



1

REGIONAL DISTRICT
OF BULKLEY-NECHAKO

AGENDA

MEETING NO. 3

FEBRUARY 26, 2015

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

"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”***

REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, February 26, 2015



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – February 26, 2015</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
10-36	Board Meeting Minutes – January 29, 2015	Adopt
37-38	Special Board Meeting Minutes – February 12, 2015	Adopt
39-48	Committee of the Whole Meeting Minutes - February 12, 2015 (Unapproved)	Receive
49-62	Committee of the Whole Meeting Minutes - January 15, 2015	Receive
63-68	Rural Directors Committee Meeting Minutes - February 12, 2015 (Unapproved)	Receive
69-71	Rural Directors Committee Meeting Minutes - January 15, 2015	Receive
	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	
	<u>ADMINISTRATION REPORTS</u>	
	(All grey highlighted items may be received as a block)	
72-76	Wendy Wainwright, Executive Assistant - Minerals North Conference – May 27-29, 2015 - Mackenzie, B.C.	Direction
77-79	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - February 12, 2015	Recommendation (Page 79)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
80-93	Corrine Swenson, Manager of Regional Economic Development – Northern BC Mountain Bike Recreation & Tourism Development Strategy	Recommendation (Page 82)
94	Corrine Swenson, Manager of Regional Economic Development – Grant Opportunity: Federal Gas Tax Fund – Strategic Priorities Fund – RDBN Landfill Infrastructure Costs	Recommendation (Page 94)
95	Corrine Swenson, Manager of Regional Economic Development – RDBN – Northern Development Application – North West/Prince George RACs	Recommendation (Page 95)
96	Corrine Swenson, Manager of Regional Economic Development – Lakes District Fall Fair Association – Northern Development Application - North West RAC	Recommendation (Page 96)
97	Corrine Swenson, Manager of Regional Economic Development - Tweedsmuir Recreation Commission – Northern Development Application – North West RAC	Recommendation (Page 97)
98	Corrine Swenson, Manager of Regional Economic Development – St Luke’s Church on the Lake - Northern Development Application – North West RAC	Recommendation (Page 98)
99	Corrine Swenson, Manager of Regional Economic Development – Federal Gas Tax Funds - Electoral Area “F” (Vanderhoof Rural) The Gospel Evangelical Free Church	Recommendation (Page 99)
100	Corrine Swenson, Manager of Regional Economic Development – The Gospel Chapel Evangelical Free Church – Northern Development Application - Prince George RAC	Recommendation (Page 100)
101-110	Deborah Jones-Middleton, Protective Services Manager – Memorandum of Understanding with the District of Fort St. James for Emergency Support Services and Emergency Management Support	Recommendation (Page 101)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
111-118	Corrine Swenson, Manager of Regional Economic Development – Regional Skills Gap Analysis - Strategic Workforce Opportunities Team (SWOT) Update	Receive
119-135	Kristi Rensby, Finance/Administration Coordinator – Climate Action Revenue Incentive Program (CARIP) Public Report – Climate Actions Survey 2014	Receive
136-138	Deborah Jones-Middleton, Protective Services Manager – Amendment to the “Regional District of Bulkley-Nechako Rural Fire Department Firefighting Level of Service Policy	Receive
139-140	Deborah Jones-Middleton, Protective Services Manager – Monthly 9-1-1 Call Report - February 2015	Receive
141-143	Deborah Jones-Middleton, Protective Services Manager – 2014 Annual 9-1-1 Call Summary	Receive
144-148	Deborah Jones-Middleton, Protective Services Manager – Snow Survey and Water Supply Bulletin	Receive
149-150	Hans Berndorff, Financial Administrator - MIA Equity Position	Receive
151-153	Hans Berndorff, Financial Administrator - Analysis of 2015 Property Assessments - Completed Roll	Receive
154-158	Hans Berndorff, Financial Administrator - Round Lake Rural Fire Protection Service Establishment	Receive
159-160	Hans Berndorff, Financial Administrator - RDBN 2014 Budget Amendments	Receive
161	Hans Berndorff, Financial Administrator - 2015 Revenue Anticipation Borrowing Bylaw	Receive
162	Director Rob Newell, Electoral Area “G” (Houston Rural) – Minerals Roundup 2015	Receive

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
163	Alternate Director Andrea Newell – Electoral Area “G” (Houston Rural) – Report for the Community Advisory Board Meeting – Northern Gateway	Receive
<u>ENVIRONMENTAL SERVICES REPORTS</u>		
164-175	Janine Dougall, Director of Environmental Services – 2015 Recycling Options (Updated)	Direction
176-177	Janine Dougall, Director of Environmental Services – Manson Creek Landfill – Operations Contract	Recommendation (Page 177)
<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING (All Directors)</u>	<u>ACTION</u>
178-205	<u>Memo</u> – Jason Llewellyn, Director of Planning OCP Amendment and Rezoning Application F-01-13 Henry and Trudy Guenter Electoral Area “F”	Receive
206	<u>Memo</u> – Jason Llewellyn, Director of Planning RE: Electoral Area ‘B’ APC member appointment	Recommendation (Page 206)
<u>Bylaws for Third Reading</u>		
207-220	Rezoning File No. A-08-14 Bylaw 1718 & 1719 Bulkley Valley Road and Gun Club Electoral Area “A”	Recommendation (Page 210)
<u>OTHER (All Directors)</u>		
<u>Planning Department Enquiries Report</u>		
221	Enquiries Report – January 2015	Receive
<u>Action List</u>		
222-224	Action List – January 2015	Receive
<u>Building Inspector’s Report</u>		
225	For January 2015	Receive

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VERBAL REPORTS

RECEIPT OF VERBAL REPORTS

ADMINISTRATION CORRESPONDENCE

(All grey highlighted items may be received as a block)

- 226 **Village of Fraser Lake – RDBN Representatives** Receive
- 227 **ABC Communications – Industry Canada’s Consultation Process** Receive
- 228-231 **Skeena-Queen Charlotte Regional District - Regional District Representation in B.C. Environmental Stewardship Initiatives** Receive
- 232 **Kitimal LNG – Kitimal LNG will be Working on the Pacific Train Pipeline in Your Region** Receive
- 233-238 **Species at Risk Recovery Team – Invitation to Provide Input on the Draft Recovery Strategies for Three Landbirds** Receive
- 239 **Wet’suwet’en First Nation – Wet’suwet’en First Nation Renews Commitment to Forestry Best Practices with New License Manager** Receive
- 240 **Community Advisory Boards – BC North Central Community Advisory Board – Round 22** Receive
- 241-242 **Northern Health – Northern Health Releases Houston Health Services Review** Receive
- 243-249 **Omineca Beetle Action Coalition Newsletter - January 2015** Receive

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<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
250-255	Union of B.C. Municipalities <ul style="list-style-type: none"> • Draft Documents Available for Groundwater Consultation • New Members Added to UBCM Executive • Deadline Nearing for Site Remediation Consultation • Report Supports Local Government Crime Prevention Measures • Fire Safety Review of Residential Care Facilities Released 	Receive
<u>ACTION LISTS</u>		
256-261	Action List <ul style="list-style-type: none"> • December, 2014 • January, 2015 	Receive
<u>FINANCIAL</u>		
262-264	Operating Accounts Paid – January, 2015	Ratify
<u>BYLAWS</u>		
<u>Bylaws for First, Second, and Third Reading</u>		
265-268	No. 1722 – Round Lake Rural Fire Protection Service Area Establishment (All/Directors/Majority)	1 st , 2 nd and 3 rd Reading
269-270	No. 1723 – Round Lake Rural Fire Protection Loan Authorization (All/Weighted/Majority)	1 st , 2 nd and 3 rd Reading
<u>Bylaw for First, Second, Third Reading and Adoption</u>		
271-276	No.1724 – RDBN Financial Plan Amendment (All/Weighted/Majority)	1 st , 2 nd , 3 rd Reading & Adoption
277-278	No. 1725 – RDBN Revenue Anticipation Borrowing (All/Weighted/Majority)	1 st , 2 nd , 3 rd Reading & Adoption
<u>READING FILE</u>		<u>RECEIVE ALL</u>

- Contents listed under Separate Cover

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SUPPLEMENTARY AGENDA

NEW BUSINESS

SPECIAL IN-CAMERA MEETING MOTION

In accordance with Section 90 (1)(c) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako that matters pertaining to labour relations or other employee relations be held in confidence, including communications necessary for that purpose must be closed to the public therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 1****Thursday, January 29, 2015**

PRESENT:

Chair	Bill Miller
Directors	Taylor Bachrach Eileen Benedict Shane Brien Mark Fisher Tom Greenaway Dwayne Lindstrom Rob MacDougall Mark Parker Jerry Petersen Darcy Repen Luke Strimbold
Directors Absent	Thomas Liversidge, Village of Granisle Rob Newell, Electoral Area "G" (Houston Rural) Gerry Thiessen, District of Vanderhoof
Alternate Director	Andrea Newell, Electoral Area "G" (Houston Rural)
Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Haley Jeffrey, Protective Services Coordinator – left at 12:06 p.m. Deborah Jones-Middleton, Protective Services Manager – left at 10:45 a.m., returned at 12:00, left at 12:06 p.m. Jason Llewellyn, Director of Planning – left at 11:45 a.m. Joe Pacheco, Regulation Control Officer – left at 12:06 p.m. Wendy Wainwright, Executive Assistant
Others	Tan Calhoun, Woods Manager, West Fraser Sawmills, Fraser Lake – left at 11:40 a.m. John Dodds, Smithers – left at 11:20 a.m. Dave Kmet, Regional Manager Prince George and LNG Land, Prince Rupert Gas Transmission Project, TransCanada Pipelines Ltd. – left at 11:11 a.m. Nicholas Monkman, Burns Lake – arrived at 1:02 p.m., left at 1:15 p.m. Don Reyden, Village of Fraser Lake Catie Underhill, Community Relations Liaison, Prince Rupert Gas Transmission, TransCanada Pipelines Ltd. – left at 11:11 a.m.

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

OATH OF OFFICE Gail Chapman, Chief Administrative Officer administered the Oath of Office to Andrea Newell, Alternate Director, Electoral Area "G" (Houston Rural)



**AGENDA &
SUPPLEMENTARY AGENDA**

Moved by Director MacDougall
Seconded by Director Greenaway

2015-1-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of January 29, 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

Moved by Director Petersen
Seconded by Director Lindstrom

2015-1-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of December 11, 2014 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee
Meeting Minutes

Moved by Director Greenaway
Seconded by Director Benedict

2015-1-3

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

- Committee of the Whole Meeting Minutes
 - January 15, 2015 (Unapproved);
- Committee of the Whole Meeting Minutes
 - November 6, 2014;
- Forestry Committee Meeting Minutes
 - January 15, 2015 (Unapproved);
- Forestry Committee Meeting Minutes
 - July 17, 2014 (Unapproved);
- Rural Directors Committee Meeting Minutes
 - January 15, 2015 (Unapproved);
- Rural Directors Committee Meeting Minutes
 - November 6, 2014."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DIRECTOR RALPH ROY

Chair Miller spoke to Director Ralph Roy's strength and character and his dedication to Electoral Area "D" (Fraser Lake Rural) and the Regional District of Bulkley-Nechako. Chair Miller also noted that Director Roy was a role model in terms of what is expected of an elected official.

A Minute of Silence was held in Honour of Ralph Roy, Director, Electoral Area "D" (Fraser Lake Rural).

DELEGATION

TRANSCANADA PIPELINES LTD. PRINCE RUPERT GAS TRANSMISSION PROJECT, Catie Underhill, Community Relations Liaison, and Dave Kmet, Regional Manager Prince George and LNG Land RE: Update

Chair Miller welcomed Catie Underhill, Community Relations Liaison, and Dave Kmet, Regional Manager Prince George and LNG Land, Prince Rupert Gas Transmission Project, TransCanada Pipelines Ltd.

Mr. Kmet provided a PowerPoint Presentation.

Prince Rupert Gas Transmission Project – TransCanada Pipelines Ltd

Project Update

Agenda

1. TransCanada;
2. Project Overview and Timelines;
3. Project Route Updates;
4. Infrastructure Updates;
5. Management Plans.

Who is TransCanada?

- **60 years of experience building natural gas pipelines:**
 - o Operating almost 70,000 km of pipeline;
 - o Average volume of 14 Bcf/d or 20% of continental demand.
- **50 years presence in B.C.**
- **Canada's largest private generator of electricity:**
 - o 21 power plants, 11,900 MW;
 - o Large investments in renewables.

TransCanada in British Columbia

- **B.C. offices:**
 - o Fort St. John;
 - o Prince George;
 - o Cranbrook;
 - o Vancouver;
- **Two proposed projects to deliver natural gas to proposed liquefaction projects:**
 - o Prince Rupert Gas Transmission;
 - o Coastal GasLink;
- **Expansion of TransCanada's NGTL system:**
 - o North Montney Mainline;
 - o Merrick Mainline;
 - o Other projects pending;
- **Total TransCanada planned investment in B.C. to the end of the decade >\$12 billion.**

Project Overview and Timelines

- **Pipeline**
 - o Applied for route: 880 km;
 - o 48-inch on shore;
 - o 2 x 36 – inch marine;
- **Capacity**
 - o 2 bcf/day initially;
 - o Up to 3.6 bcf/day with compression;
- **Compressor Stations**
 - o 3 compressor stations initially;
 - o 8 compressor stations ultimately;

DELEGATION (CONT'D)

TRANSCANADA PIPELINES LTD. PRINCE RUPERT GAS TRANSMISSION PROJECT, Catie Underhill, Community Relations Liaison, and Dave Kmet, Regional Manager Prince George and LNG Land RE: Update

- **Receipt and Deliver**
 - o Receipt near Hudson's Hope;
 - o Delivery at Lelu Island within the District of Port Edward.

Project Route Evolution

- **Adjustments to the Route have been made:**
 - o Project announcement – January, 2013;
 - o After 6 months of engagement – Summer, 2013;
 - o At time of PRGT's (Prince Rupert Gas Transmission) EAC (Environmental Assessment Certificate) application – April, 2014.

Route Update Overview: Post EAC Application

- **July 31, 2014 – Addendum Filed**
 - o Changes proposed in response to consultation and additional engineering and environmental analysis;
 - o In RDBN, the following route adjustments were made as a result of consultation: Nation River, Sasklo Dome, Crostete Creek, and Middle River;
- **October 2014 – Further Route Adjustments**
 - o Route alternatives in the Lake Babine area;
 - o Alternative location for the Johnson Creek Compressor Station;
- **November 6, 2014 – Nisga'a Memorial Lava Bed Park**
 - o Nisga'a Benefits Agreement includes agreement on route through the park;
- **November 25, 2014**
 - o Environmental Assessment Certificate received for the PRGT Project;
- **Early 2015**
 - o Plan to seek an amendment to the EAC for marine facilities.

Infrastructure Update: Regional District of Bulkley-Nechako

- **Camp:**
 - o Location: Site 113, 115, and 119A;
 - o Size and Anticipated Timing:
 - Pioneer size of 200-400 (begin early 2015);
 - Ramp up to 800-1200 (2017 for 8-10 months);
 - Ramp down to 200-400 (2018);
- **Stockpile:**
 - o Locations: Sites 114A, 116D, 117A, 117B, 118A, and 118B;
 - o Timing: Late 2015 – Late 2017;
- **Laydown Yard:**
 - o Location: Site 114B, 116C, and 119B;
 - o Timing: Early 2015 – Late 2018.

Working with RDBN on next steps related to these ancillary sites.

Management Plans: Examples

- **Socio-economic Effects Management Plan**
 - o Focus: implementation of mitigations related to infrastructure;
 - o Framework to be developed by Ministry of Community, Sport and Cultural Development (CSCD) and BC EAO;
- **Land-based Management Plans**
 - o Environmental Management Plan;
 - o Access Management Plan;
 - o Traffic Management Plan;
- **Marine-based Management Plans**
 - o Marine Construction Environmental Management Plan (MCEMP);
 - o Marine Access and Traffic Management Plan (MATMP);

DELEGATION (CONT'D)

TRANSCANADA PIPELINES LTD. PRINCE RUPERT GAS TRANSMISSION PROJECT, Catie Underhill, Community Relations Liaison, and Dave Kmet, Regional Manager Prince George and LNG Land RE: Update

Community Benefits

- **Current Spend (since January, 2013)**
 - o Engineering and environmental studies: >\$120M;
 - o Community partnerships: > \$2M;
 - o Skills Training and Education: > over \$2M;
- **Construction Phase**
 - o Training and work experience: thousands of jobs over 4 years;
 - o Business opportunities: through primes and sub-contractors;
- **Operating Phase**
 - o Annual property taxes paid across northern BC: \$25M;
 - o Employment: anticipate 23 full time positions.

Closer Look at Community Benefits: Business and Employment

- **Role of Prime Contractors:**
 - o Most business opportunities will be provided through prime or sub-contractors;
 - o Primes are required to provide a Local and Aboriginal hiring strategy;
 - o TransCanada will continue to oversee the construction process, including implementation of local and Aboriginal participation plans.
 - o Businesses can continue to register for contract opportunities at: www.princerupertgas.com.

Next Steps: 2015 Onwards

- **Seek amendment (re: Marine Facilities) from the BC EAO;**
- **Continue to work with BC OGC (Oil and Gas Commission) to secure permits;**
- **Pending approvals:**
 - o Award prime contractors;
 - o Commence construction;
- **Develop Management Plans;**
- **Engagement continues;**
 - o Pre-construction notification;
 - o Contractor engagement/local opportunities;
 - o Project updates;
 - o Development of specific management plans;
- **Ongoing investment in Skills Training and Education programs and community partnerships.**

*****Engagement will continue throughout the life of the project*****

Discussion took place regarding the investment decisions in moving forward. Mr. Kmet noted that Petronas announced in December, 2014 to defer its investment commitment until certain provincial and federal government approvals are in place.

The 48" diameter pipeline will mostly be below ground. Components of the block valves, the launchers and receivers, compressor and metre stations and two aerial bridges are currently proposed to be above ground. The two aerial bridges are proposed for 2 creeks where steep embankments do not allow for horizontal drilling.

Discussion took place regarding the necessity for TransCanada Pipelines Ltd. to continue to work with the Regional District of Bulkley-Nechako in regard to legacy funding and development management plans. Mr. Kmet noted that TransCanada Pipelines Ltd. has encouraged the provincial government to develop a revenue sharing plan similar to the Peace River. Chair Miller spoke to partnerships between provincial and local government and industry to develop best practices and funding for the region.

DELEGATION (CONT'D)

TRANSCANADA PIPELINES LTD. PRINCE RUPERT GAS TRANSMISSION PROJECT, Catie Underhill, Community Relations Liaison, and Dave Kmet, Regional Manager Prince George and LNG Land RE: Update

The total number of kilometres of pipeline within the RDBN was discussed. Ms. Underhill will research the information and provide it to the RDBN.

Director MacDougall mentioned that industry support to communities must not end once industry moves forward.

Chair Miller thanked Ms. Underhill and Mr. Kmet for attending the meeting.

ADMINISTRATION REPORTS

Committee Meeting
Recommendations
-January 15, 2015

Moved by Director Benedict
Seconded by Director Brienen

2015-1-4

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

Committee of the Whole – January 15, 2015

Recommendation 1:

Re: Smithers Telkwa Landfill Budget Item

"That the Regional District of Bulkley-Nechako Board of Directors reduce the "Works to re-establish closure conditions at the Smithers/Telkwa Landfill" from \$100,000 to \$50,000 in the 2015 Draft Budget; and further, that the name of the said line item be changed to Smithers/Telkwa Landfill."

Recommendation 2:

Re: Electronic Agendas

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward an updated electronic agendas report."

Recommendation 3:

Re: RDBN Appointments - 2015

"That the Regional District of Bulkley-Nechako Board of Directors ratify the RDBN 2015 Appointments as amended to include the Bulkley Valley Regional Pool Village of Telkwa newly appointed member:

Executive Committee

- Chair Tom Greenaway
- Rob MacDougall
- Luke Strimbold
- Gerry Thiessen
- Bill Miller (ex-officio)

ADMINISTRATION REPORTS (CONT'D)

Recommendation 3 (CONT'D):

Re: RDBN Appointments – 2015 (CONT'D)

Forestry Committee (Committee of the Whole)

- Chair Rob MacDougall

*New Committee re Legacy/Resource Revenue Sharing

Waste Management Committee (Committee of the Whole)

- Chair Taylor Bachrach

Rural Directors Committee

- Chair Eileen Benedict
- All Rural Directors

Northern BC Tourism Association

- Rob Newell

Yellowhead Highway Association

- Jerry Petersen
- Eileen Benedict, Alternate

Municipal Finance Authority

- Bill Miller

Federation of Canadian Municipalities

- (FCM Conference – June 5-8, 2015, Edmonton, Alberta)
- Chair plus one Director

Municipal Insurance Association

- Eileen Benedict

Fraser Basin Council

- Tom Greenaway

Bulkley Valley Regional Pool

- Darcy Repen –(awaiting information from the Village of Telkwa)
- Taylor Bachrach
- Mark Fisher

North Central Local Government Association

- (presently, Luke Strimbold) – Nomination by the RDBN Board

Parcel Tax Roll Review Panel (5)

- Eileen Benedict
- Tom Greenaway
- Jerry Petersen
- Ralph Roy
- Mark Fisher
- Chair Bill Miller (ex-officio member)

Northern Development Initiative

- Prince George RAC – Bill Miller
 - Jerry Petersen, Alternate
- Northwest RAC – Mark Fisher
 - Rob Newell, Alternate

Omineca Beetle Action Coalition

- Bill Miller.”

ADMINISTRATION REPORTS (CONT'D)

Recommendation 4:

Re: Knockholt and Clearview Landfill Operations – Tender Results and RDBN Cost Analysis

“That the Regional District of Bulkley-Nechako Board of Directors proceed with taking over the Knockholt and Clearview Landfill operations, based on the cost analysis presented to date. Further, that the Regional District of Bulkley-Nechako Board of Directors provide staff with authorization to proceed immediately with procurement processes necessary to purchase the required equipment and hire additional RDBN employees (4), when required.”

Recommendation 5:

Re: 2015 Recycling Options

“That the Regional District of Bulkley-Nechako Board of Directors defer the 2015 Recycling Options to February, 2015.”

Recommendation 6:

Re: Attendance at FCM (Federation of Canadian Municipalities) Conference – June 5-8, 2015, Edmonton, AB

“That the Regional District of Bulkley-Nechako Board of Directors approve Chair Miller and Director Fisher’s attendance at the Federation of Canadian Municipalities (FCM) Conference in Edmonton, Alberta, June 5-8, 2015.”

Recommendation 7:

Re: RDBN/School District’s Career and Trades Proposals

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Education, Ministry of Advanced Education and Ministry of Jobs, Tourism and Skills Training to encourage a five year commitment for ACE-IT (technical ITA (Industry Training Authority) training) Pilot Proposals for high schools in SD #91 Nechako Lakes and SD #54 Bulkley Valley.”

Recommendation 8:

Re: RDBN/School District’s Career and Trades Proposals-Student Work/Job Placement

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to enter into discussions with School District #91 Nechako Lakes and School District #54 Bulkley Valley to develop a Memorandum of Understanding to provide student work/job placements with the Regional District of Bulkley-Nechako.”



ADMINISTRATION REPORTS (CONT'D)

Recommendation 9:

Re: Association Memberships

"That the Regional District of Bulkley-Nechako Board of Directors pay the invoices for the following association memberships:

Rural Government

- NCLGA (North Central Local Government Association) - \$7,100;
- UBCM (Union of B.C. Municipalities) - \$9,050;
- Yellowhead Highway Association - \$2,500;

General Government

- Fraser Basin Council - \$5,000;
- FCM (Federation of Canadian Municipalities) - \$3,000."

Forestry Committee – January 15, 2015

Recommendation 10:

Re: Forestry Initiative

"That the Regional District of Bulkley-Nechako Board of Directors include funding in the 2015 RDBN Budget in regard to a forestry related small scale locally controlled project."

Rural Directors Committee – January 15, 2015

Recommendation 11:

Re: Request for Grant in Aid

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

- Smithers Farmers' Institute be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with an agriculture conference;
- Stuart Lake Nordic Society be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with the hydraulic track setter;
- School District #91 be given \$1,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for a scholarship for the Fraser Lake Elementary Secondary School;
- Southside Seniors Housing Society be given \$700 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to cover the cost of rezoning fees;
- Nechako Community Arts Council be given \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with an Art Show and Coffee House."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Federal Gas Tax Funds
-Electoral Area "B" (Burns
Lake Rural) St. Paul's
United Church

Moved by Director Strimbold
Seconded by Director Petersen

2015-1-5

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$22,900 of Electoral Area "B" Federal Gas Tax allocation monies for to St. Paul's United Church for an energy efficiency upgrade project at St. Paul's Church;
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 \$200 cost; and further

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$23,100 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds
-Electoral Area "C", Fort St.
James Music Makers

Moved by Director Greenaway
Seconded by Director MacDougall

2015-1-6

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$25,980 of Electoral Area "C" Federal Gas Tax allocation monies to the Fort St. James Music Makers for an energy efficiency upgrade project at the Music Makers Hall;
2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$100 cost; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$26,080 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Administration Reports

Moved by Director MacDougall
Seconded by Director Bachrach

2015-1-7

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

- Finance/Administration Coordinator's January 5, 2015 memo titled "Report on Federal Gas Tax Projects Approved in 2014";
- Protective Services Manager's January 8, 2015 memo titled "Monthly 9-1-1 Call Report – December 2014";
- Gerry Thiessen, Director, District of Vanderhoof – UNBC Regional Advisory Committee – November 6, 2014."

(All/Directors/Majority) CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

MEMO

Referral from Liquor
 Distribution Branch Brookside
 Resort – Rural Agency Store
 Electoral Area “F”

Moved by Director Petersen
 Seconded by Director Greenaway

2015-1-8

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

1. Waive the public meeting process outlined in the Regional District’s Liquor Licensing Policy, for this referral;
2. Direct staff to prepare amendments to the Regional District’s Liquor Licensing Policy to eliminate the requirement for a public meeting associated with referrals for a Rural Agency Store for the Regional Board’s consideration; and
3. Direct staff to send the Regional District of Bulkley-Nechako Comment Sheet titled “BC Liquor Distribution Branch REFERRAL for Brookside Resort, Cluculz Lake” to the BC Liquor Distribution Branch as the Regional District’s comments on a Rural Agency Store at the Brookside Resort, Cluculz Lake.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ALR APPLICATIONS

Application No. 1171
 John Whitfield Dodds (Perry)
 Non-Farm use within the ALR
 Electoral Area “A”

Moved by Director Fisher
 Seconded by Director Bachrach

2015-1-9

“That Agricultural Land Reserve Non-Farm Use Application No. 1171 (Dodds) be recommended to the Agricultural Land Commission for approval for up to six years, subject to compliance with a Temporary Use Permit issued by the Regional District of Bulkley-Nechako.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

John Dodds requested the opportunity to speak and requested clarification on the motion.

Application No. 1173
 Richard and Theresa Plug
 Non-Farm use within the ALR
 Electoral Area “A”

Moved by Director Fisher
 Seconded by Director Repen

2015-1-10

“That Agricultural Land Reserve Non-Farm Use Application No. 1173 (Plug) be recommended to the Agricultural Land Commission for approval.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors) (CONT'D)

ALR APPLICATIONS (CONT'D)

Application No. 1176
Jannes and Leny Boonstra
Subdivision within the ALR
Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Brien

2015-1-11

1. "That Agricultural Land Reserve Subdivision Application No. 1176 (Boonstra) be recommended to the Agricultural Land Commission for approval."
2. That the ALC be encouraged to require the applicant to register on title the proposed covenant prohibiting proposed Lot A from being used for farming cattle, and restricting animals from accessing the swampy land and riparian area adjacent to Round Lake and Lacroix Creek to mitigate the environmental impacts associated with the subdivision.
3. That the benefit of the proposed covenant also be forwarded to the Provincial Subdivision Approving Officer for consideration."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Application No. 1172
Abram and Virginia Guenter
Subdivision within the ALR
Electoral Area "F"

Moved by Director Petersen
 Seconded by Director Greenaway

2015-1-12

"That Agricultural Land Reserve Subdivision Application No. 1172 (Guenter/Stephen) be recommended to the Agricultural Land Commission for denial."

Opposed: Darcy Repen

CARRIED

(All/Directors/Majority)

Jason Llewellyn, Director of planning noted that subdivision with the Agricultural Land Reserve (ALR) is an issue and was part of the larger discussions in the development of the Agricultural Plan.

Application No. 1175
Peter and Joanne Penner
Subdivision within the ALR
Electoral Area "F"

Moved by Director Petersen
 Seconded by Director Greenaway

2015-1-13

"That Agricultural Land Reserve Subdivision Application No. 1175 (Penner) be recommended to the Agricultural Land Commission for denial."

(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
F-01-14 James Wiebe
9922 Sinkut Frontage Road,
Vanderhoof Electoral Area "F"

Moved by Director Petersen
 Seconded by Director Greenaway

2015-1-14

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

1. Approve Development Variance Permit F-01-14 for the property located at 9922 Sinkut Frontage Rd. to vary Section 12.04(1) (a) of "Regional District Zoning Bylaw No. 700, 1993" to reduce the front parcel setback from 7.5 metres (24.61 ft.) to 1.5 metres (5 ft.) for an accessory building developed in compliance with Schedule A of the permit; and
2. Direct staff to issue the Development Variance Permit once, and if, the required MoTI setback permit has been approved."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR FIRST AND SECOND READING

Rezoning File No. A-08-14
Bylaw 1718 & 1719
Amendments to Address
Bulkley Valley Rod and Gun Club
Electoral Area "A"

Moved by Director Bachrach
 Seconded by Director Repen

2015-1-15

1. That "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1718, 2015", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1719, 2015" be given first and second reading this 29th day of January 2015, and subsequently be taken to public hearing.
2. That the Public Hearing for "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1718, 2015", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1719, 2015" be held and delegated to the Director or Alternate Director for Electoral Area A.
3. That the Regional Board consider and approve the consultation identified in the consultation checklist as Appendix A."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR FIRST AND SECOND READING (CONT'D)

Rezoning File No. A-07-14
John Whitfield Dodds (Perry)
Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Brienen

2015-1-16

"That the Regional District of Bulkley-Nechako Board of Directors:
 1. Deny Rezoning Application No. A-07-14 (Dodds/Perry);
 2. Direct staff to encourage the property owner to apply for a Temporary Use Permit for the proposed use; and
 3. Direct staff to seek a petition for a B.C. Supreme Court injunction to stop the illegal use, which includes a cleanup order to remove all equipment and materials associated with the illegal use, if a complete Temporary Use Permit application is not received by February 27, 2015."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

BYLAW FOR ADOPTION

Rezoning File No. A-04-13
OCP Amendment Bylaw
No. 1695 Rezoning Bylaw
No. 1696 Sheldon Armitage
(Perry) Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Bachrach

2015-1-17

"That "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1695, 2014" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1696, 2014" be adopted this 29th day of January, 2015."

(Participants/Present/Majority) CARRIED UNANIMOUSLY

Rezoning File No. A-05-14
Bylaw 1711 Richard Joseph
And Sheila Smith
Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Petersen

2015-1-18

"That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1711, 2014" be adopted this 29th day of January, 2015."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

BYLAW FOR ADOPTION (CONT'D)

Rezoning File No. D-02-13
Bylaw 1685 & 1686
West Fraser Sawmills Ltd.
(Sears) Electoral Area "D"

Moved by Director Parker
Seconded by Director Lindstrom

2015-1-19

"That "Endako, Fraser Lake, Fort Fraser Rural Official Community Plan Amendment Bylaw No. 1685, 2013", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1686, 2013" be adopted this 29th day of January, 2015."

(Participants/Present/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding the possible use of the ash produced by West Fraser Sawmills Ltd. Fraser Lake Division. Director Greenaway noted the potential benefit for use in the farming industry. Tan Calhoun, Woods Manager, West Fraser Sawmills Ltd., Fraser Lake indicated there have been discussions with local farmers in regard to the use of the ash.

OTHER (All Directors)

Director of Planning Year-End
Report 2014

Moved by Director Petersen
Seconded by Director Bachrach

2015-1-20

"That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Planning Year – End Report 2014."

(All/Directors/Majority) CARRIED UNANIMOUSLY

APC Members List and
Workshop Invitation Poster

Moved by Director Parker
Seconded by Director Fisher

2015-1-21

"That the Regional District of Bulkley-Nechako Board of Directors appoint the members of the Advisory Planning Commissions as recommended by each Electoral Area Director as listed in the January 20, 2015 staff report titled "Advisory Planning Commission Member Appointments"; and further that the report be amended to include Shelley Campbell for Electoral Area "D" (Fraser Lake Rural) and change the name of Andrew Wilson to Andrew Watson for Electoral Area "A" (Smithers Rural)."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Planning Service to
Municipalities

Moved by Director MacDougall
Seconded by Director Lindstrom

2015-1-22

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

1. Consult with municipalities to determine the level of interest in receiving planning services, and the anticipated utilization of this service in the long term.
2. Report back to the Regional Board regarding the input received from municipalities and recommendations regarding the potential provision of this service."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

The potential cost was discussed. The service would be similar to the building inspection function utilized by some municipalities.

REPORTS
(All Directors)

APC MINUTES

APC Planning Commission
Area "A" Minutes
RE: December 16, 2014

Moved by Director Fisher
Seconded by Director Brien

2015-1-23

"That the Regional District of Bulkley-Nechako Board of Directors receive the Advisory Planning Commission Area "A" Minutes RE: December 16, 2014."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BUILDING INSPECTION (All Directors)

Provision of Building
Inspection Mentoring Services

Moved by Director Petersen
Seconded by Director Strimbold

2015-1-24

"That the Regional District of Bulkley-Nechako Board of Directors receive the following:
-Letter to District of Vanderhoof;
-Request from Village of Telkwa."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Building Inspection Service to
the Nak'azdli Whut'en First
Nation

Moved by Director MacDougall
Seconded by Director Greenaway

2015-1-25

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to enter into a contract with the Nak'azdli Whut'en First Nation for the provision of building inspection services as generally outlined in the draft building inspection service agreement, subject to any contract amendments recommended by the Regional District of Bulkley-Nechako's solicitor."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Repen requested further information in regard to the Village of Telkwa reviewing the possibility of utilizing the RDBN Building Inspection Service.

CORRESPONDENCE

Correspondence

Moved by Director MacDougall
Seconded by Director Parker

2015-1-26

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

- Keri Bruce – TransCanada Corporation RE: Prince Rupert Gas Transmission Project;
- Jain Peruniak – RE: Participants Needed for Huckleberry MRC to review Mines Act Amendment."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Co-gen Plant at West Fraser
Fraser Lake

Director Lindstrom mentioned that the co-gen plant at West Fraser begun operations the beginning of January, 2015.

United Way – Fraser Lake

Director Lindstrom reported that the United Way is working in Fraser Lake to assist elderly people to stay in their homes. Three identified needs that allow seniors to remain at home are: transportation, home upkeep and a supply delivery system.

Fraser Lake Job Fair

Director Lindstrom noted that on January 16 and 17, 2015 there was a job fair held in Fraser Lake. There were over 30 companies participating and approximately 200 people attended the event.

The Endako Mine remains in a temporary suspension mode at this time.

Director Ralph Roy

Director Parker spoke of attending his first meeting with Director Roy and the possibility of filling his shoes in the future, the time came sooner than anticipated. Director Roy's openness and ability to make everyone feel a part of the region was amazing. Director Parker very much enjoyed being at the Regional District with Director Roy's tutelage and guidance and he looks forward to building on Director Roy's legacy.

Director Parker looks forward to being the Director for Electoral Area "D" (Fraser Lake Rural) in the interim until the By Election.

Director MacDougall will remember Director Roy for his dedication to his constituents and the region and for bringing everyone together as a region. He spoke of Director Roy's attendance at numerous events in Fort St. James to provide his support.

Thank You

Director MacDougall extended his thank you to Director Greenaway for his continued support and contributions to the community of Fort St. James and Electoral Area "C" (Fort St. James Rural).

Director Fisher, Electoral Area
"A" (Smithers Rural)

Director Fisher noted that he has been spending time reading information in regard to the RDBN and thanked the Regional Board for its patience. Director Fisher spoke of meeting with various organizations and groups and is gaining an understanding of the community. He also attended a Smithers Chamber of Commerce meeting and provided an update for Electoral Area "A" (Smithers Rural).

Director Fisher reported that he has met with a concerned citizens group regarding waste management. Options and solutions were discussed in regard to recycling and the use of the reuse shed at the Smithers/Telkwa Transfer Station. He would also like to initiate a recycling program in the schools.

Smithers Farmers' Institute
Agricultural Conference
-February 20 & 21, 2015
-Smithers, B.C.

Director Fisher mentioned that the Smithers Farmers' Institute is hosting an Agricultural Conference, February 20 and 21, 2015 in Smithers, B.C.

VERBAL REPORTS (CONT'D)

Lakes District Hospital and Health Centre Grand Opening

Director Petersen spoke of attending the Grand Opening for the new Lakes District Hospital and Health Centre on January 22, 2015. The project was completed under budget and 5 months ahead of schedule.

Grand Opening for the New Smithers Arena

Director Bachrach mentioned the Grand Opening for the new Smithers Arena was held on January 14, 2015. He thanked Mayors Strimbold, Brienen, and Repen and Director Fisher for attending the event.

Smithers Airport Terminal Expansion

Director Bachrach stated that a big project currently being worked on is the expansion of the Smithers Airport terminal. He noted that it is the only regional airport within the Regional District of Bulkley-Nechako. The project will include expanding to add more bathrooms and an energy efficient system.

Minerals Roundup 2015 in Vancouver, B.C. January 26-29, 2015

Director Bachrach mentioned that he had just returned from Minerals Roundup 2015 in Vancouver, B.C. He noted that the provincial government announced that funding in Budget 2015 will establish a Major Mines Permitting Office.

Director Bachrach also stated that Peter Ogrysló from Topley Landing, B.C. received the H.H "Spud" Huestis Award for excellence in prospecting and mineral exploration. He is recognized for his contributions to the discovery of two additional ore zones at the Huckleberry Copper Mine, Houston, B.C. which has expanded the life of the mine.

Village of Telkwa Water Tower

Director Repen mentioned that the Village of Telkwa recently had a Committee of the Whole meeting regarding the building of a water tower. This has been a concern for approximately 14 years and funding has been an obstacle in moving forward in the past. New funding options are being explored. Director Repen thanked Director Fisher for attending the meeting and the Regional Board for its continued support.

Premier's BC Natural Resource Forum in Prince George, B.C. January 20-22, 2015

Chair Miller attended the Premier's BC Natural Resource Forum in Prince George, B.C. January 20-22, 2015. He had the opportunity to meet with the Minister of Health, Minister of Agriculture, and Wildfire Management Branch. He mentioned that it provided a great networking opportunity and would recommend attendance in the future. Chair Miller will provide a full report in the future.

Meeting with Local Resident in regard to recycling

Chair Miller spoke of having an opportunity to meet with a local resident that he would term as the "Queen of Recycling". He mentioned that she has found a way to recycle almost everything even though there are not programs in place. He spoke of her education and commitment to recycling and commended her for her level of participation in recycling.

Receipt of Verbal Reports

Moved by Director Brienen
Seconded by Alternate Director Newell

2015-1-27

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for Lunch at 12:06 p.m.

Reconvened at 12:50 p.m.

ADMINISTRATION CORRESPONDENCE

Village of Telkwa - Request Moved by Director Bachrach
for Letter of Support – Building Seconded by Director Brienen
Canada Small Communities Grant
Application

2015-1-28

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to contact all municipalities within the Regional District of Bulkley-Nechako to inquire whether the municipalities are applying to the Building Canada Small Communities Grant fund; and further, that the Regional District of Bulkley-Nechako Board of Directors provide a letter of support."

(All/Directors/Majority) CARRIED UNANIMOUSLY

District of Hudson's Hope
Referral of Proposed Site C
Dam Project to BC Utilities
Commission

Moved by Director Petersen
Seconded by Director Strimbold

2015-1-29

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the District of Hudson's Hope regarding Referral of Proposed Site C Dam Project to BC Utilities Commission."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Stuart Lake Co-op Housing
Membership Opportunity

Moved by Director Greenaway
Seconded by Director MacDougall

2015-1-30

"That the Regional District of Bulkley-Nechako Board of Directors join the Stuart Lake Co-op Housing for the cost of \$10."

(All/Directors/Majority) DEFEATED

Stuart Lake Co-op Housing
Membership Opportunity

Moved by Director Greenaway
Seconded by Director Brienen

2015-1-31

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Stuart Lake Co-op Housing for its proposed 30 unit Seniors Housing Complex development."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding the value of the project and the opportunity it will afford seniors in the Fort St. James region. Discussion also took place regarding the possible conflict of interest if the Regional Board were to become a member of the co-op.

ADMINISTRATION CORRESPONDENCE (CONT'D)

**SCI-BC "Nature's Call
Request for Letter of Support**

Moved by Director Fisher
Seconded by Director Bachrach

2015-1-32

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the SCI-BC "Nature's Call application to the Fraser – Fort George Endowment Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Administration
Correspondence**

Moved by Director Lindstrom
Seconded by Director Greenaway

2015-1-33

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

- Carman Graf – Letter to Board and Staff re: Terms as Elected Official;
- Municipal Appointments to Regional District Board:
 - Village of Burns Lake;
 - District of Fort St. James;
 - Village of Granisle;
 - District of Vanderhoof;
- Teck Resources Limited – Canadian Legacy Properties – Tailings Management at the Pinchi Lake Mine Site;
- Industry Canada – Rural High-Speed Internet Providers Release Joint Statements in Response to Industry Canada Announcement Regarding 3500 MHz Spectrum Allocation;
- Leader of the Opposition and Spokesperson for Local Government – Congratulations on Recent Election;
- TransCanada Coastal GasLink Pipeline Project Ltd. – Borrow Site Notification;
- Pleasant Valley Cattleman's Association - Stray Dogs;
- Spectra Energy – Congratulations on Election;
- Canadian Union of Postal Workers - Request for Support to Save Canada Post;
- Rick Brise – Closing of Reuse Shed at Smithers Telkwa Transfer Station;
- Environment Canada – Consultation on SARA Listing Process for Terrestrial Species 2014 and 2015;
- Environment Canada – Addition of Three Species of Bats to SARA;
- Christoph and Sonja Brombach – Letter to RCMP – Problems with Dogs;
- Fort St. James T.V. Society – Financial Statements – November 30, 2014;
- Northern Health – Northern Health Board Discusses Presentations on the 2015 Canada Winter Games Health Care Preparedness and Foundations Work in the Region;
- Omineca Beetle Action Coalition – Members' Quick Notes – January 20, 2015;

ADMINISTRATION CORRESPONDENCE (CONT'D)

- Union of B.C. Municipalities:
 - RCMP Willing to Attend Local Government Meetings
 - Final Opportunity for Feedback on First Nation Tax Report
 - Healthy Families BC Communities Evaluation
 - Cariboo FireSmart Representative Workshop
 - Service Agreement Tools for First Nations, Local Governments
 - Tank Car Classroom Support Planning, Training for Emergency Response
 - 2015 Age-friendly Grants Announced
 - Highlights of the November Executive Meeting
 - Land Based Spills Invitation;
- University of Northern British Columbia - Northern Medical Program Milestone."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

FINANCIAL

Operating Accounts
-December, 2014

Moved by Director MacDougall
Seconded by Director Brien

2015-1-34

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid December, 2014."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director Repen
Seconded by Director Bachrach

2015-1-35

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

INVITATIONS

-TRANSPORTATION CONFERENCE 2015-Transportation Growth in the 21st Century – January 28, 2015, Hilton Metro town Hotel, Burnaby;

CORRESPONDENCE:

- BC Chamber of Commerce – Insight – BC Chamber Policy News - December 17, 2014;
- BC Chamber of Commerce – Public Affairs Update - January 12, 2015;
- BC Chamber of Commerce – Insight – BC Chamber Policy News - January 20, 2015;
- BC Community Forest Association
 - December, 2014 – Newsletter;
- BC Forest Professional – January – February 2015 Issue;
- BC Healthy Communities – January Newsletter – January 15, 2015;
- BC Newsroom – BC Wine to line grocery shelves in spring 2015;
- BC Transit – December, 2014 – BC Transit Advantage;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D):

- BC Transit Advantage-January 2015;
- Canfor Corporation- Press Release Notification:
 - January 2, 2015 Release
 - January 9, 2015 Release;
- Chevron Kitimat LNG – Community News – January 12, 2015;
- Clean Energy Review - Canada at Tides Canada:
 - January 12, 2015
 - January 19, 2015;
- Coast Mental Health Foundation – Who Inspires You? Nominate Your Everyday Hero – December 18, 2014;
- Environment Canada – Little Brown Myotis, Northern Myotis and Tri-colored bat;
- Environmental Assessment Office – November 25, 2014
 - Westcoast Connector Gas Transmission Project granted Environmental Assessment Approval;
- Federation of Canadian Municipalities – FCM News Week of:
 - December 8, 2014 – Nominations open for FCM's International Awards
 - December 17, 2014 – Sustainable Communities Conference Early Bird Registration
 - December 18, 2014 – Transport Canada introduces new Federal Grade Crossing Regulations
 - December 19, 2014 – FCM News
 - December 22, 2014 – President's Corner;
- January 7, 2015 – Request for Proposals (RFP) to host either the March 14-17, 2017 or September 12-15, 2017 meetings of FCM's-Board of Directors:
 - January 12, 2015 – FCM News
 - January 16, 2015 – FCM News;
- Federal Court of Appeals:
 - Forest Ethics Advocacy Association, Living Oceans Society and Raincoast Conservation Foundation – Court file number: A-514-14;
 - Gitxaala Nation – Court Action No. – A-520-14
Haisla Nation – Court File No. A-522-14
Haisla Nation – Notice of Appeal Court File No. A-522-14;
 - Order of Stratat J.A – December 18, 2014- Donovan & Company;
 - Unifor – Notice of Appeal – December 17, 2014 – Sack Goldblatt Mitchell LLP;
- Growing the North – Community Futures Northern British Columbia - Inspiring Stories of Entrepreneurial Success and Community Development - 2015 Issue;
- Initiatives Prince George – December 22, 2014 – Early Bird Registration Ends Soon for 2015 Market Expansion Forum;
- Initiatives Prince George – December 23, 2014 – “On the Move” Newsletter and Economic Update;
- Initiatives Prince George – January 13, 2015 – Doing Business with Korea;
- Metro Vancouver – Bylaw No. 280;
- Ministry of Forests – Update from the Minister – December 19, 2014;
- NCLGA- December Newsletter;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D):

- Nechako Reservoir Update - Flow Facts:
 - December 17, 2014
 - December 24, 2014
 - December 31, 2014
 - January 7, 2015
 - January 14, 2015
 - January 21, 2015;
- Northern Health- Media Bulletin Northern Health notifying Patients About Endoscope Processing;
- Northern Health- Opinion Editorial – Varicella Zoster (Chickenpox), Debunking Common Myths;
- Real Estate Foundation-December 2014 eNews – December 22, 2014;
- Southside Economic Development Association – January 2015 Addition SSNews – December 19, 2014;
- SeniorsBC.ca
 - Newsletter Volume 5 Issue 12 – December 23, 2014;
 - Newsletter Volume 6 Issue 1 – January 16, 2015;
- Thistle – Follow up & News Release to Proclaim “A Day for Our Common Future” – December 11, 2014;
- UBCM-Stop the Sexual Exploitation of Children and Youth Awareness Week – January 7, 2015;
- Wet'suwet'en First Nation – Wet'suwet'en First Nation Issues Letter of Support to Moricetown Band Chief Councilor, January 17, 2015;
- Wet'suwet'en First Nation signs LNG Pipeline Benefits Agreement with Province – December 13, 2014.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

Regional District CEO/CAO
Meeting – March 24/25, 2015
-Victoria, B.C.

Moved by Director MacDougall
 Seconded by Director Greenaway

2015-1-36

“That the Regional District of Bulkley-Nechako Board of Directors authorize attendance of Bill Miller, Chair and Gail Chapman, CAO at the CAO/CEO Meeting on March 24-25, 2015 in Victoria, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORT (CONT'D)

SWOT Coordinator

Moved by Director Strimbold
 Seconded by Director Lindstrom

2015-1-37

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to identify and apply for grant opportunities for the hiring of a SWOT (Strategic Workforce Opportunities Team) Coordinator; and further, that the Regional District of Bulkley-Nechako Board of Directors will provide in-kind support (office space, telephone, internet, supervision, etc.) for the hiring of a SWOT Coordinator."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the expenses associated with the hiring of a SWOT Coordinator.

Request for Sponsorship:
 NICK Memorial Therapeutic
 Equestrian Riders in Electoral
 Area A (Smithers Rural)

Moved by Director Fisher
 Seconded by Director Bachrach

2015-1-38

"That the Regional District of Bulkley-Nechako Board of Directors approve of the RDBN acting as a sponsoring agency for the NICK Memorial Therapeutic Equestrian Riders (NICKERS) funding application to Bulkley Valley Community Foundation (BVCF), thus entering into an agreement with NICKERS and the BVCF as well as issuing a tax receipt to the BVCF."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Knockholt and Clearview
 Landfill Tender Bids

Moved by Director Benedict
 Seconded by Director MacDougall

2015-1-39

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' January 22, 2015 memo titled "Knockholt and Clearview Landfill Tender Bids."
2. Further, that the Board of Directors reject all Tender bids received for the Operation of the Clearview Sub-Regional Landfill (Contract #MR-17686-15/20). The basis for the rejection is that all Tender bids received significantly exceeded the budget.
3. Further, that the Board of Directors reject all Tender bids received for the Operation of the Knockholt Sub-Regional Landfill (Contract #MR-8856-15/20). The basis for the rejection is that all Tender bids received significantly exceeded the budget."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORT (CONT'D)

Federal Gas Tax Funds
-Electoral Area "G" (Houston
Rural) Topley Fire Protection
Society

Moved by Alternate Director Newell
Seconded by Director Greenaway

2015-1-40

1. "That the Regional District of Bulkley-Nechako Board of Directors rescind Motion 2014-13-11 passed on November, 2014;
2. That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$23,064 of Electoral Area "G" Federal Gas Tax allocation monies to the Topley Fire Protection Society for the purchase and installation of insulated doors and a radiant heat system;
3. 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 170 cost; and further

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$23,234 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Health, Dental and Insurance
Benefits for Directors

Moved by Director MacDougall
Seconded by Director Strimbold

2015-1-41

"That the Regional District of Bulkley-Nechako Board of Directors receive the Finance/Administration Coordinator's January 23, 2015 memo titled "Health, Dental and Insurance Benefits for Directors."

(All/Directors/Majority) CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

Development Variance Permit
F-01-14

Moved by Director Petersen
Seconded by Director Benedict

2015-1-42

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

- from Clayton and Emily Koehmstedt in regard to Development Variance permit F-01-14 -- James Wiebe;
- from James Wiebe in regard to Development Variance Permit F-01-14."

(All/Directors/Majority) CARRIED UNANIMOUSLY

BYLAW FOR THIRD READING

Rezoning File No. A-03-14 Moved by Director Fisher
Bylaw 1709 Henry Kempenaar Seconded by Director Bachrach
and Paul & Helen DeJong
Electoral Area "A"

2015-1-43

1. That the Regional District of Bulkley-Nechako Board of Directors receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1709, 2014"
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1709, 2014" be given third reading this 29th day of January, 2015."
3. And that should Bylaw No. 1709 be supported at 3rd reading, final reading not be considered until a restrictive covenant is registered on the title of Lot 6, Section 2, Township 1A, Range 5, Coast District, Plan 7754, Except Plan 10135 by the applicant to the satisfaction of the Regional District to restrict the subdivision of the subject property to the subdivision plan submitted with the application."

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

CORRESPONDENCE

Ministry of Forests, Lands Moved by Director Benedict
and Natural Resource Seconded by Director Greenaway
Operations – RDBN Application
on Behalf of Smithers Motocross
Club for Crown Land

2015-1-44

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Ministry of Forests, Lands and Natural Resource Operations – RDBN Application on Behalf of Smithers Motocross Club for Crown Land."

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

NEW BUSINESS

Financial Disclosure Forms Director MacDougall reminded the Regional Board of Directors
to Elections B.C. to submit their Financial Disclosure forms to Elections B.C. by
 February 13, 2015 or be subject to fines.

SPECIAL IN-CAMERA
MEETING MOTION

Moved by Director Greenaway
 Seconded by Director Repen

2015-1-45

"In accordance with Section 90 (1)(i) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako that matters pertaining to the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose must be closed to the public therefore exercise their option of excluding the public for this meeting."

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

ADJOURNMENT

Moved by Director MacDougall
Seconded by Director Brien

2015-1-46

"That the meeting be adjourned at 1:24 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**SPECIAL MEETING NO. 2****Thursday, February 12, 2015**

PRESENT: Chair Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brienen
Mark Fisher
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold
Gerry Thiessen

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

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

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

CALL TO ORDER

Chair Miller called the meeting to order at 2:19 p.m.

MOTION TO HOLD SPECIAL BOARD MEETINGMoved by Director Petersen
Seconded by Director Thiessen2015-2-1"In accordance with Section 222.1 (2) of the *Local Government Act*, the Regional District of Bulkley-Nechako Board of Directors calls a Special Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**ADMINISTRATION REPORT**By-Election – Electoral Area "D" (Fraser Lake Rural)Moved by Director Strimbold
Seconded by Director Bachrach2015-2-2"That the Regional District of Bulkley-Nechako hold the by-election for Electoral Area "D" on Saturday, April 25th, 2015 and the Advance Poll on Wednesday, April 15th, 2015.

Further, that Cheryl Anderson be appointed Chief Election Officer and that Wendy Wainwright be appointed the Deputy Chief Election Officer for the by-election."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Thiessen
Seconded by Director Lindstrom

2015-2-3

"That the meeting be adjourned at 2:22 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, February 12, 2015**

PRESENT: Chairperson Bill Miller

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

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

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

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services
Deborah Jones-Middleton, Protective Services Manager
– arrived at 12:03 p.m.
Jason Llewellyn, Director of Planning – left at 11:11 a.m.,
returned at 12:27 p.m.
Corrine Swenson, Manager of Economic Development – left at
11:11 a.m., returned at 12:03 p.m.
Wendy Wainwright, Executive Assistant

Others Scott Reid, Engineering Coordinator, TransCanada Coastal
GasLink Pipeline Ltd.- left at 11:11 a.m.
Kiel Giddens, Land, Community, and Aboriginal Relations
Liaison, TransCanada Coastal GasLink Pipelines Ltd.- left at
11:11 a.m.

Media Flavio Nienow, LD News – left at 1:12 p.m.

CALL TO ORDER

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

**SUPPLEMENTARY
AGENDA**Moved by Director Petersen
Seconded by Director Brien**C.W.2015-2-1**"That the Supplementary Agenda be received and dealt with at
this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGENDA

Moved by Director Newell
Seconded by Director Fisher

C.W.2015-2-2

“That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of February 12, 2015 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OATH OF OFFICE

Gail Chapman, Chief Administrative Officer administered the Oath of Office to Bob Hughes, Alternate Director, Electoral Area “C” (Fort St. James Rural).

MINUTES**Committee of the Whole
Minutes – January 15, 2015**

Moved by Director MacDougall
Seconded by Director Lindstrom

C.W.2015-2-3

“That the Committee of the Whole meeting minutes of January 15, 2015 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION**TRANSCANADA COASTAL GASLINK PIPELINE LTD. – Scott Reid, Engineering Coordinator, Kiel Giddens, Land, Community, and Aboriginal Relations Liaison RE: Update**

Chair Miller welcomed Scott Reid, Engineering Coordinator and Kiel Giddens, Land, Community and Aboriginal Relations Liaison, TransCanada Coastal GasLink Pipeline Ltd.

Mr. Reid and Mr. Giddens provided a PowerPoint Presentation.

Coastal GasLink Pipeline Project – Proposed Route

- 650 km, 40” diameter pipeline transporting natural gas from near Dawson Creek to Kitimat;
- Coastal GasLink’s customer, LNG Canada, a consortium of Shell Canada, Mitsubishi, Kogas and PetroChina has proposed to build a facility in the District of Kitimat to liquefy the natural gas for export;
- Proposed route passes to the north of Vanderhoof and Fraser Lake, crosses Highway 16 near Endako, and passes to the south of Burns Lake and Houston.

What is the Market for B.C.’s Natural Gas?

- Natural gas use in Asia will replace higher emitting fuels, helping to reduce global GHG (Green House Gas) emissions.

LNG Value Chain

- Exploration & Development in Canada
 - Gas Production as the resource is gathered in the field – LNG Canada – near Dawson Creek;
 - Transport of the natural gas through the Coastal GasLink Pipeline;
 - Liquefaction to Liquid Natural Gas at the LNG Canada facility – in Kitimat;
 - Transport to export markets – via ship;
 - Regasification;
 - Distribution & Transport.

DELEGATION (CONT'D)

TRANSCANADA COASTAL GASLINK PIPELINE LTD. – Scott Reid, Engineering Coordinator, Kiel Giddens, Land, Community, and Aboriginal Relations Liaison RE: Update

Environmental Assessment Certificate

- Coastal GasLink launched: June 2012;
- Initial landowner and public engagement: fall 2012;
- Coastal GasLink field studies and EAO Working Group review of information needs: 2013;
- Environmental Assessment Certificate Application filed: January 2014;
- EAO Working Group review: March-September 2014;
- EA Certificate issued: October 24, 2014.

Environmental Assessment Certificate – Examples of Conditions

- Water Quality Monitoring Program;
- Wildlife and Wildlife Habitat Management Plan;
- Visual Quality Management Plan;
- Timber Salvage Strategy;
- Social and Economic Effects Management Plan.

Responding to Public Input

- Open house dates planned in consultation with local governments;
- Proposed route revised in response to First Nations, landowner and public input;
- Facilities located in response to input and landowner offers;
- Road upgrades planned in cooperation with current industrial users;
- Training and education program;
- Local and Aboriginal participation plans.

Project Contact to date in RDBN

- Ongoing discussions with First Nations;
- EAO open houses in Burns Lake (2013 and 2014) and Fraser Lake (2014);
- Project information sessions in Vanderhoof, Fort St. James, Fraser Lake, Burns Lake and Smithers;
- “LNG Conversation” community presentations in Smithers, Burns Lake and Vanderhoof, October 2014;
- RDBN Board presentations (2012, 2013) and construction issues meetings with Board members and staff (2014);
- Municipal government presentations;
- Chamber of Commerce memberships, sponsorships, presentations;
- Community investment: search and rescue (Vanderhoof, Houston), fire/rescue (Fraser Lake), sturgeon habitat restoration (Vanderhoof), Burns Lake Fall Fair.

Aboriginal Engagement

- Ongoing engagement with 19 Aboriginal groups, and notification across a wider area;
- Collaboration on traditional land use and ecological knowledge;
- Project agreements in process;
- Designated contracting opportunities identified.

Local and Aboriginal Participation Plans

- Most opportunities to be provided through prime contractors;
- Each prime contractor must present a plan for local participation;
- Prime contractors to attend regional networking events;
- TransCanada will monitor implementation of local participation plans through regular reporting.

DELEGATION (CONT'D)

TRANSCANADA COASTAL GASLINK PIPELINE LTD. – Scott Reid, Engineering Coordinator, Kiel Giddens, Land, Community, and Aboriginal Relations Liaison RE: Update

Education & Training Plan

- Pathway to Pipeline Readiness Program:
 - Local workforce readiness training directly related to the Project;
 - Northwest Community College, PGNAETA;
- TransCanada Education Legacy Program:
 - Long term community capacity building;
 - Breakfast Club of Canada, University of Northern British Columbia.

