

REGIONAL DISTRICT OF BULKLEY-NECHAKO



**RURAL DIRECTORS COMMITTEE
AGENDA
Thursday, July 17, 2014**

<u>PAGE NO.</u>	<u>SUPPLEMENTARY AGENDA</u>	<u>ACTION</u>
	<u>AGENDA- July 17, 2014</u>	Approve
	<u>MINUTES</u>	
2-8	Rural Directors Committee Meeting Minutes - June 5, 2014	Receive
	<u>REPORTS</u>	
9-10	Kristi Rensby, Finance/Administration Coordinator – Directors' Allocations of Federal Gas Tax Funds – Second Quarter 2014	Receive
11-12	Deborah Jones-Middleton, Protective Services Manager – Working Together: Effective Fire Service Administration for Fire Chiefs and Local Government CAOs Training Program	Receive
	<u>DEVELOPMENT SERVICES</u> <i>(All Directors)</i>	
	<u>Referrals</u>	
13-17	Land Referral File No. 7409726 Kluskus North Electoral Area "A"	Recommendation (Page 13)
	<u>SUPPLEMENTARY</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, June 5, 2014**

PRESENT: Chair Jerry Petersen

Directors Stephen Freeman
Rob Newell
Ralph Roy
Stoney Stoltenberg

Directors Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)
Bill Miller, Electoral Area "B" (Burns Lake Rural)

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

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

CALL TO ORDER

Chair Petersen called the meeting to order at 12:46 p.m.

**SUPPLEMENTARY
AGENDA**Moved by Director Roy
Seconded by Alternate Director Hughes**RDC.2014-6-1**

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-May 1, 2014**Moved by Director Stoltenberg
Seconded by Director Newell**RDC.2014-6-2**

"That the minutes of the Rural Directors Committee meeting of May 1, 2014 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Request for Grant in Aid

Moved by Director Stoltenberg
 Seconded by Director Freeman

RDC.2014-6-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the following requests for grant in aid be approved:

- Provincial Mine Rescue 2014 be given \$1,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the Mine Rescue Competition;
- Lakes District Arts Council be given \$1,000 grant in aid monies from Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with events during the 2014/15 season;
- Fraser Lake Elementary Secondary School Sr. Girls Soccer be given \$3,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the team to attend the Provincial Championships in Vancouver, B.C.;
- Fraser Lake Elementary Secondary School Breakfast Club Program be given \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the Fraser Lake Breakfast Club Program;
- Fraser Lake Elementary Secondary School Community Garden be given \$2,400 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the development of a community garden at the Fraser Lake Elementary Secondary School;
- Glennanan Community Association be given \$750 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the purchase of liability insurance for Glennanan Community Park;
- Grassy Plains Community Hall be given \$1,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to replace rotten floor joists in the Community Hall;
- Nechako Valley Wrestling Club be given \$5,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for its Wrestling Mat Replacement Project;
- Dze L K'ant Friendship Centre Society be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) to purchase equipment for the All Nations Soccer League;

SUPPLEMENTARY AGENDA

- Fort St. James Seniors Association be given \$2,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with a membership drive."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Director Freeman removed himself from the meeting at 12:49 p.m. due to a familial conflict of interest regarding Southside Economic Development Association – Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural).

Southside Economic
Development Association
Request for Grant in Aid
-Electoral Area “E”
(Francois/Ootsa Lake Rural)

Moved by Director Stoltenberg
Seconded by Director Newell

RDC.2014-6-4

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Southside Economic Development Association be given \$500 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for gravel to refurbish the boat launch on the Southside of Francois Lake.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Freeman returned to the meeting at 12:50 p.m.

