

REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

MEETING NO. 16

DECEMBER 15, 2016

**P.O. BOX 820
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VISION

***“A World of Opportunities
Within Our Region”***

MISSION

***“We Will Foster Social,
Environmental, and
Economic Opportunities
Within Our Diverse Region Through Effective
Leadership”***

STRATEGIC PRIORITIES 2015-2019

Now

1. **Fair Share**
2. **Legacy Proposal**
3. **Work Camp Strategy**
4. **Waste Management Strategy—Board reading/reviewing**
5. **Internet/Cell Phone Connectivity**

Next

6. **Diversification Strategy - (Mid-Term Timber Supply)**
7. **Health Services**

Board Advocacy

8. **Nechako Watershed**
9. **Wildfire Mitigation**
10. **CN Emergency Meeting and Exercise**

REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, December 15, 2016



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – December 15, 2016</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive

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

10-33	Board Meeting Minutes –November 24, 2016	Adopt
34-39	Regional Transit Committee Meeting Minutes - November 3, 2016	Receive
40-42	Agriculture Committee Meeting Minutes - September 22, 2016	Receive

BUSINESS ARISING OUT OF THE MINUTES

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
43-77	Roxanne Shepherd, Chief Financial Officer - Chinook Comfor Ltd. Partnership Revenue Sharing	Recommendation (Page 44)
78-81	Roxanne Shepherd, Chief Financial Officer - BV Pool Associate Member Liability Insurance - Gayle Jones	Recommendation (Page 79)
82-87	Cheryl Anderson, Manager of Administrative Services – Lakes District Fall Fair – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)	Recommendation (Page 82)
88-93	Cheryl Anderson, Manager of Administrative Services – Fort St. James Sled Dog Association - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Recommendation (Page 88)

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
94	Corrine Swenson, Manager of Regional Economic Development – Glenwood Women’s Institute - Northern Development Application – North West RAC	Recommendation (Page 94)
95	Corrine Swenson, Manager of Regional Economic Development – Bulkley Valley Cross Country Ski Club Society – Northern Development Application - North West RAC	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 – Stuart Lake Nordic Society - Northern Development Application – Prince George RAC	Recommendation (Page 97)
98-102	Melany de Weerd, Chief Administrative Officer - Highway 16 Regional Para-Transit Service Establishment	Recommendation (Page 100)
103-105	Regional District of Bulkley-Nechako - 2017 Appointments	Ratify
106	Cheryl Anderson, Corporate Officer - Certificate of Alternative Approval Process Results – Smithers and Area Victims’ Services Service Establishment Bylaw No. 1776, 2016	Receive
107	Corrine Swenson, Manager of Regional Economic Development – Not for Profit Webinar December 3	Receive
108-109	Haley Jeffrey, Emergency Services Manager - Monthly 9-1-1 Call Report – November 2016	Receive
<u>ENVIRONMENTAL SERVICES REPORTS</u>		
110-138	Janine Dougall, Director of Environmental Services – 2017 Recycling Program Contract Renewals	Recommendation (Page 119)
139-165	Janine Dougall, Director of Environmental Services – Feedback on Proposed Changes to BCUOMA Collection Facility Program	Receive

<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u> <i>(All Directors)</i>	<u>ACTION</u>
<u>Referrals</u>		
166-171	Land Referral File No. 7409875 Friesen Electoral Area "F"	Recommendation (Page 167)
172-184	Land Referral File No. 7409872 & 7409873 BC Hydro Electoral Area "C"	Recommendation (Page 173)
185-192	Land Referral File No. 6408954 Smithers Motocross Electoral Area "A"	Recommendation (Page 186)
193-198	Land Referral File No. 6408914 Bekar Electoral Area "A"	Recommendation (Page 194)
199-205	Mines File No. 243479 Davidson Electoral Area "A"	Recommendation (Page 200)
<u>ELECTORAL AREA PLANNING</u> <i>(All Directors)</i>		
<u>Covenant Amendment</u>		
206-232	Memo – Maria Sandberg, Planner RE: Amendment of Covenant Document CA 1963381 - Bradley Electoral Area "A"	Recommendation (Page 209)
<u>Development Variance Permit Application</u>		
233-241	Development Variance Permit F-01-16 Darren and Linda Hauck (Darren Hauck) Electoral Area "F" <i>(call for comments from the gallery)</i>	Recommendation (Page 236)
<u>Bylaw for Third Reading</u>		
242-248	Rezoning File No. E-01-16 Bylaw 1788 Janet Wilder Electoral Area "E"	Recommendation (Page 246)

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<u>PAGE NO.</u>	<u>PROTECTIVE SERVICES</u> (All Directors)	<u>ACTION</u>
249-256	Memo – Jason Blackwell, Regional Fire Chief RE: Fire Services Agreement Renewal Sunset Beach Properties Electoral Area “D”	Recommendation (Page 249)

OTHER (All Directors)

Planning Department Enquiries Report

257	For November 2016	Receive
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Action List

258	Action List – November 2016	Receive
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259	<u>Building Inspector’s Report</u> For November 2016	Receive
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VERBAL REPORTS

RECEIPT OF VERBAL REPORTS

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
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(All grey highlighted items may be received as a block)

260	Village of Burns Lake – Northern BC Transit Initiative Funding Approval	Direction
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261-263	New Mills Memorial Hospital – Trauma Support Flyer – Request for Use of RDBN Logo	Direction
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264-268	A Rocha Canada – Request for Letter of Support - Watershed Stewardship Project	Direction
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269	College of New Caledonia – Lakes District Campus – Request for Letter of Support - Future Education	Direction
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270-271	Ministry of Community, Sport and Cultural Development and Minister Responsible for TransLink – RDBN Delegation During 2016 UBCM Convention	Receive
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272	Lakes District Fall Fair – Update re: Septic System Extension and Lagoon Repair	Receive
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<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
273-275	POLIS Project on Ecological Governance -Top 5 Water Challenges That Will Define British Columbia's Future	Receive
276	M'akola Group of Societies -- M'akola Housing Holiday Gift Program -- Request for Donations	Receive
277	Northern Gateway -- Northern Gateway Update	Receive
278-280	House of Commons Canada -- Ending Unfair Taxation on Family Business Transfers - Bill C-274: Transfer of Small Business, Family Farm or Fishing Operation	Receive
281-283	BC Wildlife Federation -- Conservation App and Website	Receive
284	Northern Development Initiative Trust - Northern BC Mountain Bike Map Initiative	Receive
285-286	BVL D Airshed Management Society -- Minutes of November 24, 2016	Receive
287-304	College of New Caledonia -- 2016-2020 Strategic Plan -- Promoting Student Success	Receive
305	Northern Health - Northern Health Connections Schedule Changes During Holiday Season	Receive
306-307	Northern Health -- Tips for a Safe and Healthy Holiday Season	Receive
308-309	Northern Health -- Celebrating Giving, and Excellence: NH Board Meeting Highlights	Receive
310-313	Premier's BC Natural Resources Forum - December Update	Receive

PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

314-340	Union of B.C. Municipalities	Receive
	<ul style="list-style-type: none"> • UBCM Members Favour Tiered Auxiliary Constable Program • RCMP Seeking Input on Auxiliary Constable Program • Highlights of the November Executive Meeting • Electoral Area Directors Forum • Conversation on Trapping • Communities in Bloom • 2016 Convention Breaks Attendance Record • Representatives Sought for Climate Action Working Groups • 2015 Gas Tax Annual Expenditure Report <ul style="list-style-type: none"> ○ January 1, 2015-December 31, 2015 	

INVITATIONS

341	Mineral Exploration Roundup 2017 Registration	Receive
342-343	BC Broadband Association – 2017 Online Registration	Receive
344-346	DRAAKO Event Management Ltd. – Invitation - The Unsung Heroes of Northern B.C. - February 4, 2017 – Prince George, B.C.	Receive

ADMINISTRATION BYLAWS**Bylaw for First, Second, and Third Reading**

347-350	<u>No. 1790 – RDBN Para-Transit Service Establishment</u> (All/Directors/Majority)	1st, 2nd & 3rd Reading
	<u>Bylaw for Adoption</u>	
351-352	<u>No. 1776 – Smithers and Area Victims' Services Service Establishment</u> (All/Directors/Majority)	Adopt

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Meeting No. 16
December 15, 2016

READING FILE

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 15****Thursday, November 24, 2016**

PRESENT:

Chair	Bill Miller
Directors	Eileen Benedict Shane Brienen Mark Fisher John Illes Dwayne Lindstrom Rob MacDougall Mark Parker Jerry Petersen Darcy Repen Gerry Thiessen
Directors Absent	Taylor Bachrach, Town of Smithers Tom Greenaway, Electoral Area "C" (Fort St. James Rural) Thomas Liversidge, Village of Granisle Rob Newell, Electoral Area "G" (Houston Rural)
Alternate Directors	Bob Hughes, Electoral Area "C" (Fort St. James Rural) Linda McGuire, Village of Granisle Andrea Newell, Electoral Area "G" (Houston Rural)
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Janine Dougall, Director of Environmental Services – left at 11:25 a.m. Jason Llewellyn, Director of Planning – arrived at 10:49 a.m. Roxanne Shepherd, Chief Financial Officer Corrine Swenson, Manager of Regional Economic Development Wendy Wainwright, Executive Assistant
Others	Tom Clement, Chief Administrative Officer, District of Vanderhoof – left at 11:41 a.m., returned at 12:49 p.m. Lori Egli, Deputy Corporate Officer, District of Vanderhoof – left at 11:41 a.m., returned at 12:49 p.m. Gina Hidber, HBH Land Surveying Inc. – arrived at 11:16 a.m., left at 12:06 p.m. Christine Wingfield, Lakes Animal Friendship Society – left at 10:48 a.m.

CALL TO ORDER

Melany de Weerd, CAO called the meeting to order at 10:34 a.m.

ELECTIONS**Chairperson**

Ms. de Weerd called for nominations for the position of Chairperson of the Regional District of Bulkley-Nechako for the year 2017.

ELECTIONS (CONT'D)

Moved by Director Petersen
Seconded by Alternate Director McGuire

2016-15-1

"That Director Miller be nominated for the position of Chairperson of the Regional District of Bulkley-Nechako for 2017."

Ms. de Weerdts called for nominations for Chairperson a second time.

Ms. de Weerdts called for nominations for Chairperson a third time.

There being no further nominations, Ms. de Weerdts declared Director Miller as Chairperson for the Regional District of Bulkley-Nechako for the year 2017 by acclamation.

Vice – Chairperson

Ms. de Weerdts called for nominations for the position of Vice-Chairperson of the Regional District of Bulkley-Nechako for the year 2017.

Moved by Director Parker
Seconded by Director Miller

2016-15-2

"That Director Thiessen be nominated for the position of Vice-Chairperson of the Regional District of Bulkley-Nechako for 2017."

Ms. de Weerdts called for nominations for Vice-Chairperson a second time.

Director Illes nominated Director Repen. Director Repen declined the nomination.

Ms. de Weerdts called for nominations for Vice-Chairperson a third time.

There being no further nominations, Ms. de Weerdts declared Director Thiessen as Vice-Chairperson for the Regional District of Bulkley-Nechako for the year 2017 by acclamation.

Chairperson Miller assumed the Chair.

Chair Miller thanked the Regional Board of Directors for their support and spoke to the challenges in 2016 and moving forward. He mentioned the strength in bringing forward issues while attending the Union of B.C. Municipalities Convention in September 2016 as a strong unified Regional Board. Chair Miller recognized the changes in 2016 with hiring a new Chief Administrative Officer and Chief Financial Officer along with working on a number of strategies throughout the region and the creation of the RDBN Agriculture Committee.

Vice-Chairperson Thiessen mentioned his appreciation for the opportunity to work with the Regional Board and also thanked Chair Miller for his diligent work in 2016. He outlined his support role as Vice-Chairperson. He noted the challenges moving forward in waste management and forestry and is looking forward to working with the Regional Board and Chair Miller to address any issues that might arise.

**AGENDA &
SUPPLEMENTARY AGENDA**

Moved by Director MacDougall
Seconded by Director Petersen

2016-15-3

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of November 24, 2016 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
-October 20, 2016

Moved by Director Brien
Seconded by Director Lindstrom

2016-15-4

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of October 20, 2016 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee
Meeting Minutes

Moved by Director Thiessen
Seconded by Director Parker

2016-15-5

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

- Committee of the Whole Meeting Minutes
- November 3, 2016 (Unapproved);
- Committee of the Whole Meeting Minutes
- October 6, 2016;
- Regional Transit Committee Meeting Minutes
-November 3, 2016 (Unapproved)
- Regional Transit Committee Meeting Minutes
-October 6, 2016;
- Rural Directors Committee Meeting Minutes
- November 3, 2016 (Unapproved);
- Rural Directors Committee Meeting Minutes
- October 6, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

LAKES ANIMAL FRIENDSHIP SOCIETY – Christine Wingfield RE: Update

Chair Miller welcomed Christine Wingfield, Lakes Animal Friendship Society.

Ms. Wingfield explained that she moved to Burns Lake a year ago from Victoria where she previously volunteered with the BC SPCA. She mentioned that she has worked with Lakes Animal Friendship Society (LAFS) to provide dog bite safety education at the schools and attended every classroom in Burns Lake to provide copies of the new book published by Valerie Ingram & Alistair Schroff titled "Out of the Cold."

The Lakes District Hospital and Healthcare Centre indicated that they have had a decrease of 16% in dog bite cases since 2010 when LAFS began its spay/neuter program.

In June, 2016 LAFS hosted the Canadian Animal Assistance Team (CAAT) for the 5th time for clinics in Burns Lake and Fort St. James. In Burns Lake 111 animals were spayed/neutered and in Fort St. James 102 animals were spayed/neutered. They also completed health checks, vaccinations and deworming of a number of animals. CAAT will not be returning to Burns Lake

DELEGATION (CONT'D)

LAKES ANIMAL FRIENDSHIP SOCIETY – Christine Wingfield RE: Update (Cont'd)

as they have been in the community for five years but there is a possibility they may return to Fort St. James. LAFS is developing a program to continue to assist low income families to spay/neuter their animals. Support has been provided by Burns Lake Band and Lake Babine Nation for 2017. LAFS is budgeting \$2,500 from the Village of Burns Lake annually to assist with keeping impoundment costs low. Since the inception of the program impoundment costs have been reduced approximately \$8,000 per year equaling approximately \$48,000 to date.

Ms. Wingfield thanked RDBN staff for their assistance in applying for gaming grant funding to help educate students in 2017 and the Regional Board for its continued support through grant in aid funding.

LAFS Dog House program is now being implemented in Prince George and Terrace, BC, Guelph, ON, and Arkansas.

Director MacDougall thanked the efforts of all those that have assisted Fort St. James to control the packs of dogs in its communities and there has been a reduction of 60% in regard to dog control.

Chair Miller spoke to the important work that LAFS has implemented in regard to educating children in regard to dog safety.

Chair Miller thanked Ms. Wingfield for attending the meeting.

ADMINISTRATION REPORTS

2017 Regional Business Forum

Moved by Director Illes
Seconded by Director Repen

2016-15-6

"That the Regional District of Bulkley-Nechako Board of Directors approve the 2017 Regional Business Forum be held on September 19 and 20, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting Recommendations -November 3, 2016

Moved by Director Fisher
Seconded by Director MacDougall

2016-15-7

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 5 as written:

Committee of the Whole – November 3 2016

Recommendation 1:

Re: National Zero Waste Council and Zero Waste Canada

"That the Regional District of Bulkley-Nechako Board of Directors become a member of the National Zero Waste Council (\$0 membership fee) and Zero Waste Canada; and further approve the membership fee for Zero Waste Canada in the amount of \$125."

ADMINISTRATION REPORTS (CONT'D)

Committee of the Whole – November 3 2016 (Cont'd)

Recommendation 2:

**Re: Truth and Reconciliation Commission of Canada:
Calls to Action recommendations**

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to explore opportunities to move forward in regard to the Truth and Reconciliation Commission of Canada: Calls to Action recommendations for the RDBN 2017 Budget year.”

Recommendation 3:

**Re: Local Government Leadership Academy re: 2016
Chief Elected Officials Forum – December 6-7, 2016, Metro
Vancouver.”**

“That the Regional District of Bulkley-Nechako Board of Directors authorize Chair/Director Miller's attendance at the Local Government Leadership Academy re: 2016 Chief Elected Officials Forum – December 6-7, 2016, Metro Vancouver.”

Regional Transit Committee – November 3, 2016

Recommendation 4:

**Re: “Draft” Terms of Reference for the Bulkley-Nechako
Regional Transit Service Committee.’**

“That the Regional District of Bulkley-Nechako Board of Directors approve the “Draft” Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee.

Rural Directors Committee – November 3, 2016

Recommendation 5:

Re: Request for Grant in Aid

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

- Lakes Animal Friendship Society be given \$650 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with its Community Animal Care Event – Animal Health Clinic;
- Omineca Ski Club be given \$1,250 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) to assist with the purchase of a race clock;
- Fort Fraser Local Community Commission be given \$10,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) to assist with the Fort Fraser Infrastructure Improvement Project;
- Houston Link to Learning be given \$2,996 grant in aid monies from Electoral Area “G” (Houston Rural) for costs associated with its Good Food Boxes Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Executive Committee
Recommendations
-October 20, 2016

Moved by Director Thiessen
Seconded by Director Fisher

2016-15-8

"That the Regional District of Bulkley-Nechako Board of Directors:
1. Approve of the new Regional Transit Coordinator position being posted and that the budget be amended to reflect the addition of this position, with all costs for the 2016 and 2017 budget years to be reimbursed by the Ministry of Transportation and Infrastructure via BC Transit."
2. Appoint Melany de Weerd as the Deputy Corporate Administrator and Deputy Financial Administrator; and, Appoint Cheryl Anderson as the Deputy Chief Administrative Officer."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the posting and hiring of the Regional Transit Coordinator and the most effective start date for the position.

Regional Transit Service
Grant in Aid

Moved by Director Fisher
Seconded by Alternate Director Newell

2016-15-9

"That the Regional District of Bulkley-Nechako Electoral Areas "A" (Smithers Rural), "B" (Burns Lake Rural), and "G"(Houston Rural) each contribute \$1,000 toward startup costs for the Regional Transit Service.
Further, that the RDBN Board of Directors send a letter to the Regional District of Fraser-Fort George asking if Electoral Area "C" (Chilako River-Nechako) wishes to contribute a "one time" grant in aid toward startup costs for the Regional Transit Service."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Cycle 16 Trail Society
-Request for Grant in Aid
-Electoral Area "A" (Smithers
Rural)

Moved by Director Fisher
Seconded by Director Repen

2016-15-10

"That Cycle 16 Trail Society be given \$2,158.24 grant in aid monies from Electoral Area "A" (Smithers Rural) for research, mapping, engineering and legal fees associated with the Cycle 16 Trail."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Fraser Lake Minor Hockey Association-Request for Grant in Aid –Electoral Area "D" (Fraser Lake Rural)

Moved by Director Parker
Seconded by Director Lindstrom

2016-15-11

"That Fraser Lake Minor Hockey Association be given \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to replace the arena score clock."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Nechako Valley Secondary School Ski/Snowboard Team (School District No. 91)-Request for Grant in Aid –Electoral Areas "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural)

Moved by Director Petersen
Seconded by Director Parker

2016-15-12

"That Nechako Valley Secondary School Ski/Snowboard Team be given \$250 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) and \$4,742 from Electoral Area "F" (Vanderhoof Rural) for training equipment and team wear."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Nechako Valley Rodeo Association – Request for Grant in Aid –Electoral "F" (Vanderhoof Rural)

Moved by Director Petersen
Seconded by Director Thiessen

2016-15-13

"That Nechako Valley Rodeo Association be given \$3,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with a 2017 Rodeo in the Nechako Valley."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Vanderhoof Children's Theatre– Request for Grant in Aid –Electoral "F" (Vanderhoof Rural)

Moved by Director Petersen
Seconded by Director Thiessen

2016-15-14

"That Vanderhoof Children's Theatre be given \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with the *Wizard of Oz* production in Prince George."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Chinook Comfor Ltd.
Partnership Subscription for
Class B Units

Moved by Director Benedict
Seconded by Director Illes

2016-15-15

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officers November 14, 2016 memo titled "Chinook Comfor Ltd. Partnership Subscription for Class B Units."
2. That the RDBN Board resolves to subscribe for and agrees to take 894 Class B Units of Chinook Comfor Ltd. Partnership shares for the sum of \$894 as per the Limited Partnership Agreement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chinook Comfor Ltd.
Partnership Revenue Sharing

Moved by Director Benedict
Seconded by Director Illes

2016-15-16

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officers November 14, 2016 memo titled "Chinook Comfor Ltd. Partnership Revenue Sharing."
2. That the RDBN Board of Directors approve the Village of Burns Lake and Regional District of Bulkley-Nechako Partnering agreement for Chinook Comfor Ltd. Partnership Revenue Sharing;
3. That the RDBN Board of Directors approve the Chinook Comfor Community Foundation Society Terms of Reference;
4. That staff be directed to begin the process of setting up the Chinook Comfor Community Foundation Society."

Moved by Director Benedict
Seconded by Director Illes

2016-15-17

"That the Regional District of Bulkley-Nechako Board of Directors defer Motion 2016-15-16 to the December 15, 2016 Regional Board Meeting to allow the following:

- Meet with the Village of Burns Lake to discuss disbursement;
- Formalize agreement in regard to criteria and parameters;
- Chinook Comfor Ltd. partnership costs borne by the Regional District of Bulkley-Nechako to be recovered prior to funds being disbursed to the foundation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Withdrawal from Building
Inspection Vehicle Reserve

Moved by Director MacDougall
Seconded by Director Lindstrom

2016-15-18

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officers October 25, 2016 memo titled "Withdrawal from Building Inspection Vehicle Reserve;" and,
2. Authorize a withdrawal of \$61,060.64 from the Building Inspection Vehicle Reserve."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Schedule of Board Meetings
-2017

Moved by Director Illes
Seconded by Director Repen

2016-15-19

"That the Regional District of Bulkley-Nechako Board of Directors ratify the 2017 Regional District of Bulkley-Nechako Meeting Schedule."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The Regional News
-Fall/Winter 2016

Moved by Director Fisher
Seconded by Alternate Director Newell

2016-15-20

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Fall/Winter 2016 edition of "The Regional News."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Fisher spoke to providing information in regard to woodstove usage and proper burning education in future *Regional News* editions.

Quarterly Financial Report
-September 30, 2016

Moved by Director Illes
Seconded by Director Repen

2016-15-21

"That the Regional District of Bulkley-Nechako Board of Directors receive the Administration Report from the Chief Financial Officer – Quarterly Financial Report – September 30, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Monthly 9-1-1 Call Report
-October, 2016

Moved by Director MacDougall
Seconded by Director Benedict

2016-15-22

"That the Regional District of Bulkley-Nechako Board of Directors receive the Administration Report from the Acting Protective Services Manager -Monthly 9-1-1 Call Report – October, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the high number of abandoned calls in Vanderhoof for the month of October. Staff will follow-up with E-COMM.

ADMINISTRATION REPORTS (CONT'D)

Administration Reports

Moved by Director Repen
Seconded by Director Illes

2016-15-23

"That the Regional District of Bulkley-Nechako Board of Directors receive the following Administration Report from the Manager of Regional Economic Development – Facebook Advertising Campaign."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Repen thanked staff for the information and discussion took place regarding other social media platforms.

ENVIRONMENTAL SERVICES REPORTS

Berman Lake Regional
Transfer Station Cost Sharing
Agreement – Renewal

Moved by Director Petersen
Seconded by Director Benedict

2016-15-24

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' October 27, 2016 memo titled "Berman Lake Regional Transfer Station Cost Sharing Agreement – Renewal."

2. Further, that the RDBN Board of Directors enter into a three year cost sharing agreement (beginning January 1, 2017 and expiring December 31, 2019) with the Regional District of Fraser-Fort George for operation of the Berman Lake Regional Transfer Station for an annual cost of \$30,744."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Canada – British Columbia
Clean Water and Wastewater
Fund - Application

Moved by Director Parker
Seconded by Director Illes

2016-15-25

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' and Manager of Regional Economic Development's November 22, 2016 memo titled "Canada-British Columbia Clean Water and Wastewater Fund – Application."

2. THAT staff submit an application for grant funding for the Fort Fraser Infrastructure Improvement Project through the Clean Water and Wastewater Fund; and

3. THAT the Regional District of Bulkley-Nechako support the project and commit to its share (\$635,224) of the project; and,

4. THAT this project could not proceed without program funding; and,

5. THAT the full scope of this project would not otherwise have been undertaken in fiscal years 2016-17 or 2017-18."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

ALR APPLICATIONS

Director Thiessen removed himself from the meeting at 11:23 a.m. due to a conflict of interest in regard to past ownership and application for subdivision of the property being considered in Application No. 1189 Martens, Subdivision within the ALR, Electoral Area "F".

Director Petersen spoke to property access if it were to be subdivided and the size of acreages in the vicinity of the property. He also commented on the property's agricultural value being low.

Application No. 1189 Martens Moved by Director Petersen
Subdivision within the ALR Seconded by Director Parker
Electoral Area "F"

2016-15-26

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Advisory Planning Commission (APC) Minutes for Electoral Area "F" RE: November 16, 2016; and,
2. "That Agricultural Land Reserve Subdivision Application No. 1189 be recommended to the Agricultural Land Commission for approval."

Opposed: Director Benedict CARRIED
 Director Illes

(All/Directors/Majority)

Director Thiessen returned to the meeting at 11:29 a.m.

Application No. 1190 Yelich Moved by Director Fisher
Subdivision within the ALR Seconded by Director Illes
Electoral Area "A"

2016-15-27

"That Agricultural Land Reserve Subdivision Application No. 1190 be recommended to the Agricultural Land Commission for denial."

(All/Directors/Majority) CARRIED UNANIMOUSLY

REFERRALS

Bulkley Adventure Tours Moved by Director Fisher
Licence of Occupation Seconded by Director Repen
Electoral Area "A"

2016-15-28

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 219247" be amended to include the following:

1. That the Lunan Road boat launch is a very important community amenity that should be formally recognized and maintained as a recreation site by the province; and,
2. That the Bulkley River is a critical natural asset to the economic and social fabric of the Bulkley Valley. Impacts from industry and individuals are currently a concern for both river residents and local river users;

REFERRALS (CONT'D)

3. And it is recommended that prior to support of the proposal an extensive community consultation process in regard to the current and potential cumulative noise and traffic on the river corridor is conducted that will look at mitigation through such options as limiting number of trips; and,
4. That the comment sheet be provided to the Province as the Regional District's comments on Crown Land Application 219247 as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING

Bylaw for First and Second Reading

Rezoning File No.E-01-16
Bylaw 1788 (Wilder)
Electoral Area "E"

Moved by Director Benedict
Seconded by Director Illes

2016-15-29

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Supplementary Agenda Correspondence from Sherrie Applegate, Ministry of Transportation and Infrastructure titled RE: Application E-01-16 (Wilder), Electoral Area "E"."
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016" be given first and second reading this 24th day of November, 2016 and subsequently be taken to Public Hearing."
3. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016" be delegated to the Director or Alternate Director for Electoral Area E."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rezoning File No.A-03-16
Bylaw 1786 & 1787 (Phil's
Boxes) Electoral Area "A"

Moved by Director Fisher
Seconded by Alternate Director McGuire

2016-15-30

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Supplementary Agenda Correspondence from the Town of Smithers regarding Application A-03-16 (Phils Boxes Ltd.), Electoral Area "A"."
2. "That the Regional District of Bulkley-Nechako Board of Directors consider and approve the consultation identified in the consultation checklist attached as "Appendix A"."
3. That "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1786, 2016" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1787, 2016" be given first and second reading this 24th day of November, 2016 and subsequently be taken to Public Hearing."

