bills issued by the provincial and municipal governments.



Regional District of Bulkley-Nechako
Consolidated Statement of Financial Activities
As of December 31, 2012

	2012		2011
	<u>Budgeted</u>	<u>Actual</u>	<u>Actual</u>
REVENUE			
Property tax requisition			
Municipal	\$ 3,076,001	\$ 3,076,001	\$ 3,097,905
Electoral Areas	4,223,350	4,223,356	4,101,352
	<u>7,299,351</u>	<u>7,299,357</u>	<u>7,199,257</u>
Grants	1,754,985	1,408,019	1,508,686
Municipal debt payments	1,003,970	875,997	869,091
Grants in lieu of taxes	784,899	825,820	798,322
Fees and permits	653,921	821,532	685,588
Emergency expenditure recoveries	0	50,806	110,814
Miscellaneous	29,503	88,929	76,095
Interest	13,500	81,720	72,353
Municipal cost sharing	83,136	83,136	58,978
Debt sinking fund actuarial earnings	-	61,358	49,921
Administration recoveries	16,116	12,273	15,605
Gain on disposal of tangible capital assets	0	-	130
Donations	20,000	20,000	-
	<u>4,360,030</u>	<u>4,329,590</u>	<u>4,245,583</u>
Total Revenue	<u>11,659,381</u>	<u>11,628,947</u>	<u>11,444,840</u>
EXPENSES			
Government	3,202,343	2,737,011	2,392,804
Municipal Debt	1,003,970	875,997	869,091
Planning	1,025,042	876,419	815,997
Environmental Services	4,843,162	3,466,374	3,189,940
Fire/Emerg. Response	1,649,802	1,326,577	977,901
Street Lighting/Transportation	103,542	101,595	100,399
Recreation & Culture	1,760,350	1,680,427	1,692,386
Utilities	126,992	98,523	108,613
Total Expenses	<u>13,715,203</u>	<u>11,162,923</u>	<u>10,147,131</u>
Annual Surplus (Deficit)	(2,055,822)	466,024	1,297,709
Surplus at Beginning of the Year	<u>17,623,898</u>	<u>17,623,898</u>	<u>16,326,189</u>
Surplus at the end of the Year	<u>\$ 15,568,076</u>	<u>\$ 18,089,922</u>	<u>\$ 17,623,898</u>

Regional District of Bulkley-Nechako
Consolidated Statement of Financial Position
As of December 31, 2012

	<u>2012</u>	<u>2011</u>
Financial Assets		
Cash & Investments	\$ 7,905,667	\$ 7,334,680
Accounts Receivable	622,988	801,231
MFA Debt Reserve Fund	161,049	165,082
Due From Municipalities for debt	5,174,932	5,788,936
	<u>13,864,636</u>	<u>14,089,929</u>
Liabilities		
Unearned Grants	96,997	9,318
Accounts Payable & Accruals	1,181,072	865,788
Landfill Closure Accrual	1,813,597	2,200,103
Debentures (RDBN)	1,423,175	1,693,503
Debentures (Municipalities)	5,174,932	5,788,936
Debt Reserve Fund	128,842	125,063
Total Liabilities	<u>9,818,615</u>	<u>10,682,711</u>
Net Financial Assets	<u>4,046,021</u>	<u>3,407,218</u>
Non Financial Assets		
Tangible Capital Assets	13,983,483	14,173,780
Prepaid Expenses	60,418	42,900
	<u>14,043,901</u>	<u>14,216,680</u>
Accumulated Surplus	<u>\$ 18,089,922</u>	<u>\$ 17,623,898</u>





Environmental Services

Work continued on the implementation of the Solid Waste Management Plan and a number of initiatives were undertaken to reduce costs and improve services to the residents of the Regional District of Bulkley-Nechako.

of 1 metre of clay based soils to create an impermeable layer to minimize landfill leachate generation, placement of top soil sourced from on-site locations and grass seeding.

Burns Lake Transfer Station / Landfill



Final closure works at the old Burns Lake Landfill were completed including the establishment of suitable grading, placement and compaction of low permeability soils on previously landfilled areas, and grass seeding. Work to update the Environmental Monitoring Plan for the site was also undertaken in 2012, which included the establishment of three new groundwater monitoring wells at the site.

