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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMITTEE OF THE WHOLE
AGENDA**

FILE COPY

Thursday, March 8, 2018

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>CALL TO ORDER</u>	
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>AGENDA</u> – March 8, 2018	Approve
	<u>MINUTES</u>	
2-6	Committee of the Whole Meeting Minutes – January 11, 2018	Receive
	<u>REPORTS</u>	
7-18	Corrine Swenson, Manager of Regional Economic Development – Business Façade Program	Recommendation (Page 7)
19-22	Rory Mckenzie, Director of Environmental Services - Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC – Follow Up Report	Recommendation (Page 22)
23-24	Corrine Swenson, Manager of Regional Economic Development – SWOT Update	Receive
	<u>CORRESPONDENCE</u>	
25-28	BC Assessment – Assessment Initiatives & Emerging Issues – February 2018	Receive
29-30	Trans Canada Yellowhead Highway Association - Call for Resolutions 2018 AGM	Receive
31-35	Federation of Canadian Municipalities – Federal Budget 2018: Highlights	Receive
	<u>INVITATIONS</u>	
36	Northern Healthy Communities Forum 2018 - May 7, 2018 – Fort Nelson, B.C.	Receive
37	Trans Canada Yellowhead Highway Association Annual General Meeting – April 6, 2018 – Edmonton, AB	Receive
	<u>SUPPLEMENTARY AGENDA</u>	
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REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, January 11, 2018**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Chris Beach
Eileen Benedict
Shane Brienon
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen

Directors Absent Thomas Liversidge, Village of Granisle
Gerry Thiessen, District of Vanderhoof

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Nellie Davis, Proposal Writer – arrived at 11:08 a.m., left at 11:10 a.m.
Debbie Evans, Agriculture Coordinator
John Illes, Chief Financial Officer
Jason Lewellyn, Director of Planning
Rory McKenzie, Director of Environmental Services – left at 11:08 a.m.
Corrine Swenson, Manager of Regional Economic Development – arrived at 10:44 a.m.
Wendy Wainwright, Executive Assistant

Media Flavio Nisnow, Lakes District News – arrived at 11:02 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:41 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Benedict
Seconded by Alternate Director McGuire**C.W.2018-1-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of January 11, 2018 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – November 9, 2017

Moved by Director Petersen
Seconded by Director Newell

C.W.2018-1-2

"That the Committee of the Whole meeting minutes of November 9, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Service 2300 Stuart Nechako
Economic Development

Moved by Director Petersen
Seconded by Director Parker

C.W.2018-1-3

"That the Committee of the Whole receive the Chief Financial Officer's January 11, 2018 memo titled "Request for Direction – Service 2300 Stuart Nechako Economic Development"; and further, that the service area Directors: Vanderhoof, Fort St. James, Fraser Lake, and Electoral Areas "C" (Fort St. James Rural), "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural) meet to discuss options to bring forward at a future RDBN Board Meeting."

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

Houston Smithers
Rebroadcasting Society

Moved by Director Fisher
Seconded by Director Repen

C.W.2018-1-4

"That the Committee of the Whole receive the Chief Financial Officer's January 11, 2018 memo titled "Houston Smithers Rebroadcasting Society"; and,

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward to the RDBN Board of Directors a draft amendment bylaw to "Smithers/Houston/Telkwa Television Rebroadcasting Local Service Establishment Bylaw 630, 1990" to increase the maximum taxation by 25%; and further, that the annual grant for the Houston-Smithers Rebroadcast Society be increased by 20% and that this amount be included in the 2018 RDBN Budget."

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

Draft 2018 Budget

Moved by Director MacDougall
Seconded by Director Bachrach

C.W.2018-1-5

"That the Committee of the Whole receive the Chief Financial Officer's January 11, 2018 memo titled "Draft 2018 Budget" as amended to include the updated Schedule 9; and January 7, 2018 Supplementary memo titled "Initial 2018 Change in Assessments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

John Iles, Chief Financial Officer provided an overview of the Draft 2018 RDBN Budget.

Discussion took place in regard to Environmental Services proposed purchase of a lowbed. Rory McKenzie, Director of Environmental Services noted that staff researched the need to purchase a lowbed for landfill equipment to mitigate costs to the RDBN to complete such works as the clean out of the Burns Lake Transfer Station septage receiving beds and the moving of the wood waste piles.

Director McGuire brought forward the RDBN – 2018 Budget Initiative for the Northwest BC Resource Benefit Alliance (RBA). Chair Miller mentioned that the funding is to be used in moving forward in negotiations with the province. The RBA is requesting capacity funding from the province to offset the cost of negotiations.

Discussion took place in regard to the addition of staff and increase of CPI (Consumer Price Index) impacts to the budget.

Director Fisher requested that a responsive analysis be developed in order for the Regional Board to determine the cumulative changes from decisions made to add, adjust initiatives and/or implement new initiatives in the budget.

Strategic Wildfire Prevention Initiative Funding Program

Moved by Director Beach
Seconded by Director Greenaway

C.W.2018-1-6

"That the Committee of the Whole receive the Proposal Writer's January 2, 2018 memo titled "Strategic Wildfire Prevention Initiative Funding Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Spruce Beetle Omineca PAC -December, 2017

Moved by Director Beach
Seconded by Director McGuire

C.W.2018-1-7

"That the Committee of the Whole receive correspondence from the Spruce Beetle Omineca PAC re: December 2017 Update."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

UNBC Cumulative Impacts
Research Consortium - 2018
CIRC Forum – Jan 18-19, 2018
-Prince George, B.C. Moved by Director Beach
Seconded by Director Lindstrom

C.W.2018-1-8

"That the Committee of the Whole recommend that the RDBN Board of Directors authorize Director Fisher's attendance at the UNBC Cumulative Impacts Research Consortium re: 2018 CIRC Forum on January 18-19, 2018 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

INVITATIONS

Northern Development Initiative
Trust - #TrueNorth Business
Forum – Jan 16, 2018
-Prince George, B.C. Moved by Director Benedict
Seconded by Director Beach

C.W.2018-1-9

"That the Committee of the Whole recommend that the RDBN Board of Directors authorize Chair Miller and Director Newell's attendance at Northern Development Initiative Trust's #TrueNorth Business Forum on January 16, 2018 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Chamber of Commerce
-Cabinet Ministers Breakfast
Series presents: The
Honourable Melanie Mark
- Jan 30, 2018 -Vancouver, B.C. Moved by Director Benedict
Seconded by Director MacDougall