ELECTORAL AREA PLANNING (CONT'D)

Bylaw for First and Second Reading (Cont'd)

4. That the Public Hearing for "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1786, 2016" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1787, 2016" be delegated to the Director or Alternate Director for Electoral Area A."
5. That the Public Hearing for Bylaw 1786, 2016 and Bylaw 1787, 2016 not be held until a draft Noise Covenant is completed to the satisfaction of the Director of Planning and the Town of Smithers and the applicant's position on the Section 219 covenant has been confirmed."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

APPLICATION FOR DENIAL

Rezoning File No. D-01-16
FRC Holdings Inc. (Gala Bay
Springs) Electoral Area "D"

Moved by Director Parker
Seconded by Director Lindstrom

2016-15-31

"That OCP Amendment and Rezoning Application No. D-01-16 be denied."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PLANNING DEPARTMENT REPORTS

OTHER (All Directors)

Planning Department
Reports & Correspondence

Moved by Director MacDougall
Seconded by Director Thiessen

2016-15-32

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

- Planning Department Enquiries Report – October, 2016;
- Building Inspector's Report - October, 2016;

Correspondence:

-Letter from Randall Sweet, Chevron Canada RE: Kitimat LNG work on the Pacific Trail Pipeline in your region."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Telkwa's Outdoor Skating
Rink Grand Opening
-January, 2017

Director Repen commented that the grand opening for Telkwa's Outdoor Skating Rink will be held in January, 2017 in the hopes that the winter weather will allow for an ice surface. Director Repen thanked the RDBN Board of Directors for its support of the project.

VERBAL REPORTS (CONT'D)

Provincial and Federal
Government Meetings

Director Repen reported that he is working diligently to schedule meetings with the Provincial and Federal government in regard to the challenges the Village of Telkwa is facing in regard to infrastructure deficits and the Northwest Resource Benefits Alliance advocacy for a more fair approach to allow small communities to remain sustainable.

Vanderhoof Airshed Meeting

Director Petersen attended a meeting in Vanderhoof in regard to the air quality in the Vanderhoof area. He mentioned that information was provided in regard to air particulate monitoring in the Nechako Valley.

Meeting with Bulkley Valley
Christian School

Director Fisher met with Bulkley Valley Christian School in regard to their garbage pickup initiative and the possibility of working with RDBN staff to tour RDBN Solid Waste Management Facilities in the future.

Bulkley Valley Community
Foundation Celebrates
25th Anniversary

Director Fisher attended the Bulkley Valley Community Foundation's 25th Anniversary Celebration. The BV Community Foundation is a not-for-profit society which awards grants to community organizations through responsibly managed donations and legacies and has given substantial amounts of money to the community through its 25 years.

Lake Kathlyn – Smithers

Director Fisher mentioned he has been addressing an issue that has arisen on Lake Kathlyn which is classified as a non-motorized lake. There is a float plane that is utilizing the lake for its landings and this activity is governed by federal jurisdiction. A local group is investigating possibilities to prevent the plane from landing on the lake.

The water flow infrastructure has also experienced some issues which was implemented for weed control and health of the lake. Investigations are taking place to find solutions.

Bulkley Valley Airshed Meeting

Director Fisher attended a meeting in Smithers in regard to the air quality in the Bulkley Valley. He mentioned that there is a direct correlation between an increase in particulate matter in the air to the number of visits to the emergency room for breathing issues and the number of inhalers provided to patients. Director Fisher met with the Bulkley Valley Lakes District Airshed Management Society.

Meeting with Doug Donaldson,
MLA Stikine and Nathan Cullen,
MP Skeena Bulkley Valley

Director Fisher met with Doug Donaldson, MLA Stikine and Nathan Cullen, MP Skeena Bulkley Valley in regard to Genetically Modified Organisms.

Invitation for Feedback RE:
Report to North Central
Local Government Association

Director Fisher invited the Regional Board to provide feedback to him in regard to his receiving verbal reports and forwarding them to the North Central Local Government Association Board of Directors when he attends meetings. The Regional Board indicated its approval.

VERBAL REPORTS (CONT'D)

Open House in Fort St. James with Nathan Cullen, MP Skeena Bulkley Valley

Director MacDougall mentioned that Nathan Cullen, MP Skeena Bulkley Valley held an open house in Fort St. James on November 18, 2016 to discuss "What a Trump presidency means for Canada and the world." MP Cullen spent the last 10 days of the US election campaign as an election observer.

Fort St. James Hospital Auxiliary Celebrated 50 Years

Director MacDougall noted that he attended a luncheon to celebrate the Fort St. James Hospital Auxiliary's 50th Anniversary.

Fort St. James Remembrance Day Ceremony

Director MacDougall spoke of the Remembrance Day Ceremony in Fort St. James and noted the significant number of people and families that attended.

Fort St. James Moonlight Madness and Parade

Director MacDougall mentioned that Fort St. James will be having its Moonlight Madness and Parade on November 25, 2016.

Vanderhoof Community Centre and Aquatic Centre

Director Thiessen reported that the Vanderhoof Community Centre is nearing completion and the hope is to be moved in by the end of 2016.

The Vanderhoof Aquatic Centre has sent designs out to tender and will be hiring contractors in February 2017 to build the centre.

Water Infrastructure

Director Thiessen noted the challenges that the District of Vanderhoof is experiencing, similar to Telkwa and Fort Fraser, in regard to water infrastructure issues and funding.

Vanderhoof Community for Kids – BC Children's Hospital Fundraiser

Director Thiessen spoke of the number of children in Vanderhoof that have needed to utilize BC Children's Hospital and the great work by the Vanderhoof Community for Kids group that raised over \$61,000 at its annual fundraising event on November 5, 2016.

Primary and Remanufacturing Plants

Director Thiessen voiced concerns in regard to provincial policies that encourage exporting of marginal wood to other countries wherein the wood could be manufactured in the region. He will bring forward the issue at a future RDBN Forestry Committee Meeting.

Fort Fraser Water and Waste Water System

Director Parker has been working with RDBN staff in regard to a funding application for the Fort Fraser water and waste water infrastructure.

Agriculture Forum

Director Parker mentioned that the RDBN hosted Agriculture Forum on November 9th in Burns Lake went well.

Fraser Lake Remembrance Day Ceremony

Director Parker noted that Mayor Lindstrom and he attended the Fraser Lake Remembrance Day ceremony. He mentioned that there was a large number of families in attendance.

Village of Burns Lake By-Election

Director Illes stated that the Village of Burns Lake By-Election for Mayor and Councillor will be held December 10, 2016.

VERBAL REPORTS (CONT'D)

- Colleymount Road Director Benedict reported that Carl Lutz, District Manager, Smithers, Ministry of Transportation and Infrastructure attended a meeting with approximately 50 Colleymount residents in attendance. Discussion took place regarding the costs needed for major repairs and that the resource monies leaving the area need to be utilized to complete the major repairs to allow industry, recreation and community members the ability to use the road. Director Benedict thanked Chair Miller and the Regional Board for its support in regard to the meeting with Minister Stone, Ministry of Transportation and Infrastructure during the UBCM Convention in September, 2017.
- Fort St. James Craft Fair Alternate Director Hughes spoke of the Fort St. James Craft Fair taking place on November 26 & 27, 2016 and there are over 100 tables rented for local crafters.
- Nak'azdli First Nations "Tiny Houses" Project Alternate Director Hughes mentioned that Nak'azdli First Nations has finished building four new "Tiny Houses" to assist with housing needs in the community.
- Soft Roads Alternate Director Hughes commented that the soft roads, due to weather conditions and lack of freezing have been very challenging.
- Pharmacy and Community Paramedic for Granisle Alternate Director McGuire reported that Granisle has a Community Paramedic and will have a Pharmacy in the future.
- BC Healthy Community and Plan H – Community Video of Granisle Alternate Director McGuire mentioned that BC Healthy Community and Plan H chose Granisle to be featured in a video in regard to being an age friendly community initiative.
- Granisle Community Luncheon Alternate Director McGuire spoke of the Granisle Community Luncheon that was held on October 31, 2016 and the menu included all locally grown products and produce from the region and Beyond the Market.
- Granisle Biomass Heating System Project Alternate Director McGuire provided an update in regard to the Biomass Heating System Project. The technician will be arriving from Austria on November 27, 2016 to assist with the start up. The project is to be implemented in the Babine Lake School, Village of Granisle offices, Curling Rink, Fire Hall, Arena, Info Centre and Public Works. She thanked the Regional Board for support in receiving provincial and federal grant funding for the project.
- Three Phase Power for Granisle Curling Rink Alternate Director McGuire reported that BC Hydro is currently installing three phase power to the Granisle Curling Club utilizing grant funding.
- Granisle Lions Club – Light Up Contest at Memorial Park Alt. Director McGuire also noted that the Granisle Lions Club will be having its Light up Contest at the Memorial Park wherein individuals can purchase a Memorial Tree for \$20 and the light up event will take place on December 12th and will be lit for the month of December.

VERBAL REPORTS (CONT'D)

Infrastructure Grant Funding for Granisle Water System

Alt. Director McGuire commented that the Village of Granisle has also applied for infrastructure grant funding to replace its aging water infrastructure.

Village of Fraser Lake By-Election

Director Lindstrom mentioned that the Village of Fraser Lake held a by-election for municipal Councillor on November 12, 2016 and Tyrel Ray was elected.

Chair Miller's Report

Chair Miller spoke to seeing the list of producers for the Granisle luncheon and noted the value of Beyond the Market and Connecting Consumers Projects in the region.

Omineca Beetle Action Coalition

- Annual General Meeting was held November 18, 2016;
- \$800 million funding shortfall from the Federal Government as promised in 2005 to Mountain Pine Beetle affected communities was discussed;
- Met with Todd Doherty, MP Cariboo Prince George and Nathan Cullen, MP Skeena Bulkley Valley to release a press release to the federal government to have those funds forwarded to communities.

Meeting with Chris Stagg, Assistant Deputy Minister, Timber Operations, Pricing and First Nations Division, Prince George, Ministry of Forests, Lands and Natural Resource Operations (MFLNRO)

- ADM Stagg has worked in small and large industry and is a Registered Professional Forester;
- The OBAC Members update is In-Camera - information will be provided once released to the public.

Northwest Resource Benefits Alliance

- CAO's are working diligently to schedule a meeting with Minister Fassbender, Ministry of Community, Sport and Cultural Development;
- He spoke of the need to ensure that the Regional District's concerns are met and in moving forward that a solid strategy is developed;
- Director Repen noted that the NWRBA was discussed with Nathan Cullen, MP Skeena Bulkley Valley and it was suggested to seek in writing from all Provincial Electoral Area Candidates their support for the NWRBA if elected.

Telkwa Diking Issue

- Chair Miller spoke with Eamon O'Donoghue, Regional Executive Director-Skeena, MFLNRO in regard to following up with Telkwa's diking issue.

Grand Opening Event of Hampton's Babine Sawmill

- While attending the grand opening event of Hampton's Babine Sawmill the first logs from Chinook Community Forest Ltd. went across the scales;
- The funds from those logs will remain in the community.

VERBAL REPORTS (CONT'D)

Receipt of Verbal Reports

Moved by Director MacDougall
Seconded by Director Fisher

2016-15-33

"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 12:40 p.m.

ADMINISTRATION CORRESPONDENCE

Omineca Coalition –Request for Core Funding Commitment April 2017-March 2018

Moved by Alternate Director McGuire
Seconded by Director Illes

2016-15-34

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Omineca Coalition RE: Request for Core Funding Commitment April 2017 – March 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Smithers Air Quality

Director Fisher requested staff to include the Bulkley Valley Lakes District Airshed Management Society's Agendas and Minutes on the RDBN Agendas. He also requested that staff include links on the RDBN Website in regard to proper burning practices.

Discussion took place in regard to changes in regard to the Ministry of Environment's Open Burning Regulations.

Chair Miller mentioned that for approximately three years he was appointed to the BVLD Airshed Management Society's Board of Directors along with Director Newell. During that time there was changes in regard to provincial support. Chair Miller noted that it would be a benefit to have the BVLD Airshed Management Society present an update to the Regional Board. Director Repen has spoken with the BVLD Airshed Management Society President and they are an active group.

Mark Fisher, Director, Electoral Area "A" (Smithers Rural) Smithers Air Quality

Moved by Director Fisher
Seconded by Director Thiessen

2016-15-35

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Environment regarding its intentions to change its Open Burning Smoke Control Regulations and request clarification regarding the zones of sensitivity being proposed; and further, that concerns are brought forward in regard to deregulations of venting forecasting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

RDBN Letter to Village of
Burns Lake – Support for
Economic Diversification: A
Journey to Shared Prosperity Project

Moved by Alternate Director McGuire
Seconded by Director Illes

2016-15-36

"That the Regional District of Bulkley-Nechako Board of Directors ratify the letter to the Village of Burns Lake in regard for Support for Economic Diversification: A Journey to Shared Prosperity Project subject to having the application be successful."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration
Correspondence

Moved by Director MacDougall
Seconded by Director Illes

2016-15-37

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

- Village of Burns Lake - Appointment of Village Representatives to the RDBN;
- District of Houston – Appointments;
- Ministry of Community, Sport and Cultural Development - Thank you for UBCM Meeting;
- Report from Fall Fair Beef Committee - Thank You for Support;
- Burns Lake Christian Supportive Society/Movin' On Up - Thank You for Support;
- Bulkley Valley Child Development Centre - Thank You for Support;
- TransCanada - Coastal Gaslink Pipeline Inc.- Proposed Multi-Use Site;
- The Bulkley Valley Dairymen's Association - Genetically Modified Organisms;
- Smithers Farmers' Institute – Genetically Modified Organisms;
- Ministry of Forests, Lands and Natural Resource Operations
 - Canadian Forest Products Ltd. Purchase of Forest Licence from Conifex Timber Inc.;
- Transport Canada - Rail Safety Improvement Program 1;
- Transport Canada - Rail Safety Improvement Program 2;
- Mrs. Cathy Peters - Human Trafficking/Sexual Exploitation, Youth and Child Exploitation, Youth Porn Use/Addiction in BC;
- Bulkley Valley Naturalists/Skeena Watershed Coalition letter to Minister of Transportation and Infrastructure – Roadside Vegetation Management in BC;
- The Royal Canadian Legion - Annual "Military Service Recognition Book - Thank You for Support;
- Community Advisory Boards – Northern Gateway Update;
- BC Healthy Living Alliance/Heart & Stroke Foundation - *Communities on the Move* Declaration: Creating Smart, Fair and Healthy Transportation Options for All BC Communities;
- Minister of Forests, Lands and Natural Resource Operations/Minister of Jobs, Tourism & Skills Training & Minister Responsible for Labour- Great Bear Rainforest;
- Municipal Advocacy Solutions - New Federal Safety Funding Available for Municipalities;
- Federation of Canadian Municipalities- Fall Fiscal Update: A Big Win for Rural, Remote and Northern Communities;

ADMINISTRATION CORRESPONDENCE (CONT'D)

- North Central Local Government Association- October Newsletter;
- Northern Health - News Release - Access to Health Services Across the Regional Highlighted at Northern Health Board Meeting;
- Northern Health - Media Bulletin – Questions Save Lives - Canadian Patient Safety Week 2016;
- Union of B.C. Municipalities
 - Anti-Gang Unit Seeks Local Government Engagement
 - Registration Open for CEOs Forum
 - Consultation on Species at Risk Policies
 - Input Sought on Biosolids & Composting Policies
 - RCMP Seeking Input on Auxiliary Constable Program
 - RCMP Contract Management Committee Seeks Input
 - UBCM Appears Before Tax Competitiveness Commission
 - Species at Risk Engagement
 - Urban Deer Management Funding Applications Now Available
 - New Federal Infrastructure Funding Announced
 - BC Building Act Update: Variation Requests
 - Electoral Area Directors Forum
 - 2017 LGLA Leadership Forum
 - Funding & Resources Update
 - Sponsorship Training for Arts Organizations
 - Community Energy, Climate Action Funding
 - Oceans Protection Plan Announced;

INVITATIONS

- Association for Mineral Exploration Roundup- 2017 Registration Open;
- 13th Annual Dr. Bob Ewert Memorial Lecture and Dinner - April 8, 2017 - Prince George, B.C.;
- Federation of Canadian Municipalities - 2017 Annual Conference and Trade Show Ottawa;
- National Planning Forum for Plant and Animal Health - December 6-7, 2016 - Ottawa, ON."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Parker spoke to reviewing the RDBN 2013 resolution in regard to Genetically Modified Organisms (GMO's). He spoke to the need for different farming practices to coexist in the region and to help build knowledge and information in regard to agriculture in the region. Director Repen mentioned that the Village of Telkwa Council has also requested its staff to bring forward its resolution in regard to GMO's for further discussion. Chair Miller suggested that the topic be brought forward at a future Agriculture Committee Meeting.

Director MacDougall spoke to the correspondence from the Ministry of Forests, Lands and Natural Resource Operations regarding Canadian Forest Products Ltd. Purchase of Forest Licence from Conifex Timber Inc. He spoke to the impact to the communities when forest licences are bought and sold between forest companies. Discussion took place in regard to frustrations with the Provincial Government in allowing the sale of forest licences and not understanding the impacts to communities.

FINANCIAL

Operating Accounts
-October, 2016

Moved by Director Benedict
Seconded by Director Illes

2016-15-38

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid October, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director MacDougall
Seconded by Director Illes

2016-15-39

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

INVITATION:

-Today's BC Liberals – Dallas Smith and Friends Fundraising Reception December 6, 2016 Terminal City Club, Vancouver, B.C.;

CORRESPONDENCE:

- Association for Mineral Exploration – Short Courses at Roundup 2017;
- BC Chamber of Commerce – Insight:
 - November 2016
 - October 2016;
- BC Community Forest Association – October 2016 Newsletter;
- Canada Research Connections – Upcoming e-Dialogue: MC3 2.0 Data Collection & Analysis Update;
- Canada Wood Group – Global Markets Newsletter November 2016;
- Clean Energy Canada Review:
 - November 14, 2016 – Is it Really Game Over?
 - November 7, 2016 – Alberta Makes it Official
 - October 24, 2016 – Just the Beginning?
 - October 17, 2016 – China Plugs in and Pulls Ahead
 - October 31, 2016 – Leaving Coal in the dust;
- Community Advisory Boards – Northern Gateway Update;
- Federation of Canadian Municipalities – President's Corner October 2016;
- Federation of Canadian Municipalities – Join the Nation-Wide Network: Canada 150 Community Leaders;
- Federation of Canadian Municipalities – Canada's Voice of Municipal Government:
 - November 10, 2016 – Fall Update Analysis, COP22, Women's Scholarships
 - November 4, 2016 – Fall Fiscal Update, New Initiative in Jordan
 - October 28, 2016 – FCM Brings Phase 2 Priorities to Finance Committee
 - October 21, 2016 – Canada's Housing Opportunity
- Fresh Outlook Foundation – Explore BC's Climate Change Plan at Fresh Dialogues;
- Legion – In the Service of Canada – Military Service Recognition Book 2016;

READING FILE (CONT'D)

- Ministry of Forests, Lands and Natural Resource Operations – Update From Minister Thomson – October 2016;
- Ministry of Transportation and Infrastructure – Bulkley-Stikine District;
- Nechako Reservoir Update – Flow Facts – Launching Interactive Nechako Reservoir Flow Facts – Register for Weekly Updates;
- Nechako Reservoir Update - Flow Facts:
 - October 21, 2016
 - October 13, 2016;
- Northern BC Tourism – News from Northern BC Tourism
- Northern Health – Healthier Northern Communities ebrief:
 - November 3, 2016
 - October 13, 2016;
- Northern Health – Media Bulletin –Questions Save Lives – Canadian Patient Safety Week 2016;
- Resource Works News:
 - November 3, 2016 – Voices of Concern From BC's Northwest
 - October 20, 2016 – Export Goods, Not Jobs."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION BYLAWS

Bylaw for First, Second, Third Reading

No. 1789- Fort Fraser Water Service Establishment Amendment

Moved by Director Parker
Seconded by Director Lindstrom

2016-15-40

"That "Fort Fraser Water Service Establishment Amendment Bylaw No. 1789, 2016" be given first, second, and third reading this 24th day of November, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORTS

Northern Development Local Government Management Internship

Moved by Director Iles
Seconded by Alternate Director McGuire

2016-15-41

1. "That the Regional District of Bulkley-Nechako Board of Directors support an application to Northern Development Initiative Trust to host a Local Government Management Intern and receive a \$35,000 grant from the North West and/or Prince George Regional Advisory Committees, and;
2. That the RDBN Board of Directors is committed to the vision and goals of the Local Government Internship Program by committing \$15,500, providing staffing resources to host an intern, and providing training and exposure opportunities for an intern."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

32

REPORTS (CONT'D)

Francois/Tchesinkut Lake
Recreation-Request for Grant
in Aid-Electoral Area "E"
(Francois/Ootsa Lake Rural)

Moved by Director Benedict
Seconded by Director Illes

2016-15-42

"That the Francois/Tchesinkut Lake Recreation be given \$2,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to assist with costs of publishing a picture/history book of the Francois/Tchesinkut Lake area."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Not for Profit Webinar
December 3

Moved by Alternate Director McGuire
Seconded by Director Benedict

2016-15-43

"That the Regional District of Bulkley-Nechako Board of Directors receive the Manager of Regional Economic Development's November 23, 2016 memo titled "Not for Profit Webinar December 3."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Corrine Swenson, Manager of Regional Economic Development noted that in June, 2016 the RDBN Regional Economic Development Department provided a survey to Not for Profit societies in regard to information they would like to receive. The initial invitation for the Not for Profit Webinar was sent to 116 societies and 31 responses have been received. Ms. Swenson will send the invitation out again November 24/25th including the Regional Board to provide to Not for Profit Societies that they may be aware of. Director Fisher and Chair Miller requested a list of Electoral Areas "A" and "B" respectively of those societies invited.

ADMINISTRATION CORRESPONDENCE

Reta Herrick, Cluculz Lake
- Mail Ballot Voting

Moved by Director Repen
Seconded by Director Illes

2016-15-44

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Reta Herrick, Cluculz Lake regarding Mail Ballot Voting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Repen requested staff to follow up with the Union of B.C. Municipalities in regard to Mail Ballot Voting.

ELECTORAL AREA PLANNING

APC Minutes

HBH Land Surveying Re:
ALR Application: ALR 1190
(Yelich) Electoral Area "A"

Moved by Director McGuire
Seconded by Director Parker

2016-15-45

"That Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Gina Hidber, HBH Land Surveying RE: ALR Application: ALR 1190 (Yelich) Electoral Area "A"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Alternate Director McGuire
Seconded by Director Lindstrom

2016-15-46

"That the meeting be adjourned at 1:06 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**REGIONAL TRANSIT COMMITTEE**
(Committee of the Whole)**Thursday, November 3, 2016**

PRESENT: Chair Bill Miller

Directors Taylor Bachrach
Shane Brienen
Mark Fisher
Tom Greenaway – left at 2:21 p.m.
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold
Gerry Thiessen

Director Absent Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)

Alternate Director Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural)

Staff Melany de Weerd, Chief Administrative Officer
Roxanne Shepherd, Chief Financial Administrator
Wendy Wainwright, Executive Assistant

Others Chris Fudge, Senior Regional Transit Manager, BC Transit – via teleconference – left at 1:57 p.m.
Linda Harmon, Transit Crown Agency Programs, Ministry of Transportation and Infrastructure – via Teleconference– left at 1:57 p.m.
Tiina Schaeffer, RPP, Manager of Sustainable Community Development, Planning and Development, City of Prince George – via Teleconference
Tania Wegwitz, MCIP, RPP, Manager of Planning, BC Transit – via Teleconference– left at 1:57 p.m.
Debbie West, General Manager, Nee Tahi Buhn Band

CALL TO ORDER

Chair Miller called the meeting to order at 1:00 p.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Bachrach
Seconded by Director Petersen**RTC.2016-3-1**

"That the agenda of the November 3, 2016 Regional Transit Committee Meeting be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

**Regional Transit Committee
Minutes – October 20, 2016**

Moved by Director Petersen
Seconded by Director Newell

RTC.2016-3-2

"That the Regional Transit Committee minutes of October 20, 2016 be received as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

**BC Transit RE: Highway 16
Inter-Community Transit
DRAFT Revised Service
Options Public Consultation**

Discussion took place regarding the suggested changes brought forward at the October 20, 2016 Regional Transit Committee Meeting. Chris Fudge, Senior Regional Transit Manager, BC Transit noted that some changes have been incorporated and work is continuing to address the changes.

BC Transit has requested feedback in regard to the revised draft service, fare, infrastructure and policy proposals by November 10, 2016.

Discussion took place in regard to the buses being purchased by the province and contributing 100 percent of the capital cost and 66.69% of the operating cost for the service for the term of the agreement. The Ministry of Transportation and Infrastructure has committed to three years due to their commitment requirements at this time but do not intend for the project to end after the three year term. Mr. Fudge outlined what has happened in the past in regard to the purchase of vehicles when a transit system is implemented. The Province contributes its share and the local government provides its share through loan financing. In this funding model the new buses are being fully purchased with the funding provided by the Province. To have the buses operational as soon as possible buses will be utilized from BC Transit's contingency fleet until the purchase process for new buses can be completed. Standard life span for the light duty buses is five years.

Director Bachrach spoke of support from the Town of Smithers in expeditiously moving forward with the Highway 16 Inter-Community Transit System. Discussion took place in regard to the preliminary cost calculations influencing service levels provided for communities in moving forward.

Director Thiessen voiced concerns in regard to the cost implications to the District of Vanderhoof, connectivity to travel from Vanderhoof to Smithers, potential ridership and clear outlines regarding ridership. He also spoke to the potential impacts to other transportation operators along Highway 16. The District of Vanderhoof not being included in the organizational discussions at the start of the process was also a frustration. Director Bachrach outlined the hub model wherein there are regional hubs with transit spokes to move individuals to locations with higher levels of commercial, government, health services, etc. Discussion took place regarding the ability to trial the system and can make changes in response to immersing patterns in moving forward.

REPORTS (CONT'D)

Director Parker commented that the original concept for the Highway 16 Inter-Community Transit system was for safety in assisting in removing hitchhiking from Highway 16. He questioned if that was still the priority and/or the priority was also to provide a transit system to move volumes of people. Debbie West, General Manager, Nee Tahi Buhn mentioned that for the community of Nee Tahi Buhn the value is having an affordable means of transportation that is safe.

Director Thiessen indicated the need to discuss the transit system with Saik'uz First Nation and determine their needs and wants. Chair Miller mentioned the challenges moving forward without having full consultation and discussion with all First Nations communities within the RDBN. He noted the success of the Highway 16 Transit System will be determined by having everyone participating. He spoke to the meetings that along with Director Bachrach, he had resolved to move forward from the meeting on October 20, 2016. They recently met with Lake Babine Nation and noted their desire to support Highway 16 Transit.

Director Repen noted that there are separate funds to provide secure hitch hiking locations and exploring the use of technology to provide a more secure way for people who will continue to hitchhike. Director Repen commented on his experience with hitchhiking. He also spoke to the Draft Terms of Reference allowing the ability to participate but also allows the ability to make changes if necessary.

Discussion took place regarding the consultation processes to determine the want and need for an inter-community transit system.

Director MacDougall mentioned that he participated on the Provincial Organizational Committee and there were representatives from communities and First Nations along Highway 16 including Fort St. James and discussions at that time were to have the Highway 16 Inter-Community Transit System complement services already in existence. He commented that Nak'azdli Whut'en Band, Tl'azt'en Nation, Binche First Nation and Fort St. James are developing a partnership to connect transit from Fort St. James to the Highway 16 Transit.

Director Newell spoke to transit studies that have outlined the benefits of low cost travel, economic development and safety.

Chair Miller commented that there is a desire to move forward with the draft terms of reference and discuss the costs associated with the transit system.

Chair Miller thanked Ms. West for attending the meeting.

REPORTS

Reports – BC Transit

Moved by Director MacDougall
Seconded by Director Bachrach

RTC.2016-3-3

"That the Regional Transit Committee receive the following reports from BC Transit:

-Highway 16 Inter-Community Transit DRAFT Revised Service Options Public Consultation;
-Updated Detailed Route and Stop Locations (Oct 24, 2016)."

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

**"Draft" Terms of Reference
For the Bulkley-Nechako
Regional Transit Service
Committee**

Moved by Director Lindstrom
Seconded by Director Illes

RTC.2016-3-4

"That the Regional Transit Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the "Draft" Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee."

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

Director Bachrach commented that the "Draft" Terms of Reference identify potential committee members are potential funding commitments. Chair Miller mentioned that the Terms of Reference remain a "Draft" document until the Regional Transit Committee has all partners participating. Ms. West spoke to the importance of working with all of the First Nations communities.