In addition to the closure works at the old landfill, historic septage receiving lagoons were also decommissioned.

In addition to the closure works at the old landfill, historic septage receiving lagoons were also decommissioned.

Knockholt Landfill

Two major projects were completed at the Knockholt Landfill in 2012.



The first project was the expansion of the landfill footprint to accommodate the disposal of municipal solid waste for an estimated additional 5 years. The work included the excavation of soils to establish required base grades, the placement and compaction of clay based soils to achieve an impermeable liner, placement of drain rock and expansion of the existing landfill leachate collection piping.

The second project to be completed at the Knockholt Landfill was the closure of the north and west slopes of the Phase 1 development area of the landfill. This work included the establishment of suitable grading, surface water diversion works, placement and compaction of a minimum



The collection and treatment of septage/landfill leachate continued in 2012 through the utilization of a constructed lagoon and wetland treatment infrastructure. Challenges were encountered in 2012 with local moose utilizing the wetland vegetation as a food source. This activity will ultimately compromise the treatment capability of the wetland system and so efforts were made to utilize scent as a deterrent methodology.

Clearview Landfill

For the Clearview Landfill, the Regional District initiated a study to optimize landfilling operations and develop a plan for future development at the site. In addition, and to remain in compliance with the operational certificate, an annual report for the Clearview Landfill was developed and submitted to the Ministry of Environment.



Environmental Services

Waste Hauling Operations



In 2012, the Regional District continued operating its waste hauling fleet which, since taking over the waste hauling services in the eastern half of the District, includes three Kenworth T800 tractor units, four tandem steel 53 foot walking floor trailers and 3 tandem aluminum 53 foot walking floor trailers. The Regional District provides the service of hauling waste from the Granisle, Burns Lake and Smithers/Telkwa Transfer Stations to the Knockholt Landfill and the hauling of waste from the Fort St. James, Vanderhoof and Area "D" (Fraser Lake Rural) Transfer Stations to the Clearview Landfill.

The waste hauling fleet is also used to haul wood waste collected at the transfer stations to the landfills. In 2012, in an effort to maximize payload and minimize wood waste hauling costs, the RDBN purchased a 53 foot tridem aluminum walking floor trailer. A total of 157 loads of wood waste were hauled in 2012.

Burns Lake, Granisle, Southside and Smithers/Telkwa Transfer Stations

The Regional District is required under Operational Certificates issued by the Ministry of Environment to complete and submit Annual Reports on the operations of the Burns Lake, Granisle, Southside and Smithers/Telkwa Transfer Stations respectively. The reports are to include:

- executive summary;
- the type and tonnage of waste shipped from the transfer stations;
- any new information or proposed changes relating to the facilities;

- composting operation activity, if applicable;
- occurrences or observations of wildlife (medium and large carnivores) at the facilities;
- a statement regarding the progress in reducing the regional solid waste stream, in accordance with the hierarchy of reduce, reuse and recycle principles;
- a description of efforts made by the Regional District to investigate alternatives to the open burning of wood waste; and
- the results of all monitoring programs as specified in the operational certificate.

In 2012, these reports were completed and submitted as required.





Environmental Services

Waste Reduction

A number of waste reduction initiatives were continued and/or implemented in 2012. The region-wide funding program which was developed and initiated in 2009 was carried through 2012. Financial support was continued with the Smithers and Area Recycling Society (Smithers/Telkwa), the Nechako Healthy Community Alliance (Vanderhoof), the Fraser Lake Bottle Depot (Fraser Lake), Houston Recycling (Houston) and the Greening Up Fort Society (Fort St. James) to support primarily paper and cardboard based recycling programs. In 2012, the Nechako Healthy Community Alliance in Vanderhoof expanded their recycling program to include plastics recycling. Additionally, the RDBN supported the Granisle Lions Club in their household composting program entitled "Granisle Goes Green". Mixed paper recycling was introduced at the Burns Lake Transfer Station to complement the existing cardboard collection program, while at the Southside Transfer Station both mixed paper and cardboard recycling was initiated.