Construction Camps

- Eight potential sites currently identified in Bulkley-Nechako region. Plans are still tentative;
- Contractor selection scheduled for Q3;
- Contractors are responsible for camp construction and management, including waste management and emergency response;
- Level of on-site medical care still to be determined.

2015-16 Project Schedule

- January-June – Develop regulatory-driven management plans (e.g. Socio-economic Effects Management Plan);
- January-October – Construction planning: camp locations, waste management, traffic management;
- April – Public information sessions;
- Spring – OGC permitting decision;
- Fall – Temporary use permitting, camps and facilities;
- Fall – Vendor networking sessions;
- Early 2016 – Final investment decision.

RDBN Issues

- Business opportunities and jobs;
- Potential pressure on retail and public services;
- Waste management;
- Construction traffic;
- Timber salvage.

Discussion took place regarding the sharing of right of way for the TransCanada proposed pipeline projects, Coastal GasLink, Prince Rupert Gas Transmission Project and Pacific Trails Connector pipeline. Mr. Reid noted the difficulty of sharing right of way between the Coastal GasLink and Prince Rupert Gas Transmission Project as the two lines are separated by a significant distance. The projects are also operated by two separate companies, LNG Canada and Pacific Northwest LNG and it is a very competitive market. The Pacific Trails pipeline is operated by Chevron but through the Oil and Gas Commission permitting TransCanada has requested to co-locate where possible. Mr. Giddens noted that through the consultation process land owners have requested to relocate lines and this has been accommodated.

Director Newell spoke of base line monitoring and the information being provided to the RDBN. Mr. Giddens mentioned that TransCanada has a number of monitoring programs that need to be implemented in the plans and the information will be discussed and shared with the RDBN when completed. Mr. Reid mentioned that in the past two years Coastal GasLink has completed significant field work to collect information for base line studies and that data is available publicly.

DELEGATION (CONT'D)

TRANSCANADA COASTAL GASLINK PIPELINE LTD. – Greg Cano, Project Manager, Kiel Giddens, Land, Community, and Aboriginal Relations Liaison RE: Update

The workforce readiness planning was discussed and will be available for First Nations and non-First Nations citizens. TransCanada is partnering with the College of New Caledonia and Northwest Community college to develop programming. Mr Giddens is also a member of the SWOT (Strategic Workforce Opportunities Team) working group.

Chair Miller thanked Messrs Giddens and Reid for attending the meeting.

ENVIRONMENTAL SERVICES REPORT

2015 Recycling Options

Janine Dougall, Director of Environmental Services brought forward the economic challenges of recycling options in the RDBN due to economies of scale and population base. The funding programs initiated by the RDBN in 2009 were to start local recycling programs by providing funding based on an allocation of funds across the RDBN based on assessments.

Since 2009, a number of communities have developed a recycling program and have been funded by the RDBN. Smithers and Area Recycling Society has been a long term organization with funding beginning in 2003. Since 2009, other recycling groups in the region have utilized the funding: the Greening Up the Fort (GUF) in Fort St. James, Vanderhoof, Fraser Lake, and Houston. Burns Lake has had challenges in developing a recycling program and in lieu of the challenges the RDBN provides bins at the Burns Lake and Southside Transfer Stations.

The allocation of funds originally developed in 2009, has in some instances provided sufficient funding for recycling programs, but in other instances the funding has not been sufficient to pay for existing programs. Concerns were brought forward for Houston and Fraser Lake as these two communities do not receive sufficient funding for current levels of recycling services.

The Regional Board requested staff to investigate equivalent service levels across the region in comparison to service levels provided by the Multi-Material B.C. (MMBC) depot service in Smithers and Nak'azdli. In order to determine costs for said service, discussion took place with Cascades in Prince George, the processing company wherein all MMBC recycling materials are transported for processing and the closest processing facility to the RDBN. Cascades in Prince George is affiliated with Green by Nature, the company that contracts to MMBC to collect post recycling products.

The information provided in Ms. Dougall's 2015 Recycling Options report includes expanding the program to cardboard, paper, general plastics and general metals. The MMBC program includes additional products collected: Styrofoam, plastic film and glass. Staff did not include these additional products in the potential RDBN expanded program due to the lack of an end market for the products and the high cost associated with transportation of the products. The intent would be to investigate the expansion of recycling programs in areas to include cardboard, paper and general plastics and general metals (e.g. pie plates, tin cans) with the intent being, if MMBC in the future provides services to the areas of the RDBN that it does not currently provide services to, the Regional Board would investigate including Styrofoam, plastic film and glass.

Discussion took place regarding the Extended Producer Responsibility (EPR) programs that are currently received at the Fraser Lake Bottle Depot and the changes to the recycling of milk jugs. Multi-Materials B.C. (MMBC) is currently recycling milk jugs but prior to the MMBC program, milk jug recycling was paid for by the dairy industry. MMBC does not provide services to depots in Fraser Lake, Vanderhoof, Burns Lake and Houston, thus the depots no longer receive compensation to recycle the milk jugs.

ENVIRONMENTAL SERVICES REPORT (CONT'D)
2015 Recycling Options (CONT'D)

Ms. Dougall outlined the costs in maintaining the allocations and increasing service levels and the possible increase to the budget of 110%. Staff require further direction from the Regional Board if it wishes to investigate the impact of expanding the existing programs, have sustainable funding, and maintain the annual allocation based on taxation of 2009 assessments.

The Regional Board's request of staff to investigate the possible expansion of recycling services was due to MMBC not providing services in all areas of the RDBN. The budget would potentially double in order to maintain the recycling allocation scenario and allocate monies to different areas of the region based on taxation.

Director Petersen expressed concerns in regard to expanding the budget to expand recycling programs in the Vanderhoof area. Discussion took place regarding the bin and baler utilized at the Vanderhoof Co-op. The possibility of moving the bin to the Vanderhoof Transfer Station was discussed.

Ms. Dougall noted that if the RDBN were to contract with Cascades to expand its recycling program there may be a possibility for revenue sharing opportunities. The potential revenue is unknown as it is market driven.

Director Bachrach spoke of the complexity of the issues and the fact that each community within the RDBN has a different aspiration to the level of recycling occurring in the communities. He spoke of Smithers having a system that has been in place for a number of years involving a very proactive organization, the Smithers and Area Recycling Society (S.A.R.S) that has had the cooperation of Electoral Area "A" (Smithers Rural) and Telkwa residents. S.A.R.S is currently facing issues involving the building it currently rents and the lack of options seeming to face the society. He spoke of the possible opportunity to work together with communities such as Houston and Moricetown as a region in the Bulkley Valley to move forward with recycling. If this opportunity is expanded there will be a significant gap in service levels through the rest of the region.

Director Bachrach also noted that the funding for recycling has been distributed fairly based on assessments. He mentioned that the Town of Smithers and the Smithers and Area Recycling group chose to assume the risk of contracting with MMBC to provide some levels of service to its community. Director Bachrach expressed concern that if there is a reduction of funding that Smithers and Area Recycling may not be able to continue its current levels of service and that the Town of Smithers will not receive the same funding benefit as other communities. He noted that volunteer societies and local governments need to step forward to find solutions to recycling in communities.

Chair Miller mentioned that each community and electoral area has done what is possible with the resources they have available to recycle products in the RDBN. Residents often travel long distances to Smithers and/or Prince George to bring their recyclables to a location that is able to bring the products to end market. Discussion took place regarding MMBC's contract constraints and no negotiation approach that did not allow for all communities in the region to move forward with the MMBC program. Chair Miller expressed his concerns that essentially communities are now working against each other. There is a need and benefit to review recycling from a regional perspective and looking at the question of "How does the entire region reduce waste and work with efficiencies of scale with a large geographical area and limited capacity." Chair Miller also spoke to the importance of finding a base level of reasonable accessible service for the entire region.

ENVIRONMENTAL SERVICES REPORT (CONT'D)
2015 Recycling Options (CONT'D)

Director Thiessen brought forward the issues that the District of Vanderhoof encountered when an MMBC contract offer was provided to them. He noted that in the past the District of Vanderhoof had expanded its boundaries but only provided garbage pick up to those residents in the original boundaries. MMBC would only offer collection to certain areas of the District of Vanderhoof thus the District of Vanderhoof rejected the contract restrictions. Discussion took place regarding the importance and need of developing a regionally based waste management and recycling program.

Director Repen brought forward the need to look to the future for new possibilities and opportunities. Discussion took place regarding a centralized hub within the region where recyclable products could be transported to and continue to end market from this centralized hub.

Concerns were brought forward in regard to the current levels of services being offered in the Regional District and how to move to an equivalent service level for all areas within the region. Residents are paying eco-fees at the time of purchase that are supposed to be used to provide recycling options at end of life by industry. Due to the lack of services provided by MMBC residents are having to additionally fund the end of life recycling of the products.

Discussion took place regarding "Option 2" as outlined in the Director of Environmental Services' December 31, 2015 memo titled "2015 Recycling Options." Director Fisher spoke to the importance of focusing on education to assist the residents of the region in understanding recycling programs and options.

Industrial Commercial Institutional (ICI) component of the waste stream was brought forward for discussion. Originally it was estimated that the ICI component was 60% and the residential component was 40% of the waste stream but now it is estimated that the split is perhaps 75% ICI and 25 % residential. Discussion took place regarding the importance of reducing the amount of waste being brought to RDBN landfills. It was noted that eventually in the future the ICI component will be addressed by industry.

The possibility of using roll off bins to provide a central location for the drop off of products and said bins then being transported to a centralized hub for further processing and/or transportation was discussed. Ms. Dougall noted that roll off bins are not the most cost effective solution but do provide an option in moving forward. In moving forward data will be collected to provide a more accurate summary of volumes of waste/recyclables being generated.

The Regional Board has expressed a desire to create a region wide service that investigates possible options moving forward and possibly forming partnerships with local groups, MMBC and industry.

2015 Recycling Options

Moved by Director Petersen
Seconded by Director Benedict

C.W.2015-2-4

"That the Committee of the Whole recommend that the RDBN continue to support sustainable recycling initiatives across the RDBN, without increasing the overall 2015 recycling budget. Further, the Committee of the Whole recommends to the Board of Directors to redistribute the overall recycling budget monies to match the costs of the proposed expanded recycling programs in each area of the RDBN where MMBC is not providing PPP (Printed Paper and Packaging) recycling services. Further, that any 2015 unallocated budget monies be placed into a "general recycling" budget line item for future use as directed by the Board of Directors."

(All/Directors/Majority)

DEFEATED

ENVIRONMENTAL SERVICES REPORT (CONT'D)
2015 Recycling Options (CONT'D)

Discussion took place regarding "Options 1 and 2" as outlined in the Director of Environmental Services' December 31, 2015 memo titled "2015 Recycling Options" and the breakdown of costs associated with each option.

Break for lunch at 12:34 p.m.

Reconvened at 1:04 p.m.

Staff indicated that a third option may be drafted to bring forward for the Regional Board to consider that would reflect current assessments and costs for communities to provide a level of recycling that benefits communities and the region.

Moved by Director Thiessen
Seconded by Director Lindstrom

C.W.2015-2-5

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to draft an "Option 3" that reflects current assessments, and costs to be added to the Director of Environmental Services' December 31, 2015 memo titled "2015 Recycling Options;" and further, that the amended memo be brought forward at a future RDBN Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

Name for Legacy/Resource Revenue Sharing Committee

The Regional Board discussed suggestions to name the RDBN Legacy/Resource Revenue Sharing Committee.

Name for Legacy/Resource
Sharing Committee

Moved by Director Petersen
Seconded by Director Repen

C.W.2015-2-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors approve the name "Bulkley Nechako Resource Legacy Committee" for the RDBN Legacy/Resource Sharing Committee."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORTS

Hans Berndorff, Financial Administrator provided an outline of the second draft of the 2015 budget. Mr. Bendorff noted that he is in the process of reviewing the local service areas with the Rural Directors and the full budget will be presented at the March 12, 2015 Committee of the Whole meeting.

ADMINISTRATION REPORTS (CONT'D)

Discussion took place regarding public engagement opportunities. Mr. Berndorff provided an outline of past presentations and the minimal attendance. Chair Miller mentioned that if there is a desire from communities or rural areas to have a meeting regarding the budget he would attend. The RDBN produces a yearly annual report that can be provided to the municipalities and Mr. Berndorff can provide a summary of the Regional District budget process to Directors wishing to receive the information.

2015 Draft Budget

Moved by Director MacDougall
 Seconded by Director Parker

C.W.2015-2-7

"That the Committee of the Whole receive the Senior Financial Assistant's February 11, 2015 memo titled "2015 Draft Budget."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Capital Reserve Adequacy

Moved by Director Benedict
 Seconded by Director Liversidge

C.W.2015-2-8

"That the Committee of the Whole receive the Financial Administrator's February 12, 2015 memo titled "Capital Reserve Adequacy."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Grant Opportunity - Federal Gas Tax Fund - Strategic Priorities Fund

Moved by Director Strimbold
 Seconded by Director Lindstrom

C.W.2015-2-9

"That the Committee of the Whole receive the Manager of Regional Economic Development's February 11, 2015 memo titled "Grant Opportunity – Federal Gas Tax Fund – Strategic Priorities Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the challenges of having a "shovel ready" project by the application due date of April 15, 2015.

The possibility to apply for funding for broadband connectivity or alternative processing for landfills was discussed. Further information regarding broadband will be brought forward at a future Rural Directors meeting and Director Repen commented that there is a need to understand what is being planned for the region in terms of broadband connectivity.

CORRESPONDENCE

Smithers and Area Recycling Society – S.A.R.S. – Contract Changes – November 5, 2014

Moved by Director Fisher
 Seconded by Director Petersen

C.W.2015-2-10

“That the Committee of the Whole receive the correspondence from the Smithers and Area Recycling Society regarding S.A.R.S – Contract Changes – November 5, 2014.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

2015 COFI Convention -April 8-9, 2015, Prince George, B.C.

Moved by Director Thiessen
 Seconded by Director Newell

C.W.2015-2-11

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors approve Chair Miller’s attendance at the 2015 COFI Convention on April 8-9, 2015 in Prince George, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SPECIAL IN-CAMERA MEETING MOTION

Moved by Director MacDougall
 Seconded by Director Repen

C.W.2015-2-12

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Thiessen
 Seconded by Director MacDougall

C.W.2015-2-13

“That the meeting be adjourned at 1:52 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

COMMITTEE OF THE WHOLE MEETING

Thursday, January 15, 2015

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brienen
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Jerry Petersen
Darcy Repen
Luke Strimbold
Gerry Thiessen

Directors Absent Ralph Roy, Electoral Area "D" (Fraser Lake Rural)

Alternate Director Mark Parker, Electoral Area "D" (Fraser Lake Rural)

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services – arrived at 10:47 a.m., left at 12:55 p.m., returned at 1:33 p.m., left at 2:54 p.m.
Deborah Jones-Middleton, Protective Services Manager – left at 12:55 p.m.
Jason Llewellyn, Director of Planning – left at 12:55 p.m., returned at 1:33 p.m., left at 2:36 p.m.
Laura O'Meara, Senior Financial Assistant – left at 12:55 p.m.
Wendy Wainwright, Executive Assistant

Others Joan Ragsdale, Career & Trades Liaison, School District No. 91 (Nechako Lakes) – left at 10:47 a.m.
Nicholas Monkman, Burns Lake, arrived at 1:30 p.m., left at 2:15 p.m.
Dave Van Dolah arrived at 11:20 a.m. left at 1:34 p.m.
Scott Zayac, Acting Regional Director, CNC, Burns Lake – left at 10:47 a.m.

Media Flavio Nienow, LD News, left at 12:10 p.m.

CALL TO ORDER Chair Miller called the meeting to order at 10:30 a.m.

**SUPPLEMENTARY
AGENDA**

Moved by Director MacDougall
Seconded by Director Petersen

C.W.2015-1-1

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGENDA

Moved by Director Greenaway
Seconded by Director Liversidge

C.W.2015-1-2

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of January 15, 2015 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – November 6, 2015

Moved by Director Petersen
Seconded by Director Strimbald

C.W.2015-1-3

"That the Committee of the Whole meeting minutes of November 6, 2014 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

**SCHOOL DISTRICT NO. 91 (NECHAKO LAKES) – Joan Ragsdale, Career & Trades Liaison
RE: Pilot Trades Training Proposal**

Chair Miller welcomed Joan Ragsdale, Career & Trades Liaison, School District No. 91 (Nechako Lakes).

Ms. Ragsdale provided a presentation.

School District No. 91 Career & Trades Programs

- Linked to community;
- Built on student strengths;
- Creating opportunity.

THE HEAD – to imagine it.

Schools – Strong Career and Trades Program Team

- **District position linked to Career Coordinators in each high school:**
 - o Projects;
 - Offer a variety of experiences for students across the district:
 - Project Agriculture;
 - Project Natural Resource Management;
 - Project Local Government;
 - Project Heavy Duty;
 - Project Fire Fighter;
 - Project Health;
 - Project Mining;
 - Work Experience;
 - Community Volunteer Time;
 - Junior Initial Attack;
 - Junior Trades, etc.

DELEGATION (CONT'D)

SCHOOL DISTRICT NO. 91 (NECHAKO LAKES) – Joan Ragsdale, Career & Trades Liaison **RE: Pilot Trades Training Proposal (CONT'D)**

- Secondary School Apprenticeships (SSA);
 - SSA opens doors for students by providing the option to work towards graduation and earn ITA apprentice hours while in high school. An example of true hands-on learning – students work directly with a Red Seal Tradesperson while earning credits and developing valuable skills.
 - The program provides a great opportunity for industry to foster local talent targeted to meet their company needs.
 - And can lead to a \$1,000 Scholarship.
- Work Experience;
- Skills Exploration;
- ACE IT or CTC Programs:
 - ACE IT program provide the opportunity for students to take their technical ITA training while still in school;
 - Welding;
 - Carpentry;
 - Industrial Mechanic (Millwright);
 - Heavy Duty Mechanic;
 - Electrical;
 - Residential Construction;
 - Culinary;
 - Pipe Trades;
 - Dual Credit:
 - Mining Certificate;
 - Administrative Assistant Certificate.
- Result=Strong history of community partnerships.

THE HANDS – to make it real;

Working together with Industry and Community;

- "Work sites are the classrooms of the future."
- "...encourage them (schools) to partner with industry, municipalities, post-secondary and Aboriginal communities to create programs." BC's Skills for Jobs Blueprint.

Linking students to OPPORTUNITY and hands-on learning

- **Program Statistics:**
 - Since 2008, SD #91 has supported 117 students in completing their ITA technical programs while still in high school;
 - 94 of these were at local College of New Caledonia campuses;
 - On average there are 17 SD #91 students taking 6 different ITA Trades programs per year;
 - Currently SD #91 has over 90 active partnerships with Industry – across the district.

DELEGATION (CONT'D)

SCHOOL DISTRICT NO. 91 (NECHAKO LAKES) – Joan Ragsdale, Career & Trades Liaison **RE: Pilot Trades Training Proposal (CONT'D)**

THE HEART – to make it great; Exploring Careers & Work – Creating Community Legacy. Challenge

- Ensuring reliable, consistent ACE IT programs are available for students locally
 - Current annual process not working – no guarantee of programs makes it difficult for planning;
 - Program cancellations have had negative impacts on students and families.
- Increasing work and apprenticeship options for students:
 - Challenge finding work and apprenticeship spots for students.

The Proposed Solution

- Develop agreements with community groups and industry to ensure local work and apprenticeship options for students;
- **A 5 year ACE IT pilot program for Nechako Lakes**
 - Ministry commitment to a multi-year ACE IT plan, which:
 - Includes a guarantee to provide a minimum of one ACE IT program each year in the communities of Burns Lake, Fort St. James and Vanderhoof, with rotational offerings in Fraser Lake – in partnership with CNC;
- This pilot will ensure diverse trades' offerings are available for SD #91 students who are choosing a career in Trades – and it will ensure similar options for adults in the region.

Requesting

- In terms of the proposal...
 - Official motion in support of the SD #91 – 5 year ACE IT proposal;
 - Recognize current process not working – require a multiyear Ministry commitment to ITA training in our communities in order to meet the critical need for skilled workers in the area;
 - Commitment to send someone to a regional and/or provincial meeting to support the proposal.
- In terms of hands-on learning options for students...
 - Commitment to provide work experience job shadow or apprentice options for students (where appropriate).

Creating Community Legacy.

Discussion took place regarding SD #54 Bulkley Valley and whether it has a 5 year ACE IT commitment. Ms. Ragsdale noted that in discussions with SD #54 they base their structure on a 3 year schedule but do not have commitment guarantees.

It is a very important initiative, the Regional Board expressed encouragement to continue to work and develop the program in the entire Regional District.

Chair Miller thanked Ms. Ragsdale for attending the meeting.

2015 DRAFT BUDGET

Hans Berndorff, Financial Administrator spoke to the agenda process that has taken place and the process that will take place to finalize the 2015 RDBN Budget.

Laura O'Meara, Senior Financial Assistant provided an overview of the RDBN Budget Initiatives for 2015.

She noted that in Administration and Finance the Electronic Records Management System will be deferred to the 2016 budget to synchronize with the Planning Department's upgraded electronics system. The development of office space will be adjusted to include \$14,000 for cabinets.

In Environmental Services discussion took place regarding carbon emission reduction initiatives. Mr. Berndorff mentioned that the RDBN is utilizing the provincial accounting system for carbon emission reduction and that a contingency fund is setup for the initiative. Chair Miller noted that various comparison models and opportunities have been investigated. He also provided information in regard to the Pacific Carbon Trust and the direction that the RDBN Board of Directors has taken.

The works to re-establish closure conditions at the Smithers/Telkwa Landfill was brought forward for discussion. An overview was provided regarding the history of the Smithers/Telkwa Landfill, private ownership and the Smithers Motocross Track being built on top of the closed Smithers/Telkwa Landfill.

Janine Dougall, Director of Environmental Services mentioned that at the time the Smithers/Telkwa Landfill closure works were completed, it did not include the future use of the property to be a motocross track.

Discussion took place regarding the subsequent damage to the said landfill cover. Obtaining a legal opinion was also discussed.

Staff will bring forward an outlined history of the Smithers/Telkwa Landfill at the January 29, 2015 Regional Board Meeting.

**Smithers/Telkwa Landfill
 Budget Item**

Moved by Director Bachrach
 Seconded by Director Strimbald

C.W.2015-1-4

"That the Committee of the Whole meeting recommend that the Regional District of Bulkley-Nechako Board of Directors reduce the "Works to re-establish closure conditions at the Smithers/Telkwa Landfill" from \$100,000 to \$50,000 in the 2015 Draft Budget; and further, that the name of the said line item be changed to Smithers/Telkwa Landfill."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ms. O'Meara spoke to the Details of Protected Tax Changes for Environmental Services. Discussion took place regarding the Surplus from Prior Year and the impact to the budget. Mr. Berndorff noted that the surplus will be less overtime and that Regional Districts cannot move surpluses from one service to another. Mr. Berndorff mentioned that the budget must allow room to adjust for incidentals that are beyond the control of the Regional District such as fuel costs. If costs exceed the budget it is then in a deficit and has to be adjusted the next year to include that deficit.

The Recycling expenditures were a large part of the surplus from the prior year as recycling opportunities have been a challenge.

2015 DRAFT BUDGET (CONT'D)

The ability to better understand reserves and a summary that explains the workings of Regional District reserves would be a benefit for Directors moving forward. Mr. Berndorff stated that there is a line item in the quarterly budget report and an analysis completed yearly. The 2nd Draft of the budget will include a reserve analysis.

The potential for cost savings in cost sharing certain items with municipalities was discussed.

The proposed electronic records management system will be brought forward in the 2016 Budget. In researching the best methodology of moving to electronics records management it has been determined that once implemented, it will be from that point forward that records will become electronic. The challenges associated with going into past records and converting them to electronic format were discussed.

Ms. Dougall explained the metal recycling revenues and the process in which is undertaken to recycle the metal from the RDBN Transfer Station and Landfill operations.

Mr. Berndorff noted that there has been a 17% increase in medical and benefits and research is being conducted to determine if there is an alternate plan that may be more cost effective for the RDBN.

Discussion took place in regard to the RDBN taking over the Knockholt and Clearview Landfill operations. Mr. Berndorff noted that this 1st draft of the budget does not include the cost for the RDBN to take over said operations.

Ms. O'Meara provided an overview of the Details of Projected Tax Changes-Emergency Preparedness Planning. Mr. Berndorff mentioned that prior to 2015, 20% of the Protective Services Manager's time was allocated to rural government but has now been moved to emergency preparedness. There will be no change to the tax payer.

Discussion in regard to a shared emergency response storage facility between the RDBN and the Town of Smithers was discussed. In the past the storage facility had been in the budget with the intent to receive funding through grants. Funding has not been available for such a project thus the potential for a storage facility for storage of emergency materials has been removed from the budget. It was noted that the old Telkwa Fire Hall is currently vacant.

Discussion also took place in regard to the role the Regional District plays in the oversight and monitoring of fire departments and the budget implications of increasing fire protection to rural areas.

Ms. O'Meara provided an overview of the Details of Projected Tax Changes – General Government. Asset Management planning is becoming a requirement for provincial funding requirements and thus the software to implement asset management for the RDBN will need to move forward. Discussion took place in regard to special projects: forestry, revenue sharing and asset management.

Ms. Chapman provided an overview of the Directors Remuneration review that took place in 2014.

The possibility of utilizing an electronic agenda system was brought forward. Some of the benefits and challenges were discussed.

2015 DRAFT BUDGET (CONT'D)

Electronic Agendas

Moved by Director Bachrach
Seconded by Director Repen

C.W.2015-1-5

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward an updated electronic agendas report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break at lunch at 12:10 p.m.

Return from lunch at 12:43 p.m.

Ms. O'Meara reviewed Details of Projected Tax Changes – Building Inspection and Development Services.

Director Bachrach spoke to economic development as a region wide service and concerns in regard to the possible overlap of economic development services between municipal and RDBN economic development functions. The Economic Development Strategic Plan that the RDBN Board of Directors has approved will continually review its economic function to ensure there will be no overlapping of functions. The benefits of economic development being an important regional service were also discussed. Mr. Berndorff noted that some examples of projects that the RDBN has completed that may not have been doable as a municipality are the mining flyover studies and the Regional Skills Gap Analysis.

ADMINISTRATION REPORTS

2015 Draft Budget

Moved by Director Brienen
Seconded by Director Newell

C.W.2015-1-6

"That the Committee of the Whole receive the 2015 Draft Budget."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Dave Van Dolah RE: Stuart Nechako Natural Resource District – Name Change from Vanderhoof Forest District and Fort St. James Forest District

Chair Miller welcomed Dave Van Dolah, District Manager, VanJam, Ministry of Forests, Lands and Natural Resource Operations.

Mr. Van Dolah explained that he replaced the retired District Manager for the VanJam District in May, 2014. He mentioned that during his hiring process he clearly indicated that one of his goals would be to change the name of Vanderhoof and Fort St. James Forest District in order to complete the amalgamation process which had begun four years prior. Mr. Van Dolah spoke of the importance of consistency across the entire area.

Discussions took place with Kevin Kriese, Assistant Deputy Minister, Regional Operations, North Area, Eamon O'Donoghue, Regional Executive Director, Skeena and Greg Rawling, Regional Executive Director, Omineca to begin the process of a name change for the VanJam District.

DELEGATION (CONT'D)

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Dave Van Dolah RE: Stuart Nechako Natural Resource District – Name Change from Vanderhoof Forest District and Fort St. James Forest District

In August, 2014, staff from Vanderhoof and Fort St. James provided suggestions for the new name for the district. Mr. Van Dolah spoke of the legal process that needs to be undertaken to change the name and the time line associated with the process. He noted that it can take approximately two years for the name change to be complete and that a team in Victoria is currently working on all the details involved.

Mr. Van Dolah mentioned that the newly named Stuart Nechako Resource District is one of the few locations in the province that maintains two offices and is the third largest in terms of full time equivalent (fte.) worker positions.

The majority of the work in the two offices revolves around forest tenures but the offices do have Front Counter BC offices to provide natural resource permitting, *Land, Water* and *Mines Act* applications. Front Counter BC supplies authorizations for 11 different agencies for the province with 135 authorities. They can also assist with non-timber forest products such as mushroom harvesting, etc.

At this time there is no intent to close either office in Fort St. James and Vanderhoof.

Mr. Van Dolah spoke of the challenges of hiring staff and the future challenges with a number of Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) staff intending to retire.

Mr. Van Dolah noted that efficiencies are being found as the MFLNRO grows from the changes that occurred three years ago.

Discussion took place regarding timber sales and harvest licenses. In 1982 the appurtenancy clauses from licenses were removed in all areas of the timber supply area. Licensees form steering committees in the Prince George TSA (Timber Supply Area) to develop timber cells, areas within the Prince George TSA have various species of fibre that determines cut.

Concerns were brought forward in regard to the lack of updated forest inventory for the Fort St. James area. Mr. Van Dolah provided an outline of the process conducted by the Chief Forester to determine a timber supply review.

Director MacDougall spoke to the importance of continued contact and open dialogue between the newly named Stuart Nechako Natural Resource District and the Regional District of Bulkley-Nechako. Communities can also assist with recruitment of professionals to the region. Mr. Van Dolah noted the importance of being proactive in terms of recruitment.

Chair Miller thanked Mr. Van Dolah for attending the meeting.

ADMINISTRATION REPORTS (CONT'D)

RDBN Appointments - 2015

Moved by Director Strimbold
 Seconded by Director Bachrach

C.W.2015-1-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors ratify the RDBN 2015 Appointments as amended to include the Bulkley Valley Regional Pool Village of Telkwa newly appointed member:

- **Executive Committee**
 - o Chair Tom Greenaway
 - o Rob MacDouogall
 - o Luke Strimbold
 - o Gerry Thiessen
 - o Bill Miller (ex-officio)
- **Forestry Committee (Committee of the Whole)**
 - o Chair Rob MacDougall
- ****New Committee re Legacy/Resource Revenue Sharing**
- **Waste Management Committee (Committee of the Whole)**
 - o Chair Taylor Bachrach
- **Rural Directors Committee**
 - o Chair Eileen Benedict
 - o All Rural Directors
- **Northern BC Tourism Association**
 - o Rob Newell
- **Yellowhead Highway Association**
 - o Jerry Petersen
 - o Eileen Benedict, Alternate
- **Municipal Finance Authority**
 - o Bill Miller
- **Federation of Canadian Municipalities**
 - o (FCM Conference – June 5-8, 2015, Edmonton, Alberta)
 - o Chair plus one Director
- **Municipal Insurance Association**
 - o Eileen Benedict
- **Fraser Basin Council**
 - o Tom Greenaway
- **Bulkley Valley Regional Pool**
 - o Darcy Repen – (awaiting information from Village of Telkwa)
 - o Taylor Bachrach
 - o Mark Fisher
- **North Central Local Government Association**
 - o (presently, Luke Strimbold) – Nomination by the RDBN Board
- **Parcel Tax Roll Review Panel (5)**
 - o Eileen Benedict
 - o Tom Greenaway
 - o Jerry Petersen
 - o Ralph Roy
 - o Mark Fisher
 - o Chair Bill Miller (ex-officio member)

ADMINISTRATION REPORTS (CONT'D)

RDBN Appointments – 2015 (CONT'D)

- Northern Development Initiative
 - o Prince George RAC – Bill Miller
 - Jerry Petersen, Alternate
 - o Northwest RAC – Mark Fisher
 - Rob Newell, Alternate
- Omineca Beetle Action Coalition
 - o Bill Miller.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Reports

Moved by Director Benedict
 Seconded by Director Newell

C.W.2015-1-7

“That Committee of the Whole receive the following
 Administration Reports:

- Financial Administrator's January 7, 2015 memo titled “Updated Cost Allocation Review;
- Senior Financial Assistant's December 22, 2014 memo titled “Comparison of Vehicle Allowance vs. RDBN Owned Vehicles.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES REPORT

Knockholt and Clearview Landfill Operations – Tender Results and RDBN Cost Analysis

Ms. Dougall provided an overview of the Knockholt and Clearview Landfill Operations – Tender Results and updated RDBN Cost Analysis. Director Bachrach spoke to the flexibility provided to the RDBN if it chooses to move forward in operating the Knockholt and Clearview Landfills. He noted that due to the change regarding regional provincial strategies and the review of the RDBN Solid Waste Management Plan the ability to be flexible may be an important consideration. The changing of the market could impact the RDBN operating its landfills.

Discussion took place regarding the workload implications if the RDBN Board of Directors moves forward in operations of its landfills. Ms. Dougall provided an outline of the process and indicated that it would be workable. With the current contracts in place the RDBN Environmental Services Operations Manager oversees the current contractors in regard to educating staff on landfill operations and aiding the contractor in abiding by the terms of reference in their contracts.

Director Newell brought forward concerns from the proponents of the bid process.

Discussion took place regarding the possible benefits and disadvantages to purchasing used and/or new equipment. The Bid process indicated that the primary equipment must be 2005 or newer.

In October, 2014, a report was provided to the Regional Board in regard to an initial cost analysis associated with RDBN operations of the landfill.

Minor maintenance work would be completed on site and the use of local service trucks would be utilized to provide some major repairs and maintenance which has been factored into the estimated maintenance budget. Contingencies have also been considered for equipment that may have to be removed for major maintenance repairs.

ENVIRONMENTAL SERVICES REPORT (CONT'D)

Knockholt and Clearview Landfill Operations – Tender Results and RDBN Cost Analysis (CONT'D)

The use of dump trucks can be shared between the two facilities as they may be only required 1 to 2 times per month. Staff have the ability to move the trucks between the two facilities.

Discussion took place regarding the RDBN's ability to finance through the Municipal Finance Authority (MFA) and take advantage of its AAA credit rating and low borrowing rates if it moves forward in the decision to operate Knockholt and Clearview Landfills.

Mr. Berndorff spoke of the process in which the RDBN would need to borrow funds in the form of a loan authorization bylaw. This service can rely on an exemption in the *Environmental Management Act* and the RDBN would be borrowing funds to implement its solid waste management plan. The Ministry of Community Sport and Cultural Development (MCSCD) is currently reviewing a financial update to the RDBN Solid Waste Management Plan that has been submitted. Mr. Berndorff is awaiting a formal response from MCSCD but they have indicated further information may be required and also that the Ministry of Environment may be required to review and approve the updates provided.

Discussion took place regarding the unknown length of time it may take to review the application to the MCSCD and the costs associated with a region wide referendum.

Knockholt and Clearview Landfill Operations – Tender Results and RDBN Cost Analysis Moved by Director Bachrach
Seconded by Director Greenaway

C.W.2015-1-8

1. "That the Committee of the Whole receive the Director of Environmental Services December 29, 2014 memo titled "Knockholt and Clearview Landfill Operations – Tender Results and RDBN Cost Analysis."
2. That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors proceed with taking over the Knockholt and Cleaview Landfill operations, based on the cost analysis presented to date. Further, that the Regional District of Bulkley-Nechako Board of Directors provide staff with authorization to proceed immediately with procurement processes necessary to purchase the required equipment and hire additional RDBN employees (4), when required."

Opposed: Director Newell
Director Strimbald

CARRIED

(All/Directors/Majority)

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ENVIRONMENTAL SERVICES REPORT (CONT'D)

2015 Recycling Options

Discussion took place in regard to recycling funding being equal between communities and that consumers are not being double charged for recycling.

Janine Dougall, Director of Environmental Services mentioned that Multi-Material B.C. (MMBC) has indicated that it is not being paid enough from industry to expand its recycling program. The newspaper industry is currently not in compliance with the recycling regulation – thus not partnering or paying MMBC.

Cascades Recovery proposal Costs tailored to the community of Fraser Lake in comparison to the current contract was discussed.

Concerns were brought forward in regard to the current options being brought forward. Director Bachrach brought forward the possibility to continue to distribute funds proportionally and allow communities to determine the best utilization of funding to improve recycling in individual communities.

2015 Recycling Options

Moved by Director Thiessen
Seconded by Director Bachrach

C.W.2015-1-9

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors defer the 2015 Recycling Options to February, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

The Nechako Bend Ranch Project – Request for Letter of Support

Moved by Director Thiessen
Seconded by Director Benedict

C.W.2015-1-10

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors receive the Nechako Bend Ranch Project – Request for Letter of Support."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

E-Comm 9-1-1 - Partnership With Regional District of Bulkley-Nechako

Moved by Director Liversidge
Seconded by Director Newell

C.W.2015-1-11

"That the Committee of the Whole receive the Administration Correspondence titled "E-Comm 9-1-1 – Partnership with Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEMS

Electoral Area/Municipal Joint
Town Hall Meetings Discussion will take place at a later date.

Attendance at FCM Moved by Director Benedict
Seconded by Director Greenaway

C.W.2015-1-12 "That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors approve Chair Miller and Director Fisher's attendance at the Federation of Canadian Municipalities (FCM) Conference in Edmonton, Alberta, June 5-8, 2015."

(All/Directors/Majority) CARRIED UNANIMOUSLY

NEW BUSINESS

RDBN School District's
Career and Trades Proposals Moved by Director Thiessen
Seconded by Director MacDougall

C.W.2015-1-13 "That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Education, Ministry of Advanced Education and Ministry of Jobs, Tourism and Skills Training to encourage a five year commitment for ACE-IT (technical ITA (Industry Training Authority) training) Pilot Proposals for high schools in SD #91 Nechako Lakes and SD #54 Bulkley Valley."

(All/Directors/Majority) CARRIED UNANIMOUSLY

RDBN School District's
Career and Trades Proposals
-Student Work Job Placement Moved by Director Thiessen
Seconded by Director Strimbold

C.W.2015-1-14 "That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to enter into discussions with School District #91 Nechako Lakes and School District #54 Bulkley Valley to develop a Memorandum of Understanding to provide student work/job placements with the Regional District of Bulkley-Nechako."

(All/Directors/Majority) CARRIED UNANIMOUSLY

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

RURAL DIRECTORS COMMITTEE MEETING

Thursday, February 12, 2015

PRESENT: Chair Eileen Benedict

Directors Mark Fisher
Bill Miller
Rob Newell
Mark Parker
Jerry Petersen

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

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

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Deborah Jones-Middleton, Protective Services Manager – left at 3:05 p.m.
Jason Llewellyn, Director of Planning – left at 3:09 p.m.
Wendy Wainwright, Executive Assistant

Others Taylor Bachrach, Town of Smithers – arrived at 2:57 p.m.
Dwayne Lindstrom, Village of Fraser Lake – left at 2:28 p.m.
Darcy Repen, Village of Telkwa – left at 2:09 p.m., returned at 2:57 p.m.

CALL TO ORDER

Chair Benedict called the meeting to order at 2:25 p.m.

SUPPLEMENTARY AGENDA

Moved by Director Fisher
Seconded by Alternate Director Hughes

RDC.2015-2-1

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGENDA

Moved by Director Petersen
Seconded by Director Miller

RDC.2015-2-2

"That the Rural Directors Committee Agenda for February 12, 2015 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Rural Directors Committee Meeting Minutes -January 15, 2015

Moved by Director Miller
Seconded by Director Petersen

RDC.2015-2-3

"That the minutes of the Rural Directors Committee meeting of January 15, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

b4

REPORTS

Request for Grant in Aid

Moved by Director Miller
Seconded by Director Fisher

RDC.2015-2-4

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

- Burns Lake Minor Hockey Association Midget Team be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to assist with costs for the Midget Team to attend the Provincials in Clearwater, B.C. from March 15-20, 2014;
- Stuart Lake Outreach Group Society be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its Hot Lunch Program/Food Bank;
- Fort St. James Sled Dog Association be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with the Caledonia Classic Dog Sled Races;
- Fort St. James Secondary School be given \$350 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for an "End Gang Life" evening presentation;
- District of Fort St. James be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with Canada Day 2015 celebrations;
- Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for a Grade 12 Scholarship;
- Nechako Valley Rodeo Association be given \$2,500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with the 3rd Annual Nechako Valley Rodeo."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

REFERRALS (All Directors)

**Mines File No.14675-20/
1650866 Radley Contracting
Electoral Area "B"**

Moved by Director Miller
Seconded by Alternate Director Hughes

RDC.2015-2-5

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Mines File No. 14675-20/1650866" be provided to the Province as the Regional District's comments on Mines File No. 1475-20/1650866."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (CONT'D)

REFERRALS (All Directors) (CONT'D)

MoTi File No.2014-06076 Moved by Director Miller
Lillian and Donald Tychowsky Seconded by Director Parker
Uncha Lake Road
Electoral Area "E"

RDC.2015-2-6

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on MoTi Referral 2014-06076" be provided to the Province as the Regional District's comments on MoTi Referral 2014-06076."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

Bylaw RE: RDBN Administration and Regulation for the Provision of Fire Protection in RDBN Established Rural Fire Protection Areas

Discussion took place regarding the regulations outlined by the Office of the Fire Commissioner and the provincial government and the responsibilities being downloaded to Regional Districts in regard to rural fire departments. Concerns were brought forward regarding the involvement required by Regional Districts in the administration and oversight of rural fire departments. A Regional District is responsible to manage the training and evaluation of all fire departments as the authority that oversees the jurisdiction.

Director Miller noted the struggle that rural fire departments are having in maintaining adequate levels of capacity and meeting the guidelines being brought forward from the Office of the Fire Commissioner. He noted concerns in regard to rural fire departments being able to fund the administrative component of operations. Director Petersen spoke to a past referendum held for the Cluculz Lake Fire Protection area and the residents' decision to decline increasing taxation. Without the necessary funding small rural fire departments may not be able to continue to function in the future.

Director Newell noted that Topley Fire Protection is investigating the option to expand its boundaries. All other fire protection service areas within the RDBN have been extended to the limit allowed for a fire protection boundary. The Topley Fire Protection Society is researching options to enable them to continue to operate under the budget constraints that they face.

Director Miller and Gail Chapman, CAO mentioned that in the past the RDBN has brought its concerns forward to the provincial government.

Alternate Director Hughes suggested amendments to the draft bylaw for further clarification.

Discussion took place regarding the fire departments meeting necessary requirements in order for the Regional District, in writing, to authorize one or all of the following: Medical First Response, Road Rescue and Extrication, Mutual Aid to other Fire Services, and Hazardous Material Incidents.

Discussion took place regarding the hard work and dedication of the volunteer firemen and women wanting to better the communities they live in and help their neighbors but the challenges in doing so may prevent future small fire departments from continuing to operate.

Chair Miller and Gail Chapman, CAO will be bring the issues and concerns regarding small rural fire departments forward for discussion at the CAO/CEO Meeting they will be attending on March 24-25, 2015 in Victoria, B.C. It may be beneficial to also bring concerns forward at the North Central Local Government Association Annual Convention, May 6-8, 2015 in Prince George, B.C.

bb

Rural Directors Committee
February 12, 2015
Page 4 of 6

DISCUSSION ITEM (CONT'D)

Letter to the Ministry of
Justice RE: Rural Fire
Departments

Moved by Director Petersen
Seconded by Director Parker

RDC.2015-2-7

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Justice outlining concerns regarding funding and responsibility for rural fire departments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The draft bylaw for the RDBN Administration and Regulation for the Provision of Fire Protection in RDBN Established Rural Fire Protection Areas is based on the RDBN's legislated requirements from the Ministry of Justice.

Draft Bylaw RE: RDBN
Administration and Regulation
for the Provision of Fire
Protection in RDBN Established
Rural Fire Protection Areas

Moved by Director Petersen
Seconded by Director Parker

RDC.2015-2-8

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to amend the draft bylaw to meet legislative requirements and provide clarification in regard to when a fire department may respond to an "Incident", the use of "Occupier", and "Conduct of Incidents" number 8 to read "No person shall maliciously damage or destroy the Fire Department Apparatus or Equipment; and further, that a second draft be brought forward to the Rural Directors Committee for consideration."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

Pacific Northwest Regional
Science Fair – Request for
Grant in Aid – Electoral
Area "A" (Smithers Rural)

Moved by Director Fisher
Seconded by Director Newell

RDC.2015-2-9

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve Pacific Northwest Regional Science Fair be given \$4,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the Pacific Northwest Regional Science Fair."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

REFERRALS (All Directors)

MoTi File No.2014-06070
Canyon Creek Resources Ltd.
Electoral Area "A"

Moved by Director Fisher
Seconded by Director Miller

RDC.2015-2-10

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on MoTi Referral 2014-06070 be provided to the Province as the Regional District's comments on MoTi Referral 2014-06070."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.7409756
Crystal Lake Resort Ltd.
Electoral Areas "D" & "F"

Moved by Director Petersen
Seconded by Director Parker

RDC.2015-2-11

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409756" be provided to the Province as the Regional District's comments on Crown Land Referral 7409756."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.7409759
Tyrol Craig Forfar
Electoral Area "F"

Moved by Director Petersen
Seconded by Director Newell

RDC.2015-2-12

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409759" be provided to the Province as the Regional District's comments on Crown Land Referral 7409759."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Letter of Support for
4 Wheel Drive Ambulances

Director Newell mentioned that he brought forward an issue to the Northwest Regional Hospital District Board of Directors to write a letter to the Minister of Health regarding the need for 4 wheel drive ambulances in northern B.C. He noted an incident wherein an ambulance was stuck on a rural road in the Houston area attending a call out.

Moved by Director Newell
Seconded by Director Fisher

RDC.2015-2-13

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Northwest Regional Hospital District regarding the need to have 4 wheel drive ambulances in northern B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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NEW BUSINESS (CONT'D)

BC Broadband Conference
April 28-29, 2015, Richmond,
B.C.

Director Newell spoke of the BC Broadband Conference being held on April 28-29, 2015 in Richmond, B.C. He noted that the theme for the conference is "Bringing Urban Internet to Rural Canada" and he felt that it may be beneficial for the RDBN to have a representative attend.

Chair Benedict mentioned that the information that the RDBN has gathered will be brought forward at a future RDBN Board Meeting for further discussion. Director Newell will provide staff with the information in regard to the conference.

ADJOURNMENT

Moved by Director Miller
Seconded by Director Newell

RDC.2015-2-14

"That the meeting be adjourned 3:12 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

RURAL DIRECTORS COMMITTEE MEETING

Thursday, January 15, 2015

PRESENT: Chair Eileen Benedict

Directors Mark Fisher
Tom Greenaway
Bill Miller
Rob Newell
Jerry Petersen

Director Absent Ralph Roy, Electoral Area "D" (Fraser Lake Rural)

Alternate Director Mark Parker, Electoral Area "D" (Fraser Lake Rural)

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

CALL TO ORDER

Chair Benedict called the meeting to order at 3:25 p.m.

**SUPPLEMENTARY
AGENDA & AGENDA**

Moved by Director Greenaway
Seconded by Director Fisher

RDC.2015-1-1

"That the Supplementary Agenda be received and dealt with at this meeting; and further, that the Agenda for January 15, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Rural Directors Committee
Meeting Minutes
-November 6, 2014

Moved by Director Greenaway
Seconded by Director Miller

RDC.2015-1-2

"That the minutes of the Rural Directors Committee meeting of November 6, 2014 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Request for Grant in Aid

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2015-1-3

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

-Smithers Farmers' Institute be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with an agriculture conference;

REPORTS (CONT'D)

Request for Grant in Aid (CONT'D)

-Stuart Lake Nordic Society be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with the hydraulic track setter;
 -School District #91 be given \$1,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for a scholarship for the Fraser Lake Elementary Secondary School;
 -Southside Seniors Housing Society be given \$700 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to cover the cost of rezoning fees;
 -Nechako Community Arts Council be given \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with an Art Show and Coffee House."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Electoral Area Allocations of
 Federal Gas Tax Funds
 -Fourth Quarter 2014**

Moved by Director Miller
 Seconded by Alternate Director Parker

RDC.2015-1-4

"That the Rural Directors Committee receive the Finance/Administration Coordinator's January 5, 2015 memo titled "Electoral Area Allocations of Federal Gas Tax Funds – Fourth Quarter 2014."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES

REFERRALS (All Directors)

**Land Referral File No.
 6408759 Larry Palmer
 Electoral Area "E"**

Moved by Director Miller
 Seconded by Director Greenaway

RDC.2015-1-5

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408759" be provided to the Province as the Regional District's comments on Crown Land application 6408759."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REFERRALS (All Directors)

**Land Referral File No.
 0222653 Gordon Judzentis
 Electoral Area "G"**

Moved by Director Newell
 Seconded by Director Petersen

RDC.2015-1-6

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 0222653" be provided to the Province as the Regional District's comments on Crown Land application 0222653."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

DEVELOPMENT SERVICES

Land Referral File
Richmond Lake
Access Province of B.C.
Electoral Area "B"

Moved by Director Miller
Seconded by Director Greenaway

RDC.2015-1-7

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral Richmond Lake Access – Jan 2015" be provided to the Province as the Regional District's comments on Crown Land application for Richmond Lake Access – Jan 2015"

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

RDBN E-Mail Addresses

Hans Berndorff, Financial Administrator mentioned that he had received a request from a Director for a Regional District of Bulkley-Nechako e-mail address. He mentioned that any Directors wishing to have an RDBN e-mail address can be accommodated.

ADJOURNMENT

Moved by Director Petersen
Seconded by Director Miller

RDC.2015-1-8

"That the meeting be adjourned at 3:30 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Bill Miller and Board of Directors

FROM: Wendy Wainwright
Executive Assistant

DATE: February 11, 2015

SUBJECT: Minerals North Conference
- May 27-29, 2015 – Mackenzie, B.C.

Minerals North 2015 is taking place in Mackenzie, B.C. May 27-29, 2015.

At this time formal authorization is being requested for attendance at the conference for the Chair and two Directors to attend, as per the RDBN Members at Events Policy.

To provide an update in regard to accommodations, I contacted the hotels, motels, bed and breakfasts in Mackenzie in the summer and fall of 2014 to book accommodations and was informed that they would not be taking bookings for the event until January, 2015 and to please contact them at that time. I attempted to book accommodations the first week of January, 2015 and was informed by the hotels, motels, and B&B's, and the Coordinator for Minerals North that all rooms had already been reserved for the event.

There is possible accommodations at Camp Watters, a mining camp that is used for industry. The Coordinator for Minerals North mentioned that the facility has separate sleeping quarters, shared showers and is clean. There is also 3 campsites in Mackenzie or accommodations at the Ramada in Prince George. Shuttles are currently being organized and it is approximately 182 kms from Prince George to Mackenzie.

Direction is being sought as to attendance and choice of accommodations for Minerals North 2015 in Mackenzie.

Thank you,

Wendy Wainwright

RECOMMENDATION:

(All/Directors/Majority)

Direction

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[Menu](#)



Minerals North

[\(http://mineralsnorth.ca/\)](http://mineralsnorth.ca/)

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2015 Conference



Mackenzie, BC



www.geosciencebc.com



MOUNT MILLIGAN L.C.



<http://www.vanhoutte.com/en-ca/>



INDUSTRIES LTD. www.monsterindustries.ca

<http://www.thompsoncreekminerals.com>



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



<http://www.duzchologging.com/>



<http://cfnr.ca/>

<p>Programming</p> <p>HOME (HTTP://MINERALSNORTH.CA/) > CONFERENCE (HTTP://MINERALSNORTH.CA/CONFERENCE/) > PROGRAMMING</p>	<p>Minerals North Conference</p>
--	---

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We are pleased to provide you a draft agenda for Minerals North 2015. Be sure to check back often for updates. A [downloadable version](#) (http://mineralsnorth.ca/images/uploads/pdf/Planning_agenda_MN_2015_as_at_January_8.pdf) as at January 2015 is available.

Tuesday May 26th: Preconference

Mining Essentials with Rob Stevens, BCIT. This session is open to delegates, students and the public. For details [click here](#) (<http://mineralsnorth.ca/conference/programming/pre-conference-options>).

Wednesday May 27th: Preconference

Geoscience BC short course: Open to delegates, students and the public: [Details provided here](#). (<http://mineralsnorth.ca/conference/programming/pre-conference-options>)

Pre-conference tours at Mount Milligan Mines: Open to delegates and students. [Details provided here](#). (<http://mineralsnorth.ca/conference/programming/pre-conference-options/mt.-milligan-mine-tours>)

Wednesday May 27th: Conference opens.

6pm - 10pm: Opening reception and entertainment

Thursday May 28th:

7:30 - 8:30: Breakfast

8:30 - 9:00: Official opening

9:00 - 9:30 Regional Geologists update - Paul Jago, Omineca Northeast & Jeff Kyba, Skeena District

9:30 - 10:00 Association for Mineral Exploration BC - Gavin Drifom, President and CEO

Mining Association of BC - Karina Brino, President and CEO

10:00 - 10:30 Refreshment break at the tradeshow

10:30 - 10:50 Industry Training Authority update - Jeff Nugent, COO

10:50 - 11:10 Geoscience BC update - Andrea Clifford, Director Business Development

11:10 - 11:30 Mount Polley update - Lyn Anglin, Chief Scientific Officer Imperial Metals

11:30 - Noon Tradeshow viewing

Noon - 1:15 Lunch

1:15 - 2:30 Representatives from various project in the exploration phase will be on hand to speak about their projects

2:30 - 3:15 Mining sector talks with Aurico Gold, Red Chris Mine and TCM Mt. Milligan

3:15 - 3:45 Refreshment break at the tradeshow

3:45 - 4:30 Exploration, Environmental Assessment and EPCC, the Complete Picture - AMEC Foster Wheeler

6:30 - 12:00 Banquet with entertainment by [Punch Drunk Cabaret](#) (<http://mineralsnorth.ca/conference/programming/entertainment/>)

Friday May 29th:

8:15 - 8:45 Breakfast

8:45 - 9:30 Keynote presentation by [Geroy Simon](#) (<http://mineralsnorth.ca/conference/programming/geroy-simon>), 3 time Grey Cup winner. Geroy believes that through a focus on performance, winner can be made of us all. Come listen to the stories of a champion.

9:30 - 10:00 UAV's for data collection and 3D mapping, John Rankin - Canmap

10:00 - 10:30 Refreshment break at the tradeshow

Conference News

(<http://mineralsnorth.ca/conference/conference-news/>)

Delegate Registration

(<http://mineralsnorth.ca/conference/registration/>)

Sponsors

(<http://mineralsnorth.ca/conference/sponsors-opportunities/>)

Contact Information

(<http://mineralsnorth.ca/conference/contact-information/>)

Past Conferences

(<http://mineralsnorth.ca/conference/past-conferences/>)

Social Media Feeds

(<http://mineralsnorth.ca/conference/social-media-feeds/>)

Accommodation

(<http://mineralsnorth.ca/conference/accommodation-tradeshow/>)

Tradeshow

(<http://mineralsnorth.ca/conference/tradeshow-programming/>)

Yukon Dan

(<http://mineralsnorth.ca/conference/pr-programming/>)

Pre-conference options

(<http://mineralsnorth.ca/conference/pr-conference-options/>)

Geroy Simon

(<http://mineralsnorth.ca/conference/pr-simon/>)

Entertainment

(<http://mineralsnorth.ca/conference/pr-entertainment/>)

Dates

(<http://mineralsnorth.ca/conference/dates/>)

Conference News

Mount Milligan Tours registration now available

(<http://mineralsnorth.ca/conference/conference-news/mount-milligan-tours-registration-now-available/>)

January 29, 2015

Draft agenda now available.

(<http://mineralsnorth.ca/conference/conference-news/draft-agenda-now-available/>)

January 09, 2015

Registration now open!

(<http://mineralsnorth.ca/conference/conference-news/registration-now-open/>)

November 21, 2014

Sponsorship Opportunities

Available Now (<http://mineralsnorth.ca/conference/conference-news/sponsorship-opportunities-available-now/>)

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10:30 - 11:30 Pick one: First Nations Cultural Workshop with McLeod Lake Indian Band
 or Education Workshop facilitated by the Centre for Training Excellence in Mining
 or Amazing Tales from the Gold Rush Trail - a 1 hour interactive history lesson - James Douglas Manager Visitor Experiences and Public Relations, Barkerville Historic Site

11:30 - Noon Last chance to see the tradeshow.

Noon - 2:00 Luncheon, prize draws and closing remarks.

Luncheon keynote Minister Bill Bennett, Minister of Energy and Mines

[news/sponsorship-opportunities-available-now](#)
 November 01, 2014

[2015 Tradeshow registration now available](#)
<http://mineralsnorth.ca/conference/news/2015-tradeshow-registration-now-available>
 October 23, 2014

Throughout the conference:

Yukon Dan (<http://mineralsnorth.ca/conference/programming/student-programming>) will be doing goldpanning demonstrations for students and delegates.

Join Al Blackwell at his coffee corner where he will share "stories from before".

Association Supporters



(<http://www.vanderhoof.ca/index.html>)

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Delegate Registration



[HOME \(HTTP://MINERALSNORTH.CA\)](http://mineralsnorth.ca) > [CONFERENCE \(HTTP://MINERALSNORTH.CA/CONFERENCE/\)](http://mineralsnorth.ca/conference/)
> DELEGATE REGISTRATION

Registration for Minerals North 2015 is now available. Conference dates are May 27 - 29, 2015 with pre-conference workshops on May 26 and May 27th.

Cost to register is as follows:

Early bird registration: \$160.00 (prior to March 1, 2015)

Regular registration: \$195.00

Thursday Banquet (optional): \$45.00

Pre-conference (Please note that you can register for pre-conference sessions separately, without registering for the entire conference).

Mining Essentials with Dr. Rob Stevens: \$100.00

Geochemical sampling with Geoscience BC \$60.00

Tours of Mt. Milligan \$30.00

On line registration is available here. (<http://www.civicinfo.bc.ca/event/2015/mineralsnorth.asp>) Please note that registration for Mt. Milligan mine tours is a separate registration - see link below.

Extra banquet tickets are available here. (<http://www.civicinfo.bc.ca/event/2015/mineralsnorth.asp?type=extra>)

Mt. Milligan Mine Tour registration here
(http://www.civicinfo.bc.ca/event/2015/mineralsnorth_milligan_tour.asp).

Photo Gallery



(<http://mineralsnorth.ca/images/uploads/general/MN03002.jpg>)

Minerals North Conference

Conference News

(<http://mineralsnorth.ca/conference/news/>)

Delegate Registration

(<http://mineralsnorth.ca/conference/>)

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(<http://mineralsnorth.ca/conference/opportunities/>)

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Tradeshaw

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Programming

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Dates

(<http://mineralsnorth.ca/conference/>)

Conference News

Mount Milligan Tours

registration now available
(<http://mineralsnorth.ca/conference/news/mount-milligan-tours-registration-now-available>)

January 29, 2015

Draft agenda now available

(<http://mineralsnorth.ca/conference/news/draft-agenda-now-available>)

January 09, 2015

Registration now open!

(<http://mineralsnorth.ca/conference/news/registration-now-open>)

November 21, 2014

Sponsorship Opportunities

Available Now

(<http://mineralsnorth.ca/conference/>)

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

TO: Chairperson Miller and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: February 18, 2015

**SUBJECT: Committee Meeting Recommendations
– February 12, 2015**

Following are recommendations from the February 12, 2015 Committee meetings for the Regional Board's consideration and approval.

Committee of the Whole – February 12, 2015**Recommendation 1:****Re: 2015 Recycling Options**

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to draft an "Option 3" that reflects current assessments and costs to be added to the Director of Environmental Services December 31, 2015 memo titled "2015 Recycling Options;" and further, that the amended memo be brought forward at a future RDBN Meeting."

Recommendation 2:**Re: Name for Legacy/Resource Sharing Committee**

"That the Regional District of Bulkley-Nechako Board of Directors approve the name "Bulkley Nechako Resource Legacy Committee" for the RDBN Legacy/Resource Sharing Committee."