C.W.2018-1-10

"That the Committee of the Whole receive the invitation from the BC Chamber of Commerce re: Cabinet Ministers Breakfast Series presents: The Honourable Melanie Mark on January 30, 2018 in Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Chamber of Commerce
-Cabinet Ministers Breakfast
Series presents: The
Honourable Melanie Mark
- Jan 30, 2018 -Vancouver, B.C. Moved by Director Beach
Seconded by Director Bachrach

C.W.2018-1-11

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Director Fisher's attendance at the BC Chamber of Commerce re: Cabinet Ministers Breakfast Series presents: The Honourable Melanie Mark on January 30, 2018 in Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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NEW BUSINESS

**Car Pooling Incentive/
Initiative**

Director Bachrach noted that discussion had taken place at a past RDBN Meeting in regard to staff researching carpooling incentives and/or initiatives. Ms. de Weerd mentioned that staff have conducted some research and discovered that no local governments or other levels of government in the province have been identified that provide a car pooling incentive. Ms. de Weerd mentioned that staff intend to bring forward further information in regard to car pooling during the RDBN Remuneration Bylaw review to potentially begin in April, 2018.

ADJOURNMENT

Moved by Director MacDougall
Seconded by Director Beach

C.W.2018-1-12

"That the meeting be adjourned at 11:21 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant



**Regional District of Bulkley-Nechako
Committee of the Whole
March 8, 2018**

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: February 26, 2018
Regarding: Business Façade Improvement Program

The RDBN received approval from Northern Development to implement the Business Façade Program for businesses in rural areas along Highway 16.

The Business Façade Improvement program provides annual grant funding for local governments up to \$20,000 (50% to a maximum of \$5,000 per façade improvement project each calendar year) to enhance economic development by encouraging private sector investment in businesses façade improvements.

Some features and benefits of the program include:

- Enhanced economic viability and vibrancy of northern and central B.C. communities by supporting visual improvements such as facades, signage, murals, architectural features, siding, lighting and awnings
- Private sector investment in local business improvement
- Increased assessed values and tax base as a result of improved properties

Staff have developed business façade improvement plans/guidelines (Attached), which will give direction to local business owners on the eligibility criteria to access the business façade improvement grant.

Eligible Business will be contacted directly with information about the program and information will be posted on our websites and social media accounts.

Staff are requesting the Committee of the Whole review and approve the Guidelines.

RECOMMENDATION:

(All/Directors/Majority)

That the Committee of the Whole recommend to the Regional District of Bulkley-Nechako Board of Directors that the Business Façade Improvement Program Guidelines be approved.



Regional District of Bulkley-Nechako

Business Façade Improvement Program 2018 Guidelines



Program Purpose and Goal

The Business Façade Improvement Program provides grant funding to business and property owners to improve retail and commercial building frontages.

Eligible businesses are able to receive a 50% reimbursement up to a maximum of \$5,000 to complete exterior improvements such as building façades, signage, murals, architectural features, siding, lighting and awnings.

The goal of this program is to provide an incentive to business owners to improve the look and feel of their business frontages. Vibrant commercial areas have the potential to attract new customers, clients, visitors and potential investors. The **Regional District of Bulkley-Nechako (RDBN)** is pleased to deliver this program with funding provided by the **Northern Development Initiative Trust**.

The Program

These program guidelines are intended to maximize the program benefit for improving aesthetics of commercial areas.

The Regional District of Bulkley-Nechako will provide up to a maximum 50% reimbursement grant up to a maximum of \$5,000 per building/ project to improve the facades of commercial buildings.

Each building is eligible for a one time grant only.

Projects must have a minimum total cost of \$2,500

Application deadline is June 30, 2018

Eligible Properties

- Commercially zoned properties along the Highway 16 corridor (within RDBN boundaries) with an operating business on the property. 2018 Program priority will be for Fort Fraser, Endako and Topley. Applications from other unincorporated areas may be considered in 2018 dependent on funding availability.

Eligible Applicants

- Property owners or business owners (if the applicant is the business owner, the property owner must approve the application in writing and confirm that all improvements are to be paid for by the applicant);
- Non-profit Societies occupying commercial locations

Eligibility Requirements

- All property taxes pertaining to the property are fully paid and current;
- There must be no outstanding building permits, stop work orders, or development permit condition requirements outstanding; and
- You have not received a previous grant under this program for the subject property.

Ineligible Applicants

- Residential homes located in the commercial area are not eligible;
- Municipally owned buildings (even if they have business tenants);
- Properties outside the specified area (as defined in the community's program guidelines);
- Empty buildings or businesses that are not operating (exception if the business is renovating or doing improvements to the building in anticipation of re-opening)
- Home-based Businesses

Eligible Façade Improvements

Eligible improvements may consist of but are not limited to:

- Exterior lighting (new but not replacement);
- Exterior architectural features;
- Exterior surfaces and details (decorative details, moldings, trims etc.);
- Windows (only if part of larger enhancements, no stand-alone window replacement);
- New siding;
- Façade Painting;
- Entrances and doorways (only if part of larger enhancements, no stand-alone entrance/doorway replacement); and
- Awnings.
- Signage (affixed to the building);
- Accessibility improvements (ramps, wider doors etc.) to the outside of the building only AND are part of a larger facade improvement project

Ineligible Façade Improvements

The following improvements are ineligible:

- Routine maintenance;
- Structural repairs;
- Roofs or Patios
- Non-permanent fixtures (benches, planters, patios, patio heaters etc.)
- Landscaping
- Paving
- Fencing
- Interior improvements;
- Any improvements not visible from the public right of way;
- Construction of additions, accessory buildings or new buildings;
- Any improvements that have been started prior to application approval.



Eligible Costs/ Expenses

- Direct project labor costs
- Design, architectural or engineering fees (related to facade only);
- Contractor fees
- Rental of tools and equipment
- Project related materials and supplies

Ineligible Costs/ Expenses

- Staff wages and/or benefits
- Purchase of construction tools or equipment;
- Utilities (hydro, gas etc.)
- Shipping cost
- GST/PST (must be excluded from calculations)
- Duties
- Permit fees
- Expenses related to improvement to the building façade not visible from the public right of way
- Façade improvements expenses started prior to application approval.