**SPECIAL IN-CAMERA
MEETING MOTION**

Moved by Director Illes
Seconded by Director Bachrach

RTC.2016-3-5

"In accordance with Section 90 of the *Community Charter*- it is the opinion of the Board of Directors that matters pertaining to Section 90 (1)(k) the negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held public (Highway 16 Transit Cost Apportionment) or information received relating to these matters must be closed to the public therefore exercise their option of excluding the public for this meeting."

Opposed: Director Fisher **CARRIED**
Director Thiessen

(All/Directors/Majority)

Regional Transit Committee Special In-Camera Meeting at 2:04 p.m.

Reconvened Regional Transit Meeting at 2:17 p.m.

REPORT

Transit Committee Preliminary Cost Calculations

Discussion took place regarding municipal council consideration of the memo titled "Transit Committee Preliminary Cost Calculations." The District of Fort St. James, Villages of Fraser Lake, Burns Lake and Telkwa and Town of Smithers will be bringing the memo forward at their council meetings during the week of November 7-10, 2016 for consideration. Director Repen noted the Village of Telkwa's support for the transit system in principal and recognizes the funding challenges being experienced. Director Bachrach mentioned that there have been discussions with Moricetown in regard to the service gap between Moricetown and Smithers and the Town of Smithers is investigating options to partner with Moricetown to mitigate the service gap. The District of Houston has considered supporting the service.

Director Fisher indicated his support of the transit system utilizing grant in aid contributions at this time in the amount of \$1,000. He spoke to advocating for the use of Federal Gas Tax funds for services such as transit. He suggested the potential and staff to develop a strategy to advocate for the use Federal Gas Tax funds. Discussion took place regarding the criteria for Federal Gas Tax funds.

Discussion took place regarding the startup costs and the allocation of those costs over the current three year term. Chair Miller mentioned that the allocations may change depending on the commitment of partners. He has spoken with Chief Wilf Adam, Lake Babine Nation and indicated there was support from LBN. Ms. West spoke to capacity challenges faced by some of the First Nations communities and suggested that visiting those communities would be beneficial. Chair Miller commented that in conversations with INAC (Indigenous and Northern Affairs Canada), they have agreed to provide funding for travel costs for First Nations representatives to attend the Regional Transit Committee meetings.

Director Thiessen mentioned that Saik'uz First Nation is indicated to be "On Corridor" and they are "Off Corridor." Director Thiessen suggested having a conversation with Saik'uz First Nation in regard to their willingness to participate in the transit system.

Discussion took place regarding the preliminary cost calculations; there can be reconsiderations and adjustments depending on the potential for rural contribution through grant in aid and other potential partners.

Director Parker indicated his support for the transit system and spoke to the Village of Fraser Lake investigating the opportunity to purchase a bus and he showed his support for that initiative.

Chair Miller reiterated his and Director Bachrach's commitment to meet with the First Nations in the future to discuss the Regional Transit System and cost calculations.

Director Thiessen spoke of his support of the transit system but voiced concerns regarding the cost implications to the District of Vanderhoof. He noted the need for the Highway 16 Inter-Community Transit System to be a regional system. Chair Miller spoke to communities needing to determine the threshold in which they are able to contribute and that there is support to find a solution.

Chair Miller commented that he has spoken to the College of New Caledonia and they outlined the potential benefits to their students in having a transit system. He mentioned the economic and social benefit that a transit system would have in the region.

Discussion took place regarding the constraints of legislative requirements that are a consideration moving forward with developing a funding model.

REPORT (CONT'D)

Transit Committee Preliminary
Cost Calculations – Item to be
Brought Forward to Public
Meeting Moved by Director Bachrach
Seconded by Director Repen

RTC.2016-3-6 "That the Regional Transit Committee receive the Chief Administrative Officer's October 26, 2016 memo titled "Transit Committee Preliminary Cost Calculations be brought forward to a public meeting.

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Newell
Seconded by Director Bachrach

RTC.2016-3-7 "That the meeting be adjourned at 2:48 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REPORT

**Reckitt Benckiser Canada
and the Bulkley-Nechako,
Fraser-Fort George, Peace
River and Cariboo Regional Districts**

Moved by Director Miller
Seconded by Director Fisher

AG.2016-8-3

"That the Agriculture Committee receive the report of the meeting between Reckitt Benckiser Canada and the Bulkley-Nechako, Fraser-Fort George, Peace River and Cariboo Regional Districts regarding an update to the Trees for Change Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Miller thanked those who attended the meeting. Discussion took place regarding 9,000 hectares not being used for agriculture production and agricultural land earmarked for tree planting now being put on the market for sale to be utilized for agriculture. The impact to the forest industry in regard to new agriculture leases utilizing lands and removing trees that could be used for the midterm timber supply was discussed.

CORRESPONDENCE

Correspondence

Moved by Director Greenaway
Seconded by Director Petersen

AG.2016-8-4

"That the Agriculture Committee receive the following correspondence from the Ministry of Agriculture:
-BC Strategic Outreach Initiative Funding Application;
-2016-17 BC Strategic Outreach Initiative Funding Application-
Strategic Planning."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller mentioned that the BC Strategic Outreach Initiative Funding could be potentially utilized for the RDBN Agriculture Forum. Staff will investigate to determine whether or not the RDBN Agriculture Forum could be eligible for funding.

DISCUSSION ITEM

Agriculture Forum - Chair Parker – Re: Update

- Date for the Forum: November 9, 2016;
- Location: Vineyard Church in Burns Lake;
- Facilitator: Gary Blattner, Vanderhoof, B.C.
 - o Has facilitated other Agriculture events;
 - o In the Agriculture sector;
 - o Very versed in the strengths and issues in the region;
- Chair Parker has a draft agenda;

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DISCUSSION ITEM (CONT'D)

Agriculture Forum - Chair Parker – Re: Update (Cont'd)

- Invite:
 - o agriculture groups within the RDBN;
 - o Ministry of Agriculture;
 - o District Agrologist;
 - o Agriculture Land Commission representation;
 - o Nechako Valley Cattleman's Association;
 - o Bulkley Valley Farmers Market;
 - o 40-45 participants plus RDBN staff;
- Further information or possible participants can be forwarded to staff.

ADJOURNMENT

Moved by Director Miller
Seconded by Director MacDougall

2016-8-5

"That the meeting be adjourned at 1:48 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant



Regional District of Bulkley-Nechako Memo – Board Agenda December 15, 2016

To: Chair Miller and the Board of Directors
From: Roxanne Shepherd, Chief Financial Officer
Date: December 6, 2016
Re: Chinook Comfor Ltd Partnership Revenue Sharing

The Chinook Comfor Shareholders Agreement and Limited Partnership Agreements are now signed and complete.

The Village of Burns Lake and the Regional District now wish to enter into a partnering agreement for the purpose of distributing funds from Chinook Comfor. This partnering agreement will require that net revenues received from Chinook Comfor Limited Partnership by the Village of Burns Lake and the Regional District be pooled together to distribute to the community.

The Chinook Comfor Limited Partnership Revenue Pooling Agreement, including the Chinook Comfor Community Foundation Society Terms of Reference, between the Regional District and the Village of Burns Lake is attached.

The Revenue Pooling Agreement requires the formation of the Chinook Comfor Community Foundation. The purpose of the foundation will be to direct how the pooled funds will be invested and income distributed. The pooled funds will be used to create a legacy fund whereby income from the fund will be distributed in the future to community organizations for economic and community development purposes.

Once established, the Chinook Comfor Foundation will be a separate legal entity. The Terms of Reference in the Revenue Pooling Agreement will be the only way to bind the Foundation to any action.

The Chinook Comfor Community Foundation will work in partnership with the Prince George Foundation and will consist of 6 directors – 2 from the Village of Burns Lake, 2 from Area E and 2 from Area B. The Foundation will be incorporated after the new Societies Act comes into effect in November 2016.

Also attached is the draft agreement with the Prince George Foundation for reference. This agreement will be executed after the Chinook Community Foundation is incorporated.

I would be pleased to answer any questions.



R. Shepherd

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated December 6, 2016 regarding Chinook Comfor Ltd. Partnership Revenue Pooling Agreement be received.
2. That the Regional District of Bulkley Nechako approve the Village of Burns Lake and Regional District of Bulkley Nechako Partnering agreement for Chinook Comfor Ltd. Partnership Revenue Sharing;
3. That the Regional District of Bulkley Nechako approve the Chinook Comfor Community Foundation Society Terms of Reference;
4. That the staff be directed to begin the process of setting up the Chinook Comfor Community Foundation Society.

REVENUE POOLING AGREEMENT

(CHINOOK COMFOR LIMITED PARTNERSHIP REVENUE POOLING)

THIS AGREEMENT dated for reference the _____ day of _____, 2016

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO, a municipal corporation under the *Community Charter* and *Local Government Act* having its regional district office and postal address at 37 3rd Avenue, PO Box 820 Burns Lake, British Columbia V0J 1E0

(the "RDBN")

AND:

THE VILLAGE OF BURNS LAKE, a municipal corporation under the *Community Charter* and *Local Government Act* having its municipal office and postal address at PO Box 570; #15 3rd Ave., Burns Lake, BC V0J 1E0

(the "Village")

(collectively, the "parties")

RECITALS

- A. The purposes of a municipality under Section 7 of the *Community Charter*, and the purposes of a regional district under Section 185 of the *Local Government Act* include providing for services and other matters for community benefit and fostering the economic, social and environmental well-being of their communities.
- B. Pursuant to Section 8 of the *Community Charter*, the Village has natural person powers and may enter into this Agreement, and may provide any service that the council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.
- C. Pursuant to Section 263 of the *Local Government Act*, the RDBN has corporate powers and may enter into an Agreement with the Village respecting the undertaking, provision and operation of activities, works and services.
- D. The Village and the RDBN are parties to a community forest licence issued by the Ministry of Forests also involving Wet'suwet'en First Nation, Nee Tahi Buhn First Nation, Skin Tyee First Nation, Cheslatta Carrier First Nation, Lake Babine First Nation and Burns Lake Band (the "First Nations").
- E. The First Nations, the Village and the RDBN have agreed to manage the community forest licence through a limited partnership known as Chinook Comfor Limited Partnership (the "**Partnership**"), in which the First Nations, the Village and the RDBN will all be limited partners, governed by a limited partnership agreement (the "**Limited Partnership Agreement**").

- F. The Limited Partnership Agreement provides that the limited partners of the Partnership are entitled to certain allocations of the net income of the Partnership (the "**Revenue**").
- G. The Village and the RDBN wish to contractually agree to pool their respective shares of the Revenue in order to provide certain services and benefits to those communities comprising the residents of the Village and of Electoral Areas B and E of the RDBN.
- H. The Village and the RDBN wish to incorporate a society to be known as the Chinook Community Foundation whose main purpose will be to direct how the pooled funds of the Village and the RDBN will be invested and how the income there from will be distributed in the community.
- I. The Council for the Village of Burns Lake has authorized the execution of this Agreement on behalf of the Village of Burns Lake by a Council Resolution duly passed at a meeting of the Council held on the ____ day of _____, 2016, a copy of which is attached hereto in Schedule A.
- J. The Board of the RDBN has authorized the execution of this Agreement on behalf of the RDBN by a Board Resolution duly passed at a board meeting of the RDBN held on the ____ day of _____, 2016, a copy of which is attached hereto in Schedule B.

For the reasons recited above, and in consideration of the parties' agreement to allocate their share of the Revenue on a 60% share to RDBN and 40% share to the Village and the mutual covenants contained in this Agreement, the parties agree as follows:

1. INTERPRETATION

1.1 Definitions

In this Agreement unless something in the subject matter or context is inconsistent therewith, the capitalized terms herein will have the meanings set out below:

- (a) "**Beneficiary**" means such person or persons identified as a beneficiary by the Chinook Community Foundation;
- (b) "**Business Day**" means a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia;
- (c) "**Chinook Community Foundation Terms of Reference**" means the terms of reference for the establishment and operation of the Chinook Community Foundation as attached as Schedule C to this Agreement;
- (d) "**Commencement Date**" means the date that the Partnership is registered in British Columbia;
- (e) "**Chinook Community Foundation**" or "**CCF Foundation**" means the society jointly established by the Village and the RDBN under Section 4.1 of this Agreement;
- (f) "**Chinook Comfor Fund**" means a fund established, held and managed by the Prince George Community Foundation pursuant to an agreement dated _____ between the Chinook Community Foundation and the Prince George Community Foundation;

- (g) **"Limited Partnership Agreement"** has the meaning given in Recital E of this Agreement;
- (h) **"Partnership"** has the meaning given in Recital E of this Agreement;
- (i) **"Person"** includes a corporation, partnership or party, and the personal or other legal representatives of a person to whom the context can apply according to law;
- (j) **"RDBN Revenue"** means that portion of the Revenue allocated and paid to the RDBN from time to time, pursuant to the Limited Partnership Agreement, less:
 - (i) any income tax or other taxes payable by the RDBN on Revenue received by the RDBN; and
 - (ii) start up costs for the Chinook Community Foundation incurred by the RDBN;
- (k) **"Revenue"** has the meaning given in Recital F of this Agreement;
- (l) **"Start Up Costs"** means the costs, including legal costs, of creating and registering the Chinook Comfor Limited Partnership, Chinook Comfor Limited and Constitution and Bylaws of the Chinook Community Foundation and associated agreements and includes all non-legal costs associated with the creation of the CCF such as advertising;
- (m) **"Term"** has the meaning given in Section 2.1 of this Agreement; and
- (n) **"Village Revenue"** means that portion of the Revenue allocated and paid to the Village from time to time, pursuant to the Limited Partnership Agreement, less:
 - (i) any income tax or other taxes payable by the Village on Revenue received by the Village; and
 - (ii) start up costs for the Chinook Community Foundation incurred by the Village.

1.2 Headings

The division of this Agreement into sections and the insertion of the recitals and headings are for convenience of reference only and shall not affect the construction or interpretation of the Agreement.

1.3 Currency

All transactions referred to in this Agreement will be made in the lawful currency of Canada.

1.4 Singular, plural, gender and person

Wherever in this Agreement the context so requires the singular number shall include the plural number and vice versa and words importing gender shall be deemed to include all genders.

1.5 Use of the Word "Including"

The word **"including"** when following any general term or statement will not be construed as limiting the general term or statement to the specific matter immediately following the word **"including"** or to similar matters, and the general term or statement will be construed as referring to all matters that reasonably could fall within the broadest possible scope of the general term or statement.

1.6 Statutes

Each reference to a statute is deemed to be reference to that statute and to the regulations made under that statute as amended or re-enacted from time to time.

1.7 Schedules

The following schedules are incorporated into and form a part of this Agreement:

- Schedule A - Village Council Resolution
- Schedule B - RDBN Board Resolution
- Schedule C - CCF Terms of Reference

1.8 Time of day

Unless otherwise specified, references to time of day or date mean the local time or date in Burns Lake, British Columbia.

2. TERM OF AGREEMENT

Term

The term of this Agreement (the "Term") will commence on the Commencement Date and continue until the 25th anniversary of the Commencement Date, subject to earlier termination in accordance with the terms of this Agreement.

3. REVENUE POOLING

3.1 Village Revenue

The Village agrees that it will deposit all Village Revenue to the Chinook Community Foundation within 90 days of each time it receives monies from the Partnership, and will make no other use of the Village Revenue during the Term of this Agreement.

3.2 RDBN Revenue

The RDBN agrees that it will deposit all RDBN Revenue to the Chinook Community Foundation within 90 days of each time it receives monies from the Partnership, and will make no other use of the RDBN Revenue during the Term of this Agreement.

3.3 The parties agree that the Start Up Costs associated with the Chinook Community Foundation may be paid by either party, provided that whichever party pays them that party is entitled to deduct them from its Revenue.

3.4 The parties agree that a party who is asked by the other party must provide receipts or other documents that show the Start Up Costs that are deducted from the Revenue by that party provided that a party is not obligated to provide records that are subject to solicitor-client privilege or otherwise non-disclosable by operation of law or under contract.

4. FOUNDATION

4.1 Establishment

The Village and the RDBN agree:

- (a) to form a society under the name of "Chinook Community Foundation" in accordance with this Agreement and the *Society Act*;
- (b) subject to each party reviewing and being satisfied with the constating documents of the Chinook Community Foundation, which shall include but may not be limited to the constitution and bylaws of the Chinook Community Foundation, promptly execute and deliver all documents that may be necessary or desirable to give effect to the formation of the Chinook Community Foundation under any and all applicable laws and submit such documents for registration by December 15, 2016, or within 90 days of the Commencement Date, whichever is later.

4.2 The Chinook Community Foundation will have the mandate, functions, powers, membership, and tenure described in the terms of the Chinook Community Foundation Terms of Reference, including the purpose of paying to the Prince George Community Foundation any Village Revenue or RDBN Revenue it receives for the Prince George Community Foundation to invest as capital with the intent that the Prince George Community Foundation will disburse the income earned on the capital invested either directly to charities and other organizations that benefit the community in Electoral Areas B and E of the RDBN and the Village, or to the Chinook Community Foundation, through the RDBN or the Village, for disbursement.

5. TERMINATION

5.1 This Agreement may be terminated at any time during the Term as may be mutually agreed upon with 30 days' notice in writing by each of the parties.

6. THIRD PARTY

6.1 If the Prince George Community Foundation is cancelled, wound up or dissolved, or if the Chinook Community Foundation's agreement with the Prince George Community Foundation ends, the parties mutually agree to invest the Chinook Comfor Fund and the Village Revenue and RDBN Revenue for the remainder of the Term in a charitable society or foundation with similar purposes to the Prince George Community Foundation for disbursement to other charities and other organizations that benefit the community in Electoral Areas B and E of the RDBN and the Village.

6.2 If the Chinook Community Foundation is cancelled, wound up or dissolved, the parties mutually agree to invest the Village Revenue and RDBN Revenue for the remainder of the Term in the Prince George Community Foundation (or other organization selected pursuant to Section 6.1) for the purposes of disbursing the income earned on the monies in the fund to other charities to benefit the community in Electoral Areas B and E of the RDBN and the Village.

6.3 The parties agree that the capital of the Chinook Comfor Fund is to remain invested indefinitely as a legacy fund, with the intention that the capital of the fund shall be preserved while making the income generated therefrom available for distribution in accordance with the terms of this Agreement.

7. DEFAULT

7.1 Should a party fail to perform any of its obligations under this Agreement (the "defaulting party") and such failure continues beyond 30 days from delivery of written notice by the non-defaulting party specifying the failure and requiring remedy thereof, the defaulting party must pay liquidated damages, as set out below, forthwith and without further notice to the defaulting party.

7.2 If the Village defaults under section 7.1, it must pay to the Chinook Community Foundation as

liquidated damages the amount resulting from multiplying \$50,000 by the number of calendar years remaining in the Term, with a pro-rata adjustment for any partial years, and this Agreement will be terminated upon the payment of the liquidated damages.

- 7.3 If the RDBN defaults under section 7.1, it must pay to the Chinook Community Foundation as liquidated damages the amount resulting from multiplying \$75,000 by the number of years remaining in the Term, with a pro-rata adjustment for any partial years, and this Agreement will be terminated upon the payment of the liquidated damages.
- 7.4 If the Chinook Community Foundation has been cancelled, wound up or dissolved, the monies payable under section 7.2 or 7.3 shall be paid to the Chinook Comfor Fund held by the Prince George Community Foundation, and if both the Chinook Community Foundation and the Prince George Community Foundation have been cancelled, wound up or dissolved, the monies payable under section 7.2 will be paid to RDBN and the monies payable under section 7.3 will be paid to the Village.

8. FORCE MAJEURE

8.1 Suspension

Subject to the other provisions of this Article 8, if either party is unable or fails by reason of Force Majeure to perform in whole or in part any of its obligations or covenants set forth in this Agreement, such inability or failure will be deemed not to be a breach of such obligation or covenant and the obligations of such party under this Agreement will be suspended to the extent necessary during the continuation of any inability or failure so caused by such Force Majeure.

8.2 Definition of Force Majeure

For purposes of this Agreement, "Force Majeure" means any event or occurrence not within the control of the party claiming Force Majeure, and which by the exercise of reasonable diligence such party is unable to prevent or overcome, including any acts of nature such as fires, explosions, lightning, earthquakes, storms, washouts, landslides, avalanches, epidemics and floods; strikes, lockouts or other industrial disturbances; acts of the Queen's or public enemies, sabotage, wars, blockades, insurrections, and riots or civil disturbances.

8.3 Exceptions

Neither party will be entitled to the benefit of Section 8.1 under any of the following circumstances:

- (a) to the extent that the inability or failure was caused by the negligence or contributory negligence of the party claiming Force Majeure;
- (b) to the extent that the inability or failure was caused by the party claiming Force Majeure having failed to diligently attempt to remedy the condition and/or to resume the performance of such covenants and obligations with reasonable dispatch; or
- (c) if the inability or failure was caused by lack of funds.

8.4 Notice of Force Majeure

As soon as possible after the happening of an occurrence in the nature of Force Majeure or as soon as possible after determining that an occurrence was in the nature of Force Majeure, a party claiming Force Majeure will make reasonable commercial efforts to give to the other party notice to the effect that the claiming party is unable by reason of Force Majeure (the nature whereof will be therein specified) to perform particular covenants or obligations.

8.5 Resumption of Obligations

As soon as possible after the Force Majeure condition is remedied or discontinued, the party claiming Force Majeure will give notice to the other party of such remedy, and that such party has resumed, or is then in a position to resume, the performance of its suspended covenants and obligations hereunder either in whole or in part.

8.6 Settlement of Labour Disputes

Notwithstanding any of the provisions of this Article 8, but subject to Section 8.3, the settlement of labour disputes or industrial disturbances in which a party is involved is entirely within the discretion of that party, which party may make settlement of it at the time and on terms and conditions as it may deem to be advisable and no delay in making settlement will deprive the party of the benefit of Section 8.1.

9. LIMITATION OF LIABILITY

9.1 The parties agree that notwithstanding anything else herein or any duty, principle, term or rule of law to the contrary, whether express or implied, neither the Village or the RDBN shall be liable to each other for any loss or damage of any nature whatsoever flowing from early termination of this Agreement, including without limitation any special, incidental, direct, indirect or consequential damages arising out of such early termination nor shall the Village or the RDBN be under any further obligation to each other.

10. NOTICES

10.1 Any notice, request, demand and other communication required or permitted to be given under this Agreement shall be in writing and will be sufficiently given if it is delivered by hand, facsimile transmission, e-mail or prepaid registered mail (return receipt requested) as follows:

(a) If to the RDBN:

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

Attention: Chief Financial Officer

Fax: 1.250.692.3305

E-mail: roxanne.shepherd@rdbn.bc.ca

(b) If to the Village:

Village of Burns Lake
#15 3rd Ave., Burns Lake, BC V0J 1E0
Attention: Chief Administrative Officer

Fax: 1.250.692.3059

E-mail: sworthing@burnslake.ca

or at such other address as the party to whom the notice is sent may specify by notice given in accordance with the provisions of this section. Any such notice, request, demand or other communication given as

aforesaid will be deemed to have been given, in the case of delivery by hand, when delivered, in the case of facsimile transmission or e-mail, when a legible facsimile or e-mail is received by the recipient if received before 5:00 p.m. on a day other than a Business day, or on the next Business Day if such facsimile or e-mail is received on a day which is not a Business Day or after 5:00 p.m. on a Business Day, and in the case of delivery by prepaid registered mail, as aforesaid, on the date received. In the event of discontinuance of postal service due to strike, lockout, labour disturbance or otherwise, notice, demands, requests and other communications shall be delivered by hand or facsimile transmission or e-mail.

11. ASSIGNMENT

11.1 Generally

Subject to section 11.2, this Agreement shall not be assignable by any party in whole or in part without the mutual written consent of the other parties. Any purported assignment without such required consent is not binding or enforceable.

11.2 Assignment under Limited Partnership Agreement

If either the Village or the RDBN (a "Transferring Party") transfers all or some of their respective Units (as defined in the Limited Partnership Agreement) in the Partnership to an Associate (as defined in the Limited Partnership Agreement) or to any other Person (either of which shall be the "Transferee"), the Transferring Party will:

- (a) if all its Units are transferred, wholly assign this Agreement to the Transferee; or
- (b) if only some of its Units are transferred to the Transferee, partially assign this Agreement to the Transferee,

and any such whole or partial assignment to a Transferee shall be deemed to have the consent of all the parties.

12. GENERAL

12.1 Time of Essence

Time shall be of the essence of this Agreement.

12.2 Relationship

No provision of this Agreement shall be construed to create a partnership, joint venture, or agency relationship between the RDBN and the Village.

12.3 Enurement

This Agreement enures to the benefit of and binds the parties and their respective successors and permitted assigns.

12.4 Written Waivers

Any waivers must be in writing and signed by the party granting the indulgence, and then such waiver shall only be effective in a specific instance and for the specific purpose for which it is given.

12.5 Further Assurances

Each party will execute and deliver promptly all further documents and take all further action reasonably necessary or appropriate to give effect to the provisions of this Agreement.

12.6 Remedies Cumulative

The rights and remedies under the Agreement are cumulative and are not in addition to and not in substitution for any other rights and remedies available at law or in equity or otherwise. No single or partial exercise by a party of any right or remedy precludes or otherwise affects the exercise of any other right or remedy to which that party may be entitled.

12.7 Counterparts

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement may be executed and delivered in any number of counterparts with the same effect as if all parties had all signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

12.8 Delivery by Fax or Electronically

Any party may deliver an executed copy of this Agreement by fax or by electronic mail in PDF format but that party will immediately dispatch by delivery in person to the other parties an originally executed copy of this Agreement.

12.9 Amendment

This Agreement may not be amended except by a written instrument signed by all the parties.

12.10 Entire Agreement

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement constitute the entire agreement between the parties and supersede all prior agreements, negotiations, discussions, undertakings, representations, warranties and understandings whether written or oral, express or implied, or otherwise.

12.11 Governing Law

This Agreement and any dispute arising out of or in connection with this Agreement shall be governed exclusively by and shall be enforced, construed and interpreted exclusively in accordance with the laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement.

12.12 Attornment

The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.

12.13 Paramountcy

The provisions set forth in any other agreement between the parties will not merge with this Agreement but shall survive the execution and delivery of this Agreement except that, if such provisions are inconsistent with the provisions hereof, this Agreement shall govern.

12.14 Independent Legal Advice

Each party hereby confirms it has had an opportunity to obtain independent legal advice in entering into this Agreement.

12.15 Severability

Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision shall be severed from this Agreement and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Agreement.

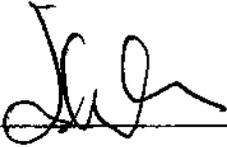
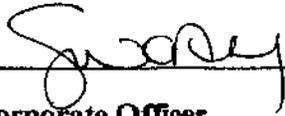
12.16 Dispute Resolution

If there is any dispute regarding the interpretation, performance or an alleged breach of this Agreement, any party may give written notice of dispute, including a request for meeting, to the other parties and the parties will meet within 3 Business Days after the notice of dispute is given and will attempt in good faith, and using reasonable efforts, to resolve the matter amicably to the satisfaction of all parties. If the parties cannot resolve the dispute within 7 Business Days after they first meet, or if the parties fail to meet within 7 Business Days after the notice of dispute is given, then with the consent of all parties the matter may be referred to a mutually appointed single arbitrator for final determination, and if all parties do not so consent within 14 Business Days after the notice of dispute is given, then any party may commence litigation to have the dispute settled.

12.17 Non-derogation

The parties acknowledge and agree that nothing contained or implied in this Agreement will be construed as limiting or prejudicing the rights and powers of any of the parties in the exercise of their functions pursuant to the *Local Government Act*, the *Community Charter*, or any other right or power under any public or private statutes, bylaws, orders or regulations, as the case may be, all of which may be fully exercised as if this Agreement had not been entered into.

IN WITNESS WHEREOF this Agreement has been executed and delivered by the parties as of the day and year first above written.