The Regional District continued to support the development of industry led extended producer responsibility programs for those products covered under the *BC Recycling Regulation*. Work included providing comments to industry during Stewardship Plan development and meeting with municipal councils and recycling groups to provide information about the upcoming changes that will come as a result of the Multi-Material BC's Printed Paper and Packaging Stewardship Program to be implemented in May 2014.

Climate Change



As a signatory to the British Columbia Climate Action Charter, the RDBN is required to measure, report, reduce and offset carbon emissions associated with corporate emission-producing activities (eg. Electricity/heat in RDBN owned buildings, diesel fuel used by waste haul fleet). In late 2012, the RDBN Board of Directors discussed potential emissions reductions projects for future implementation, and agreed to set up a "Carbon Neutral Reserve Fund" to help fund those projects. For the 2012 reporting year, the RDBN produced 734 tonnes of CO₂e (Carbon Dioxide equivalent), which was tracked using the provincial government's emission measuring program "SMARTTool".



The Regional District of Bulkley-Nechako operates 7 transfer stations and 3 landfills. For locations and hours of operation please visit our website at www.rdbn.bc.ca



Invasive Plants

Invasive Plants

In 2012, funding at a value of \$37,000 was provided to the Northwest Invasive Plant Council (NWIPC) to assist in the effective and efficient management of invasive plant species in the Regional District. The NWIPC provides support and coordination for those involved in the various aspects of invasive plant management, including awareness, inventory, treatments and assessment.

Each year, the Council reviews and updates a Plan and Profile. The plan provides a regional management plan that prioritizes invasive plants, and outlines actions to effectively manage species based on the principal that **weeds know no boundaries**. The plan is developed with the input of all stakeholders and organizations who are members of the NWIPC.

**WANTED
DEAD**

Himalayan Balsam Common Tansy Spotted Knapweed

If you see these or other invasive weeds report them to:

Northwest
INVASIVE PLANT COUNCIL

WEED HOTLINE
TOLL FREE 1-866-44WEEDS
www.nwipc.org

A non-profit society working to prevent and control the spread of invasive plants in northwestern and northcentral BC





Protective Services

Emergency Program

The Regional District of Bulkley-Nechako was successful in securing funding to assist with supplying the materials required to upgrade the Amateur Radio equipment located at the tower on Sinkut Mountain near Vanderhoof, installation was provided by the Prince George Amateur Radio Club and local amateur radio operators in Burns Lake.



The Regional District of Bulkley-Nechako Emergency program delivered Emergency Preparedness Information packages to residents living in identified flood risk areas throughout the region, as well as Buck Flats and Trout Creek Community Associations, and Houston and Granisle Libraries. A Personal and Neighbourhood Preparedness presentation was provided to Endako residents, Glennan and Round Lake Community Associations, and a Livestock Emergency Preparedness Presentation was provided to Cluculz Lake, Sinkut Mountain, and Punchaw Cattlemen's Associations. The Emergency Program also attended with personal preparedness information at the Minerals North conference and Regional District of Bulkley-Nechako Business Forum.

Every year, the Emergency Program hosts other local and provincial government meetings and training events in support of emergency preparedness. In 2012, the Regional District hosted the Bulkley-Nechako Interface Committee, the Emergency Communications Planning Meeting, the Elected Officials Workshop, two Emergency Operation Centre courses, took Emergency Social Services Volunteers to the Emergency Social Services Association Conference in Prince George and hosted the Annual Volunteer Appreciation Dinner.



9-1-1 Education

The Regional District of Bulkley-Nechako went to all schools in the region to talk with the Kindergarten and Grade 1 students about 9-1-1 and provided a goodie bag filled with home emergency preparedness and 9-1-1 information.

Rural Fire Departments

The Regional District of Bulkley-Nechako completed Contribution Agreements with the Cluculz Lake and Topley Volunteer Fire Departments, and a Service Agreement with Fort Fraser Volunteer Fire Department.



Safety Program

The Regional District of Bulkley-Nechako staff participated in the ShakeOutBC exercise on October 18, 2012. Over 500,000 British Columbians participated in this the exercise. Way to Go BC!