Recommendation 3:**Re: 2015 COFI Convention – April 8-9, 2015, Prince George, B.C.**

"That the Regional District of Bulkley-Nechako Board of Directors approve Chair Miller's attendance at the 2015 COFI Convention on April 8-9, 2015 in Prince George, B.C."

Rural Directors Committee – February 12, 2015

Recommendation 4:

Re: Request for Grant in Aid

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

--Burns Lake Minor Hockey Association Midget Team be given \$500 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural and “E” (Francois/Ootsa Lake Rural) to assist with costs for the Midget Team to attend the Provincials in Clearwater, B.C. from March 15-20, 2014;

-Stuart Lake Outreach Group Society be given \$2,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with its Hot Lunch Program/Food Bank;

-Fort St. James Sled Dog Association be given \$2,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the Caledonia Classic Dog Sled Races;

-Fort St. James Secondary School be given \$350 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for an “End Gang Life” evening presentation;

-District of Fort St. James be given \$2,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with Canada Day 2015 celebrations;

-Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a Grade 12 Scholarship;

-Nechako Valley Rodeo Association be given \$2,500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with the 3rd Annual Nechako Valley Rodeo.”

Recommendation 5:

Re: Letter to the Ministry of Justice RE: Rural Fire Departments

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Justice outlining concerns regarding funding and responsibility for rural fire departments.”

Recommendation 6:

Re: Draft Bylaw RE: RDBN Administration and Regulation for the Provision of Fire Protection in RDBN Established Rural Fire Protection Areas

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to amend the draft bylaw to meet legislative requirements and provide clarification in regard to when a fire department may respond to an “Incident”, the use of “Occupier”, and “Conduct of Incidents” number 8 to read “No person shall maliciously damage or destroy the Fire Department Apparatus or Equipment; and further, that a second draft be brought forward to the Rural Directors Committee for consideration.”

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Rural Directors Committee – February 12, 2015 (CONT'D)

Recommendation 7:

Re: Pacific Northwest Regional Science Fair – Request for Grant in Aid – Electoral Area “A” (Smithers Rural)

“That the Regional District of Bulkley-Nechako Board of Directors approve Pacific Northwest Regional Science Fair be given \$4,000 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with the Pacific Northwest Regional Science Fair.”

Recommendation 8:

Re: Letter of Support for 4 Wheel Drive Ambulances

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Northwest Regional Hospital District regarding the need to have 4 wheel drive ambulances in northern B.C.”

RECOMMENDATION:

(ALL/DIRECTORS/MAJORITY)

Recommendations 1 through 8 as written.



Regional District of Bulkley-Nechako Board of Directors Memorandum February 26, 2015

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: February 17, 2015
Regarding: Northern BC Mountain Bike Recreation & Tourism Development Strategy

In 2014, the RDBN supported the creation of the Northern BC Mountain Bike Recreation & Tourism Development strategy by providing \$2,500 and staff time to attend meetings regarding the strategy. Municipalities in the region who supported the creation of a strategy included the Villages of Burns Lake and Telkwa, Districts of Houston and Fort St James as well as the Town of Smithers.

In December, 2014 Staff emailed a copy of the final strategy to Board members stating a summary would be provided in the New Year. January 26 a media release and summary document were distributed by the project team (attached).

Following please find the Goals and Strategies as written in the Northern BC Mountain Bike Recreation & Tourism Development Strategy. Note that "Region" or "Regional" refers to all of the Northern BC region and not the RDBN.

Goal Statements

1. ***Sense of Community & Mountain Bike Culture*** – Communities throughout the region will possess a strong and flourishing sense of community and culture as destinations for mountain bike recreation and tourism
2. ***High Quality Trails & Riding Opportunities*** – Communities throughout the region will possess high quality trail networks that will support recreation and economic development
3. ***Awareness of Northern BC as a Mountain Bike Destination*** – Northern BC will be known as a world-class mountain bike recreation and tourism destination

Recommended Strategies

Primary:

1. Support the Growth of Mountain Bike Recreation (Pg 5)

Regional:

1. Create a Regional Branding Strategy (Pg 7)
2. Create a Regional Trails & Mountain Bike Tourism Group (Pg 7)
3. Coordinate Events & Festivals across the Region (Pg 8)
4. Develop Regional Race Series & Events (Pg 8)
5. Develop & Implement a Regional Marketing Strategy (Pg 9)

Community:

1. Build Capacity within Communities (Pg 12)
2. Establish Clear Visions & Planning for Trails & Mountain Bike Recreation (Pg 13)
3. Foster Mountain Bike Culture & Community (Pg 14)
4. Build Mutually Beneficial and Supportive Partnerships (Pg 15)
5. Develop Sustainable Mountain Bike Trails & Supporting Infrastructure (Pg 16)
6. Support Local Business to Service & Cater to the Mountain Bike Recreation & Tourism Market (Pg 17)
7. Ensure Trail Networks are Maintained (Pg 17)
8. Monitor, Evaluate & Report on the Social & Economic Impacts & Benefits (Pg 18)

Regional Districts:

1. Trail Plans & Ensure Sustainable Access to Lands (Pg 19)
2. Regional Trail Coordinators (Pg 20)
3. Regional Trail Maintenance (Pg 20)
4. Financial Support & Fund-raising (Pg 20)

Strategies are expected to be implemented through collaboration of stakeholders including Northern BC Tourism, Mountain Bike Tourism Association, local government, local bike clubs and users groups, tourism and economic development agencies.

The actions to implement the recommended Regional District strategies include:

- 1) **Trail Plans & Ensure Sustainable Access to Lands**
 - a) *Identify Trail Development Opportunities & Develop Trail Plans* – this will involve working with local mountain bike and trail user groups to identify opportunities and develop and implement trail plans
 - b) *Integrate trails into regional trail planning processes* – this will involve ensuring that the trail opportunities identified are included and addressed in other land use and management plans where appropriate
 - c) *Set aside lands for trail developments where appropriate* – where appropriate, ensuring that lands are set aside and maintained for trails and riding experiences
- 2) **Regional Trail Coordinators**
 - a) Undertake a feasibility analysis to explore the opportunity for the creation of Regional Trail coordinators for each of the regional districts along the Yellowhead corridor and northern BC as a whole
- 3) **Regional Trail Maintenance**
 - a) Explore the possibility of coordinating trail maintenance at the regional district level with a ‘professional regional trail crew’ that would travel throughout the area and undertake trail maintenance responsibilities
- 4) **Financial Support & Fund-raising**
 - a) *Explore the possibility of developing new revenue tools* such as development charges, parcel taxes or hotel taxes to support trail development and maintenance at the regional district level
 - b) *Assign RD staff a mandate to assist local trail user groups to prepare and submit funding applications* – staff can substantially increase the capacity of community groups to pursue and succeed in securing funding through grant applications

RDBN Staff, including the CAO, Director of Planning and Manager of Regional Economic Development have reviewed the above actions and identified the following actions as possible for implementation in 2015:

1. **Trail Plans & Ensure Sustainable Access to Lands**
 - a. ***Identify Trail Development Opportunities & Develop Trail Plans***
 - Staff could support user groups but could not take a lead role evaluating trail locations and developing trail plans
 - b. ***Integrate trails into regional trail planning processes***
 - Once trail plans are identified it relatively simple to integrate the trails into the planning process. This is currently being done as part of the OCP development process and can continue to be done as OCP's are updated.
4. **Financial Support & Fund-raising**
 - b. ***Assign RD staff a mandate to assist local trail user groups to prepare and submit funding applications***
 - Currently the RDBN has a grant writer on staff who is available to assist not for profit organizations identify, prepare and submit grant applications.

In the draft 2015 Regional Economic Development Budget, \$5,000 of Northern Development Collaborative Funds has been allotted for the implementation of the Northern BC Mountain Bike Recreation and Tourism Development Strategy. It is expected a meeting of stakeholders will take place in the next two months to identify the actions to be taken in 2015. The funds allotted from the RDBN would support the identified actions.

RECOMMENDATION:	(All/Directors/Majority)
<p>That the Regional District of Bulkley-Nechako Board of Directors</p> <ol style="list-style-type: none"> 1. will direct staff to take a supportive role with user groups who wish to identify trail development opportunities and develop trail plans; 2. will include trail plans in the RDBN Official Community Plans as they are updated; and 3. will direct staff to assist local trail user groups who request assistance preparing and submitting funding applications. 	

For immediate Release...

Northern BC Mountain Bike Recreation and Tourism Development Strategy ready to implement

New collaborative effort will help create opportunities for communities along the Yellowhead Corridor

Vancouver, BC – January 26, 2015 – The Western Canada Mountain Bike Tourism Association (MBTA) in partnership with the Northern BC Tourism Association and the Omineca Beetle Action Coalition is pleased to announce the release of a new strategy to support further development of mountain biking in the region. Northern BC is recognized for its vast wilderness and outdoor recreation opportunities and is increasingly gaining attention as a mountain biking destination. “Mountain biking represents a new opportunity to attract visitors to our region and collaboration among the key stakeholders will be critical”, said Clint Fraser, acting CEO of the Northern BC Tourism Association.

Mountain biking advocates living in communities along the Yellowhead corridor have been building and maintaining trails for mountain biking for over a decade. “Valemount, Prince George, Burns Lake, Smithers, and Terrace have already created some amazing trail networks”, said Martin Littlejohn, Executive Director of the MBTA, “however, the capacity of the local mountain bike clubs and advocacy groups is limited by funding and volunteer support. We are recommending collaboration at a regional level among local governments, regional districts and other regional agencies to support mountain bike development for the social and economic benefits that it can provide.”

Key recommendations include support for trail maintenance, entry level trails and skills parks for beginners and families, consistent signage, programming for youth, greater involvement with the tourism sector, and the creation of a regional brand.

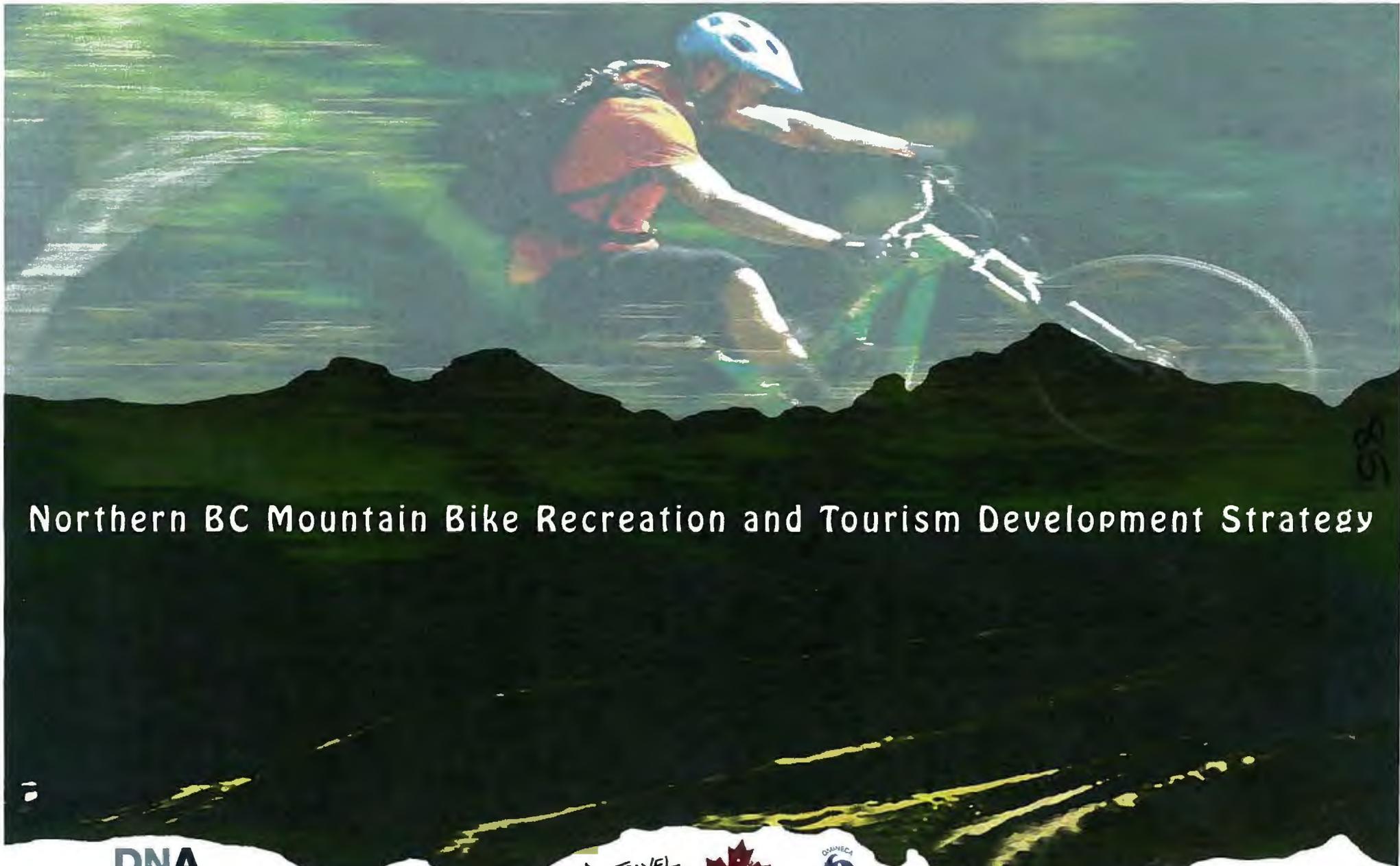
The Northern BC Mountain Bike Recreation and Tourism Strategy was supported by the following communities and organizations:

- Omineca Beetle Action Coalition
- City of Terrace
- Town of Smithers
- Tourism Smithers
- Village of Burns Lake
- District of Houston
- District of Fort. St. James
- District of Mackenzie
- RD of Bulkley Nechako
- RD of Kitimat Stikine
- RD of Fraser Fort George
- Village of Telkwa Lake
- Village of McBride
- Northern Development Initiative Trust

The project team included Martin Littlejohn (MBTA), Patrick Lucas (David Nairne & Associates) and Donna Green (market research specialist). For any inquiries or to obtain a copy of the report please contact Martin Littlejohn at martin@mbta.ca

About Western Canada Mountain Bike Tourism Association (MBTA)

The [MBTA](#) is a non-profit tourism sector marketing organization that works with government, industry, and stakeholders to increase awareness for British Columbia's mountain bike tourism opportunities under the brand Mountain Biking BC. www.mountainbikingbc.ca was launched in 2011 with the goal of having British Columbia recognized as the best and most diverse mountain bike destination in the world. The website contains information about mountain biking destinations and riding opportunities located in British Columbia's six tourism regions.



Northern BC Mountain Bike Recreation and Tourism Development Strategy

DNA
David Nairne + Associates Ltd

TRAVEL
Northern British Columbia



December 4, 2014

Martin Littlejohn, Executive Director

Western Canada Mountain Bike Tourism Association
martin@mbta.ca

Re: Northern BC Mountain Bike Strategy

Dear Martin,

Northern BC Tourism is pleased to be a partner in this project and is looking forward to supporting the implementation of strategies outlined in this report. The people who live here are passionate about the region and it shows in everything they do. We are greatly encouraged by the growth of mountain bike tourism in the province and by what we see happening in our own communities:

- Interest in mountain biking amongst Northern BC residents is generating our own unique Northern brand of mountain bike culture and motivating intra-regional travel.
- The quality of the trails being developed and the diverse experiences they offer are world class - from all-day epics to technical trail features, flow trails to big mountain descents.
- We feel Northern BC is an excellent mountain biking locale. Our diverse terrain and landscapes - from the Rockies to the Coast - offer visual inspiration, and the welcoming communities along the route are no more than two hours apart.

In the north, the willingness to collaborate is second nature and will help access sustainable funding for worthwhile projects. Projects that will attract more people to mountain biking and ultimately bring more visitors to the region.

I encourage you in your efforts to create unique experiences that will excite local interests and allow us to spread the message about the amazing riding opportunities found in the region.



Sincerely,

Clint Fraser, Interim CEO

Northern British Columbia Tourism

NORTHERN BRITISH COLUMBIA TOURISM ASSOCIATION

1274 Fifth Ave, Prince George, British Columbia V2L 3L2 • Tel: 250-561-0432 • info@nbctourism.com



Western Canada
Mountain Bike Tourism Association

December 2014

To the mountain biking stakeholders in Northern BC:

British Columbia has long been a major contributor to the world of mountain biking and the province has become a world class destination for outdoor recreation and adventure tourism. The diverse trails and inspiring landscapes that are cherished by so many that call this place home have caught the attention of riders from around the globe. Mountain biking is a growing opportunity for communities across BC with many social and economic benefits attached to it. What we ride and how we ride may have changed over the years; however, as mountain biking evolves it continues to lead us to a better and more rewarding experience that encourages participation from a widening spectrum of ages and abilities.

Northern BC is the new frontier for mountain biking in the province; one with limitless potential. The MBTA encourages stakeholders to work together to create unique world class riding experiences that highlight the character of the places and the people in the region. This collaborative effort will involve many including local residents, municipal and regional governments, land managers, as well as local and regional destination marketing organizations each bound by these guiding principles:

- *Support* the efforts of the grassroots, for they are the stewards of the trails and help build community pride.
- *Manage* the resource sustainably to ensure high quality experiences for residents and visitors alike.
- *Promote* awareness through multiple channels that will lead to new economic activity throughout the region.

The strategies recommended in this report are designed to build onto the work that a number of communities have already accomplished and will identify key steps and critical success factors that all stakeholders need to address in order to foster a vibrant mountain bike culture and establish Northern BC as a diverse mountain biking destination.

On behalf of the MBTA, we look forward to continuing to support the development of mountain bike tourism in Northern BC!

Sincerely,

Martin Littlejohn
Executive Director, Western Canada Mountain Bike Tourism Association (MBTA)

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Northern BC Mountain Bike Recreation & Tourism Development Strategy

Executive Summary Brochure

British Columbia is the spiritual home for mountain biking with thousands of kilometers of trails and riding experiences that attract riders from around the world. Over the past several decades, the sport has grown from an exclusive and high-risk endeavor, practiced by a handful of extreme riders on illegal trails, to a recreational pastime enjoyed by people of all ages.

Northern BC and the regions within the Yellowhead Corridor represent a vast range of geography and a diversity of landscapes that present significant opportunities for outdoor recreation and adventure tourism. Within a distance 1,000km between Valemount and Terrace, the communities along the Yellowhead Highway are actively building and investing in trails and recreation developments that have the potential to establish the region as one of the top destinations for mountain biking in the world. Within a few hours of driving between each community, the region possesses a broad diversity and variety of landscapes from mountains and vast river valleys to expansive forests with stunning views, wildlife, solitude, as well as welcoming and friendly communities with dynamic cultures and rich histories.

This report refers to mountain bike recreation and mountain bike tourism as two related yet distinct elements. Mountain bike recreation is the practice of engaging and participating in the sport of mountain biking and trail riding in its various physical forms. Mountain bike tourism relates to riders and participants who travel to areas outside their own community to participate in the sport as visitors.

Northern BC Mountain Bike Recreation & Tourism Development Project Area



The development of a robust and viable mountain bike recreation and tourism sector faces significant challenges within the Yellowhead Corridor and Northern BC. The region must compete with far more established communities and destinations throughout the province that have built up their infrastructure, and have developed strong brands as quality destinations. Many of these have effective marketing and promotional strategies that attract visitors from around the world.

The Northern BC Mountain Bike Recreation and Tourism Development Strategy was developed as a joint effort between the Western Canada Mountain Bike Tourism Association (MBTA), Northern BC Tourism, and the Regional Districts and communities across the Region. The objective was to explore and assess the viability for the communities along the Yellowhead Highway from Valemount to Terrace, to collaborate and promote the region as a destination for mountain bike recreation and tourism.

Northern BC has the potential to become a significant destination for mountain bike recreation and tourism. Mountain Bike Travellers are seeking opportunities and destinations that can provide a broad diversity and variety of riding experiences that the communities of northern BC can best provide through collaboration.



Next Steps

- A. **Regional Implementation Planning** - the MBTA would like to facilitate another visit to the region to meet with stakeholders and present the results and recommendations of the Strategy Report. These meetings would involve discussions and strategic planning for the implementation of the tourism strategy across the region.
- B. **Regional Branding & Marketing Strategy** - the MBTA will work with Northern BC Tourism to identify funding opportunities and develop a plan to undertake a series of workshops to develop a regional branding strategy as well as marketing strategies
- C. **Form a Regional Mtn bike tourism group** - following upon the implementation planning, MBTA and Northern BC Tourism will work with the interested communities to form a group that would endeavor to implement the strategy and begin planning activities for the 2015 season and beyond

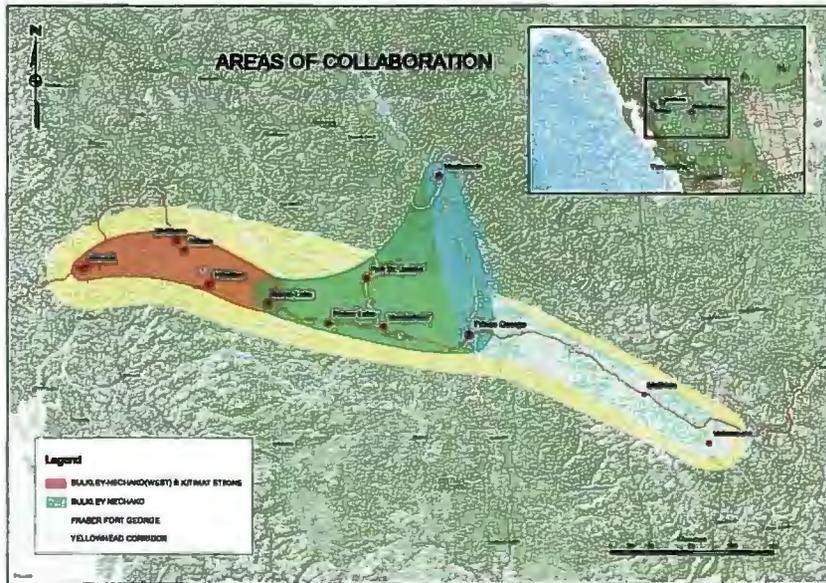
Levels of Collaboration

The Strategic Action Plans are divided into three categories representing different levels of development and collaboration:

Community Level – each individual community participating in the project, as well as any future communities that opt to join the collaborative effort and develop mountain bike recreation and tourism opportunities

Regional District Level – there are three Regional Districts that are participating in this initiative including the Regional District of Fraser Fort George, the Regional District of Bulkley-Nechako, and the Regional District of Kitimat-Stikine

Regional Level - Yellowhead Corridor & Northern BC Tourism

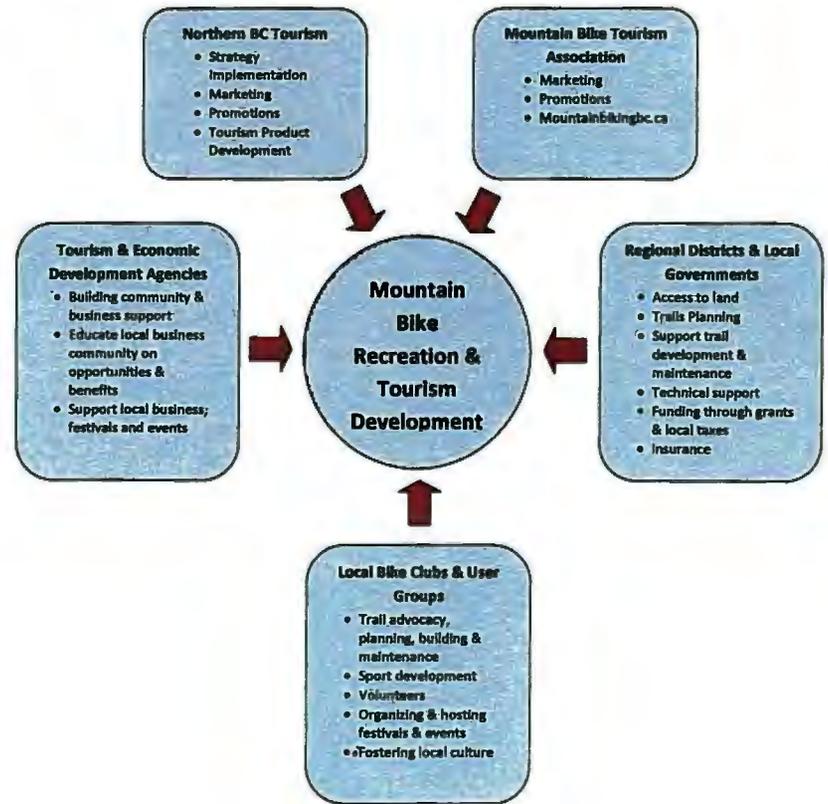


What is the mechanism? How will the strategy be implemented?

Successful and sustainable mountain bike recreation and tourism development is a community oriented and driven process involving community champions, individuals and groups who are passionate about the sport and committed to developing marketable tourism businesses and experiences. There are a number of key actors, catalysts and champions that can be involved in supporting and implementing the Northern BC Mountain Bike Tourism Strategy.

Implementation

The implementation of the strategy will necessitate each of the stakeholder groups outlined in the graph below collaborating and supporting the common goals of developing mountain bike recreation and tourism throughout Northern British Columbia



MOUNTAIN BIKE RECREATION & TOURISM DEVELOPMENT STRATEGIES

The following section outlines the strategic action plans for supporting the development of a robust and vibrant mountain bike recreation and tourism sector in the Yellowhead Corridor and throughout Northern British Columbia.

Goal Statements

Through the Northern BC Mountain Bike Tourism Initiative community engagement activities, the project team identified three overall goal statements to guide the development of mountain bike recreation and tourism in Northern BC.

Sense of Community & Mountain Bike Culture – Communities throughout the region will possess strong and flourishing sense of community and culture as destinations for mountain bike recreation and tourism

High Quality Trails & Riding Opportunities – Communities throughout the region will possess high quality trail networks that will support recreation and economic development

Awareness of Northern BC as Mountain Bike Destination – Northern BC will be known as a world-class mountain bike recreation and tourism destination



Summary of Development Strategies

The following table summarizes the key strategic actions with their recommended priority. Ultimately, consensus will be needed among the key stakeholders as to which strategies to address first based on available resources, local capacity and the logical sequence of events.

Primary Strategic Action Plan	Key Stakeholders
<ul style="list-style-type: none"> ➤ Support the Growth of Mountain Bike Recreation 	Community groups, local government
Regional Collaboration Strategies	
<ul style="list-style-type: none"> ➤ Create a Regional Branding Strategy ➤ Create a Regional Trails & Mountain Tourism Group ➤ Coordinate Events & Festivals across the Region ➤ Provide trip itineraries and suggested circle routes ➤ Develop Regional Race Series & Events ➤ Develop & Implement a Regional Marketing Strategy 	Tourism, ec dev agencies & community groups
Community Strategies	
<ul style="list-style-type: none"> ➤ Build Capacity within Communities ➤ Establish Clear Visions & Planning for Trails & Mountain Bike Recreation ➤ Foster Mountain Bike Culture & Community ➤ Build Mutually Beneficial and Supportive Partnerships ➤ Develop Sustainable Mountain bike Trails & Supporting Infrastructure ➤ Support Local Business to Service & Cater to the Mountain bike Recreation & Tourism Market ➤ Ensure Trail Networks are Maintained ➤ Monitor, Evaluate & Report on the Social & Economic Impacts & Benefits 	Community groups, municipal government agencies
Regional District Strategies	
<ul style="list-style-type: none"> ➤ Trail Plans & Ensure Sustainable Access to Lands ➤ Regional Trail Coordinators ➤ Regional Trail Maintenance ➤ Financial Support & Fund-raising 	District government agencies

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Northern BC as a Mountain Bike Recreation & Tourism Destination

Awareness & Familiarity of Northern BC – There is a growing level of awareness for the Yellowhead Corridor and Northern BC as a mountain bike destination with Prince George, Burns Lake, Smithers & Terrace having the greatest awareness among riders from outside the region.

Impressions of Northern BC

Results from focus groups and mountain bike travellers surveys indicate there are a number of perceptions regarding northern BC as a mountain bike destination that need to be addressed. These include:

Lack of Trails! There is a perception that there are not enough trails or epic riding experiences to justify a trip to the region

Too Far! The perception that northern BC is too far of a drive to provide motivation to visit the region

Short Season! The perception is that the riding season is short and overlaps with the best times to ride in southern BC

No Information! The perception is that there is little information to be found about opportunities to ride in Northern BC

Isolated & Hard to Reach! The region is considered difficult to access and the perception of remoteness and isolation can be intimidating

Bugs! There is a strong perception that riding in the region would be an uncomfortable experience due to the prevalence of insects

Intention of Visiting Northern BC

As awareness of the region and the perceptions change, the intention of visiting northern BC increases. Providing appropriate information to key target markets has a high likelihood of increasing the number of visitors to the region.

Travel Motivations & Preferences

- The majority of mountain bike travellers are most likely to visit the region by car. They will consider other modes if there are convenient options and can ensure bike security.
- Are seeking information on trail loops, itineraries and circle routes

Sources of Information

- Mountain bike travellers consider recommendations by friends and reputation as most important when considering riding destinations, followed closely by mountain bike specific websites such as mountainbikingbc.ca or Pinkbike.
- Video and photography are considered important for understanding the character and type of riding available.
- Mountain bike travellers place little importance on general travel information provided by tourism organizations. ***Rather than target mountain bike travellers through generic tourism resources, the tourism industry is encouraged to work with mountain bike specific websites to promote their destination's attributes.***



Key Messages for Making Northern BC an Appealing Destination

The following outlines the key messages & elements that should be addressed in marketing and promotional efforts for the region:

Signature Trails & Recommended Rides (Loops)– these are key attractions for mountain bike travellers

Promote the diversity and variety of riding experiences – mountain bike travellers want a diversity of trails and riding experiences available

Provide Memorable Riding Experiences – mountain bike travellers are not just looking for places with the most trails; they are choosing to pursue excellent all-round riding experiences.

Promote riding experiences that link the region together as an interconnected product – presenting a series of trails, one or more in each community, that can be undertaken as a challenge could provide an opportunity for establishing northern BC as an appealing destination. This could involve establishing trip and riding itineraries with themes connected to riding preferences including trails in each community across the region.

Family Friendly Riding Experiences and Itineraries – providing information on riding experiences and trail loops that are suitable for families and young children will be important for appealing to this growing segment of the mountain bike recreation and tourism market

Northern BC as a place for exploration with friends and family – although mountain bike travellers are looking for detailed information, maintaining a sense of exploration of new places and riding experiences will be a key part of promoting and creating a sense of adventure

Character and culture of the region and each community – mountain bike travellers are attracted to communities that have a strong sense of culture & community. Vibrant and welcoming town centres, restaurants, friendly people, etc

Local "authentic" business – cafes, restaurants, pubs, heritage buildings, accommodations, etc. Mountain bike travellers want authentic experiences and to support local business (chain restaurants & franchises are not preferred options).

Bike shops and key supporting services – Mountain bike travellers also want to know that these services will be open and available beyond normal hours that are typical for smaller towns.

Relative distance of northern BC to other popular destinations – there is a strong perception that northern BC is too far of a drive. However, as awareness of offerings and riding opportunities increase compared with other locations, the attractiveness and perception of distance of the area also changes

Short driving distances between communities & growing riding opportunities – mountain bike travellers want a substantial level of riding experiences compared with the time it takes to travel to a destination. Highlighting the growing number of trails that are within short drives of each other throughout the region will be a key marketing strategy

No crowds & solitude – a key advantage for northern BC is the relatively low numbers of riders and solitude that can be experienced while riding. Juxtaposed against the more crowded urbanized experiences in other areas of the province could be very appealing to many travellers

Safety – while mountain bike travellers are typically self-sufficient and prefer to be self-guided, they will hire local guides for more adventurous pursuits into back country or high alpine areas

Long daylight hours – the opportunity to ride during the long daylight hours of the summer time can be an appealing attraction that sets northern BC apart from other destinations

Unique seasonal riding experiences – autumn colours and favourable weather can also set northern BC apart as a potential riding destination

Target Markets by Geographic Region

Local & Regional Market

The most immediate opportunity for mountain bike tourism will be from within the local riding community of each of the communities across the region.

- Local riders are already travelling between communities generating economic activity as a result
- Creating awareness of riding opportunities and attracting riders from across the region will be important for growing the sport locally and retaining visitors who might otherwise travel outside the region
- Encouraging and supporting new riders and demographics to enter the sport will also be an important part of enhancing local market opportunities

Inter-Regional & Provincial Market

- Neighbouring regions throughout the province are potential markets for visitors to northern British Columbia
- BC residents represent the largest travel segment in the region, providing approximately 61% of leisure travellers to Northern BC and 51% of total leisure travel spending within the region (source: Destination BC – Regional Tourism Profile, April 2013)
- The Mountain Bike Travelers Survey indicated a fairly strong likelihood of travelling to and visiting Northern BC for mountain bike recreation (17%)
- Northern BC, and the Yellowhead Corridor in particular, could attract significant numbers of riders from other regions of the province with the appropriate marketing and branding



Wooden Feature in Burns Lake

Interprovincial Market

- The largest provincial market for mountain biking in BC is from Alberta. Recent studies in BC communities have shown that the majority of Canadian mountain bike travellers from other provinces were from Alberta
- Studies (Summer 2011) indicate that proximity to major highway corridors connecting Alberta to BC can have a substantial impact on the number of mountain bike visitors
- Albertans also represents approximately 15% of website traffic to www.mountainbikingbc.ca
- There are growing numbers of mountain bike riders and travellers throughout Alberta, with substantial numbers visiting Jasper National Park for mountain biking

There is also a growing mountain bike recreation community in the Yukon Territory with both Whitehorse and Carcross developing into significant destinations. Anecdotal evidence indicates that mountain bike travellers from the Yukon are travelling south and visiting communities throughout the area for riding

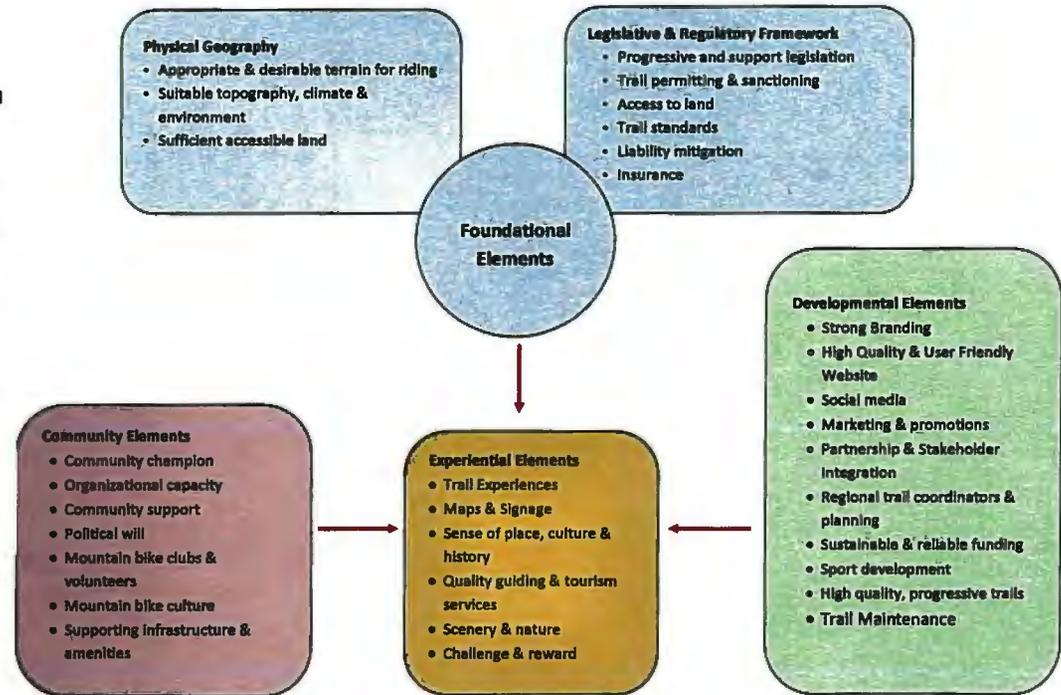
US Market

- A 2006 Travel Activities and Motivations Study (TAMS) indicated that up to 135,000 U.S. visitors came to BC for the purpose of mountain biking
- There are significant barriers to attract these visitors to northern BC and the Yellowhead Corridor including a travel time, cost as well as the overall lack of awareness of the riding opportunities in the area
- There may be some visitors who would venture to northern BC with an enhanced awareness of riding opportunities, particularly from Washington and Alaska. Washington State is a growing mountain bike market with great interest in BC destinations
- There is also a general interest among many Americans to travel to Alaska which suggested there could be an opportunity to attract those who are mountain bikers to stop and stay longer in northern BC while on route.
- Alaskans also travel through the region when driving south via the Stewart-Cassiar Highway (Hwy 37), similarly they too could spend more time in the region if they become more aware of the mountain biking opportunities
- Visitors from both Washington and Alaska enter the region via the Alaska State Ferry service in Prince Rupert, with over 260,000 ferry passengers visiting the region in 2012 (Alaska State Ferry)

International Market

- There are a substantial number of international visitors who visit BC each year for mountain biking
- The barriers and challenges for this market of potential visitors to Northern BC are likely different from US visitors stemming more from issues around transportation as well as an overall lack of familiarity and awareness of the riding opportunities in the region
- Germany has the greatest interest in Northern BC among international visitors albeit only 2% share of visits to the region (source: Destination BC)
- German visitors are drawn to BC primarily for its beautiful natural scenery (source: Global Tourism Watch 2012 Germany Summary Report – CTC).
- Germany is also a thriving mountain bike nation with some of Europe's top mountain bike manufacturers and athletes and leads all European countries in terms of bicycle sales (European Bicycle Market & Industry Profile - 2013 Edition).
- Opportunities with European adventure travel or cycling media may be one way to develop the allure of adventure and new riding opportunities that may be highly attractive to this market.

Essential Elements of Regional Collaboration & Tourism Development



Regional Collaboration

Communities in regions around the world are collaborating and creating successful models for promoting and encouraging the development of mountain bike recreation and tourism. A case study review indicates that regional collaboration along with strong branding and marketing, coupled with the development of high quality trails and infrastructure, has a high likelihood of resulting in increased rates of tourism and economic activity.

Regions that take a collaborative approach to development and marketing experience the following impacts:

- Substantial growth in the numbers of riders counted on trails
- More visitors – each of the regions/communities experienced increases in the number of visitors to their area
- More economic activity – each of the regions experienced increases in the revenues of local businesses with a particular increase in accommodations and service sector operations
- More employment related to mountain biking and trails
- Increased total value of the mountain bike sector
- Greater participation in regional mountain bike events

Summary of Case Study Review Comparative Analysis

Cariboo Chilcotin		Sea to Sky Corridor – Squamish		7stanes - Scotland	
Strategies	Outcomes	Strategies	Outcomes	Strategies	Outcomes
<ul style="list-style-type: none"> ➢ Collaboration between four communities ➢ Providing a range of riding experiences ➢ Regional Organization – Ride the Cariboo Consortium that provides coordination & marketing ➢ Strong Brand – Ride the Cariboo ➢ Provides itineraries and trail loops ➢ Strategic ad campaigns in target markets ➢ Promotional trips & contests ➢ Encouraging new riders (women & youth) ➢ Free shuttle services to trails for visitors 	<ul style="list-style-type: none"> ➢ 11.5% increase in economic activity since 2012 ➢ 30% increase in trail usage ➢ 21% increase in visitor spending ➢ 20% increase in jobs associated with mtn biking ➢ Website receives up to 17,000 views monthly ➢ 8% increase in activity for regional mtn bike businesses ➢ Total value of mtn bike sector estimated to be over \$2.2 million annually 	<ul style="list-style-type: none"> ➢ Regional District has a trails coordinator that provides overall support & planning ➢ Strong brand awareness ➢ Multiple businesses promote Sea to Sky related events ➢ Multiple signature & epic trails ➢ Requisition tax based on property values provides funds for trail development & maintenance ➢ Highly developed and vibrant mtn bike clubs and local culture ➢ Numerous high profile events and races 	<ul style="list-style-type: none"> ➢ Rider traffic has quadrupled from 591 riders in 2006 to 2,600 in 2013 (not sure what this is referencing) ➢ 75% of riders are non-residents ➢ 85% on key signature trails ➢ Conservative to moderate estimates indicate that between 25,000 and 37,500 riders visit Squamish over the course of a 26 weekend season ➢ Mtn bike tourism is estimated to inject \$8 million into the local economy annually 	<ul style="list-style-type: none"> ➢ Collaboration between 7 communities ➢ Trails designed for all riding levels and types ➢ Strong central organization that coordinates development & marketing ➢ Strong Brand – 7stanes captures history and culture ➢ Provides quality maps & signage ➢ Well-developed website ➢ Provides trip planning, itineraries and loops (strong focus on families) ➢ Strong focus on cross promotion of local businesses ➢ Places a premium on encouraging local riding culture 	<ul style="list-style-type: none"> ➢ Visitors increased from 172K in 2004 to 400K in 2007 ➢ More people visiting from outside Scotland ➢ Increasing number of families ➢ Visitor awareness of trails has increased from 75% to 96% ➢ Increase in overnight stays ➢ Generates \$16.4 million (CAD) annually in economic activity ➢ Generates more up to 211 jobs at regional level and 236 at the national level ➢ 67% of business report increases and sales/occupancy as a result of trails
Source: Economic Impact Assessment and Phase 2 Implementation Report (Fall 2012) Justin Calof, Executive Director – Cariboo Mountain Bike Consortium		Source: Economic Impact of Mountain Biking in Squamish – Executive Summary (January 3, 2014) SORCA		Source: 7 Stanes Phase 2 Evaluation Report for Forestry Commission Scotland (October 2007) EKOS Limited & Tourism Resources Company	

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ACKNOWLEDGEMENTS

The Mountain Bike Tourism Association gratefully acknowledges the financial support of the following partners in this strategy:

Omineca Beetle Action Coalition

City of Terrace

Town of Smithers

Tourism Smithers

Village of Burns Lake

District of Houston

District of Fort. St. James

District of Mackenzie

RD of Bulkeley Nechako

RD of Kitimat Stikine

RD of Fraser Fort George

Village of Telkwa Lake

Village of McBride

Northern Development Initiative Trust

For more information on the strategy, please contact:

Martin Littlejohn

Executive Director, Western Canada Mountain Bike Tourism Association

Email: martin@mbta.ca

Patrick Lucas

RPP, MCIIP Community Planner, David Hairne + Associates Ltd

Email: plucas@davidhairne.com

Cover Photo: Nicole Jermoluk

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**Regional District of Bulkley-Nechako
Board of Directors
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: February 16, 2015
 Regarding: **Grant Opportunity: Federal Gas Tax Fund - Strategic Priorities Fund – RDBN
 Landfill Infrastructure Costs**

RDBN staff are completing a grant application to the Federal Gas Tax Strategic Priorities Fund – Capital Infrastructure Projects Stream for the startup costs for the operation of the landfills. A resolution from the RDBN Board of Directors is necessary to make the application.

Staff have confirmation from both the provincial and federal partners that an application for capital costs associated with the startup of the RDBN operating the landfills would be considered. Eligible costs for consideration include the purchase of a landfill compactor and the construction of an office, storage shed, and garage for each location.

Does the Board support an application to the Strategic Priorities Fund for the Landfill Infrastructure costs?

RECOMMENDATION

(All/Directors/Majority)

That the RDBN Board of Directors supports submitting an application to the Federal Gas Tax Funds – Strategic Priorities Fund for the startup capital costs for the RDBN landfill operations.



**Regional District of Bulkley-Nechako
Board of Directors
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: February 16, 2015
 Regarding: RDBN- Northern Development Application- North West / Prince George RACs

The RDBN has submitted an application to Northern Development Initiative Trust's (Northern Development)) Marketing Initiatives, North West and Prince George Regional Advisory Committee Accounts (NWRAC). An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

The RDBN is requesting \$20,000 for a Regional Marketing Initiative.

The \$83,982 project includes:

- Regional Marketing
- Tourism Marketing
- Agriculture Marketing
- Energy Marketing
- Mining Marketing

Funding Organization	Amount	Status
Foreign Affairs, Trade and Development Canada (ICCI)	\$1,500	Confirmed
RDBN	\$24,383	Pending
Nechako Kitimaat Development Fund Society	\$32,467	Pending
Regional Municipalities	\$5,632	Pending
Northern Development	\$20,000	Pending
Total	\$83,982	

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

Recommendation:

(All/Directors/Majority)

That the Regional District of Bulkley-Nechako Board of Directors supports the RDBN's application to the Northern Development Initiative Trust – Marketing Initiatives in the amount of \$20,000.



**Regional District of Bulkley-Nechako
Board of Directors
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: February 16, 2015
 Regarding: Lakes District Fall Fair Association- Northern Development Application-
 North West RAC

The Lakes District Fall Fair Association has submitted an application to Northern Development Initiative Trust's (Northern Development) Community Halls and Recreation Facilities, North West Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

The Lakes District Fall Fair Association is requesting \$11,690 for an expansion of the lower parking area and an upgrade of the washroom facility at the Eagle Creek Fair Grounds located in Electoral Area 'B'.

The \$ 57,908 Renovation Project includes:

- Clearing trees and landscape development for a parking area and access path
- Upgrading the washroom facility (pipes and toilets)

Funding Organization	Amount	Status
Federal Gas Tax Funds	\$19,996	Confirmed
Nechako Kitimaat Development Fund Society	\$26,222	Confirmed
Northern Development	\$11,690	Pending
Total	\$57,908	

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

Recommendation:	(All/Directors/Majority)
<p>That the Regional District of Bulkley-Nechako Board of Directors supports the Lakes District Fall Fair Association's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$11,690.</p>	



**Regional District of Bulkley-Nechako
Board of Directors
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: February 16, 2015
 Regarding: Tweedsmuir Recreation Commission- Northern Development Application-
 North West RAC

The Tweedsmuir Recreation Commission has submitted an application to Northern Development Initiative Trust's (Northern Development) Community Halls and Recreation Facilities, North West Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

Tweedsmuir Recreation Commission is requesting \$30,000 for a major hall renovation project to the Wistaria Community Hall located in Electoral Area 'E'.

The \$ 151,197 Renovation Project includes:

- Foundation Repair & Upgrade
- Interior Framing and Finishing
- Washroom & Kitchen Plumbing, Fixtures and Appliances
- New Shingles, trim, soffits, venting, siding and windows
- Kitchen renovation including new Cabinets & Counters
- Electrical Upgrade

Funding Organization	Amount	Status
Federal Gas Tax Funds	\$75,000	Confirmed
Bulkley Valley Credit Union	\$3,697	Pending
Nechako Kitimaat Development Fund Society	\$40,000	Confirmed
R & H Anderson	\$2,000	Confirmed
C.Priest	\$500	Confirmed
Northern Development	\$30,000	Pending
Total	\$151,197	

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

Recommendation:

(All/Directors/Majority)

That the Regional District of Bulkley-Nechako Board of Directors supports the Tweedsmuir Recreation Commission's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$30,000.



**Regional District of Bulkley-Nechako
Board of Directors
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: February 16, 2015
 Regarding: St Luke's Church on the Lake- Northern Development Application-
 North West RAC

The St Luke's Church on the Lake has submitted an application to Northern Development Initiative Trust's (Northern Development) Community Halls and Recreation Facilities, North West Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

St Luke's Church on the Lake is requesting \$28,000 for building upgrades to the St Luke's Church located in Electoral Area 'E'.

The \$ 56,385 Renovation Project includes:

- Repair and stabilize the building foundation
- Replace existing roofing
- Replace windows and doors with energy efficient models

Funding Organization	Amount	Status
Bulkley Valley Credit Union	\$2,000	Pending
Nechako Kitimaat Development Fund Society	\$26,385	Pending
Northern Development	\$28,000	Pending
Total	\$56,385	

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

Recommendation:

(All/Directors/Majority)

That the Regional District of Bulkley-Nechako Board of Directors supports St Luke's Church on the Lake's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$28,000.



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Kristi Rensby, Finance/Administration Coordinator
 Date: February 17, 2015
 Regarding: Federal Gas Tax Funds – Electoral Area 'F' (Vanderhoof Rural)
 The Gospel Chapel Evangelical Free Church

The Gospel Chapel, a non-profit organization, has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to complete an energy efficiency upgrade to the Gospel Chapel's Sanctuary building, located in Vanderhoof.

The Gospel Chapel wishes to replace inefficient doors and windows with energy efficient doors and windows and to add insulation to the interior of the cinder block walls at a cost of \$211,496. They are also approaching Northern Development Initiative Trust for assistance with the funding in the amount of \$30,000, and have committed \$10,000 of their own funds as well.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'F' allocation is \$752,201.50. Director Petersen is supportive of this project and accessing Federal Gas Tax Funds in the amount of \$171,496. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$171,496 of Electoral Area 'F' Federal Gas Tax allocation monies to The Gospel Chapel Evangelical Free Church for an energy efficiency upgrade project at The Gospel Chapel Sanctuary;
2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,
(All/Directors/Majority)
3. That the RDBN Board of Directors authorize the withdrawal of up to \$171,796 from the Federal Gas Tax Reserve Fund.

(Participants/Weighted/Majority)



**Regional District of Bulkley-Nechako
Board of Directors
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: February 16, 2015
 Regarding: The Gospel Chapel Evangelical Free Church- Northern Development Application- Prince George RAC

The Gospel Chapel Evangelical Free Church has submitted an application to Northern Development Initiative Trust's (Northern Development) Community Halls and Recreation Facilities, Prince George Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

The Gospel Chapel Evangelical Free Church is requesting \$30,000 for building upgrades to the Gospel Chapel located in Electoral Area 'F'.

The \$ 211,496 Renovation Project includes:

- Insulation and drywall
- Window replacement
- Exterior door replacement

Funding Organization	Amount	Status
Federal Gas Tax Funds	\$171,496	Pending
Northern Development	\$30,000	Pending
Total	\$211,496	

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

Recommendation:

(All/Directors/Majority)

That the Regional District of Bulkley-Nechako Board of Directors supports the Gospel Chapel Evangelical Free Church's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$30,000.



101

Regional District of Bulkley-Nechako Board of Directors Memorandum FEBRUARY 26, 2015

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: January 30, 2015
Regarding: Memorandum of Understanding with the District of Fort St. James for
Emergency Support Services and Emergency Management Support

Staff has worked with the District of Fort St. James to develop Memorandums of Understanding that set out the guidelines for mutual support during an emergency that requires Emergency Support Services and /or the activation of an Emergency Operations Centre. Copies of both Memorandums of Understanding are attached for your review.

These Memorandums of Understanding were developed to outline how staff and volunteers will work together in emergency situations affecting people in the municipality and/or Electoral Area 'C', Fort St. James Rural.

The Emergency Management Support Memorandum of Understanding provides the ability for the two local governments to request/provide staff and other resources to each other during an activation of an Emergency Operations Center. Funds will be recovered based on the actual costs incurred and as approved by Emergency Management BC.

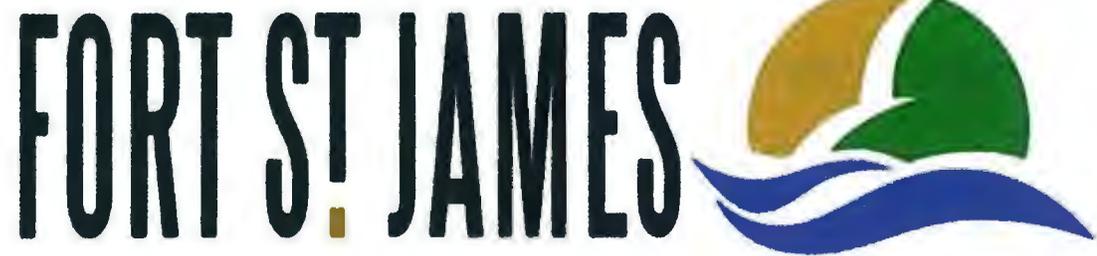
The Emergency Support Services Memorandum of Understanding provides that ability for the two local governments to assist each other when emergency support services are required as part of a response to flooding, house fire, wildfire, etc. Funds will be recovered with rates to be pre-approved by Emergency Management BC.

To facilitate the Emergency Support Services Memorandum of Understanding the Regional District would provide support for training, exercising, and volunteer appreciation for the District of Fort St. James Emergency Support Services volunteers.

Recommendation

AII /DIRECTORS/MAJORITY

1. That the Board of Directors receive the memo titled "Memorandum of Understanding with the District of Fort St. James for Emergency Support Services and Emergency Management Support" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors approve and authorize the signing of the Memorandum of Understanding with the District of Fort St. James for Emergency Support Services and Emergency Management Support.



**Memorandum of Understanding
for
Emergency Support Services**

January 1, 2015



**Memorandum of Understanding for Emergency Support Services
between the District of Fort St. James and the Regional District of Bulkley-Nechako**

BETWEEN:

DISTRICT OF FORT ST. JAMES
Box 640
Fort St. James, BC
VOJ 1PO

(hereinafter called the "Member Municipality")
AND:

REGIONAL DISTRICT OF BULKLEY-NECHAKO
Box 620
Burns Lake, BC
VOJ 1EO

(hereinafter called the "Regional District")

WHEREAS, pursuant to Section 6(2) of the *Emergency Program Act*, a local authority must prepare local emergency plans regarding preparation for, response to and recovery from emergencies and disasters;

WHEREAS, pursuant to Section 6(1) of the *Emergency Program Act*, a local authority is at all times responsible for the direction and control of the local authority's emergency response;

WHEREAS pursuant to Section 176(1)(b), enacted under the *Local Government Act*, a local authority may enter into agreements with regional districts, First Nations or other municipalities for the purpose of emergency assistance or the formation of coordinated emergency preparedness, response or recovery;

WHEREAS the Regional District of Bulkley-Nechako has implemented the Regional District of Bulkley-Nechako Emergency Program Service Establishment Bylaw No. 1201, 2001 and the Regional District of Bulkley-Nechako Emergency Program Service Regulatory Bylaw No. 1210, 2001.

WHEREAS the District of Fort St. James has implemented the District of Fort St. James Emergency Management Program Bylaw No. 862, 2008;

WHEREAS it is desirable that the Member Municipality and the Regional District support one another to provide Emergency Support Services to residents evacuated from their homes due to an emergency or disaster such as a house fire, wildfire, flooding, etc.;

**Memorandum of Understanding for Emergency Support Services
between the District of Fort St. James and the Regional District of Bulkley-Nechako**

WHEREAS it is desirable to provide assistance to one another in an efficient and cost effective manner should an emergency or disaster occur;

WHEREAS it is desirable that a Memorandum of Understanding be executed for the interchange of such mutually beneficial assistance during an emergency or disaster;

PURPOSE

As neighbors, and sharing common interests regarding Emergency Support Services, the Regional District and the Member Municipality agree that assistance may be requested in the event of an emergency or disaster.

REPORTING

The Regional District and the Member Municipality agree that the Emergency Support Services Director, or their designate, under the direction of the Regional District Chief Administrative Officer, or their designate, and Member Municipality Chief Administrative Officer, or their designate, shall provide direction and general guidance for the delivery of the support included in this Memorandum of Understanding.

NOW, THEREFORE the Member Municipality and the Regional District acknowledge, and desire to work together as follows:

The Regional District shall provide support through the Regional Emergency Support Service Program which is sponsored by the Regional District of Bulkley-Nechako.

The goal of the Regional Emergency Support Services Program is to work with local governments within the region to ensure effective Emergency Support Services response to residents displaced from their homes due to house fire, wildfire, flooding, earthquake, etc.

The objectives of the Regional Emergency Support Services Program are to provide the following:

- Emergency Support Services response planning for participating local governments;
- Emergency Support Services training for all volunteer and local government staff;
- Emergency Support Services exercises for all volunteer and local government staff;
- share in the recruitment of Emergency Support Services volunteers;
- provide 'Volunteer Appreciation' events that recognize the value of all regional Emergency Support Services volunteers service;
- share in public awareness campaigns;
- reimburse Emergency Support Services volunteers for travel costs related to attending approved training, exercises and appreciation events; and
- provide support to local government Emergency Support Services Directors.

The Regional Emergency Support Services Program to date has established:

- a Regional Emergency Support Services Response Plan;
- a Level 1 call out system through the 9-1-1 Police and Fire Dispatch;
- a password protected website that has listings of:

**Memorandum of Understanding for Emergency Support Services
between the District of Fort St. James and the Regional District of Bulkley-Nechako**

- suppliers signed up to provide services in each municipal area; and
- volunteer contact and level of training information;
- an Annual Northern Emergency Social Services Training event that provides training and exercises (see information below); and
- quarterly regional Emergency Support Services Directors Conference Calls.

The inaugural Northern Emergency Support Services Training (NESST) event was hosted by the Regional District of Bulkley-Nechako in 2013. The 2nd Annual event was hosted by Regional District of Fraser Fort George, Regional District of Kitimat-Stikine, City of Terrace, Town of Smithers, City of Prince George, District of Taylor, District of New Hazelton, and the Regional District of Bulkley-Nechako in September 2014. The 2014 event received corporate sponsorship to pay for 75% of the event costs. The NESST event invites volunteers from 100 Mile House north to participate. The NESST event provides the following:

- Emergency Support Services training, in 2014 three course options were available on the Saturday;
- an exercise, in 2014 there was a Group Lodging Exercise on the Sunday;
- networking with other volunteers;
- learning through other response experiences, in 2014 the Taylor Emergency Support Services provided a Keynote Presentation on "Reception Centre Setup as a result of the Mount McAllister Fire 2014"; and
- volunteer appreciation, each participant is presented with a "Certificate of Appreciation" for their years of service.

The Regional District of Bulkley-Nechako may reimburse expenses pre-approved by Emergency Management BC related to the provision of an Emergency Support Services response that is incurred by the Member Municipality including but not limited to:

Level One Response

- volunteer or staff mileage and meals for responses over four hours;

Level Two and above Response

- a daily rate plus expenses as approved by Emergency Management BC for the set up and management of a Reception Centre and/or Group Lodging Facility;
- an Emergency Support Services Liaison in the Emergency Operations Centre when the Fort St. James Emergency Support Services Team is providing Emergency Support Services on behalf of the Regional District of Bulkley-Nechako;
- volunteer or staff mileage, meals and accommodations;
- facility;
- equipment rental; and
- supply expenses.

The Member Municipality may provide:

- a trained Emergency Support Services Director;
- share in the recruitment of Emergency Support Services volunteers;
- share in public awareness campaigns;
- a minimum of three trained Emergency Support Services volunteers or staff members;

**Memorandum of Understanding for Emergency Support Services
between the District of Fort St. James and the Regional District of Bulkley-Nechako**

- attendance of the Emergency Support Services Director or designate to a majority of quarterly conference calls;
- provide Emergency Support Services volunteers to respond to all emergency or disaster events in Electoral Area 'C' Fort St. James Rural; and
- when possible, provide Emergency Support Services volunteers to respond for Level 2 to Level 4 events within the Regional District of Bulkley-Nechako.