DEVELOPMENT SERVICES

REFERRALS (All Directors)

Land Referral File
No. 6408691 Kevin and
Mary Knight, Electoral Area “A”

Moved by Director Stoltenberg
Seconded by Director Freeman

RDC.2014-6-5

“That the comment sheet titled “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408691” be provided to the Province as the Regional District’s comments on Crown Land application 6408691.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File
No.6408445
Rene Dieleman
Electoral Area “A”

Moved by Director Stoltenberg
Seconded by Director Freeman

RDC.2014-6-6

“That the comment sheet titled “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral File No. 6408445” be provided to the Province as the Regional District’s comments on Crown Land Referral File No. 6408445.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REFERRALS (All Directors) (CONT'D)

Land Referral File
No.6407776 Orville
and Cornilia Huisman
Electoral Area "A"

Moved by Director Stoltenberg
 Seconded by Director Freeman

RDC.2014-6-7

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral File No. 6407776" be provided to the Province as the Regional District's comments on Crown Land Referral File No. 6407776."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File
No.7409701 Ross
and Sandra Davidson
Electoral Area "C"

Moved by Alternate Director Hughes
 Seconded by Director Newell

RDC.2014-6-8

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral File No. 7409701" be provided to the Province as the Regional District's comments on Crown Land Referral File No. 7409701."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mines Referral for Expanded
Mine Lease Area
Thompson Creek Mining Ltd.
Electoral Area "D"

Moved by Director Roy
 Seconded by Director Stoltenberg

RDC.2014-6-9

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Mines Referral for Expanded Mine Lease Area over Endako Mine" be provided to the Province as the Regional District's comments on Mines Referral for Expanded Mine Lease Area over Endako Mine."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File
No.7409702 Dean
Forsberg, Electoral Area "D"

Moved by Director Roy
 Seconded by Director Stoltenberg

RDC.2014-6-10

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral File No. 7409702" be provided to the Province as the Regional District's comments on Crown Land Referral File No. 7409702."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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REFERRALS (All Directors) (CONT'D)

Land Referral File
No.6408627 & 6408628
Ministry of Forests, Lands and
Natural Resource Operations
Electoral Area "E"

Moved by Director Freeman
Seconded by Alternate Director Hughes

RDC.2014-6-11

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral File No. 6408627 and 6408628" be provided to the Province as the Regional District's comments on Crown Land Referral File No. 6408627 and 6408628."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File
No.7409722 Poole Farms Ltd.
Electoral Area "F"

Moved by Director Roy
Seconded by Director Stoltenberg

RDC.2014-6-12

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral File No. 7409722" be provided to the Province as the Regional District's comments on Crown Land Referral File No. 7409722."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File
No.6408678 & 6408679.
Double A Ventures Ltd.
Electoral Area "G"

Moved by Director Newell
Seconded by Director Freeman

RDC.2014-6-13

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral File No.6408678 and 6408679" be provided to the Province as the Regional District's comments on Crown Land Referral File No. 6408678 and 6408679."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Bulkley Valley Economic
Development Association
Electoral Area "A" (Smithers
Rural)

Moved by Director Stoltenberg
Seconded by Director Freeman

RDC.2014-6-14

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako approve extending the appointment of Joe Wong as representative for Electoral Area "A" (Smithers Rural) to the Board of Directors of the Bulkley Valley Economic Development Association."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

Protective Service Department 2014 Work Plan

Moved by Director Stoltenberg
 Seconded by Director Freeman

RDC.2014-6-15

"That the Rural Directors Committee receive the Protective Services Manager's May 15, 2014 memo titled "Protective Services Department 2014 Work Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS (CONT'D)

CN Recognition 100th Year Anniversary of the Last Spike in Fort Fraser

Director Roy mentioned that on May 28, 2014, CN hosted a recognition ceremony to celebrate the 100th anniversary of the last spike in the rail line from Prince Rupert to Prince George. CN also repainted the caboose located in Fort Fraser in honour of the anniversary.