Design Guidelines

In order to be eligible for this grant, the applicant must submit designs and costing for the project.

Grants for projects meeting eligibility requirements will be awarded on a First come, First eligible basis.

Designs need to clearly outline the proposed improvements to allow the review committee to accurately evaluate the project, and clearly see that the finished product looks like what was intended during the application process.

Building, Sign and/or other permits may be required based on the extent of the improvements to be completed. These requirements are not waived by approval for the Façade Improvement Program, and should be applied for prior to or concurrently with application for this program.

Business Application and Project Approval Process

- 1) Complete project applications are to be submitted to the RDBN no later than **June 30th, 2018**.
- 2) Completed applications can be submitted by e-mail to corrine.swenson@rdbn.bc.ca, or can be mailed or dropped off at the RDBN office in Burns Lake.
(PO Box 820, 37 3rd Avenue, Burns Lake, BC V0J 1E0)
- 3) Applications will be reviewed and evaluated by RDBN staff to ensure projects meet the program eligibility criteria. RDBN staff may contact the applicant to discuss the application, if required.
- 4) Funding will be allocated based on project eligibility and availability of program funds. Funding will be committed on a first-come, first-eligible basis.

- 5) All applicants will be advised in writing as to whether their application has been approved, denied or approved with any conditions.
- 6) For successful applications, a Letter of Understanding is sent to the applicant which must be signed by the owner/tenant and a representative of the RDBN.
- 7) Owner/Tenant acquires any required permits and completes the project.

The Project Review Committee will consist of the Manager of Regional Economic Development and the applicable Electoral Area Director. Applications will be reviewed and a recommendation made to the RDBN Board for final approval. All Eligible Applications will be evaluated using the following ranked criteria:

- Does the project for which the funds are being sought meet the applicable Official Community Plan and Bylaw requirements? These can be found on the RDBN website.
- Will the project once complete have a noticeable impact on the Highway 16?
- Will the renovation offer a noticeable improvement on the Highway 16?

Project Reporting & Business Reimbursement Process

- 1) Owner/Tenant provides verification of expenses (including invoices or other confirmations of payment) and submits their totals on the provided Expense Reporting Form.
- 2) Owner/Tenant provides the Certification of Completion on the Expense Reporting Form signed by the applicant or contractor, indicating that all work described in the application/approval and has been paid in full, as well as before and after photos, a business testimonial, and any other supporting documentation.
- 3) Owner/Tenant provides proof that the improvements have passed final permit inspections (where required) and meets all building standards and codes (where required).
- 4) RDBN staff verify that the renovations meet the Letter of Understanding requirements and approves reimbursement.
- 5) Applicant is issued a payment as outlined in the Letter of Understanding.

Please note:

Projects/funding cannot carry over from one calendar year to the next. Approved projects and reporting must be completed before year end — December 31, 2018.

All Projects will be evaluated using the following criteria:

- Did the project meet the Program Guidelines and Letter of Understanding?

2018 Business Façade Improvement Program

Regional District of Bulkley-Nechako

Project Application

Applicant Information

Applicant Name: _____

Business Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Building Address: _____

(If different than above)

If you are applying as the tenant of a building, please provide the following information and attach a letter of consent from the building owner stating that you are permitted to make these changes.

Owner Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Business Façade Improvement Program

Terms and Conditions

I, _____ of _____
(Applicant) (Business / Building)

have read the complete application and concur with and give my consent to the work proposed in the application.

I assume all responsibility for obtaining appropriate architectural drawings, building permits and inspections, and hiring of contractors as necessary.

I will allow the Regional District of Bulkley-Nechako and Northern Development Initiative Trust to use before and after pictures of the project and testimonials for the purpose of promoting this program in the future.

I agree not to involve the Regional District of Bulkley-Nechako or Northern Development Initiative Trust in any legal action between myself and any contractors, estimators, employees, workers or agents arising from or out of the façade improvement project.

I give my consent to the Regional District of Bulkley-Nechako to make all inspections necessary to confirm that the approved plans are implemented in accordance with the expected standards.

Payment of approved grants will be made upon the applicant providing the Regional District of Bulkley-Nechako with proof of final completion of proposed improvements along with verification of expenditures and proof of final inspections (when required).

Signature _____

Date _____

OFFICE USE	
Application Received by:	Date:



Grant Recipient
Address

(Date)

RE: Business Façade Improvement Application for [name of business] at [address]

Dear [contact person]

The Regional District of Bulkley-Nechako (RDBN) is pleased to offer the Business Façade Improvement Program with funding from Northern Development Initiative Trust (NDIT). After reviewing all eligible applications according to our Program Guidelines we have determined that your project submitted on [date] qualifies for up to [\$\$\$] grant reimbursement for completion of façade improvements as outlined in your application.

The purpose of this letter of understanding is to offer clarity for both the RDBN and [Business Name] for their responsibilities under this program.

By signing this letter and entering into the program [business name] agrees to the following:

1. Provide the RDBN with 'before' photo(s) of the business façade prior to improvements and comparable 'after' photo(s).
2. Complete and pay for all work outlined in the submitted application by December 31st, 2018. Not completing and paying for the work by the end of the year disqualifies the project for funding. No extensions will be granted. The work specifically includes:
 - a. [ie install new windows]
 - b. [ie paint north facing façade in [colour]
 - c. [etc.]
3. Provide the RDBN with itemized receipts and/or stamped paid invoices for all work completed for the approved façade improvement (not just the portion being reimbursed) in such way that the RDBN can satisfy its reporting obligations with NDIT.
4. Provide a one paragraph testimonial to the RDBN that describes the impact of the façade improvement and business façade improvement program on (a) your business, and (b) the community or area.
5. Meet any and all requirements for the NDIT Business Façade Improvement Program and the Program Guidelines which may not have been specifically outlined in this letter of understanding.
6. Assume all responsibility for obtaining appropriate architectural or engineered drawings, electrical permits, building permits and inspections, and hiring of contractors as necessary.
7. Allowing the RDBN and/or NDIT to use photos and testimonials of the project for the purpose of promoting this program in the future.

- 8. Agree not to involve the RDBN or Northern Development Initiative Trust in any legal action between [name of business] and any contractors, estimators, employees, workers or agents arising from or out of the façade improvement project.
- 9. Give consent to RDBN Staff to make all inspections necessary to confirm that the approved plans are implemented in accordance with expected standards.