Local and Sub-Regional Services

Street Lighting

Currently, the RDBN facilitates street lighting functions in 6 rural residential communities. Local residents initiate the services by canvassing the neighborhood to determine if interest exists. The RDBN works with BC Hydro to determine the location of street lights and costs associated.



TV Rebroadcasting

The RDBN contributes to 4 TV rebroadcasting functions throughout the Regional District. In 2012, a region-wide survey of residential property owners indicated overwhelming support for continuing these TV and radio rebroadcasting services.

Recreation

The Bulkley Valley Regional Pool and Recreation Centre

is a community-based, family-oriented facility. After almost two decades of planning and fundraising, it was constructed in 1990 in Smithers at a cost of \$1.7 million. The community raised construction funds and another \$0.5 million of in-kind donations. The Regional District of Bulkley-Nechako owns the land upon which the facility is built, the building and all of the capital equipment. The Bulkley Valley Aquatic Centre Management Society manages and operates the facility.



Arenas

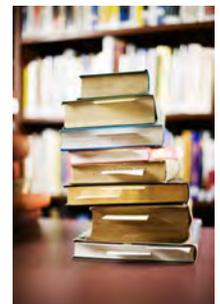
The RDBN provides funding to several arenas within the regional district. These arenas are an important part of the local communities and provide residents with opportunities to participate in activities. In 2012, property owners in the Burns Lake Arena service area approved an increase in taxation to fund the rising cost of arena operations and to make capital improvements.



Other Services Provided

Some of the other services the Regional District supports through tax funding are:

- Burns Lake and Area Library
- Burns Lake Museum Society
- Fort Fraser Cemetery
- Fort Fraser Community Hall
- Fort St. James Library
- Fraser Lake Library
- Lakes District Airport Society
- Local Economic Development in Areas "A", "B", "E" and Burns Lake
- Smithers Recreation and Culture
- Topley Cemetery
- Vanderhoof Recreation and Culture



Rural Fire Protection

In addition to the rural fire departments discussed on the previous page, most of the rural areas surrounding municipalities receive fire protection from municipal fire departments under contract with the RDBN. In 2012, a Regional District service was established in Electoral Area "C" (Fort St. James Rural) for the purpose of contributing funds toward the cost of Road Rescue Service in the Fort St. James area.





Water & Sewer Utilities

Municipalities within the RDBN provide water and sewer services to their residents. Most rural property owners in the Regional District of Bulkley-Nechako provide their own onsite water and sewer. Fort Fraser is an unincorporated community with a population of approximately 450 residents. The Regional District of Bulkley-Nechako owns and operates a water system for the distribution of fresh well water throughout the community and a sanitary sewer system for the collection and treatment of waste water. Funding for these services is through taxation of the properties within Fort Fraser and user fees for properties connected to the systems.



Fort Fraser Water and Sewer

The Fort Fraser water and sewer system are aging. Over the past few years we have had to do major repairs due to mainline breakages. We have had to increase user fees to pay for increased operating costs and increase frontage taxes in order to set funds aside in capital replacement reserves. The RDBN has also applied for grant funding in order to help residents achieve a new system sooner. Although grant applications to date have not been successful, we are continuing to investigate grant funding opportunities.



Regional Lagoons

The RDBN also operates septage lagoons at our Smithers/Telkwa Transfer Station and at the Burns Lake Transfer Station. Users of these lagoons pay an annual disposal fee.





Hospital Districts

The Regional District of Bulkley-Nechako includes the Stuart-Nechako Regional Hospital District and the Northwest Regional Hospital District. Regional Hospital Districts do not own or operate any hospitals, health centres or medical clinics of any kind. Their purpose is to provide a portion (up to 40% of capital expenditures) of the funds required by hospitals within their boundaries for equipment, renovations and new construction. This funding is raised through property taxes. Regional Hospital Districts provide funding to the facilities operated by the Northern Health Authority.



Directors of the Regional District are automatically on the Board of the corresponding Regional Hospital District. Those Directors not on Stuart-Nechako Regional Hospital District are on the North West Regional Hospital District (which also includes the Directors from the Skeena-Queen Charlotte and Kitimat-Stikine Regional Districts). Voting on Regional Hospital Districts is similar to Regional Districts with some matters (for instance budgets) being weighted based on population.