CONTACT INFORMATION

District of Fort St. James

Kevin Crook, Chief Administrative Officer
 Telephone: 250-996-8233
 Cellular: 250-996-1634
 Residence: 250-996-7419
 E-mail: cao@fortstjames.ca

Regional District of Bulkley-Nechako

Gail Chapman, Chief Administrative Officer
 Telephone: 250-692-3195
 Cellular: 250-692-9216
 Residence: 250-695-6469
 E-mail: gail.chapman@rdbn.bc.ca

_____ Date: _____
 Mayor Rob MacDougall
 District of Fort St. James

_____ Date: _____
 Kevin Crook, Chief Administrative Officer
 District of Fort St. James

_____ Date: _____
 Chair Bill Miller
 Regional District of Bulkley-Nechako

_____ Date: _____
 Gail Chapman, Chief Administrative Officer
 Regional District of Bulkley-Nechako



**Memorandum of Understanding
for
Emergency Management Support**

January 1, 2015



**Memorandum of Understanding for Emergency Management Support
between the District of Fort St. James and the Regional District of Bulkley-Nechako**

BETWEEN:

DISTRICT OF FORT ST. JAMES
Box 640
Fort St. James, BC
VOJ 1PO

(hereinafter called the "Member Municipality")

AND:

REGIONAL DISTRICT OF BULKLEY-NECHAKO
Box 820
Burns Lake, BC
VOJ 1EO

(hereinafter called the "Regional District")

This Memorandum of Understanding (MOU) sets the terms and understanding between the Member Municipality and the Regional District for Emergency Management Support.

BACKGROUND

WHEREAS, pursuant to Section 6(2) of the *Emergency Program Act*, a local authority must prepare local emergency plans regarding preparation for, response to, and recovery from emergencies and disasters;

WHEREAS, pursuant to Section 6(1) of the *Emergency Program Act*, a local authority is at all times responsible for the direction and control of the local authority's emergency response;

WHEREAS pursuant to Section 176(1)(b), enacted under the *Local Government Act*, a local authority may enter into agreements with Regional Districts, First Nations or other municipalities for the purpose of emergency assistance or the formation of coordinated emergency preparedness, response or recovery;

WHEREAS the Regional District of Bulkley-Nechako has implemented the Regional District of Bulkley-Nechako Emergency Program Service Establishment Bylaw No. 1201, 2001 and the Regional District of Bulkley-Nechako Emergency Program Service Regulatory Bylaw No. 1210, 2001.

WHEREAS the District of Fort St. James has implemented the District of Fort St. James Emergency Management Program Bylaw No. 862, 2008;

**Memorandum of Understanding for Emergency Management Support
between the District of Fort St. James and the Regional District of Bulkley-Nechako**

WHEREAS it is desirable that the Member Municipality and the Regional District support one another during response and recovery as a result of emergencies and disasters;

WHEREAS it is desirable to provide assistance to one another in an efficient and cost effective manner;

WHEREAS it is desirable that a Memorandum of Understanding be executed for the interchange of such mutually beneficial assistance during an emergency or disaster;

NOW THEREFORE the Member Municipality and the Regional District acknowledge and agree as follows:

MEMORANDUM OF UNDERSTANDING PURPOSE

As neighbors, and sharing common interests regarding Emergency Management, the Regional District and the Member Municipality agree that assistance may be requested in the event of an emergency or disaster. This may include such things as staff support at the site or in an Emergency Operations Centre (EOC) and/or other resources, facilities and/or equipment.

REPORTING

The Regional District and the Member Municipality agree that the Chief Administrative Officers, or their designate, shall provide direction and general guidance for the delivery of the support included in this MOU.

FUNDING

1. Should personnel be requested from the Regional District or the Member Municipality to assist in an emergency response, the requesting party agrees to pay a daily rate plus incremental expenses as approved by Emergency Management British Columbia (EMBC) for each personnel required from the providing party. The providing party will act as a contractor and will invoice the requesting party as per the agreed upon rates and financial protocols of the requesting party and EMBC.
2. Should equipment be required to assist in a Regional District or Member Municipality emergency response, each party will agree to a reasonable rate, not to exceed those printed in the most current issue of 'Equipment Rental Guide – B.C. Road Builders & Heavy Construction Association – The Blue Book at the time the request is made. Such rates shall be consistent with the Financial Guidelines and/or approved through EMBC.
3. The providing party will invoice the requesting party as per the financial protocols of the requesting party and EMBC. Where a providing party provides resources to a requesting party, the requesting party agrees to replace and/or pay the providing party as requested for those resources utilized as follows:
 - a. replacement costs of all consumables used on behalf of the requesting party;

**Memorandum of Understanding for Emergency Management Support
between the District of Fort St. James and the Regional District of Bulkley-Nechako**

- b. costs of damage to or loss of any vehicle, equipment, or tools, or any other such items; and
- c. the full cost of employee salary, overtime, and benefits to operate and manage the requested equipment.

DURATION

This MOU is at-will and may be modified by mutual consent of authorized officials from the Regional District or the Member Municipality. This MOU shall become effective upon signature by the authorized officials from the Regional District and the Member Municipality, and will remain in effect until modified or terminated by authorized officials of the Regional District and the Member Municipality by mutual consent.

CONTACT INFORMATION

District of Fort St. James

Kevin Crook, Chief Administrative Officer
 Telephone: 250-996-8233
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 Residence: 250-996-7419
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_____ Date: _____
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 District of Fort St. James

_____ Date: _____
 Kevin Crook, Chief Administrative Officer
 District of Fort St. James

_____ Date: _____
 Chair Bill Miller
 Regional District of Bulkley-Nechako

_____ Date: _____
 Gail Chapman, Chief Administrative Officer
 Regional District of Bulkley-Nechako



**Regional District of Bulkley-Nechako
Board of Directors
February 26, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: February 18, 2015
 Regarding: Regional Skills Gap Analysis – Strategic Workforce Opportunities Team (SWOT) Update

Attached is the final report for the inaugural meeting of the SWOT. Since the meeting has taken place, staff have:

- Completed the Inaugural meeting final report and draft terms of reference.
- Updated the Regional Skills Gap web page (www.rdbn.bc.ca/regionalskillsgap).
- Provided a memo to the Board to receive direction regarding a SWOT Coordinator.
- Identified potential funding sources for a SWOT Coordinator.
- Attended a conference call with Mayor Strimbold to discuss possible funding from the Province through a Labour Market Partnership – Provincial staff will make contact with RDBN staff to provide the application and assistance by end of February.
- Attended a conference call with the CAO, Chair Miller, and Director Newell regarding the SWOT.
- Written a project description for the SWOT Coordinator.
- Submitted a grant request to OBAC.
- Completed research on the Northeast Regional Workforce Table.
- Created a signup sheet for SWOT members to identify the strategies/actions that they will assist in implementing.
- Had a request from Joan Ragsdale, Career and Trades Liaison, School District #91 to attend an upcoming meeting of the SWOT to request support for the School District's ACE-IT Trades proposal.

Currently, Staff are organizing the next meeting for March. Agenda items will include the Terms of Reference and the identification of sub –committees to implement the Regional Skills Gap Analysis.

It is expected that once the SWOT has approved the Terms of Reference and funding is secured for a Coordinator the SWOT will begin implementing the actions of the Regional Skills Gap Analysis. A copy of the Regional Skills Gap Analysis can be found in the Regional Economic Development Directors Manual distributed in December, 2014 or accessed online at www.rdbn.bc.ca/regionalskillsgap.

Recommendation:	(All/Directors/Majority)
Receive.	



**Bulkley Nechako
Strategic Workforce Opportunities Team**

Inaugural Meeting

November 19, 2014

9am-12pm

Final Report

December 9, 2014

Contents

- 1 SESSION STRUCTURE 3
- 2 TEAM MEMBERS SHARE THEIR MOTIVATION TO PARTICIPATE ON SWOT 3
- 3 AREAS OF CHALLENGE IDENTIFIED..... 4
- 4 NEXT STEPS 5

DRAFT

1 Session Structure

On November 19th, 2014 self-selected members of the SWOT came together to begin discussions on the Team's purpose and scope, vision and areas of priority. A total of 30 community leaders representing post-secondary, non-profits, government, employment, First Nations, and political leadership participated in the three hour round table dialogue. Team members examined a series of key strategy elements and shared their perspectives and insights on how this group might function from an operational and a strategic level.

2 Team Members Share Their Motivation to Participate on SWOT

Examination of the responses from participants resulted in the identification of six emerging themes:

1. Strategic Workforce Alignment

- Business access to talent
- Provincial government prescribing programing which impacts community flexibility on base programing
- Attraction of talent
- Significant demand for talent
- Area sustainability
- Access to skilled labour
- Talent attraction
- Link local demand needs to relevant training delivery
- Access to professional occupations in addition to skills trades
- Talent attraction to meet our demand for employers

2. Youth skills development and opportunities

- Future workforce career education exploration

3. Access to relevant training

- Inform career decisions
- Community adult literacy including workplace literacy
- Offering support and advancement
- First nation's talent development and engagement and career access
- Best opportunities for learners
- On-line learning opportunities

4. Collaboration and inclusion

- Between municipalities and First Nations
- Between private and public
- Sustainable growth and capacity

5. Funding access and potential opportunities

- Examination of potential opportunities, as they are presented/identified

6. Opportunity identification around entrepreneurship

- Future workforce needs to meet local demand
- Strategic approaches to talent sharing and collaboration
- Access to local information
- Alignment to BC Jobs blueprint
- Relevant program development
- Strengthen link between skills development Connect across the school-college –work continuum
- Identify what is already being done
- Regional conversation
- Implementation

3 Areas of Challenge Identified**1. Apprenticeship**

- 1st and 2nd year apprenticeships falls on the back of SME's
- Access to sponsors for apprenticeships

2. Lack of technology training and learning opportunities**3. Daycare availability, access, and costs****4. Need union engagement and support****5. Lack of innovation in population****6. Lack of entrepreneurial mindset****7. At risk population need more supports, like transportation****8. Transition between high school and post-secondary education**

- Mining sector has been more progressive in bridging this gap. Mines are willing to open the door fill the gap. Gap is around employees practical experience

9. Duplication of programs and efforts

- How do these tie to existing first nation workplace programming into what we are doing here

4 Next Steps

This is the first meeting of SWOT and was focused on the development of a Terms of Reference, under which the committee will function. The participants clearly demonstrated a strong desire to be around the table, actively engaged in the design of this regional collaboration table that will focus on implementation of priority actions identified in the Regional Skills Gap Analysis.

There is significant alignment between the motivating factors and the challenge areas, with that captured in the action plan as part of the Regional Skills Gap Analysis.

To that end, the following next steps are offered for consideration:

- Outreach to the Northeastern Regional Workforce Table to gain insight into their structure, how they operate, funding model, etc.
- Committee reconvene to discuss outstanding elements within the Terms of Reference
- Explore the funding opportunity presented by Community Liason Committee through Luke Strimbold Mayor Village of Burns Lake
- Secure confirmation of a Secretariat (RDBN or another group); Presentation of letter on behalf of the committee members to be issued to the Board for consideration (Lynne to draft)
- Identify the priority areas of action documented in the Regional Skills Gap Analysis and take a leadership role to either implement through partnership, or seek local champions to drive implementation.

Appendix 1 – Participants

Public Libraries	Audrey Fennema, Chief Librarian, Fraser Lake Public Library
Regional Economic Development	Corrine Swenson, Manager of Regional Economic Development, Regional District of Bulkley-Nechako
Community Liason Committee	Luke Strimbold, Mayor, Village of Burns Lake
Local Government	John Illes, Councillor, Village of Burns Lake
Local Government	Rob Newell, Director, RDBN- Electoral Area G (Houston Rural)
Municipal Economic Development	Krystin St Jean, Economic Development Officer, Village of Burns Lake
Post-Secondary Education	Lynn Synotte, Marketing, Recruitment & Program Linkages, College of New Caledonia - Burns Lake
Post-Secondary Education	Lisa Haslett, Manager, Continuing Studies, University of Northern BC
Post-Secondary Education	Ann McCormick, Campus Supervisor, College of New Caledonia - Fort St James
Post-Secondary Education	Regina Saimoto, Regional Director, Northwest Community College Smithers & Houston
Chambers of Commerce	Shelley Wall, Manager, Burns Lake & District Chamber of Commerce
Community Futures	Tammy Lyell, Business Analyst, Community Futures Stuart-Nechako
First Nations	Rick Morrison, General Manager, Burns Lake Native Development Corporation
First Nations Education & Training	Karin Hunt, Executive Director, Prince George Nechako Aboriginal Employment and Training Association
Industry Sector - Energy	Kiel Giddens, Land, Community & Aboriginal Relations Liason, TransCanada Corporation, Coastal GasLink Pipeline Project
Industry Sector - Manufacturing	Lianne Olson, Stakeholder & Community Relations Liaison, RioTinto Alcan
Employment Sector	Rosemary Seminuk, Case Manager/ Faciltator, WorkBC Burns Lake
Industry Sector - Mining	Claudette Gouger, Community Manager, New Gold Inc,- Blackwater Project
Industry Sector - Mining	Christine Ogryzlo, Manager of Communications, Smithers Exploration Group

Province of BC	Rick Braam, Regional Manager, Northwest Region Ministry of Jobs, Tourism & Skills Training
Education	Eugene Marks, Director of Instruction, School District #91
Education	Mike McDiarmid, Assistant Superintendent of Schools, School District #54
Industry Sector - Energy	Kim Haakstad, Manager, Technical Workforce Strategy Spectra Energy, Westcoast Connector Gas Transmission Project
Industry Sector - Energy	Franca Petrucci, Community & Aboriginal Coordinator, Spectra Energy, Westcoast Connector Gas Transmission Project
Regrets	
Industry Sector - Forestry	Gareth Scott, Plant/Site Manager, Pinnacle Renewable Energy Inc. Burns Lake Division
Industry Sector - Forestry	Matthew Franks, HR Manager, Canadian Forest Products Houston Sawmill
Industry Sector - Forestry	Ruben Gaytan, HR Manager, Hampton Affiliates Babine Mill/Decker Lake Mill
Employment Sector	Delia Girard, ESC Manager, Work BC Smithers / Burns Lake
First Nations Education & Training	Faith Thomas, Education & Training Coordinator Saik'uz First Nation
Independent Business	Linda Uchacz, Owner, Yarn and Sew on
Community Futures	Jerry Botti, General Manager, Community Futures Nadina
Invited	
Municipal Economic Development	Emily Colombo, Economic Development Officer, District of Fort St James
Chambers of Commerce	Rosa Anne Howell, Manager, Fort St James Chamber of Commerce
Guest	
Andrea Newell	



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
February 26, 2015**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: February 18, 2015
Regarding: Climate Action Revenue Incentive Program (CARIP) Public Report – Climate Actions Survey 2014

The Climate Actions Survey was submitted to the Ministry of Community, Sport and Cultural Development on February 18, 2015, from which the attached report was generated. The report outlines measures the RDBN undertook in 2014 to reduce carbon emissions and move towards carbon neutrality. As per our reporting requirements for the 2014 CARIP grant, this report is hereby being made public prior to the deadline of March 8, 2015.

RECOMMENDATION:	(All/Directors/Majority)
<p>That the RDBN Board of Directors receive the Finance/Administration Coordinator's February 18th memorandum titled, "Climate Action Revenue Incentive Program (CARIP) Public Report – Climate Actions Survey 2014".</p>	

Climate Action Revenue Incentive Program (CARIP) Public Reporting - Climate Actions Survey 2014

<http://fluidsurveys.com/surveys/irpb/carip/99d88ffb7df8445437f9a5ea7af441f17b7a34c2/>

Filled Friday, February 18, 2015

Broad Planning

BROAD PLANNING

Broad Planning refers to the high level, strategic planning that sets the stage for GHG reductions. Land use planning that focuses on Smart Growth principles (compact, complete, connected and centred) plays an especially important role in energy and GHG reduction. Plans that relate to a certain sector should be included in that sector, e.g. transportation plans in the 'Transportation' sector. In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

	Yes	No	Please specify or comment
Since initially establishing OCP targets, policies, and actions for the reduction of greenhouse gas (GHG) emissions, as required by the Local Government Act, has your local government updated those targets, policies and actions?	True		Have reviewed and updated the OCP targets, policies and actions in 2 of the 6 OCP's.

Variable	Response
Does your local government use the Community Energy and Emissions Inventory (CEEI) to measure progress?	No
Has your local government established Development Permit Areas (DPAs) for climate action (i.e. energy conservation, water conservation and/or GHG emission reduction)?	No

CORPORATE - Broad Planning

	Actions taken in 2014	Actions proposed for 2015
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Employee Training, Awareness	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

COMMUNITY-WIDE - Broad Planning

	Actions taken in 2014	Actions proposed for 2015
Feasibility Studies, Research, Analysis	Completion of Agricultural Land Use Inventory in Electoral Areas "A" and "F"	(No response)
Plans, Policies, Regulations	Completed the Electoral Area "A" OCP	Initiation of the process to develop a region-wide land use strategy
Policy Implementation	(No response)	(No response)
Community Education, Engagement	Distributed the Sustainable Rural Land Development Checklist	Continue to distribute Sustainable Rural Land Development Checklist document
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

Buildings

BUILDINGS

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants, and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially viewed over the long term. In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Variable	Response
Does your local government have green building/construction policies, plans or programs?	Yes

CORPORATE - Buildings

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Installed LED lighting at the Luck Bay Fire Hall. Replaced hot water boiler with heat exchange system at the BV Pool. Upgraded insulation and roof at the BV Pool.	Vanderhoof Transfer Station lighting upgrade. BV Pool LED lighting upgrade.
Feasibility Studies, Research, Analysis	Evaluated energy savings from induction lighting upgrades at the Smithers-Telkwa Transfer Station	Investigate lighting retrofits at other transfer stations
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Employee Training, Awareness	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

COMMUNITY-WIDE - Buildings

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Funded numerous community energy upgrades with Gas Tax Community Works funds that resulted in reduced GHGs through the use of improved energy efficiencies (high efficiency furnaces, more efficient windows and doors, installing or replacing insulation)	Continue to work with community groups on energy efficiency upgrades
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Community Education, Engagement	Worked with various community groups looking for funding for energy efficiency upgrades. Distributed the Sustainable Rural Land Development Checklist	Continue to work with various community groups looking for funding for energy efficiency upgrades and continue to distribute the Sustainable Rural Land Development Checklist
Committees, Staffing	(No response)	(No response)
Funding	Federal Gas Tax funding supplied for a number of energy efficiency upgrades to community buildings	Federal Gas Tax funding supplied for a number of energy efficiency upgrades to community buildings

Energy Generation

ENERGY GENERATION

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems. In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Variable	Response
Has your local government undertaken district energy projects in 2014?	No
Has your local government undertaken renewable energy projects 2014?	No
Are you aware of the integrated resource recovery (IRR) guidance page on the BC Climate Action Toolkit? (http://www.toolkit.bc.ca/tool/integrated-resource-recovery-irr)	Yes

CORPORATE - Energy Generation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	BV Pool and Arena - proposal to study using waste heat generated by ice plant to heat pool facility
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Employee Training, Awareness	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

COMMUNITY-WIDE - Energy Generation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Provided Gas Tax funding for installation of geo-thermal system at community hall in Smithers and for installation of heat pumps in seniors centre in Smithers	Provide Gas Tax funding for installation of heat pump system in community church in Burns Lake
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Community Education, Engagement	Worked with various community groups looking for funding for green energy choices. Distributed the Sustainable Rural Land Development Checklist	Continue working with community groups to assist with green energy choices and continue to distribute the Sustainable Rural Land Development Checklist
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

Greenspace

GREENSPACE

Greenspace refers to parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites. Greenspaces support climate change mitigation (reducing emissions by absorbing and sequestering GHG) and adaptation (providing shade, cooling, deflecting strong wind, and improving air quality). In the appropriate boxes below, please record all community-wide actions taken in 2014 and proposed for 2015 (Note: the 'Greenspace' sector only has a community-wide actions section). Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Variable	Response
Does your local government have urban forest policies, plans or programs?	No

COMMUNITY-WIDE - Greenspace

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Community Education, Engagement	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

Solid Waste

SOLID WASTE

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality. In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Variable	Response
Does your local government have construction and demolition waste reduction policies, plans or programs?	Yes
Does your local government have organics reduction/diversion policies, plans or programs?	Yes

CORPORATE - Solid Waste

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Completed landfill closure works at 14 small historic landfills	Additional landfill closure work at Vanderhoof. Area "D" Transfer Station upgrades to the recycling area. Proposed wetland plant augmentation (increased carbon intake) at Knockholt
Feasibility Studies, Research, Analysis	Looked into expansion of recycling operations in communities without MMBC recycling services	Bring recycling expansion proposal to Board of Directors for discussion. Possibly implement expanded services
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Employee Training, Awareness	Continued with office recycling program for bottles, cardboard, paper, batteries and printer ink cartridges, as well as vermicomposting for in-office food	Continue existing recycling and vermicomposting in 2015. Set up a portable recycling station for waste reduction at meetings.

Committees, Staffing	scraps. Also did a test program on recycling personal care products (plastics) Waste Management Committee of the Board continued in 2014	Hiring and training new staff to run the landfill operations. Waste Management Committee of the Board to continue in 2015
Funding	(No response)	(No response)

COMMUNITY-WIDE - Solid Waste

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Community Education, Engagement	Provided direct funding to local community based recycling groups to support waste reduction initiatives. Provided input on development of provincially regulated Extended Producer Responsibility programs. Continued to assist recycling groups in the transition to printed paper and packaging EPR. Development and promotion of community-based waste reduction initiatives. Financially supported recycling development. Implemented a backyard composting program with subsidized bins.	Continue to develop and promote community-based waste reduction initiatives. Continue to financially support recycling development, and to provide input on EPR programs and assist recycling groups in the transition to Printed Paper and Packaging EPR program. Continue with backyard composting program.
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

Transportation

TRANSPORTATION

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities. In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Variable	Response
Does your local government have policies, plans or programs to support alternative modes and technologies of transportation (e.g. walking, cycling, transit, electric vehicles)	No
Does your local government have a transportation demand management (TDM) strategy? (http://www.toolkit.bc.ca/resource/transportation-demand-management-small-and-mid-sized-communities-toolkit)	No
Does your local government have policies, plans or programs to support local food production (thus reducing transportation emissions)?	Yes

CORPORATE - Transportation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	Researched fuel consumption studies before purchasing a replacement fleet vehicle.	Continue research process with any vehicles purchased in 2015
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	Policy is already in place regarding staff carpooling when travelling to conferences, seminars and meetings.	Development an anti-idling policy for RDBN vehicles.
Employee Training, Awareness	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

COMMUNITY-WIDE - Transportation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Community Education, Engagement	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

Water and Wastewater

WATER and WASTEWATER

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions. In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Variable	Response
Does your local government have water conservation policies, plans or programs?	Yes

CORPORATE - Water and Wastewater

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Employee Training, Awareness	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	Increased taxes to help increase the capital reserve for the replacement of the FF Water System	Consider accessing Strategic Priorities Fund for the FF Water System

COMMUNITY-WIDE - Water and Wastewater

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Community Education, Engagement	(No response)	Participate in Drinking Water Week 2015
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

Other Climate Actions**OTHER CLIMATE ACTIONS**

This section is intended to give local governments a chance to record other climate actions that could not be captured in the above sectors, including climate change adaptation actions and air quality actions. In the appropriate boxes below, please record all corporate and community-wide actions taken in 2014 and proposed for 2015. Number and type of actions will vary by community. Please refer to the 'Action Examples' tab above for assistance in understanding the type of information to include in each action category. If the action was taken in partnership, please indicate with whom.

Variable	Response
Has your local government begun to integrate the impacts of a changing climate (adaptation) into its planning and operations?	Yes
Are you aware of the climate change adaptation guidance page on the BC Climate Action Toolkit? (http://www.toolkit.bc.ca/adaptation-challenges-and-opportunities)	Yes

CORPORATE - Other Climate Action

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Employee Training, Awareness	(No response)	(No response)
Committees, Staffing	Sustainability Assistant position continued in 2014	Sustainability Assistant position to be continued in 2015
Funding	(No response)	(No response)

COMMUNITY-WIDE - Other Climate Action

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	(No response)	(No response)
Feasibility Studies, Research, Analysis	(No response)	(No response)
Plans, Policies, Regulations	(No response)	(No response)
Policy Implementation	(No response)	(No response)
Community Education, Engagement	(No response)	(No response)
Committees, Staffing	(No response)	(No response)
Funding	(No response)	(No response)

Innovation

INNOVATION

This section is intended to give your local government an opportunity to describe any energy and GHG emission reduction activities that have been undertaken over the past year(s) that your local government is particularly proud of and would like to share with other local governments.

CORPORATE - Innovation

Please describe any innovative corporate actions taken in 2014 and add links to additional information where possible.

(No response)

COMMUNITY-WIDE - Innovation

Please describe any innovative community-wide actions taken in 2014 and add links to additional information where possible.

(No response)

Local Government Information

LOCAL GOVERNMENT INFORMATION

Variable	Response
LOCAL GOVERNMENT INFORMATION Name of Local Government	Regional District of Bulkley-Nechako
LOCAL GOVERNMENT INFORMATION Name of member Regional District (RD)	Bulkley-Nechako
LOCAL GOVERNMENT INFORMATION Regional Growth Strategy (RGS) in your region	No
LOCAL GOVERNMENT INFORMATION Population	10,000-49,999

Submitted by:

Variable	Response
Submitted by: Name	Kristi Rensby
Submitted by: Position	Finance / Administration Coordinator
Submitted by: Email	kristi.rensby@rdbn.bc.ca
Submitted by: Telephone # (ten digit)	250-692-3195

This year we replaced the CARIP Public Reporting Template with two online surveys to streamline and improve the reporting process. We would like to know what you think.

Please check the answer that best describes your thoughts on how the Climate Actions Survey and the new survey process compares to the previous year's process.

Unknown; someone else completed the reports previously.

Before submitting your survey, please ensure that it is your local government's complete and final 2014 Climate Actions Survey. Please submit this survey only once.

Is this your local government's complete and final 2014 Climate Actions Survey?

Yes

Once you have submitted your survey, be sure to download your survey report from the 'Thank You' page and use it as your public report.



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**Regional District of Bulkley-Nechako
Board of Directors Memorandum
FEBRUARY 26, 2015**

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: February 3, 2015
Regarding: Amendment to the 'Regional District of Bulkley-Nechako Rural Fire Department Firefighting Level of Service Policy'

Attached for receipt is the amended 'Regional District of Bulkley-Nechako Rural Fire Department Firefighting Level of Service Policy'. The amendments were made to clarify the responsibility of the Fire Chief to ensure that the policy is adhered to and that all Firefighters are trained as outlined in the Regional District of Bulkley-Nechako Standard Operating Guidelines.

Recommendation

AII /DIRECTORS/MAJORITY

1. That the Board of Directors receive the memo titled "Regional District of Bulkley-Nechako Rural Fire Department Firefighting Level of Service Policy" from Deborah Jones-Middleton, Protective Services Manager.



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY**

POLICY STATEMENT

The Regional District of Bulkley-Nechako recognizes that the:

- Cluculz Lake Volunteer Fire Department;
- Fort Fraser Volunteer Fire Department;
- Southside Volunteer Fire Department; and
- Topley Volunteer Fire Department;

provide Firefighting Services at the Exterior Only Level outlined in the 'British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook', within their respective Rural Fire Protection Service Area as shown on the attached Appendix 'B' only.

Each of the above noted Fire Departments will ensure that the Firefighters are trained in the Courses and Standards outlined in Appendix 'A'.

Each of the above noted Fire Departments must ensure assignment of the following roles at each incident:

1. Exterior Attack Team Leaders; and
2. Risk Management Officers.

These roles may be filled by any member of the Fire Department that is trained in the Courses and Standards outlined in Appendix 'A' for this purpose.

REASON FOR POLICY

This policy is to identify:

1. the level of firefighting services the Fire Departments are authorized to provide;
2. the level or standard to which each service will be performed; and
3. the assignment of Exterior Attack Team Leaders and Risk Management Officers required.

RELATED INFORMATION

This policy is required to meet the intent of the 'British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook' issued by the Office of the Fire Commissioner of British Columbia on September, 2014.

RESPONSIBILITIES

~~The Regional District of Bulkley-Nechako, working with each The~~ Fire Chief, of the Fire Departments listed, ~~may~~will ensure ~~that~~:

1. the level of service identified is adhered to ~~and that volunteers/employees providing services are meeting training requirements;~~ and
2. ~~Each Fire Department listed in this policy will follow all Firefighters are trained the training requirements~~ as outlined by the Regional District of Bulkley-Nechako Standard Operating Guidelines as amended from time to time.



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
RURAL FIRE DEPARTMENT
FIREFIGHTING SERVICE LEVEL & TRAINING POLICY**

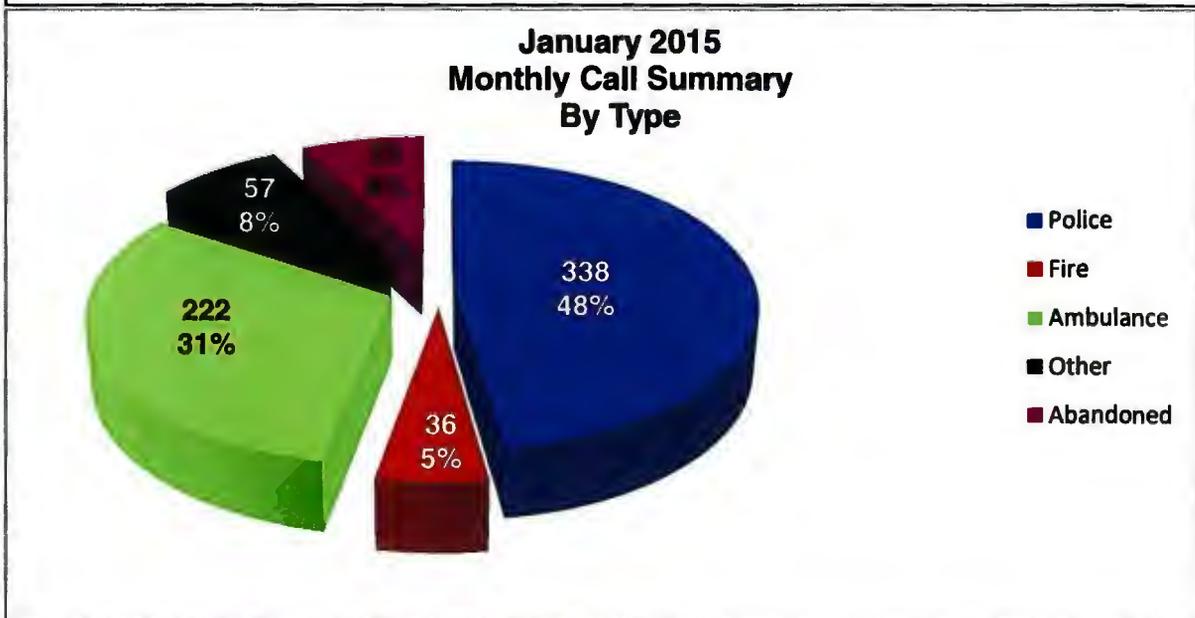
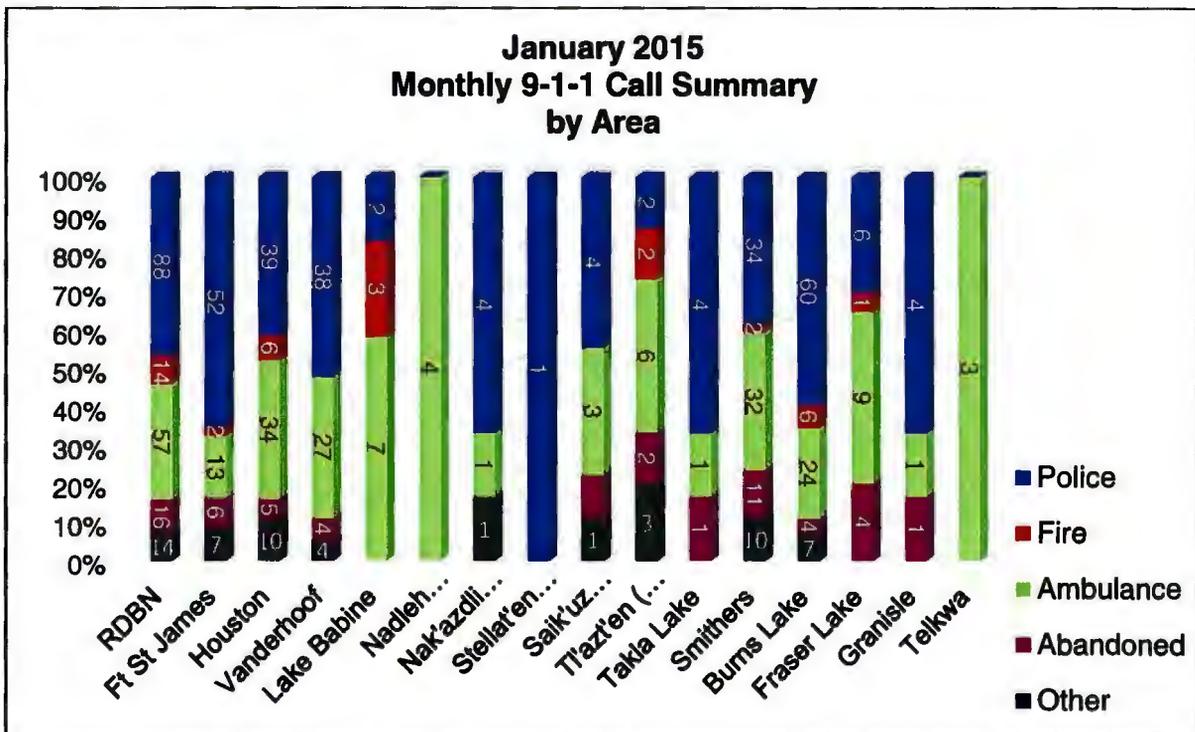
The Regional District of Bulkley-Nechako Board of Directors will review and approve the service levels periodically.



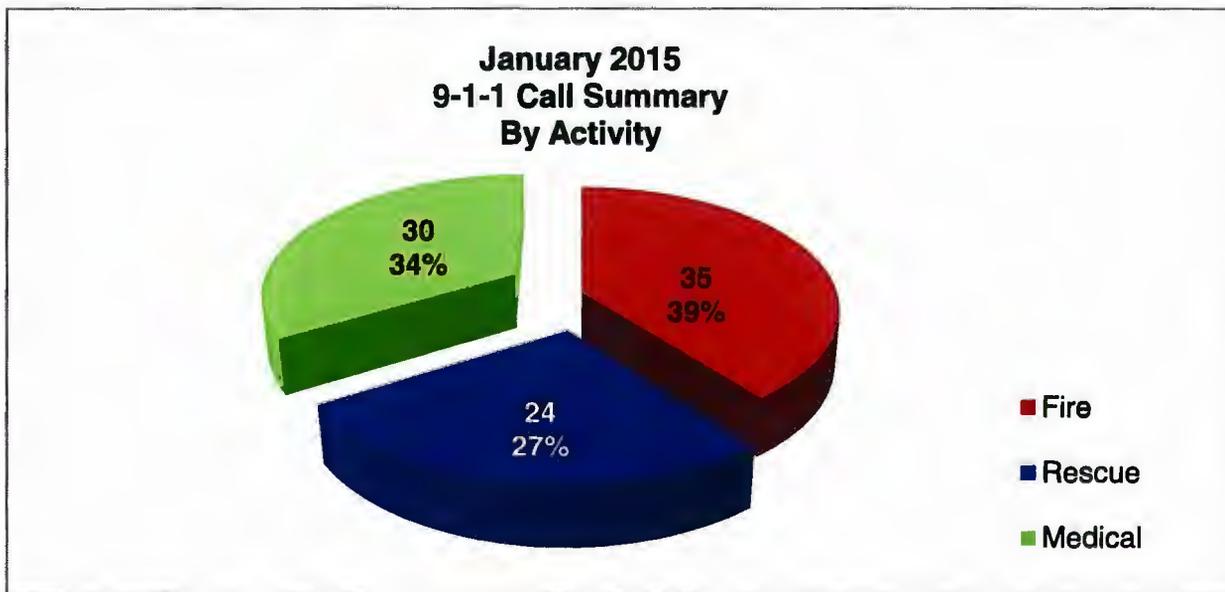
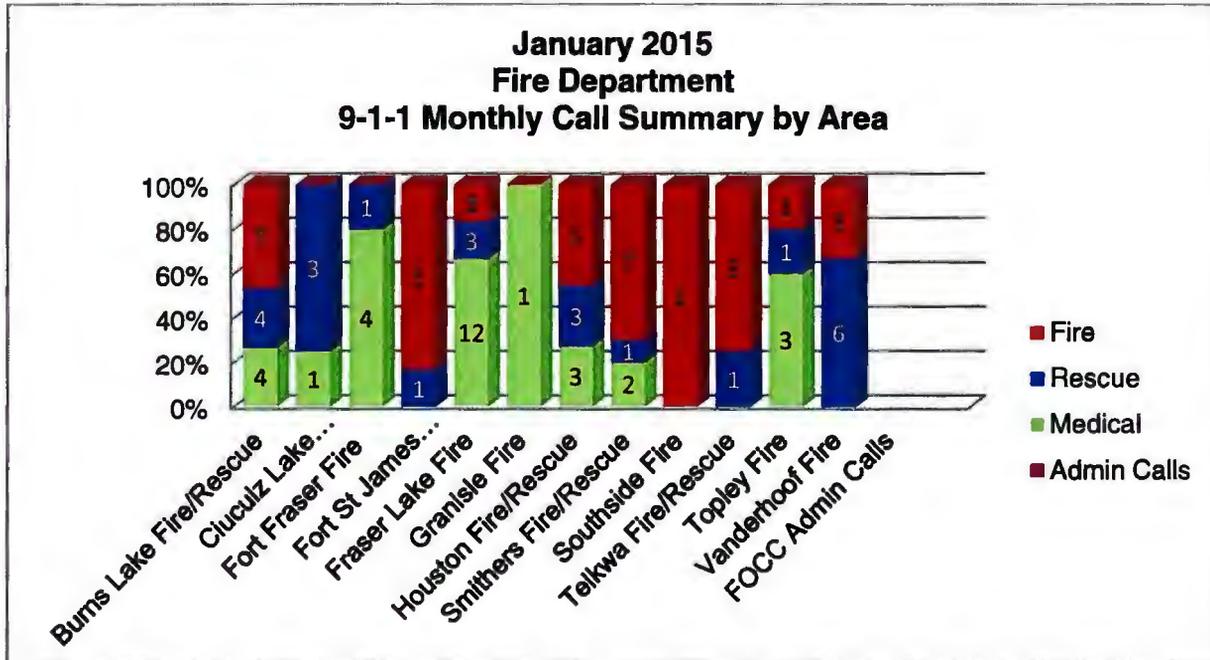
Regional District of Bulkley-Nechako Memorandum February 26, 2015

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: February 16, 2015
Regarding: Monthly 9-1-1 Call Report – February 2015

The Regional District of Bulkley-Nechako has received 708 9-1-1 calls for the month of January 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

AII /DIRECTORS/MAJORITY

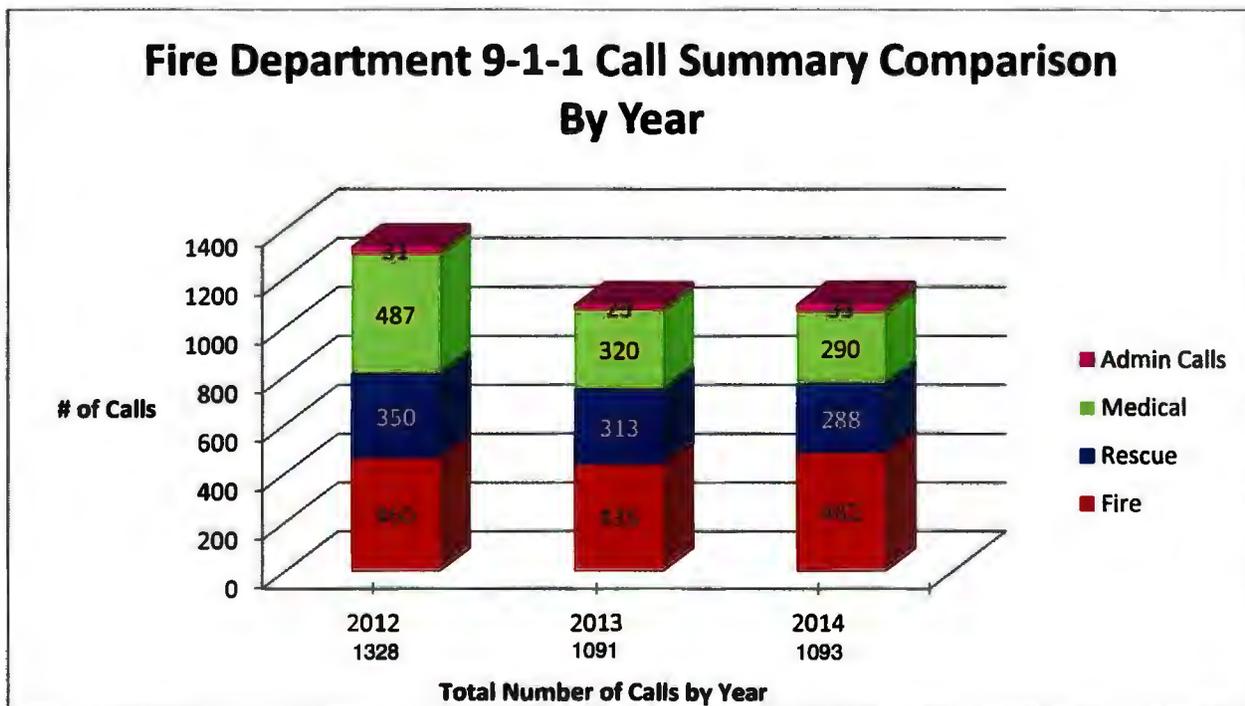
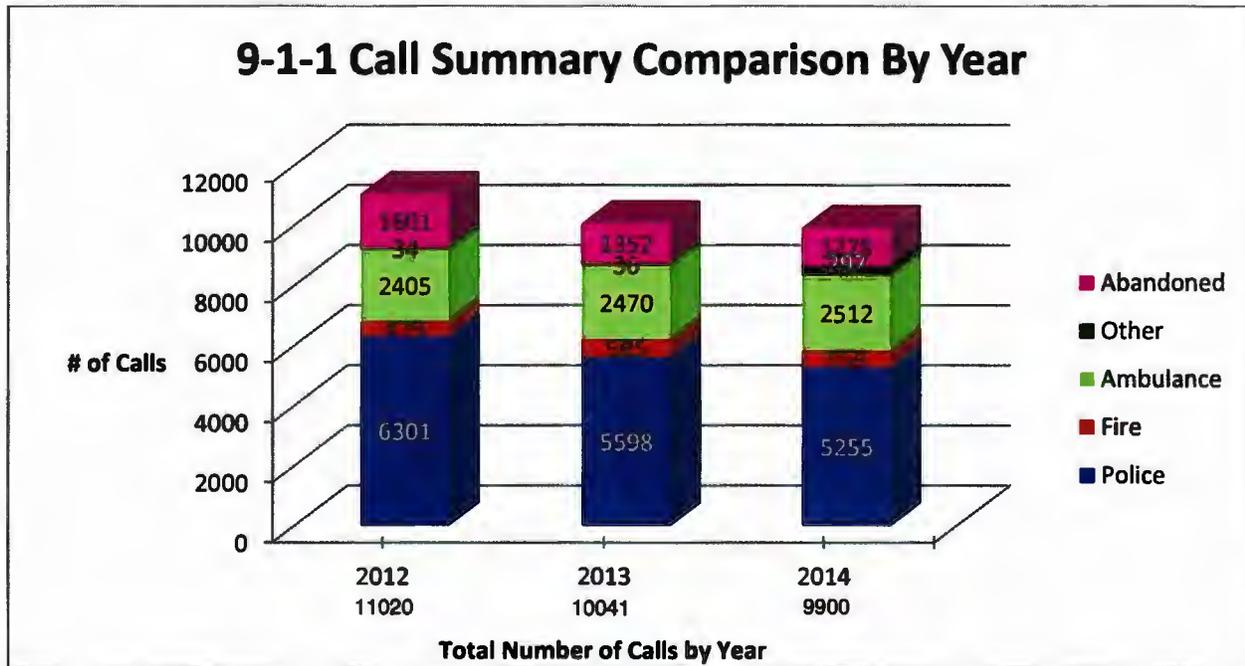
That the Board of Directors receive the memorandum titled "Monthly 9-1-1 Call Report" from Deborah Jones-Middleton, Protective Services Manager.



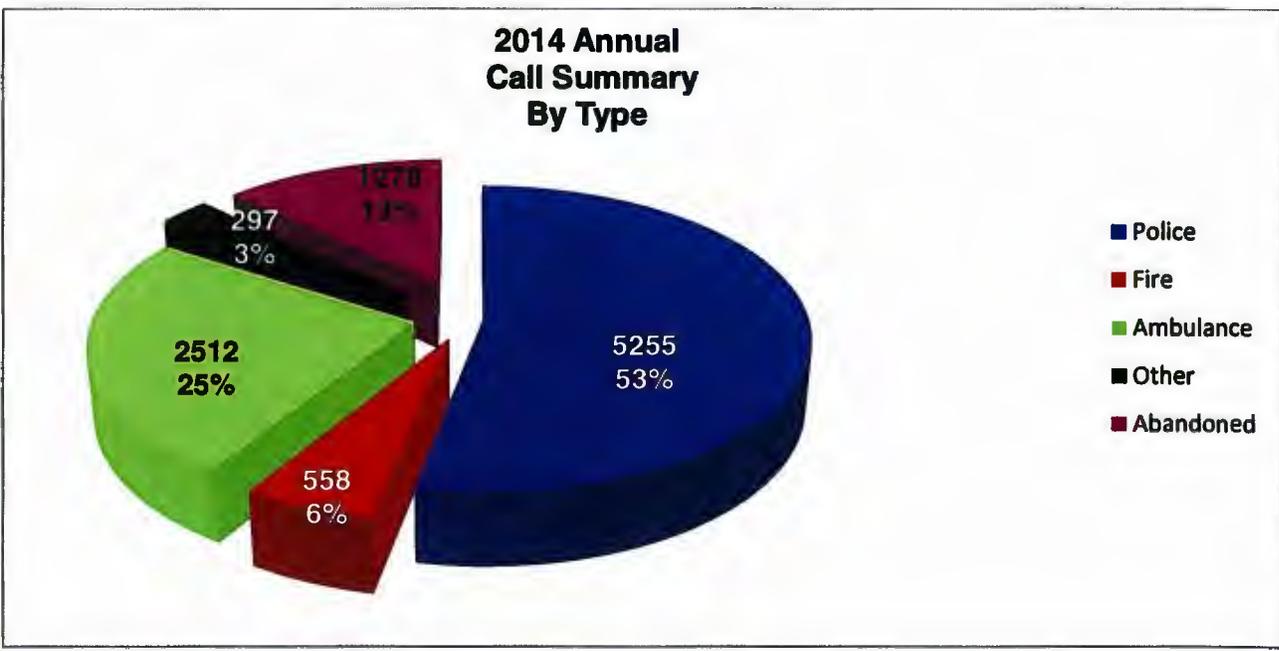
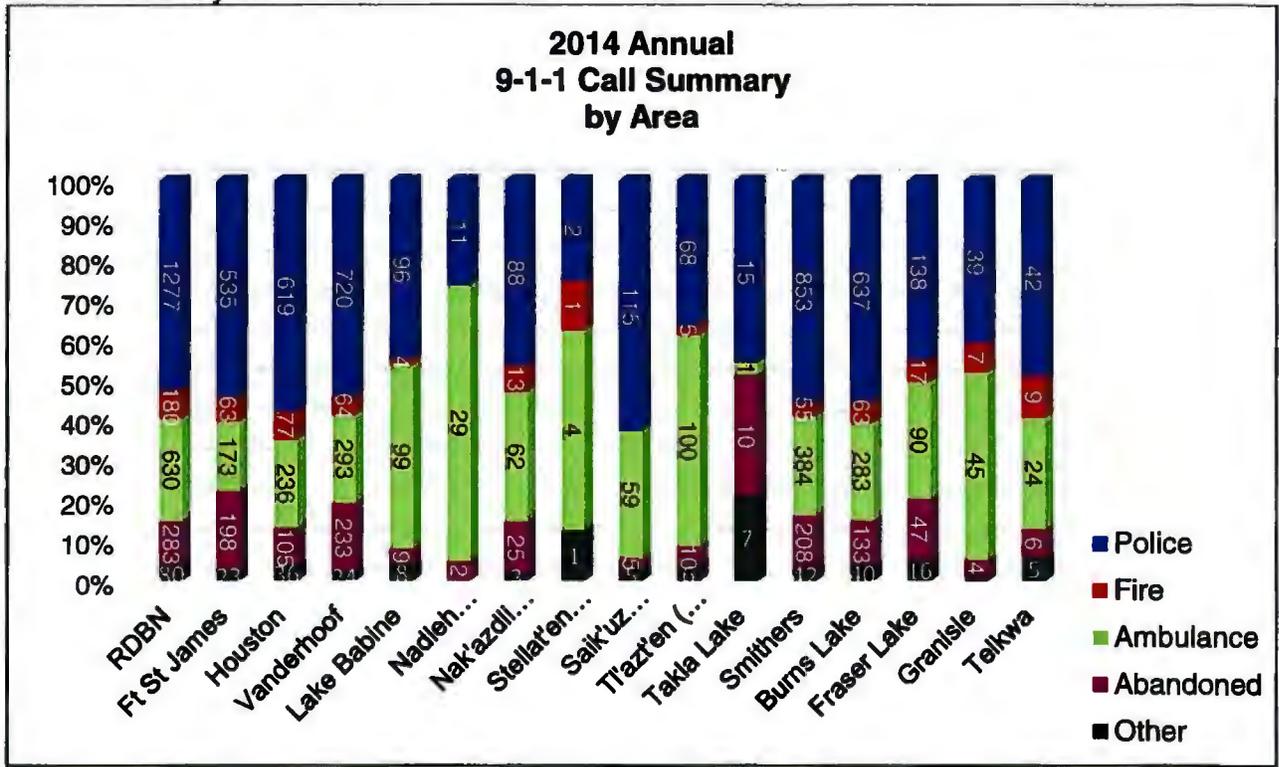
Regional District of Bulkley-Nechako Memorandum February 26, 2015

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: February 18, 2015
Regarding: 2014 Annual 9-1-1 Call Summary

The Regional District of Bulkley-Nechako has received 9900 9-1-1 calls for the year of 2014. The Charts below indicate a three year data comparison, 2012 – 2014, of 9-1-1 Calls and Fire Department 9-1-1 Calls that the Regional District of Bulkley-Nechako has received from the PSAP.

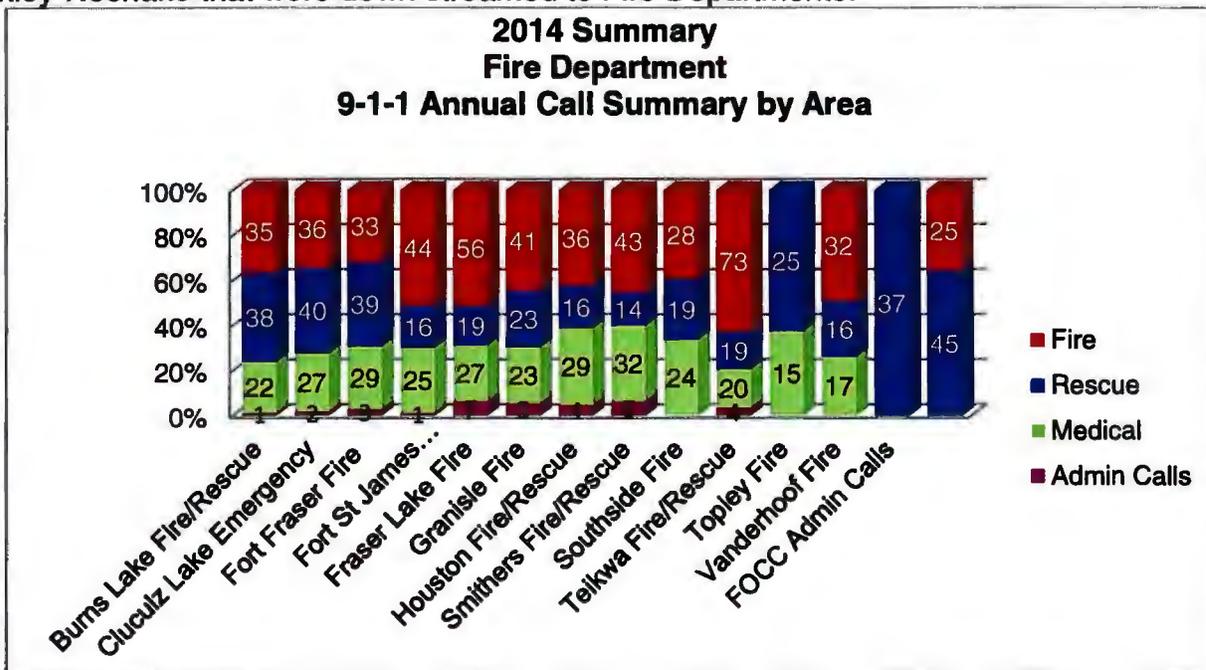


The charts below indicate the Total 9-1-1 calls received by the PSAP from the Regional District of Bulkley-Nechako.



Re: Annual 9-1-1 Call Report
 Date: February 18, 2015
 Page: 3

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 "2014 Annual 9-1-1 Call Report" from Deborah Jones-Middleton, Protective Services Manager.



Regional District of Bulkley-Nechako Memorandum February 26, 2015

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: February 17, 2015
Regarding: Snow Survey and Water Supply Bulletin – January 2015

Attached for your review is the Snow Survey and Water Supply Bulletin – January, 2015.

The snow pack report is as follows:

- Nechako Basin is 109% of normal.
- Skeena-Nass is 96% of normal.

“Near-normal (90-100%) to slightly below normal (80-90%) snow packs are present through most of the province.”

“Variability in snow packs are present within snow basins. Above normal (>120%) snow measurements were observed in areas surrounding the Cariboo Mountains, Bowron and headwaters of the Quesnel River, West Central BC including areas around Burns Lake, Francois Lake and around Houston, and through the Chilcotin.”

“At a basin-wide scale, higher than normal snow packs in the Upper Fraser West basin indicate a trend towards increased seasonal flood risk in the unregulated regions of the Nechako basin this year. Similar smaller pockets of higher snow packs and potential increased flood risk exist in west central BC (Houston, Burns Lake, Vanderhoof), West Chilcotin, and Cariboo Mountains (Bowron River, Quesnel River and area). However, with two or more months still left of the snow accumulation season, conditions may change in these or other areas of the province.”

Recommendation

All /DIRECTORS/MAJORITY

That the Board of Directors receive the memo titled “Snow Survey and Water Supply Bulletin January 2015” from Deborah Jones-Middleton, Protective Services Manager.



The February 1st snow survey is now complete. Data from 109 snow courses and 50 snow pillows around the province and climate data from Environment Canada have been used to form the basis for the following report.

The **full** version of the bulletin including text, data, graphs and basin index map can be viewed at the River Forecast Centre web site: <http://bcrcfc.env.gov.bc.ca/bulletins/watersupply/current.htm>

Weather

Temperatures across British Columbia continued to be well above normal through the month of January. Temperatures were generally 2-4°C above normal, with the largest temperature anomalies occurring in the Central Interior and northern British Columbia. January sea surface temperature anomalies in the Pacific Ocean off the shores of British Columbia have continued to be several degrees above normal.

January precipitation trends have been varied across the province. Vancouver Island, South Coast, and Kootenays experienced below normal precipitation. Above normal precipitation occurred in the Okanagan, Interior, Central Coast and Northwest BC. With increased temperatures, particularly on Vancouver Island and south-west BC, rainfall was the dominant form of precipitation through mid-elevation terrain.

Snowpack

Snow pack accumulation trends from early in the season have persisted throughout January. With the exception of the Upper Fraser West and the Central Coast, all regions of the province have below normal February 1st snow basin indices (Figure 1). Snow basin indices range from a low of 12 % on the Skagit to a high of 148% of in Upper Fraser - West (Table 1 and Figure 1).

Table 1 - BC Snow Basin Indices – February 1, 2015

Basin	% of Normal	Basin	% of Normal
Upper Fraser	148	Boundary	87
Upper Fraser East	98	Similkameen	96
Nechako	109	South Coast	29
Middle Fraser	86	Vancouver Island	33
Lower Fraser	36	Central Coast	115
North Thompson	87	Skagit	12
South Thompson	90	Peace	91
Upper Columbia	97	Skeena-Nass	96
East Kootenay	93	Stikine	85
West Kootenay	83	Liard	77
Okanagan	92	Northwest	NO DATA



Near-normal (90-100%) to slightly below normal (80-90%) snow packs are present through most of the province. Extremely low snow packs (<40%) are present throughout south-west BC, including the Lower Fraser, South Coast, Vancouver Island and Skagit basins. This is the result of both warmer temperatures and drier conditions through the winter in these regions.

Variability in snow packs are present within snow basins. Above normal (>120%) snow measurements were observed in areas surrounding the Cariboo Mountains, Bowron and headwaters of the Quesnel River, West Central BC including areas around Burns Lake, Francois Lake and around Houston, and through the Chilcotin.

Outlook

Warm Pacific Ocean temperatures and weak El Niño-like conditions are expected to persist into the spring. These will likely drive continued warmer than average temperatures, particularly along coastal sections of the province. Environment Canada is forecasting a high likelihood of above normal temperatures over the February to April period across British Columbia.

By early February, two-thirds of the annual BC snowpack has typically accumulated. With the current seasonal weather outlook and snow pack conditions in south-west British Columbia, it is unlikely that snow packs will recovery significantly unless the region experiences much higher than normal precipitation over the next few months. Depending on spring weather, low flows can be expected to occur earlier than normal on Vancouver Island, South Coast, Skagit and Lower Fraser basins, and there is an increased risk of low flows through the summer.

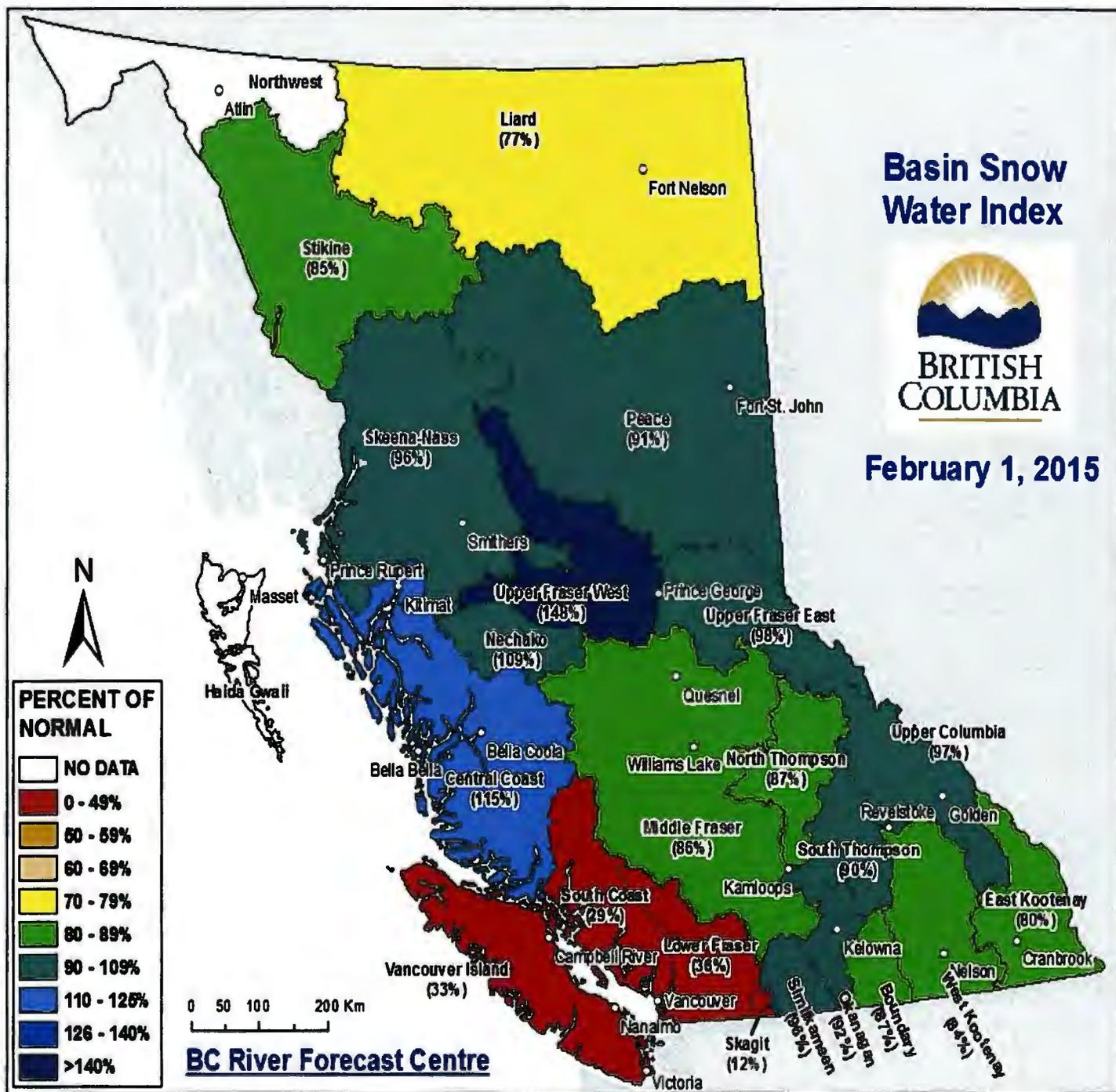
At a basin-wide scale, higher than normal snow packs in the Upper Fraser West basin indicate a trend towards increased seasonal flood risk in the unregulated regions of the Nechako basin this year. Similar smaller pockets of higher snow packs and potential increased flood risk exist in west central BC (Houston, Burns Lake, Vanderhoof), West Chilcotin, and Cariboo Mountains (Bowron River, Quesnel River and area). However, with two or more months still left of the snow accumulation season, conditions may change in these or other areas of the province.