Upon completion of the approved work and receipt of supporting documentation (including receipts, photos, and testimonials) the Regional District of Bulkley-Nechako agrees to reimburse the amount of \$_____ or 50% of the actual documented costs of the qualifying project, whichever is less.

Signed:

[participating business]

[date]

[property owner if different from above]

[date]

Name/title of RDBN signatory

[date]



REGIONAL DISTRICT OF BULKLEY-NECHAKO MEMORANDUM

To: Chair Miller and the Committee of the Whole (March 8, 2018)
From: Rory McKenzie - Director of Environmental Services
Date: February 26, 2018
Subject: Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC - Follow up Report

Staff was directed by the Board of Directors to provide a follow up report on the cost of small scale recycling depot at the Vanderhoof Transfer Station. The following report will outline the parameters for the contract agreement between the Regional District of Bulkley-Nechako and Recycle BC. It will also provide the estimated costs for this recycling service based on the existing volumes and current population of the service area that would have access to the proposed recycling depot at the Vanderhoof Transfer Station.

Service Area:

The depot's service area for the proposed small scale depot at the Vanderhoof Transfer Station would include the District of Vanderhoof and surrounding rural residents.

Materials Collected:

The materials collected would be a minimum standard package of residential In-scope Packaging and Printed Paper (PPP) material (not including I.C.I.);

- mixed packaging, plastics 1-7 (\$175/tonne) and metal(\$120/tonne),
- printed paper (\$80/tonne),
- old corrugated cardboard (\$80/tonne),
- glass (\$80/tonne),
- styro-foam (colored and white) (\$175/tonne) and
- film plastics (\$175/tonne)

Additionally, the RDBN could choose to provide the option to collect flexible layered plastics by entering into a pilot project through the contract agreement with Recycle BC.

Staffing:

Recycle BC requires that the depot be staffed with sufficient coverage to provide personal customer service, educate customers regarding accepted In-scope PPP and to avoid customer delay at all times while the site (transfer station) is operational.

Collection Containers:

Recycle BC will supply containers to be removed from the depot for transport of In-scope PPP by a designated post-collection service provider for cardboard/mixed paper and mixed plastics but does not assist in establishing any depot structure itself. Recycle BC will supply canvas totes to collect all other In-scope materials but Recycle BC requires protection for these totes and any stockpiled material from the weather.



The RDBN will purchase 2 (sea-can) shelters that are modified with 2 side rollup doors for public access to the canvas totes as a collection point and another for a storage shelter for stockpiled material and supplies. Covering collected materials with tarps is acceptable until material is transported off site to the processing plant.

Education and Promotion:

As a local government, the RDBN will have the responsibility to execute public promotion and outreach programs. The RDBN will have to post signage stating hours of operation and contact information for customers as well as educational signage for In-scope depot materials, incorporating Recycle BC-developed communications messages and images in promotional material.

Proposed Changes to Operations at the Vanderhoof Transfer Station:

Staff is recommending that the operations of the Vanderhoof Transfer Station be changed to provide a recycling depot on site with additional staffing to allow full customer coverage during the transfer station's hours of operation. This service will utilize the current reuse shed attendant by increasing hours worked to 36 hours per week from 28 hours per week and an additional attendant will be hired to work the remaining 30 hours per week. This will cover the 66 hours that the site will be open and will fulfil the requirement by Recycle BC for depot staffing and public education. By providing the extra staff coverage it will allow the reuse shed at the Vanderhoof Transfer Station to be open 7 days per week as these attendants will be asked to cover both recycling and reuse shed responsibilities.

The following charts show revenue and expenses from the current recycling program in Vanderhoof and Area and costs to start up a depot with a Recycle BC contract and how that affects the RDBN contributions.

Table 1 – Existing Costs for 2018 based on Current Recycling Program – Open to public during site hours

Expenses	Proposed 2018 Costs
Nechako Waste Reduction Initiative Subsidies	
• Coordinator wages/Admin/Education	\$ 31,190
• Mixed Paper & Plastic 40 yard bins (2)	\$ 44,460
• Total Cost	\$ 75,650
• Residential Cardboard bin rental (RDBN)	\$ 12,000
Reuse Shed Attendant	\$ 27,897
Total Expenses	\$115,547
RDBN (Taxation contribution)	\$115,547



Table 2 – Proposed new costs for Full Coverage Recycle BC Depot in Vanderhoof

Revenue	Estimated Annual Costs
Recycle BC (per year)	
• Collection Financial Incentive (Material)	\$ 22,000.00
• Administration Top-up	\$ 22,500.00
• Resident Education Top-up	\$ 6,750.00
• Total Revenue from Recycle BC	\$ 51,250.00
Expenses	
Nechako Waste Reduction Initiative Subsidies	
• Coordinator wages/Admin/Education (revised)	\$ 20,000.00
• Capital Start-up Cost (2 modified Sea-Cans)	\$ 25,000.00
Reuse Shed Attendant	
• Current Staffing costs (4 days/wk @7hrs)	\$ 28,000.00
• Additional Staffing costs	\$ 51,250.00
• Total Wages for full coverage	\$ 79,250.00
Total Expenses	\$124,250.00
RDBN (Taxation contribution)	\$ 73,000.00

The Vanderhoof Recycle Depot could be operational as early as mid-2018 and will not require additional taxation. If new rates that are being proposed to the Ministry are approved, the RDBN will see an increase in revenue in 2019. The incentive rates for film plastics and foam will be increasing to triple the current rate stream and the rate for glass will be increasing slightly by 10%. It is also proposed that the top-up incentives for local governments will be going up slightly as well in 2019.

In the following years, it is speculated that the volumes used to calculate the above revenue costs will go up as public awareness increases after the program is established. Also, the start-up costs will no longer be required in the following year's expenses which will then lower the RDBN contributions towards recycling in the Vanderhoof and Area. Overall, establishing a Recycle Depot in Vanderhoof as proposed will reduce RDBN taxation.



RECOMMENDATION

(All/Directors/Majority)

1. That the Committee of a Whole receive the memorandum titled, "Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC - Follow up Report" dated February 26, 2018.
2. That the Committee of the Whole recommend to the RDBN Board of Directors that staff enter into a recycling depot contract with Recycle BC for the depot service at the Vanderhoof Transfer Station.
3. Further, that the Committee of the Whole recommend to the RDBN Board of Directors to approve operational and staffing changes to provide a small scale recycling depot that provides full operational coverage in accordance to the requirements of the Recycle BC contract.