REGIONAL DISTRICT OF BULKLEY-NECHAKO	VILLAGE OF BURNS LAKE
Per:	Per:
_____ Chairperson	 _____ Mayor
Per:	Per:
_____ Corporate Officer	 _____ Corporate Officer

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SCHEDULE A

VILLAGE OF BURNS LAKE COUNCIL RESOLUTION

2016-10-27: 234

THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE VILLAGE OF BURNS LAKE AND REGIONAL DISTRICT OF BULKLEY NECHAKO PARTNERING AGREEMENT FOR CHINOOK COMFOR LTD PARTNERSHIP REVENUE SHARING;

AND THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY TERMS OF REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE PROCESS OF SETTING UP THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY.

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SCHEDULE B

REGIONAL DISTRICT OF BULKLEY-NECHAKO BOARD RESOLUTION

THAT THE REGIONAL DISTRICT OF BULKLEY
NECHAKO APPROVE THE VILLAGE OF BURNS LAKE
AND REGIONAL DISTRICT OF BULKLEY NECHAKO
PARTNERING AGREEMENT FOR CHINOOK COMFOR
LTD. PARTNERSHIP REVENUE SHARING;

AND THAT THE REGIONAL DISTRICT OF BULKLEY
NECHAKO APPROVE THE CHINOOK COMFOR
COMMUNITY FOUNDATION SOCIETY TERMS OF
REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE
PROCESS OF SETTING UP THE CHINOOK COMFOR
COMMUNITY FOUNDATION SOCIETY.

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**SCHEDULE C
CCF TERMS OF REFERENCE**

Chinook Comfor Community Foundation Society

Terms of Reference

Mandate

The Chinook Comfor Community Foundation Society is a committee of dedicated community members whose purpose is to distribute the funds received from Chinook Comfor by the Village of Burns Lake and the Regional District of Bulkley Nechako

These funds are to be distributed according to the best interest of the community, and according to the guidelines set out in the granting criteria below.

Functions

Within their mandate, the Foundation is to:

- Meet annually and facilitate the receipt of applications for funding to deserving functions within the community;
- Make recommendation to the Prince George Community Foundation on how to distribute the funds;
- Carry out any promotional activity and communications associated with the funding process;
- Handle all administrative duties associated with the Society;
- Submit a written request for approval to the Regional District Area B and E Directors and Council for the Village of Burns Lake if changes to the Terms of Reference are required.

Scope and Jurisdiction

- The authority of this group shall not extend beyond the funding allotted for disbursement as determined by the Chinook Comfor Limited Partnership Revenue Sharing Agreement. Unless otherwise determined by the local governments, no other funding shall be disbursed by the foundation.
- Funding available for disbursement will be based on "income only", spending only the money earned on capital.

Membership and Tenure

The Foundation shall be composed of a Chair and an alternate Chair who will be selected by the Foundation at the first meeting of the Foundation.

The six (6) members of the Foundation, to be appointed by Council and the Regional District Directors of Area B and E, shall include the following:

- Two (2) members from the Village of Burns lake;
- Two (2) members from the Regional District of Bulkley Nechako Area B
- Two (2) members from the Regional District of Bulkley Nechako Area E

Foundation members shall be appointed by their local government and may not consist of elected officials or local government staff. These members shall hold their appointment until a letter of resignation is received, or until an alternate appointment is made by the local government.

The Village and the Regional District will appoint a replacement member within 30 Business Days of rescinding an appointment, and during those 30 days the Foundation is not allowed to vote on any matter. After the 30 day period, business will carry on as usual even if a replacement is not appointed.

Meetings

Meetings are to be held annually once profit distribution funds are received, and shall be called by the Chair. All subsequent meetings required for funding distribution will be at the discretion of the committee.

A quorum of three (3) committee members must be present for any meeting to proceed. This quorum must consist of at least one representative from Area B, Area E, and the Village of Burns Lake.

Granting Criteria

Community organizations are eligible to apply for grant funding. Grants are not made to individuals or businesses. Organizations must demonstrate effective management and fiscal responsibility. Only organizations that operate within Burns Lake or RDBN Electoral Area B or E are eligible for funding. To be eligible funding must be used for services available to the entire community.

Funding Restrictions: Projects CANNOT be considered eligible if:
• Funds requested are an organization’s usual operational or core expenses
• Funds are for any expenses which predate the current grant cycle
• Funds are used to cover deficits, retire debts, or mortgage payments
• Funds are to provide for or establish endowments
• Funds are used for sectarian, religious, or political purposes
• The organization shows a dependency on future funding from the foundation
• Funding for a national charity

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PARTNERING AGREEMENT

(CHINOOK COMFOR LIMITED PARTNERSHIP REVENUE SHARING)

THIS AGREEMENT dated for reference the _____ day of _____, 2016

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO, a municipal corporation under the *Community Charter* and *Local Government Act* having its municipal office and postal address at 37 3rd Avenue, PO Box 820 Burns Lake, British Columbia V0J 1E0

(the "**RDBN**")

AND:

THE VILLAGE OF BURNS LAKE, a municipal corporation under the *Community Charter* and *Local Government Act* having its municipal office and postal address at PO Box 570; #15 3rd Ave., Burns Lake, BC V0J 1E0

(the "**Village**")

(collectively, the "**parties**")

RECITALS

- A. The purposes of a municipality under Section 7 of the *Community Charter*, and the purposes of a regional district under Section 2 of the *Local Government Act* include providing for services and other matters for community benefit and fostering the economic, social and environmental well-being of their communities.
- B. Pursuant to Section 8 of the *Community Charter*, the Village has natural person powers and may enter into this Agreement, and may provide any service that the council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.
- C. Pursuant to Section 176 of the *Local Government Act*, the RDBN has corporate powers and may enter into an Agreement with the Village respecting the undertaking, provision and operation of activities, works and services.
- D. The Village and the RDBN are parties to a community forest licence arrangement also involving Wet'suwet'en First Nation, Nee Tahi Buhn First Nation, Skin Tyee First Nation, Cheslatta Carrier First Nation, Lake Babine First Nation and Burns Lake Band (the "**First Nations**").
- E. The First Nations, the Village and the RDBN have agreed to manage the community forest licence arrangement through a limited partnership known as Chinook Comfor Limited Partnership (the "**Partnership**"), in which the First Nations, the Village and the RDBN will all be limited partners, governed by a limited partnership agreement (the "**Limited Partnership Agreement**").

- F. The Limited Partnership Agreement provides that the limited partners of the Partnership are entitled to certain allocations of the net income of the Partnership (the “**Revenue**”).
- G. The Village and the RDBN wish to contractually agree to pool their respective shares of the Revenue in order to provide certain services and benefits to those communities comprising the residents of Areas B and E of the RDBN and of the Village.
- H. The Council for the Village of Burns Lake has authorized the execution of this Agreement on behalf of the Village of Burns Lake by a Council Resolution duly passed at a meeting of the Council held on the ____ day of _____, 2015, a copy of which is attached hereto in Schedule A.
- I. The Board of the RDBN has authorized the execution of this Agreement on behalf of the RDBN by a Board Resolution duly passed at a board meeting of the RDBN held on the ____ day of _____, 2015, a copy of which is attached hereto in Schedule B.

For the reasons recited above, and in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

1. INTERPRETATION

1.1 Definitions

In this Agreement unless something in the subject matter or context is inconsistent therewith, the capitalized terms herein will have the meanings set out below:

- (a) “**Beneficiary**” means such person or persons identified as a beneficiary by the Chinook Comfor Foundation Society
- (b) “**Business Day**” means a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia;
- (c) “**Chinook Comfor Foundation Terms of Reference**” means the terms of reference for the establishment and operation of the Chinook Comfor Foundation as attached as Schedule C to this Agreement;
- (d) “**Commencement Date**” means the date that the Partnership is registered in British Columbia;
- (e) “**Chinook Comfor Foundation**” or “**CC Foundation**” means the foundation jointly established by the Village and the RDBN under Section 4.1 of this Agreement;
- (f) “**Limited Partnership Agreement**” has the meaning given in Recital E of this Agreement;
- (g) “**Partnership**” has the meaning given in Recital E of this Agreement;
- (h) “**RDBN Revenue**” means that portion of the Revenue allocated and paid to the RDBN from time to time, pursuant to the Limited Partnership Agreement, less any income, other taxes payable on such funds or start up costs or administration costs for the Chinook Comfor Foundation Society incurred by the RDBN;
- (i) “**Revenue**” has the meaning given in Recital F of this Agreement;
- (j) “**Term**” has the meaning given in Section 2.1 of this Agreement;

- (k) **“Village Revenue”** means that portion of the Revenue allocated and paid to the Village from time to time, pursuant to the Limited Partnership Agreement, less any income, other taxes payable on such funds or start up costs or administration costs for the Chinook Comfor Foundation Society incurred by the Village; and

1.2 Headings

The division of this Agreement into sections and the insertion of the recitals and headings are for convenience of reference only and shall not affect the construction or interpretation of the Agreement.

1.3 Currency

All transactions referred to in this Agreement will be made in the lawful currency of Canada.

1.4 Singular, plural, gender and person

Wherever in this Agreement the context so requires the singular number shall include the plural number and vice versa and words importing gender shall be deemed to include all genders.

1.5 Use of the Word “Including”

The word **“including”** when following any general term or statement will not be construed as limiting the general term or statement to the specific matter immediately following the word **“including”** or to similar matters, and the general term or statement will be construed as referring to all matters that reasonably could fall within the broadest possible scope of the general term or statement.

1.6 Statutes

Each reference to a statute is deemed to be reference to that statute and to the regulations made under that statute as amended or re-enacted from time to time.

1.7 Schedules

The following schedules are incorporated into and form a part of this Agreement:

Schedule A	-	Village Council Resolution
Schedule B	-	RDBN Board Resolution
Schedule C	-	CC Foundation Terms of Reference

1.8 Time of day

Unless otherwise specified, references to time of day or date mean the local time or date in Burns Lake, British Columbia.

2. TERM OF AGREEMENT

Term

The term of this Agreement (the **“Term”**) will commence on the Commencement Date and continue until the 25th anniversary of the Commencement Date, subject to the following:

- (a) earlier termination in accordance with the terms of this Agreement;

3. REVENUE POOLING

3.1 Village Revenue

The Village agrees that it will deposit all Village Revenue to the Chinook Comfor Foundation Society, and will make no other use of the Village Revenue during the Term of this Agreement.

3.2 RDBN Revenue

The RDBN agrees that it will deposit all RDBN Revenue to the Chinook Comfor Foundation Society, and will make no other use of the RDBN Revenue during the Term of this Agreement.

4. FOUNDATION

Establishment

The Village and the RDBN agree that within 90 Business Days of the Commencement Date of this Agreement, they will jointly establish a foundation to be known as the "Chinook Comfor Foundation" (or "CC Foundation") with the mandate, purposes and on the terms and conditions set out in the Foundation Terms of Reference attached as Schedule C to this Agreement.

5. TERMINATION

By agreement

This Agreement may be terminated at any time during the Term as may be mutually agreed upon in writing by the parties.

Limitation of Liability

The parties agree that notwithstanding anything else herein or any duty, principle, term or rule of law to the contrary, whether express or implied, neither the Village or the RDBN shall be liable to each other for any loss or damage of any nature whatsoever flowing from early termination of this Agreement, including without limitation any special, incidental, direct, indirect or consequential damages arising out of such early termination nor shall the Village or the RDBN be under any further obligation to each other.

6. NOTICES

Notices

Any notice, request, demand and other communication required or permitted to be given under this Agreement shall be in writing and will be sufficiently given if it is delivered by hand, facsimile transmission, e-mail or prepaid registered mail (return receipt requested) as follows:

(a) If to the RDBN:

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

Attention: Chief Financial Officer

Fax: 1.250.692.3305

E-mail: roxanne.shepherd@rdbn.bc.ca

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(b) If to the **Village**:

Village of Burns Lake
#15 3rd Ave., Burns Lake, BC V0J 1E0
Attention: Chief Administrative Officer

Fax: 1.250.692.3059

E-mail: sworthing@burnslake.ca

or at such other address as the party to whom the notice is sent may specify by notice given in accordance with the provisions of this section. Any such notice, request, demand or other communication given as aforesaid will be deemed to have been given, in the case of delivery by hand, when delivered, in the case of facsimile transmission or e-mail, when a legible facsimile or e-mail is received by the recipient if received before 5:00 p.m. on a day other than a Business day, or on the next Business Day if such facsimile or e-mail is received on a day which is not a Business Day or after 5:00 p.m. on a Business Day, and in the case of delivery by prepaid registered mail, as aforesaid, on the date received. In the event of discontinuance of postal service due to strike, lockout, labour disturbance or otherwise, notice, demands, requests and other communications shall be delivered by hand or facsimile transmission or e-mail.

7. **GENERAL**

Assignment

This Agreement shall not be assignable by any party in whole or in part without the mutual written consent of the other parties. Any purported assignment without such required consent is not binding or enforceable.

Enurement

This Agreement enures to the benefit of and binds the parties and their respective successors and permitted assigns.

Written Waivers

Any waivers must be in writing and signed by the party granting the indulgence, and then such waiver shall only be effective in a specific instance and for the specific purpose for which it is given.

Further Assurances

Each party will execute and deliver promptly all further documents and take all further action reasonably necessary or appropriate to give effect to the provisions of this Agreement.

Remedies Cumulative

The rights and remedies under the Agreement are cumulative and are not in addition to and not in substitution for any other rights and remedies available at law or in equity or otherwise. No single or partial exercise by a party of any right or remedy precludes or otherwise affects the exercise of any other right or remedy to which that party may be entitled.

Counterparts

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement may be executed and delivered in any number of counterparts with the same effect as if all parties had all signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

Delivery by Fax or Electronically

Any party may deliver an executed copy of this Agreement by fax or by electronic mail in PDF format but that party will immediately dispatch by delivery in person to the other parties an originally executed copy of this Agreement.

Amendment

This Agreement may not be amended except by a written instrument signed by all the parties.

Entire Agreement

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement constitute the entire agreement between the parties and supersede all prior agreements, negotiations, discussions, undertakings, representations, warranties and understandings whether written or oral, express or implied, or otherwise.

Governing Law

This Agreement and any dispute arising out of or in connection with this Agreement shall be governed exclusively by and shall be enforced, construed and interpreted exclusively in accordance with the laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement.

Attornment

The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.

Paramountcy

The provisions set forth in any other agreement between the parties will not merge with this Agreement but shall survive the execution and delivery of this Agreement except that, if such provisions are inconsistent with the provisions hereof, this Agreement shall govern.

Independent Legal Advice

Each party hereby confirms it has had an opportunity to obtain independent legal advice in entering into this Agreement.

7.14 Severability

Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision shall be severed from this Agreement and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Agreement.

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Time of Essence

Time shall be of the essence of this Agreement.

Dispute Resolution

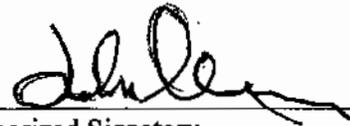
If there is any dispute regarding the interpretation, performance or an alleged breach of this Agreement, any party may give written notice of dispute, including a request for meeting, to the other parties and the parties will meet within 3 Business Days after the notice of dispute is given and will attempt in good faith, and using reasonable efforts, to resolve the matter amicably to the satisfaction of all parties. If the parties cannot resolve the dispute within 7 Business Days after they first meet, or if the parties fail to meet within 7 Business Days after the notice of dispute is given, then with the consent of all parties the matter may be referred to a mutually appointed single arbitrator for final determination, and if all parties do not so consent within 14 Business Days after the notice of dispute is given, then any party may commence litigation to have the dispute settled.

7.17 Non-derogation

The parties acknowledge and agree that nothing contained or implied in this Agreement will be construed as limiting or prejudicing the rights and powers of any of the parties in the exercise of their functions pursuant to the *Local Government Act*, the *Community Charter*, or any other right or power under any public or private statutes, bylaws, orders or regulations, as the case may be, all of which may be fully exercised as if this Agreement had not been entered into.

[Execution page follows]

IN WITNESS WHEREOF this Agreement has been executed and delivered by the parties as of the day and year first above written.

REGIONAL DISTRICT OF BULKLEY-NECHAKO	VILLAGE OF BURNS LAKE
Per: _____	Per: 
Authorized Signatory	Authorized Signatory
Per: _____	Per: 
Authorized Signatory	Authorized Signatory

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SCHEDULE A

VILLAGE OF BURNS LAKE COUNCIL RESOLUTION

2016-10-27: 234

THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE VILLAGE OF BURNS LAKE AND REGIONAL DISTRICT OF BULKLEY NECHAKO PARTNERING AGREEMENT FOR CHINOOK COMFOR LTD PARTNERSHIP REVENUE SHARING;

AND THAT COUNCIL FOR THE VILLAGE OF BURNS LAKE APPROVE THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY TERMS OF REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE PROCESS OF SETTING UP THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY.

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SCHEDULE B

REGIONAL DISTRICT OF BULKLEY-NECHAKO BOARD RESOLUTION

THAT THE REGIONAL DISTRICT OF BULKLEY NECHAKO APPROVE THE VILLAGE OF BURNS LAKE AND REGIONAL DISTRICT OF BULKLEY NECHAKO PARTNERING AGREEMENT FOR CHINOOK COMFOR LTD. PARTNERSHIP REVENUE SHARING;

AND THAT THE REGIONAL DISTRICT OF BULKLEY NECHAKO APPROVE THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY TERMS OF REFERENCE;

AND THAT STAFF BE DIRECTED TO BEGIN THE PROCESS OF SETTING UP THE CHINOOK COMFOR COMMUNITY FOUNDATION SOCIETY.

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SCHEDULE C
FOUNDATION TERMS OF REFERENCE

Chinook Comfor Community Foundation Society

Terms of Reference

Mandate

The Chinook Comfor Community Foundation Society is a committee of dedicated community members whose purpose is to distribute the funds received from Chinook Comfor by the Village of Burns Lake and the Regional District of Bulkley Nechako

These funds are to be distributed according to the best interest of the community, and according to the guidelines set out in the granting criteria below.

Functions

Within their mandate, the Foundation is to:

- Meet annually and facilitate the receipt of applications for funding to deserving functions within the community;
- Make recommendation to the Prince George Community Foundation on how to distribute the funds;
- Carry out any promotional activity and communications associated with the funding process;
- Handle all administrative duties associated with the Society;
- Submit a written request for approval to the Regional District Area B and E Directors and Council for the Village of Burns Lake if changes to the Terms of Reference are required.

Scope and Jurisdiction

- The authority of this group shall not extend beyond the funding allotted for disbursement as determined by the Chinook Comfor Limited Partnership Revenue Sharing Agreement. Unless otherwise determined by the local governments, no other funding shall be disbursed by the foundation.
- Funding available for disbursement will be based on "income only", spending only the money earned on capital.

Membership and Tenure

The Foundation shall be composed of a Chair and an alternate Chair who will be selected by the Foundation at the first meeting of the Foundation.

The six (6) members of the Foundation, to be appointed by Council and the Regional District Directors of Area B and E, shall include the following:

- Two (2) members from the Village of Burns lake;
- Two (2) members from the Regional District of Bulkley Nechako Area B
- Two (2) members from the Regional District of Bulkley Nechako Area E

Foundation members shall be appointed by their local government and may not consist of elected officials or local government staff. These members shall hold their appointment until a letter of resignation is received, or until an alternate appointment is made by the local government.

The Village and the Regional District will appoint a replacement member within 30 Business Days of rescinding an appointment, and during those 30 days the Foundation is not allowed to vote on any matter. After the 30 day period, business will carry on as usual even if a replacement is not appointed.

Meetings

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A quorum of three (3) committee members must be present for any meeting to proceed. This quorum must consist of at least one representative from Area B, Area E, and the Village of Burns Lake.

Granting Criteria

Community organizations are eligible to apply for grant funding. Grants are not made to individuals or businesses. Organizations must demonstrate effective management and fiscal responsibility. Only organizations that operate within Burns Lake or RDBN Electoral Area B or E are eligible for funding. To be eligible funding must be used for services available to the entire community.

Funding Restrictions: Projects CANNOT be considered eligible if:
• Funds requested are an organization's usual operational or core expenses
• Funds are for any expenses which predate the current grant cycle
• Funds are used to cover deficits, retire debts, or mortgage payments
• Funds are to provide for or establish endowments
• Funds are used for sectarian, religious, or political purposes
• The organization shows a dependency on future funding from the foundation
• Funding for a national charity



AGREEMENT

BETWEEN

PRINCE GEORGE COMMUNITY FOUNDATION
(herein called the "Foundation")

AND

CHINOOK COMMUNITY FOUNDATION
(herein called the "Society")

WHEREAS:

- A. The Foundation was incorporated as a not-for-profit organization under the *Society Act* [RSBC 1996], Chapter 433, and has been accorded charitable status by Canada Revenue Agency; and
- B. The Society was incorporated as a non-for-profit organization under the *Societies Act*, [RSBC 2015], Chapter 8, on under file number

NOW THEREFORE, the Foundation and the Society agree as follows:

- 1. The Fund shall be known as "**Chinook Community Fund**".
 - 2. The Fund will be established on receipt, by the Foundation, of the first contribution from the Society resulting from the distribution of certain profits to the Society's members from the Chinook Community Forest Limited Partnership, being the initiating capital of the Fund. The Fund's capital may be increased from time to time by gifts, bequests and devises from the Society or any other person or organization.
 - 3. The Foundation will furnish receipts valid for income tax purposes in respect of all charitable donations for the Fund received and will comply with the requirements of the *Income Tax Act* in so far as the administration of the Fund is concerned. Any gifts, bequests and devises to the Fund shall be subject to the
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terms of this Agreement, shall be irrevocable and shall, unless otherwise agreed in writing by the Foundation, be made and received subject to the condition and direction that the gift, bequest or devise is to be held by the Foundation, or a transferee from the Foundation, for a period of not less than ten (10) years, subject only to a power to encroach on such sum to the extent and for the purposes permitted by the *Income Tax Act* for encroachments on the Fund's capital.

4. After the expiry of ten (10) years from the date of this Agreement, the Society may deliver to the Foundation a notice in writing stating its desire to withdraw all or part of the Fund. The notice shall state the percentage of the Fund to be withdrawn. Upon receipt of such notice, the Foundation shall repay twenty-five percent (25%) of the funds requested within three (3) months of the date of the notice, twenty-five percent (25%) of the funds requested within six (6) months of the date of the notice, twenty-five percent (25%) of the funds requested within nine (9) months of the date of the notice, and the balance of the funds requested within one (1) year of the date on which the notice is received. All payments of capital hereunder shall be made to the Society or such charitable organization designated by the Society, providing no payment shall be made hereunder except to a charitable organization registered as such under the *Income Tax Act*. A notice of withdrawal may not be made more than once each year. The Foundation shall be entitled to charge for all its reasonable costs and expenses associated with a withdrawal of the capital from the Fund, including but not limited to, money management fees, legal fees and administration fees.
5. The assets of the Fund will be owned by the Society.
6. The Foundation will maintain a separate account for the Chinook Community Fund and report to the Society on an annual basis (including financial reports showing contributions, income, disbursements, fees and balance of the Fund).
7. The Foundation shall have all powers necessary, or in its sole discretion desirable, to use the income from the Fund for the purpose of carrying out the charitable purposes of the Society, including, but not limited to, the power to retain, invest and reinvest capital of the Fund in any manner within the standards of law applicable to the management of trust funds, including the power to commingle the assets of the Fund with those of other funds for investment purposes, provided however that unless the Society has ceased to exist, the Foundation shall only disburse the Fund as per lawful directions received from time to time from the Society or its assignee, it being understood and agreed that such directions shall only be considered to be lawful if they direct the Foundation to use the Fund for a purpose which qualifies as a charitable purpose pursuant to the *Income Tax Act*. The Foundation, in carrying out its duties and responsibilities pursuant to this Agreement, agrees to exercise, or to retain a

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qualified professional investment manager to manage the Fund who agrees in writing to exercise, the care, skill, diligence and judgment that a prudent professional investment manager would exercise in making investments. The Foundation does not, in any way, guarantee the performance of the Fund and shall not be responsible for any loss sustained, except where such loss arises from failure to comply with applicable standards, laws and regulations.

8. The Foundation shall, after advice and recommendation from the Society or its assignee, and subject to the general disbursement policy of the Foundation in place from time to time, determine annually the disbursement of income from the Fund to registered charities or other qualified donees, provided however that unless the Society has ceased to exist, the Foundation shall only disburse the Fund as per lawful directions received from time to time from the Society, it being understood and agreed that such directions shall only be considered to be lawful if they direct the Foundation to use the Fund for a purpose which qualifies as a charitable purpose pursuant to the *Income Tax Act*. Undistributed income, including realized and accrued capital gains, may be transferred to a stability reserve and the stability reserve may be drawn on at any time, in the same manner as for annual disbursements noted herein, and shall not form part of the capital of the Fund.
9. If the Society ceases to exist and prior to ceasing to exist has not assigned the Fund to a registered charity, the Foundation shall disburse the income of the Fund to qualified donees for similar charitable purposes as the Prince George Community Foundation, in its discretion, shall determine.
10. If the Foundation ceases to exist, the assets of the Fund shall be returned to the Society or as it may direct, subject to the payment of any accrued and unpaid administration fees relative to the Fund and subject to compliance with applicable legislation.
11. Until otherwise advised, and only on the request from the Chinook Community Foundation, the income from the Fund may be distributed through the Village of Burns Lake and/or the Regional District of Bulkley-Nechako to the Chinook Community Foundation.
12. Unless the Foundation otherwise agrees, all gifts made to the fund by the Society will be identified as "designated gifts" so that such gifts do not increase the Foundation's disbursement quota.
13. The Foundation will charge an annual administration fee equal to that of other funds of similar nature and size administered by the Foundation. The fee will be charged in accordance with current Foundation policy, which may be amended from time to time, on an annual basis prior to distribution, subject to the Society's rights under this Agreement. The Foundation will advise the Society of any

- policy changes regarding annual administration fees.
14. Any costs of the Foundation in accepting, transferring or managing property donated to the Foundation for the Fund shall also be paid from the Fund's income.
 15. The Foundation represents and warrants to the Society as of the date of the Agreement that:
 - (a) the Foundation is duly incorporated under the *Societies Act* of British Columbia, is a validly existing and in good standing with respect to the filing of any reports under the *Societies Act*,
 - (b) the Foundation will maintain its existence under the *Societies Act* of British Columbia and will ensure that it remains in good standing with respect to the filing of annual reports under the *Societies Act* through the term of this Agreement; and
 - (c) the Foundation is a registered charity under the *Income Tax Act* (Canada) and will continued to be a registered charity throughout the term of this Agreement.
 16. The Foundation investment policy documents, as they existed at the date of this Agreement, have been provided to the Society (the "Policies"). The Foundation will consult with the Society prior to making any amendments to, or replacing any of the Policies. Any significant amendment to the Foundation investment policy will require the prior written consent of the Society, such consent not to be unreasonably withheld. If the Foundation makes a significant amendment to the investment policy without first obtaining the written consent of the Society, then the Society will have the option, exercisable within sixty (60) days after the date that the Society is notified in writing of the amendment, to terminate this Agreement. The Society will also have the right to terminate this Agreement if the Foundation increases any fee set out in the Policies by more than five percent (5%) of the fee per year without the prior written consent of the Society exercisable within sixty (60) days after the date that the Society is notified of the fee change in writing. If the Society elects to terminate this Agreement pursuant to this paragraph, the Foundation will not be entitled to change any penalty, cost or expense in connection with the withdrawal of the capital from the Fund.
 17. This Agreement shall be governed and construed in accordance with the laws of the Province of British Columbia and the laws of Canada that have application thereto.
 18. This Agreement shall inure to the benefit of and the binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the Society and the Foundation have executed this Agreement as follows:

.....
(Contact person, address and phone number)

by its authorized signatories on the ____ day of _____, 2016.

Authorized Signatory

Print Name

Authorized Signatory

Print Name

PRINCE GEORGE COMMUNITY FOUNDATION

Coast Inn of the North,
770 Brunswick Street, Prince George, V2L 2C2
Telephone: (250) 562-7772 Fax: (250) 564-2258
Email: pgfoundation@telus.net
Web: www.pgcf.ca

by its authorized signatories on the ____ day of _____, 2016

Authorized Signatory

Print Name

Authorized Signatory

Print Name



Regional District of Bulkley-Nechako Memo – Board Agenda December 15, 2016

To: Chair Miller and the Board of Directors
From: Roxanne Shepherd, Chief Financial Officer
Date: December 6, 2016
Re: BV Pool Associate Member Liability Insurance – Gayle Jones

As the Bulkley Valley Pool is owned by the Regional District, employees of the pool are covered by our liability insurance. However, private instructors are not covered by liability insurance and require separate coverage.