The River Forecast Centre will continue to monitor snow pack conditions and will provide an updated seasonal flood risk forecast in the March 1st 2015 bulletin, which is scheduled for release on March 9th.

Produced by: BC River Forecast Centre
February 7, 2014



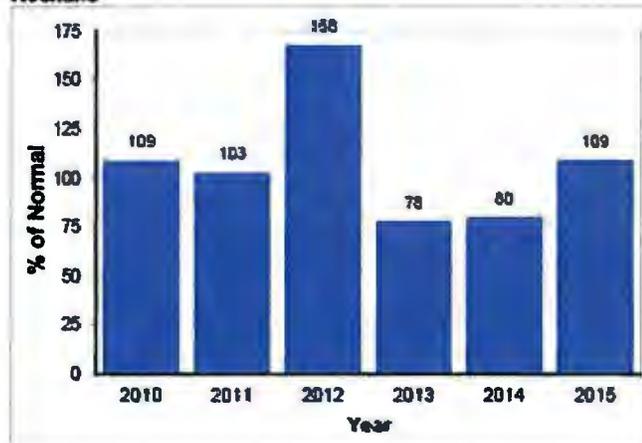
Figure 1: Snow Basin Water Index Map



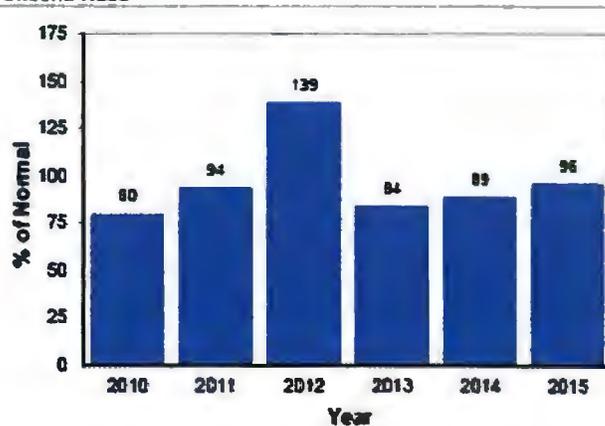


Snow Basin Index Graphs - February 1, 2015

Nechako



Skeena-Nass



2015 Automated Snow Pillow/Manual Snow Survey Data

Station ID	Name	Basin	Elevation (masl)	Survey Date YY-MM-DD	SD(cm)	SWE(mm)	SWE% 1981-2010 Normal
1B01	MOUNT WELLS	Nechako	1489	2015-02-04	175	466	128%
1B01P	MOUNT WELLS	Nechako	1489	2015-02-01	N/A	484	118%
1B02	TAHTSA LAKE	Nechako	1319	2015-02-03	273	773	91%
1B02P	TAHTSA LAKE	Nechako	1319	2015-02-01	N/A	730.4	79%
1B05	SKINS LAKE	Nechako	877	2015-01-30	67	146	176%
1B06	MOUNT SWANNELL	Nechako	1596	2015-02-04	136	353	167%
1B07	NUTLI LAKE	Nechako	1502	2015-02-04	153	404	107%
1B08P	MOUNT PONDOSY	Nechako	1413	2015-02-01	N/A	689	119%
4B11A	BEAR PASS	Nass	437	NS			
4B12P	GRANDUC MINE	Skeena	790		N/A		
4B13A	TERRACE AIRPORT	Skeena	219	NS			
4B14	EQUITY MINE	Skeena	1434	NS	NS	NS	
4B15	LU LAKE	Skeena	1296	NS	NS	NS	
4B15P	LU LAKE	Skeena	1308	2015-02-01	120	322	168%
4B16P	SHEDIN CREEK	Skeena	1320	2015-02-01	153	382	62%
4B17P	TSAI CREEK	Skeena	1369	2015-02-01	208	769	93%
4B18P	CEDAR - KITEEN	Skeena	912	2015-02-01	489	342	70%



REGIONAL DISTRICT OF BULKLEY-NECHAKO
Memo – Board Agenda
February 26, 2015

To: Chairman Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: February 18, 2015
Re: MIA Equity Position

Attached is a schedule showing that our subscriber equity with the Municipal Insurance Association is \$908,507 at the beginning of 2014.

Our equity position is affected by the claims results for the pool that we belong to (we are in the \$50,000 deductible pool) and operational results (primarily investment returns) less any dividends paid and risk control grants paid.

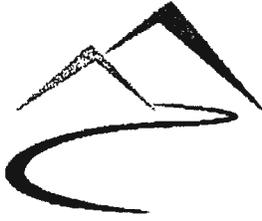
The MIA Board recently declared a dividend for 2014, of which the RDBN received \$12,431. This amount was contributed to the RDBN Insurance Reserve Fund. In addition, the RDBN utilized risk control grants to pay for risk management training and public safety initiatives at the landfills and transfer stations.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the Board of Directors receives the Financial Administrator's February 18, 2015 memo titled "MIA Equity Position and Dividend".



MUNICIPAL INSURANCE ASSOCIATION
of British Columbia

Subscriber Account Statement

Subscriber: R.D. of Bulkley-Nechako
Certificate: 0002

Member since: 1987.12.01
Balance: \$908,507

Year	Balance Forward	Dividends	Risk Management Grants	Claims Results	Operational Results	Closing Balance
2014	\$908,507	\$-12,431	\$6,995			
2013	\$860,072	\$-13,059	\$11,281	\$10,970	\$61,803	\$908,507
2012	\$793,958	\$-14,210	\$1,434	\$3,481	\$78,277	\$860,072
2011	\$781,374	\$-14,241	\$0	\$20,904	\$5,920	\$793,958
2010	\$665,682	\$-5,446	\$0	\$23,581	\$97,556	\$781,374
2009	\$565,769	\$0	\$0	\$-928	\$100,842	\$665,682
2008	\$582,450	\$-9,537	\$0	\$57,574	\$-64,718	\$565,769
2007	\$496,481	\$-33,408	\$0	\$67,928	\$51,448	\$582,450

Definitions

Claims Results: The change in pool results (pool assessments minus pool costs) in your pools in all years.

Operational Results: Investment income plus/minus administration budget surplus.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
Memo – Board Agenda February 26, 2015

To: Chairman Miller and the Board of Directors
 From: Hans Berndorff, Financial Administrator
 Date: February 17, 2015
 Re: Analysis of 2015 Property Assessments – Completed Roll

The Completed Tax Roll, on which we calculate our budgeted tax rates, has now been issued by BC Assessment. The Revised Tax Roll, on which we prepare our tax requisitions will be issued in late March or early April. An analysis of the 2015 Completed Tax Roll is attached as Schedule 1.

Overall, converted assessments have increased by 2.9% for the Regional District of Bulkley-Nechako and 3.1% for the Stuart-Nechako Regional Hospital District. Municipal assessments have increased by 3.9% and rural assessments have increased 2.0% on average.

Also attached as Schedule 2 is an analysis of assessments by property class. Overall, 55% of our tax base is from residential properties, 21% from industry, 15% from business and 9% from utilities.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the Board of Directors receive the Financial Administrator's February 17, 2015 memo titled "2015 Property Assessments – Completed Roll".

Regional District of Bulkley-Nechako
Analysis of 2015 Completed Tax Roll Totals - Hospital Assessments

	Tax Rolls for 2015		2014 Tax Roll		Change From 2014 Revised Tax Roll	
	Total Assessments	Converted Assessments	Revised Converted Assessments	\$	%	Asset Class
District of Houston	218,589,113	34,682,829	36,883,740	-2,200,911	-6.0%	Primarily Major Industry Decrease
Town of Smithers	662,600,570	92,519,742	87,016,104	5,503,638	6.3%	Mostly Residential and Business Increases
Village of Burns Lake	105,301,095	15,565,172	15,549,294	15,878	0.1%	No Major Changes
District of Fort St. James	143,944,580	22,063,155	19,662,244	2,400,911	12.2%	Increases in Residential, Utility and Major Industry
Village of Fraser Lake	141,823,567	34,259,653	31,566,318	2,693,335	8.5%	Increase in Utility
Village of Granisle	17,896,100	2,016,676	1,648,484	368,192	22.3%	Increase in Residential
Village of Telkwa	120,304,968	12,956,591	12,781,491	175,100	1.4%	Increase in Business
District of Vanderhoof	467,857,228	67,162,059	65,641,679	1,520,380	2.3%	Residential & Business Increase
	<u>1,878,317,221</u>	<u>281,225,877</u>	<u>270,749,354</u>	<u>10,476,523</u>	<u>3.9%</u>	
Electoral Area "A"	658,726,732	72,967,298	70,806,597	2,160,701	3.1%	Increase in Residential and Business
Electoral Area "B"	185,148,489	27,787,852	27,836,853	-49,001	-0.2%	No major Changes
Electoral Area "C"	345,981,136	70,450,061	70,092,118	357,943	0.5%	Residential & Utility Increase, Decrease in Major Industry
Electoral Area "D"	207,995,613	28,237,229	27,272,027	965,202	3.5%	Increase in Major Industry
Electoral Area "E"	159,083,605	19,923,255	19,304,435	618,820	3.2%	Increase in Major Industry, Decrease in Residential
Electoral Area "F"	392,805,712	44,258,432	43,167,765	1,090,667	2.5%	Increase in Residential
Electoral Area "G"	96,392,272	13,264,606	12,931,447	333,159	2.6%	Increase in Utility & Light Industry
	<u>2,046,133,559</u>	<u>276,888,733</u>	<u>271,411,242</u>	<u>5,477,491</u>	<u>2.0%</u>	
RDBN Total	<u>3,924,450,780</u>	<u>558,114,610</u>	<u>542,160,596</u>	<u>15,954,014</u>	<u>2.9%</u>	
SNRHD Total	<u>2,167,837,125</u>	<u>331,723,544</u>	<u>321,741,217</u>	<u>9,982,327</u>	<u>3.1%</u>	

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**Regional District of Bulkley-Nechako
2015 Converted Assessments by Class**

	Class 1	Class 2	Class 4	Class 5	Class 6	Class 7	Class 8	Class 9	Total
	Residential	Utilities	Major Industry	Light Industry	Business & Other	Managed Forest	Recreation Non-Profit	Farm	
Houston	15,078,062	1,711,559	6,863,036	2,433,958	8,513,823		31,820	50,571	34,682,829
Smithers	49,646,830	2,461,326	3,733,574	2,011,542	34,547,060		119,410		92,519,742
Burns Lake	7,316,370	897,223		408,544	6,937,395		5,640		15,565,172
Fort St. James	10,355,380	1,852,928	4,402,558	212,568	5,216,711		23,010		22,063,155
Fraser lake	5,675,220	3,663,306	23,844,540		1,063,147		13,440		34,259,653
Granisle	1,670,880	131,250		55,590	158,956				2,016,676
Telkwa	11,491,805	439,442		50,558	974,120			666	12,956,591
Vanderhoof	35,339,398	2,133,495	9,401,170	2,522,392	17,632,870		100,800	31,934	67,162,059
	136,573,945	13,290,529	48,244,878	7,695,152	75,044,082		294,120	83,171	281,225,877
Percentage	48.6%	4.7%	17.2%	2.7%	26.7%		0.1%	0.0%	100.0%
Area "A"	61,861,365	7,807,121		416,194	2,068,690		116,060	697,868	72,967,298
Area "B"	14,500,616	8,131,060	1,001,708	3,323,092	696,653		42,980	91,743	27,787,852
Area "C"	19,210,035	4,915,407	43,498,988	781,354	1,831,978		108,540	103,759	70,450,061
Area "D"	17,094,224	5,859,102	3,540,420	151,436	1,088,578	3,480	150,110	349,879	28,237,229
Area "E"	13,555,279	349,175	4,429,656	287,878	735,779		145,135	420,353	19,923,255
Area "F"	35,986,558	6,294,645		304,708	435,556	13,230	55,660	1,168,075	44,258,432
Area "G"	7,783,995	3,458,728	277,202	837,590	617,818	3,450	149,030	136,793	13,264,606
	169,992,072	36,815,238	52,747,974	6,102,252	7,475,052	20,160	767,515	2,968,470	276,888,733
Percentage	61.4%	13.3%	19.1%	2.2%	2.7%	0.0%	0.3%	1.1%	100.0%
Total	306,566,017	50,105,767	100,992,852	13,797,404	82,519,134	20,160	1,061,635	3,051,641	558,114,610
Percentage	54.9%	9.0%	18.1%	2.5%	14.8%	0.0%	0.2%	0.5%	100.0%

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Regional District of Bulkley-Nechako Memo – Board Agenda February 26, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: February 17, 2015
Re: Round Lake Rural Fire Protection Service Establishment

Issue

Residents in the Round Lake area have been requesting an extension to the boundaries of the Telkwa Rural Fire Protection Service Area to include their properties. The Telkwa Fire Department would be able to provide this service to the Round Lake Area only if a reliable year round local water source were available. A dry fire hydrant that would be able to draw water from Round Lake during all four seasons would meet this need.

Proposed Service

A new Round Lake Fire Protection Service is being proposed. If approved, the new RDBN would borrow up to \$20,000 to pay for the cost of installing a dry hydrant and the new service would repay the funds over 20 years. In addition, there would be operating costs and annual payments to the Village of Telkwa for providing fire protection and suppression to the service area. There would also be a buy-in fee paid to the Village of Telkwa over 10 years to reflect the value that the new participants would receive from the existing assets of the Telkwa Fire Department. A copy of the draft budget and a map of the proposed service area are attached.

Proposed Tax Rate

A tax rate of \$1.50 per \$1,000 on total assessments would be needed to accommodate the costs of the service for the next 5 years. A tax limit of \$1.80 per \$1,000 on the net taxable value of land and improvements is being proposed so that any future cost increases could be provided for well into the future.

Public Approval

Petition forms were sent to the owners of 24 properties in the Round Lake area. Petitions in favour were received from the owners a majority of the properties which together total a majority of the assessed property values. This meets the threshold for public approval of a service establishment bylaw and the associated loan authorization bylaw as well as authorization to enter into a 10 year agreement with the Village of Telkwa for provision of fire protection and suppression.

The Board is being requested to give three readings to Service Establishment Bylaw No. 1722 and Loan Authorization Bylaw No. 1723 further in the agenda.



I would be pleased to answer any questions.

A handwritten signature in black ink, appearing to be 'H. J. ...', is written below the text.

Recommendation:

(all/directors/majority)

That the Board of Directors receive the Financial Administrator's February 17, 2015 memo titled "Round Lake Rural Fire Protection Service Establishment".

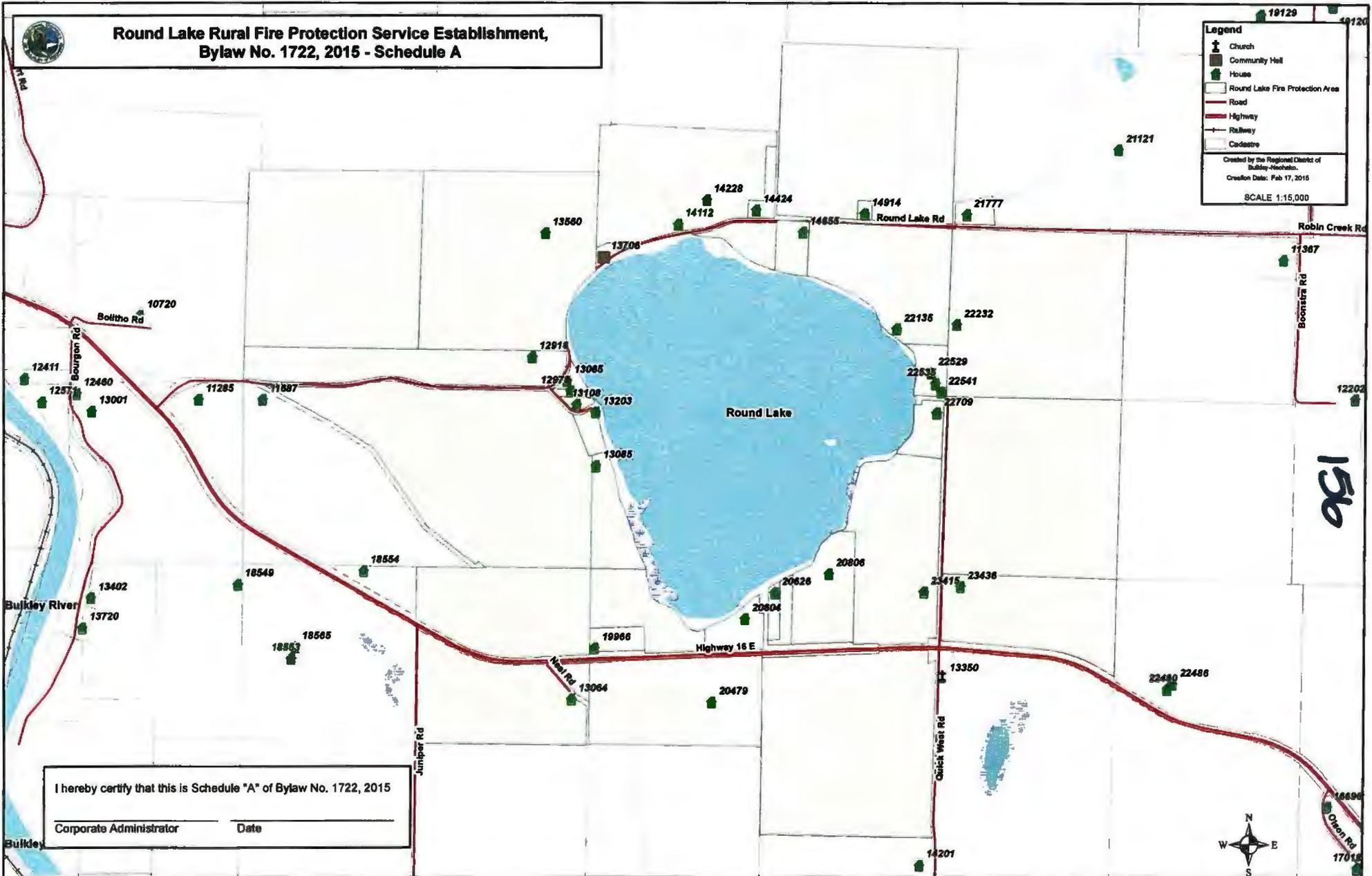


**Round Lake Rural Fire Protection Service Establishment,
Bylaw No. 1722, 2015 - Schedule A**

Legend

- Church
- Community Hall
- House
- Round Lake Fire Protection Area
- Road
- Highway
- Railway
- Cadastre

Created by the Regional District of Bulkley-Nechako.
Creation Date: Feb 17, 2015
SCALE 1:15,000



I hereby certify that this is Schedule "A" of Bylaw No. 1722, 2015

Corporate Administrator _____ Date _____

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
ROUND LAKE FIRE PROTECTION**

(7208)

	2012 Actual	2013 Actual	2014 Budget	2014 Actual	Five Year Financial Plan:				
					2015	2016	2017	2018	2019
Revenue									
400004 Taxation - Defined Portion of Area "A"									
Converted Hospital Assessments (Completed Roll)					691,588	691,588	691,588	691,588	691,588
Estimated Residential Tax Rate (cents per \$1,000)					0.00	1.46	1.48	1.50	1.50
Total Assessments (Completed roll)					6,915,882	6,915,883	6,915,884	6,915,885	6,915,886
Tax Rate on total Assessments					0.00	1.46	1.48	1.50	1.50
Bylaw No. ????, 2015 Limitation \$1.80 per \$1,000 land and improvement						10,091	10,227	10,364	10,404
430003 Debenture Proceeds					19,817				
490001 Transfer from Equity in TCA						400	400	400	400
499999 Surplus									
Total Revenue					19,817	10,491	10,627	10,764	10,804
Expenditures									
603008 Repairs and Maintenance						500	500	500	500
Water License						100	100	100	100
612250 Annual Contract with District of Fort St. James									
Converted Hospital Assessment (Completed Roll)					12,813,921				
Village of Telkwa					9,617,439				
Rural Telkws					691,588				
Round Lake					23,122,948				
Total					3.0%	3.0%	3.0%	3.0%	3.0%
Round Lake Share					130,373	132,290	133,483	134,681	136,028
Projected Operating Budget					45,250	45,250	45,250	45,250	45,250
Loan Payments					68,500	68,500	68,500	68,500	68,500
Lease Payments					-32,017	-29,420	-26,067	-22,686	(22,686)
Withdrawal from Capital Reserve					212,106	216,620	221,166	225,745	227,092
Total					6,344	6,479	6,615	6,752	6,792
Luck Bay Share									
Payment to Villlage of Telkwa - Regular						6,479	6,615	6,752	6,792
612290 Payment to Village of Telkwa - Buy in Fee (\$590 per household at \$59 per year for 10 years - 23 households until 2024)						1,356	1,356	1,356	1,356
780001 Capital Expenditures					19,500				
					(Dry Hydrant)				

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780101 Amortization Expense (Assume 50 year life)		400	400	400	400
781003 Contribute to Capital Reserve	0	0	0	0	0
783001 Interest Expense - Issue No. ??? Until 2035 (20 years) @ 5%		665	665	665	665
784001 Debenture Principal Repayment		991	991	991	991
785001 Debenture Issue Costs	317				
799999 Prior Year Deficit	0				
Total Expenditures		19,817	10,491	10,627	10,764
Revenues minus Expenditures		-	-	-	-

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Regional District of Bulkley-Nechako Memo – Board Agenda – February 26, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: February 17, 2015
Re: RDBN 2014 Budget Amendments

The RDBN Financial Plan is our statutory authority to expend funds. From time to time, circumstances make it desirable for the Board to approve expenditures differently than authorized by the budget. In such cases, a budget amendment is necessary to authorize those expenditures. For example, this can occur when unexpected grant funds become available to undertake a project that was not anticipated in the budget or when emergency repairs must be made.

1. **Bulkley Valley Regional Pool.** The BV Pool Society made capital expenditures of \$29,121 using the monthly grants from the RDBN. Because this is an RDBN owned facility, this amount should be reclassified as capital expenditures instead of grants to societies.

The BV Pool Society received un-budgeted grants and donations of \$26,670, which were spent on projects at the facility.

2. **Rural Government.** – The amount of Federal Gas Tax received was increased by \$13,483 in 2014. This amount was contributed to the Gas Tax Reserve.
3. **Environmental Services** – Amortization of tangible capital assets was under-budgeted for 2014. This is a non-cash item offset by a transfer from equity in tangible capital assets.
4. **Building Inspection** – Finalization of a claim resulted in insurance deductible costs of \$34,854, which was transferred from the Insurance Reserve.
5. **Southside Rural Fire Protection** – A 1975 truck was sold for \$1,000 and the amount contributed to the Vehicle Reserve.

Details of the proposed budget amendments are attached as Schedule 1. There is no impact on the taxpayers. The Board is being requested to give three readings and adoption to Bylaw No. 1724 further in the agenda.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the Board of Directors receives the Financial Administrator's February 17, 2015 memo titled "RDBN 2014 Budget Amendments".

Regional District of Bulkley-Nechako
Amendments to the 2014 Budget

	<u>Budget Changes</u>
<u>Bulkley Valley Regional Pool</u>	
Increase in Capital Expenditures	29,121
Decrease in Monthly Grants to the Society	-29,121
Increase in Miscellaneous Expense	26,670
Increase in Grant Revenue	-26,670
	<u>0</u>
<u>Rural Government</u>	
Increase in Gas Tax revenue	-13,483
Increase in Contribution to Gas Tax Reserve	13,483
	<u>0</u>
<u>Environmental Services</u>	
Increase in Amortization Expense	36,000
Increase Transfer from Equity in Tangible Capital Assets	-36,000
	<u>0</u>
<u>Building Inspection</u>	
Increase in Legal Expense	34,854
Increase in Transfer from Insurance Reserve	-34,854
	<u>0</u>
<u>Southside Rural Fire Protection</u>	
Increase in Miscellaneous Revenue	-1,000
Increase in Contribution to Capital Reserve	1,000
	<u>0</u>



REGIONAL DISTRICT OF BULKLEY-NECHAKO
Memo – Board Agenda February 26, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: February 17, 2015
Re: 2015 Revenue Anticipation Borrowing Bylaw

The RDBN typically depletes its cash in April or May and receives tax revenues on August 1st. During the interim period, we usually borrow from our reserve funds. In the event that reserve funds are unavailable because they are required for their intended purpose during that period, we must make arrangements to temporarily borrow so that we can fund operations until tax revenues are received.

Our cash forecast indicates that a Revenue Anticipation borrowing facility of \$2 million should be sufficient.

At this time, the Board is requested to consider giving three readings and adoption to bylaw No. 1725 further in the agenda.

Recommendation: (all/weighted/majority)

That the Board of Directors receive the Financial Administrator's February 17, 2015 memo titled "2015 Revenue Anticipation Borrowing Bylaw".



REGIONAL DISTRICT OF BULKLEY-NECHAKO

R E P O R T

TO:	Chair and Regional Board of Directors
FROM:	Director Newell
DATE:	Feb 3, 2015
RE:	Minerals Roundup 2015

I attended the above-noted meeting workshop conference other

On: Jan. 27-30 2014

in: Vancouver

The key topics/points of interest were: *Exploration taking place in BC in 2015 is anticipated to remain at 2014 level although investment is down. – Streamlining BC's permitting has succeeded in making it a world leader. Unfortunately the uncertainty around First Nations land claims has had a negative effect on investment.*

Topic(s) of discussion that I particularly enjoyed or felt was relevant to the Regional District of Bulkley-Nechako include: *The new venue has made discussion a lot easier. The location of the RD booth on the corner isle helped enormously. From the workshops around effective and responsible exploration it became quite evident that we as an RD have a role in First Nations/Mining communications. Many of the service companies deal with a number of industries. Consequently I spoke at length with companies that could provide fully contained mobile wastewater treatment systems, ideally suited for temporary LNG camps. Also I took the opportunity to speak with the Heart and Stroke Foundation who have 2 programs currently running that are placing AEDs in communities. I have contacted the two communities in our RD that have not as yet taken advantage of this opportunity.*

Action recommended by Director: *I have further information and contacts for the waste treatment systems should it be required. I also have notes on the workshops I attended.*

Follow-up required by:

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

Recommendations:

Report for the Community Advisory Board meeting – Northern Gateway

- Submitted by Andrea Newell – Alternate for Area G

I attended the Northern Gateway CAB meeting on February 3, 2015 in Terrace. Bulleted below are some of the highlights:

- Michele Perret is transferring to opportunities within Enbridge and Catherine Pennington, Community Innovation and Sustainability, will now lead the engagement team, including the CAB process.
- At the CAB meeting there was a workshop on the Pipeline Environmental Effects Monitoring Program (PEEMP), hosted by Dr. Jean-Michel DeVink, Environmental Consultant, Stantec Consulting. He discussed how they are looking for input from local residents on additional areas and species for consideration in their monitoring program. Their plan is to get baseline data from the pipeline route 3 years prior to operation and compare it to data taken up to 3 years after operation. Some sites will be sampled remotely with sensors and cameras; as well as, using some innovative scientific tools for studying contaminants in wildlife and fish through hair, tissue, feathers and tooth sampling. They will be taking samples of soil, water and invertebrates, along with endangered and/or indicator species such as the grizzly, woodland caribou, mountain goat, coastal tailed frog and trumpeter swan. Mr DeVink discussed with the group how they will have fixed and random test sites. There was also a discussion around possible training opportunities. For more information go to <http://www.gatewayfacts.ca/en/Engagement/Phase-1/Pipeline-Environmental-Effects-Monitoring-Program>.
- CAB would like to see more diversity in opinions, cultures and ages at the CAB meeting. I find it to be a welcoming environment where others and I can express any differences in opinion/view point openly. I also find the information provided to be informative and it has helped me to better understand this complex project. If you are interested contact: CAB Planning Team; 1-888-434-0533; cab@northerngateway.ca

Note from Rob:

This baseline data and monitoring is something we should get from LNG and Alcan. Otherwise we have nothing to compare to should environmental problems arise with a public outcry.

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REGIONAL DISTRICT OF BULKLEY-NECHAKO MEMORANDUM

To: Chairperson Miller and Board of Directors (February 26, 2015)
From: Janine Dougall
Director of Environmental Services
Date: February 16, 2015
Subject: 2015 Recycling Options – Updated

At the October 9, 2014 Committee of the Whole Meeting, the Board of Directors made several motions regarding recycling in the RDBN:

1. That the RDBN Waste Management Committee receive the Director of Environmental Services' September 29, 2014 memo titled Packaging and Printed Paper Recycling: Planning for 2015."
2. Further, that the Waste Management Committee recommend that the RDBN Board of Directors in the 2015 year:
 - a. Continue to fund residential PPP recycling in communities where MMBC is not providing recycling services at 2014 funding levels and reduce funding in areas where MMBC is providing residential recycling services;
 - i. in areas where there is a reduction in the direct funding of residential PPP recycling programs, that the overall budget be kept the same and the unallocated funds be made available for community recycling education programs;
 - b. Direct staff to engage in further discussions with Cascades representatives to investigate the expansion of PPP recycling opportunities within the RDBN to match the products being collected under the MMBC program;
 - c. Direct staff to pursue future development of product collection by MMBC within the Regional District of Bulkley-Nechako; and further,
 - d. That staff bring forward the information to a future RDBN Board of Directors meeting.

MMBC Services in the RDBN

In accordance with the above direction from the Board of Directors, staff have reduced the funding available to recycling groups in areas where Multi-Material BC recycling services have been established. An analysis of printed paper and packaging (PPP) and waste composition data indicated that 60% of PPP is generated from the commercial sector, whereas 40% is generated from residential sources. Therefore, funding provided to recycling groups in Smithers and Fort St. James (where MMBC is providing service) has been reduced by 40%.

Smithers: The Smithers and Area Recycling Society (SARS) is operating their depot under the MMBC program. The RDBN has established a contract scope change with SARS that reflects the 40% decrease in funding (\$87,349 to \$50,851) as directed by the Board. Materials accepted by the depot include mixed paper, cardboard, plastic and metal containers, plastic film, Styrofoam and glass. The



Town of Smithers provides curbside recycling as well.

Telkwa: The Village of Telkwa provides curbside recycling to residents for mixed paper, cardboard, plastic and metal containers.

Fort St James: The Nak'azdli Band is operating both curbside recycling and depot recycling for the community under the MMBC program. Materials accepted by the depot include mixed paper, cardboard, plastic and metal containers, plastic film, Styrofoam and glass. The Greening up Fort (GUF) group is also operating a recycling depot (funded by the RDBN), however it is only for industrial, commercial and institutional (ICI) mixed paper and cardboard. GUF has requested a 6 month contract extension with the RDBN for the provision of this service. The funding for the Greening up Fort Society has been reduced by 40%, from \$49,450 in 2014 to \$29,670 in 2015.

Current Recycling Services Funded by the RDBN

Community/Recycling Group	Services Funded	Materials Accepted	2014 Funding Amounts
NWRI (Vanderhoof)	Waste reduction education and assistance, business recycling pick up, maintenance of recycling bins at VTS and CO-OP	Mixed paper, cardboard, mixed plastics	\$75,093.73
Houston Bottle Depot	Recycling bin maintenance	Mixed paper, cardboard	\$47,812.88
Fraser Lake Bottle Depot	Recycling bin maintenance	Mixed paper, cardboard	\$42,460.00
Granisle	N/A	N/A	N/A
Burns Lake	Recycling bins at BLTS	Mixed paper, cardboard	\$8091.00
Southside	Recycling bins at SSTS	Mixed paper, cardboard	\$1260.00

Expanded Program Investigation

Following direction from the Board of Directors, staff had discussions with Cascades Recovery in Prince George about expanding the range of materials accepted for recycling within the RDBN. The program proposed by Cascades would use dual stream 30 yard roll-off bins – one side for mixed plastic and metal containers and one side for mixed paper and cardboard. Bin locations would be as follows:

- Vanderhoof – Vanderhoof Transfer Station
- Houston – Houston Bottle Depot
- Fraser Lake – Fraser Lake Bottle Depot
- Granisle – Granisle Transfer Station
- Burns Lake – Burns Lake Transfer Station
- Southside – Southside Transfer Station



The proposed expanded recycling program would mimic most of the materials collected by MMBC, but excludes glass, Styrofoam and plastic film, which have little market value and are highly problematic to collect.

The tables below outline the costs proposed by Cascades for the expanded program. These costs include the following:

- Collecting and transporting recyclable materials from drop depots to the Cascades Recovery processing facility in Prince George. “Single Haul” refers to one bin, whereas “Trailer Haul” refers to two bins.
- Monthly rental fees for roll-off bins. Sites that are not anticipated to be high use (eg. Granisle Transfer Station) would only require one bin on site, while sites with higher use would require two bins (eg. Burns Lake Transfer Station).
- Costs for processing, sorting and preparing recyclable materials for market at the Cascades Recovery processing facility (ie. Monthly Processing).
- Costs associated with transporting processed recyclable materials to market in the lower mainland (ie. Monthly Transportation).

In addition to the costs outlined in the tables below, Cascades has included revenue sharing in their proposal. Due to the volatility of markets, however, and the difficulty in estimating potential revenues, any potential revenue has been excluded from this cost analysis in order to present worst case scenario costing.

Table 1. Cascades Recovery Proposal – Container Costs

Location	Single Haul (Per Hauling Event)	Trailer Haul (Per Hauling Event)	Single Container Monthly Rental Fee	Trailer Container Monthly Rental Fee
Burns Lake	\$ 660.00	\$ 990.00	\$ 150.00	\$ 300.00
Southside	\$ 800.00	\$ 1,200.00	\$ 150.00	\$ 300.00
Vanderhoof	\$ 350.00	\$ 525.00	\$ 150.00	\$ 300.00
Granisle	\$ 900.00	\$ 1,250.00	\$ 150.00	\$ 300.00
Fraser Lake	\$ 550.00	\$ 825.00	\$ 150.00	\$ 300.00
Houston	\$ 880.00	\$ 1,320.00	\$ 150.00	\$ 300.00

Table 2. Cascades Recovery Proposal Costs – Processing and Transportation Costs

Location	Expected Monthly Volumes (Metric Tonnes)	Monthly Processing (\$65/Metric Tonne)	Monthly Transportation (\$30/Metric Tonne)
Burns Lake	9.05	\$ 588.25	\$ 271.50
Southside	1.00	\$ 65.00	\$ 30.00
Vanderhoof	18.14	\$ 1,179.10	\$ 544.20
Granisle	1.00	\$ 65.00	\$ 30.00
Fraser Lake	6.34	\$ 412.10	\$ 190.20
Houston	9.05	\$ 588.25	\$ 271.50



Table 3. Cascades Recovery Proposal Costs – Tailored to Community Based on Expected Monthly Volumes

Location	Single Haul	Trailer Haul	Annual Hauling Events	Annual Hauling Costs	Bin Rental (per month x 12)	Processing and Transportation (x 12)	Total
Burns Lake		\$ 990	18	\$ 17,820	\$ 3,600	\$ 10,317	\$ 31,737
Southside	\$ 800		12	\$ 9,600	\$ 1,800	\$ 1,140	\$ 12,540
Vanderhoof		\$ 525	36	\$ 18,900	\$ 3,600	\$ 20,679.60	\$ 43,179.60
Granisle	\$ 900		12	\$ 10,800	\$ 1,800	\$ 1,140	\$ 13,740
Fraser Lake		\$ 825	12	\$ 9,900	\$ 3,600	\$ 7,227.60	\$ 20,727.60
Houston		\$ 1,320	18	\$ 23,760	\$ 3,600	\$ 10,317	\$ 37,677

Projected 2015 Recycling Costs (Expanded Program)

Under the proposed expanded program, recycling groups will continue to operate their programs in the same way, with the exception of paying for the collection of their paper and cardboard bins. Instead, this will be managed by the RDBN under one contract with Cascades Recovery. The table below outlines the funding required by recycling groups (using 2014 data), combined with the costs proposed by Cascades Recovery for the expanded program. Also provided in the table are the current annual allocations as assigned in the RDBN’s draft 2015 budget and available reserves for each area.

Table 4. Expanded Recycling Program Costs and Available 2015 Budget

Community/Recycling Group	Recycling Group Costs	Cascades Costs	Total	2015 RDBN Annual Allocation	Previous Years Unused Monies (Reserves)	2015 Annual Allocation + Reserves
NWRI (Vanderhoof)	\$ 42,752	\$ 43,179	\$ 85,931	\$ 65,223	\$ 65,813	\$ 131,036
Houston Bottle Depot	\$ 37,698	\$ 37,677	\$ 75,375	\$ 35,786	\$ 55,791	\$ 91,577
Fraser Lake Bottle Depot	\$ 25,200	\$ 20,727	\$ 45,927	\$ 26,517	\$ 8,702	\$ 35,219
Granisle	-----	\$ 13,740	\$ 13,740	\$ 6,582	\$ 28,717	\$ 35,298
Burns Lake	-----	\$ 31,737	\$ 31,737	\$ 44,745	\$ 242,990	\$ 287,735
Southside	-----	\$ 12,540	\$ 12,540			
TOTAL	\$ 105,650	\$ 159,600	\$ 265,250	\$ 178,853	\$ 402,013	\$ 580,865

Notes on the above table:

- The Fraser Lake annual allocation is not sufficient to accommodate the new expanded program. There is also concern that the annual allocation is not enough to fully fund a year of the existing program, which is costing \$42,600 (2014 costs). The RDBN has extended the existing services contract for the first four months of 2015 for which sufficient budget is available. If the Board wishes the recycling program in Fraser Lake to continue as it currently exists or expand the program, the annual allocation will have to increase.



- The Vanderhoof annual allocation is not sufficient to accommodate the new expanded program. The annual allocation plus reserves is enough to sustain 1 year of the new program, but there are not sufficient funds in the budget to accommodate future years.
- The Houston annual allocation also does not fully cover the costs of the existing program, nor the expanded program. Utilizing the reserves will allow for the expanded program to be initiated in 2015, however future years will not have sufficient funding.
- The Granisle annual allocation is not sufficient to cover the costs of the expanded recycling program. If previous years unused monies (reserves) are utilized, there is sufficient funding available.
- The Burns Lake/Southside annual allocation has just enough to cover the costs of the expanded recycling program. With the available reserves, the funding available can sustain several years of the expanded program.

The table below summarizes the funding allocation in those communities where MMBC is providing services. The costs outlined below are for recycling services provided only to the commercial/institutional sectors.

Table 5. MMBC Serviced Community Funding Summary

Community/Recycling Group	Recycling Group 2015 Costs	RDBN Annual Allocation	Unused 2015 Allocation	Previous Years Unused Monies (Reserves)	Unused 2015 Annual Allocation + Reserves
Smithers	\$ 50,851	\$ 86,237	\$ 35,386	\$ 0	\$ 35,386
Telkwa	-----	\$ 15,971	\$ 15,971	\$ 31,941	\$ 47,912
Fort St. James	\$ 29,670	\$ 28,478	- \$ 1,192	\$ 53,913	\$ 81,199
TOTAL	\$ 80,521	\$ 130,696	\$ 50,165	\$ 85,854	\$ 164,497

Notes on the above table:

- The column titled "Recycling Group 2015 Costs" outlines RDBN funding available to recycling groups that have contracts with MMBC.
- The column titled "Unused 2015 Allocation" refers to the amount of funding that will remain after recycling group costs have been claimed.

The table below summarizes the overall proposed recycling costs for expanded recycling services across the RDBN and compares these costs to the monies available in the 2015 draft budget.



Table 6. Summary of 2015 Recycling Costs and Draft Budget Available

Community/Recycling Group	2015 Recycling Costs	2015 RDBN Annual Allocation	Unused 2015 Allocation	Previous Years Unused Monies (Reserves)	Total 2015 Budget Available
NWRI (Vanderhoof)	\$ 85,931	\$ 65,223	-\$ 20,708	\$ 65,813	\$ 131,036
Houston Bottle Depot	\$ 75,375	\$ 35,786	-\$ 39,589	\$ 55,791	\$ 91,577
Fraser Lake Bottle Depot	\$ 45,927	\$ 26,517	-\$ 19,410	\$ 8,702	\$ 35,219
Granisle	\$ 13,740	\$ 6,582	-\$ 7,158	\$ 28,717	\$ 35,298
Burns Lake	\$ 31,737	\$ 44,745	\$ 468	\$ 242,990	\$ 287,735
Southside	\$ 12,540				
Smithers	\$ 50,851	\$ 86,237	\$ 35,386	\$ 0	\$ 86,237
Telkwa	\$ 0	\$ 15,971	\$ 15,971	\$ 31,941	\$ 47,912
Fort St. James	\$ 29,670	\$ 28,478	-\$ 1,192	\$ 53,913	\$ 82,391
TOTAL	\$ 345,771	\$ 309,539	-\$ 36,232	\$ 487,867	\$ 797,405

For comparison purposes the total RDBN recycling expenses for 2014 are estimated at \$274,121, compared to \$345,771 under the proposed new expanded recycling program. This is a difference of \$71,650.

Summary:

Based on the information presented in Table 6 above, there is currently insufficient funding available to implement an expanded recycling program if only the 2015 annual allocation values are utilized.

In some areas of the RDBN, Fraser Lake for example, there is insufficient funding available in the annual allocation to pay for either the existing program or proposed expanded program.

In some areas of the RDBN, Vanderhoof for example, there is insufficient funding available in the annual allocation to pay for either the existing program or the expanded recycling program. However, due to unused monies from previous years, there does exist sufficient funding for the 2015 year for the expanded recycling program.

Overall, if the RDBN Board wishes to continue to fund existing recycling programs or expand the programs, the annual allocations to the various areas will need to be adjusted. For background information, the original annual recycling allocations to the various areas were originally calculated in 2009 by doing the following:

- Assume the use of the entire \$304,215 (from the 2009 grant in lieu of Alcan taxes) to set the overall annual budget;
- Allocate a base amount of \$5,000 to each area. Then divide the remaining available budget in each area based on the 2009 converted assessments. Rural area converted assessments were allocated to the nearest municipality. For example, Burns Lake’s allocation includes Area “B” and “E”, while Area “A” was allocated to both Telkwa and Smithers and Area “G” was allocated to Houston and Granisle based on proportionate assessments.



In moving forward there are at least two options to consider in adjusting the annual allocation values.

Option 1 – In those areas where the annual allocation is sufficient to cover costs of the expanded program, keep the annual allocations the same and continue to carry forward unused allocations to future years. In those areas where the annual allocation is insufficient, increase the annual allocation to match the projected costs of the expanded recycling program. The increase in annual allocation would only take effect once any residual (unused) allocations were fully utilized. In essence, this option would provide sustainable funding for recycling programs, but would increase the overall recycling budget. It would also change the overall intent of having allocations of funding based on converted assessments. This option would look like:

Community/ Recycling Group	2015 Recycling Costs	RDBN Annual Allocation	Previous Years Unused Monies (Reserves)	Total 2015 Budget Available Without Uplift in Funding	2015 Budget Modified to Allocate Sufficient Funding	2016 Projected Budget Assuming Costs in 2015 Realized
NWRI (Vanderhoof)	\$ 85,931	\$ 65,223	\$ 65,813	\$ 131,036	\$ 131,036	\$110,918
Houston Bottle Depot	\$ 75,375	\$ 35,786	\$ 55,791	\$ 91,577	\$ 91,577	\$75,375
Fraser Lake Bottle Depot	\$ 45,927	\$ 26,517	\$ 8,702	\$ 35,219	\$ 45,927	\$45,927
Granisle	\$ 13,740	\$ 6,582	\$ 28,717	\$ 35,298	\$ 35,298	\$28,140
Burns Lake	\$ 31,737	\$ 44,745	\$ 242,990	\$ 287,735	\$ 287,735	\$288,203
Southside	\$ 12,540					
Smithers	\$ 50,851	\$ 86,237	\$ 0	\$ 86,237	\$ 86,237	\$121,623
Telkwa	\$ 0	\$ 15,971	\$ 31,941	\$ 47,912	\$ 47,912	\$63,883
Fort St. James	\$ 29,670	\$ 28,478	\$ 53,913	\$ 82,391	\$ 82,391	\$81,199
TOTAL	\$ 345,771	\$ 309,539	\$ 487,867	\$ 797,405	\$808,113*	\$815,268**

Notes:

Numbers identified in red are those areas where sustainable funding for recycling programs is a concern.

* The total of \$808,113 is a combination of taxation (\$320,246) plus previous years unused monies (\$487,867). For 2015 taxation would increase by \$10,707.

** The total of \$815,268 is a combination of taxation (\$352,926) plus unused monies (\$462,342). For 2016 taxation would increase by \$32,680.

For Option1, the motion would read:

"To continue to support sustainable recycling initiatives across the RDBN, the Board of Directors authorize the allocation of sufficient funding in the annual recycling budgets in each area to fully cover the projected costs of the expanded recycling programs in those areas where MMBC is not providing PPP recycling services. Further that, in those areas where the current annual allocation is sufficient to cover costs of the expanded program, keep the annual allocations the same and continue to carry forward unused allocations to future years. In those areas where the annual allocation is insufficient, increase the annual allocation to match the projected costs of the expanded recycling program. The increase in annual allocation would only take effect once any residual (unused) allocations were fully utilized."



Option 2 – As outlined in Table 6, the overall draft 2015 budget for recycling does have sufficient funds to cover the full costs of the proposed-expanded recycling program. However, this would mean changing the annual allocations in all areas of the RDBN to match the costs of the proposed programs. This option would also allow for taxation to remain stable at \$309,539 for a number of years before the historically unused monies are fully spent.

This option would change the overall intent of having allocations of funding based on converted assessments and for those areas that have not spent their monies, this could be seen as a penalty.

Community/ Recycling Group	Total 2015 Budget Available (Pooled) Including Historic Unspent Monies	2015 Recycling Costs and Budget Allocation	Remaining 2015 Funds Available to be used in 2015 or carried forward to 2016	2016 Budget Assuming All Remaining 2015 Funds are Carried Over to 2016 and Taxation Continues at a Value of \$309,539
NWRI (Vanderhoof)		\$ 85,931		
Houston Bottle Depot		\$ 75,375		
Fraser Lake Bottle Depot		\$ 45,927		
Granisle		\$ 13,740		
Burns Lake		\$ 31,737		
Southside		\$ 12,540		
Smithers		\$ 50,851		
Telkwa		\$ 0		
Fort St. James		\$ 29,670		
TOTAL	\$ 797,405	\$ 345,771	\$ 451,634	\$761,173

For Option 2, the motion would read:

“To continue to support sustainable recycling initiatives across the RDBN, without increasing the overall 2015 recycling budget, the Board of Directors authorize the redistribution of the overall recycling budget monies to match the costs of the proposed expanded recycling programs in each area of the RDBN where MMBC is not providing PPP recycling services. Further, that any 2015 unallocated budget monies be placed into a “general recycling” budget line item for future use as directed by the Board of Directors.”

Option 3 – Based on the discussions at the Committee of the Whole Meeting on February 12, 2015, a third funding allocation option was to be brought forward for consideration by the Board. This option was to look at changing the annual allocations to reflect 2015 assessment data as well as changing the base amount allocation values to ensure sustainable funding for recycling programs (ie do not account for historic unspent recycling monies). For this option, three scenarios were investigated, as shown in detail on Schedules 1-3 attached. The table below shows the differences in funding allocation based on 2009 and 2015 Converted Assessment data with the total allocation at the current level of \$309,539. The funding for Houston and area is actually less using the 2015 assessment data primarily due to the closure of one of the local mills in 2014.



	Allocation Based on 2009 Converted Assessments			Allocation Based on 2015 Converted Assessments		
	Base Amount	Apportionment	Total	Base Amount	Apportionment	Total
Houston	5,000	30,786	35,786	5,000	22,804	27,804
Smithers	5,000	81,237	86,237	5,000	75,592	80,592
Burns Lake	5,000	39,745	44,745	5,000	30,559	35,559
Fort St. James	5,000	23,478	28,478	5,000	44,679	49,679
Fraser Lake	5,000	21,517	26,517	5,000	30,183	35,183
Granisle	5,000	1,582	6,582	5,000	1,326	6,326
Telkwa	5,000	10,971	15,971	5,000	10,586	15,586
Vanderhoof	5,000	60,223	65,223	5,000	53,810	58,810
Totals	40,000	269,539	309,539	40,000	269,539	309,539

Schedule 1 attached, shows the financial implications of increasing the base amount to \$25,000, sufficient total funding to allow Houston and area to cover the costs of the expanded recycling program (\$75,375) and apportionment based on 2015 assessment data. Overall, this scenario would see an increase in taxation from \$309,539 to \$800,000.

Schedule 2 attached, shows the financial implications of increasing the base amount to \$45,000, sufficient total funding to allow Houston and area to cover the costs of the expanded recycling program (\$75,375) and apportionment based on 2015 assessment data. Overall, this scenario would see an increase in taxation from \$309,539 to \$720,000.

Schedule 3 attached, shows the financial implications of increasing the base amount to \$70,000, sufficient total funding to allow Houston and area to cover the costs of the expanded recycling program (\$75,375) and apportionment based on 2015 assessment data. Overall, this scenario would see an increase in taxation from \$309,539 to \$640,000.

At this time, staff are seeking direction from the Committee of the Whole as to how to proceed with the funding of recycling programs in 2015 and specifically whether there is interest in proceeding with the implementation of expanded recycling in those areas of the RDBN where MMBC is not providing PPP residential recycling services.

RECOMMENDATION (All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "2015 Recycling Options - Updated" and dated February 16, 2015.
2. Further, that the Board of Directors provide direction.

Respectfully submitted,

Janine Dougall
 Janine Dougall
 Director of Environmental Services

Analysis of Recycling Costs
With \$25,000 Base Amount for Each Area

	2015 Converted Assessments			Current Apportionment			Apportionment on 2015 Assessments			Cost of Equivalent Service Levels	Option 3 - Higher Base Amount		
	Municipality	Rural Area	Total	Base Amount	Apportionment	Total	Base Amount	Apportionment	Total		Base Amount	Apportionment	Total
Houston and Area	34,682,829	12,535,702	47,218,531	5,000	30,786	35,786	5,000	22,804	27,804	75,375	25,000	50,762	75,762
Smithers and Area	92,519,742	64,004,079	156,523,821	5,000	81,237	86,237	5,000	75,592	80,592	50,851	25,000	168,271	193,271
Burns Lake and Area	15,565,172	47,711,107	63,276,279	5,000	39,745	44,745	5,000	30,559	35,559	44,277	25,000	68,025	93,025
Fort St. James and Area	22,063,155	70,450,061	92,513,216	5,000	23,478	28,478	5,000	44,679	49,679	29,760	25,000	99,456	124,456
Fraser Lake and Area	34,259,653	28,237,229	62,496,882	5,000	21,517	26,517	5,000	30,183	35,183	45,927	25,000	67,187	92,187
Granisle and Area	2,016,676	728,904	2,745,580	5,000	1,582	6,582	5,000	1,326	6,326	13,740	25,000	2,952	27,952
Telkwa and Area	12,956,591	8,963,219	21,919,810	5,000	10,971	15,971	5,000	10,586	15,586	-	25,000	23,565	48,565
Vanderhoof and Area	67,162,059	44,258,432	111,420,491	5,000	60,223	65,223	5,000	53,810	58,810	85,931	25,000	119,782	144,782
	<u>281,225,877</u>	<u>276,888,733</u>	<u>558,114,610</u>	<u>40,000</u>	<u>269,539</u>	<u>309,539</u>	<u>40,000</u>	<u>269,539</u>	<u>309,539</u>	<u>345,861</u>	<u>200,000</u>	<u>600,000</u>	<u>800,000</u>
Electoral Area "A"	72,967,298												
Electoral Area "B"	27,787,852												
Electoral Area "C"	70,450,061												
Electoral Area "D"	28,237,229												
Electoral Area "E"	19,923,255												
Electoral Area "F"	44,258,432												
Electoral Area "G"	13,264,606												
	<u>276,888,733</u>												
	<u>558,114,610</u>												

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Analysis of Recycling Costs

With \$45,000 Base Amount for Each Area

	2015 Converted Assessments			Current Apportionment			Apportionment on 2015 Assessments			Cost of Equivalent Service Levels	Option 3 - Higher Base Amount		
	Municipality	Rural Area	Total	Base Amount	Apportionment	Total	Base Amount	Apportionment	Total		Base Amount	Apportionment	Total
	Houston and Area	34,682,829	12,535,702	47,218,531	5,000	30,786	35,786	5,000	22,804		27,804	75,375	45,000
Smithers and Area	92,519,742	64,004,079	156,523,821	5,000	81,237	86,237	5,000	75,592	80,592	50,851	45,000	100,982	145,962
Burns Lake and Area	15,565,172	47,711,107	63,278,279	5,000	39,745	44,745	5,000	30,559	35,559	44,277	45,000	40,815	85,815
Fort St. James and Area	22,063,155	70,450,061	92,513,216	5,000	23,478	28,478	5,000	44,679	49,679	29,760	45,000	59,674	104,674
Fraser Lake and Area	34,259,853	28,237,229	62,496,882	5,000	21,517	26,517	5,000	30,183	35,183	45,927	45,000	40,312	85,312
Granisle and Area	2,016,676	728,904	2,745,580	5,000	1,582	6,582	5,000	1,326	6,326	13,740	45,000	1,771	46,771
Telkwa and Area	12,956,591	8,963,219	21,919,810	5,000	10,971	15,971	5,000	10,586	15,586	-	45,000	14,139	59,139
Vanderhoof and Area	67,162,059	44,258,432	111,420,491	5,000	60,223	65,223	5,000	53,810	58,810	85,931	45,000	71,869	116,869
	<u>281,225,877</u>	<u>276,888,733</u>	<u>558,114,610</u>	<u>40,000</u>	<u>269,539</u>	<u>309,539</u>	<u>40,000</u>	<u>269,539</u>	<u>309,539</u>	<u>345,861</u>	<u>360,000</u>	<u>360,000</u>	<u>720,000</u>
Electoral Area "A"	72,967,298												
Electoral Area "B"	27,787,852												
Electoral Area "C"	70,450,061												
Electoral Area "D"	28,237,229												
Electoral Area "E"	19,923,255												
Electoral Area "F"	44,258,432												
Electoral Area "G"	13,264,606												
	<u>276,888,733</u>												
	<u>558,114,610</u>												

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Analysis of Recycling Costs
With \$70,000 Base Amount for Each Area

	2015 Converted Assessments			Current Apportionment			Apportionment on 2015 Assessments			Cost of Equivalent Services Levels	Option 3 - Higher Base Amount		
	Municipality	Rural Area	Total	Base Amount	Apportionment	Total	Base Amount	Apportionment	Total		Base Amount	Apportionment	Total
	Houston and Area	34,682,829	12,535,702	47,218,531	5,000	30,786	35,786	5,000	22,804		27,804	75,375	70,000
Smithers and Area	92,519,742	64,004,079	156,523,821	5,000	81,237	86,237	5,000	75,592	80,592	50,851	70,000	22,436	92,436
Burns Lake and Area	15,565,172	47,711,107	63,276,279	5,000	39,745	44,745	5,000	30,559	35,559	44,277	70,000	9,070	79,070
Fort St. James and Area	22,063,155	70,450,061	92,513,216	5,000	23,478	28,478	5,000	44,679	49,679	29,760	70,000	13,261	83,261
Fraser Lake and Area	34,259,653	28,237,229	62,496,882	5,000	21,517	26,517	5,000	30,183	35,183	45,927	70,000	8,958	78,958
Granisle and Area	2,016,676	726,904	2,745,580	5,000	1,582	6,582	5,000	1,326	6,326	13,740	70,000	394	70,394
Telkwa and Area	12,956,591	8,963,219	21,919,810	5,000	10,971	15,971	5,000	10,586	15,586	-	70,000	3,142	73,142
Vanderhoof and Area	67,162,059	44,258,432	111,420,491	5,000	60,223	65,223	5,000	53,810	58,810	85,931	70,000	15,971	85,971
	<u>281,225,877</u>	<u>276,888,733</u>	<u>558,114,610</u>	<u>40,000</u>	<u>269,539</u>	<u>309,539</u>	<u>40,000</u>	<u>269,539</u>	<u>309,539</u>	<u>345,861</u>	<u>560,000</u>	<u>80,000</u>	<u>640,000</u>
Electoral Area "A"	72,967,298												
Electoral Area "B"	27,787,852												
Electoral Area "C"	70,450,061												
Electoral Area "D"	28,237,229												
Electoral Area "E"	19,923,255												
Electoral Area "F"	44,258,432												
Electoral Area "G"	13,264,606												
	<u>276,888,733</u>												
	<u>558,114,610</u>												

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM**

To: Chairperson Miller and Board of Directors (February 26, 2015)
From: Janine Dougall
 Director of Environmental Services
Date: February 17, 2015
Subject: Manson Creek Landfill – Operations Contract

Lepka Holdings Ltd. has held the Manson Creek Landfill Operations Contract since 2006, following a Tender process where the only bid received by the RDBN was from Lepka Holdings Ltd. The term of the original contract was from June 1, 2006 and expired October 31, 2007. The contract was subsequently extended to cover the 2008 season. In 2009, at the Board's request, Lepka Holdings Ltd. agreed to a further 3 year contract extension. At the end of the 2011 contract period, the RDBN again renewed the contract with Lepka Holdings Ltd. for a further 3 years due to the reasonable costs and good work provided. The costs for the 2012-2014 contract renewal period were as follows:

Work Period	Contract Price (excluding taxes)
June 1 – October 31, 2012	\$12,000
June 1 – October 31, 2013	\$12,350
June 1 – October 31, 2014	\$12,700

The scope of work associated with the contract which is to be completed during the months of June through October currently includes:

- o Excavation of trench to bury refuse;
- o Clearing the landing area of disposed refuse;
- o Compaction and covering of refuse;
- o On-site litter pick-up.