Regional District of Bulkley-Nechako Committee of the Whole March 8, 2018

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: February 26, 2018
Regarding: SWOT Update

In May 2017 MDB Insight was hired to complete an Administration Services Contract to implement a number of actions of the Regional Skills Gap Analysis with support from the Strategic Workforce Opportunities Team. The funding for this contract was provided through a Labour Market Partnership from the Province with the RDBN being the recipient of the grant.

To date MDB Insight and the SWOT has completed:

Project Plans
Social Media Strategy
SWOT Sustainability Plan
Communications Plan
Inventories, Databases, Reports
Development and Training Needs
Training Programs Employer Incentives
Succession Planning Strategies and practices, tools and resources
Research information sharing between institutional organizations and training excellence
Summary Document/web links of internships
Events and Training in RDBN
Current and Planned Marketing Initiatives
Job Banks in RDBN
First Nation Contacts by Band & Organization
RDBN Training Institutions
Learning life skills and career readiness material
Provincial Support Programs in Top Industry Sectors
Programs, Supports & Relevant organizations - (practicum & work experience for youth)
List of provincial programs in high demand business areas
Best practices Report on information sharing between institutional organizations and training excellence
Marketing/Social Media/Communication Strategies
Draft education/career pathways for 4 high priority sectors experiencing labour force gaps and make available.
Cost of Living Infographics
Web page content to promote local recreational and cultural opportunities to retain labour
Formalized mass email list

Workshop Development/Delivery**Draft Workshop Presentation on Employee attraction and retention**

To Complete by May 31, 2018:

Create and deliver 'Get to know your Region' Program to assist with retention of current and future labour not living in the region

Opportunities Website update to promote above information and align with 'Get to know your Region' Program

Deliver 5 workshop presentations with SWOT members

In preparation of the completion of the Administration Services Contract, the SWOT has begun the process of strategic planning. The February 20th meeting focused on the vision and goals of the SWOT and a draft Strategic Plan will be available on March 2nd. The Plan will be presented to the RDBN Board of Directors on March 15.

Current members of the SWOT include:

Val	Anderson	Village of Burns Lake
Crystal	Bouchard	Industry Training Authority BC (ITA)
Dave	Christie	Village of Fraser Lake
Albert	Gerow	Burns Lake Band
Kiel	Giddens	TransCanada, Coastal GasLink Pipeline Project
Cheryl	LaRocque	Prince George Nechako Aboriginal Employment and Training Association
Lindsey	Larsen	Regional District of Bulkley-Nechako
Tammy	Lyell	Community Futures Stuart-Nechako
Eugene	Marks	School District #91
Kim	Martinsen	Community Futures Nadina
Mike	McDiarmid	School District #54
Brad	McRobert	Ministry of Jobs, Tourism & Skills Training
Nicole	Neufeld	University of Northern BC
Rosemary	Edgeworth	Work BC Smithers/Houston/Burns Lake
Rob	Newell	Electoral Area G (Houston Rural)
John	Nooski	Burns Lake Native Development Corporation
Lianne	Olson	RioTinto Alcan
Regina	Saimoto	Northwest Community College - Smithers & Houston
Corrine	Swenson	Regional District of Bulkley-Nechako
Lynn	Synotte	College of New Caledonia - Burns Lake
Darlene	Turner	Little Valley Farms
Kelley	Williams	District of Fort St James

Staff would be happy to answer any questions the Board may have.

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

Receive.

Assessment Initiatives

To ensure the delivery of current and equitable property assessments that can be relied upon to build stable and predictable tax bases, BCA typically undertakes a number of Province-wide Roll quality initiatives/projects. The following is a brief listing on the Initiatives BCA undertook for the 2018 Assessment Roll. For details on each initiative, please refer to the *Assessment Initiatives* thread on BC Assessment's *Community Corner* discussion forum (see Information Exchange Initiatives section for more on *Community Corner*).

- **Property Data Accuracy Program (PDAP)**
Property assessment data is one of BCA's key assets and a key ingredient to providing high quality, accurate and equitable property assessments in BC. PDAP represents a standardized method of validating assessment data as measured against an accuracy standard. The goal of PDAP is to ensure the assessment data for single family and strata residential and market-valued commercial properties is validated as accurate within last five years. At present, BC Assessment has validated the accuracy of over 93% of market-valued properties in BC.
- **Desktop Review (DTR)**
Under DTR, property improvements are reviewed using a combination of orthography, oblique and street front imagery, and building outlines. DTR enables our appraisal staff to confirm property details as accurate, or update them as needed. For the 2018 Roll, 84,446 folios were included in our DTR program, which generated approximately \$658,259,000 in non-market change for participating jurisdictions.
- **Mailouts & Directed Information Requests (DIRs)**
BCA sends out a number of centralized targeted annual mail outs and DIRs in support of PDAP and other Roll production activities. The following is a listing of the mail outs and DIRs sent out for 2018 Roll:

Mailout Name	Purpose	No. Letters
Residential Strata	Requests ensure accurate & current inventory in BCA records	11,149
Residential	Validate inventory of properties not validated by other methods	49,924
IC&I Income & Expense	Collect current income, expense, & lease info on Multi-Family, Industrial, Office, & Retail properties	11,063
IC&I Strata Income & Expense	Collect current income, expense, & lease info on strata investment properties	2,309
MIP/EPG	Request info from owners of MIP Plants & EPG facilities on any changes to the inventory	344
Section 19(B)	Ensures eligible owners opportunity to receive assessment relief under Sec. 19(B) of Assessment Act	4,526
December Sales	Notifies purchasers of property between December 1-31 that they're responsible for upcoming property taxes, but don't receive assessment notice (due to November 30 LTSA records cut off)	6,251
Early Notification Letters	Alerts owners to above average changes in their upcoming assessment & that property taxes payable will likely be greater than average increase for same property type within their jurisdiction	74,724

Regional assessment offices have discretion to send additional 'local' mail outs, requests for information from, and reminder notifications for various property types. Additionally, some assessment projects may require an ad-hoc mail out be sent to impacted property owners. 'Local' mail outs tend to range from a few dozen to a few thousand folios Province-wide.