As explained by our insurers, there is an increased risk to the Regional District if there is a claim of injury at the pool involving an instructor without insurance. Due to Joint and Several Liability, the Regional District could be held liable for the instructor's share of a claim if they are not insured. With this in mind, the Board of Directors of the Bulkley Valley Pool recently revised their rental policy to require that private instructors carry liability insurance.

The Regional District is able to offer Associate Member Liability Insurance for people that are providing a service to the community on behalf of the Regional District. The cost is usually between \$100 and \$250 per year, much less expensive than private liability insurance. The coverage runs for a calendar year and is not prorated if purchased part way through the year.

The Regional District could be responsible for the deductible, or any costs incurred below the deductible. However, the attached Service Agreement has transferred this obligation to the Service Provider. It is important to note that any claims against the instructor would affect the Regional District's claims history and experience rating. This could lead to higher premiums.

Please find attached a Service Provider Agreement for Gayle Jones for the Bulkley Valley Pool for the 2017 calendar year. The agreement includes a provision that policy premiums be paid by the Service Provider, Gayle Jones.

I would be pleased to answer any questions.

R. Shepherd



Recommendation:

(all/directors/majority)

1. That the memorandum from the Chief Financial Officer, dated December 6, 2016 regarding 'BV Pool Associate Member Liability Insurance for Gayle Jones' be received.
2. Consider resolving that 'The Service Provider Agreement between the Regional District of Bulkley Nechako and Gayle Jones for 2017 be approved and;
3. Consider resolving that "Gayle Jones be added to the Regional District of Bulkley Nechako's 2017 Liability Insurance as an Associate Member.



MUNICIPAL INSURANCE ASSOCIATION
OF BRITISH COLUMBIA

SERVICE PROVIDER AGREEMENT

This Service Provider Agreement (the "Agreement") is made and entered into this 10 day of November, 2016 by and in between Regional District Bulkley-Nechako (the "Local Government") and Gale Jones (the "Service Provider").

The Service Provider agrees to provide the following services for or on behalf of the Local Government:

Fee-for-Service, or other service in accordance with the Bulkley Valley Regional Pool and Recreation Centres "Facility Use for "Fee-for- Service" Policy. See attached Policy.

The Service Provider, to comply with industry standards, must maintain one of the following Aquatic certifications; National Coaching Certification Program (NCCP Swim BC), Sears I Can Swim or Red Cross Water Safety Instructors(WSI).

The Service Provider will be working under the supervision of Bulkley Valley Aquatic Management Society who is the operator of the BV Regional Pool and Recreation Centre on behalf of the Regional District of the Bulkley Valley Nechako.

The term of the Agreement is from the 1ST day of January, 2017 and the 31 day of December, 2017.

The term of the Agreement is perpetual

While providing the agreed service, the Service Provider agrees to comply with: all applicable laws, rules and regulations; the practices, procedures and policies of the Local Government; and any special instructions given to the Service Provider by representative(s) of the Local Government.

The Local Government agrees to obtain commercial general liability insurance coverage from the Municipal Insurance Association of British Columbia (MIABC) naming the Service Provider as an Additional Named Insured entitled to full coverage in the amount of \$5,000,000 with respect to third party liability claims arising from the provision of the agreed service. The Service Provider agrees to carry its own statutory worker's compensation insurance and automobile liability insurance, if appropriate.

The Service Provider agrees to indemnify, defend and hold harmless the Local Government, its agents, servants, employees, trustees, officers and representatives from any liability, loss or damage which the Local Government may suffer as a result of any claims, demands, costs, actions, causes of actions, or judgments, including legal fees, asserted against or incurred by the Local Government arising out of, during, or as a result of the provision of services outlined in the Agreement except such liability, loss, or damage which is the result of, or arising out of, the sole negligence of the Local Government or that is covered by the MIABC liability insurance policy.

- The Service Provider agrees to be responsible for any and all deductible amounts including any claim expenses incurred and policy premium payments.

The Local Government reserves the right to terminate this Agreement and the associated commercial general liability insurance coverage provided to the Service Provider by the MIABC at any time upon written notification to the Service Provider of the termination.

ON BEHALF OF <LOCAL GOVERNMENT>

Name:

Title:

Signature:

Date:

ON BEHALF OF <SERVICE PROVIDER>

Name:

_____ *Gale Jones*

Title:

_____ *Instructor*

Signature:

_____ *Gale Jones*

Date:

_____ *Nov 23/16*

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

TO: Chair Miller and Board of Directors

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

DATE: December 7, 2016

SUBJECT: Lakes District Fall Fair – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)

Attached is a request for Grant in Aid monies from the Lakes District Fall Fair Committee.

The Committee is requesting that consideration be given to contributing \$7,500 grant in aid monies toward a new public washroom facility, a lawn mower, painting bleachers, announcer's booth, and concession.

Directors Benedict and Miller have indicated their willingness to contribute \$3,750 from each of their grant in aid funds.

RECOMMENDATION: (All/Directors/Majority)

“That the Lakes District Fall Fair be given \$3,750 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) toward a new public washroom facility, a lawn mower, painting bleachers, announcer's booth, and concession.

APPLICANT PROFILE

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

The Lakes District Fall Fair committee organizes & hosts the annual Fall Fair in Burns Lake. It has become the largest family event of the year in the Lakes District, which involves over 200 volunteers from the community. This event brings the agricultural community & urban families together for friendly competition & socializing.

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

The whole of the Lakes District including Burns Lake. We also draw participants & spectators from Quesnel through to Haida Gwaii & north to Pink Mountain.

3. Is your organization voluntary and non-profit? YES NO

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

none - all volunteers

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

We have approximately 20 members on our committee, but to host the event takes over 200 volunteers each year. This is our 73rd year!

PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

- capital project and/or equipment
- special event
- other purpose (_____)

2. Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details of your request here. Attach additional information if required.

With over 2300 spectators & participants coming through the Fair gates each yr., it has become evident that we are in need of a second public washroom facility. This washroom would be conveniently located at the west end of the fairgrounds to accommodate guests attending events at the Main Arena & Livestock Exhibit area. We have rented porta potties each yr., but these are not handicap accessible nor sanitary; a new washroom would have both of these features. The refurbishing of surfaces & repainting would improve the aesthetic as well as the longevity of the current bleachers, announcers booth & Concession. The aging lawn mower can no longer handle the task of over 3 acres of mowing!

3. Describe how this proposal will benefit the community.

Seniors & Mom's with toddlers will have easier access to washroom facilities - so as to avoid an embarrassing situation that could cause them to leave an event & go home. There would be closer & more available access to washrooms for the general public as well.

The Lakes Dist. Fall Fair have applied to host the famous "RCMP Musical Ride". This would be a first for Burns Lake! As we are subject to a site inspection before the final approval - we want to be sure we have the appropriate services in place for the many residents & visitors to our area, who would want to take in this special event

NB The distance to the current washroom is simply too great from the Main Arena & Livestock area & also the lineups are too long.

Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:

- Total cost of project/proposal; *\$112,785.00*
- Grants/funding from other sources; *see below*
- Funding contributed by applicant through funding raising activities or other sources of revenue; *\$20,000.00*
- Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers. *see attached financial.*

2. Have you applied for a grant/funding from other source(s)?

YES NO

If yes, complete the following chart. If not, please comment.

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
NDIT (CHRF)	<i>\$15,000</i>			<i>pending</i>
NDIT (Pine Beetle)	<i>\$30,000</i>			<i>pending</i>
NKDF	<i>\$37,785</i>	<i>approved</i>		
Horn Levy Fund	<i>2500</i>	<i>approved</i>		
LD Fall Fair contribution	<i>20,000</i>	<i>confirmed</i>		

Reg. Dist. grant-in-aid 7,500

pending

Total Funding = \$112,785

3. Have you received assistance (grant in aid/waiving of fees , etc.), from the Regional District of Bulkley-Nechako in previous years?

 YES *I don't think so.* NO **If yes, complete the following chart.**

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

a) Offer direct financial assistance to individuals or families? YES ✓ NO

b) Duplicate services that fall within the mandate of either a senior government or a local service agency? YES ✓ NO

c) Provide an opportunity for individuals to make direct contributions? ✓ YES NO

OR, is your organization:

d) Part of a provincial or national fund raising campaign? YES ✓ NO

Don't forget to attach the required financial report.

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

TO: Chair Miller and Board of Directors

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

DATE: November 25, 2016

SUBJECT: Fort St. James Sled Dog Association – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)

Attached is a request for Grant in Aid monies from the Fort St. James Sled Dog Association.

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

Director Greenaway has indicated that he is supportive of providing \$2,000 toward this application.

RECOMMENDATION: (All/Directors/Majority)

“That the 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.”

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: November-21-16 8:48 PM
To: Cheryl Anderson
Subject: New submission from "Grant in Aid Application"
Attachments: 5833cdf265692-2017 Caledonia Classic Draft Budget_Nov 20_2016.docx



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

APPLICATION SUBMITTED BY:

Fort St. James Sled Dog Association

Mailing Address:

PO Box 1908 Fort St. James BC V0J 1P0

Email:

choughton@sd91.bc.ca

Contact Person:

Craig Houghton, (H) 250-996-7159, (C) 250-996-1739

APPLICATION SUMMARY

Project or purpose for which you require assistance:

Caledonia Classic dog Sled Races

Amount Requested:

\$2000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Yes

(signature of authorized signatory) (title)

Signature of Electoral Area Director
Amount Approved: _____
Date: _____

APPLICATION PROFILE

Is your organization voluntary and non-profit?:

Yes

Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

The Caledonia Classic Dogsled races will provide a safe, high quality event for dog mushers across western Canada and the US. It will provide an opportunity for local school children to be introduced to the sport of dog mushing, and for UNBC tourism and outdoor recreation students to volunteer and learn from an organized sporting event. The event provides a venue for local mushers, and for community members to watch an exciting sporting event. Local businesses benefit. The hosting of the event results in the establishment and maintenance of a winter safety trail on Stuart Lake, and the maintenance of a designated recreation trail. This event and the safety trail on Stuart Lake are uniquely provided by the Fort St. James Sled Dog Association.

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

The Caledonia Classic Dog Sled races are in their 18th year, providing race opportunities to mushers across western North America. Locally, mushers from Smithers, Fort Fraser, Quesnel, and Prince George attend every year, with others mushers coming from northern Alberta, Saskatchewan, Yukon and NWT. Spectators visit from Vanderhoof, Quesnel, Smithers, and Prince George. UNBC students from numerous countries experience a unique northern event

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

All members of the Fort St. James Sled Dog Association are volunteers. No one receives any remuneration.

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

The Caledonia Classic dog sled races are in their 18th year. We collaborate closely with the Fort St. James Snowmobile club to fundraise for trail construction and maintenance. The Fort St. James Sled Dog Association has 10 active members throughout the year, with approximately 50 volunteers active during race weekend.

PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

special event

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

We plan to host a 3 day, 150-mile stage race, and 2 days of 4-dog, 6-dog and 10-dog sprint races, junior musher race, Kid'n mutt race, and popular politician's event.

Describe how this proposal will benefit the community:

The Caledonia Classic Dogsled Races are a unique winter event that Fort Saint James is proud to host. The event is well known as a high quality race throughout the North American dog mushing community. As Fort St. James struggled through the economic downturn, the Fort St. James Sled Dog Association worked particularly hard to continue to host an event which brought skilled professionals to our community. The dog mushing and racing lifestyle facilitated by this event and the Fort St. James Sled Dog Association has provided opportunities for local youth to develop critical life skills of healthy sport, outdoor activity, and significant animal care. One young member has found permanent employment as an Operations Manager with a major North American long distance race, the Yukon Quest. Our success is always importantly measured by our dog musher feedback. A quality event is paramount, as we have found that it has attracted mushers to move to our community. In 2013 the father of the World Junior Sprint Champion was lamenting the lack of snow in Alaska, and was told by Whitehorse dog mushers to go to Fort St. James for the high quality trails and race event. This is success that we work hard to maintain from year to year.

FUNDING AND FINANCIAL INFORMATION

files Submitted:

5833cdf265692-2017 Caledonia Classic Draft Budget Nov 20 2016.docx

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

Yes

If not, please comment.:

Name of Grant or Funding Agency1:

District of Fort St. James

Amount Applied for 1:

3000

Status of Grant Application1:

Pending

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

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Yes

Year, Amount and Purpose for assistance

*2003 - 2011, 2015 and 2016
received 2000 for race costs*

Year, Amount and Purpose for assistance

*2012, 2013, 2014 received 2500
for race costs*

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct
contributions?:

OR, is your organization: Part of a provincial or national fund
raising campaign?:

Yes

2017 Caledonia Classic Draft Budget (Nov 20, 2016)

Balance Forward	\$13594.46		
Donations:		Expenses:	
District of Fort St. James	3000*	Purse	14,000 150 mile, 4,6,10 Dog, Jr. musher, Kid 'n Mutt
RDBN	2000*	Advertising	200 Incl. thank you ad
Other local and Vanderhoof businesses	5000*	Liability insurance	275
		Volunteer and politician's race expenses (clean school, subsidize banquet, hand warmers)	600
Fundraising	650*	Christmas party bar	Societies Act filing 25
	250*	Concession	Souvenir production 700
	1500*	Souvenir sales	Thank you materials/postage 150
	450*	Silent auction	Office supplies/misc/bank fees 150
Entry fees	2000*	Dependent on # entries	Race materials 0 Fuel, signs, stakes, bales, reflectors, site supplies-covered by Gov't of BC grant

* anticipated or requested

Potential revenues 14,040

Expenditures 16,100

Gov't of British Columbia grant (2016 remaining balance) 11,226.95
 (To be used for capital expenditures to avoid equipment borrowing)

2016 purchases – stopwatches, brushcutter, sound system, generator, tarp, wood, other supplies
 Still needed – radios, sound system protection, generator supplies, souvenir tent, advertising inventory, new signs

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**Regional District of Bulkley-Nechako
Board of Directors
December 15, 2016**

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: December 5, 2016
Regarding: Glenwood Women's Institute - Northern Development Application- North West RAC

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

The Glenwood Women's Institute is requesting \$15,000 for Phase 3 of the Glenwood Hall Revitalization Project located in Electoral Area 'A' (Smithers Rural).

The \$19,791 Renovation Project includes:

- Fascia replacement
- Dance Floor Refinishing
- Purchase 150 place settings of white china
- Installation of a roof over Lenox Air to Air Heating System
- Purchase of 2 Door Cooler
- Purchase of Upright Freezer

Funding Organization	Amount	Status
Glenwood Hall Renovation Account	\$4,791	Confirmed
Northern Development	\$15,000	Pending
Total	\$19,791	

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 Glenwood Women's Institute application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$15,000.	



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Regional District of Bulkley-Nechako
Board of Directors
December 15, 2016

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: December 5, 2016
Regarding: Bulkley Valley Cross Country Ski Club Society - Northern Development Application- North West RAC

The Bulkley Valley Cross Country Ski Club Society has submitted an application to Northern Development Initiative Trust's Community Halls and Recreation Facilities Program, North West Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

The Bulkley Valley Cross Country Ski Club Society is requesting \$15,000 for Buchfink Lodge Upgrade Project located in Electoral Area 'A' (Smithers Rural).

The \$46,470 Renovation Project includes:

- Re-roofing and installing insulation to the BV Nordic Center
- Installation of lights and fans
- Installation of new carpeting

Funding Organization	Amount	Status
Wetzinkwa Community Forest	\$5,000	Confirmed
BV Cross Country Ski Club	\$3,677	Confirmed
Canada 150 – Western Economic Diversification	\$15,000	Pending
Mountain Equipment Co-op	\$7,793	Pending
Northern Development	\$15,000	Pending
Total	\$46,470	

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 Bulkley Valley Cross Country Ski Club Society's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$15,000.	



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Regional District of Bulkley-Nechako Board of Directors December 15, 2016

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: December 5, 2016
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 Community Halls and Recreation Facilities Program and Pine Beetle Recovery Fund, 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 \$15,000 from the Community Halls and Recreation Facilities Program and \$30,000 from the Pine Beetle Recovery Fund for Fair Grounds Improvement Project located in Electoral Area 'B' (Burns Lake Rural).

The \$112,785 Renovation Project includes:

- Washroom Construction
- Electrical Work for the washroom
- Painting of the Bleachers, Announcers Booth and Concession
- New Riding Mower

Funding Organization	Amount	Status
Horn Levy Fund	\$2,500	Confirmed
Lakes District Fall Fair Association	\$20,000	Confirmed
Vanderhoof Co-op Community Support Fund	\$7,500	Pending
Nechako-Kitimaat Development Fund Society	37,785	Pending
Northern Development Community Halls and Recreation Facilities Program	\$15,000	Pending
Northern Development Pine Beetle Recovery Fund	\$30,000	Pending
Total	\$112,785	

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 Lakes District Fall Fair Association's applications to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$15,000 and Pine Beetle Recovery Fund in the amount of \$30,000.	



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**Regional District of Bulkley-Nechako
Board of Directors
December 15, 2016**

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: December 5, 2016
Regarding: Stuart Lake Nordic Society - Northern Development Application- Prince George RAC

The Stuart Lake Nordic Society has submitted an application to Northern Development Initiative Trust's Community Halls and Recreation Facilities Program and Pine Beetle Recovery Fund, Prince George Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

The Stuart Lake Nordic Society is requesting \$30,000 from the Community Halls and Recreation Facilities Program and \$30,000 from the Pine Beetle Recovery Fund for the Murray Ridge Trail Upgrade Project located in Electoral Area 'C' (Fort St James Rural).

The \$86,064 Project includes upgrades to the trails at the cross country ski club facility.

Funding Organization	Amount	Status
Recreation Sites and Trails BC	\$26,064	Confirmed
Northern Development Community Halls and Recreation Facilities Program	\$30,000	Pending
Northern Development Pine Beetle Recovery Fund	\$30,000	Pending
Total	\$86,064	

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 Stuart Lake Nordic Society's applications to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$30,000 and Pine Beetle Recovery Fund in the amount of \$30,000.



Regional District of Bulkley-Nechako Memo – Board Agenda December 15, 2016

To: Chair Miller and the Board of Directors
From: Melany A. de Weerd, Chief Administrative Officer
Date: December 8, 2016
Re: Highway 16 Regional Para-Transit Service Establishment

Background

The Ministry of Transportation and Infrastructure (MoTI) has committed to providing transit services along the Highway 16 corridor between Prince George and Smithers as part of a comprehensive Highway 16 Five Point Action Plan. The Regional District Board has determined this service would be beneficial to reduce risk to vulnerable persons along the corridor, address transportation challenges between communities, improve mobility, and provide economic development opportunities.

Proposed Service

A new Regional Para-Transit Service is proposed. If approved, MoTI has committed to covering the capital cost of three buses for this service. The life of the buses is five years and no indication has been made at this time as to whether MoTI will fund replacement buses or if the traditional funding formula of 53.31% local share would apply.

In addition, there would be operating costs to be divided among the parties, with the RDBN service bearing one third of the operating costs, less annual revenues from fares for the first three years. While MoTI has indicated that they intend to support the service in the long term, the operating commitment is currently for a three year period. The traditional funding formula for operating costs is also a 53.31% local share.

Participating Area: the Town of Smithers, the Village of Telkwa, the District of Houston, the Village of Granisle, the Village of Burns Lake, the Village of Fraser Lake, the District of Fort St. James, and the District of Vanderhoof.

Regional Transit Committee

The Regional Transit Committee has made a recommendation to the Board regarding the Terms of Reference, subject to final decisions from the proposed funding partners:



"That the Regional Transit Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the "Draft" Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee."

Proposed Requisition and Funding Formula

A maximum of \$147,296 is proposed to be collected, apportioned between the participating areas by way of requisition (table 1 below) and by funding partners by way of agreement (table 2 below).

The maximum annual municipal requisitions, rounded to \$90,000, would be estimated as follows:

Table 1

Town of Smithers	\$24,660.00
Village of Telkwa	\$ 6,760.00
District of Houston	\$15,600.00
Village of Burns Lake	\$12,500.00
Village of Fraser Lake	\$ 5,745.00
District of Vanderhoof	\$22,460.00
District of Fort St. James	\$ 1,776.00
Granisle	\$ 304.00
Subtotal	\$89,805.00

In addition, funding is proposed by way of agreement with the City of Prince George and local First Nation communities, as follows:



Table 2

Prince George	\$50,000.00
Lake Babine (on corridor)	\$ 2,845.00
Wet'suwet'en	\$ 375.00
Burns Lake Band	\$ 510.00
Stellat'en FN	\$ 930.00
Nadleh Whut'en FN	\$ 840.00
Takla Lake FN	\$ 131.00
Lake Babine (off corridor)	\$ 183.00
Saik'uz FN	\$ 411.00
Yekooche FN	\$ 93.00
Tl'azt'en FN	\$ 502.00
Nak'Azdli Band	\$ 524.00
Nee-Tahi-Buhn	\$ 15.00
Skin Tyee FN	\$ 46.00
Cheslatta Carrier Nation	\$ 86.00
Subtotal	\$57,491.00

Public Approval

The Board is being requested to give three readings to Service Establishment Bylaw No. 1790 further in the agenda.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

1. That the Board of Directors receive the Chief Administrative Officer's December 7, 2016 memo titled "Highway 16 Regional Para-Transit Service Establishment"; and further,
2. That the Regional District of Bulkley-Nechako Board of Directors approve the Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee as attached."

Terms of Reference for the Bulkley-Nechako Regional Transit Service Committee

Purpose:

To serve as an advisory body to the local government and first nations funding partners of the Highway 16 Regional Transit Service (Burns Lake to Smithers pod and Burns Lake to Prince George pod) regarding the transit service.

Specifically:

1. To advise on extensions or changes to the existing service
2. To advise on fares and fare changes
3. To receive and review the service budget in a Closed meeting
4. To advise on infrastructure needs
5. To serve as a communications vehicle with the service provider

Authority:

Legislation

- *Local Government Act* Sections 218 and 263

Mandate:

The Bulkley-Nechako Regional Transit Service Committee is established under the *Local Government Act* Sections 218 and 263 to provide advice and assist BC Transit and the local government and first nation funding partners regarding transit service changes, fares, improvements, marketing, ridership, efficiencies, long term funding and governance.

Membership:

The Committee shall consist of:

- a) One (1) voting member from each of the local government funding partners Councils, excluding RDBN
- b) One (1) voting members from each electoral area of the RDBN Board of Directors,
- c) One (1) voting member from each of the First Nations funding partners
- d) Staff from the local governments, Ministry of Transportation and Infrastructure (MOTI), BC Transit and the Transit Service Provider, who will attend meetings as required as non-voting members.

Procedure:

1. All appointments to the Bulkley-Nechako Regional Transit Service Committee must be made annually by the local governments and First Nations identified above.
2. The Committee will nominate and appoint a Chair.
3. The Committee will nominate and appoint a Vice Chair.
4. The RDBN Procedure Bylaw, as amended from time to time, applies to all meetings of the Bulkley-Nechako Regional Transit Service Committee.
5. A quorum shall be a majority of the total voting membership.
6. The Committee will meet as required, but not less than once per year, with meetings to be held at a location determined by the Bulkley-Nechako Regional Transit Service Committee.
7. Minutes of each Committee meeting shall be kept by RDBN and forwarded to the local governments and First Nations identified above, and to MOTI and BC Transit staff for information.
8. The Bulkley-Nechako Regional Transit Service Committee is not a budgetary decision making body. It forwards recommendations for consideration to the local government which is signatory to the agreement.
9. No direct budget is given to this committee. All recommendations from the committee that involve budgetary expenditures will be approved by the local government which is signatory to the agreement.
10. The Committee will endeavour to seek public input when appropriate.
11. The responsibility for coordinating the meetings, taking the minutes and providing a teleconference line if required will be assumed by RDBN.
12. The mandate of the Committee shall be reviewed upon each agreement renewal or change.
13. Any funding partner may opt out of participation in the Bulkley-Nechako Regional Transit Service Committee by giving one year notice in writing to the Committee.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
2017
APPOINTMENTS

Chairperson Bill Miller
Vice-Chairperson Gerry Thiessen

EXECUTIVE COMMITTEE

Chair Tom Greenaway
Vice-Chairperson Shane Brienen

Directors Taylor Bachrach
Gerry Thiessen
Mark Fisher
Bill Miller (ex-officio)

AGRICULTURE COMMITTEE

Chair Mark Parker

FORESTRY COMMITTEE (Committee of the Whole)

Co-Chair Rob MacDougall
Co-Chair Gerry Thiessen

WASTE MANAGEMENT COMMITTEE (Committee of the Whole)

Chair Mark Fisher

RURAL DIRECTORS COMMITTEE

Chair Eileen Benedict

TRANSIT COMMITTEE

Chair Taylor Bachrach (interim appointment pending reconsideration when when
Transit Committee membership is finalized)

NORTHERN BC TOURISM ASSOCIATION

Rob Newell

YELLOWHEAD HIGHWAY ASSOCIATION

Jerry Petersen

Eileen Benedict, Alternate

MUNICIPAL FINANCE AUTHORITY

Bill Miller

Alternate Gerry Thiessen

FEDERATION OF CANADIAN MUNICIPALITIES

(FCM Conference – June 1 – 4; Ottawa, Ontario)

Chair plus one Director

MUNICIPAL INSURANCE ASSOCIATION

Eileen Benedict

Alternate Bill Miller

FRASER BASIN COUNCIL

Tom Greenaway

NECHAKO WATERSHED ROUNDTABLE

Tom Greenaway

PRINCE GEORGE TREATY ADVISORY COMMITTEE

Tom Greenaway

BULKLEY VALLEY REGIONAL POOL

Darcy Repen (or designate from Council)

Taylor Bachrach (or designate from Council)

Mark Fisher

NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

(presently, Mark Fisher) - Nomination by the RDBN Board

PARCEL TAX ROLL REVIEW PANEL (5)

**Eileen Benedict
Tom Greenaway
Jerry Petersen
Mark Parker
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**

NORTHWEST BC RESOURCE BENEFITS ALLIANCE

**Bill Miller
Alternate Gerry Thiessen**



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Regional District of Bulkley-Nechako
Board of Directors Memorandum
December 15, 2016

To: Chair Miller and the Board of Directors
From: Corrine Swenson
Date: December 5, 2016
Regarding: **Not for Profit Webinar December 3**

The Regional Economic Development Department arranged a webinar on December 3, 2016 regarding the New Societies Act and Board Governance.

The four hour webinar was offered free of charge for Not for Profit Societies in the Region. Not for Profits were contacted through email and invited to participate. Thirty one societies were represented, totaling 38 participants who attended the webinar.

The workshop was delivered by Terry Clark who delivered a fast paced, high energy insightful perspective to take 'governance' to the next level. Information on Board roles and responsibilities, how meetings can be more productive and how to navigate the new British Columbia Societies Act (which came in to effect on November 28, 2016) was provided. Current resources to deal with the changes including streamlined governance and policy models and templates were provided to attendees. The webinar was recorded and the RDBN will be able to provide the webinar to those societies interested in watching it on their own time.

The cost to the RDBN was \$1,075. Evaluations have been emailed out to the participants but initial feedback has been very positive. The instructor noted that three hours into the webinar all participants were still online and engaged.

Those societies without high speed internet access were invited to a central location to participate together. Seventeen participants attended one of the three central locations.