The RDBN is planning on completing site upgrades at the Manson Creek Landfill in 2015, including the installation of a new electric fence system for minimizing bear access to the facility. The newly installed infrastructure will increase the contract work required at the site, primarily associated with checking the voltage and vegetation removal under and adjacent to the fence line. Given this, it is recommended that the RDBN once again extend the current contract with Lepka Holdings Ltd. for one additional year (June 1 – October 31, 2015) to allow for the infrastructure upgrades to be completed. Lepka Holdings Ltd. has agreed to a contract extension for the 2015 year for a contract value of \$13,000 (excluding taxes).

RDBN staff feel that this is a reasonable cost increase and as such staff recommend that a Contract extension for the operation of the Manson Creek Landfill for the time period of June 1, 2015 to October 31, 2015 be awarded to Lepka Holdings Ltd. at a cost of \$13,000



(excluding taxes). Further that if fuel costs increase significantly, that the rates be allowed to be reviewed by both parties.

RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Manson Creek Landfill – Operations Contract" and dated February 17, 2015.
2. Further, that the Board of Directors to award a Contract extension for operation of the Manson Creek Landfill from June 1, 2015 to October 31, 2015 to Lepka Holdings Ltd. at a cost of \$13,000 (excluding taxes) and include a provision that allows for the rates to be reviewed by both parties should fuel prices increase significantly.

Respectfully submitted,

A handwritten signature in blue ink that reads "Janine Dougall".

Janine Dougall
Director of Environmental Services

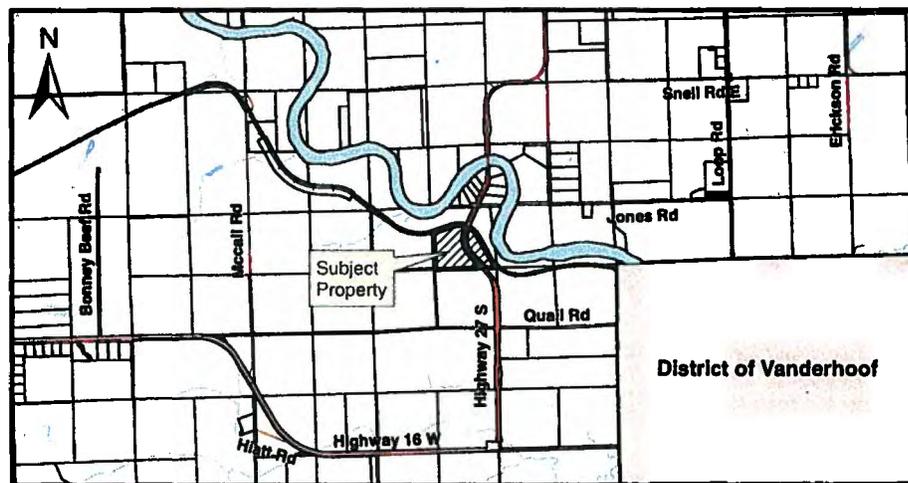


178 MEMORANDUM

To: Chair Miller and Board of Directors
From: Jason Llewellyn, Director of Planning
Date: February 17, 2014
Re: OCP amendment and rezoning application F-01-13
Henry and Trudy Guenter
Electoral Area "F"

BACKGROUND

OCP amendment and rezoning application F-01-13 was made to legalize a sawmill which has been operating contrary to Agricultural Land Reserve regulations and the property's Ag1 zoning since 2012, or earlier. The subject property is ± 31.8 ha (± 78.5 acres) in size and is located at 2879 Highway 27, approximately 2 km west of the District of Vanderhoof.



At its January 24th, 2013 meeting the Regional District Board directed staff to do the following:

That the Regional District of Bulkley Nechako Board of Directors direct staff to do the following:

1. *Have our solicitor write a letter to the property owner advising them of the possibility of enforcement action if the property is not brought into compliance with the zoning bylaw and ALR regulations.*
2. *And, direct our solicitor to seek compliance to RDBN bylaws through a petition for a B.C. Supreme Court injunction, which includes a cleanup order to remove wood fibre from the property, if the property is not brought into compliance with the zoning bylaw and ALR regulations, or if the necessary ALR and OCP amendment and rezoning applications are not received by February 28th, 2013.*

The required applications were received in early 2013 and the Board passed the following motion at its June 20th, 2013 meeting.

1. *"That "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013" be given first and second reading this 20th day of June, 2013 and subsequently be taken to Public Hearing.*
2. *That the Public Hearing for "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013" be held and delegated to the Director or Alternate Director for Electoral Area F after the wood fibre has been removed from the lands outside of the 0.78 ha application area.*
3. *That Bylaws No. 1671 and 1672 be brought back to the Board for consideration of denial, and that the Regional District's solicitor be directed to seek compliance to RDBN bylaws through a petition for a B.C. Supreme Court injunction if the wood fibre is not removed from the lands outside of the 0.78 ha application area by September 30th, 2013.*
4. *And that should Bylaws No. 1671 and 1672 be supported at 3rd reading, final reading not be considered until the applicant submits a building permit application for the industrial buildings and it is confirmed with the Building Inspector that a Building Permit is ready to be issued upon the adoption of Bylaw 1672."*

On September 30th, 2013 staff inspected the property and it appeared that the majority of the wood fibre was no longer piled on the property, outside of the 0.78 ha application area. Some of the fibre was removed from the property, and some was spread over the fields on the property. The property owner indicated that clean-up would continue. Staff also met with management of Pinnacle Pellet, who indicated their commitment to help in the removal of the wood fibre that they placed on the property.

At its October 24th, 2013 meeting the Regional District Board passed the following motion.

That the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with holding the Public Hearing, and consideration of 3rd reading, for "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013".

The Public Hearing was held and on January 24th, 2014 the Regional District Board passed the following motion (The staff report considered by the Board at this meeting is attached for the Board's information).

1. *That Bylaw No. 1671 and 1672 be given third reading.*
2. *And that should Bylaws No. 1671 and 1672 be supported at 3rd reading, final reading not be considered until:*
 - a. *the property owner has upgraded the existing building containing the sawmill to the standard necessary for an industrial building, to the satisfaction of the Building Inspector;*
 - b. *the property owner has provided an on-site water supply system for fire-fighting purposes to the satisfaction of the District of Vanderhoof;*

- c. the wood fibre has been removed from the lands outside of the 0.78 ha application area, to the satisfaction of the Director of Planning; and*
 - d. the property owner has constructed a noise abatement berm along the southern boundary of the area proposed for rezoning to the satisfaction of the Director of Planning.*
3. *And that if Bylaws No. 1671, and 1672 have not received final reading by January 1, 2015, staff shall initiate the process to obtain a B.C. Supreme Court injunction to seek compliance with zoning, which may include a clean-up order to remove wood fibre from the property, if necessary.*

DISCUSSION

Bylaws No. 1671, and 1672 have not received final reading. The status of the Board identified actions required for the Board to consider adoption of the bylaws are discussed below. Staff have made unsuccessful attempts to obtain a written update from the property owner on the status of the actions required (see attached letters). Unfortunately the property owner has not responded to the Planning Department's requests.

Building Code Issues

There are no building permits on file for the pole-shed or the shop housing the sawmill. Building permits are required for the building based on the proposed use, according to RDBN Building Bylaw No. 1634, 2012. There were concerns that the buildings may not be built in accordance with the BC Building Code, and may not be safe for the current use.

The RDBN Building Inspectors have confirmed that the property owner has upgraded the sawmill building to the standard necessary for an industrial building, to their satisfaction.

On Site Water Supply

The applicant is not required by the Building Code to provide an on-site water supply for firefighting purposes. However, the District of Vanderhoof has concerns regarding their ability to provide adequate fire protection for the use, and have requested that the property owner provide an on-site water supply for firefighting.

The property owner has not provided an on-site water supply system for fire-fighting purposes to the satisfaction of the District of Vanderhoof. It appears that he has placed an above ground water tank on the property; however, the District of Vanderhoof Fire Chief has concerns that this system is not available for use in winter, and there is no indication that the system has the correct fittings to allow it use by the fire department.

Wood Fibre

In the fall of 2014 additional wood fibre was removed from the property. However, staff have no reason to believe that the wood fibre has been completely removed from the lands outside of the 0.78 ha application area.

Noise Abatement Berm

In November 2014 the property owner provided a site plan showing the proposed location of the required berm to protect an adjacent property owner from noise from the sawmill. In consultation with the Electoral Area Director staff indicated support for the location of the berm. However, there is no indication that the berm has been built.

Procedural Issues

It is noted that staff are not asking the Regional District Board to deny Bylaws No. 1671 and 1672. This provides the property owner with the potential option to undertake the required actions and ask the Board to consider adoption of the bylaws, before the injunction process is completed.

It is also noted that pursuant to "Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1422, 2007" Bylaws No. 1671 and 1672 will lapse on June 20th, 2015 as the bylaws will not have been adopted within 2 years of 1st reading.

IN SUMMARY

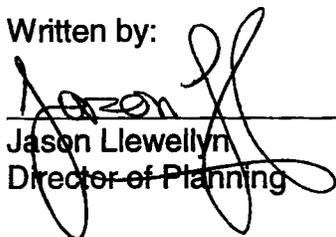
As far as staff are aware the property owner has only completed one of the four actions necessary for the Board's consideration of adoption of Bylaws No. 1671, and 1672. The bylaws have not received final reading by the January 1, 2015, date identified by the Board. Therefore, staff are in a position to initiate the process to obtain a B.C. Supreme Court injunction to seek compliance with zoning, which may include a clean-up order to remove the wood fibre from the property, if necessary.

In accordance with Board direction staff will work with the RDBN's solicitor to obtain a B.C. Supreme Court injunction and obtain a clean-up order to remove the wood fibre from the property (unless alternate direction is received from the Board).

As the land use is also in non-compliance with Agricultural Land Reserve regulations staff will ask the Agricultural Land Commission (ALC) if they will share the legal costs with the RDBN. It is noted that the ALC is unlikely to agree to share costs.

<u>Recommendation</u>
Receive All Directors/Majority

Written by:



Jason Llewellyn
Director of Planning



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

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REGIONAL DISTRICT
OF BULKLEY NECHAKO

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

October 14, 2014

Henry and Trudy Guenter
Box 296
Vanderhoof, BC, V0J 3A0

COPY

16 OCT 2014



Dear Applicants:

Re: Application to Rezone Land / Rezoning File F-01-13

At its January 23rd, 2014 meeting the Board of the Regional District of Bulkley Nechako made the following motions in regards to your OCP amendment and rezoning application:

1. *That the Regional District Board receive the Report of the Public Hearing for "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013".*
2. *That Bylaw No. 1671 and 1672 be given third reading.*
3. *And that should Bylaws No. 1671 and 1672 be supported at 3rd reading, final reading not be considered until:*
 - a. *the property owner has upgraded the existing building containing the sawmill to the standard necessary for an industrial building, to the satisfaction of the Building Inspector;*
 - b. *the property owner has provided an on-site water supply system for fire-fighting purposes to the satisfaction of the District of Vanderhoof;*
 - c. *the wood fibre has been removed from the lands outside of the 0.78 ha application area, to the satisfaction of the Director of Planning; and*
 - d. *the property owner has constructed a noise abatement berm along the southern boundary of the area proposed for rezoning to the satisfaction of the Director of Planning.*
4. *And that if Bylaws No. 1671, and 1672 have not received final reading by January 1, 2015, staff shall initiate the process to obtain a B.C. Supreme Court injunction to seek compliance with zoning, which may include a clean-up order to remove wood fibre from the property, if necessary.*

MUNICIPALITIES:
SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:
A - SMITHERS RURAL E - OOTSA LAKE/FRANCOIS LAKE
B - BURNS LAKE RURAL F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL G - HOUSTON RURAL
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA
WWW.RDBN.BC.CA
PH: 250-692-3195
FX: 250-692-3305
TF: 800-320-3339

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Final readings of Bylaws No. 1671, and 1672 are not to occur until after all of the actions listed in motion 3 above have occurred. With regard to motion 3 I have the following comment.

- Motion 3a - I note that a Building Permit has not been issued for the work necessary to upgrade the building to meet BC Building Code for the proposed sawmill use.
- Motion 3b - I understand that you have been in direct discussions with the District of Vanderhoof regarding the details of the on-site water supply system for fire-fighting purposes for your property. We have not received any indication regarding the proposed water supply system, and whether it has been provided to the satisfaction of the District of Vanderhoof.
- Motion 3c - a notable amount of wood fibre remains on the property, outside of the 0.78 ha application area.
- Motion 3d - we have not received a site plan outlining the proposed location and dimensions of the noise abatement berm.

As directed in the Board's motion, if Bylaws No. 1671, and 1672 have not received final reading by January 1, 2015, staff shall initiate the process to obtain a B.C. Supreme Court injunction ordering the removal of the sawmill use from the property and the clean-up of wood fibre from the property.

Please provide me with a written update on your progress towards completing the items listed in motion 3.

Yours truly,



Jason Llewellyn
Director of Planning

c.c

Director Gerry Thiessen
Director Jerry Petersen

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37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

REGIONAL DISTRICT
OF BULKLEY NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

February 5th, 2015

Henry and Trudy Guenter
Box 296
Vanderhoof, BC V0J 3A0

Dear Applicants:

Re: Application to Rezone Land; Rezoning File F-01-13

At its January 23rd, 2014 meeting the Board of the Regional District of Bulkley Nechako made the following motions in regards to your OCP amendment and rezoning application:

1. *That the Regional District Board receive the Report of the Public Hearing for "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013".*
2. *That Bylaw No. 1671 and 1672 be given third reading.*
3. *And that should Bylaws No. 1671 and 1672 be supported at 3rd reading, final reading not be considered until:*
 - a. *the property owner has upgraded the existing building containing the sawmill to the standard necessary for an industrial building, to the satisfaction of the Building Inspector;*
 - b. *the property owner has provided an on-site water supply system for fire-fighting purposes to the satisfaction of the District of Vanderhoof;*
 - c. *the wood fibre has been removed from the lands outside of the 0.78 ha application area, to the satisfaction of the Director of Planning; and*
 - d. *the property owner has constructed a noise abatement berm along the southern boundary of the area proposed for rezoning to the satisfaction of the Director of Planning.*
4. *And that if Bylaws No. 1671, and 1672 have not received final reading by January 1, 2015, staff shall initiate the process to obtain a B.C. Supreme Court injunction to seek compliance with zoning, which may include a clean-up order to remove wood fibre from the property, if necessary.*

MUNICIPALITIES:

SMITHERS	FORT ST. JAMES
VANDERHOOF	FRASER LAKE
HOUSTON	TELKWA
BURNS LAKE	GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL	E - FRANCOIS/OOTSA LAKE RURAL
B - BURNS LAKE RURAL	F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL	G - HOUSTON RURAL
D - FRASER LAKE RURAL	

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WWW.RDBN.BC.CA

PH: 250-692-3195

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TF: 800-320-3339

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Bylaws No. 1671, and 1672 have not received final reading by the date required by the Regional District Board. Please be advised that RDBN staff are in a position to initiate the process to obtain a B.C. Supreme Court injunction to prohibit the sawmill from operating, and obtain a clean-up order to remove wood fibre from the property. We would also seek to recover costs associated with this process. We will advise you of this process as it proceeds.

If you have an update on the above noted outstanding issues we would be interested in hearing from you.

Do not hesitate to contact the Planning Department if you have any questions.

Yours truly,

A handwritten signature in black ink, appearing to read "Jason Llewellyn", is written over a horizontal line. The signature is stylized and includes a large loop at the end.

Jason Llewellyn
Director of Planning

cc Director Gerry Thiessen
Director Jerry Petersen

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Planning Department Report File F-01-13
OCP Amendment Bylaw No. 1671
Rezoning Bylaw No. 1672
3rd Reading
January 14, 2014

Name of Applicants: Heinrich and Gertrude Eva Guenter

Electoral Area: F

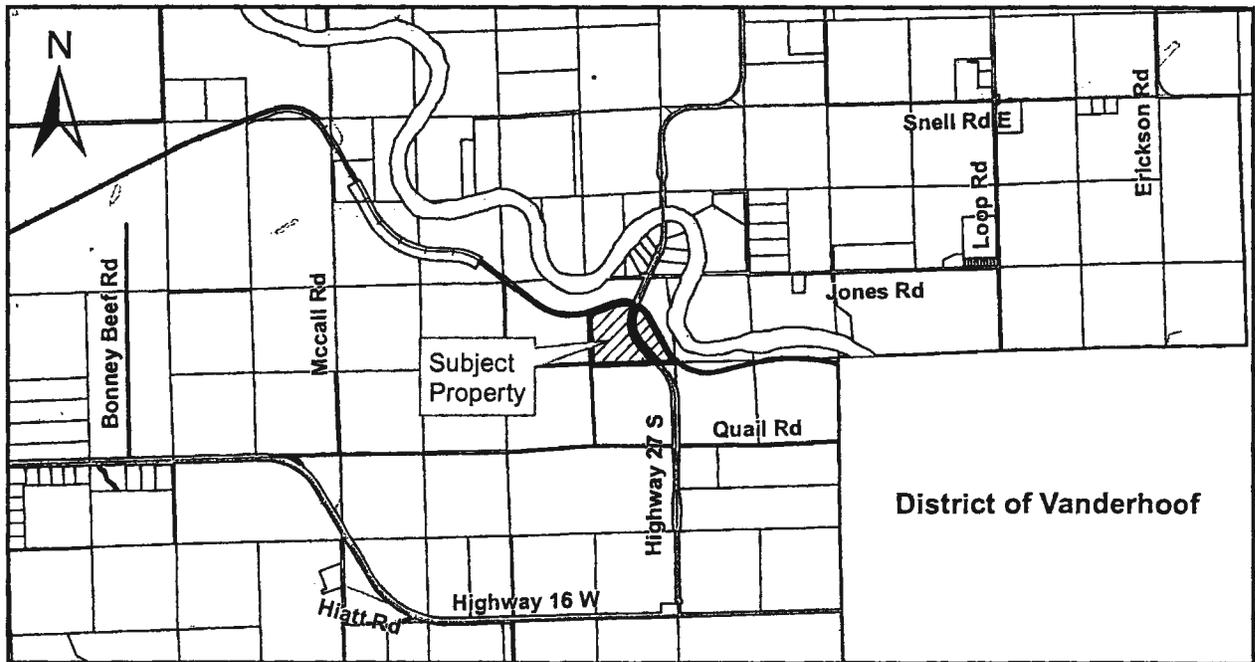
Subject Property: That part of the northeast ¼ of Section 15, Township 12, Range 5, Coast District, lying south of Plan 1150 Except thereout the most westerly 25 metres in parallel width thereof. The subject property is ±31.8 ha (±78.5 acres) in size.

O.C.P. Designation: Agricultural (AG)

Zoning: Agricultural (Ag1)

Existing Land Use: Residential, agricultural, sawmill

Location: The subject property is located at 2879 Highway 27, approximately 2 km west of the District of Vanderhoof.



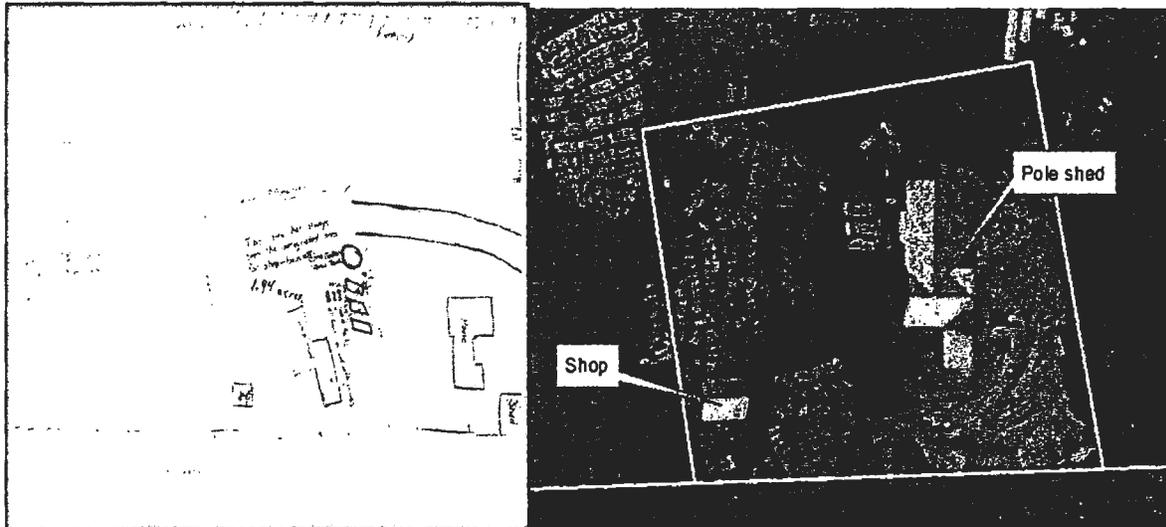
PROPOSAL:

To amend the **Agricultural (A)** designation in Vanderhoof Rural Official Community Plan Bylaw No. 1517, 2009.

To amend the **Agricultural (Ag1)** zone in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to allow a permanent sawmill operation on a 0.78 ha. portion of the subject property.

The application area is 0.78 ha (1.94 acres) in size and it is proposed to contain a sawmill located in a pole shed, several water tanks, a shop, and log and product storage.

The applicant states that the sawmill is powered by an electric motor and only runs during weekdays for 8 hours a day, day shift only. The operation employs 4-6 people. The applicant's long term intent is to remain a small family based business operating on a reasonable scale with a small amount of logs and to have any fibre created hauled off regularly with trailers under the conveyor. Regular operation will include approximately three trucks leaving the site per week with wood waste and finished product, and three truck hauling lumber to the property per week.

**BACKGROUND:**

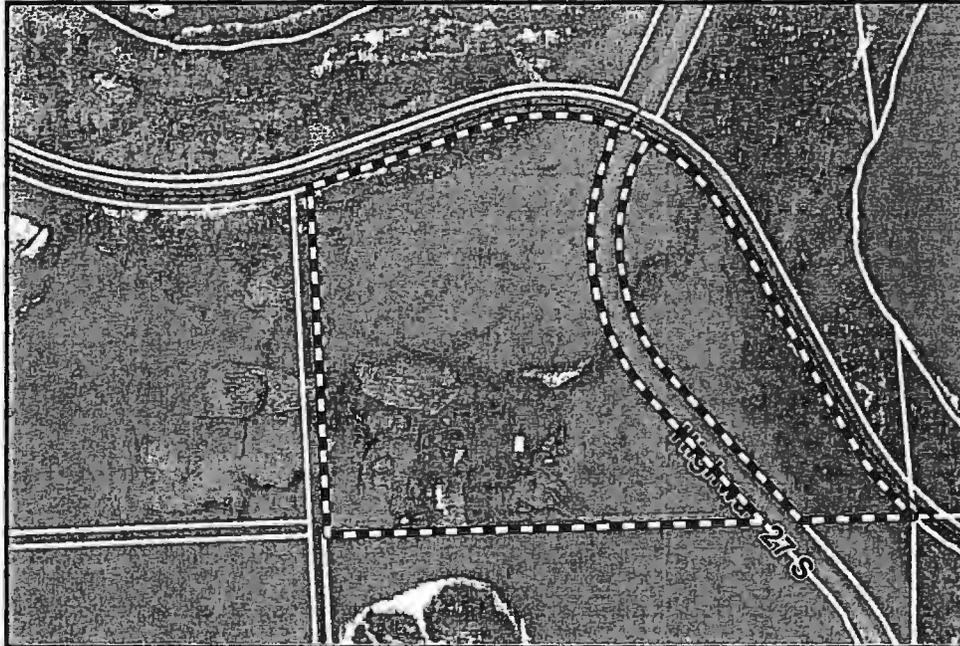
The applicants reside on the property and have been operating a sawmill illegally on the property. The sawmill is not permitted pursuant to Agricultural Land Reserve regulations and the property's Agricultural (Ag1) zoning. The Regional District Board, at the January 24th, 2013 meeting directed staff to do the following:

- a. Have our solicitor write a letter to the property owner advising them of the possibility of enforcement action if the property is not brought into compliance with the zoning bylaw and ALR regulations.
- b. And, direct our solicitor to seek compliance to RDBN bylaws through a petition for a B.C. Supreme Court injunction, which includes a cleanup order to remove wood fibre from the property, if the property is not brought into compliance with the

zoning bylaw and ALR regulations, or if the necessary ALR and OCP amendment and rezoning applications are not received by February 28th, 2013.

The necessary ALR and rezoning applications were received.

Existing Operation



The significant amount of wood and fibre storage on the property is not located within the application area, and was placed on the property by Pinnacle Pellet. The applicant has stated that the lumber, wood fibre, logs and other materials stored outside of the application area will be removed from the property as quickly as possible. Pinnacle Pellet has committed to remove the fibre; however, this removal has proceeded very slowly, and the majority of fibre remains on the property. Some of the fibre was spread over the agricultural fields to deal with a fire hazard that existed in the summer of 2013.

REFERRAL COMMENTS:

Ministry of Transportation and Infrastructure

"The Ministry of Transportation and Infrastructure (MoTI) supports the above noted application request for a Rezoning and OCP Amendment application for Part of the NE ¼ Section 15, Township 12, Range 5, Coast District, lying south of Plan 1150 except most westerly 25m in parallel width to allow the operation of an existing sawmill to continue. The Ministry has the following conditions and/or concerns.

- Due to the size of the subject property and potential trip generation of a Heavy Industrial use the Ministry requires a Traffic Impact Study. Please contact the Ministry to arrange a scope development meeting prior to proceeding.
- Under the Ministry of Transportation and Infrastructure policy an access for commercial or industrial use requires a permit, applicant to contact the Ministry for permitting requirements for an industrial access. Proposed access to meet

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requirements of the permit process which includes but not limited to circulation route, location, access width, turning movements and signage.”

Staff Note: Staff have requested that the MoTI be requested to work directly with the property owner to develop the terms of reference for the Traffic Impact Study and to let the Regional District know when the Traffic Impact Study has been completed to their satisfaction. MoTI has also been asked to let us know if there are any improvements required to the highway or access that must occur prior to the MoTI signing the required rezoning bylaw.

District of Vanderhoof:

May 3rd Administration comments:

“The District of Vanderhoof Council reviewed the RDBN’s application from the owners of the property at 2879 Highway 27 to amend the RDBN OCP Bylaw No. 1517 and RDBN Zoning Bylaw No. 700 to change the designation of a portion of this property from Agricultural (Ag1) to Heavy Industrial (M2).

After review, Council has determined that they cannot support approval of this application. They have a significant concern that if this re-zoning is approved and a sawmill operation becomes a legitimate use on this property the Vanderhoof Fire Department cannot guarantee that it will be able to provide adequate fire protection. This property is within the Vanderhoof Rural Fire Protection area as a farm with a residence, Council is concerned that the Vanderhoof Fire Department would be in breach of contract if this re-zoning is approved.”

“Council’s concern is that the Vanderhoof Fire Department is at its limit of being able to adequately provide fire service to the Vanderhoof Regional Fire Protection area. This is the main reason that Council has put a moratorium on expanding the Fire Protection Area. Although this sawmill operation is small in nature, it is greater than a house or barn. Council is concerned that any further commitments to Rural Fire Protection require additional resources for the Fire Department.”

January 8th Fire Chief Comments:

“In reviewing the BC Fire Code and the BC Building Code, I agree that there is no mandatory requirement for an onsite water reserve to be held on the property. I am strongly recommending that a water reserve be in place due to the volume of combustibles at this location. Relating to past experience, having a water reserve on location allows the Firefighting crew to perform the necessary procedures to extinguish any fires as opposed to waiting on water to arrive on site.”

Advisory Planning Commission

“In Support of Rezoning Application F-01-13.

Comments: Limited area used. Regular cleanup of site. Removal of Pinnacle waste from property.”

PLANNING DEPARTMENT COMMENTS:**Agricultural Land Commission Application**

The applicants have submitted an ALC application to allow the sawmill as a non-farm use. Staff's comments regarding agricultural impacts are contained in the staff report for that application. The rezoning bylaw should not be adopted until the ALC application has been approved.

Land Use Issues

The property has direct access to Highway 27. There appears to be no nearby residences that may be affected by an increase in traffic. The removal of the excess wood fibre from the property, as promised, should reduce concerns regarding the visibility of the industrial use from the highway.

The sawmill use can be expected to generate some industrial noise. However, the applicant states that the sawmill is powered by an electric motor and only runs during weekdays, which may mitigate some noise impact. The closest residence is 380 metres south of the application area. This property owner objected to the rezoning by letter submitted to the public hearing. They have requested that a noise abatement berm be placed on the property. Staff recommend that their request be supported.

The property may be suitable for limited industrial use in conjunction with the agricultural use, provided the wood fibre storage is significantly reduced and building code concerns are addressed.

OCP Amendment

Many farms require an opportunity for a supplemental income and it may be advantageous to amend the AG designation to allow the Board to approve rezonings for small scale limited industrial uses without an OCP amendment, provided that the use is suitable for the area, and does not impact agricultural uses. This change would apply to all lands with the Agricultural designation in Electoral Area "F". A rezoning would still be required to determine if the specific site and scale is appropriate for the subject property.

A *Local Government Act* requirement is that all OCP amendments be considered in conjunction with the financial plan, and any waste management plan that is applicable for the Regional District. The proposed OCP amendment bylaw is consistent with the most recent capital expenditure program and waste management plan.

Fire Protection Issues

The application being considered is for a relatively small scale sawmill. Given the proposed scale of the sawmill use and the building size, the applicant is not required by the Building Code to provide an on-site water supply of water for firefighting purposes. The Planning Department would not typically recommend that this water supply be provided for such an operation. However, the District of Vanderhoof has concerns

regarding their ability to provide adequate fire protection in the rural area, as can be noted in their referral response above.

The District also provided written comments to the public hearing to reaffirm their main concern about providing fire protection for the property. Staff responded at the Public Hearing that an on-site water supply for firefighting would be required as part of the Building Permit approval process. This was determined to be incorrect when the size of the sawmill building was determined.

As the water supply issue will not be dealt with through the building permit process, staff asked for further comments from the Vanderhoof Fire Chief. He recommends that a water storage contingency be installed on the property due to the volume of combustibles at this location. Staff therefore recommend that final reading of the bylaws not be considered until the applicant has provided an on-site water supply system for fire-fighting purposes to the satisfaction of the District of Vanderhoof.

Building Permits

The subject property is located within the Building Inspection area. There are no building permits on file for the pole-shed or the shop housing the sawmill. Building permits are required for the building based on the proposed use, according to RDBN Building Bylaw No. 1634, 2012. There are concerns that the buildings may not be built in accordance with the *BC Building Code*, and may not be safe for the current use.

Staff recommend that prior to Board consideration of adoption of Bylaws No. 1671 and 1672 the building must be upgraded as necessary to meet BC Building Code for the proposed sawmill use. A building permit can be issued for the structure for an accessory buildings use at this time to allow the necessary upgrades to occur.

Process

The Board gave first and second reading to Bylaws No. 1671 and 1672 on June 20th, 2013, and also made a motion to postpone the Public Hearing until all wood fibre was removed from the lands outside of the 0.78 ha. application area.

On September 30th, 2013 staff inspected the property and it appeared that a notable amount of the wood fibre has been removed. The Board therefore directed staff to proceed with the holding of a public hearing. The Public Hearing for Bylaws No. 1671 and 1672 was held on November 14, 2013. The Report of the Public Hearing, and copies of the written submissions to the Public Hearing, are attached to this report for the Board's consideration.

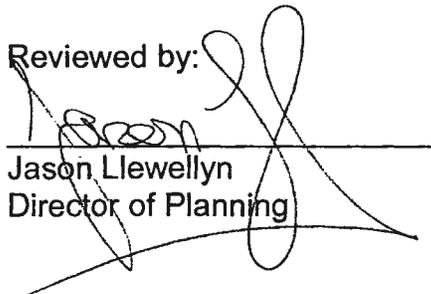
The Planning Department recommends that the bylaws be given third reading and sent to the Ministry of Transportation and Infrastructure for signature. It is noted that the Ministry may require a traffic impact study prior to providing this approval. Final reading may not be provided until the Ministry signature is obtained.

Recommendations

1. That the Regional District Board receive the Report of the Public Hearing for "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013" .
2. That Bylaw No. 1671 and 1672 be given third reading.
3. And that should Bylaws No. 1671 and 1672 be supported at 3rd reading, final reading not be considered until:
 - a. the property owner has upgraded the existing building containing the sawmill to the standard necessary for an industrial building, to the satisfaction of the Building Inspector;
 - b. the property owner has provided an on-site water supply system for fire-fighting purposes to the satisfaction of the District of Vanderhoof;
 - c. the wood fibre has been removed from the lands outside of the 0.78 ha application area, to the satisfaction of the Director of Planning; and
 - d. the property owner has constructed a noise abatement berm along the southern boundary of the area proposed for rezoning to the satisfaction of the Director of Planning.
4. And that if Bylaws No. 1671, and 1672 have not received final reading by January 1, 2015, staff shall initiate the process to obtain a B.C. Supreme Court injunction to seek compliance with zoning, which may include a clean-up order to remove wood fibre from the property, if necessary.

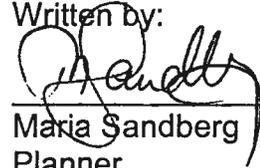
Electoral Area Planning – Directors/Majority
(All Directors)

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Maria Sandberg
Planner



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REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO.1671

A Bylaw to Amend "Vanderhoof Rural Official Community Plan Bylaw No. 1517, 2009"

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

That "Vanderhoof Rural Official Community Plan Bylaw No. 1517, 2009" be amended as follows:

That the following text be added to section 3.1.2 of Schedule "A":

"(16) Rezoning applications to allow small scale industrial use may be approved on a parcel within the Agriculture (AG) designation where:

(a) the proposed use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).

(b) the use is compatible with adjacent land uses."

This bylaw may be cited as "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013".

READ A FIRST TIME this 20th day of June, 2013

READ A SECOND TIME this 20th day of June, 2013

PUBLIC HEARING HELD this 14th day of November, 2013

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of "Vanderhoof Rural Official Community Plan Amendment Bylaw No. 1671, 2013".

DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO.1672**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

That the "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following be added to the list of Permitted Uses for the Agricultural Zone in Section 14.01:

"sawmill using electrically powered sawing equipment only, on the parcel legally described as That part of the northeast ¼ of Section 15, Township 12, Range 5, Coast District, lying south of Plan 1150 Except thereout the most westerly 25 metres in parallel width thereof, provided that the sawmill and all accessory uses including log and lumber storage does not occupy an area greater than 0.8 ha."

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013".

READ A FIRST TIME this 20th day of June, 2013

READ A SECOND TIME this 20th day of June, 2013

PUBLIC HEARING HELD this 14th day of November, 2013

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1672, 2013".

DATED AT BURNS LAKE this day of

Corporate Administrator

APPROVED UNDER SECTION 52(3)(a) OF THE *TRANSPORTATION ACT*
this day of

Ministry of Transportation and Infrastructure

ADOPTED this day of

Chairperson

Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAWS NO. 1671 & 1672
November 14, 2013**

Report of the Public Hearing held at 7:30 p.m. on Thursday November 14, 2013 in the District of Vanderhoof Council Chambers, 160 Connaught Street, Vanderhoof, B.C. regarding Bylaws No. 1671 and 1672.

Present: Jerry Petersen, Chairperson
Jason Llewellyn, Director of Planning
Maria Sandberg, Recording Secretary
Henry Guenter, Applicant
Joe Pacheco, Fire Chief, District of Vanderhoof
Evan Parliament, CAO, District of Vanderhoof
Brian Frenkel, Councillor, District of Vanderhoof
Steve Little, Councillor, District of Vanderhoof

CORRESPONDENCE

Written submissions to the Public Hearing are attached to this Public Hearing Report as Appendix "A."

CALL TO ORDER:

The meeting was called to order at 7:30 p.m.

BUSINESS:

Chairperson Petersen

Chairperson Petersen welcomed the persons present and read a statement describing Bylaws No. 1671 and 1672, noting the location of application information packages available, and explained the Public Hearing process.

Chairperson Petersen called for comments from those present.

Steve Little

Asked for clarification of the purpose of the bylaws as he feels it comes across as if the bylaw amendments would allow for the operation of a 0.8 ha sawmill on any agricultural land.

Chairperson Petersen

Stated that any industrial operation on agricultural land would first require approval from the Agricultural Land Commission and if that approval is given a rezoning is required.

Brian Frenkel

Asked if the Regional District had received the written submission to the public hearing from the District of Vanderhoof.

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Jason Llewellyn

Confirmed that the letter was received and was included in the public hearing information package.

Brian Frenkel

Stated that he is concerned about the setting of precedents and this issue is a big concern for the community. Not here to discredit applicant and the business provides a benefit to the Regional District and the District of Vanderhoof. He further stated that one of the bigger issues is that this property is included in the Fire Protection Area and it is not just a house. The issues are spontaneous combustion, and the lack of proximity to water sources which makes it hard for a volunteer fire department.

Joe Pacheco

Said that once there was only a residence on the property and no sawmill. The property is located 9.2 kilometres from the fire hall door and it is 7.2 kilometres to the nearest water source to the property which is a concern because of the materials stored on the property, which will require large volumes of water to fight a fire. The fire department will respond with the tanker truck and the pumper, which is a big deployment out of the community. It will use high volumes of water which uses up the water in the tanks quickly. The turnaround time to get more water will be significant and will tie the department up for a long time. He further said that the materials on site are the biggest concern. There is no water reservoir on the property, which means 100% of water will have to be hauled, and if they run out of water things get nasty.

Brian Frenkel

Stated that the firefighting situation is an undue hardship on the District of Vanderhoof and there is a similarity with an issue with a property in Fort St James.

Chairperson Petersen

Explained that the Regional District also has concerns with the amount of materials on property and has met with the applicant in this regard. The property has been cleaned up and the applicant has committed to removing the rest of the fibre. The materials are not confined to 0.8 ha presently. Once it is, it will be a big change before this process is done.

Jason Llewellyn

Explained that in terms of setting a precedent, a sawmill requires a rezoning in addition to ALC approval if the property is not industrial. One

condition for approval in addition to the removal of fibre, is that the Regional District receives building permit applications for the buildings on site. That is expected to include a requirement for an on-site water supply for firefighting and the standard process involves consultation with the local fire chief.

- Joe Pacheco Stated that he does not do fire inspections outside his area.
- Chairperson Petersen Clarified that if a reservoir is put in the fire chief will be involved to make sure the connections fit the system.
- Jason Llewellyn Explained that the building code has specific requirements regarding a firefighting water supply.
- Brian Frenkel Asked if there are any height restrictions in addition to the 0.8 ha area restriction.
- Chairperson Petersen Explained that no height requirements had been proposed.
- Brian Frenkel Stated that fibre and other materials could stack up quite high even on a small area.
- Henry Guenter Explained that WCB has height restrictions for stacking materials and he would not be in compliance if he stacked materials too high. He is trying to operate with due diligence. A specialty woods company has offered to stockpile the logs for an additional cost. It is a small property but he has a plan to do it and would not expect an application to be approved with the current situation. He feels that he is in an awkward position with Pinnacle Pellet and further stated that he will clean it up. He wants 2 acres to run a small tidy operation. There is a good well on the property, and there will be no issues filling a reservoir tank.
- Joe Pacheco Asked if the fibre is being taken off the property.
- Henry Guenter Stated that yes, it is.
- Joe Pacheco Asked if the fibre will be spread onto the property or removed from the property.
- Henry Guenter Explained that some pre-screened fibre was spread on the property to divert the fire problem. He is not spreading any more on the property as

the remainder of the fibre will be trucked off the property.

Jason Llewellyn

Noted that the Regional District has received a letter from Pinnacle Pellet committing to get the fibre off the property. The letter can be found in the public hearing package.

Henry Guenter

Said that there are a lot of little sawmills in the area with no approvals and he is the only one trying to do it legally, safely and honestly. He is looking forward to getting the operation down to 2 acres within a year.

Brian Frenkel

Stated that there are many quasi-legal non-forming sawmills in the area. The Regional District and the District of Vanderhoof should work together to address this issue.

Joe Pacheco

Asked if there is a timeline for the installation of the reservoir.

Chairperson Petersen

Explained that this is part of the rezoning process and the bylaws will not go to the Board for consideration of adoption until the conditions are met.

Jason Llewellyn

Stated that the recommendation from staff for 1st & 2nd Reading was that, prior to adoption the property owner must submit a building permit application, which includes the details of the required water supply. Because the industrial use is not legal a permit cannot be issued until after adoption. There is no time frame requirement for provision of the water supply, and this requirement would be at the discretion of the Board.

Henry Guenter

Stated that he has several above ground tanks full of water in the summertime as part of his due diligence. He is not in a good position to wait for the fire department to drive 9 kilometres as he might lose everything by the time they arrive. He further stated that he will go over and above to meet the Fire Department requirements.

Evan Parliament

Asked if the ALR application and the rezoning processes are running concurrently.

Jerry Petersen

Clarified that the processes are running concurrently but the OCP amendment and rezoning bylaws cannot be adopted until the ALC non-farm use application has been approved.

Chairperson Petersen

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Closed the hearing at 7:57 p.m.

Jerry Petersen, Chairperson

Maria Sandberg, Recording Secretary

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APPENDIX "A"

WRITTEN SUBMISSIONS

TO THE PUBLIC HEARING FOR BYLAWS NO. 1671 & 1672

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Rare "Bay Silver" AQHA breeding! See our website: www.northernhorse.com/heartland



LeRoy & Cathy Vossler
Box 2176, (2389 Hwy 27 S) Vanderhoof BC V0J 3A0
Ph: (250) 567-4058

RECEIVED
NOV 12 2013
REGIONAL DISTRICT
OF BULKLEY-NECHAKO

November 8, 2013

Regional District of Bulkley Nechako
P.O. Box 820
BURNS LAKE BC V0J 1E0

**Re: Agricultural (A) Designation – Vanderhoof Rural Official Community
Plan Bylaw No. 1517, 2009 and Amendment Bylaw # 1671**

**And:
RDBN Zoning Bylaw No. 700, 1993
Amendment Bylaw No. 1672**

With reference to the noted proposed amendments, and the subject property at 2879 Hwy 27 S, we are submitting the following notes to be considered:

The proposed amendments set a precedent for anyone with Agricultural designated land (within the A.L.R.), enabling them to proceed with development of non-compliant ventures, then apply for a variance or rezoning after the fact. It seems the old saying "better to beg forgiveness than ask permission" has become normal procedure when dealing with A.L.R. issues. The RDBN should ensure compliance and not allow people to circumvent proper procedural process. This application would seem to encourage further removal of prime agricultural land from its intended use, thus defeating the intent of the "Agricultural Land Reserve".

From our perspective, the most desirable outcome would be to NOT approve the proposed bylaw amendments.

There are industrial zoned sites available all through the valley – the land in question is farm land. We suggest the sawmill should be moved to an industrial site, and submit the following reasons:

- NOISE – quiet use and enjoyment of our own property is interrupted by the high pitch squealing of saws, heavy equipment, and traffic. Not only adjacent property is affected by the noise, it is quite audible all along the river for a long distance.

If Amendment Bylaws No. 1671 and 1672 are approved to allow the operation of a sawmill on the subject property, we would ask for the

requirement of a noise-abatement berm along the length of the sawmill infrastructure, to be constructed on the subject property.

- **SIZE OF OPERATION** – we submit the 0.8 ha size applied for is far less than land occupied by the existing sawmill operation. The property has large piles of shavings and slash scattered throughout the area, on both South and North sides of the cross-hatched map (application area).
- **FIRE HAZARD** – we submit the shavings and slash piles represent a fire hazard. That is a major concern for us due to the close proximity of our farm buildings.

We are concerned about the size of the operation. With log storage, lumber storage, shavings piles, equipment access, and sawmill infrastructure, we feel size requirement will be far greater than the 0.8 ha (2 acres) applied for. If approval is granted, it is not likely size restrictions enforced thereafter.

If Amendment Bylaws No. 1671 and 1672 are approved, we would ask that the size of all operations, including shavings and slash piles, be absolutely restricted to within the 0.8 ha area applied for. Alternatively, shavings be removed from the property as they accumulate.

ENVIRONMENTAL – has there been an environmental impact study completed with respect to this rezoning application? Have concerns regarding soil contamination and leaching of contaminants into groundwater or other waterways been addressed? How will the soil be affected by the intended sawmill operation?

Water for our residential and farm requirements is obtained from a deep well on our property. It has been tested and confirmed as good quality, potable water. We are concerned that continued operation of an industrial site next to our property has the potential to degrade our water quality.

If Amendment Bylaws No. 1671 and 1672 are approved, we would request confirmation of an environmental review, within six (6) months from time of approval, to confirm the safety of groundwater and any water run-off that may affect the Nechako River.

GOOD NEIGHBOR POLICY – we have had a good neighbor policy with the people on the subject property, and hope to continue as before.

There should be no further encroachment over the property line by sawmill products, waste, equipment, or trucks. The property fence line between subject property and our North boundary should be repaired to its entire length, with the portable gate removed, to prevent further opportunities for equipment or products

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to access our land. Further incidents of machinery, shavings and slash accumulating on our agricultural land should be avoided.

It should be noted, there have been times when large logging trucks have exited the subject property by driving along outside our West fence line. We do not own that property, but it is producing hay land, and we don't believe it has an approved road allowance gazetted. This appears to be further erosion or mis-use of designated farm land. Trucks using the hay field exit generate large clouds of dust that blow across our yard and buildings. We ask the sawmill business access be restricted to using the existing highway access road (Hwy 27 S) and truckers should be instructed to refrain from driving through a planted hay field.

We trust all aspects of this application, and our concerns, will be considered thoroughly before coming to a decision. A reply is requested.

(Sent to Regional District via email. Original signed copy in mail.)

LeRoy & Cathy Vossler
2389 Hwy 27 S., Box 2176
Vanderhoof BC V0J 3A0 (250) 567-4058



204
District of Vanderhoof
Incorporated 1926
Geographical Centre of BC

November 14, 2013

VIA EMAIL

Regional District of Bulkley-Nechako
Planning Department
37 3rd Avenue
Box 820
Burns Lake, BC

Dear Sir;

Re: RDBN Vanderhoof Rural Official Community Plan Amendment Bylaws No. 1671 and 1672

On behalf of the District of Vanderhoof Council I wish to express our opposition to the passing of these two bylaws. It is our understanding that the amendments proposed in Bylaw No. 1671 would permit, under certain conditions, small scale industrial use within the agriculture designation in the regional district. Specifically the changes proposed by Bylaw 1672 would permit the operation of a sawmill on the property located at 2879 Highway 27 S.

We are concerned with the idea of permitting small scale industrial use in agricultural zones. We believe this is not in any way compatible with the area's agricultural use.

Council has significant concerns regarding the legalization of the existing sawmill at 2879 Highway 27 S. This sawmill has been problematic for the District for a number of years. This property is within the Vanderhoof Rural Fire Protection Area and presents a significant issue. Fighting an industrial fire is very different from fighting a residential fire. A sawmill is even more of a concern.

The District of Vanderhoof is firmly opposed to permitting the continued operation of the sawmill on this site.

Yours truly,
District of Vanderhoof

For,
Gerry Thiessen
Mayor



205
Nazko First Nation

"Building Our Future"

Box 4129, QUESNEL, BRITISH COLUMBIA V2J 3J2 PHONE (250) 992-9085 FAX (250) 992-7982

November-14-13

Referral: Public Hearing for OCp amendment
RTS File #: 2400
Date Referral Received: November-13-13

Regional District of Bulkley Nechako
37 3rd Ave. PO Box 820
Burns Lake BC
VOJ 1E0

Attention: Maria Sandberg

The Nazko First Nation has received your referral package. It had been assigned RTS# 2400 in our Referral Tracking System. Please ensure all future correspondence uses the RTS Number.

We will review the information provided regarding potential impacts on Nazko First Nation aboriginal rights and title. Nazko First Nation takes all proposed activity in our traditional territory very seriously.

Thank you for participating in a consultation process with the Nazko First Nation.

Sunachailya,

Stacey Nome
Referral Clerk

cc:



MEMORANDUM

To: Chair Miller and Board of Directors
From: Jason Llewellyn, Director of Planning
Date: February 10, 2015
Re: Advisory Planning Commission Member Appointment

"Regional District of Bulkley Nechako Advisory Planning Commission Bylaw No. 1501, 2009" states that the Board of Directors shall appoint members to an Advisory Planning Commission on the recommendation of the Electoral Area Director for a term of four years.

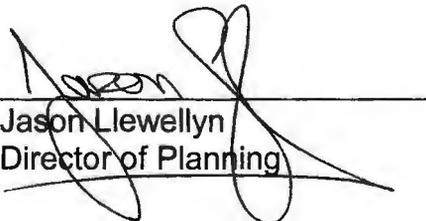
The Director for Electoral Area B recommends that the Regional District Board appoint Erwin Tom to the APC for Electoral Area B.

Recommendation

That the Regional District Board appoint Erwin Tom to the Advisory Planning Commission for Electoral Area B.

Electoral Area Planning – Participants/Directors/Majority

Written by:



Jason Llewellyn
Director of Planning



**Planning Department Report
OCP Amendment Bylaw No. 1718
Rezoning Bylaw No. 1719
File No. A-08-14, 3rd Reading
February 18, 2015**

APPLICATION SUMMARY

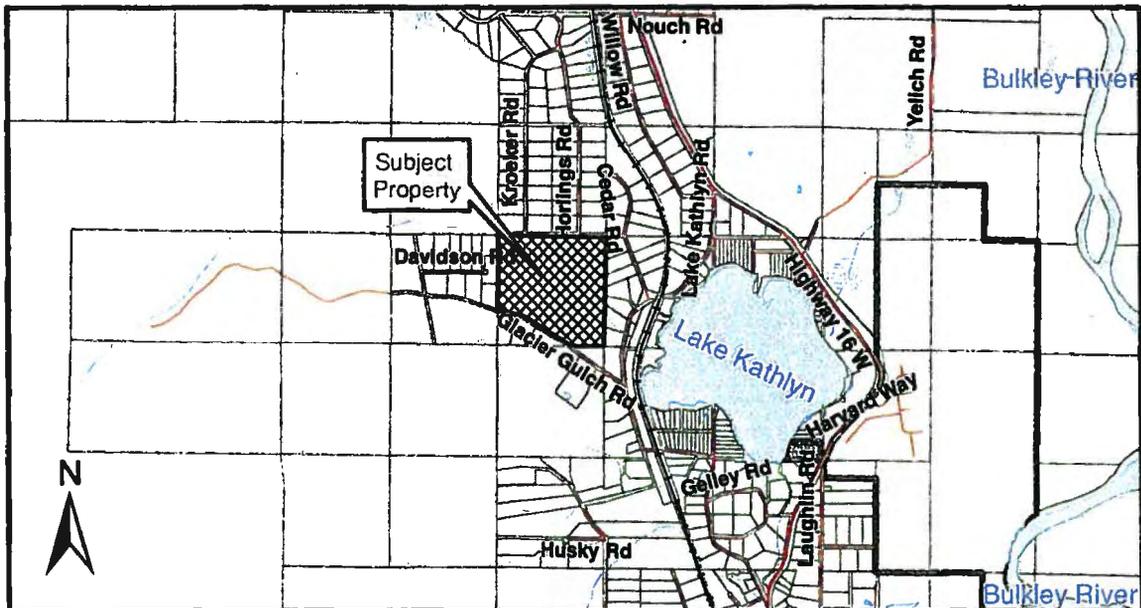
Name of Owner: Bulkley Valley Rod and Gun Club

Name of Agent: Brian Atherton, President

Electoral Area: A

Subject Property: The fractional SW $\frac{1}{4}$ of Section 15, Township 1A, Range 5, Coast District except Plan 8967. Property is 57.2 ha (141.4 acres) in size

Location: The subject property is located at 6448 Glacier Gulch Rd, approximately 4 kilometres northwest of the Town of Smithers.



O.C.P. Designation: Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1425, 2007

Zoning: Small Holdings (H1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Existing Land Use: Shooting range, club house, mobile home

ALR Status: Not in the ALR.

existing zoning. The club wishes to amend the zoning of their property to allow a firearms range as a permitted use.

There is a clubhouse, a shooting shed and a mobile home located on the property.

COMMENTS

Ministry of Transportation No objections.

RCMP No objections.

Advisory Planning Commission (It is noted that a quorum was not present at this meeting.)

“Resolution: The APC recommends approval of rezoning application A-08-14

Comments: The longstanding use has not had a notable impact on the neighborhood and should be allowed to continue.”

Planning Department

The Public Hearing for Bylaws No. 1718 and 1719 occurred on February 17, 2015. The Report of the Public Hearing is attached to this report.

The property is located in the building inspection area. There are building permits on file for a clubhouse/hall and a gun range from 1986.

Official Community Plan

This application is to change the OCP designation from RR to RE for the subject property. Section 3.9.2 (9) of the Resource designation in the OCP states that rezoning applications to allow outdoor and community recreation activities such as firing ranges, fairgrounds, race tracks and golf courses, may be approved where it can be demonstrated that the uses will not have an unacceptable negative impact on a residential area or the natural environment.

Zoning

The zoning bylaw defines a firing range as an outdoor recreation facility in the Zoning Bylaw, as per below:

OUTDOOR RECREATION FACILITIES means publicly or a privately owned facility designed and used for outdoor recreation purposes and, without limiting the generality of the foregoing, includes golf courses, archery ranges, firearms ranges, fish ponds, skiing facilities, marine landings and horse riding arenas.

There are many zones in the zoning bylaw that permit outdoor recreation facilities (H2, Ag1, RR1, P1 and P4). The applicant chose to apply for the P4 zone as it contains the uses which would have the least potential for conflict with the surrounding residential

area. Staff agree that this zone is the most appropriate. The P4 zone allows the following principal uses:

- (a) *farmers' market;*
- (b) *visitor information centre;*
- (c) *non-profit society offices;*
- (d) *outdoor recreation facilities;*
- (e) *parks;*

Land Use Issues

It is not ideal to have a firing range in an area surrounded by smaller lot rural residential development. However, the property is substantial in size and the facilities are located in the centre of the property, as can be seen on the aerial photo above. The maintained trees and vegetation also provide a sound and safety buffer to the surrounding area.

The Planning Department is not aware of complaints from the public regarding the use of the land as a firearms range.

Contaminated Sites

As part of every rezoning application the applicant submits a Contaminated Sites Questionnaire as required by the Province. The firearms range use occurring on the site triggered the requirement for the site profile to be submitted to the Province. The Ministry decided that they are prepared to provide the necessary release so that the Regional District may proceed with approval of the rezoning application.

Recommendations

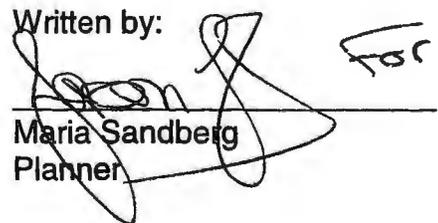
1. That the Regional District Board receive the Report of the Public Hearing for Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1718, 2015", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1719, 2015"
2. That "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1718, 2015", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1719, 2015" be given third reading.

Electoral Area Planning – Participants/Directors/Majority

Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Maria Sandberg
 Planner



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO.1718

A Bylaw to Amend "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014"

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

That "Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014" be amended such that the designation of the following land is changed from Rural Residential (RR) to Resource (R).

The fractional SW ¼ of Section 15, Township 1A, Range 5, Coast District except Plan 8967, as shown on Schedule "A", which is incorporated into and forms part of this bylaw.

This bylaw may be cited as the "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1718, 2015".

READ A FIRST TIME this 29th day of January

READ A SECOND TIME this 29th day of January

PUBLIC HEARING HELD this 17th day of February

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1718, 2015".

DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1719

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Small Holdings (H1)" Zone to the "Community Development and Public Use (P4)" Zone.

The fractional SW ¼ of Section 15, Township 1A, Range 5, Coast District except Plan 8967, shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1719, 2015".

READ A FIRST TIME this 29th day of January

READ A SECOND TIME this 29th day of January

PUBLIC HEARING HELD this 17th day of February

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1719, 2015"

DATED AT BURNS LAKE this day of

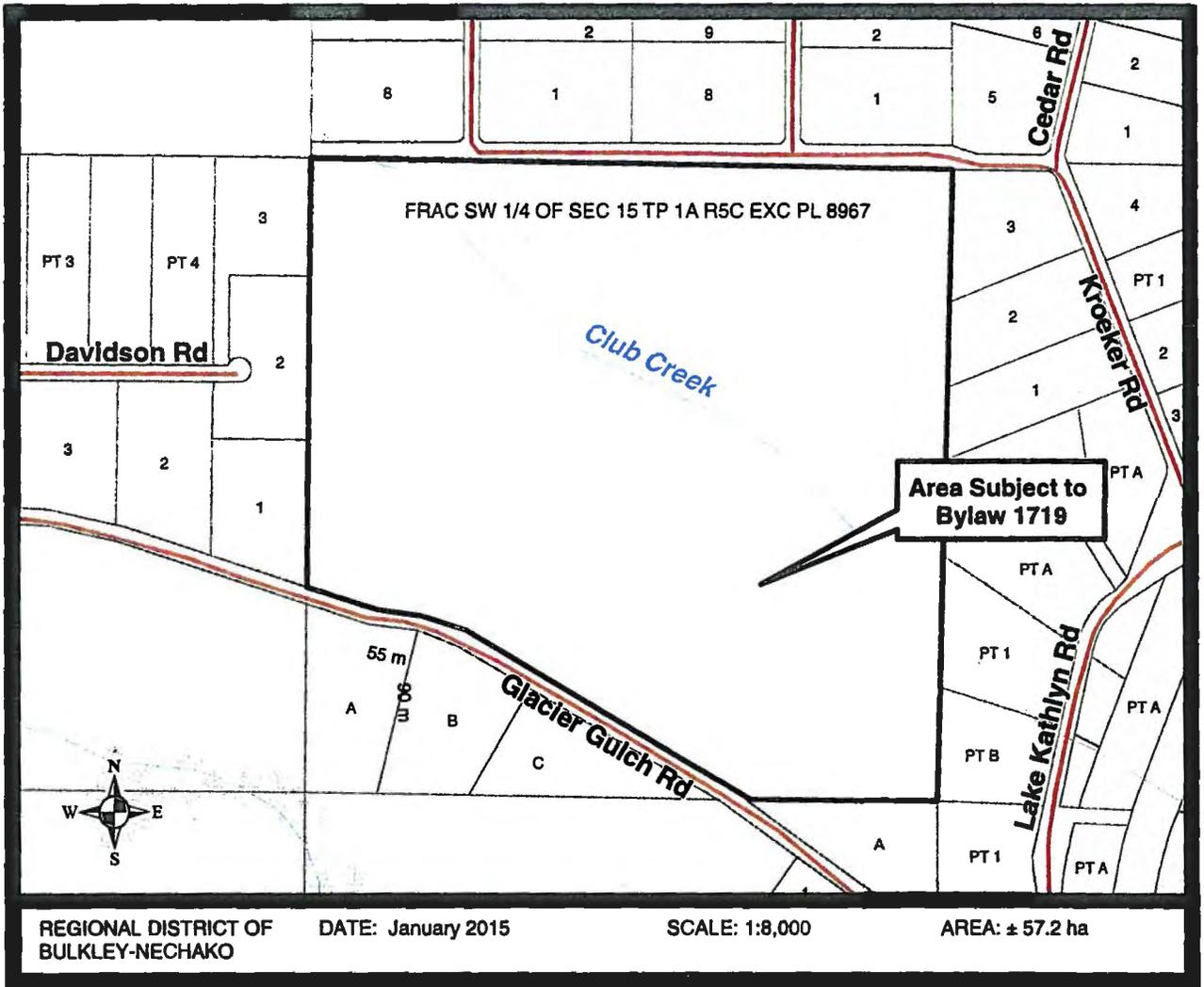
Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator

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SCHEDULE "A" BYLAW NO. 1719

The fractional SW ¼ of Section 15, Township 1A, Range 5, Coast District except Plan 8967, comprising of ±57.2 ha. Being rezoned from the "Small Holdings (H1)" Zone to the "Community Development and Public Use (P4)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1719, 2015.