- ***Assessment Quality Management (AQM) Program***

The AQM program was developed to identify, prioritize, and systematically address opportunities to improve upon BCA's high standards of Assessment Roll quality. The following is a listing of 2018 Roll AQM projects being undertaken. Please refer to [*Community Corner*](#) or the [*Quality Initiatives*](#) page on our Data Delivery Website for details on each project.

- Provincial certified airports
- Residential private moorage
- Split-level homes
- Remote access properties
- Commercial land adjustment
- Residential land adjustment phase 2
- Restricted use (social housing)

As part of pre-roll consultation, BCA contacts owners and/or their designated agents, via our early notification letter program, prior to the delivery of assessment notices, where our initiatives result in significant value shifts, or changes in classification or taxability that may result in significant property tax changes. Furthermore, owners/agents also receive a "special message" on their assessment notice to alert them to these changes.

Information Exchange Initiatives

BCA is pursuing operational excellence to optimize service delivery to Local Governments by leveraging technology and increasing collaboration to strengthen our partnerships with you. By sharing information and working together BCA and Local Governments can:

- ✓ Ensure fair and equitably property assessments
- ✓ Maintain a stable and predictable Assessment Roll
- ✓ Maximize property tax revenue levied and collected by Taxing Authorities
- ✓ Increase citizen awareness of property assessment and taxation

The following Local Government information can affect the accuracy and equity of assessed values:

- Building permits
- Building plans
- Land use control amendments
- Development applications & approvals
- Preliminary & final subdivision approvals
- Extensions of service infrastructure
- Permissive tax exemptions
- Revitalization exemptions
- Mailing address changes
- Occupiers/lessees of your properties
- Situs (civic address) assignments

Local Governments can provide the above information by:

- Participating in the [Standard Building Permit Report](#) program
- Submitting electronic building plans to BCA
- Submitting address changes via BCA's [Change of Address Notification e-Form](#)
- Participate actively on [*Community Corner*](#) web forum
- Adding BCA to consultation notifications
- Notifying your local BCA office of changes in occupied properties

Standard Building Permit Report Program

Building permits are one of the triggers that lead our appraisal staff to changes in property inventories. The Standard Building Permit Report initiative enables Local Governments to submit building permit reports electronically to BCA via our [Data Delivery Website](#). Visit our website for more information how to participate in the [Standard Building Permit Report program](#).

Submitting Electronic Building Plans

Building plans are a main source of information our appraisal staff rely upon to add new construction and renovations to the Assessment Roll. We are investigating possible mechanisms for electronic plan transfers, which would require transitioning Local Governments from providing paper copies to electronic copies of plans. Local Governments who require electronic copies of plans as part of their permit process are encouraged to submit them to BCA by one of the following methods:

- Providing access to Local Government File Transfer Protocol (FTP) websites
- Providing access to Local Governments shared secured servers
- Utilizing USB flash drives or external hard drives (BCA can provide)

Local Governments who do not require electronic plans are encouraged to move towards this requirement. Doing so will reduce administrative resources used to provide paper copies of plans to BCA and will result in new value to your community's tax base being added sooner.

Change of Address Notification e-Form

Current mailing addresses are important to ensuring that notifications are delivered to the appropriate person and location. To assist in timely updates to mailing addresses in our provincial database, BCA encourages Local Governments make use of our [Change of Address Notification e-Form](#) located on our public website. Use of the e-Form eliminates the need for a Local Government to send regular address change reports to BCA (as long as [all address changes](#) are processed using the e-Form) and ensures addresses are updated sooner. The e-Forms are automatically directed to our offices, at which time our staff update the addressing. Local Governments then consume the address changes via [Data Advice](#) available on our Data Delivery Website. BCA appreciates Local Government's assistance in ensuring addressing is current. We kindly request that your staff directs property owners complete the e-Form, or assists them in completing it. The e-Form contains all the information required by BCA to change mailing addresses for properties.

Community Corner Discussion Forum

BCA's [Community Corner](#) discussion forum is designed to increase collaboration and information sharing with Local Governments. [Community Corner](#) can be accessed for information on BCA projects and market trends. The forum also provides users an opportunity to ask questions, provide feedback, and share ideas on product and service development and enhancement.

Access to [Community Corner](#) is secured via BCeID authentication; consequently, first time users are required to complete and return to BCA the [Community Corner registration form](#) to be added as a verified user. Once added, users can freely review content, post replies, and add new topic threads.

Update on Legal/Legislative or BCA Policy Changes

For a summary of legislative changes and a case law updates relevant to the 2018 Assessment Roll, please refer to the Community Corner forum topic titled *Update on Legal/Legislative or BCA Policy Changes*. The summary will include details on significant Property Assessment Appeal Board, BC Supreme Court, or Court of Appeal decisions that may affect the assessments in your jurisdiction.

From: Marie Tanner [<mailto:marie@tanneryoung.com>]
Sent: Monday, February 12, 2018 4:24 PM
To: 'Marie Tanner'
Subject: TCYHA - Call for Resolutions 2018 AGM

RECEIVED
 FEB 23 2018
 REGIONAL DISTRICT OF
 BULKLEY NECHAMU

Call For Resolutions!

Resolutions provide an opportunity for local governments of all sizes and from all areas of the TCYHA region to express concerns, share their experiences and take a united position.

Are there any issues concerning the highway (TC Yellowhead #16 or BC Yellowhead #5) that are bothering you? Anything to do with the highway that is of concern to your municipality? If so, please construct that in the form of a Resolution and submit it for discussion at our Annual General Meeting.

Our members submit resolutions on province-wide or region specific issues for consideration by the full membership at the TCYHA's Annual General Meeting. Resolutions endorsed by the membership are conveyed to senior levels of government and other stakeholders involved in the affairs of our four western provinces.

Resolutions must be submitted by a member community in order to reach the floor at the TCYHA Annual General Meeting (the AGM will be held in Edmonton, April 6th; detail forthcoming).

The deadline for submitting resolutions for the 2018 AGM is March 21st. While you can still submit resolutions after this date, they will be labelled a 'late' resolution, and may not make it into the printed AGM booklet, depending on how late they are submitted.

The procedures and forms can be found at: <http://www.transcanadayellowhead.com/resources/>. Please ensure that all the documentation is completed prior to submission.

Submit your resolution(s), with the Subject line "Resolutions 2018 – Attn: Resolutions Chair" to admin@goyellowhead.com.

If you would like any further information on the above contact John at admin@goyellowhead.com.