- Fort Fraser Hall- 4
- College of New Caledonia – Burns Lake – 8
- Spark Design Office – Smithers - 5

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

RECOMMENDATION
Receive

(All/Directors/Majority)



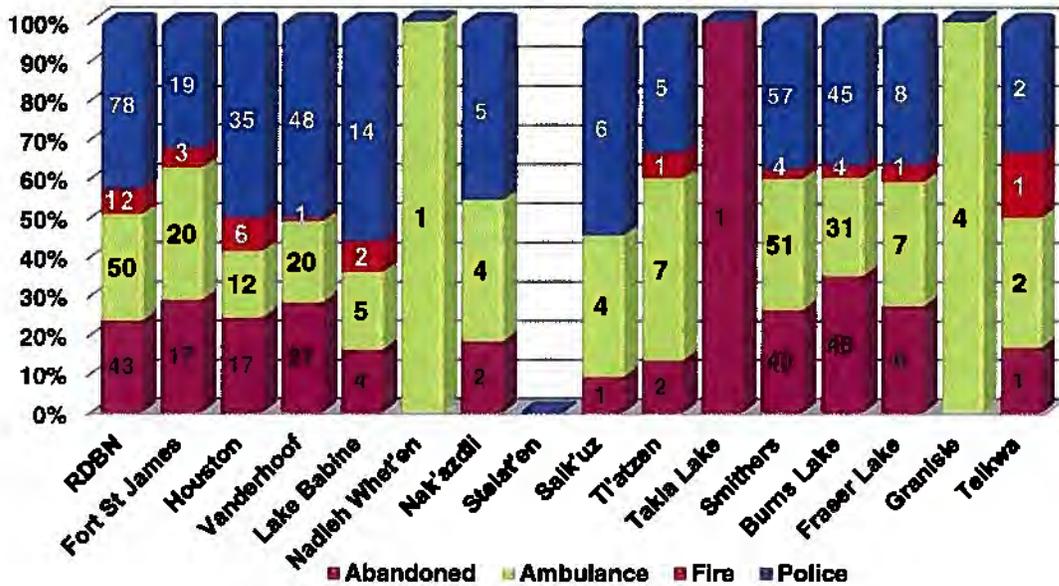
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Memorandum



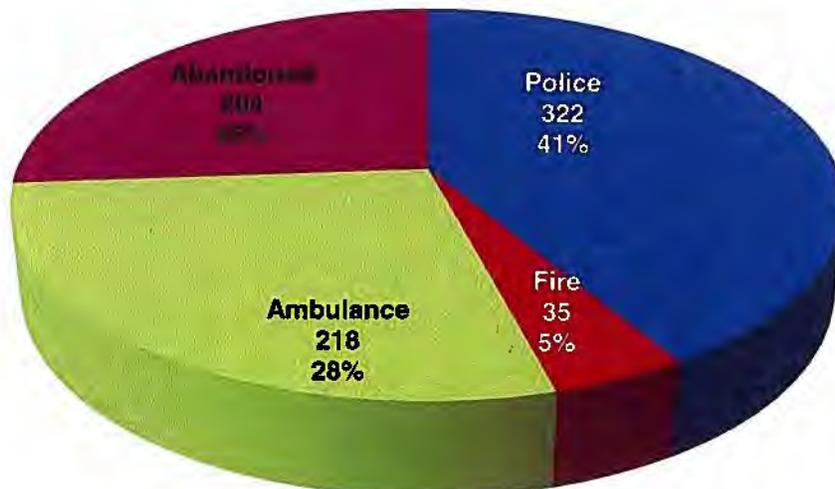
To: Chair Miller and the Board of Directors
 From: Haley Jeffrey, Emergency Services Manager
 Date: December 6, 2016
 Regarding: Monthly 9-1-1 Call Report – November 2016

E-COMM received 779 9-1-1 calls for the month of November 2016 from the Regional District of Bulkley-Nechako area. The charts below indicate the Total 9-1-1 calls received by Area and by Call Type.

November 2016
Monthly 9-1-1 Call Summary
By Area

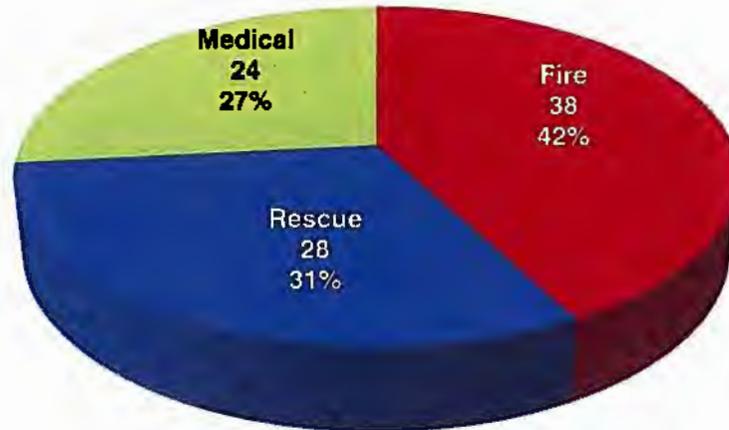


November 2015
Monthly 9-1-1 Call Summary
By Type

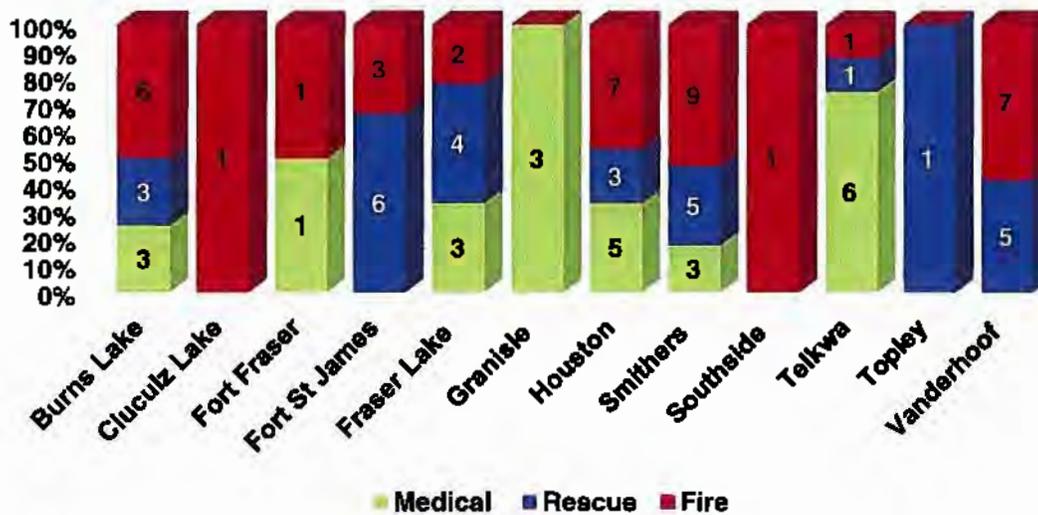


There were 90 calls down streamed to the Fire Operation Communication Centre from the Regional District of Bulkley-Nechako in November 2016. The charts below indicate the 9-1-1 calls received by Fire Department and by Call Type.

**November 2016
 Fire Service Call Summary
 By Activity**



**November 2016
 Fire Department Call Summary
 By Area**



Recommendation

All /DIRECTORS/MAJORITY

That the Board of Directors receive the memorandum titled "Monthly 9-1-1 Call Report" from Haley Jeffrey, Emergency Services Manager.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM

To: Chairperson Miller and Board of Directors (December 15, 2016)

From: Janine Dougall
Director of Environmental Services

Date: December 6, 2016

Subject: 2017 Recycling Program Contract Renewals

At the February 26, 2015 Board Meeting the following recommendation was carried regarding budget funding allocations for recycling programs in the RDBN:

That the Regional District of Bulkley-Nechako Board of Directors continue to support sustainable recycling initiatives across the RDBN; and further that, 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.

As directed by the motion carried by the Board, the Environmental Services Budget was adjusted as required in 2015 and 2016 and efforts were made by RDBN staff to expand programs in those areas where MMBC was not providing packaging and printed paper (PPP) recycling services.

2016 Recycling Program Changes

In 2016, the RDBN Board of Directors implemented a region wide corrugated cardboard ban and committed to fund residential drop off recycling opportunities for packaging and printed paper materials, including cardboard, in those areas where MMBC did not provide services. The institutional, commercial and industrial (ICI) sector were to bear the costs of recycling their cardboard. This resulted in the RDBN placing cardboard collection bins at the Vanderhoof and Granisle Transfer Stations for the collection of residentially generated corrugated cardboard.

2016 also saw the reopening of reuse sheds with RDBN staff at the Smithers/Telkwa, Burns Lake and Vanderhoof Transfer Stations, based on direction received from the Board and local area Directors.

The above initiatives have increased costs associated with the provision of recycling services in the RDBN. The tables below provide a summary of the current and proposed 2017 recycling expenditures for each area:



Fort St. James and Area

Service Provision:

- Residential packaging (including plastics) and printed paper provided by Nak'azdli Band Council – paid for by MMBC.
- ICI paper and cardboard recycling through contract with Nak'azdli Band Council from January-June, 2016. Contract changed to ICI paper only from July-December, 2016.
- Reuse shed has not been reopened.

At this time a proposal for continuance of ICI paper recycling services for the 2017 year has not been received by the Regional District.

Fort St. James and Area Cost Breakdown Summary:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift in Costs (annual allocation of \$28,478 plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
Nak'azdli	\$21,300				Unknown	
Reuse Shed (Not Reopened)	\$0				None	
Total	\$21,300	\$99,474	\$78,174	\$106,652	\$0	None

Given the outlined current proposed 2017 costs, and unless provided different direction from the Board of Directors, the Budget line item for Fort St. James and Area Recycling will be set at \$106,652 for the first draft of the 2017 budget.

Vanderhoof and Area

Service Provision:

- Printed paper and plastics recycling through contract with Nechako Healthy Community Alliance – primarily residential based, although ICI is not excluded. Prior to July 1, 2016 recycling services included cardboard.
- Residential corrugated cardboard collection and recycling through agreement with Waste Management. 10 – 6 yard bins placed at Vanderhoof Transfer Station. This program was initiated on July 1, 2016.
- RDBN Reuse Shed Attendant – works 28 hours/week, currently temporary position with no benefits. Reuse shed was reopened in October 2016.

The proposal for the continuance of recycling services by the Nechako Waste Reduction Initiative for the time period of January 1-December 31, 2017 is attached for additional information. Further, a recommendation to extend the contract is outlined in the "recommendations" section of the memorandum for consideration by the Board of Directors.



Vanderhoof and Area Cost Breakdown Summary:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift in Costs (annual allocation of \$65,223 plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
Nechako Healthy Community Alliance	\$81,560				\$82,455	
Residential Cardboard Recycling – Bins at VTS	\$7,700				\$11,000	
VTS Reuse Shed Attendant	\$6,972				\$28,374	
VTS Reuse Shed Supplies/Maintenance /Other	\$2,105					
Total	\$98,337	\$138,672	\$40,335	\$105,558	\$121,829	\$16,271

Given the outlined proposed 2017 costs, and unless provided different direction from the Board of Directors, the Budget line item for Vanderhoof and Area Recycling will be set at \$121,829 for the first draft of the 2017 budget.

Fraser Lake and Area

Service Provision:

- Residential cardboard and paper recycling through contract with the Fraser Lake Bottle Depot. ICI customers are allowed to utilize the paper bins only as of July 1, 2016.
- Reuse shed was reopened utilizing existing RDBN staff, therefore no additional costs. Reuse shed was reopened in May 2016.

The proposal for the continuance of recycling services by the Fraser Lake Bottle Depot for the time period of January 1-December 31, 2017 is attached for additional information. Further, a recommendation to extend the contract is outlined in the “recommendations” section of the memorandum for consideration by the Board of Directors.



Fraser Lake and Area Cost Breakdown Summary:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift in Costs (annual of allocation of \$26,517 plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
Fraser Lake Bottle Depot	\$40,826				\$50,000*	
Area "D" Reuse Shed	None				None	
Total	\$40,826	\$50,000	\$9,174	\$35,691	\$50,000	\$14,309

Notes: *Increase in Fraser Lake Bottle Depot proposal costs due to additional paper processing fees charged by processor.

Given the outlined proposed 2017 costs, and unless provided different direction from the Board of Directors, the Budget line item for Fraser Lake and Area Recycling will be set at \$50,000 for the first draft of the 2017 budget.

Burns Lake/Southside

Service Provision:

- Residential packaging (including plastics) and printed paper provided by Burns Lake Recycling Depot – paid for by MMBC.
- Residential cardboard and paper recycling offered at the Southside Transfer Station through agreement with Waste Management.
- ICI paper recycling through contract with Burns Lake Recycling Depot and Cascades Recovery (this started in July 2016. From January-June, cardboard and paper recycling was provided).
- RDBN Reuse Shed Attendant – works 28 hours/week, currently temporary with no benefits. Reuse shed was reopened in May 2016.

The proposal for the continuance of recycling services by Burns Lake Recycling Depot Ltd. for the time period of January 1-December 31, 2017 is attached for additional information. Further, a recommendation to extend the contract is outlined in the "recommendations" section of the memorandum for consideration by the Board of Directors.



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Burns Lake and Area Cost Breakdown Summary:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift in Costs (annual of allocation of \$44,745 plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
Burns Lake Recycling Depot	\$46,153				\$31,980	
Cascades Recovery	\$6,000				\$6,000	
Southside Paper and Cardboard	\$3,000				\$3,600	
BLTS Reuse Shed Attendant	\$16,268				\$28,374	
BLTS Reuse Shed Supplies/Maintenance	\$2,055					
Total	\$73,476	\$295,239	\$221,763	\$266,508	\$69,954	None

Given the outlined proposed 2017 costs, and unless provided different direction from the Board of Directors, the Budget line item for Burns Lake and Area Recycling will be set at \$266,508 for the first draft of the 2017 budget.



Granisle and Area

Service Provision:

- Residential cardboard recycling through agreement with Waste Management. 4-6yard bins placed at Granisle Transfer Station. This program was initiated on July 1, 2016.
- Reuse shed was reopened using existing RDBN staff, therefore no additional costs. Reuse shed was reopened in May 2016.

Granisle and Area Cost Breakdown Summary:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift In Costs (annual of allocation of \$6,582 plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
Residential Cardboard Collection	\$3,000				\$4,100	
Granisle Transfer Station Reuse Shed	None				None	
Total	\$3,000	\$41,881	\$38,881	\$45,463	\$4,100	None

Given the outlined proposed 2017 costs, and unless provided different direction from the Board of Directors, the Budget line item for Granisle and Area Recycling will be set at \$45,463 for the first draft of the 2017 budget.

Houston and Area

Service Provision:

- Residential cardboard, paper and plastics collection through agreement with Houston Bottle Depot. Transportation and recycling of collected materials through agreement with Cascades Recovery.
- Reuse shed at Knockholt Landfill was reopened using existing RDBN staff, therefore no additional costs. Hours of facility are limited to opening on weekends only. Reuse shed was reopened in September 2016.

The proposal for the continuance of recycling services by the Houston Bottle Depot for the time period of January 1-December 31, 2017 is attached for additional information. Further, a recommendation to extend the contract is outlined in the "recommendations" section of the memorandum for consideration by the Board of Directors.



Houston and Area Cost Breakdown Summary:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift in Costs (annual of allocation of \$35,786 plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
Houston Bottle Depot	\$36,510				\$42,232	
Cascades Recovery	37,100				\$40,000	
Knockholt Landfill Reuse Shed	None				None	
Total	\$73,610	\$75,000	\$1,390	\$37,176	\$82,232	\$45,056

Given the outlined proposed 2017 costs, and unless provided different direction from the Board of Directors, the Budget line item for Houston and Area Recycling will be set at \$82,232 for the first draft of the 2017 budget.

Smithers/Telkwa and Area

Service Provision:

- Residential packaging (including plastics) and printed paper recycling provided by Village of Telkwa (curbside), Town of Smithers (curbside) and Smithers Bottle Depot – paid for by MMBC.
- Smithers and Area Recycling providing ICI cardboard, paper and plastics recycling. Contract expired on June 30, 2016. Continued funding has not been requested to date.
- RDBN Reuse Shed Attendant – works 28 hours/week, currently temporary with no benefits. Reuse shed was reopened in May 2016.



Smithers/Telkwa and Area Cost Breakdown Summary:

Smithers and Area:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift in Costs (annual allocation of \$86,236 for Smithers and Area plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
Smithers and Area Recycling (January-June)	\$34,940				None	
STTS Reuse Shed Attendant (costs split 50/50 with Telkwa and Area)	\$8,134				\$14,187	
STTS Reuse Shed Supplies/Maintenance/Other (costs split 50/50 with Telkwa and Area)	\$5,202					
Total	\$48,276	\$124,217	\$75,941	\$162,177	\$14,187	None



Telkwa and Area:

Recycling Component	2016 Costs (estimated)	2016 Budget	2016 Budget Carryover to 2017	2017 Budget without Uplift in Costs (annual allocation of \$15,971 for Telkwa and Area plus 2016 carryover)	2017 Proposed Costs	Increase in 2017 Budget Required to Cover 2017 Proposed Costs
STTS Reuse Shed Attendant (costs split 50/50 with Smithers and Area)	\$8,134				\$14,187	
STTS Reuse Shed Supplies/ Maintenance/ Other (costs split 50/50 with Smithers and Area)	\$5,202					
Total	\$13,336	\$63,883	\$50,547	\$66,518	\$14,187	None

Given the outlined proposed 2017 costs, and unless provided different direction from the Board of Directors, the Budget line item for Smithers and Area Recycling will be set at \$162,177 and \$66,518 for Telkwa and Area for the first draft of the 2017 budget.

2017 Contract Renewals

At this time, Environmental Services Staff are requesting that the Board approve contract extensions with the Nechako Healthy Community Alliance, Burns Lake Recycling Depot Ltd., Fraser Lake Bottle Depot and Houston Bottle Depot for the continuance of recycling services for January 1 – December 31, 2017, as outlined in the proposals attached to this memorandum.



RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "2017 Recycling Program Contract Renewals" and dated December 6, 2016.
2. Further, that the Board of Directors approve the following recommendations:
 - a. That the Board of Directors approve a contract extension with the Nechako Healthy Community Alliance in support of the proposal for the continuance of recycling services for Vanderhoof and Area, for the time period of January 1 – December 31, 2017 at a total cost of \$82,455 (excluding taxes).
 - b. That the Board of Directors approve a contract extension with the Burns Lake Recycling Depot Ltd. in support of the proposal for the continuance of recycling services for Burns Lake and Area, for the time period of January 1 – December 31, 2017 at a total cost of \$31,980 (excluding GST).
 - c. That the Board of Directors approve a contract extension with the Fraser Lake Bottle Depot in support of the proposal for the continuance of recycling services for Fraser Lake and Area, for the time period of January 1 – December 31, 2017 at a total cost of \$50,000 (excluding taxes).
 - d. That the Board of Directors approve a contract extension with the Houston Bottle Depot in support of the proposal for the continuance of recycling services for Houston and Area, for the time period of January 1 – December 31, 2017 at a total cost of \$42,232 (excluding taxes).

Respectfully submitted,

Janine Dougall
Director of Environmental Services

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Nechako Healthy Community Alliance

P.O. Box 1881, Vanderhoof, British Columbia V0J 3A0

November 29, 2016

Janine Dougall
Regional District of Bulkley Nechako
37 – Third Avenue, PO Box 820
Burns Lake, British Columbia
V0J 1E0

On behalf of the Nechako Waste Reduction Initiative (NWRI), the Nechako Healthy Community Alliance is submitting the following Waste Reduction Proposal for January 1 to December 31 of 2017 3 R's funding from the Regional District of Bulkley Nechako (RDBN). The proposal is for Vanderhoof and its surrounding rural area and focuses on the continuation of the recycling program, which began in late 2009.

The Nechako Waste Reduction Initiative appreciates the Regional District's willingness to step in to ensure that recycling and waste reduction services can continue in Vanderhoof after the news that Multi-Material BC would not be initiating any changes in our community. We look forward to continuing to work with the Regional District and Multi-Material BC to find a more permanent recycling service solution in Vanderhoof.

The main contact at this time will be Trinda Elwert, the current Sustainability Coordinator for the Nechako Waste Reduction Initiative. Her contact information is as follows:

Cell phone: 250-567-8538
Email: nechakowri@gmail.com
Mailing Address: PO Box 1881 Vanderhoof, BC V0J 3A0

In December 2009, the NWRI, with the help of the RDBN, began a paper and cardboard recycling program in Vanderhoof. The program consisted of one cardboard collection bin and one mixed paper collection bin. The materials were handled separately; the cardboard was baled using the Vanderhoof Co-op baler and the mixed paper was shipped into Prince George and then on to Vancouver for recycling. With the support of the RDBN, plastics recycling was added to this recycling program in July 2012. The plastics recycling program consists of one household plastics recycling bin that is shipped to Prince George. The cardboard program is no longer administered by NWRI.

NWRI has assisted the Nechako Valley Community Service Society (NVCSS) to start a commercial cardboard recycling service. NWRI and NVCSS are currently applying for funding from other sources for a pilot curbside residential cardboard recycling project. The project is being designed as a pilot project to prove the concept of a curbside recycling service offered by NVCSS employees with diverse abilities. At the conclusion of this project, we believe that the model will be proven and that additional, sustainable funding can be secured as a result, either by exploring a fee-for-service model or applying for additional recycling service monies.

We will continue to meet and work with the Vanderhoof Co-Op, the District of Vanderhoof, NVSS Bottle Depot,

community groups, and the Regional District to facilitate the establishment of a recycling depot in Vanderhoof. NWRI plans to complete a feasibility study in 2017 to identify and evaluate the challenges of establishing a recycling depot in Vanderhoof. The NWRI will also continue to advocate with Multi-Material BC to become part of this long term solution.

The mixed paper recycling will continue to be provided by Cascades Recovery Inc. (Cascades). Cascades provides a 30 cubic yard bin and transportation of the collected material. The bin will be emptied and replaced once a week. Cascades has generously offered to continue providing bins free of charge and will be charging a rate of \$262.50 per collection. Cascades has recently added a charge per ton of recycled paper at a rate of \$60/MT. This new charge has added approximately \$500/month to our 2017 budget. As of January 1, 2014, Cascades added an 8% fuel surcharge to all clients' collection rates.

The plastics recycling program will continue to be provided by Cascades. Cascades provides a 30 cubic yard bin and transportation of the collected material. The bin will be emptied and replaced once a week. Cascades has generously offered to continue providing bins free of charge and will be charging a rate of \$262.50 per collection (lower than in 2014 because both bins are replaced simultaneously), however there is an additional sorting and processing fee of \$150 per collection for plastics sorting. As of January 1, 2014, Cascades added an 8% fuel surcharge to all clients' collection rates. The processing fee is exempt from the fuel surcharge.

The plastic and mixed paper bins will be inspected once a week to ensure they are not being contaminated with garbage and to check the volume of recycled material. The paper and plastic bins will continue to be located at the Vanderhoof Waste Transfer Station.

The materials expected to be diverted from the landfill are the following:

<i>Type of Material</i>	<i>Estimated Amount (tonnage) to be Diverted</i>	<i>Time Period Diversion is Proposed to Occur</i>	<i>Proof of end markets attached Yes/No</i>
Mixed paper: -newspaper -magazines -office and lined paper -box board, etc.	94.4 MT (Based on an average of 7.87 MT of material recycled per month)	12 Months (Jan - Dec)	No (was provided in original proposal)
Plastics 1-7 (including milk jugs & cartons)	21.9 MT (Based on an average of 1.82 tonnes of material recycled per month)	12 Months (Jan - Dec)	No (was provided in previous proposal)

All of the mixed paper and plastics are transported by Cascades to a recycling facility in Vancouver. The estimated amounts of diverted material are based on the actual weight of the mixed paper and plastic upon collection over the last 6-month period.

The public education component of our project involves ongoing campaigns to increase awareness of existing recycling options and waste reduction projects as well as pursuing and advertising new waste reduction opportunities. In 2015 and 2016, the NWRI organized several activities including a series of waste-related film screenings, elementary school and summer camp workshops, installing additional outdoor recycling receptacles, the Earth Day Community Clean-Up, a 90 Trees for 90 Years event, green events in Vanderhoof, supporting the Regional District's composting seminar, tabling at the Trade Show, Canada Day and Rivers Day, and others.

Looking ahead, a few of the initiatives that NWRI will be involved with in 2017 are:

- The Community Clean Up and the Community Garden Harvest Celebration
- Green Toolkit for the community
- Community outreach via social media and existing print media
- Tabling at local events, with a focus on the Green Toolkit as a means of waste reduction

Mixed paper collection from the Vanderhoof Post Office is an ongoing NWRI initiative. An employee from NVCSS collects the mixed paper three times a week and transfers it to the paper recycling bin, as a result diverting a large amount of waste from the landfill. This initiative has received positive feedback from both the community and the Post Office employees. The placement of new mixed paper recycling bins with the recycling logo and the NWRI logo at the Post Office has also allowed this project to take on a public education angle. NVCSS informed the NWRI in May 2014 that they would begin to invoice us for mileage for the NVCSS employee, who uses a truck provided by the agency for his recycling work. This mileage fee is reflected in the budget.

Through local media sources such as the newspaper, school newsletters, radio, the NWRI website, and the NWRI Facebook Page we will continue to provide the District of Vanderhoof and its residents with information on waste reduction strategies, waste management news, and new recycling options. This will include the location of, and procedures for, services such as paper, plastic, and cardboard recycling, as well as electronics and beverage container recycling.

Appropriate signage has been posted to increase public awareness about where to recycle, which products are acceptable, and how to maintain a low level of contamination at these locations. We are committed to working with local businesses to continue promoting retail specific recycling options and initiatives, as well as to promote the idea of green business practices. In the past, the NWRI worked with local businesses to offer and advertise unique recycling options such as pen and plastic writing instruments, ink cartridges, cell phones, and more. We will be present at community events such as the Community Clean-Up to expand public knowledge of recycling practices and options the NWRI supports.

A joint initiative between the NWRI and Nechako Valley Food Network (NVFN) to help local events become "green" has been a success! Four events in 2014 (Community Clean-Up, Canada Day, Community Garden Opening, and BC Rivers Day) and two events in 2015 and 2016 (Community Clean-Up and the Harvest Dinner at the Community Garden) were successfully "greened" with positive feedback from community members and the support of a large group of volunteers committed to sustainability, local food, and waste reduction. A green event is an event in which waste is kept to a minimum, local food is served, and volunteerism is promoted. These actions work to engage our community in environmental stewardship, to support our local food producers and economy, as well as help to create a community identity. The NWRI is responsible for minimizing waste at these events and achieves this through the use of reusable dinnerware, composting food waste, and recycling beverage containers and paper or cardboard packaging. Although there were fewer "green" events in 2016 than 2014, this was primarily because of the event organizers' decisions about food service. Even though they didn't have the "green" event designation, many community events still minimized waste through their use of the NWRI's green toolkit.

The NWRI's "Green Toolkit", a set of reusable dishes that can be rented by community members and businesses, allows for green events to take place on a smaller scale throughout Vanderhoof throughout the year. In 2016 thus far, the green toolkit has been used 35 times, diverting thousands of plastic, Styrofoam, and paper plate settings from the landfill. In order to abide by Northern Health guidelines, we ensure the dishes are sanitized after each use. We pay an honorarium to two young ladies with diverse abilities to sanitize the dishes, using the

commercial dishwasher located at the Vanderhoof Arena. We look forward to continuing to offer this service to community members.

The NWRI was disappointed to hear that MMBC rejected the District of Vanderhoof's bid to provide curbside recycling collection of packaging and printed paper in Vanderhoof and, subsequently, MMBC's decision to decline to fund or initiate any recycling changes in Vanderhoof. The NWRI understands the unfortunate position that this put the Regional District of Bulkley-Nechako into and we are appreciative of the Regional District's decision to continue supporting recycling and waste reduction activities in Vanderhoof. The NWRI will continue to advocate for MMBC to take an active role in recycling in Vanderhoof as we look towards a permanent recycling arrangement that accounts for the fact that printed paper and packaging are now included in a provincial product stewardship plan.

In order to achieve our goals for 2017, we will need to continue employing a part time Sustainability Coordinator. Responsibilities of the Sustainability Coordinator will include:

- Maintain the paper and plastic bins and organize collection
- Submit invoices and progress reports to the Regional District
- Be the main contact person with the Regional District, municipal government, local businesses and recycling companies
- Continue to perform and administer all of the NWRI's advertising, education and marketing campaigns
- Work with the District of Vanderhoof to establish a new garbage bylaw
- Investigate ways to expand and improve waste reduction in Vanderhoof
- Coordinate the employees responsible for picking up mixed paper from the Vanderhoof Post Office
- Work with the NVSS Bottle Depot and other stakeholders to establish a recycling depot in Vanderhoof
- Analyze and identify ways to improve the utilization of our current recycling facilities in Vanderhoof
- Promote and increase awareness of recycling options in Vanderhoof
- Engage community members in waste reduction education and action through social media, community events, tabling and outreach activities, green events, and the green toolkit
- Coordinate and promote the green toolkit as a waste reduction option for personal and community events.
- Maintain the NWRI website as a source of waste reduction information for the community.