Federation of Canadian Municipalities Rail Safety Committee

Chair Petersen noted that while attending the Federation of Canadian Municipalities (FCM) Convention May 30 to June 2, 2014 in Niagara Falls, ON discussions took place regarding the work of the FCM Rail Safety Committee. Chair Petersen mentioned the importance of providing information to the committee in regard to concerns and issues in the Regional District of Bulkley-Nechako regarding rail safety.

The FCM Rail Safety Committee noted that CN is meeting the requirements made by the federal government to provide rail car goods information to communities that register with CN. Discussion took place regarding the challenges associated in registering with CN. The information is only provided at the end of the year after the goods have been transported, will only be provided to the signatory of the agreement, are strictly confidential and cannot be shared. This is not timely or beneficial.

Discussion took place regarding CN's response time to an incident being a minimum 12-24 hours as the closest response team is located in Edmonton, Alberta. Concerns were brought forward regarding the impacts to communities, lakes, streams and rivers that CN is in close proximity to as it travels through the RDBN.

Chair Petersen spoke of the Federal Government mandating CN to complete a study to investigate the mitigation of rail transportation of dangerous goods through communities. In locations throughout Canada there is the ability for dangerous goods to bypass communities but in the RDBN most communities have one rail line. There has been no timeline given for completion of the study.

A comprehensive study regarding the Lac-Mégantic, Quebec train derailment tragedy that occurred on July 6, 2013 will be brought forward to the Rural Directors Committee.

A meeting is being planned for October, 2014 with the Regional District of Bulkley-Nechako and Fire Departments within the region to discuss issues and concerns regarding hazmat response to dangerous goods traveling by rail through the region. Fire departments outside the region have also expressed their concerns and have indicated interest in the meeting.

NEW BUSINESS (CONT'D)

Moved by Director Roy
Seconded by Director Freeman

RDC.2014-6-16

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako direct staff to write a letter to the Federation of Canadian Municipalities (FCM) outlining concerns regarding the registration for communities to receive information from Canadian National Railway Company (CN); further that information needs to be provided to the Regional District of Bulkley-Nechako in a timely manner in the event of a railway incident."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Class of Highway 16
Brought Forward at the
TransCanada Yellowhead
Highway Association AGM
- May 15-17, 2014

Director Roy attended the TransCanada Yellowhead Highway Association AGM on May 15 to 17, 2014 in Valemount, B.C. He mentioned that he brought forward for clarification the classification of Highway 16. Highway 16 has been classified as a Class A highway for winter maintenance only.

ADJOURNMENT

Moved by Director Stoltenberg
Seconded by Director Freeman

RDC.2014-6-17

"That the meeting be adjourned at 1:13 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Jerry Petersen, Chair

Wendy Wainwright, Executive Assistant



**Regional District of Bulkley-Nechako
Rural Directors Committee Memorandum
July 17, 2014**

To: Chair Petersen and Rural Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: June 30, 2014
Regarding: Directors' Allocations of Federal Gas Tax Funds – Second Quarter 2014

The Directors' Allocations of the Federal Gas Tax Funds have been updated for the second quarter of 2014 as per the enclosed spreadsheet.

If you have any questions, I would be pleased to discuss them further with you.

RECOMMENDATION:	(All/Directors/Majority)
That the Rural Directors Committee receive the Finance/Administration Coordinator's June 30 th memorandum titled "Directors' Allocations of Federal Gas Tax Funds – Second Quarter 2014".	