Thank you,

Sandy Salt (Councillor, Village of Valemount, BC)
 President
 TCYHA Board of Directors

Marie

Marie Tanner, Customer Relations
 Tanner Young Publishing Group
 #1-9301-50 Street
 Edmonton, Alberta T6B 2L5

Office: 780-465-3362

Mobile: 780-717-8049

Fax: 780-448-0424

Email: marie@tanlervoung.com

Our magazine knows where travellers want to go...and we send them there!

- WHERE Edmonton Magazine, Our Alberta Driving Guide.
- Edmonton City Guide, Alberta Meeting & Event Guide, Edmonton Mini Map, Go Yellowhead Travel Guide.
- Canadian Cowboy Country Magazine, Pro Rodeo Insider, Canadian Finals Souvenir Program
- Edmonton Attractions Pass, On-line travel guides

Cheryl Anderson

Subject:

FW: FCM policy highlights from Budget 2018

February 28, 2018

f in t d



Dear members,

Following up from last night's rapid response, our FCM team has pored through the pages of Federal Budget 2018 and compiled [policy highlights](#) for you.

This budget missed a key opportunity to expedite social housing repairs in communities across Canada — FCM's top recommendation to kick-start the National Housing Strategy. However, this budget does deliver meaningful progress for our cities and communities.

Budget 2018 responds to our call to fund treatment programs to help tackle the opioid crisis. It reaffirms the federal commitment to a fair cannabis revenue-sharing model. And it keeps us on track to shaping the Investing in Canada infrastructure plan to deliver major outcomes in communities of all sizes.

FCM resources:

- [NEW: Budget 2018 policy highlights](#)
- [Statement on Budget 2018](#)
- [Pre-budget recommendations](#)

In the coming days, we will share a more in-depth analysis of this budget's implications for cities and communities.

– Your FCM team

Find us: f in t d

FCM

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Federal Budget 2018: Highlights

The Federal Budget 2018, *Equality + Growth: A Strong Middle Class*, was presented by the Hon. Bill Morneau, Minister of Finance, on February 27, 2018. [FCM's statement](#) responding to Budget 2018 can be found online. Below are key highlights of Budget 2018 with relevance for FCM and local governments. A full analysis will follow in the coming days.

Housing

- Budget 2018 increases the amount of loans available through the Rental Construction Financing Initiative from \$2.5 billion to \$3.75 billion over the next three years. A component of the National Housing Strategy, the initiative is intended to enable the construction of more than 14,000 new rental units for modest- and middle-income households.
- Budget 2018 commits funding to support housing strategies that respect the distinct needs of Indigenous communities, including:
 - \$600 million over three years to support housing on First Nation reserve communities as part of a 10-year First Nations Housing Strategy that is being developed with First Nations.
 - \$400 million over 10 years to support an Inuit-led housing plan in the Inuit regions of Nunavik, Nunatsiavut and Inuvialuit.
 - \$500 million over 10 years to support the Métis Nation's housing strategy.

Cannabis

- Through Budget 2018, the federal government proposes to add a new excise duty framework for cannabis to the *Excise Act, 2001*. Budget 2018 confirms that 75 per cent of the taxation revenues from the excise tax will flow to participating provinces and territories, with the federal government receiving the remaining 25 per cent.
- Budget 2018 signals that it is the federal government's expectation that a significant portion of the 75 per cent of cannabis excise tax revenue flowing to provinces and territories will go to local governments to address their costs related to cannabis legalization.
- The federal government will also allocate \$62.5 million over five years to support community-based organizations to undertake public education and awareness related to cannabis.

Opioids

- Building on investments to support the Canadian Drugs and Substances Strategy in 2017, Budget 2018 proposes an additional \$231.4 million over five years, starting in 2018-19, to address the opioids crisis including:
 - One-time emergency funding of \$150 million in 2018-19 that will be distributed to provinces and territories to expand access to a range of evidence-based treatment options.
 - An additional \$26 million to Health Canada to support a public education campaign to address stigma against people who use opioids, as well as expand the Substance Use and Addictions Program, which provides financial support to innovative and best practice-based programs responding to drug and substance use issues in Canada.
 - \$16 million to the Public Health Agency of Canada over five years and \$1 million to Statistics Canada in 2018-19 to improve surveillance, data collection, reporting and analysis of public health data and inform evidence-based strategies to address the opioid crisis.
 - \$33 million over the next five years to Canada Border Services Agency to improve border surveillance through additional tools to detect and identify fentanyl and other substances before entering Canada.
 - \$6 million over five years to Public Safety Canada to address the opioid crisis.
- Additionally, Budget 2018 proposes \$200 million over five years and \$40 million per year ongoing to for culturally appropriate addictions treatment and prevention services in First Nations communities, including services to address opioid use.

Investing in Canada Infrastructure plan

- Budget 2018 reiterates the federal government's commitment to invest over \$180 billion over 12 years in infrastructure through the Investing in Canada infrastructure plan. These investments include the funding that will be delivered through integrated bilateral agreements currently being negotiated between the federal government and provinces/territories, as well as national programs like the *Disaster Mitigation and Adaptation Fund*.
- The funding profiles for these infrastructure investments have been updated by the federal government to reflect when the federal government anticipates receiving claims from funding recipients for eligible costs.
- Budget 2018 indicates that combined investments of \$32 billion have been approved so far.



Rural, northern and remote priorities

- Budget 2018 proposes funding of \$100 million over five years for the Strategic Innovation Fund, with a particular focus on supporting projects that relate to low Earth orbit satellites and next generation rural broadband. These satellites have the potential to provide Canadians living in rural and remote areas with significantly improved access to Internet and wireless services at more affordable prices.
- The budget also proposes to provide \$250 million over two years to Fisheries and Oceans Canada to renew its network of small craft harbours and work with municipalities where investments and divestitures can enhance local communities.

Poverty Reduction

- To strengthen the collection and dissemination of poverty data across the country, the federal government will invest \$12.1 million over five years starting in 2018-19 and \$1.5 million per year thereafter.

National Pharmacare

- Budget 2018 announces the creation of an Advisory Council on the Implementation of National Pharmacare. The Council has been tasked with recommending options for a national pharmacare program to the Minister of Health and the Minister of Finance. Council members, the consultation process and timelines are to be determined.