We feel the Sustainability Coordinator position is vital in order to continue promoting waste reduction in the community. The position will continue to be part-time, at 16 hours per week. We will be paying the Sustainability Coordinator \$25 per hour. We have developed a working agreement with the Nechako Valley Community Services Society whereby they pay the NWRI Sustainability Coordinator through their payroll system and charge the NHCA a 15% payroll administration fee. The Sustainability Coordinator salary indicated includes vacation pay, WCB, EI and CPP.

Attached is the financial statement that outlines the operation and maintenance costs of the proposed waste reduction program for 2017. Total funds required have been indicated, as well as the in-kind contributions.

We will continue employing one special needs individual who will be responsible for picking up mixed paper from the Vanderhoof Post Office. Based on the hours worked in 2016 to-date, this employee is projected to work approximately 7 hours per month for \$12/hr. The supervisor will be a volunteer position assisting the Sustainability Coordinator at an estimated 2 hours per week with an estimated hourly wage of \$25/hr. All administration costs associated with the supervisor are considered in kind.

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It is NWRI's hope that the Regional District of Bulkley Nechako will approve this proposal and continue to fund waste reduction initiatives in the Vanderhoof area in the future.

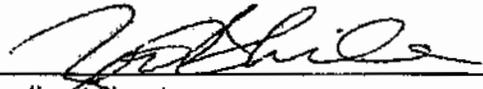
In making this application, we the undersigned, declare to the best of our knowledge, the information contained in this application is correct and all required information is enclosed. Further, that should our proposal be accepted in part or in whole, that the funding will be used for the stated purposes only, and that we will comply with all terms and conditions as outlined.

Zoe Dhillon, NHCA .

Applicant Name - Please Print

Dec. 5/16 .

Date



Applicant Signature

Nechako Waste Reduction Initiative			
Waste Reduction Budget for January - December 2017			
Paper Bin Collection & Transportation (excl. GST)			
Frequency	Months	Cost/Month	Jan-Dec Costs
4.3	12	\$1,679	\$20,150
Bin Fuel Surcharge (8% of pickup charges applied as of Jan. 1, 2014)			
Amount	Months	Cost/Month	Jan-Dec Costs
8%	12	\$182	\$2,184
Plastics Bin Collection, Transportation, and Sorting (excl. GST)			
Frequency	Months	Cost/Month	Jan-Dec Costs
4.3	12	\$1,788	\$21,450
Total Costs			
Bin Fuel Surcharge		\$ 2,184.00	
Bin Transportation & Processing		\$ 41,600.00	
Advertising/Education Supplies		\$ 1,500.00	
Marketing Campaign Supplies		\$ 300.00	
Supervisor		\$ 2,600.00	
Sustainability Coordinator		\$ 24,751.31	
Post Office Pick-Up		\$ 1,008.00	
Mileage-Post Office		\$ 356.40	
Administration (15%)		\$ 11,144.96	
TOTAL REQUIRED		\$ 85,444.67	
In Kind			
Supervisor		\$ 2,600.00	
Administration (15%)		\$ 390.00	
TOTAL IN KIND		\$ 2,990.00	
Total Requested from RDBN			
Bin Fuel Surcharge		\$ 2,184.00	
Bin Transportation		\$ 41,600.00	
Advertising/Education Supplies		\$ 1,500.00	
Marketing Campaign Supplies		\$ 300.00	
Sustainability Coordinator		\$ 24,751.31	
Post Office Pick-Up		\$ 1,008.00	
Mileage- Post Office		\$ 356.40	
Administration (15%)		\$ 10,754.96	
TOTAL REQUESTED		\$ 82,454.67	
Total Funds Requested from RDBN			\$ 82,454.67

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2017 Project Plan (January 1 ~ December 31 2017)

Project Name : "Fraser Lake Recycling"

Under the name "Fraser Lake Bottle Depot"

Owner/Operator : Jonathan (Kwang Hyo) Lee

Address : Box 384 Fraser Lake, BC, V0J 1S0

E-mail : jonkh53@gmail.com

Phone : 1-250-699-8322

October 24, 2016

The following is our goal and proposal for January 1, 2017 to December 31, 2017.

The Fraser Lake Recycling Plan is now in its seventh (7th) year from the previous owner / operator.

The previous operators Lynn and Adriana have now settled down and are on course.

More and more people are now using the service and they want to add new recycling items to maintain this program and to continue using it.

We have a relationship with a nearby school and various community club under the name, "Bottle Driver and community club".

We have other recycling plans that have been continuously expanding

We also collect all kinds of batteries, light bulbs, florescent tubes, electronics,

Computer, small appliance, fire and carbon monoxides alarms.

The community is looking for more ways to recycle and their biggest concern is

household plastic containers, glass and vinyl products, scrap metal.

We are located on a convenient location (beside Highway #16), on a large lot (0.69 acres) with a large building (3,824 s/f) and a metal fencing compound.

This bottle depot will be a good site for future recycling programs.

Furthermore, a good operating bottle depot will have a synergy effect each other for other recycling programs.

RDBN is not allowed that cardboard from the institutional, commercial and Industrial sectors but residential (household) is allowed.

The acceptance of paper from the institutional, commercial and industrial sector, residential will continue with no changes.

New program was started from July 1, 2016.

We will continually look after the bins for safety, security, cleaning and proper usage, and will advise the community on these methods as well.

Fraser Lake Bottle Depot

Jonathan (Kwang Hyo) Lee



2017 Recycling Plan (January 1 ~ December31, 2017)

A. Basic information

- Project Name : Fraser Lake Recycling

(Under the umbrella of the Fraser Lake Bottle Depot)

- Project contact name : Jonathan (Kwang Hyo) Lee

- Operation information :

Business Hour : 10:00am ~ 5:00pm (Tuesday ~ Saturday)

Location of bins : 20 Cougar St Fraser Lake BC, V0J 1S0

Security : Bins are in the metal fencing compound and two(2) gates are locked after business hour. (* See attached photos)

B. Budget for twelve(12) month (January 1, 2017 ~ December 31, 2017)

- Cardboard and paper recycling bin costs

Cardboard (6 - 6yard) : \$700/month // \$8,400 for twelve(12) month

Paper (1 - 30yard) : \$1200/ per pick up // \$14,400 for twelve (12) month

- Snow removal / Sanding : \$2,000 for twelve(12) month

- Land Rental : \$500/month // \$6,000 for twelve(12) month

- Employee cost : \$1,400/month // \$16,800 for twelve(12) month

- Accounting, Administration, Insurance : \$200/month // \$2400 for twelve(12) month

- Total cost for twelve(12) month : \$50,000 (excluding taxes)

C. Description of activities to take place over the twelve(12) month period

- Products to be collected : cardboard, paper
- Number of bin pickups per month :
 - a. 6 – 6 yard cardboard bins – collect two(2) times a month
 - b. 1 – 30 yard paper bin – collect one(1) time a month
- Public education schedule :
 - a. Advertise at local newspaper to inspire why recycling is important.
 - b. Display recycling brochures in store, school and other public place
In town
 - c. School classes tour at recycling depot.
- Bin inspection schedule :
 - a. Tuesday ~ Saturday – morning, afternoon, evening and necessarily
 - b. Sunday, Monday and Holiday – Morning and Evening
- Other recycling services :

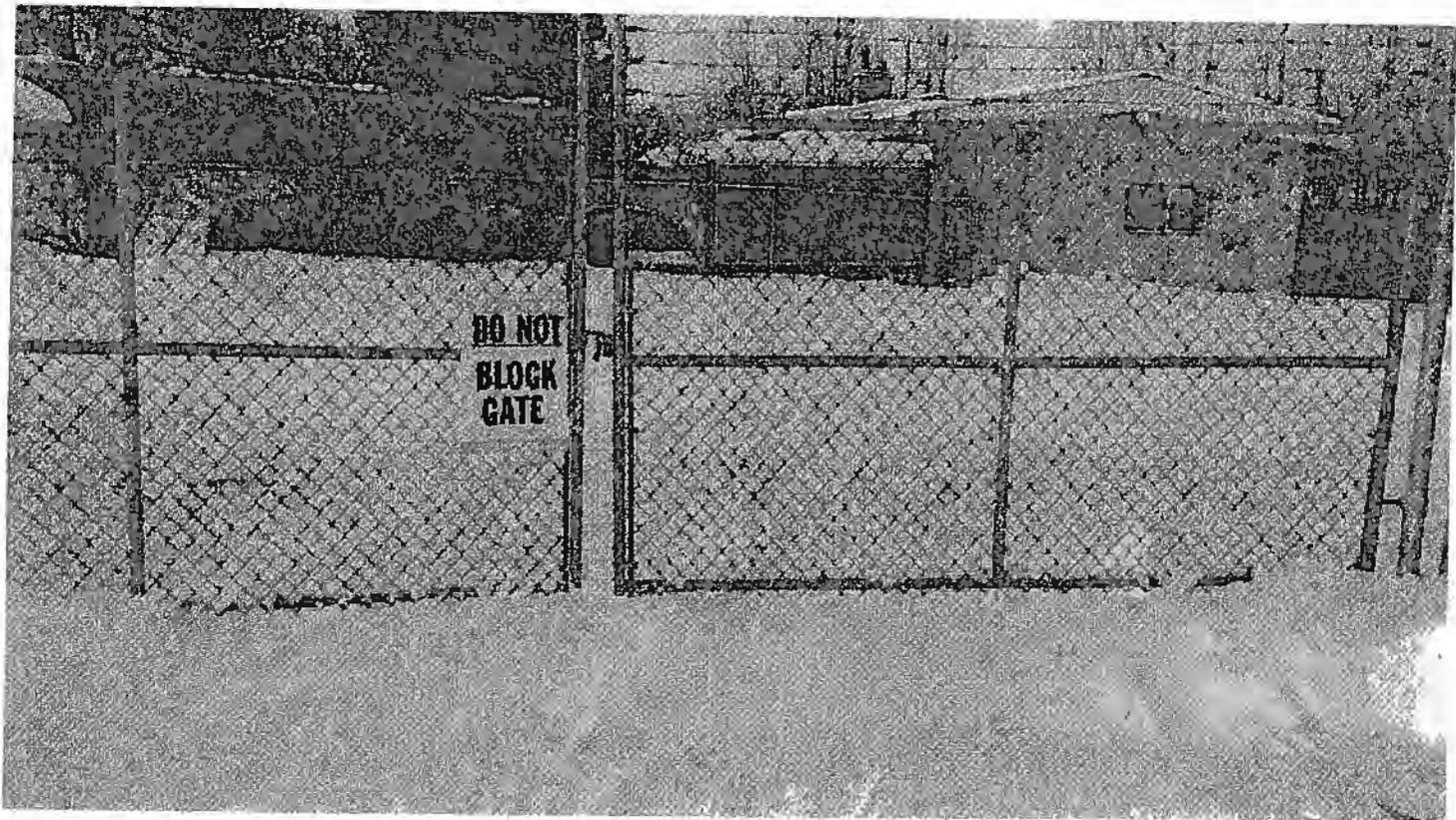
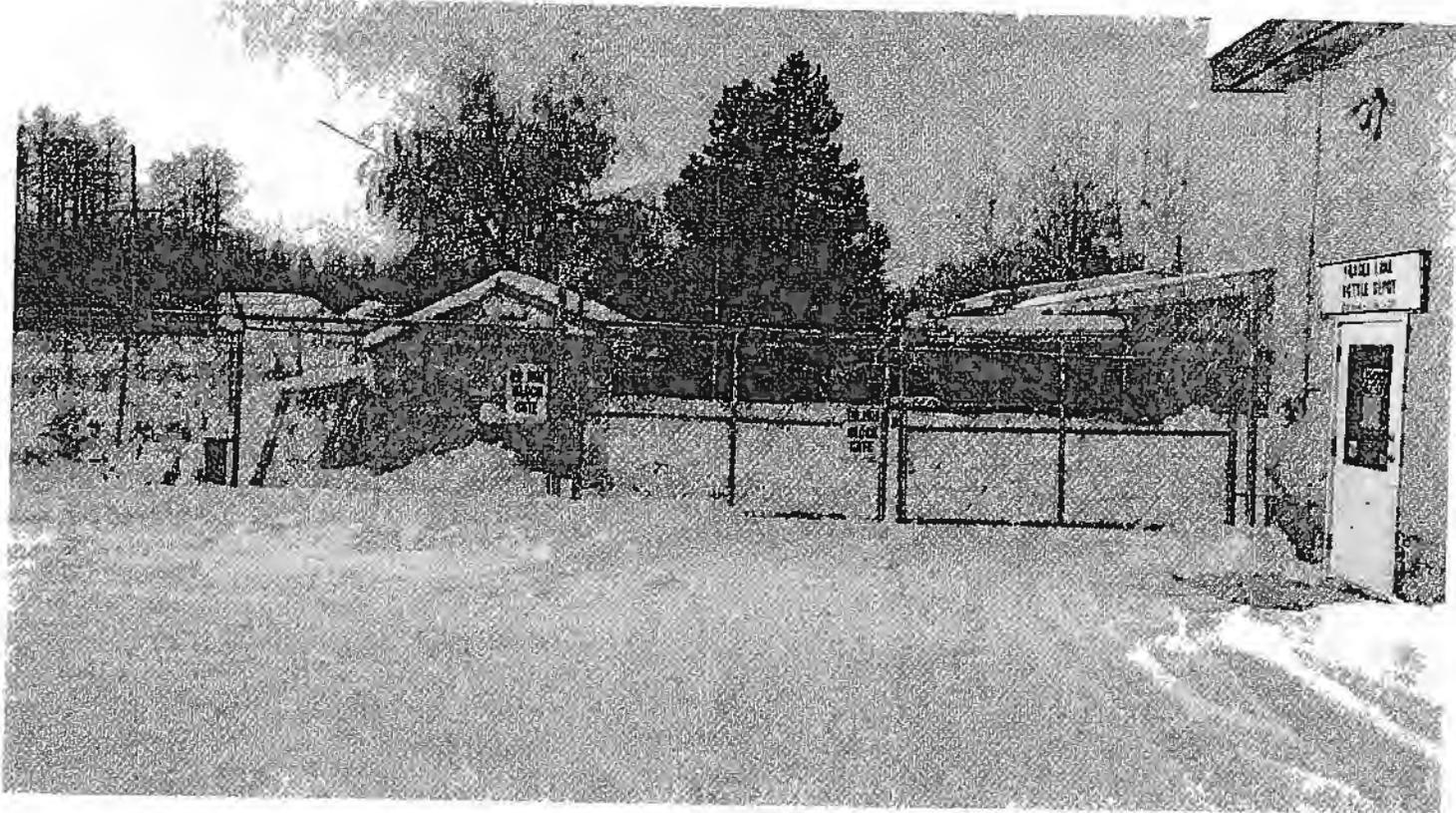
Light bulbs, florescent tubes, all kinds of batteries, fire alarms, electronics

Computer, small appliances, carbon monoxide detectors.

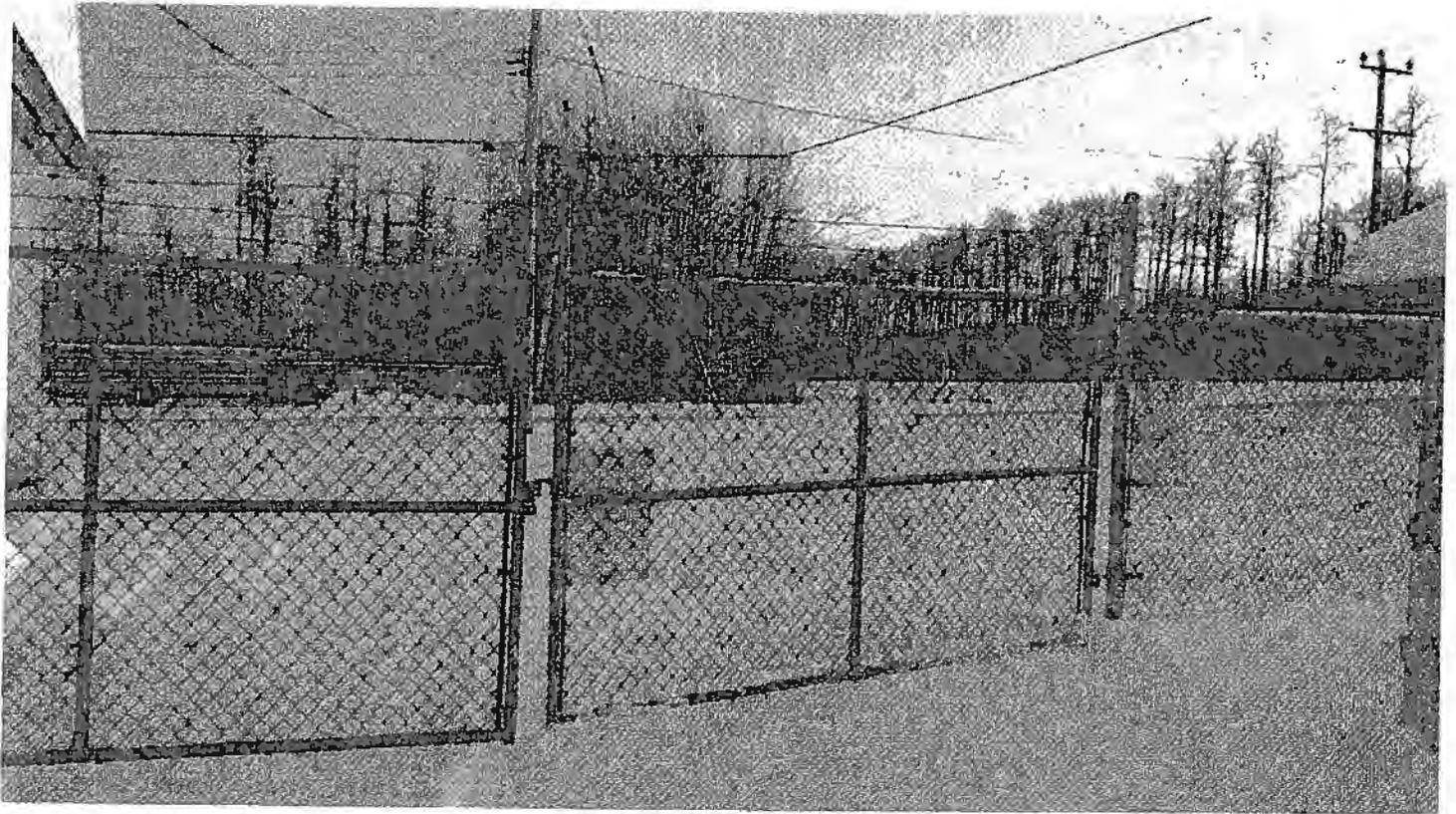
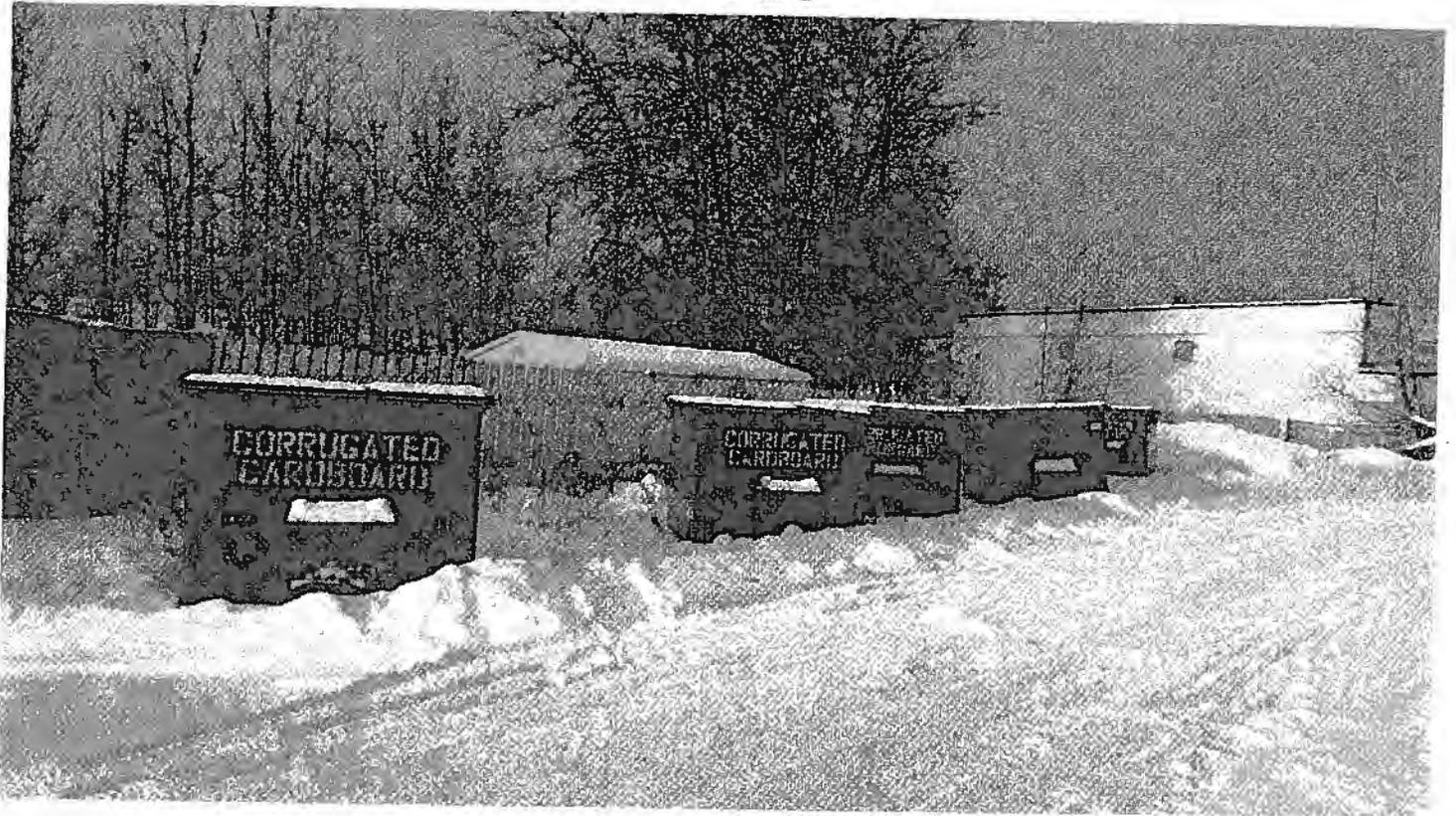
D. Propose new recycling items :

- * Household plastic
- * Glass
- * Vinyl products
- * Household scrap metal

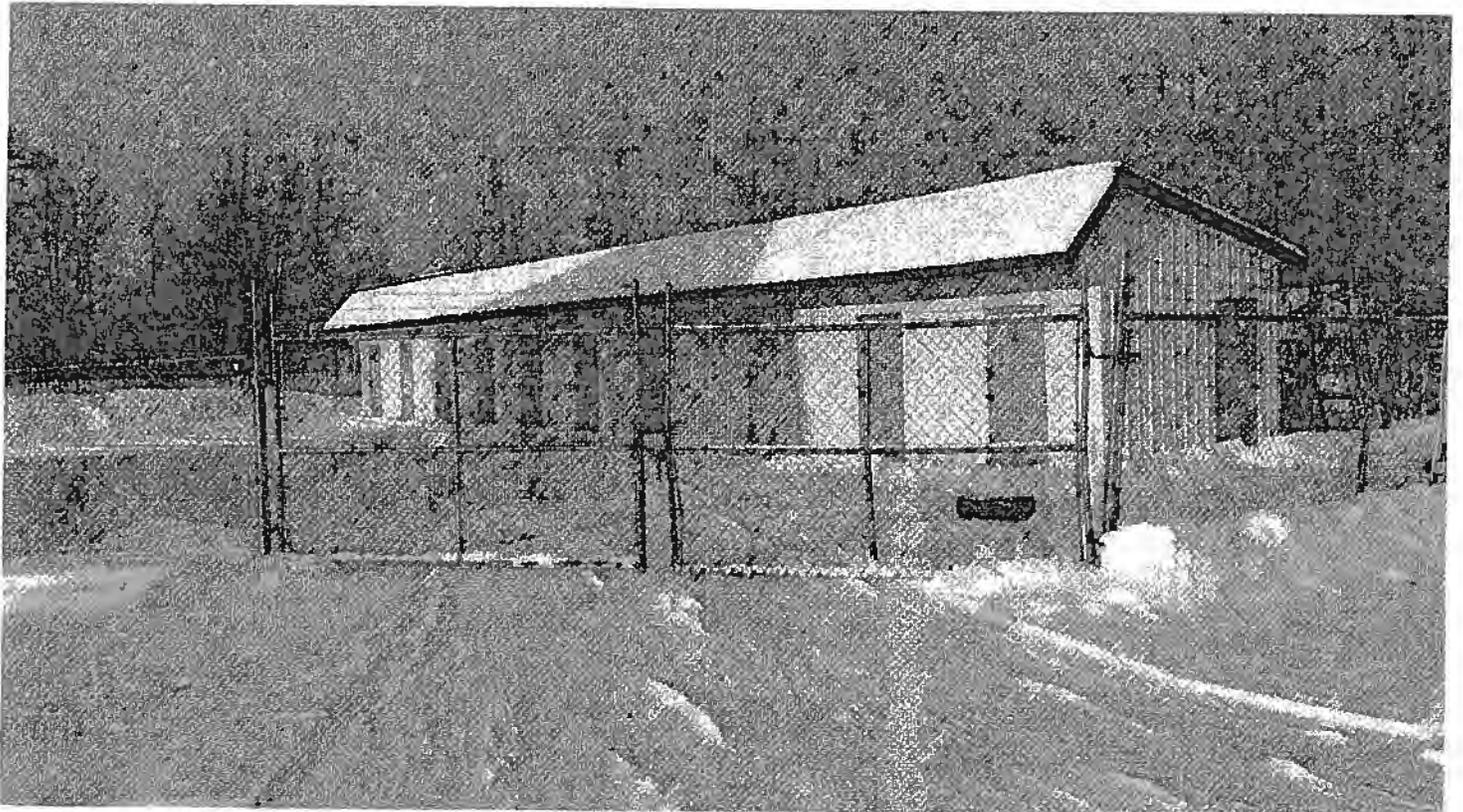
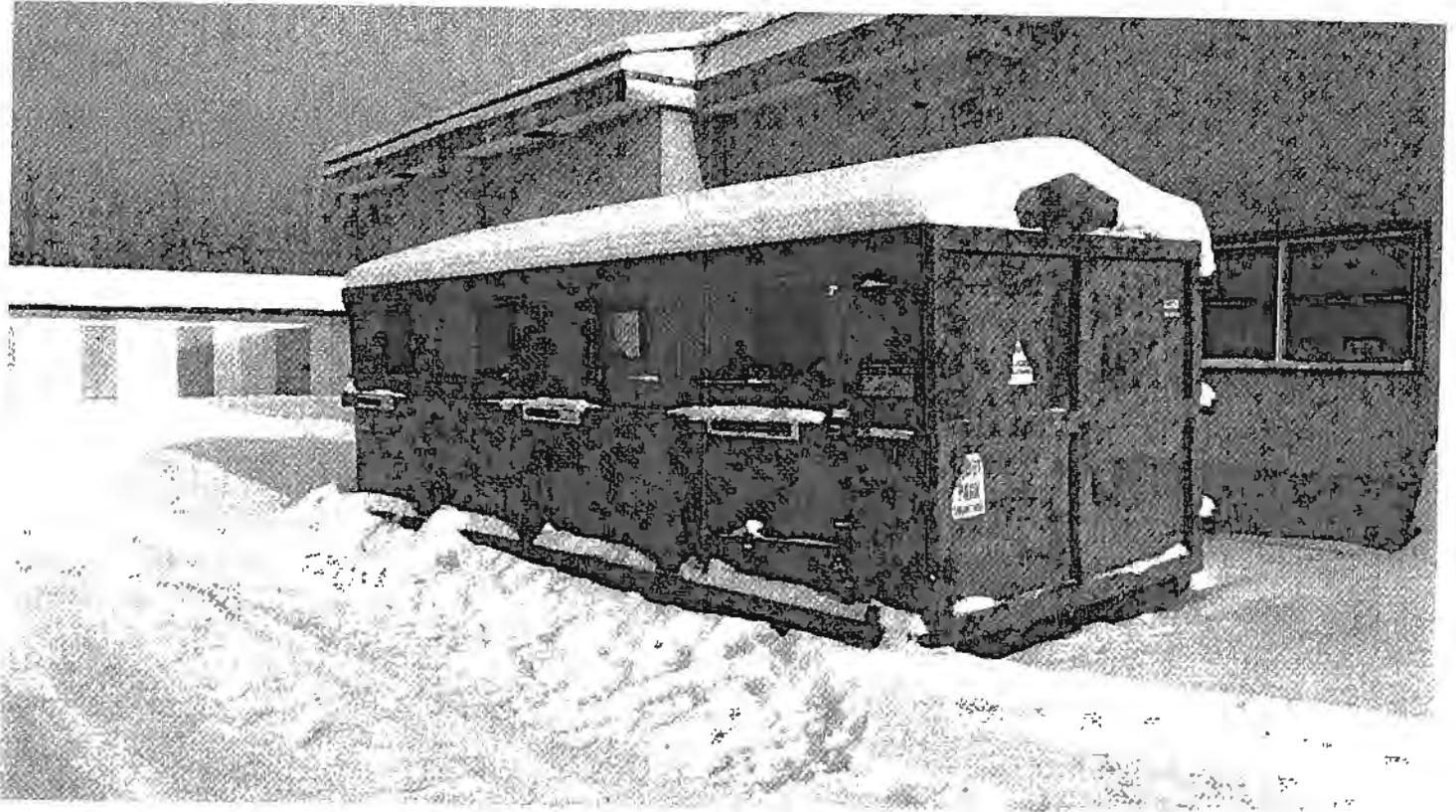
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Burns Lake Recycling Depot Ltd.