Updated as of June 30, 2014

Federal Gas Tax Community Works Fund

Year: 2014

Electoral Area	Population	Opening Balance 2014	Interest Earnings	Funds Spent	Funds Committed	Funding Received	YTD Funds Available
A	5,391	1,340,477.42	7,136.98	51,948.48	270,112.48	-	1,025,553.44
B	2,102	276,276.21	1,470.95	13,875.00	39,280.50	-	224,591.66
C	1,429	316,175.58	1,683.38	8,704.00	-	-	309,154.96
D	1,734	451,948.14	2,406.26	-	250,000.00	-	204,354.40
E	1,507	194,010.31	1,032.95	16,917.32	92,669.68	-	85,456.26
F	3,702	770,169.71	4,100.54	52,500.00	161,772.67	-	559,997.58
G	975	39,306.21	209.27	-	-	-	39,515.48
	16,840	3,388,363.58	18,040.34	143,944.80	813,835.33	-	2,448,623.79



Regional District of Bulkley-Nechako Board of Directors Memorandum July 17, 2014

To: Chair Petersen and the Rural Directors Committee
From: Deborah Jones-Middleton (Protective Services Manager)
Date: July 9, 2014
Regarding: Working Together: Effective Fire Service Administration for Fire Chiefs and Local Government CAOs Training Program

The Local Government Management Association (LGMA), working in partnership with Fire Chiefs' Association of BC (FCABC) and Office of the Fire Commissioner (OFC), Emergency Management BC is hosting the "Working Together: Effective Fire Service Administration for Fire Chiefs and Local Government CAOs Training Program" November 7 to 9, 2014.

The program was initiated in response to the 2010 Fire Services Liaison Group (FSLG) report titled "Fire Safety in BC: Transforming the Fire/Rescue Service" that was presented to the provincial government that contained a number of recommendations for addressing the need to support for training, recruitment and retention, and provide administrative and management support for volunteer fire departments in particular and subsequent response by Emergency Management BC in its 2012 report titled "Improving Fire Services: The Office of the Fire Commissioner's Response to the FSLG Report" which put the LGMA as the lead in developing a training program. The LGMA responded by forming a partnership with FCABC and OFC to develop a program to address this need for training for communities operating volunteer departments, paid on call or composite departments.

The training is aimed primarily at smaller communities to address the pressing need for knowledge, skill development and administrative and financial leadership to effectively operate fire departments in BC. The training will support local government Chief Administrative Officers, Protective Services Managers, and Fire Chiefs in carrying out their responsibilities to provide fire services to their community. It is anticipated that CAOs, Protective Services Managers, and partner Fire Chiefs will attend together.

The training program is planned to run as a 2 day forum, regional format. Participants will be provided with a takeaway workbook organized by tabs consistent with course modules that will include reference material, sample documents, templates and mentor list for use back in the community. The program will be delivered by a team comprised of Fire Chiefs and Chief Administrative Officers.

The central focus of the program is to provide fire service leaders and local government Chief Administrative Officers and Protective Service Managers, with:

- a clear understanding of their respective roles and responsibilities in the provision and administration of a local fire service;

- an opportunity to learn about the administrative, management and operational aspects of the local fire services;
- an opportunity to learn about the administrative and management requirements of the local governments;
- to encourage the development of fire service delivery models and service levels based on community needs and capacity; and
- to build a network of fire service leaders and local government staff which will serve to provide mutual support and networking on an ongoing basis.

The cost of attendance to this event was not included in the Regional District of Bulkley-Nechako 2014 Budget; however, there are sufficient funds in the Rural Directors 'Special Projects' budget to cover the costs.

Recommendation

AII /DIRECTORS/MAJORITY

1. That the Rural Directors Committee receive the memo titled "Working Together: Effective Fire Service Administration for Fire Chiefs and Local Government CAOs Training Program" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Rural Directors Committee recommend that the Board of Directors approve staff and rural Fire Chief attendance at the Working Together: Effective Fire Service Administration for Fire Chiefs and Local Government CAOs Training Program be paid for out of the Rural Directors 'Special Projects' budget.

**MEMORANDUM**

To: Regional District Board
From: Julie Thompson, Planning Technician
Date: June 23, 2014
Re: Land Referral File No. 7409726, Crown Land Licence of Occupation for a Gravel Pit

COMMENTS:

This application is regarding a Licence of Occupation on Crown Land for the purpose of sand and gravel extraction and screening. The application area is approximately 16 kilometres northeast of Fort Fraser and is 21.25 ha in size. The nearest residence is approximately 4 km southeast of the application area. Direct access to the application area and proposed gravel pit site currently exists via the Sutherland Forest Service Road.