Reconciliation

- Budget 2018 announces investments intended to help close the gap between Indigenous and non-Indigenous communities, including by providing:
 - \$4.14 billion over five years for health, culture, employment and housing.
 - \$4.76 billion over five years for rights and self-determination efforts, such as by strengthening Indigenous institutions and community capacity.

Public Safety

- Budget 2018 also commits significant new funding to improve RCMP operations, including:
 - \$80 million in 2018-19 to reinforce existing RCMP policing operations and to support the recruitment and training of new RCMP cadets.
 - \$116.0 million over five years, and \$23.2 million per year ongoing, to the RCMP to support the creation of the National Cybercrime Coordination Unit.
 - \$80.5 million over five years, starting in 2018-19, with \$17.7 million per year ongoing to support the Federal Tobacco Control Strategy.
 - \$60.2 million over five years, and \$9.5 million per year ongoing, for the RCMP to renew radio systems in four divisions: Ontario, Quebec, New Brunswick and the National Capital Region.
 - \$21.4 million over five years, starting in 2018-19, to support the mental health needs of its officers.

- The federal government is also establishing the Initiative to Take Action Against Guns and Gangs to tackle gun and gang activity in Canada. The budget commits to providing \$327.6 million over five years, starting in 2018–19, and \$100 million per year ongoing, to this initiative.

International Trade

- Budget 2018 signals the government's intent to pursue greater trade diversification through new markets, with \$75 million over 5 years dedicated to enhancing trade discussions with South American and Asian countries. Budget 2018 highlights trade relations with a number of global partners, including the Canada- European Union Comprehensive Economic and Trade Agreement and the signing of the Comprehensive and Progressive Agreement for Trans-Pacific Partnership, as well as continued negotiations on North American Free Trade Agreement (NAFTA) modernization.
- In response to the ongoing softwood lumber dispute with the United States, Budget 2018 commits to continued efforts to seek a long-term softwood lumber agreement with the U.S, as well as committing \$191 million over five years, starting in 2018–19, to Global Affairs Canada and Natural Resources Canada to support softwood lumber jobs including pursuing trade dispute resolution through litigation under the World Trade Organization and the NAFTA dispute settlement mechanisms.

Modernizing federal environmental assessments

- As announced in early February, Budget 2018 includes \$1 billion over five years to support the modernization of federal environmental assessments. This will support the proposed new Canadian Impact Assessment Agency (to replace the Canadian Environmental Assessment Agency), the Canadian Energy Regulator (to replace the National Energy Board), increase scientific capacity in federal departments and agencies, improve regulatory efficiency at Fisheries and Oceans Canada and Transport Canada, and increase opportunities for public participation.

Gender lens

- Budget 2018 applied GBA+, a specific gender-based analysis, to all policy, program and investment announcements made in the budget, considering the different impacts and intersections of gender and other identity factors (e.g. ethnicity, age, income, sexual orientation, etc.). It also introduced a Gender Results Framework that provides indicators across six pillars to measure progress against equality.
- Budget 2018 made a number of policy, program and investment commitments throughout the budget to that support gender equality and apply GBA+. Key program announcements include a pay equity regime for the federally regulated sector, which will be tabled in the fall, and a new EI parental sharing benefit that provides an additional five weeks of benefits when both parents share parental leave.

Cheryl Anderson

From: Christian, Holly <Holly.Christian@northernhealth.ca>
Sent: February 27, 2018 1:06 PM
Subject: REGISTER NOW for the Northern Healthy Communities Forum 2018

Hello Healthy Community Partner!

More than ever, we recognize the valuable role that local governments play in supporting communities to be healthy. To continue conversations on strategies to support communities to be healthy, Northern Health is again hosting a pre-NCLGA Convention forum aimed at bringing together members and staff of northern local governments, Northern Health leaders, and community partners. The day will provide opportunity to share knowledge, highlight the successes and challenges of addressing health at the community level, and education opportunities aimed at supporting current and emerging health issues.

Please save the date and join us in Fort Nelson for the **Northern Healthy Communities Forum**

Date: Monday May 7th, 2018

Time: 9:00am – 3:00pm

Location: Fort Nelson, BC

Click [here](#) to register!

We look forward to seeing you there!

Holly Christian
 NW Lead, Healthy Community Development

Northern Health
 1788 Diefenbaker Dr. Prince George, BC V2N 4V7
 Tel: 250.645.6348
 Cel: 250.961.1674
 Fax: 250.612.0810

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the northern way of caring

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geraldine.craven

From: Marie Tanner <marie@tanneryoung.com>
Sent: February 28, 2018 3:37 PM
To: 'Marie Tanner'
Subject: TCYHA ANNUAL GENERAL MEETING & AWARDS LUNCHEON 2018 - ACTION REQUIRED

Importance: High

Trans Canada Yellowhead Highway Association Annual General Meeting

The 72nd TCYHA AGM and Awards Luncheon will be held Friday April 6, 2018.

- This year the AGM will be preceded by the Awards Luncheon which will include a presentation from the Honorable Amarjeet Sohi, Minister of Infrastructure and Communities, Government of Canada, as well as updates from our four Provincial Transportation Ministries (tentative).
- The Awards Luncheon and Transportation Update will go from 12:00 noon MT to 1:30pm MT.
- The Annual General Meeting will go from 1:45pm MT to 3:15 MT.
- Both events will be held at:
Nova Chateau Yellowhead, Grizzly Room (Main Floor)
13920 Yellowhead Trail, Edmonton, AB T5L 3C2

Accommodation

A block of rooms is being set aside for those wishing to either arrive Thursday evening and/or stay over to Saturday. Please quote Group 2434096 OR Trans Canada Yellowhead Highway Association to get the preferred rate. To make Reservations please contact the hotel directly at 1.866.913.6682 or visit <http://www.novahotels.ca/chateau-nova-yellowhead/>.

RSVP

To help with planning please **RSVP to admin@goyellowhead.com** with the number of delegates that will be attending. Please also note any dietary or allergy restrictions.
Please RSVP by March 23rd.

Voting Details

See the chart below for voting delegate assignments:

Municipality

Population 1 – 1000	= one (1) voting representative
Population 1001 – 5,000	= two (2) voting representatives
Population 5,001 to 15,000	= three (3) voting representatives
Population 15,001 plus	= four (4) voting representatives

Call For Resolutions – Deadline March 21st.

Please click here

<http://www.transcanadayellowhead.com/resources>