Stuart - Nechako Regional Hospital District

The Stuart-Nechako Regional Hospital District (SNRHD) was incorporated under the Hospital District Act of British Columbia in November 1998.

The boundaries of the Stuart-Nechako Regional Hospital District include most of the central and eastern portions of the Regional District of Bulkley-Nechako (including Burns Lake, Fraser Lake, Fort St. James, Granisle, and Vanderhoof together with Electoral Areas "B", "C", "D", "E" and "F"). Excluded are the western portions of the Regional District (Houston, Smithers, Telkwa, together with Electoral Areas "A" and "G").

The Stuart-Nechako Regional Hospital District does not have its own staff or facilities (it shares those from the Regional District of Bulkley-Nechako), and its Board meetings are held in conjunction with Regional District Board meetings. Administrative costs (which are mostly reimbursements to the Regional District) are, therefore, generally kept below \$2,000 per month.

For several years now, the SNRHD has been working with Northern Health toward replacement of aging hospitals, such as the Burns Lake Hospital. The SNRHD funded 100% of the Burns Lake Hospital replacement planning costs in anticipation of the provincial project approval, which was received in the spring of 2012. The SNRHD will be funding 20% of the capital costs including the planning funds already spent for the Burns Lake Hospital. For more information on SNRHD visit www.rdbn.bc.ca.

North West Regional Hospital District

The North West Regional Hospital District (NWRHD) was established in December 1995 by Letters Patent. It shares the same boundaries as the entire Regional District of Kitimat-Stikine (RDKS) and Skeena-Queen Charlotte Regional District (SQCRD), and the western portion of the Regional District of Bulkley-Nechako (RDBN). The NWRHD is the largest hospital district geographically in the province of BC. For more information regarding the NWRHD please contact them at:

North West Regional Hospital District

Suite 300-4545 Lazelle Avenue
Terrace, BC V8G 4E1
Tel: 250-615-6100
Fax: 250-635-9222
Toll Free: 1-800-663-3208
Email: nwrhd@rdks.bc.ca
Website: www.rdks.bc.ca



Regional District of Bulkley-Nechako Current Board of Directors:



Taylor Bachrach

Town of Smithers, Tel: (250)847-1600 / mayor@smithers.ca



Carman Graf

Village of Telkwa, Tel: (250) 846-5212 / cjgraf@citywest.ca



Bill Holmberg

District of Houston, Tel: (250) 845-2238 / bholmberg@finning.ca



Thomas Liversidge

Village of Granisle, Tel: (250) 697-2248 / tommlive@yahoo.ca



Luke Strimbold

Village of Burns Lake, Tel: (250) 692-7587 / mayor@burnslake.ca



Dwayne Lindstrom

Village of Fraser Lake, Tel: (250) 699-6257 / dwaynelindstrom@fraserlake.ca



Gerry Thiessen

District of Vanderhoof, Tel: (250) 567-4711 / mayor@district.vanderhoof.ca



Rob MacDougall

District of Ft. St. James, Tel: (250) 996-8233 / mayor@fortstjames.ca



Continued on next page...



Stoney Stoltenberg

Area "A" Smithers Rural, Tel: (250) 846-9218 / cynstone@bulkley.net



Bill Miller

Area "B" Burns Lake Rural, Tel: (250) 696-3211 / bmiller.pbm@gmail.com



Tom Greenaway

Area "C" Fort St. James Rural, Tel: (250) 996-8484 / greenawayfarms@gmail.com



Ralph Roy

Area "D" Fraser Lake Rural, Tel: (250) 699-7709 / monroy@hwy16.com



Stephen Freeman

Area "E" Francois/Ootsa Lake Rural, Tel: (250) 694-3219 / ks.contracting@live.ca



Jerry Petersen

Area "F" Vanderhoof Rural, Tel: (250) 567-2357 / jeraud@telus.net



Rob Newell

Area "G" Houston Rural, Tel: (250) 845-2464 / robnewelleag@gmail.com

Please contact your Electoral or Municipal Director if you have any questions or concerns regarding services provided or to inquire about possible new services you would like to see the Regional District provide.





www.rdbn.bc.ca

www.mining.rdbn.bc.ca

www.visitbulkleynechako.ca