Corporate Administrator

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REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING FOR BYLAWS NO. 1718 and 1719
February 17, 2015

Report of the Public Hearing held at 7:00 p.m., Tuesday, February 17th, 2015 in the West Fraser Room at the Smithers Municipal Office, 1027 Aldous Street, Smithers, B.C. regarding Bylaws No. 1718 and 1719.

Present:
Mark Fisher, Chair
Jason Llewellyn, Recording Secretary
Brian Atherton, Applicant
Robert Pyper – 7090 Davidson Road
Nicole Winderhalder – 1738 Tower Street
Arnie Vanderheyden – 6875 Kroeker Road
Tonja Henderson – 6715 Lake Kathlyn Road
Bob Henderson – 6715 Lake Kathlyn Road

CORRESPONDENCE

A written submission to the Public Hearing is attached to this Public Hearing Report as Appendix "A."

CALL TO ORDER:

The meeting was called to order at 7:00 p.m.

BUSINESS:

Chairperson Fisher

Welcomed the persons present and read a statement regarding Bylaws No. 1718 and 1719, noting the location of information packages, and explaining the Public Hearing process.

Chairperson Fisher

Called for comments on Bylaw 1718 and 1719.

Brian Atherton

Introduced himself as the newly elected club president. He said that the firing range use is longstanding and was made non-conforming to zoning in 1993 when the existing zoning bylaw was adopted. The Rod and Gun Club are asking to have the use permitted in the zoning bylaw to allow improvements to the buildings and improve the ability of the club to serve the community in the long term.

Jason Llewellyn

Explained the status of the Rod and Gun Club as a legal use that was non-conforming to zoning.

Robert Pyper

Said that he has no concerns with the proposed rezoning but does have concerns with the sound of bullets occasionally ricocheting over the house.

Brian Atherton

Said that if this has occurred in the past it is unacceptable and is an issue that will be addressed. He said that if this happens again residents should call him immediately as this will allow a club member to investigate to determine if the shots are coming from the range and ensure any issues are resolved. He noted that the range is

legal and is planning to stay in the area. He wants to work with the community as the new president.

Arnie Vanderheyden

Said that he does not have an issue with the rifle range being there. He moved to his house in 1994 and that the president at the time would ensure that the shooting activity and times occurred in a manner that addressed resident's concerns. He would be warned when events were to be held. Over the years the range has become busier and the club needs to again work with the community to ensure harmony.

He also suggested that the Rod and Gun Club keep the gates locked and limit the range use to members only. He has seen young people shooting clay pigeons with a 22. That is dangerous.

He noted that the club members must respect that they are near a residential area and should not be arrogant. When he has tried to address inappropriate activity in the past he was disrespected. He doesn't want conflict with club members.

Brian Atherton

Said that he will work with the resident and any community member with a concern to ensure that all issues are resolved.

Arnie Vanderheyden

Said that he likes the shooting range being there, and that most members are great people. He would like to become a member again as his children are getting to the age where they should learn to shoot. He said he hopes the club will run better under Brian's presidency.

Bob Henderson

He has heard shooting after dark and that should not happen. He asked if the club owns the property.

Brian Atherton

Said that the Rod and Gun Club owns the ¼ section. The land was purchased in 1954 and the range has been there since the 1930's.

Nicole Winterhalder

Introduced herself as the secretary for the Rod and Gun Club. She said that the past behaviour that has caused concern is not allowed, and that efforts will be made to improve policing. They will make sure the community has contact numbers for club members so inappropriate activity can be reported immediately, if it does occur.

Bob Henderson

Asked if there were any plans to expand the uses.

- Brian Atherton Said that there are no expansion plans. The activities will stay within the existing area of the property. They would like to build a new clubhouse and other facilities at some time.
- Bob Henderson Asked if anyone can shoot at the trap range and what controls were in place.
- Brian Atherton Said that there is no range master, but the rules are well known by members. Members must police themselves.
- Robert Pyper Asked if the club has insurance and if the RDBN was responsible for the clubs operation.
- Jason Llewellyn Said that the RDBN has no control over how the Rod and Gun Club operates and that the zoning served to control what uses cannot occur on the property.
- Brian Atherton Said that the club has good insurance. He committed to meet with residents to ensure that the Rod and Gun Club are good neighbours.
- Nicole Winterhalder Said that the range is limited to a shooting distance of 150 yards.
- Brian Atherton Said that the club wants to get back to it's roots and be a benefit to the community. He provided everyone with his phone number and asked them to call him with any issues.
- Arnie Vanderheyden Asked what the Rural Residential OCP designation meant.
- Jason Llewellyn Explained the difference between the Rural Residential OCP designation and the Resource designation.
- Brian Atherton Said that he has had discussions with the Planning Department regarding the relocation of the rifle range and the subdivision of the property into 5 acre parcels, as the OCP allows. He thought the community would prefer the Rod and Gun Club.
- Chairperson Fisher Chairperson Atherton called for comments three times.
- Chairperson Fisher Closed the hearing at 7:38 p.m.

Mark Fisher, Chairperson

Jason Llewellyn, Recording Secretary

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APPENDIX "A"

WRITTEN SUBMISSION

TO THE PUBLIC HEARING FOR BYLAWS NO.1718 and 1719

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Robert Pyper
7090 Davidson Road
Smithers, BC
V0J 2N2

February 16, 2015

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

Dear Sir/Madam:

Thank you for informing me of the rezoning request of the Bulkley Valley Rod and Gun Club. When I purchased my property at 7090 Davidson Road I did so with the understanding that the BV Rod and Gun Club would be my neighbour therefore also accepting the accompanying noise. I did not do so with the understanding that there would be the occasional ricochet bullet flying over my house. I strongly feel that my physical safety is in jeopardy. I feel it is time for the gun club to move to a new location further away from town and their permit to operate at this location be revoked.

I have heard the ricochet bullets numerous times and feel that my safety is at risk. I also have witnesses who have heard the ricochet bullets. After a particularly close encounter, I phoned the police. They referred me to the club president to whom I spoke with on the phone. Our conversation went something like this:

Me: Hello, my name is Rob Pyper and I am your (the gun club) neighbour. I phoned the police and they referred me to you. I get the occasional ricochet bullet over my house and am concerned about my safety.

Gun Club: That's not possible.

Me: I have heard several ricochets, usually on the weekends. I have a friend who was with me at the time and he is a gun enthusiast. He confirmed that it was a ricochet and of course there was the accompanying gunfire noise. You can hear them whir through the air and then plunk when they hit a tree.

Gun Club: The gun club does everything we can to ensure that this can't happen. It is not possible.

Me: I have also heard them when I was on my own and with my dad. I have two witnesses. The sound is unmistakable.

The Gun Club: That's not possible.

Me: So I am imagining it? Are others imagining it?

Gun Club: Well I don't know but it is not possible.

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Eventually I gave up trying to reason with this person.

I certainly don't want to impede anyone's hobby but am concerned that someone may be injured or killed. Please take this into consideration when reviewing the gun clubs permit or rezoning.

Thank you,

Robert Pyper

Witnesses:

Casey Pyper 250-847-0340

Tyson Gamble 250-961-5469



Planning Department Enquiries Report, Month of January 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 January 2015. During this month the Planning Department responded to 172 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In January 2014, the Planning Department answered 171 enquiries.

Subject Area	August 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015
Development Services	35	36	25	29	20	32
Electoral Area Planning	65	48	38	35	36	45
House Numbering	9	21	9	11	13	12
Maps	54	49	31	34	26	37
Bylaw Enforcement	12	9	8	7	7	12
Other	50	40	31	33	21	34
Total	225	203	142	149	123	172

Recommendation

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

(All Directors)

Respectfully submitted,



Jason Llewellyn
Director of Planning

REGIONAL DISTRICT OF BULKLEY-NECHAKO
Planning Department

January 2015 – Action List

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 34-37 Rural Agenda January 15, 2015	Land Referral File No. 6408759 Larry Palmer Electoral Area "E"	Respond to Referral	Maria	Completed	January 16, 2015
Page 38-43 Rural Agenda January 15, 2015	Land Referral File No. 0222653 Gordon Judzentis Electoral Area "G"	Respond to Referral	Maria	Completed	January 16, 2015
Page 2-4 Rural Supp Agenda January 15, 2015	Land Referral Richmond Lake Access Province of BC Electoral Area "B"	Respond to Referral	Maria	Completed	January 16, 2015
Page 78-81 Board Agenda January 29, 2015	Referral from Liquor Distribution Branch Brookside Resort/ Province of BC Electoral Area "F"	Respond to Referral	Maria	Completed	January 30, 2015
Page 82-94 Board Agenda January 29, 2015	ALR Application 1171 John Whitfield Doods (Perry) Non-Farm Use within the ALR Electoral Area "A"	Submit to ALC	Maria	Ongoing	

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MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 95-104 Board Agenda January 29, 2015	ALR Application 1173 Richard and Theresa Plug Non-Farm Use within the ALR Electoral Area "A"	Submit to ALC	Maria	Ongoing	
Page 105-124 Board Agenda January 29, 2015	ALR Application 1176 Jannes and Leny Boonstra Subdivision within the ALR Electoral Area "A"	Submit to ALC	Maria	Ongoing	
Page 125-134 Board Agenda January 29, 2015	ALR Application 1172 Abram and Virginia Guenter Subdivision within the ALR Electoral Area "F"	File withdrawn	Maria	Completed	
Page 135-146 Board Agenda January 29, 2015	ALR Application 1175 Peter and Joanne Penner Subdivision within the ALR Electoral Area "F"	Submit to ALC	Maria	Ongoing	January 30, 2014
Page 147-153 Board Agenda January 29, 2015	Development Variance Permit Application F-01-14 James Wiebe 9922 Sinkut Frtg Rd, Vanderhoof Electoral Area "F"	Wait for MoTI setback permit to issue DVP	Maria	Completed	January 30, 2014
Page 154-166 Board Agenda January 29, 2015	OCP Amendment and Rezoning File No A-08-14 Bylaw No. 1718 and 1719 Bulkley Valley Rod & Gun Club Electoral Area "A"	Arrange Public Hearing	Maria	Completed	January 30, 2015

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MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 167-176 Board Agenda January 29, 2015	Rezoning File No A-07-14 John Whitfield Dodds (Perry) Electoral Area "A"	Close File	Maria	Completed	January 30, 2015
Page 177-183 Board Agenda January 29, 2015	OCP Amendment and Rezoning File No. A-04-13 Bylaw No. 1695 and 1696 Sheldon Armitage (Perry) Electoral Area "A"	Close File	Maria	Completed	January 30, 2015
Page 184-189 Board Agenda January 29, 2015	Rezoning File No A-05-14 Bylaw No. 1711 Richard Joseph and Sheila Smith Electoral Area "A"	Close File	Maria	Completed	January 30, 2015
Page 190-196 Board Agenda January 29, 2015	OCP Amendment and Rezoning File No. D-02-13 Bylaw No. 1685 and 1686 West Fraser Sawmills Ltd. (Sears) Electoral Area "D"	Close File	Maria	Completed	January 30, 2015
Page 226-230 Board Agenda January 29, 2015	Planning Service to Municipalities	Consult with municipalities	Jason L	Ongoing	
Page 237-251 Board Agenda January 29, 2015	Building Inspection Service to the Nak'azdli Whut'en First Nation	Staff to work with the Nak'azdli Whut'en First Nation regarding a contract for building inspection services	Jason L	Ongoing	

free



Building Inspector's Report For January, 2015

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

There were 3 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$3,520.00, with a total construction value of \$610,000.00. There have been 3 permits issued to date in 2015.

2. **Building Permit Summary for the Village of Burns Lake**

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

3. **Building Permit Summary for the Village of Fraser Lake**

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

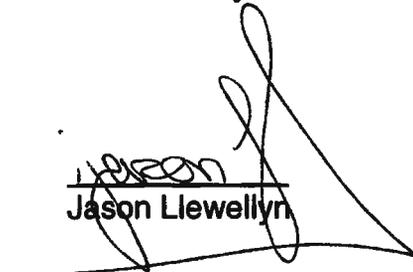
4. **Building Permit Summary for the Village of Granisle**

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

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

There were 4 building permit applications submitted this reporting period with a total construction value of \$1,067,047.00. There have been 4 permits issued to date in 2015.

Reviewed by:


Jason Llewellyn

Written by:


Jason Berlin

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Board-Receive

Village of Fraser Lake



January 29, 2015

RDBN
Box 820
Burns Lake, BC
VOJ 1E0

Dear Sir/Madam:

At the regular meeting of Council On December 8, 2014 the following resolution was passed and adopted:

“That the appointments of Council, signing authority and rotation of Deputy Mayor be approved in open Council. That all of Mayor and Council, Clinton Mauthe and Elizabeth Litke have signing authority.”

CARRIED

Mayor Dwayne Lindstrom and Councillor Kerry Jantz are to represent Regional District of behalf of the Village of Fraser Lake.

Trusting this is satisfactory, I remain.

Sincerely,

Clinton Mauthe
Chief Administrative Officer

RECEIVED

DISTRICT OF
FRASER LAKE



White Swan Capital of the World



227

January 26, 2015

Jerry Petersen
Regional District of Bulkley Nechako
37 3rd Avenue, PO Box 820
Burns Lake, BC
V0J 1E0

Dear Jerry,

Thank you for responding to Industry Canada's consultation process regarding changes to the 3500 MHz band. Following the responses from hundreds of local governments across Canada, the Minister of Industry has signaled the government's intention to preserve rural fixed wireless broadband services.

We sincerely appreciate the time you took to participate in this process. We are optimistic that we will continue to offer fast, reliable internet services in rural British Columbia as a result of your participation.

Kind Regards,



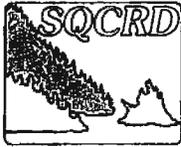
Falko Kadenbach
Vice President
ABC Communications

228

Board Receive
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FEB 12 2015

REGIONAL DISTRICT OF
SKEENA-QUEEN CHARLOTTE



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

14 – 342 3rd Avenue West Prince Rupert, BC V8J 1L5

Phone: (250) 624-2002 Fax: (250) 627-8493

Website: www.sqcrd.bc.ca

February 2, 2015

Bulkley-Nechako Regional District
Box 820
Burns Lake, B.C. V0J 1E0

Attention: Board of Directors

Dear Board of Directors:

Re: Regional District Representation in B.C. Environmental Stewardship Initiatives

Please be advised that, at its January 23, 2015 Regular meeting, the Board of the Skeena-Queen Charlotte Regional District passed the following resolutions:

MOVED by Director Nobels, SECONDED by Director Racz, that correspondence be sent to the Premier of British Columbia expressing the need for local government representation in Environmental Stewardship Initiatives and consultation processes;

AND THAT the correspondence be copied to the Ministry of Environment.

038-2015

CARRIED

MOVED by Director Brain, SECONDED by Director Nobels, that correspondence be sent to Regional Districts to notify them of the Skeena-Queen Charlotte Regional District's intent to request, from the Province of B.C., inclusion in Environmental Stewardship Initiatives and consultation processes;

AND THAT a copy of the letter sent to the Premier of B.C. expressing the need for local government representation in environmental stewardship initiatives be copied to all Regional Districts.

039-2015

CARRIED

The Environmental Stewardship Division of the Ministry of Environment works to develop, promote and measure achievement of provincial goals for the conservation of living resources, and provides fish and wildlife recreation services. Further to this, the Ministry of Environment's 2013/14 – 2015/16 Service Plan highlights, throughout the document, a plan to promote stewardship with other provincial agencies, industry, First Nations, local government, federal government and other stakeholders.

Currently, the provincial government is not upholding its commitment to engage with all levels of local government throughout the environmental stewardship consultation process taking place throughout the province, as Regional Districts are not receiving any information or invitation to that effect.

Regional Districts have a strong interest in participating in the development of information used to make resource management decisions. The intent in developing these environmental stewardship initiatives is for varied levels of government to incorporate different values and feedback into resource management decisions. As the environmental stewardship consultation process is currently structured, Regional Districts are not afforded the opportunity to provide feedback or consultation.

At this time, the Board of the Skeena-Queen Charlotte Regional District is requesting that the provincial government review the consultation process framework to allow for Regional District representation in the environmental stewardship initiatives taking place throughout the province, and would invite your Regional District Board to do the same.

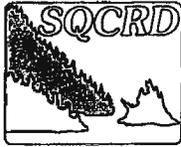
If you have any further questions or comments, please do not hesitate to contact the office of the Skeena-Queen Charlotte Regional District.

Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT



Barry Pages
Chair



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
14 – 342 3rd Avenue West Prince Rupert, BC V8J 1L5
Phone: (250) 624-2002 Fax: (250) 627-8493
Website: www.sqcrd.bc.ca

February 1, 2015

Office of the Premier of British Columbia
PO Box 9041 STN Prov Govt
Victoria, B.C. V8W 9E1

Attention: Honourable Premier Christy Clark

Dear Premier Clark:

Re: Regional District Representation in Environmental Stewardship Initiatives

The Skeena-Queen Charlotte Regional District (Regional District) aims to provide a forum for direct representation of those areas that, without the Regional District, would have no political voice. It provides for greater control over services and issues of local importance to rural areas and it provides a mechanism for advancing the issues of those areas.

The Environmental Stewardship Division of the Ministry of Environment works to develop, promote and measure achievement of provincial goals for the conservation of living resources, and provides fish and wildlife recreation services. Further to this, the Ministry of Environment's 2013/14 – 2015/16 Service Plan highlights, throughout the document, a plan to promote stewardship with other provincial agencies, industry, First Nations, local government, federal government and other stakeholders.

Currently, the provincial government is not upholding its commitment to engage with all levels of local government throughout the environmental stewardship consultation process taking place in the Skeena region, as the Regional District has not received any information or invitation to that effect.

The Regional District has a strong interest in participating in the development of information used to make resource management decisions. The intent in developing these environmental stewardship initiatives is for varied levels of government to incorporate different values and feedback into resource management decisions. As the environmental stewardship consultation process is currently structured, Regional Districts are not afforded the opportunity to provide feedback or consultation.

At this time, the Board of the Skeena-Queen Charlotte Regional District requests that you please review the consultation process framework to allow for Regional District representation in the environmental stewardship initiatives taking place throughout the province.

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Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

Barry Pages
Chair

Cc: Minister of Environment
B.C. Regional Districts

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Board-Receive
COPY

Kitimat LNG



Marc Douglas
Sr. Advisor External Affairs
Kitimat LNG

Kitimat LNG
Chevron Canada
2300 – 200 Granville St.
Vancouver, B.C. V6C 1S4

January 5, 2015

Gail Chapman
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 November 2014 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.

Specifically, this letter outlines activities associated with the ongoing preliminary work related to the PTP. From now until the end of March 2015, the following activities are tentatively scheduled in your region:

- Continued environmental monitoring
- Continued Road Access development
- Continued right-of-way survey work

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.

The Kitimat LNG project will result in thousands of jobs and significant economic benefits for British Columbians for years to come. A number of informational videos, including a project overview and an economic opportunities video, are available on our website at <http://www.chevron.ca/kitimatlng>.

For more information, or to pose questions, please contact us by email at KitimatLNGfeedback@chevron.com, call us at 1-844-800-0900, or visit www.chevron.ca/kitimatlng.

Yours truly,

Marc Douglas

RECEIVED

JAN 09 2015

REGIONAL DIRECTOR OF
BURNABY



Canadian Wildlife Service
 Pacific Wildlife Research Centre
 5421 Robertson Road
 Delta, B.C. V4K 3N2

February 5, 2015

RE: Seeking input and advice on the draft Recovery Strategies for three Landbirds (*Canada Warbler, Olive-Sided Flycatcher and the Common Nighthawk*) in Canada

Dear Regional Government Representatives,

We are looking for your help to ensure the survival and recovery of three Landbirds, species at risk in Canada. You are receiving this letter because these threatened birds and the habitat they need to live are found in your Regional District. The Canada Warbler is found in a variety of forest types, but is most abundant in moist, mixed forest with a well-developed shrub layer. The Common Nighthawk settles into many types of open land or forest clearings and gravel roofs. The Olive-sided Flycatcher prefers open softwood forests located near water or wetlands.

To help guide the actions we can take together to stop or reverse the decline of these species, Environment Canada has drafted three Recovery Strategies in cooperation with provincial governments and species experts. The federal Recovery Strategies describe what these species need to live and reproduce, including the critical habitat they depend on for their recovery or survival, and the ways in which we can reduce the threats to their survival. Please see the enclosed recovery document overviews to learn more about these three Landbirds. We need your support and input to make these strategies a success. We are particularly interested in hearing from you because this species occurs and the habitat it needs to survive is within your regional district.

We understand that species at risk is one of many priorities for your community. We appreciate the time you have invested in working with us. Your input can assist in improving the Recovery Strategies which will be used to help ensure these Landbirds have the habitat they need to recover or survive. You can read the document and provide comments until **February 27th, 2015**.

1. You can send us your feedback using the enclosed questionnaire
2. You may also provide your comments to Undiné Thompson, Species at Risk Coordinator at:

SAR.pyr@ec.gc.ca
 604-350-1900
 5421 Robertson Road, RR #1
 Delta, BC V4K 3N2

Your comments will be considered when we are finalizing the recovery strategies. As a regional government you play a critical role in safeguarding the natural areas within your jurisdiction that species at risk depend on to recover or survive. Here are some ways you can be involved in recovery efforts:

- Provide us with information we can use to improve the recovery documents;
- Continue to conserve species at risk using the tools unique to local governments such as bylaws, zoning, and permitting;
- Utilize stewardship tools and resources such as covenants, easements, stewardship agreements, and Habitat and Stewardship Program funding;
- Promote conservation of species at risk and help inform your constituents about the *Species at Risk Act* and its importance.

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To learn more about species at risk in Canada and what is being done to help them, please contact us and/or visit the Species at Risk Public Registry at www.sararegistry.gc.ca.

We would also like to ask for your assistance with notifying your community that the recovery documents for the three Landbirds are available for comment. We would greatly appreciate it if you could post an announcement on your website and/or provide notification through other communication tools you may use. Please feel free to use the notice below.

Species at Risk Recovery Document Consultation Notice

Did you know our community is home to three threatened Landbirds?

Environment Canada's Canadian Wildlife Service is consulting on draft recovery strategy documents for the Canada Warbler, Olive-Sided Flycatcher and the Common Nighthawk. Recovery strategies describe what these species need to survive and recover. If you have seen one or more of these species and/or have the type of habitat described on your property you can contact Environment Canada to learn more. Please send inquiries to:

Environment Canada
Canadian Wildlife Service
SAR.pyr@ec.gc.ca
604-350-1900
5421 Robertson Road, RR #1
Delta, BC V4K 3N2

Thank you for your interest and participation in recovery planning for species at risk,

Sincerely,

Ian Parnell

A/Head, Species at Risk Recovery Unit | Unité de rétablissement des espèces en péril
Canadian Wildlife Service | Service canadien de la faune
Environment Canada | Environnement Canada
Pacific and Yukon Region | Région du Pacifique et du Yukon
5421 Robertson Road | 5421 rue Robertson
Delta, BC, V4K 3N2 | Delta, C-B, V4K 3N2
ian.parnell@ec.gc.ca

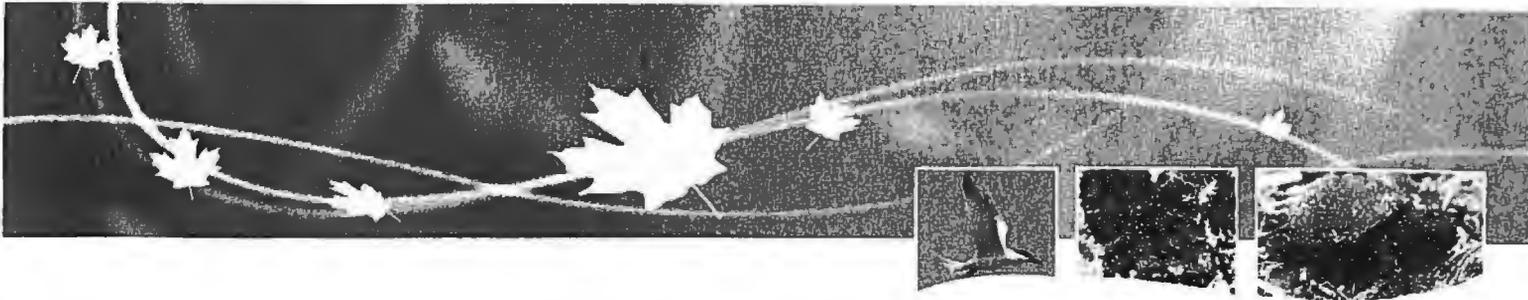
Enclosed:

Recovery Strategy Overview for the Landbirds
Draft Recovery Strategies for the Landbirds (*Canada Warbler, Olive-Sided Flycatcher and the Common Nighthawk*) in Canada
Recovery Document Feedback Questionnaire



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The *Species at Risk Act* and You

CANADA WARBLER: THREATENED SPECIES

This document highlights the key sections of the *Draft Recovery Strategy for Canada Warbler in Canada*. A recovery strategy describes what a species needs to live, including the critical habitat (i.e., the habitat needed for recovery or survival) it depends on and the ways in which we can reduce the threats to its survival. To receive a copy of the draft recovery strategy please see contact information on reverse of page.

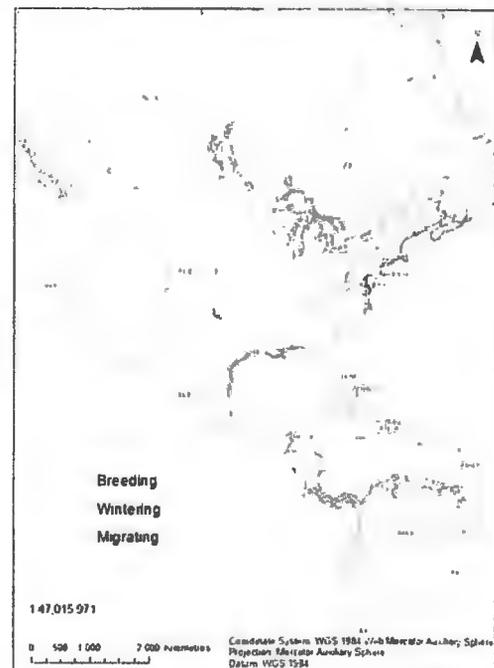
Canada Warbler



photo: Henry Skrzykowski © Frontier Digital Arts

The Canada Warbler is found in a variety of forest types, but it is most abundant in moist, mixed forest with a well-developed shrub layer. It builds its nest on or very close to the ground, often in dense ferns or fallen logs.

Where it is found

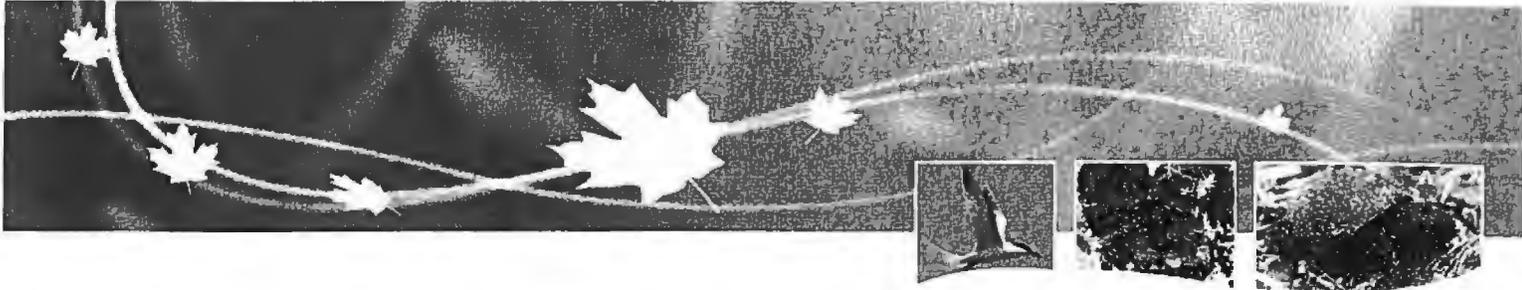


Canada makes up 80 % of the breeding range for the Canada Warbler (orange on map). The map also shows migrating (yellow) and wintering (blue) ranges. Canada Warbler is one of the last warblers to arrive north in the spring, and one of the first to leave in the fall.



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The *Species at Risk Act* and You

COMMON NIGHTHAWK: THREATENED SPECIES

This document highlights the key sections of the *Draft Recovery Strategy for Common Nighthawk in Canada*. A recovery strategy describes what a species needs to live, including the critical habitat (i.e., the habitat needed for recovery or survival) it depends on and the ways in which we can reduce the threats to its survival. To receive a copy of the draft recovery strategy please see contact information on reverse of page.

Common Nighthawk



© photo: Phillip Simmons

- It is most commonly seen in the summer flying overhead near dawn or dusk as it feeds on insects
- It has long pointed wings and a white bar between the bend and tip of the wing
- It has a low, buzzy 'peent' call

Where it is found



Common Nighthawks have one of the longest migration routes of all North American birds. The red area on the map represents the breeding range; the yellow area is the wintering range.

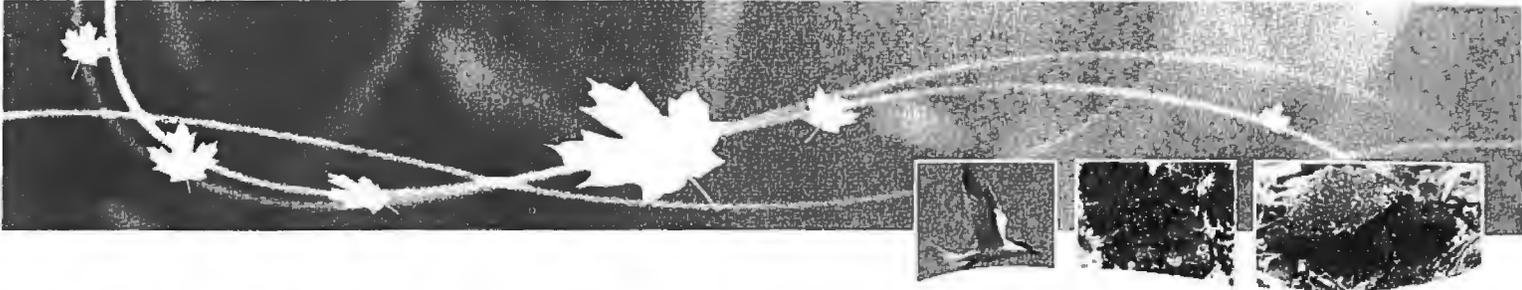
The Common Nighthawk arrives in Canada from early May to mid-June. It migrates back to South America between mid-August and mid-September.

Females faithfully return to their nesting sites where they lay eggs directly on the ground into August. Nesting habitat is wide ranging. It is found in many types of open land or forest clearings, and on gravel roofs.



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The *Species at Risk Act* and You

OLIVE-SIDED FLYCATCHERS: THREATENED SPECIES

This document highlights the key sections of the *Draft Recovery Strategy for Olive-sided Flycatcher in Canada*. A recovery strategy describes what a species needs to live, including the critical habitat (i.e., the habitat needed for recovery or survival) it depends on and the ways in which we can reduce the threats to its survival. To receive a copy of the draft recovery strategy please see contact information on reverse of page.

Olive-sided Flycatcher



© photo: Dan Busby

- Perches in open areas and sings a loud and distinctive three-note whistle: *Quick, Three Beers*
- It flies out to catch insect prey and returns to perch

Where it is found



The orange area on the map is the breeding range for Olive-sided Flycatcher. Seventy-five percent of the global population breeds in Alaska, British Columbia, the Northwest Territories, the Yukon, California, Ontario, Oregon and Manitoba.

It is often found in open softwood forests located near water or wetlands.

Why is it Threatened?

Many threats to the Olive-sided Flycatcher have been identified, but none have been directly linked to the decline. These threats include:

- Forest clearing in both breeding and non-breeding habitat
- Energy and mining (exploration and extraction)
- Fire suppression
- Reduced available insect prey

How Will We Help the Species and its Habitat?

The recovery document guides the approaches we can take together. Examples of the approaches proposed are:

Monitoring and research

- Identify important migration and stopover locations
- Determine relative importance of threats

Education and Awareness, Stewardship, and Partnerships

- Foster cooperative relationships with government, landowners, foresters, farmers, industry, pet owners, and others to mitigate threats to the species, its prey, and their habitat

Critical Habitat

At this time, the available information is not adequate to identify critical habitat ((i.e., the habitat needed for recovery or survival) for the species. We are undertaking research to better understand this species' needs (called the schedule of studies in the recovery strategy).

Law and policy

- Encourage forest management practices in all areas of this bird's range to help them to recover

Habitat and species protection and management

- Protect important breeding and nonbreeding habitat for this species and its prey
- Encourage use of the principles of Integrated Pest Management (IPM) and encourage use of environmentally safe pesticides at small scales

This fact sheet on the Recovery Strategy for Olive-sided Flycatcher in Canada is intended to inform you of the general intent of the plan. For a copy of the full recovery strategy or other inquiries

Karen Potter, Wildlife Biologist

Canadian Wildlife Service – Atlantic Region
Environment Canada
45 Alderney Drive, Dartmouth, NS B2Y 2N6

Email: karen.potter@ec.gc.ca

You can also visit the following websites for more information: SARA Public Registry (www.sararegistry.gc.ca)

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Boreal Felt Lichen © Environment Canada, photo: Andrew Boyne

Blanding's Turtle © Environment Canada, photo: Jon Stone

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Board-Receive

Geraldine Craven

From: Wetsuweten First Nation <wetsuwetenfirstnation@gmail.com>
Sent: January-28-15 6:56 PM
To: inquiries
Subject: ***SPAM***In Response to Forest Practices Board Audit

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SULKLEY NECHAKO

January 28, 2015

For Immediate Release

**WET'SUWET'EN FIRST NATION RENEWS COMMITMENT TO FORESTRY BEST PRACTICES
WITH NEW LICENSE MANAGER**

The Wet'suwet'en First Nation (WFN) is concerned with the result of the recent Forest Practices Board (FPB) audit of our forest licence and the way in which this licence was previously managed. It goes without saying that WFN values the forest as an integral part of our culture and way of life. We have worked with the FPB through the audit process and appreciate its feedback on how management of our licence can be improved.

In partial response to the forest practices raised in the FPB audit, we engaged a new manager for the licence in 2014. WFN's economic arm, Yinka Dene Economic Development Limited Partnership, is now directly overseeing matters respecting the licence, including the activities of the new manager. We are confident that our new management approach to forest resources will result in better stewardship of the land and increased benefits for our members. We look forward to responding to the concerns raised by the FPB and setting a high bar for environmental stewardship within WFN's traditional territory.

Robert Dennis
Natural Resources Project Lead
Wet'suwet'en First Nation

Media Contact:
Brandon Thompson
250.686.6887

<http://wetsuwetenfirstnation.ca/>

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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BC North Central Community Advisory Board – Round 22



February 5, 2015

Prince George, BC – The BC North Central Community Advisory Board (CAB) for the Northern Gateway Project (Northern Gateway) met on February 5th, at the Prince George Civic Centre. The meeting agenda included a project update, workshops on plans to achieve Northern Gateway's conditions, a spill response case study, a public luncheon on forensic toxicology in fish and wildlife, and CAB 2015 goal setting.

CAB facilitator Dan George, wearing a Chicago Blackhawks jersey, began by honouring the passing of Ralph Roy, a long-standing CAB member and devoted member of his community. Dan also announced a change in the project's leadership team. Michele Perret is transferring to opportunities within Enbridge and Catherine Pennington, Community Innovation and Sustainability, will now lead the engagement team, including the CAB process. The BC North Central CAB acknowledged Michele's outstanding dedication to the CABs and welcomed Catherine into her new role.

Catherine provided a project update highlighting 2014 achievements and some recent changes including an increased involvement from the funding partners (shippers) through their participation on the Northern Gateway's Management Board. Northern Gateway, the Aboriginal Equity Partners (AEP) and the funding partners remain committed to the project, to open up new economic markets, to western access and Very Large Crude Carriers (VLCC) capacity.

A BC North Central CAB member presented on the cleanup of two tug boats that sunk in his First Nation community, releasing hydrocarbons into the local lake. The successful recovery of the tugs and contaminants involved the collaboration of many government agencies, Band members, a local environmental organization, Western Canada Marine Response Corporation (WCMRC) and funding from Enbridge. The funding from Enbridge allowed the local Band to purchase spill response equipment that they now own and keep onsite.

Concurrent conditions workshops were held to gather feedback on the Pipeline Environmental Effects Monitoring Program (PEEMP), hosted by Dr. Jean-Michel DeVink, Environmental Consultant, Stantec Consulting, and the Wetlands Functional Assessment Plan (WFAP), hosted by Scotty Yaeger, Senior Wildlife Biologist, Stantec Consulting. Both monitoring plans focus on collecting baseline information to characterize the environment where potential effects from the project could occur. The plans are designed to be flexible and to incorporate new input over time – specifically local knowledge.

Doors opened at 11:30am for a public luncheon featuring Jean-Michel who discussed forensic toxicology in fish and wildlife. Jean-Michel highlighted some innovative scientific tools for studying contaminants in wildlife and fish through hair, tissue, feathers and tooth sampling. While these tools are not at the application stage yet, they could potentially change the way sampling occurs in the future.

About the Community Advisory Boards

Established in June 2009, the CABs are an integral aspect of the Northern Gateway consultation and engagement process. CABs have been designed to be inclusive of diverse community interests in five geographic regions along the proposed pipeline right-of-way. To learn more about the CABs, view presentations or find links to videos and topics discussed at the CAB meetings please visit www.communityadvisoryboards.com.

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Geraldine Craven

REGIONAL DISTRICT OF
BULKLEY NECHAKO

From: Dyck, Jonathon <Jonathon.Dyck@northernhealth.ca>
Sent: February-06-15 2:31 PM
Subject: Media Bulletin - Northern Health releases Houston health services review
Attachments: 20150206_MB_Houston Health Services Review.pdf

Good afternoon,

Please be advised the attached media bulletin will be sent to media in the Houston region at 3 p.m. today.

Thanks,

Jonathon

For immediate release
February 6, 2015

Northern Health releases Houston health services review

Northern Health is making a commitment to strengthen primary care services in Houston after a review of health care in the community. Today, Northern Health will release the Houston health services review report, which identifies primary care services, as well as partnering with the community to implement the goals and recommendations, as priorities for improving health care in Houston.

In Fall 2014, Northern Health consulted with 53 physicians, staff, and stakeholders from various backgrounds and sectors throughout Houston and reviewed health care services in other communities in northern B.C.

The review report includes five key recommendations

1. Transform the Houston Health Centre into a primary care home and establish an inter-professional team with physicians and community health services, such as home and community care, public health nursing, and mental health and addictions, augmented by physiotherapy.
2. Develop a Primary Care Nurse function and consider expanding the nursing scope of practice from Registered Nurse First Call to Remote Nursing.
3. Work collaboratively with the community to recruit at least two full-time physicians to a practice based in the Houston Health Centre.
4. Collaborate further with B.C. Ambulance Service to determine partnerships that can benefit the community.
5. Work collaboratively with the local community, social services, education groups, and other key stakeholders in Houston to help strengthen and improve population health.

Northern Health is aware some Houston resident's see 24/7 urgent care as the solution to many of the community's health needs. Through the review process, Northern Health determined this would not provide the most valuable benefits for the community at this time. It is well-established evidence that urgent and emergent care are not the solution to most health needs.

Northern Health will act on the recommendations identified in the Houston health services review with a focus on developing strong primary care services, including working collaboratively with the community to recruit physicians and organizing our community services into inter-professional teams. This will have the greatest impact on improving the health status of Houston residents.

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Participants in the process have been provided with the report and a presentation on the results. Northern Health would like to thank the participants and the community for their involvement and continued support.

Media Contact: NH media line - 1-877-961-7724

Jonathon Dyck, BA, MA
Lead, Public Affairs and Media Relations
Communications
Northern Health
600-299 Victoria St., Prince George, BC V2L 5B8
Tel: 250.645.6394
Cell: 778.349.4717
Media Line: 250.961.7724
Fax: 250.565.2640
jonathon.dyck@northernhealth.ca
northernhealth.ca
blog.northernhealth.ca



the northern way of caring

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Geraldine Craven

From: Omineca Coalition <karen=indigodesign.ca@mail68.atl91.mcsv.net> on behalf of Omineca Coalition <karen@indigodesign.ca>
Sent: January-26-15 3:39 PM
To: inquiries
Subject: January 2015 OBAC Newsletter

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 REGIONAL DISTRICT OF
 BULKLEY NECHAKO

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.

[View this email in your browser](#)



Newsletter

January 2015

Click for more:

[Executive Elected](#)

[Union of BC Municipalities 2014](#)

[Making Forest Policy More Effective](#)

[Regional Transportation](#)

[Northern Agriculture Research Initiative Request for Proposals](#)

[Project Approved June 2013 - January 2015](#)

[Fraser Lake Community Highlight](#)

Executive Elected

At their Annual General Meeting on December 12, 2014, the OBAC members elected their Executive Committee for the 2014–2015 year. RD Chair Bill Miller, Regional District of Bulkley – Nechako was elected Chair of the Coalition and Mayor Gerry Thiessen, District of Vanderhoof, as Vice-chair; Mayor Rob MacDougall, District of Fort St. James; Mayor Luke Strimbold, Village of Burns Lake; and Mayor Shane Brienens, District of Houston, were elected as members of

the Executive Committee.

The Board of Directors wishes to thank former Chair Stephanie Killam for her excellent leadership and commitment to the Coalition over the past eight years.

Union of BC Municipalities 2014

The three Beetle Action Coalitions met collectively with Premier Clark, Minister Thomson, Minister Bond and Parliamentary Secretary Donna Barnett to discuss the announcement and formation of the Rural Advisory Council. The Coalitions expressed their thanks and appreciation for the opportunity to work with the Province on the Rural BC Project, which culminated in the announcement made during UBCM and the Province's report on rural development, *Supporting Rural Development: Creating a Voice for Rural British Columbia*.

OBAC Directors and staff held successful meetings with Ministers Letnick, Fassbender, McCrae, Wilkinson, Bond, Virk, and Stone. The Coalition was pleased to have Parliamentary Secretary Donna Barnett, MLA Doug Donaldson and MLA Mike Morris participate in these meetings.



Making Forest Policy More Effective - Some key actions needed to achieve the region's objectives for its forest sector

On September 30, an OBAC delegation met with Minister Steve Thomson and his Chief of Staff to discuss the forest policy paper before its public release. A productive discussion was had and OBAC has provided recommendations on how to move forward on implementation. Making Forest Policy More Effective can be found on the OBAC website.

Regional Transportation

The Coalition, in collaboration with the Ministry of Transportation and Infrastructure and the Carrier Sekani Family Services, completed a Highway 16 West Passenger Transportation Survey.

The Province has provided an opportunity to provide input into *BC on the Move: a Ten Year Transportation Plan*. The Coalition made a submission to the process in December 2014.

Northern Agriculture Research Initiative Request for Proposals

The Northern Agriculture Research Initiative (NARI) was formed in the spring of 2011. Participants include producers such as regional farmers, market gardeners and ranchers, the University of Northern BC, College of New Caledonia, Northern Health, the BC Ministry of Agriculture, Community Futures and the Omineca Beetle Action Coalition. The goal of the NARI is to improve the capacity and profitability of the agriculture and agri-food sector of northern British Columbia. It seeks to do so by supporting agricultural research, development and training in northern BC.

The NARI released a request for proposals on October 27, 2014 to conduct research within three broad themes identified in the OBAC's Agriculture Strategy: Forage, Pasture and Local Foods. The following proposal was selected for funding by the NARI adjudication and steering committee:

- ***Year Round Growing Project, College of New Caledonia:*** A grassroots research project involving year round, indoor growing of herbs and leafy greens using an Aquaponic system and overhead LED spectrum specific lighting

Projects Approved June 2013 - January 2015

Organization and Project	Amount	Strategy Linkage
District of Houston Houston Branding	\$13,430	Attraction and Retention Strategy Tourism Strategy
BC Forage Council Demonstrating innovative forage production practices to increase climate change adaptation	\$16,900	Agriculture Strategy

Fraser Lake Community Highlight

Fraser Lake, launch your boat, launch your career, launch your life.



Population: 1,156

The Village of Fraser Lake is located on the Yellowhead Highway about an hour-and-a-half drive west of Prince George. Aboriginal people have inhabited the area for centuries, and European settlement in the area dates back to the fur trade, with the establishment in 1806 of a fur-trading post by Simon Fraser, at Fort Fraser near the east end of Fraser Lake. The modern day town was established in 1914, during the construction of the Grand Trunk Railway, and was incorporated as a Village in 1966.

The area boasts 170 lakes within a 50 mile radius. The Stellako River, 4 km west of Fraser Lake, is world famous for its fishing and annual salmon run. It's a playground of water and a natural wonderland, where you can try your luck for trout or char in the Fraser and Francois Lakes, or the Nautley or Stellako Rivers. The abundance of big game, migratory birds, world class fly-fishing, spin-casting and canoeing, help make Fraser Lake a fabulous outdoor recreation community.

Hiking trails begin right at the Village's doorstep atop Mouse Mountain. The village is a four-season place for adventure. The extinct volcanic activity at Red Rock, Cheslatta Falls 59 km (37miles) south and the pictographs along Fraser Lake are only a few of the area's fabulous sights.

From its humble beginnings in the early 1900s, Fraser Lake Sawmill (owned and operated by West Fraser Timber Company Ltd.) has evolved into one of the world's most modern sawmills. **Generating Energy From Sawmill Residuals** — Fraser Lake sawmill is embarking on an exciting renewable bioenergy projects. The mill is developing North America's largest biomass power generator. This unique, innovative bioenergy generator - called "ORCs" – is a first for West Fraser.

ORC stands for a process called “Organic Rankine Cycle,” a type of energy system that relies on a closed-loop cycle of working liquid to generate electricity. The ORCs will replace Fraser Lake’s current sawmill residuals burners. ORC energy systems are the largest applications worldwide, designed specifically for power generation from biomass. They are an innovative, energy-efficient choice of technology that offers environmental benefits by reducing particulate matter and emissions.

Endako Molybdenum Mines was at one time the second largest molybdenum mine in the world. Endako Mine and Fraser Lake Sawmill employ the majority of Fraser Lake residents. The east end of Fraser Lake is recorded as the site of the first cultivated land in BC, while Fort Fraser is the site of the last spike of the Grand Trunk Pacific Railway, now the Winnipeg-Prince Rupert line of Canadian National (CN).



Back row (left to right): Councillors Don Reyden, Kerry Jantz, RCMP constable, Criag Lepoidevin, Dan Dancun. Front: Mayor Dwayne Lindstrom.



Aerial view of the Village of Fraser Lake.



Fraser Lake Sawmill has evolved into one of the world's most modern sawmills.



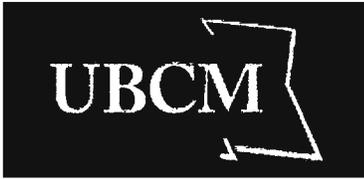
Endako Molybdenum Mines was once the second largest molybdenum mine in the world.



*For information on the coalition please contact
Sharon Tower, Office Manager / Executive Assistant
Phone: (250) 563-7005 • Toll Free: 1-866-563-7005
Fax: (250) 562-7880
www.ominecacoalition.ca
email: info@ominecacoalition.ca*

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Draft Documents Available for Groundwater Consultation

Jan 28, 2015

The Ministry of Health, with support of the regional health authorities, has prepared three draft guidance documents related to the delivery of potable water in the province, as part of the Ministry's Drinking Water Program:

- *Guidance Document for Determining Ground Water at Risk of Containing Pathogens (GARP) version 2;*
- *Drinking Water Treatment Objectives (Microbiological) for Ground Water Supplies in British Columbia version 1;* and
- *British Columbia Guidelines (Microbiological) for Maintaining Water Quality within Distribution Systems – Secondary Disinfection.*

The documents, comment forms and additional information are now being released for wider public consultation and are available for review on the Ministry consultation website.

In support of the consultation process the Ministry is holding two information webinars, followed by four half-day long consultation meetings across the province to:

- Communicate the purpose, development history and current content of each of the guidance documents;
- Hear and seek considered comment from British Columbians with an interest in drinking water distribution, ground water assessment and treatment; and
- Communicate to stakeholders the Ministry's planned next steps in refining and implementing the guidance documents.

If you have any questions regarding the process, check the consultation website or contact:

Cindy Bertram
 C. Rankin & Associates
 PO Box 28159 Westshore RPO
 Victoria, BC V9B 6K8.

Ms. Bertram has been contracted by the Ministry to manage the information collection process for this consultation.

Consultation meetings of three to four hours in length are planned for Richmond, Kamloops, Cranbrook and Prince George. The meetings will provide an opportunity for interested participants to hear from Ministry staff about the background and intent of the guidance documents and ask questions to inform considered comment on the documents.

Final dates, times and venues for the consultation meetings will be confirmed with registered participants by the end of January. The preliminary meeting schedule is:

Richmond	Monday February 16	8:30 am – 12:30 pm
Kamloops	Tuesday February 17	8:30 am – 12:30 pm
Cranbrook	Thursday February 19	8:30 am – 12:30 pm

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Prince George

Thursday March 5

8:30 am – 12:30 pm

If you are interested in receiving information about or registering for any of these consultation meetings please contact Cindy Bertram.

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New Members Added to UBCM Executive

Jan 28, 2015

President Sav Dhaliwal is pleased to welcome Director Jim Abram, Strathcona RD; Mayor Nils Jensen, Oak Bay; Councillor Alison Morse, Bowen Island and Mayor Wayne Baldwin, White Rock to the UBCM Executive. These appointments now bring the UBCM Executive up to the full complement.

Director Abram, Mayor Jensen and Councillor Morse were appointed by the Executive following a call for expressions of interest for the positions of Director at Large (2) and Vancouver Metro Area Representative (1). Mayor Baldwin recently joined the Executive as Metro Vancouver's appointment. We look forward to welcoming them to the upcoming February 12-13 Executive meeting.

UBCM would like to thank the many elected officials that submitted expressions of interest.

Complete listings of the 2014-2015 UBCM Executive and UBCM Committees are available on the UBCM website.

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Deadline Nearing for Site Remediation Consultation

Jan 21, 2015

Consultation on the site remediation legislative and regulatory review will be closing on Monday, February 2nd. Local governments are reminded to provide their feedback by this date.

The Ministry of Environment has been consulting on changes to British Columbia's legal regime for soil relocation and site identification (site profiles) since September 2014, however, due to requests from stakeholders, the Ministry has extended the consultation period for the Land Remediation Legislative and Regulatory Review – Soil Relocation & Site Profile Process.

A discussion paper and response forms are posted on the Ministry website. Stakeholders, including local governments, are encouraged to submit any comments to consultation questions that they have prior to the closing. The Ministry has also contracted Cindy Bertram of C. Rankin & Associates to manage the consultation process. If you have any questions regarding the consultation process, check the Ministry website or contact:

Cindy Bertram
PO Box 28159 Westshore RPO
Victoria, BC V9B 6K8

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Report Supports Local Government Crime Prevention Measures

Jan 21, 2015

The report by the provincial Blue Ribbon Panel on Crime Reduction supports crime prevention measures requested by local government. The recommendations in the report mirror a number of issues identified by UBCM during its meeting with the Panel, including increased use of restorative justice measures; expansion of mental health and addiction services; expansion of the prolific offender program; and

The report (*Getting Serious About Crime Reduction*) by the Blue Ribbon Panel highlights the need for a collaborative approach to address and promote more effective cooperation in crime reduction activities at the provincial and community levels and recommends that the following actions be undertaken:

- Amend the Police Act to require all police forces to participate in integrated services and offender management programs;
- Develop provincial guidelines and standards for addiction treatment providers;
- Establish a taskforce, representing relevant ministries and agencies, to identify ways to address the issues related to unlicensed recovery homes;
- Make greater use of restorative justice programs;
- Develop, in collaboration with the UBCM, province-wide standards to govern the implementation and management of diversion and restorative justice programs;
- Appoint a senior crime reduction leader to improve interagency collaboration, establish an Interagency Community Partnership (ICP) pilot project in a designated community, and establish a centre of excellence that would provide leadership, best practices, research on collaboration models in other jurisdictions and support or training for communities;
- Re-direct existing funding to support new approaches to dealing with persistent offenders, managing short incarceration sentences and supervising offenders in the community.

Overall, the Panel held 14 stakeholder roundtable sessions across the province and spoke to over 600 stakeholders. The Blue Ribbon report made six general recommendations to the Provincial government:

- Manage prolific and priority offenders more effectively;
- Make quality mental health and addiction services more accessible;
- Make greater use of restorative justice;
- Support an increased emphasis on designing out crime;
- Strengthen inter-agency collaboration;
- Re-examine funding approaches to provide better outcomes.

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Fire Safety Review of Residential Care Facilities Released

Jan 21, 2015

The Ministry of Health has released the final report into the fire safety of residential care facilities in British Columbia. The report includes a nine point action plan that included the following measures: establishment of appropriate fire safety plans; installing or repairing fire-rated doors; providing additional smoke detectors and visual alarms; replacing outdated or aging fire safety equipment; and reviewing night staffing levels in residential care.

The report (*Fire Safety Assessment Report for Licensed Residential Care Facilities and Registered Assisted Living Residences*) looked at the 359 residential long-term care facilities and 209 registered seniors assisted living residences in British Columbia. The review found that twelve long-term care facilities had partial sprinklers and nine had no sprinkler systems. Furthermore, that five registered seniors assisted living residences were operating without full sprinkler systems. Overall, the review indicated that less than six percent of the long-term care facilities and assisted living residences in BC had partial or no sprinkler systems.

The report was undertaken following a tragic fire at a senior's residence in Quebec in January 2014 where thirty-two people were killed and fifteen others were injured to determine the potential risks in BC. The review pointed out that the BC Building Code has required sprinklers in residential care homes since 1998. The assessment suggested that while there were some fire safety risks related to residential care facilities there were not any major concerns.