The gravel pit area contains $\pm 150,000$ cubic metres of sand and gravel and is estimated to produce 100-15,000 cubic metres of sand and gravel per year depending on demand. The gravel pit will be located within a clear-cut and will be outside of the riparian area to the north of the application area.

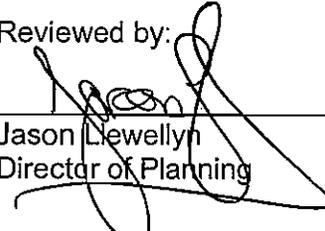
The application area is not zoned in Regional District of Bulkley-Nechako Zoning Bylaw No.700, 1993. It is noted that sand and gravel extraction are subject to Ministry of Energy and Mines regulations.

The Planning Department has no concerns or comments regarding this application.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409726.

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Julie Thompson
Planning Technician



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7409726

Electoral Area:	D
Applicant:	Kluskus North Contracting Ltd.
Existing Land Use:	Forested/clear-cut
Zoning:	Not currently zoned
Plan Designation	Not currently designated
Proposed Use Comply With Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	Not in the ALR
Access Highway:	Sutherland Forest Service Rd.
Archaeological Site:	Not according to our mapping
Building Inspection:	Not within the building inspection area
Fire Protection:	Outside Rural Fire Protection Area
Other comments:	None

**KLUSKUS NORTH
CONTRACTING LTD**
FORT FRASER BC CANADA
**GRAVEL PIT
MANAGEMENT PLAN**

PROJECT OVERVIEW

Gravel pit to supply sand and gravel for resource road construction and maintenance purposes. I am a road maintenance contractor with an established business based in Fort Fraser. Demand is growing for my services and I need to secure a supply of aggregate in the area to ensure a stable supply for my customers.

The site is approximately 21.2 hectares located 16 KM by road northeast of Fort Fraser near 7.5 KM on the Sutherland FSR.

The main proposed property is a large deposit of sand and gravel of a quality suitable for road construction and maintenance purposes.

Access to the site is good graveled road right to the site.

PROJECT DESCRIPTION

The site was explored on the 6th and 7th of May 2014, good quality gravel and bank sand is exposed in the road cuts and all over the clearcut due to recent logging. A field resource calculation was done for the initial pit onsite with 5 stations on 100 metre intervals perpendicular to the main feature, a gravel ridge.

My estimate based on 23 years experience extracting sand and gravel suggest a resource calculation for the Initial Pit area indicated in the map is 150000 cubic metres.

Production is estimated to be from a 100 to 15000 cubic metres per year depending on activity in the region, logging, mineral exploration and pipelines.

Winter road sand would be screened onsite with a wheel loader and small dry screener.

The site is a clearcut with very little vegetation and soil over the gravel is very thin, < 5cm, but will be stripped and stockpiled for reclamation purposes, unused pit areas will have good drainage, pit walls sloped < 30 degrees and strippings scattered.

Present state of land is 2013 clearcut, with some small areas of unmerchantable timber, Crown provincial as indicated on map BC, proposed site is adjacent to large Special use permit area by Department of Transportation.

Land impacts will be minimal, respect will be given to wildlife, all activities will be well outside the Riparian areas of the stream to the north.

This project will not influence any social community conditions or public health and operations onsite will be conducted as per The Mines Act

Yours Truly
Jon Rempel



2014-05-13

SITE MAP

BCGS Mapsheet: 93K018

Lat/Long: 54° 9' 32.112" N 124° 35' 43.197" W

DL 3204

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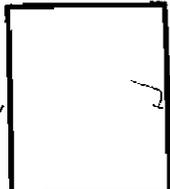
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