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**Regional District of Bulkley-Nechako
Action List – December, 2014**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2014-14-5 Board Meeting December 11, 2014	Bulkley Valley Pool Committee Renewal for 2015 to 2019	Sign the contract with the Bulkley Valley Aquatic Centre Management Society dated December 11, 2014.	Hans/Gail	Completed	
2014-14-6 Board Meeting December 11, 2014	Capital Reserve Withdrawals – Fort St. James Rural Fire Protection and Luck Bay Rural Fire Protection	Withdrawal of \$5,300 from the Luck Bay Rural Fire Protection Capital Reserve.	Hans/Gail	Completed	
2014-14-11 Board Meeting December 11, 2014	ABC Communication – Digital Canada 150 Request for Support	Write a letter of support in principle to ABC Communications in regard to its application to the Digital Canada Connecting Canadians Program.	Cheryl/Gail	Completed	January 5, 2015
2014-14-12 Board Meeting December 11, 2014	Village of Granisle -Request for Letter of Support – Fibre Optic and Bandwidth Upgrade	Write a letter of support to the Village of Granisle for its application to the Connecting Canadians Funding.	Cheryl/Gail	Completed	January 5, 2015
2014-14-14 Board Meeting December 11, 2014	Mineral Exploration Roundup 2015 – January 26-29, 2015, Vancouver, B.C.	Travel arrangements and registration for the attendance of Director Newell at Mineral Exploration Roundup 2015 – January 26-29, 2015 in Vancouver, B.C.	Wendy/Gail	Completed	December 19, 2014
2014-14-15 Board Meeting December 11, 2014	Local Government Leadership Academy – 2015 Elected Officials Seminar Series	Travel arrangements for the attendance of all elected RDBN officials to the Local Government Leadership Academy – 2015 Elected Officials Seminar Series in Prince George on February 4-6, 2015.	Wendy/Gail	Completed	December 19, 2014 and January, 2015

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Board - Receive

Regional District of Bulkley-Nechako
Action List – December, 2014

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2014-14-24 Board Meeting December 11, 2014	Canada Winter Games NBCT Passport Opportunity	Enter into a partnership with a minimum of 2 municipalities to participate in the Canada Winter Games northern BC Passport opportunity to a maximum cost of \$840.	Corrine/Gail	Completed	
2014-14-26 Board Meeting December 11, 2014	Proposal to Host the 2015 BC Mountain Bike Tourism Symposium – Request for Letter of Support	Write a letter to the Tourism Smithers for its proposal to host the 2015 BC Mountain Bike Tourism Symposium.	Cheryl/Gail	Completed	January 5, 2015

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Regional District of Bulkley-Nechako
Action List – January, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
C.W.2015-1-4 Comm. of the Whole Meeting January 15, 2015	Smithers/Telkwa Landfill Budget Item	Reduce the "Works to re-establish closure conditions at the Smithers/Telkwa Landfill" from \$100,000 to \$50,000 in the 2015 Draft Budget; and further, that the name of the said line item be changed to Smithers/Telkwa Landfill.	Hans/Gail	Completed	February 12, 2015
C.W.2015-1-5 Comm. of the Whole Meeting January 15, 2015	Electronic Agendas	Staff to bring forward an updated electronic agendas report.	Hans/Gail	In Progress	
C.W.2015-1-8 Comm. of the Whole Meeting January 15, 2015	Knockholt and Clearview Landfill Operations – Tender Results and RDBN Cost Analysis	Proceed with taking over the Knockholt and Clearview Landfill operations, based on the cost analysis presented to date. Further, that the Regional District of Bulkley-Nechako Board of Directors provide staff with authorization to proceed immediately with procurement processes necessary to purchase the required equipment and hire additional RDBN employees (4), when required.	Janine/Gail	In Progress	
C.W.2015-1-9 Comm. of the Whole Meeting January 15, 2015	2015 Recycling Options	Defer the 2015 Recycling Options to February, 2015.	Janine/Gail	Completed	February 12, 2015
C.W.2015-1-12 Comm. of the Whole Meeting January 15, 2015	Attendance at FCM	Travel arrangements and registration for Chair Miller and Director Fisher's attendance at the Federation of Canadian Municipalities (FCM) Conference in Edmonton, Alberta, June 5-8, 2015.	Wendy/Cheryl/ Gail	Completed	December, 2014 & February 12, 2015
C.W.2015-1-13 Comm. of the Whole Meeting January 15, 2015	RDBN School District's Career and Trades Proposals	Write a letter to the Ministry of Education, Ministry of Advanced Education and Ministry of Jobs, Tourism and Skills Training to encourage a five year commitment for ACE-IT (technical ITA (Industry Training Authority) training) Pilot Proposals for high schools in SD #91 Nechako Lakes and SD #54 Bulkley Valley.	Cheryl/Gail	Completed	February 6, 2015

ASB

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**Regional District of Bulkley-Nechako
Action List – January, 2015**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
C.W.2015-1-13 Comm. of the Whole. Meeting January 15, 2015	RDBN School District's Career and Trades Proposals – Student Work Job Placement	Staff to enter into discussions with School District #91 Nechako Lakes and School District #54 Bulkley Valley to develop a Memorandum of Understanding to provide student work/job placements with the Regional District of Bulkley-Nechako.	Gail	In Progress	
C.W.2015-1-14 Comm. of the Whole. Meeting January 15, 2015	Association Memberships	Pay the invoices for the following association memberships: <u>Rural Government</u> -NCLGA (North Central Local Government Association) – \$7,100; -UBCM (Union of B.C. Municipalities) - \$9,050; -Yellowhead Highway Association - \$2,500; <u>General Government</u> -Fraser Basin Council - \$5,000; -FCM (Federation of Canadian Municipalities) - \$3,000.	Kristi/Hans/Gail	Completed	
RDC.2015-1-3 Rural Dir. Comm. Meeting January 15, 2015	Request for Grant in Aid	Write a letter and allocate the following grant in aid applications: -Smithers Farmers' Institute be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with an agriculture conference; -Stuart Lake Nordic Society be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with the hydraulic track setter; -School District #91 be given \$1,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for a scholarship for the Fraser Lake Elementary Secondary School; -Southside Seniors Housing Society be given \$700 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to cover the cost of rezoning fees; -Nechako Community Arts Council be given \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with an Art Show and Coffee House."	Cheryl/Kristi/Gail	Completed	February 5, 2015

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Regional District of Bulkley-Nechako
Action List – January, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-1-5 Board Meeting January 29, 2015	Federal Gas Tax Funds- Electoral Area "B" (Burns Lake Rural) St. Paul's United Church	<ol style="list-style-type: none"> 1. Withdraw and contribute \$22,900 of Electoral Area "B" Federal Gas Tax allocation monies for to St. Paul's United Church for an energy efficiency upgrade project at St. Paul's Church; 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 \$200 cost; and further 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$23,100 from the Federal Gas Tax Reserve Fund. 	Kristi/Hans/Gail	In Progress	
2015-1-6 Board Meeting January 29, 2015	Federal Gas Tax Funds -Electoral Area "C", Fort St. James Music Makers	<ol style="list-style-type: none"> 1. Withdraw and contribute \$25,980 of Electoral Area "C" Federal Gas Tax allocation monies to the Fort St. James Music Makers for an energy efficiency upgrade project at the Music Makers Hall; 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$100 cost; and further, 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$26,080 from the Federal Gas Tax Reserve Fund. 	Kristi/Hans/Gail	In Progress	
2015-1-28 Board Meeting January 29, 2015	Request for Letter of Support – Building Canada Small Communities Grant Application	Staff to contact all municipalities within the Regional District of Bulkley-Nechako to inquire whether the municipalities are applying to the Building Canada Small Communities Grant fund; and further, that the Regional District of Bulkley-Nechako Board of Directors provide a letter of support.	Cheryl/Gail	Completed	February 13, 2015
2015-1-31 Board Meeting January 29, 2015	Stuart Lake Co-op Housing Membership Opportunity	Write a letter of support to the Stuart Lake Co-op Housing for its proposed 30 unit Seniors Housing Complex development.	Cheryl/Gail	Completed	February 10, 2015
2015-1-32 Board Meeting January 29, 2015	SCI-BC "Nature's Call" Request for Letter of Support	Write letter of support to the SCI-BC "Nature's Call" application to the Fraser – Fort George Endowment Fund.	Cheryl/Gail	Completed	February 10, 2015

Regional District of Bulkley-Nechako
Action List – January, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-1-36 Board Meeting January 29, 2015	Regional District CEO/CAO Meeting – March 24/25, 2015 – Victoria, B.C.	Travel arrangements for the attendance of Bill Miller, Chair and Gail Chapman, CAO at the CAO/CEO Meeting on March 24-25, 2015 in Victoria, B.C.	Cheryl/Gail	In Progress	
2015-1-37 Board Meeting January 29, 2015	SWOT Coordinator	Staff to identify and apply for grant opportunities for the hiring of a SWOT (Strategic Workforce Opportunities Team) Coordinator; and further, that the Regional District of Bulkley-Nechako Board of Directors will provide in-kind support (office space, telephone, internet, supervision, etc.) for the hiring of a SWOT Coordinator.	Corrine/Gail	In Progress	
2015-1-38 Board Meeting January 29, 2015	Request for Sponsorship NICK Memorial Therapeutic Equestrian Riders in Electoral Area "A" (Smithers Rural)	Enter into an agreement with NICKERS and the BVCF as well as issuing a tax receipt to the BVCF for the RDBN to act as a sponsoring agency for the NICK Memorial Therapeutic Equestrian Riders (NICKERS) funding application to Bulkley Valley Community Foundation (BVCF).	Corrine/Gail	In Progress	
2015-1-40 Board Meeting January 29, 2015	Federal Gas Tax Funds -Electoral Area "G", (Houston Rural) Topley Fire Protection Society	1. Withdraw and contribute \$23,064 of Electoral Area "G" Federal Gas Tax allocation monies to the Topley Fire Protection Society for the purchase and installation of insulated doors and a radiant heat system; 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 170 cost; and further 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$23,234 from the Federal Gas Tax Reserve Fund.	Kristi/Hans/Gail	In Progress	PR
January 15, 2015	Delegation Thank You Letter	Write a thank you letter to Joan Ragsdale, Career and Trades Liaison, SD 91.	Cheryl/Gail	Completed	January 30, 2015
January 29, 2015	Delegation Thank You Letter	Write a thank you letter to Catie Underhill, Community Relations Liaison, and Dave Kmet Regional Manager Prince George and Land, Prince Rupert Gas Transmission Project, TransCanada Pipelines Ltd.	Cheryl/Gail	Completed	January 30, 2015

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Board-Ratify



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
OPERATING ACCOUNTS PAID BY ELECTRONIC FUNDS TRANSFER
January-2015**

Prepared By: Kristi Rensby

February 3, 2015

TP#	Vendor Name	Date	Amount	Details
TP 146	Action Services	1/13/2015	157.50	Pump Septic Tank
TP 146	ARO Automotive	1/13/2015	137.42	Supplies
TP 146	Burns Lake Automotive	1/13/2015	860.87	Supplies
TP 146	Burns Lake Home Hardware	1/13/2015	19.35	Supplies
TP 146	Carswell	1/13/2015	1,244.76	Supplies
TP 146	Concept Design	1/13/2015	628.43	Design Work
TP 146	Davern Enterprises	1/13/2015	572.25	Snowplowing
TP 146	Greening Up Fort Society	1/13/2015	5,339.85	Recycling Progress Payment
TP 146	Hoban Equipment Ltd.	1/13/2015	59,687.55	Monthly Contract
TP 146	Industrial Transformers	1/13/2015	5,766.37	Repairs & Maintenance
TP 146	Kal Tire - Burns Lake	1/13/2015	5,999.54	Skidsteer Tires
TP 146	LD Free Classifieds	1/13/2015	1,005.40	Supplies
TP 146	Lexis Nexis Canada Inc.	1/13/2015	191.63	Supplies
TP 146	Maxxam Analytics Inc	1/13/2015	2,499.00	Environmental Testing
TP 146	Pacific Northern Gas	1/13/2015	4,210.47	Utilities
TP 146	Pacific Truck & Equipment	1/13/2015	9,153.36	Repairs & Maintenance
TP 146	Spotless Uniform	1/13/2015	80.94	Carpet Services
TP 146	Suds N' Duds	1/13/2015	98.12	Coverall Service
TP 146	Telus Communications	1/13/2015	3,071.41	Telephone Service
TP 146	Tiretech Auto Center	1/13/2015	47.71	Repairs & Maintenance
TP 146	Tower Communications	1/13/2015	3,800.47	Repairs & Maintenance
TP 146	Twisters Car Wash	1/13/2015	153.14	Truck Wash
TP 146	Roger Wiebe	1/13/2015	148.41	Snowplowing
TP 147	Alternative Grounds	1/16/2015	125.39	Catering
TP 147	BC Hydro	1/16/2015	6,784.24	Utilities
TP 147	Black Press Group Ltd	1/16/2015	1,922.43	Advertising
TP 147	Bulkley Browser	1/16/2015	107.10	Advertising
TP 147	Carswell	1/16/2015	123.30	Supplies
TP 147	Eagle Automotive Centre	1/16/2015	352.90	Repairs & Maintenance
TP 147	Fraser Lake Bottle Depot	1/16/2015	2,581.97	Recycling Progress Payment
TP 147	Hot Sync Computer Solutions	1/16/2015	6,053.25	Computer Services and Website work
TP 147	Houston Bottle Depot	1/16/2015	3,829.29	Recycling Progress Payment
TP 147	Inland Kenworth	1/16/2015	65.49	Repairs & Maintenance
TP 147	Kone Inc	1/16/2015	947.71	Repairs & Maintenance
TP 147	Liberty Transport	1/16/2015	12.36	Freight Charges
TP 147	Loomis Express	1/16/2015	147.67	Freight Charges
TP 147	Maxxam Analytics Inc	1/16/2015	80.33	Environmental Testing
TP 147	Nechako Healthy Community Alliance	1/16/2015	5,078.84	Recycling Progress Payment
TP 147	Neopost	1/16/2015	451.36	Supplies
TP 147	Pragmatic Conferencing	1/16/2015	57.14	Conference Calling
TP 147	Prince George Citizen	1/16/2015	388.08	Advertising
TP 147	Purely H2O	1/16/2015	114.00	Water Delivery
TP 147	Sweeping Beauties	1/16/2015	208.74	Janitorial
TP 147	Xerox Canada	1/16/2015	1,357.34	Copying Costs
TP 148	US Bank Visa	1/26/2015	7,390.19	US Bank Visa
TP 149	Absolute Energy	1/27/2015	31.67	Utilities
TP 149	Alternative Grounds	1/27/2015	86.56	Catering
TP 149	Gala Bay Springs Water Co	1/27/2015	62.50	Water Delivery
TP 149	Greening Up Fort Society	1/27/2015	1,003.00	Recycling Progress Payment
TP 149	Hi-Pro Corporate Sportswear	1/27/2015	4,993.66	Promotional Items
TP 149	Konica Minolta Business Solutions	1/27/2015	28.00	Printer Meter Readings
TP 149	Nechako Healthy Community Alliance	1/27/2015	2,284.52	Recycling Progress Payment
TP 149	Rogers	1/27/2015	159.20	911 Backup Phones
TP 149	Smithers & Area Recycling	1/27/2015	7,415.69	Recycling Progress Payment
TP 149	Telus Mobility	1/27/2015	1,814.87	Cell Phone Service
TP 149	Vanderhoof & District Co-op	1/27/2015	6,421.68	Cardlock Fuel Purchases
TP 149	Waste Management	1/27/2015	2,926.54	Waste Hauling
TP 149	Williams Machinery	1/27/2015	20.45	Repairs & Maintenance
TP 150	Bulkley Valley Economic	1/29/2015	3,333.33	Monthly Grant
TP 150	Burns Lake Public Library	1/29/2015	14,487.42	Monthly Grant
TP 150	Burns Lake Rebroadcast Society	1/29/2015	2,500.00	Monthly Grant
TP 150	BV Aquatic Management Centre	1/29/2015	48,536.33	Monthly Grant
TP 150	Ciuculz Lake Volunteer Fire Dept	1/29/2015	1,514.92	Monthly Grant
TP 150	Fort Fraser Volunteer Fire Dept	1/29/2015	1,516.67	Monthly Grant
TP 150	Fort St James Library	1/29/2015	1,145.83	Monthly Grant
TP 150	Fort St James TV Society	1/29/2015	10,970.83	Monthly Grant
TP 150	Four Star Communications	1/29/2015	133.72	Answering Service

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TP 150	Fraser Lake Library Board	1/29/2015	1,679.67	Monthly Grant
TP 150	Fraser Lake Rebroadcasting Society	1/29/2015	5,583.33	Monthly Grant
TP 150	Lakes District Airport Society	1/29/2015	6,250.00	Monthly Grant
TP 150	Lakes District Museum Society	1/29/2015	2,666.67	Monthly Grant
TP 150	Smithers Public Library	1/29/2015	6,389.33	Monthly Grant
TP 150	Southside Economic Development Assoc	1/29/2015	3,500.00	Monthly Grant
TP 150	Southside Volunteer Fire Department	1/29/2015	1,992.00	Monthly Grant
TP 150	Sweeping Beauties	1/29/2015	1,996.67	Janitorial
TP 150	Topley Fire Department	1/29/2015	1,494.83	Monthly Grant
TP 150	Tweedsmuir Enterprises	1/29/2015	150.00	Parking

Total EFT Payments for Jan 2015 284,143.16

Total Payments Issued for Operating Accounts in Jan 2015 542,116.73

Recommendation: (All/Directors/Majority)
That the Board of the Regional District of Bulkley Nechako
ratify the payments issued for the month of January 2015

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
OPERATING ACCOUNTS PAID BY CHEQUE
January-2015**

Prepared By: Kristi Rensby
February 3, 2015

CK#	Vendor Name	Date	Amount	Details
28813	Chevron Canada	1/7/2015	7,364.85	Cardlock Fuel Purchases
28814	Medical Services Plan	1/7/2015	3,510.00	Employee Benefits
28815	Pacific Blue Cross	1/7/2015	13,254.33	Employee Benefits
28816	Payroll	1/7/2015	50.00	Payroll
28817	Jason Berlin	1/8/2015	120.00	Expense Claim
28818	Janine Dougall	1/8/2015	40.00	Expense Claim
28819	Charlie Sherwood	1/8/2015	260.00	Expense Claim
28820	Richard Wainwright	1/8/2015	100.00	Expense Claim
28821	Backroad Mapbooks	1/8/2015	1,323.00	Advertising
28822	BC Fire Training Officer Association	1/8/2015	100.00	2015 Membership Dues
28823	Benchmark Tool Supply Ltd	1/8/2015	50.40	Supplies
28824	Government Finance Officers Assoc	1/8/2015	472.50	2015 Membership Dues
28825	Hill Stop Truck Wash	1/8/2015	140.07	Truck Wash
28826	SR Image Impact	1/8/2015	1,095.41	Photo Upload to DAMS
28827	Millier Dickinson Blais	1/8/2015	7,290.00	SWOT Session Facilitation
28828	Municipal Insurance Association	1/8/2015	71,774.00	Insurance
28829	Overwaitea Foods	1/8/2015	294.93	Supplies
28830	Pacific Industrial Scale	1/8/2015	1,293.50	Repairs & Maintenance
28831	The Moose - Vista Radio	1/8/2015	210.00	Advertising
28832	Pidherny Contracting	1/8/2015	3,937.50	Contractor Work
28833	Minister of Finance	1/8/2015	104.80	Advertising
28834	Recycling Council of BC	1/8/2015	.175.00	2015 Membership Dues
28835	Tourism Prince George	1/8/2015	2,100.00	Advertising
28836	Rimas Zitkauskas	1/8/2015	257.68	Replace EFT that didn't go thru
28837	Worksafe BC	1/9/2015	4,533.12	Worksafe BC Insurance
28838	Receiver General	1/13/2015	33,043.30	Payroll Remittance
28839	Civic Info BC	1/15/2015	813.75	2015 Membership Dues
28840	Class of 2015	1/15/2015	350.00	NESST Expenses
28841	Janette Derksen	1/15/2015	120.00	Expense Claim
28842	IGI Resources Inc	1/15/2015	2,340.06	Utilities
28843	Laurel Miller	1/15/2015	575.00	Catering
28844	Northwest Invasive Plant Council	1/15/2015	1,220.27	Invasive Weed Inventory & Treatment
28845	Pacific Blue Cross	1/15/2015	454.48	Medical Travel
28846-28854	** VOID **	** VOID **	** VOID **	** VOID **
28855	Autumn Services for Seniors	1/26/2015	185.00	Advertising
28856	Bandstra Transportation	1/26/2015	97.66	Freight Charges
28857	Building Official's Association of BC	1/26/2015	236.25	Registration for Event
28858	Double B Gravel & Excavating	1/26/2015	2,730.45	Lake Kathlyn Excavating Work
28859	Federation of Canadian Municipalities	1/26/2015	2,977.23	2015 Membership Dues
28860	Local Government Management Assoc	1/26/2015	446.25	Advertising
28861	Sharia Martens	1/26/2015	600.00	Catering
28862	Minister of Finance	1/26/2015	100.00	Mine Health Inspection Fee
28863	Northern BC Tourism Association	1/26/2015	2,646.00	Winter Games NBC Passport Program
28864	Eldon Nordstrom	1/26/2015	750.00	Snowplowing
28865	Pacific Blue Cross	1/26/2015	12,022.62	Employee Benefits
28866	Planning Institute of BC	1/26/2015	1,060.00	2015 Membership Dues
28867	Stewart McDannold Stuart	1/26/2015	28.00	Legal Services
28868	Payroll	1/30/2015	6565.68	Payroll
28869	** VOID **	** VOID **	** VOID **	** VOID **
28870	** VOID **	** VOID **	** VOID **	** VOID **
28871	** VOID **	** VOID **	** VOID **	** VOID **
28872	Town of Smithers	1/26/2015	15,649.24	Gas Tax Funds
28873	Trans Canada Yellowhead Highway	1/26/2015	2,652.30	2015 Membership Dues
28874	Treasure House Imports	1/26/2015	1,396.45	Promotional Items
28875	XCG Consultants	1/26/2015	3,261.01	Consulting Work
28876	Payroll	1/30/2015	1439.84	Payroll
28877	** VOID **	** VOID **	** VOID **	** VOID **
28878	** VOID **	** VOID **	** VOID **	** VOID **
28879	Sun Life Financial	1/29/2015	11,705.12	Employee Benefits
28880	Westline Ford	1/29/2015	32,536.52	2015 Escape Purchase
28881	Heidie Weselowski	1/29/2015	120.00	Overpayment of FF Utilities in 2014

Total Cheques for Jan 2015 257,973.57

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1722

Being a bylaw to establish a service within a portion of Electoral Area "A" known as Round Lake, to provide fire protection

WHEREAS a Regional District may, by bylaw, establish a service under Section 796 of the Local Government Act to provide for the provision of fire protection and suppression;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako has been requested to establish a service for the purpose of fire protection and suppression within a portion of Electoral "A" (Smithers Rural);

AND WHEREAS a valid petition has been received and certified by the Corporate Officer of the Regional District pursuant to Section 797.4 of the *Local Government Act* and Section 212 of the *Community Charter*;

AND WHEREAS the Director of Electoral Area "A" has consented in writing to the adoption of this bylaw in accordance with Section 801.5(2) of the *Local Government Act*;

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

1. **Service**

The service established by this Bylaw is "Round Lake Rural Fire Protection Service" (the "**Service**") for the purpose of providing fire protection and suppression within a portion of Electoral Area "A" (Smithers Rural).

2. **Boundaries**

The boundaries of the service shall be a portion of Electoral Area "A" (Smithers Rural) as shown outlined on the plan attached as Schedule "A" to this bylaw and known as "Round Lake Rural Fire Protection Service Area".

3. **Participants**

The sole participant of this service shall be Electoral Area "A" of the Regional District of Bulkley-Nechako.

4. **Cost Recovery**

As provided in Section 803 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- a. property value taxes imposed on the net taxable value of land and improvements in the participating area in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
- b. Fees and charges imposed under Section 363 of the *Local Government Act*;
- c. Revenues raised by other means authorized by the *Local Government Act* or another Act;
- d. Revenues received by way of agreement, enterprise, gift, grant or otherwise.

5. **Maximum Requisition**

The maximum amount that may be requisitioned annually for the costs of this service shall be the amount equal to the amount that could be raised by a property value tax rate of \$1.80 per \$1,000 applied to the net taxable value of land and improvements in the Service Area.

6. **Contractual Agreement**

The Regional District of Bulkley-Nechako and the Village of Telkwa will enter into a contractual agreement in order to specify the terms under which the Village of Telkwa Fire Department will provide fire protection and suppression in the Service Area.

7. **Citation**

This bylaw may be cited as "Round Lake Rural Fire Protection Service Establishment Bylaw No. 1722, 2015."

READ A FIRST TIME this day of , 2015

READ A SECOND TIME this day of , 2015

READ A THIRD TIME this day of ,2055

I hereby certify that this is a true and correct copy of Bylaw No. 1722.

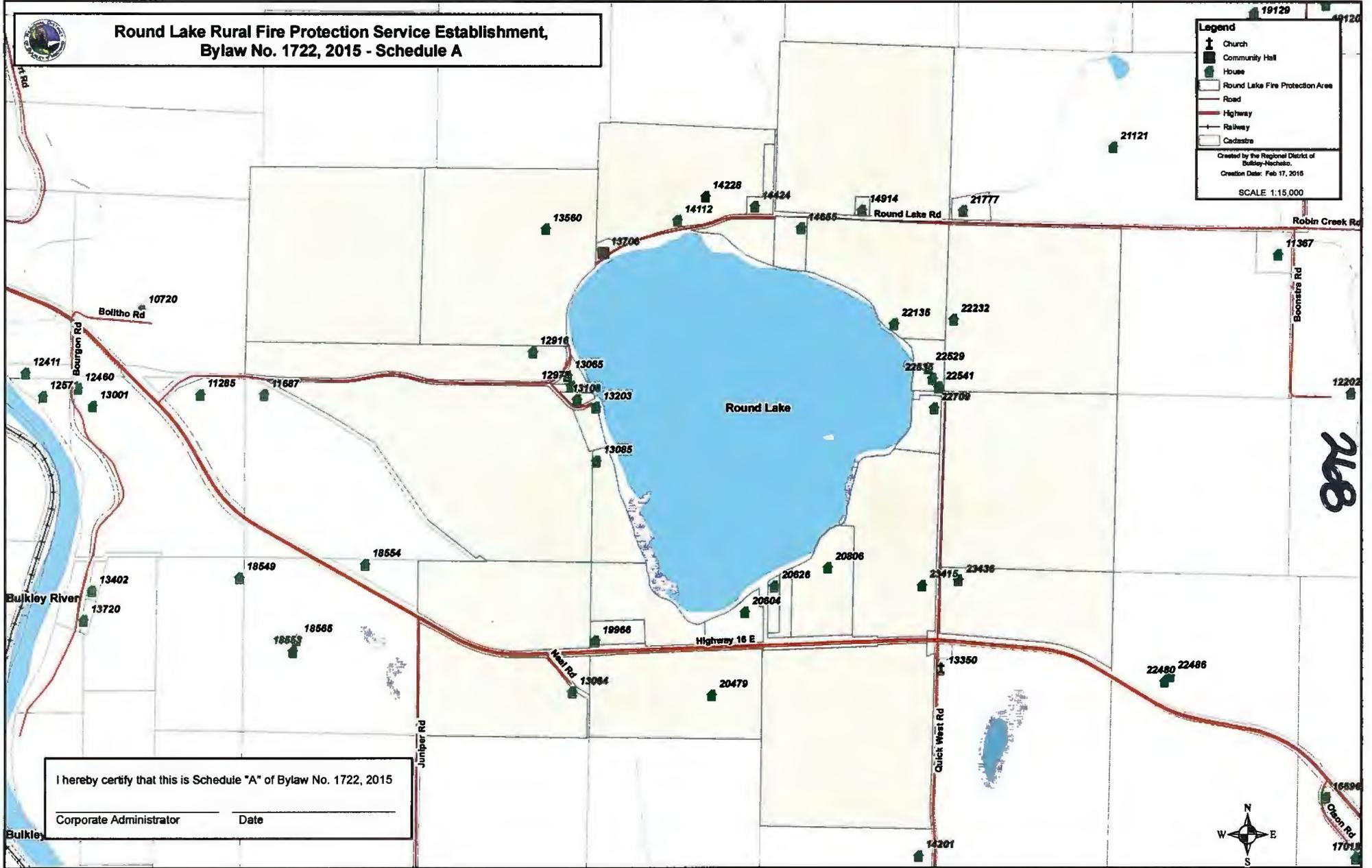


**Round Lake Rural Fire Protection Service Establishment,
Bylaw No. 1722, 2015 - Schedule A**

Legend

- Church
- Community Hall
- House
- Round Lake Fire Protection Area
- Road
- Highway
- Railway
- Cadastre

Created by the Regional District of Bulkley-Nechako.
Creation Date: Feb 17, 2015
SCALE 1:15,000



I hereby certify that this is Schedule "A" of Bylaw No. 1722, 2015

Corporate Administrator _____ Date _____

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1st, 2nd & 3rd Reading

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1723

Being a bylaw authorizing borrowing of TWENTY THOUSAND DOLLARS (\$20,000) for the purchase and installation of a dry fire hydrant for the Round Lake Fire Protection Service Area

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 1722 a service of fire protection and suppression for a portion of Electoral Area "A" known as "Round Lake Fire Protection Service Area";

AND WHEREAS it is deemed desirable and expedient to purchase and install a dry fire hydrant serving the Round Lake Fire Protection Service Area;

AND WHEREAS the estimated cost of purchasing and installing the dry fire hydrant including expenses incidental thereto is a sum not to exceed TWENTY THOUSAND DOLLARS (\$20,000);

AND WHEREAS authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the maximum term for which a debenture debt may be issued to secure the debt created by this bylaw is for a term not to exceed twenty years;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako has obtained the approval of the electors in accordance with Section 823.11 of the *Local Government Act*;

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

LOAN AUTHORIZATION

1. The Board of Directors of the Regional District of Bulkley-Nechako is hereby empowered and authorized to undertake and carry out or cause to be carried out the purchase and installation of a dry fire hydrant serving the Round Lake Fire Protection Service Area generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

- a) To borrow upon the credit of the Regional District a sum not exceeding TWENTY THOUSAND DOLLARS (\$20,000);
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the purchase and installation of a dry fire hydrant serving the Round Lake Fire Protection Service Area.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.
 3. This bylaw may be cited as "Round Lake Rural Fire Protection Loan Authorization Bylaw No. 1723, 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 this is a true and correct copy of Bylaw No. 1723 at third reading.

Corporate Administrator

PETITION CERTIFIED SUFFICIENT this day of , 2015

APPROVAL OF THE INSPECTOR OF MUNICIPALITIES this day of
, 2015

ADOPTED this day of , 2015

Chairperson

Corporate Administrator

Certified a true copy of Bylaw No. 1723 as adopted.

Corporate Administrator

Regional District of Bulkley-Nechako
2014 to 2018 Financial Plan - Amendment Bylaw No. 1724

Schedule "A"

Services	2014 Financial Plan: FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCA's	Total Transfers	Debt Pmts. Int. & Ppal.	Capital Expenditures	Amortization of TCA's	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	275,376				956,767	1,235,143		280,659		161,577						1,396,719
1200 General Government Services	952,534		11,700		240,288	1,204,522	-29,514	192,787	70,000	233,273	2,800	25,000	70,000	1,339,995		1,437,795
1301 Feasibility Studies					479	479		19,928								20,405
1501 Local Community of Fort Fraser					4,897	4,897		8,463							13,360	13,360
2100 Lakes Economic Development	111,083				1,000	112,083		85,319		85,319					197,402	197,402
2200 Area "E" Economic Development	21,318				28,974	50,292		3,876		3,876					54,168	54,168
2300 Stuart-Nechako Economic Development								10,858		10,858					10,858	10,858
2400 Area "A" Economic Development	40,000					40,000									40,000	40,000
2500 Regional Economic Development	288,188				280,811	548,789	-1,178	57,185		55,989					604,788	604,788
3101 Member Fiscal Services					985,138	985,138					985,138					985,138
4101 Planning	180,247		12,250		30,540	223,037	8,888	39,084	4,000	49,952		10,000	4,000	258,989		272,989
4201 Building Inspection	85,229		154,558			239,787	22,999	82,194	9,000	94,193			9,000	324,980		333,980
4301 Development Services	227,303		5,000		29,128	261,431	-6,130	56,330	6,000	58,200			6,000	311,631		317,631
4401 Building Numbering Extended Service	5,458				1,275	6,733		3,464		3,464					10,197	10,197
4502 Unsanitary Premises Regulatory Control	26,780				3,947	30,727		610		610				31,300		31,300
5101 Environmental Services	2,451,433		294,780		343,545	3,089,758	39,100	1,288,029	411,000	1,718,129	175,842	187,000	411,000	4,054,045		4,807,887
5901 Weeds	38,540		5,029		15,508	59,075		6,757		6,757				65,832		65,832
5902 Lake Kathryn Aquatic Weed Harvesting		8,019			150	8,169		8		8				8,175		8,175
5903 Glacier Gulch Water Diversion		2,900			25	2,625		16,830		16,830				19,255		19,255
6101 Ft. Fraser Sewer System		32,862	16,098			50,980	-18,058	8,145	15,200	5,287	2,305		15,200	38,742		56,247
6201 Ft. Fraser Water System		58,989	40,493		2,000	101,482	-80,130	23,838	28,100	-6,392			28,100	64,989.85		83,090
6301 Clucutz Lake - Somerset Estates Sewer								3,358		3,358				3,358		3,358
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000		2,023		2,023				7,023		7,023
7101 Ft. Fraser Fire Protection	34,098				5,000	39,098	-3,571	1,093	10,800	8,322	14,817		10,800	22,003		47,420
7102 Southside Rural Fire Protection	32,450				1,000	33,450	-5,071	557	18,000	13,488			18,000	28,936		46,936
7201 Burns Lake Rural Fire Protection	105,850					105,850								105,850		105,850
7202 Ft. St. James Rural Fire Protection	150,714					150,714	14,000			14,000				184,714		184,714
7203 Houston Rural Fire Protection	15,323					15,323	-1,250			-1,250				14,073		14,073
7204 Luck Bay Rural Fire Protection	48,522					48,522		25,300	9,300	34,600	10,732	20,000	9,300	42,388	704	83,122
7205 Smithers Rural Fire Protection	170,798					170,798	-10,000			-10,000				160,798		160,798
7206 Telkwa Rural Fire Protection	94,874					94,874								94,777	97	94,874
7207 Vanderhoof Rural Fire Protection	29,888					29,888		2,984		2,984				32,850		32,850
7301 Clucutz Lake Emergency Response	18,750					18,750		229		229				18,979		18,979
7302 Topley Emergency Response	18,750					18,750		88		88				18,838		18,838
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7402 Area "F" Extermination Services	2,850					2,850								2,850		2,850
7403 Lakes District Emergency Services	661				325	986		193		193				1,179		1,179
7404 Area "D" Extermination	2,000				2,716	4,716		2,528		2,528				7,246		7,246
7405 Area "C" Road Rescue Service	9,951					9,951		13		13				9,964		9,964
7501 9-1-1 Service	283,157		188,040		29,983	499,180	-271	5,992	70,000	75,421		70,000		504,801		574,801
7600 Emergency Preparedness Planning	104,839				388,624	493,463	-41,728	64,722	1,000	23,996		40,000	1,000	476,459		517,459
7701 Burns Lake & Area Victim Services	11,470				3,118	14,588								14,588		14,588
8101 Lakes District Airport	79,254				28,339	107,593		2,851		2,851				110,244		110,244
8201 Smithers Para-Transit	5,000					5,000								5,000		5,000
8301 Telkwa Pedestrian Crosswalk	1,000					1,000								1,000		1,000
9101 Decker Lake Street Lighting		8,364	350			8,714		34		34				6,748		6,748
9102 Endako Street Lighting	2,871		224			3,095		18		18				3,111		3,111
9103 Ft. Fraser Street Lighting	6,345		353			6,698		37		37				6,735		6,735
9104 Gerow Island Street Lighting	3,607					3,607		18		18				3,625		3,625
9105 Gootjen Road Street Lighting								504		504				504		504
9106 Colony Point Street Lighting	2,512					2,512								2,418	96	2,512
10101 Bulkley Valley Regional Pool and Rec. Centre	738,821				48,140	786,961	-117,587	20,324	90,000	-7,263	2,000		90,000	687,698		779,698
10201 Ft. St. James Arena Grant	24,000					24,000								24,000		24,000
10202 Burns Lake Arena	244,882				2,500	247,182	-10,447	468		-9,979	74,883			162,500		237,183
10301 Smithers Rural Recreation/Culture	259,441					259,441								259,440	1	259,441
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10401 Ft. Fraser Cemetery Grant	1,958		40			1,998		4		4				2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	49,687				750	50,437		42		42				50,479		50,479
10502 Fraser Lake and Area TV Rebroadcasting	39,823				25,603	65,223		11,284		11,284				76,487		76,487
10503 Ft. St. James and Area TV Rebroadcasting	129,333				2,200	131,533		117		117				131,650		131,650
10504 Burns Lake and Area TV Rebroadcasting	22,264				7,945	30,209		4,013		4,013				34,222		34,222
10601 Burns Lake and Area Library Grant	123,888				44,457	188,445		10,571		10,571				179,016		179,016
10602 Fraser Lake Rural Library Grant	8,200		100		11,145	19,445		3,801		3,801				23,246		23,246
10603 Fort St. James Library	13,700					13,700		50		50				13,750		13,750
10701 Burns Lake Museum Society	22,420				8,075	30,495		3,794		3,794				34,289		34,289
10801 Fort Fraser Community Hall	2,442		50			2,492		8		8				2,500		2,500
Total for all Departments	7,721,844	110,833	734,585		3,517,189	12,084,431	-313,763	2,282,898	742,400	2,711,533	1,288,117	262,000	742,400	12,522,549	868	14,765,983

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Regional District of Bulkley-Nechako
2014 to 2018 Financial Plan - Amendment Bylaw No. 1724

Schedule "B"

2015 Financial Plan:

Service	FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & Ppal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	356,577				959,787	1,316,344	-169,342			-169,342						1,147,002
1200 General Government Services	1,106,267		11,700		230,288	1,348,255	-14,514	70,000	55,486	2,500	10,000	70,000	1,320,941		1,403,741	
1301 Feasibility Studies	18,500				3,000	21,500									21,500	
1501 Local Community of Fort Fraser	3,393				4,897	8,290									8,290	
2100 Lakes Economic Development	112,844				1,000	113,844							113,844		113,844	
2200 Area "E" Economic Development	23,028				28,974	52,000							52,000		52,000	
2300 Stuart-Nechako Economic Development																
2400 Area "A" Economic Development	40,000					40,000							40,000		40,000	
2500 Regional Economic Development	289,553				221,824	511,177	-1,178		-1,178				510,001		510,001	
3101 Member Fiscal Services										733,597					733,597	
4101 Planning	236,519		12,250		30,540	279,309	-5,362	4,000	-1,362		13,500	4,000	280,447		277,947	
4201 Building Inspection	152,471		154,558			307,029	-12,355	9,000	-3,355		3,000	9,000	291,674		303,674	
4301 Development Services	302,768		5,000		29,128	336,896	22,870	6,000	28,870		36,000	6,000	323,766		365,766	
4401 Building Numbering Extended Service	9,101				1,275	10,376							10,376.42		10,376	
4501 Unslightly Premises Regulatory Control	38,320				3,947	42,267							33,480		33,480	
5101 Environmental Services	3,322,745		288,000		327,939	3,938,684	-40,400	411,000	370,600	175,842	175,000	411,000	3,547,442		4,309,284	
5901 Weeds	45,444		5,029		15,508	65,979							65,979		65,979	
5902 Lake Kathryn Aquatic Weed Harvesting		8,025			150	8,175							8,175		8,175	
5903 Glacier Gulch Water Diversion		2,900			25	2,625							2,625		2,625	
8101 Ft. Fraser Sewer System		39,668	18,098			57,766	-16,058	15,200	-858	2,305		15,200	39,403		56,908	
8201 Ft. Fraser Water System		74,715	40,493			115,208	-60,130	28,100	-32,030			28,100	55,078		83,178	
8301 Clucutz Lake - Somerset Estates Sewer																
8401 Pump & Haul Sewer Disposal			500			500							500		500	
8402 Liquid Waste Disposal			5,000			5,000							5,000		5,000	
7101 Ft. Fraser Fire Protection	35,207				5,000	40,207	-3,571	10,800	7,229	14,617		10,800	22,019		47,436	
7102 Southside Rural Fire Protection	33,007					33,007	-4,071	18,000	13,929			18,000	28,938		46,938	
7201 Burns Lake Rural Fire Protection	105,850					105,850							105,850		105,850	
7202 Ft. St. James Rural Fire Protection	174,107					174,107	-20,000		-20,000				154,107		154,107	
7203 Houston Rural Fire Protection	16,302					16,302							16,302		16,302	
7204 Luck Bay Rural Fire Protection	54,397					54,397	-3,000	9,300	6,300	10,898		9,300	40,501		60,897	
7205 Smithers Rural Fire Protection	167,002					167,002	-10,000		-10,000				157,002		157,002	
7206 Telkwa Rural Fire Protection	96,940					96,940							96,940		96,940	
7207 Vanderhoof Rural Fire Protection	33,303					33,303							33,303		33,303	
7301 Clucutz Lake Emergency Response	18,750					18,750							18,750		18,750	
7302 Topley Emergency Response	18,750					18,750							18,750		18,750	
7401 Area "A" Emergency Services	5,000					5,000							5,000		5,000	
7402 Area "F" Exfiltration Services	2,907					2,907							2,907		2,907	
7403 Lakes District Emergency Services	854				325	1,179							1,179		1,179	
7404 Area "D" Exfiltration	4,528				2,718	7,246							7,246		7,246	
7405 Area "C" Road Rescue Service	9,984					9,984							9,984		9,984	
7501 9-1-1 Service	258,352		150,980		80,843	470,155	-50,271	70,000	19,729			70,000	419,884		489,884	
7800 Emergency Preparedness Planning	124,097				322,746	446,843	-1,728	1,000	-726			1,000	445,117		448,117	
7701 Burns Lake & Area Victim Services	14,970				3,118	18,088							18,088		18,088	
8101 Lakes District Airport	93,889				33,500	127,389							127,389		127,389	
8201 Smithers Para-Transit	5,000					5,000							5,000		5,000	
8301 Telkwa Pedestrian Crosswalk	1,000					1,000							1,000		1,000	
9101 Decker Lake Street Lighting		8,820	350			9,170							9,170		9,170	
9102 Endako Street Lighting	3,042		224			3,266							3,266		3,266	
9103 Ft. Fraser Street Lighting	6,712		360			7,072							7,072		7,072	
9104 Gerow Island Street Lighting	3,806					3,806							3,806		3,806	
9105 Goetjan Road Street Lighting	504					504							504		504	
9108 Colony Point Street Lighting	2,537					2,537							2,537		2,537	
10101 Bulkley Valley Regional Pool and Rec. Centre	738,210				21,470	757,680	-100,587	90,000	-10,587	2,000		90,000	655,093		747,093	
10201 Ft. St. James Arena Grant	24,000					24,000							24,000		24,000	
10202 Burns Lake Arena	245,130				2,500	247,630	-86,100		-86,100	19,030			162,500		161,530	
10301 Smithers Rural Recreation/Culture	281,190					281,190							281,190		281,190	
10302 Vanderhoof Recreation & Culture	95,985					95,985							95,985		95,985	
10401 Ft. Fraser Cemetery Grant	1,960		40			2,000							2,000		2,000	
10402 Topley Cemetery Grant	1,500					1,500							1,500		1,500	
10501 Smithers, Telkwa, Houston TV Rebroadcast	49,250				750	50,000							50,000		50,000	
10502 Fraser Lake and Area TV Rebroadcasting	50,887				25,600	76,487							76,487		76,487	
10503 Ft. St. James and Area TV Rebroadcasting	131,250				2,200	133,450							133,450		133,450	
10504 Burns Lake and Area TV Rebroadcasting	25,777				7,945	33,722							33,722		33,722	
10601 Burns Lake and Area Library Grant	101,710				44,457	146,167							146,167		146,167	
10602 Fraser Lake Rural Library Grant	12,001		100		11,145	23,246							23,246		23,246	
10603 Fort St. James Library	13,750					13,750							13,750		13,750	
10701 Burns Lake Museum Society	27,214				8,075	35,289							35,289		35,289	
10801 Fort Fraser Community Hall	2,450		50			2,500							2,500		2,500	
Total for all Departments	9,128,371	133,829	692,712		3,144,049	13,098,981	-555,793	742,400	188,607	961,086	237,500	742,400	11,335,795		13,276,781	

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Regional District of Bulkley-Nechako
2014 to 2016 Financial Plan - Amendment Bylaw No. 1724

Schedule "C"

2016 Financial Plan:

Service	FUNDING					TRANSFERS From/To				EXPENDITURES:						
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	358,888				958,787	1,318,485	-168,342			-168,342				1,149,113		1,149,113
1200 General Government Services	1,127,147		11,700		230,288	1,369,135	488	70,000	70,488	2,800	25,000	70,000		1,341,822		1,439,622
1301 Feasibility Studies	18,500				3,000	21,500								21,500		21,500
1501 Local Community of Fort Fraser	3,393				4,897	8,290								8,290		8,290
2100 Lakes Economic Development	112,844				1,000	113,844								113,844		113,844
2200 Area "E" Economic Development	23,028				28,974	52,000								52,000		52,000
2300 Stuart-Nechako Economic Development																
2400 Area "A" Economic Development	40,000					40,000								40,000		40,000
2500 Regional Economic Development	294,019				221,624	515,643	-1,178		-1,178					514,467		514,467
3101 Member Fiscal Services					582,857	582,857				582,857						582,857
4101 Planning	222,542		12,250		30,540	265,332	9,638	4,000	13,638		15,000	4,000		259,970		278,970
4201 Building Inspection	153,814		154,558			308,372	17,845	9,000	26,845		30,000	9,000		269,817		334,817
4301 Development Services	271,148		5,000		29,128	305,276	-7,130	8,000	-1,130			8,000		298,148		304,148
4401 Building Numbering Extended Service	9,250				1,275	10,525								10,525		10,525
4501 Unsanitary Premises Regulatory Control	31,208				3,947	35,155								33,888		33,888
5101 Environmental Services	3,341,504		238,000		337,939	3,917,443	-64,400	411,000	328,600	175,842	55,000	411,000		3,802,201		4,244,043
5801 Weeds	45,593		5,029		15,508	66,128								66,128		66,128
5902 Lake Kathryn Aquatic Weed Harvesting		8,008			150	8,158								8,158		8,158
5903 Glacier Gulch Water Diversion		2,600			25	2,625								2,625		2,625
6101 Ft. Fraser Sewer System		40,198	18,098			58,296	-16,058	15,200	-858	2,305		15,200		39,933		57,438
6201 Ft. Fraser Water System		78,899	40,493			117,192	-60,130	28,100	-32,030			28,100		57,082		85,182
6301 Clucutz Lake - Somerset Estates Sewer																
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000								5,000		5,000
7101 Ft. Fraser Fire Protection	35,224				5,000	40,224	-3,571	10,800	7,229	14,817		10,800		22,038		47,453
7102 Southside Rural Fire Protection	33,007					33,007	-4,071	18,000	13,929			18,000		28,938		46,938
7201 Burns Lake Rural Fire Protection	105,850					105,850								105,850		105,850
7202 Ft. St. James Rural Fire Protection	161,807					161,807	-20,000		-20,000					141,807		141,807
7203 Houston Rural Fire Protection	16,538					16,538								16,538		16,538
7204 Luck Bay Rural Fire Protection	52,209					52,209	-7,800	9,300	1,700	10,896		9,300		33,713		53,909
7205 Smithers Rural Fire Protection	168,659					168,659	-10,000		-10,000					158,659		158,659
7206 Telkwa Rural Fire Protection	98,878					98,878								98,878		98,878
7207 Vanderhoof Rural Fire Protection	33,956					33,956								33,956		33,956
7301 Clucutz Lake Emergency Response	18,750					18,750								18,750		18,750
7302 Topley Emergency Response	18,750					18,750								18,750		18,750
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7402 Area "F" Exdrication Services	2,984					2,984								2,984		2,984
7403 Lakes District Emergency Services	854				325	1,179								1,179		1,179
7404 Area "D" Exdrication	4,528				2,718	7,246								7,246		7,246
7405 Area "C" Road Rescue Service	9,984					9,984								9,984		9,984
7501 9-1-1 Service	289,840		148,880		80,843	477,563	-50,271	70,000	19,729			70,000		427,292		497,292
7800 Emergency Preparedness Planning	138,436				322,746	461,182	-1,728	1,000	-728			1,000		459,456		460,456
7701 Burns Lake & Area Victim Services	11,470				3,118	14,588								14,588		14,588
8101 Lakes District Airport	93,889				33,500	127,389								127,389		127,389
8201 Smithers Para-Transit	5,000					5,000								5,000		5,000
8301 Telkwa Pedestrian Crosswalk	1,000					1,000								1,000		1,000
9101 Decker Lake Street Lighting		9,284	350			9,614								9,614		9,614
9102 Endako Street Lighting	3,205		224			3,429								3,429		3,429
9103 Ft. Fraser Street Lighting	7,066		380			7,426								7,426		7,426
9104 Gerow Island Street Lighting	3,998					3,998								3,998		3,998
9105 Goetjan Road Street Lighting	504					504								504		504
9106 Colony Point Street Lighting	2,884					2,884								2,884		2,884
10101 Bulkley Valley Regional Pool and Rec. Centre	736,999				21,470	758,469	-100,587	90,000	-10,587	2,000		90,000		655,882		747,882
10201 Ft. St. James Arena Grant	24,000					24,000								24,000		24,000
10202 Burns Lake Arena	245,130				2,500	247,630	-66,100		-66,100	19,030				182,500		181,530
10301 Smithers Rural Recreation/Culture	283,979					283,979								283,979		283,979
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10401 Ft. Fraser Cemetery Grant	1,980		40			2,000								2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	49,250				750	50,000								50,000		50,000
10502 Fraser Lake and Area TV Rebroadcasting	50,887				25,600	76,487								76,487		76,487
10503 Ft. St. James and Area TV Rebroadcasting	131,250				2,200	133,450								133,450		133,450
10504 Burns Lake and Area TV Rebroadcasting	25,777				7,945	33,722								33,722		33,722
10801 Burns Lake and Area Library Grant	101,710				44,457	148,167								148,167		148,167
10802 Fraser Lake Rural Library Grant	12,001		100		11,145	23,246								23,246		23,246
10803 Fort St. James Library	13,750					13,750								13,750		13,750
10701 Burns Lake Museum Society	28,214				8,075	36,289								36,289		36,289
10801 Fort Fraser Community Hall	2,450		50			2,500								2,500		2,500
Total for all Departments	9,141,125	136,770	638,632		3,003,309	12,919,835	-574,393	742,400	188,007	810,347	125,000	742,400		11,408,809		13,088,556

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2017 Financial Plan:

Service	FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	383,341				950,787	1,323,108	-119,082		-119,082					1,204,028		1,204,028
1200 General Government Services	1,148,482		11,700		230,288	1,390,470	-14,514	70,000	55,486	2,800	10,000	70,000		1,363,156		1,445,956
1301 Feasibility Studies	18,500				3,000	21,500								21,500		21,500
1501 Local Community of Fort Fraser	7,393				4,897	12,290								12,290		12,290
2100 Lakes Economic Development	112,644				1,000	113,644								113,644		113,644
2200 Area "E" Economic Development	23,028				28,974	52,000								52,000		52,000
2300 Stuart-Nechako Economic Development																
2400 Area "A" Economic Development	40,000					40,000								40,000		40,000
2500 Regional Economic Development	324,853				221,824	546,477	-1,178		-1,178					545,301		545,301
3101 Member Fiscal Services					555,839	555,839				555,839						555,839
4101 Planning	223,135		12,250		30,540	265,925	-5,362	4,000	-1,362			4,000		260,563		264,563
4201 Building Inspection	159,981		154,558			314,539	17,845	9,000	26,845		30,000	9,000		302,184		341,184
4301 Development Services	275,816		5,000		29,128	309,744	-7,130	8,000	-1,130			8,000		302,614		308,614
4401 Building Numbering Extended Service	9,401				1,275	10,676								10,676		10,676
4501 Unslightly Premises Regulatory Control	31,604				3,947	35,551								34,264		34,264
5101 Environmental Services	3,527,780		288,000		322,939	4,138,719	-49,400	411,000	381,600	175,842	390,000	411,000		3,523,477		4,500,318
5901 Weeds	45,746		5,029		15,508	66,281								66,281		66,281
5902 Lake Kathryn Aquatic Weed Harvesting		8,008			150	8,158								8,158		8,158
5903 Glacier Gulch Water Diversion		2,800			25	2,825								2,825		2,825
6101 Ft. Fraser Sewer System		38,389	18,098			56,487	-16,058	15,200	-858			15,200		40,438		55,638
6201 Ft. Fraser Water System		73,863	40,493			114,356	-80,130	28,100	-32,030			28,100		54,026		82,126
6301 Cluculz Lake - Somerset Estates Sewer																
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000								5,000		5,000
7101 Ft. Fraser Fire Protection	35,241				5,000	40,241	-3,571	10,800	7,229	14,817		10,800		22,053		47,470
7102 Southside Rural Fire Protection	33,007					33,007	-4,071	18,000	13,929			18,000		28,938		46,938
7201 Burns Lake Rural Fire Protection	105,850					105,850								105,850		105,850
7202 Ft. St. James Rural Fire Protection	164,095					164,095	-20,000		-20,000					144,095		144,095
7203 Houston Rural Fire Protection	18,378					18,378								18,378		18,378
7204 Luck Bay Rural Fire Protection	52,653					52,653	-7,800	9,300	1,700	10,898		9,300		34,157		54,353
7205 Smithers Rural Fire Protection	170,332					170,332	-10,000		-10,000					160,332		160,332
7206 Telkwa Rural Fire Protection	100,825					100,825								100,825		100,825
7207 Vanderhoof Rural Fire Protection	34,609					34,609								34,609		34,609
7301 Cluculz Lake Emergency Response	18,750					18,750								18,750		18,750
7302 Topley Emergency Response	18,750					18,750								18,750		18,750
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7402 Area "F" Exdrication Services	3,021					3,021								3,021		3,021
7403 Lakes District Emergency Services	854				325	1,179								1,179		1,179
7404 Area "D" Exdrication	4,528				2,718	7,246								7,246		7,246
7405 Area "C" Road Rescue Service	9,964					9,964								9,964		9,964
7501 9-1-1 Service	277,484		146,880		80,843	485,207	-50,271	70,000	19,729			70,000		434,938		504,938
7800 Emergency Preparedness Planning	122,889				322,746	445,415	-1,728	1,000	-728			1,000		443,689		444,689
7701 Burns Lake & Area Victim Services	11,470				3,118	14,588								14,588		14,588
8101 Lakes District Airport	93,889				33,500	127,389								127,389		127,389
8201 Smithers Para-Transit	5,000					5,000								5,000		5,000
8301 Telkwa Pedestrian Crosswalk	1,000					1,000								1,000		1,000
9101 Decker Lake Street Lighting		9,731	350			10,081								10,081		10,081
9102 Endako Street Lighting	3,377		224			3,601								3,601		3,601
9103 Ft. Fraser Street Lighting	7,437		360			7,797								7,797		7,797
9104 Gerow Island Street Lighting	4,198					4,198								4,198		4,198
9105 Goetjan Road Street Lighting	504					504								504		504
9108 Colony Point Street Lighting	2,797					2,797								2,797		2,797
10101 Bulkley Valley Regional Pool and Rec. Centre	737,827				21,470	759,297	-100,587	90,000	-10,587	2,000		90,000		658,710		748,710
10201 Ft. St. James Arena Grant	24,000					24,000								24,000		24,000
10202 Burns Lake Arena	245,130				2,500	247,630	-88,100		-88,100	19,030				162,500		161,530
10301 Smithers Rural Recreation/Culture	286,782					286,782								286,782		286,782
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10401 Ft. Fraser Cemetery Grant	1,980		40			2,000								2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	49,250				750	50,000								50,000		50,000
10502 Fraser Lake and Area TV Rebroadcasting	50,887				25,800	76,487								76,487		76,487
10503 Ft. St. James and Area TV Rebroadcasting	164,000				2,200	166,200								166,200		166,200
10504 Burns Lake and Area TV Rebroadcasting	25,777				7,945	33,722								33,722		33,722
10601 Burns Lake and Area Library Grant	101,710				44,457	146,167								146,167		146,167
10602 Fraser Lake Rural Library Grant	12,001		100		11,145	23,246								23,246		23,246
10603 Fort St. James Library	13,750					13,750								13,750		13,750
10701 Burns Lake Museum Society	29,214				6,075	37,289								37,289		37,289
10801 Fort Fraser Community Hall	2,450		50			2,500								2,500		2,500
Total for all Departments	9,437,412	132,400	688,632		2,961,291	13,219,735	-519,133	742,400	223,267	781,023	430,000	742,400		11,488,291		13,441,715

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Regional District of Bulkley-Nechako
2014 to 2018 Financial Plan - Amendment Bylaw No. 1724

Schedule "E"

Service	2018 Financial Plan: FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	383,037				959,787	1,322,804	-189,342		-189,342					1,153,462		1,153,462
1200 General Government Services	1,170,079		11,700		230,288	1,412,087	-14,514	70,000	55,488	2,800	10,000	70,000		1,384,753		1,487,553
1301 Feasibility Studies	18,500				3,000	21,500								21,500		21,500
1501 Local Community of Fort Fraser	3,393				4,897	8,290								8,290		8,290
2100 Lakes Economic Development	112,844				1,000	113,844								113,844		113,844
2200 Area "E" Economic Development	23,028				28,974	52,000								52,000		52,000
2300 Stuart-Nechako Economic Development																
2400 Area "A" Economic Development	40,000					40,000								40,000		40,000
2500 Regional Economic Development	289,805				221,824	491,429	-1,178		-1,178					490,253		490,253
3101 Member Fiscal Services					555,839	555,839				555,839						555,839
4101 Planning	223,801		12,250		30,540	268,591	-5,382	4,000	-1,382			4,000		261,229		265,229
4201 Building Inspection	162,437		154,558			318,995	-12,355	9,000	-3,355			9,000		304,640		313,640
4301 Development Services	280,174		5,000		29,128	314,302	-7,130	6,000	-1,130			6,000		307,172		313,172
4401 Building Numbering Extended Service	9,555				1,275	10,830								10,830		10,830
4501 Unightly Premises Regulatory Control	32,007				3,947	35,954								34,887		34,887
5101 Environmental Services	3,304,794		238,000		322,939	3,865,733	259,480	411,000	870,480	175,842	35,000	411,000		3,914,372		4,538,213
5901 Weeds	45,902		5,029		15,508	66,437								66,437		66,437
5902 Lake Kathryn Aquatic Weed Harvesting			8,008		150	8,158								8,158		8,158
5903 Glacier Gulch Water Diversion			2,800		25	2,825								2,825		2,825
6101 Ft. Fraser Sewer System			38,874		18,098	56,972	-16,058	15,200	-858			15,200		40,914		56,114
6201 Ft. Fraser Water System			89,105		40,493	109,598	-80,130	28,100	-32,030			28,100		49,468		77,588
6301 Clucutz Lake - Somerset Estates Sewer																
6401 Pump & Haul Sewer Disposal					500	500								500		500
6402 Liquid Waste Disposal			5,000			5,000								5,000		5,000
7101 Ft. Fraser Fire Protection	35,259				5,000	40,259	-3,571	10,800	7,229	14,817		10,800		22,071		47,488
7102 Southside Rural Fire Protection	33,007					33,007	-4,071	18,000	13,929			18,000		28,936		48,936
7201 Burns Lake Rural Fire Protection	105,850					105,850								105,850		105,850
7202 Ft. St. James Rural Fire Protection	186,428					186,428	-20,000		-20,000					148,428		148,428
7203 Houston Rural Fire Protection	16,823					16,823								16,823		16,823
7204 Luck Bay Rural Fire Protection	53,107					53,107	-7,800	9,300	1,700	10,898		9,300		34,811		54,807
7205 Smithers Rural Fire Protection	172,083					172,083	-10,000		-10,000					162,083		162,083
7206 Telkwa Rural Fire Protection	102,788					102,788								102,788		102,788
7207 Vanderhoof Rural Fire Protection	35,262					35,262								35,262		35,262
7301 Clucutz Lake Emergency Response	18,750					18,750								18,750		18,750
7302 Topley Emergency Response	18,750					18,750								18,750		18,750
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7402 Area "F" Ex-trication Services	3,078					3,078								3,078		3,078
7403 Lakes District Emergency Services	854				325	1,179								1,179		1,179
7404 Area "D" Ex-trication	4,528				2,718	7,246								7,246		7,246
7405 Area "C" Road Rescue Service	9,984					9,984								9,984		9,984
7501 9-1-1 Service	285,387		148,880		80,843	493,090	-50,271	70,000	19,729			70,000		442,819		512,819
7800 Emergency Preparedness Planning	128,009				322,746	450,755	-1,728	1,000	-728			1,000		449,029		450,029
7701 Burns Lake & Area Victim Services	11,470				3,118	14,588								14,588		14,588
8101 Lakes District Airport	93,889				33,500	127,389								127,389		127,389
8201 Smithers Para-Transit	5,000					5,000								5,000		5,000
8301 Telkwa Pedestrian Crosswalk	1,000					1,000								1,000		1,000
9101 Decker Lake Street Lighting		10,220	350			10,570								10,570		10,570
9102 Endako Street Lighting	3,557		224			3,781								3,781		3,781
9103 Ft. Fraser Street Lighting	7,827		380			8,187								8,187		8,187
9104 Gerow Island Street Lighting	4,406					4,406								4,406		4,406
9105 Goeljan Road Street Lighting	504					504								504		504
9108 Colony Point Street Lighting	2,937					2,937								2,937		2,937
10101 Bulkley Valley Regional Pool and Rec. Centre	738,896				21,470	760,166	-100,587	90,000	-10,587	2,000		90,000		657,579		749,579
10201 Ft. St. James Arena Grant	24,000					24,000								24,000		24,000
10202 Burns Lake Arena	245,130				2,500	247,630	-88,100		-88,100	19,030				182,500		181,530
10301 Smithers Rural Recreation/Culture	289,881					289,881								289,881		289,881
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10401 Ft. Fraser Cemetery Grant	1,980		40			2,000								2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	49,250				750	50,000								50,000		50,000
10502 Fraser Lake and Area TV Rebroadcasting	50,887				25,800	76,487								76,487		76,487
10503 Ft. St. James and Area TV Rebroadcasting	184,000				2,200	186,200								186,200		186,200
10504 Burns Lake and Area TV Rebroadcasting	25,777				7,945	33,722								33,722		33,722
10601 Burns Lake and Area Library Grant	101,710				44,457	148,167								148,167		148,167
10602 Fraser Lake Rural Library Grant	12,001		100		11,145	23,246								23,246		23,246
10803 Fort St. James Library	13,750					13,750								13,750		13,750
10701 Burns Lake Museum Society	29,214				8,075	37,289								37,289		37,289
10801 Fort Fraser Community Hall	2,450		50			2,500								2,500		2,500
Total for all Departments	9,210,401	128,807	638,632		2,981,281	12,938,131	-280,513	742,400	451,887	781,024	45,000	742,400		11,621,307		13,389,731

17/02/2015

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1st, 2nd, 3rd
Reading & Adoption

Regional District of Bulkley-Nechako

Bylaw No. 1725

Revenue Anticipation Borrowing Bylaw

A bylaw to provide for the borrowing of money in anticipation of revenue

WHEREAS the Regional District may not have sufficient money on hand to meet the current lawful expenditures of the regional district;

AND WHEREAS it is provided by Section 821 of the *Local Government Act* that the Regional Board may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the Regional District;

AND WHEREAS there are no liabilities outstanding under Section 821;

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

1. The Regional Board shall be and is hereby empowered and authorized to borrow upon the credit of the Regional District an amount or amounts not exceeding the sum of TWO MILLION DOLLARS (\$2,000,000.00).
2. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes and/or bank overdraft; such promissory note(s) and/or bank overdraft to be under the corporate seal and signed by the Chair and the Financial Administrative Officer.
3. All anticipated revenue of the current year or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
4. This bylaw may be cited as "Regional District of Bulkley-Nechako 2015 Revenue Anticipation Borrowing Bylaw No. 1725, 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

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Bylaw No. 1725

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ADOPTED this day of , 2015

Chair

Corporate Administrator

Certified a true copy of Bylaw No. 1725 as adopted.

Corporate Administrator