113 Park Street,
250-692-4824/9723 (mobile)
P.O. Box 242,
Burns Lake, B.C. V0J 1E0
Chris Beach

Proposal for Industrial/Commercial/Institutional (ICI) Recycling Drop-off Services and Waste Reduction Education Programs in the Lakes District

November 1st, 2016

Janine Dougall
Regional District of Bulkley-Nechako
37 - Third Avenue, PO Box 820
Burns Lake, British Columbia
V0J 1E0

The Burns Lake Recycling Depot Ltd. (hereafter BLRD) is submitting the following ICI Recycling & Waste Reduction Education Proposal to the Regional District of Bulkley -Nechako (RDBN) for the period of January 1st, 2017 to December 31st, 2017, for the Village of Burns Lake and the surrounding communities in the Lakes District, composing Areas B and E of the RDBN.

I. Primary Objectives of Proposal

A. To Meet the Increasing Public Need in the Lakes District for Expanded Recycling Services at One Central Location

B. To Reduce the Community Waste Stream Through Public Education & Assistance

II. Background

The Burns Lake Recycling Depot Ltd. (BLRD) has been successfully operating an Encorp recycling facility for used beverage containers and electronics for several years in Burns Lake. As the only Recycling Depot between Fraser Lake, Southside/Francois Lake and Houston, it serves the entire Lakes District Community. With an established client-base across the community and years of collecting, packaging and shipping recycling experience behind it, the BLRD successfully and very significantly expanded and relocated its operations on June 1st, 2015 and began providing comprehensive ICI and residential drop-off recycling and waste reduction education programs to the Lakes District.

III. Overview

This proposal is for

A. Providing ICI Mixed Paper Drop-Off Recycling Service:

- ✓ provide land rental in a locked, fenced compound large enough for cars to drive into for larger drop-off loads and for several public users to access the bin simultaneously by hand

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- ✓ monitor the bin on an hourly/daily basis
- ✓ allow access to the bin during all business hours (7 hours a day, 5 days a week)
- ✓ clean the compound area for fallen paper debris and blown-in litter
- ✓ mow and weed-wack the grass and edges in the Spring, Summer and Fall months
- ✓ provide snow-plowing for access space inside and outside the compound during the Winter
- ✓ provide snow shoveling in and around the compound for the areas that the plow-truck can't reach during the winter months

B. Providing Waste Reduction Public Education Programs:

- ✓ Educate the public and answer all questions on acceptable and unacceptable materials for the I.C.I. mixed paper drop-off bin
- ✓ Educate the public about the recently imposed Cardboard Ban
- ✓ Educate the public about the (free) continuing residential cardboard program at the depot
- ✓ Continue educating the public about the *new (user-pay) commercial cardboard program at the depot (started July 1st, 2016)*
- ✓ Educate the public through the installation and maintenance of proper signage inside and outside of the depot
- ✓ Educate the public through recycling depot tours (schools, gov't office staff, seniors, etc.)
- ✓ Educate the public through posting and handing out and explaining various recycling depot, local and provincial recycling pamphlets/literature
- ✓ Educate the public on all available residential and I.C.I. programs through local media: L.D. News, Lakes District Free Classifieds, Beacon Theatre Screen Ads, Yellow Pages
- ✓ Educate the public by maintaining a recycling depot facebook page that will outline and explain all recycling services available at the depot and answer questions about recycling in the Lakes District on a daily/weekly basis
- ✓ Educate the public through on-site assistance about how to recycle used materials from the residential and I.C.I. sectors through the following provincial stewardship recycling collection programs:
 - Electro-Cycle (small appliances and power tools)
 - Encorp Electronics (T.V.s, computers, printers, scanners, all media – 8-tracks, cassettes, records, C.D.s, DVD's, etc.)
 - Call 2 Recycle (mobile phones and smaller batteries)
 - Light Recycle (all light bulbs, tubes, fixtures and ballasts)
 - Alarm Recycle (CO2 and smoke alarms)
 - Switch the Stat (thermostats)
 - MMBC (printed paper and packaging)
 - Encorp Beverages (all ready-to-drink, non-dairy beverage containers)
 - and other prospective stewardship programs that may be added that will collectively contribute to reducing the local waste stream

IV. Depot Update/Improvements

For 17 months the BLRD has successfully provided I.C.I. drop-off service and waste reduction education programs for the Village of Burns Lake and the Areas B and E of the RDBN. In this period we have listened to our customers and have worked to provide better, faster, more efficient and more comprehensive service. In particular we have:

- ✓ expanded our hours to 7 hours a day (10:00 am to 5:00 pm) 5 days a week (consistent with other depots in the RDBN)
- ✓ expanded our media/advertising coverage of depot programs (L.D. News, Lakes District Free Classifieds, Beacon Theatre Screen Ads, Yellow Pages, as well as printed posters new recycling programs, educational messaging on site, etc.)
- ✓ started in 2016 to be open for regular hours on Saturdays during Holiday (long) Weekends to provide better access to our growing number of recycling services, including commercial cardboard drop-off service
- ✓ provided recycling depot tours for school groups and other organizations in order to promote waste reduction education
- ✓ Coordinated and help set up local school recycling programs for the I.C.I. mixed paper drop-off bin
- ✓ began hiring employees with disabilities under a joint program with Work B.C. and the federal government
- ✓ provided volunteer experiences for high school students with disabilities
- ✓ provided work experiences for high school students through Lake Babine Nation's Bladerunners program
- ✓ Added a computer inventory/cash and 'big-bag' system which has created complete transparency and reduced line-ups (only the Smithers depot in the RDBN has a similar system)
- ✓ diverted over 70 tons of MMBC printed paper and packaging (primarily fibre and milk jug/cartons, plastics, metals) from the local RDBN waste stream since June 2015.
- ✓ Been the recipient of 3 Burns Lake & District Chamber Business Excellence Awards, including 'Rookie Business of the Year' and 'Innovation & Ingenuity'.

VI. Proposed Costs to RDBN

A. Management/Labour Costs:

- 8 management hours per week at \$30.00 per hour (including all payroll deductions). This will include managing the ICI recycling program and educating the public about available recycling programs at the depot and how to generally reduce materials going into the local waste stream. This will include coordinating and maintaining local marketing and social media, such as maintaining the depot facebook page, doing workshops and generally providing residents of the Lakes District with information on current and new recycling options at the depot. This will include informing residents of how to sort the materials, where the materials are shipped to and how they are processed, and providing general waste reduction strategies and news.

These hours would also cover responsibilities such as liaising with Cascades Recovery and the RDBN to ensure recycling stream policies are followed, materials are fully prepared for shipment, and that the **cardboard ban is fully and properly implemented through all recycling programs.** (8 hours x \$30.00 = \$240.00 p/week)

- 15 employee hours per week at \$25.00 per hour (including all payroll deductions) to monitor and maintain the ICI bin, clean the fenced compound, etc., and educate the public about available recycling programs at the depot and how to generally reduce materials going into the local waste stream. This will include informing residents of how to sort the materials, where the materials are shipped to and how they are processed. (15 hours x \$25.00 = \$375.00 p/week)
- Total Management & Employee 12-Month Costs = \$31,980.00 (including W.C.B., E.I., C.P.P.)

B. No Bin Space Rental Costs:

- For the duration of this contract the BLRD will cover the bin space rental costs in its efforts to sustain and promote I.C.I. paper recycling in the community.

C. Total Contract Cost for January 1st – December 31st, 2017:

- **\$31,980.00 (payroll taxes included), (not incl. GST)**

VII. Conclusion:

The BLRD urges the RDBN to continue to fund this proposal as it will help ensure the delivery a level of ICI recycling and waste reduction education in a 'one-stop' drop-off location to all the residents of the Lakes District. The public appetite for such programs continues to grow, month by month. We believe that by continuing to increase public I.C.I. and residential recycling participation rates we have delivered significant benefits to the RDBN by reducing the local waste stream.

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2017 RDBN Recycling Funding Program

Houston Bottle Depot

John J.H. Koo

250-845-2590 Tues-Sat (10AM – 5PM)

Box 1568 Houston, BC V0J 1Z0

Houston Bottle Depot("HBD") and RDBN have been maintaining a close cooperative relationship for a long time. Especially the relationship has been further strengthened through the enforcement of new expanded recycling program started from July 2015. As a result the recycling program funded from RDBN has been set up very successfully and the residents in community of Houston & Area are very much satisfied with this recycling program. With the support of RDBN HBD has been the essential site as like recycling centre in the community of Houston & Area.

HBD has lots of advantages and convenience.

First, the customers are able to recycle lots of items through HBD as like cardboard, mixed paper, plastic containers, scrap batteries of all sizes, fluorescent tubes and bulbs, electronics, small appliances, power tools, smoke alarms, light bulbs, lighting fixtures and used paint & paint plus products.

Second, HBD has a spacious yard for recycling bins and customer's parking. Therefore the recycling bins are easily visible and accessible to customers. We think HBD is the best location for the RDBN's recycling program as the yard area has enough space for placing the bins for collecting cardboard, mixed paper and mixed containers.

Third, the huge and heavy corrugated cardboard can be recycled easily and conveniently. As a result our customers are proud of this recycling program.

Finally, the yard area where the recycling bins are located clean and well organized. The yard area is securely fenced. Therefore there is no risk that the bins are vandalized. Inspection of these bins will be carried out at least 3 times daily by me and my partner. Whenever we found unacceptable stuffs we have taken it out of the bins. In addition we have been flattening the corrugated cardboard as much as possible as lots of customers are throwing their cardboard boxes without flattening.

We think HBD has the ideal location conditions for the RDBN's recycling program when considering the above listed advantages. My partner and me will monitor the volume of each bin frequently and inform the RDBN when the bins are becoming full so that the RDBN organize pickup.

Now the residents of Houston & Area absolutely admit HBD is an essential facility for their recycling need. And they want eagerly this RDBN's recycling program to last for a long term. We hope that this proposal meets with your approval.

John J.H. Koo



RDBN Cost Proposal for Jan 1, 2017-Dec 31, 2017

Description	cost/month	cost/12 month	gst @ 5%	Total
Land Rental	\$600.00	\$7,200.00	\$360.00	\$7,560.00
Employee Costs**	\$2,545.20	\$30,542.40	\$1,527.12	\$32,069.52
Ads/Promotion	\$65.00	\$780.00	\$39.00	\$819.00
Snow removal		\$1,200.00	\$60.00	\$1,260.00
Accounting/Bookkeeping	\$41.50	\$498.00	\$24.90	\$522.90
	\$3,251.70	\$40,220.40	\$2,011.02	\$42,231.42

**** Analysis of Employee Costs**

	hourly rate	monthly hours	cost/month	cost/12 month
	\$36.36	70 Hours	\$2,545.20	\$30,542.40
Activities	To open and close gate daily			
	To explain and educate the existing and/or new customer how to sort cardboard, mixed paper and mixed containers			
	To make sure only residential cardboard is collected to the bin			
	To inspect the area where the bins are placed and clean up the debris around bins at least three times daily			
	To inform RDBN when bins are becoming full and prepare for a well-timed pick-up of the bins			
	To take the unaccepted stuffs out of the bins and organize the recycling bins as like flattening cardboard after business hours			



REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM

To: Chairperson Miller and Board of Directors (December 15, 2016)

From: Janine Dougall
Director of Environmental Services

Date: December 6, 2016

Subject: Feedback on Proposed Changes to BCUOMA Collection Facility Program

The BC Used Oil Management Association is proposing changes to their return collection facility program, as outlined in the letter dated November 4, 2016 (attached). The document titled "Development of a User Intensity Matrix for the Return Collection Facility Incentive Program" is also attached for information.

RDBN Environmental Services Staff attended a conference call with the BC Product Stewardship Council on November 8, 2016, where a presentation was made regarding the proposed changes. Following the presentation, and prior to the November 24, 2016 deadline, Janine Dougall, Director of Environmental Services, provided comments by email regarding the proposed changes (please see attached document for additional information). In the comments submitted a reference is made to a position paper (adopted by the Board of Directors in 2011) and map (which was updated in February 2016). Both of these documents are available upon request.

A response from David Lawes, Executive Director, regarding the comments submitted was received on November 28, 2016, by email (also attached for additional information).

RECOMMENDATION

(All/Directors/Majority)

That the Board of Directors receive the memorandum titled, "Feedback on Proposed Changes to BCUOMA Collection Facility Program" and dated December 6, 2016.

Respectfully submitted,

Janine Dougall

Janine Dougall
Director of Environmental Services

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From: David Lawes [mailto:DLawes@usedoilrecycling.ca]

Sent: November-28-16 12:28 PM

To: janine.Dougall <janine.Dougall@rdbn.bc.ca>

Cc: ALDA NICMANS <aldanicmans@shaw.ca>; Conner, Teresa A ENV:EX <Teresa.Conner@gov.bc.ca>

Subject: Re: Proposed Changes to BCUOMA Return Collection Facility Program

Hi Janine – thanks for your email...some good questions. Here's some answers...

1. If I'm reading your question right...the 15-30% estimate is the portion of consumer drop offs from the amount collected from just the RCFs. The 3% estimate is the portion of consumer drop offs from the total from the whole program (50 Million Litres).
2. Two reasons I think...they had such low volume it wasn't worth it to them and now that they may be receiving a charge for low volume pick-up many more RCFs are now submitting a claim to off-set the charge. I can't imagine there is any administrative burden as the claim is just a few lines on a form (depending on how many pickups there were) submitted twice a year with the volume receipts from the collector.
3. The 50 businesses threshold was selected to give some weight to this factor (so we are not just using population density). We set 50 after MNP analysis of the data as we believe this is the number where the small commercial and the public drop offs would produce enough volume to support a facility....knowing that there were always going to be areas where we need to make some adjustments. In your example, the large industrial facility that is producing larger volumes likely already has or should arrange for direct pick-up and not use the consumer drop offs.
4. We didn't specifically use off-road vehicles as a primary factor but there will be a large shift towards rural service. The factors we did use (e.g. forestry, agriculture) will lead us to be providing service in the same areas where the off road vehicles are being used and generating volume.
5. Thank you.
6. Thank you.
7. This is good feedback and as discussed on the call the MNP report provides us with a science-based recommended service base and if we can add in the location specific information that RD's have that will help us adjust our service. If there is evidence that there is enough volume to warrant a full time RCF then we will look to establish that if it doesn't already exist. As for community round-ups...there is mixed feedback and mixed results with these...and we are looking for ways to cost effectively serve the more remote areas with low population density...open to suggestions here.
8. Same answers as Q7.
9. I understand the concern here. As we discussed on the call, having the location specific information that you have provided along with our base level analysis will, I believe, provide the best results. We will review the document you have attached and consider how we might incorporate the information.

Regards,
David

From: "janine.Dougall" <janine.Dougall@rdbn.bc.ca>
Date: Thursday, November 24, 2016 at 9:11 AM
To: David Lawes <DLawes@usedoilrecycling.ca>
Cc: Alda Nicmans <aldanicmans@shaw.ca>, "Conner, Teresa A ENV:EX" <Teresa.Conner@gov.bc.ca>
Subject: Proposed Changes to BCUOMA Return Collection Facility Program

Hi David,

Thank you very much for providing the presentation on November 8, 2016 to the BC Product Stewardship Council membership regarding the proposed changes to the BCUOMA Return Collection Facility Program. I had provided a few comments following your presentation, but wanted to follow-up with some questions/clarifications and additional feedback.

1. In the letter dated November 4, 2016 Re: Feedback Requested on Proposed Changes to the BCUOMA Return Collection Facility Program, it is stated that "an estimated 3% is collected from consumers that service their own vehicles". In the MNP document titled "Review of the Return Collection Facility Incentive Program, March 2016" on page 12 "it is estimated that approximately 15 to 30 percent of the total volume of used oil and antifreeze collected through the RCF incentive program was from public drop offs". Can you please explain the discrepancy in numbers?
2. Also in the MNP document "Review of the Return Collection Facility Incentive Program, March 2016" on page 4 it is indicated that "As of 2014, there were 509 RCF's participating in the program and in 2015, just over 180 of those had submitted claims". Can you please provide an explanation as to why so few of the RCF's are actually making claims? Is it because the claim process is too difficult and an administrative burden, compared to the actual amounts reimbursed? Are the proposed changes to the incentive payment amounts going to make the claim process more difficult, so that even fewer locations will submit claims and want to be involved in the program?
3. How was it determined that 50 business establishments in agriculture, forestry, mining, oil and gas and truck transportation would be the cut off for high industrial? Why was the same 50 amount used across all three types of communities (City, Town and Village). It does not seem realistic that a Village with a population of less than 2,500 would have 50 businesses establishments, even though the main employer in the community might be industrial based.
4. In determining the amount of used oil generated by DIY oil changes, have you factored in the amount of oil being generated from off-road recreational vehicles? In the RDBN, and assuming in other rural BC communities, it is very common for households to have 1 or more off-road recreational vehicles including quads, side by sides, snowmobiles, etc., for which DIY oil changes would be done at the residence as opposed to a lube shop or Canadian Tire.
5. The initiative being taken to increase the number of multi-material depots that participate in the program is very positive (promote one-stop-shop concept), as is the ability to use totes, similar to the Paint Plus program. The expansion of the Infrastructure Grant Program is seen as a positive initiative.
6. The development of an advertising toolkit to standardize advertising is also seen as a good initiative, as is the development of an insurance fund where collectors, facilities and BCUOMA will share the financial risk associated with spillage or contamination concerns.

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7. It is very concerning however regarding the proposed use of round up events as opposed to sited and regularly accessed collection depots for communities with what the RDBN would consider as significant population bases. Round up events have proven to not be cost effective, given the minimal amount of product collected (this is based on drop off events that have been held in the RDBN for electronics). This step backwards in service levels is even more concerning given the environmental and potential health impacts of improper disposal of used oil and antifreeze products. I realize that they are minimum levels of service being proposed in Table A-1, but this minimum is certainly not acceptable in the RDBN.

The following table outlines current used oil and antifreeze collection depots within the RDBN. As can be seen from the table below, the proposed minimum standards in Table A-1, would result in reduced service levels to RDBN residents.

What BCUOMA is proposing (Table A-1)							What we currently have in the RDBN	
Community	Type	Population (2011)	Number of registered Businesses In key sectors	Minimum service level	Number of facilities required	Estimated annual DIY Volumes (L)	Used oil, oil containers, oil filters collection facilities	Used antifreeze collection facility
Burns Lake	Village, low industrial	2,029	27	Round up	0	2,000	2	1
Fort St James	Village, low industrial	1,691	0	Round up	0	2,000	1	1
Fraser Lake	Village, low industrial	1,167	0	Round up	0	2,000	1	1
Granisle	Village, low industrial	303	0	Round up	0	2,000	0	0
Houston	Town, low industrial	3,147	16	One facility	1	20,000	2	0
Smithers	City, low industrial	5,404	47	One facility	1	20,000	3	3
Telkwa	Village, low industrial	1,350	15	Within driving distance	0	0	0	0
Vanderhoof	Town, high industrial	4,480	85	One facility	1	20,000	2	2

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8. If a community can buy oil and antifreeze products in their community they should be able to return those products in the same community. Based on your proposed minimum service standards outlined in Table A-1 for the Regional District of Bulkley-Nechako, residents who could purchase oil products in the communities of Burns Lake, Fort St. James and Fraser Lake would have to store these products until a roundup event was held, or drive to an adjacent community, potentially up to 80km away (travel distance from Burns Lake to Houston). Is this a reasonable standard of access? I don't think so, and I don't believe the RDBN Board of Directors or RDBN public would either. This lack of reasonable access will result in improper disposal of used oil and antifreeze products.
9. The most concerning observation is the lack of consideration of the rural population that surrounds Villages, Towns and Cities in the development of reasonable service levels. This comment and concern has been raised numerous times over the past number of years in discussions with various stewardship programs in their Plan development process. It is very disappointing that this continues to be an oversight on the part of the Stewards with respect to establishing reasonable service levels in the Province of BC. The RDBN population is almost a 50/50 split between rural and municipal residents, and so by only considering residents who live within municipal boundaries, you are leaving out approximately 50% of the RDBN population as well as potentially First Nations Communities.

In 2011, the RDBN Board of Directors adopted a position paper with respect the minimum acceptable service levels for RDBN residents. The position paper was based on a mapping exercise which outlined the locations of solid waste management facilities (garbage disposal) and considered resident retail shopping opportunities. It included a 30 km radius which indicated the "catchment" area for garbage disposal. Attached to this document is the position paper and map (which was updated in February 2016) for further information. It is requested that the BCUOMA use this information to develop, implement and maintain acceptable levels of service for RDBN residents.

Should you have any questions regarding the comments/feedback presented, please do not hesitate to let me know. And thank you again for your efforts to consult on these operational topics that are very important in making stewardship programs successful in BC

Sincerely,
Janine

Janine Dougall
Director of Environmental Services
Regional District of Bulkley-Nechako
Phone: 250-692-3195
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E-mail: janine.dougall@rdbn.bc.ca

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341, 110 – 174 Wilson St.

November 4th, 2016

Victoria, BC V9A 7N7

Toll Free: 1-866-254-0555

Fax: 780-414-1519

bcusedoil.com

Dear Stakeholder,

Re: Feedback Requested on Proposed Changes to the BCUOMA Return Collection Facility Program

The British Columbia Used Oil Management Association (BCUOMA) is a not-for-profit industry association responsible for the collection and management of lubricating oil, oil filters, oil containers, antifreeze and antifreeze containers in BC. Of the approximately 50 million liters of oil and 3 million liters of antifreeze that BCUOMA manages each year, an estimated 3% is collected from consumers that service their own vehicles. BCUOMA's Return Collection Facility (RCF) program was started in 2011 and it offers incentives to approximately 500 registered facilities (retailers, service stations, non-profit recycling centers, local government depots) across the Province to accept consumer returns.

BCUOMA is proposing to make changes to its RCF program to improve the consumer experience, upgrade the collection facilities and ensure that there are sufficient return options province-wide for consumers to access at no charge. Please provide your feedback on the proposed changes by **November 24th, 2016** to myself at dlawes@usedoilrecycling.ca

The proposed changes are outlined below:

1. Increase the Incentive for Consumer Returns

BCUOMA is proposing to increase the incentive for consumer returns to \$0.30/L for oil and antifreeze from \$0.10 for oil and \$0.15 for antifreeze. For facilities that collect only consumer material (e.g. depots) the new rate would apply to all the material collected. For facilities that receive consumer returns and self-generate oil and antifreeze through their business (e.g. service stations, lube shops), the incentive would apply only to the portion of material dropped off by a consumer.

2. Add New Multi-material Depot Return Options

BCUOMA is proposing to increase the number of multi-material depots that participate in the program by offering the \$0.30/L for consumer returns and making system adjustments. Many multi-material depots require that the collection system allow for consumer containers with liquids (e.g. paint, pesticides) to be placed unopened into totes for transport versus opened and emptied into a tank which is then pumped out by a collection company. BCUOMA is proposing to provide registered Collectors and Processors a \$0.25/L Return Incentive (RI) premium to collect and manage totes of unopened containers from multi-material depots. This premium is provided as an additional payment to the current zone-based RI. Multi-material facilities would need to negotiate collection arrangements with a BCUOMA registered collection company prior to the commencing of accepting used oil and antifreeze materials.

For list of collector's visit: <http://bcusedoil.com/collectors/>

3. Expand the Community Round-up Program

BCUOMA is proposing to expand the Community Round-up program to more rural and remote communities across BC. BCUOMA will aim to launch an expanded program in 2017 and work with local governments, community groups and potentially other stewardship programs. The communities that BCUOMA is targeting for a community



round-up are typically villages (>2500 people) that don't have a facility and are not within the driving distance criteria in the revised BCUOMA Minimum Service Levels (see below).

4. Expand the Infrastructure Grant Program

BCUOMA is proposing to expand the Infrastructure Grant Program to support the set-up of new facilities and upgrade of existing facilities. The grants can be used for new tanks, shelters, spill containment, signage, etc.. The suggested grant size is \$8k per facility (based on actual incurred costs) and the applications will be assessed based on the need within the community and the ability to meet the BCUOMA service level requirements. BCUOMA is aiming to provide up to 25 grants per year.

5. New Advertising Tool-kit

BCUOMA is developing an advertising tool-kit (templates, print ready material, etc.) to support facilities with community advertising and provide helpful information to consumers on how to use the facility. The kit will be developed in early 2017 and expanded and adjusted over time based on user feedback.

6. New BCUOMA Insurance Fund

BCUOMA is proposing to develop an insurance fund to provide some relief to the facilities and collectors that have concerns regarding contamination or spillage with consumer returns. While there have not been any major incidences, this potential concern has been brought to BCUOMA's attention as a potential barrier to participation in the program (particularly by retailers in high traffic shopping centers). The insurance fund criteria would be developed and available potentially by year end 2017. The fund criteria would be developed such that all three parties (collectors, facilities, BCUOMA) share the financial risk.

New BCUOMA Minimum Service Levels

BCUOMA is proposing to adopt new minimum services levels to ensure that consumers have access to facilities throughout BC. BCUOMA has retained MNP LLP to assess BCUOMA's current RCF program and develop a user intensity matrix that allows BCUOMA to make a science-based determination of the location and minimum number of facilities and community round-ups required in BC to meet the minimum service levels. The MNP User Intensity Matrix Report includes recommended minimum service levels and a community listing table outlining the minimum service in each municipality. The MNP report states that the recommended minimum service levels would mean that 99% of the population of BC living in a municipality community would have access to a facility and the remaining 1% (41,072 people) living in small municipalities would have access to recycle through a round-up event. The two MNP reports are available on the BCUOMA website (bcusedoil.com).

Please provide your feedback on the proposed changes by November 24th, 2016 to myself at dlawes@usedoilrecycling.ca

Sincerely,



David Lawes, Executive Director

BC Used Oil Management Association

**Development of a User Intensity Matrix
for the Return Collection Facility
Incentive Program**

November 2016

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INTRODUCTION

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Background

The Return Collection Facility ("RCF") incentive program began in 2011 as a means to ensure sufficient options were available across the province for the general public to return used oil and antifreeze at no charge. In order to achieve this objective, the British Columbia Used Oil Management Association ("BCUOMA") pays an incentive to a number of pre-approved facilities, notably retailers, oil change stations, local governments and non-profit recycling organizations, for the collection of oil and antifreeze at various locations in British Columbia ("BC"). In March 2016, MNP completed a review of the RCF program that identified a number of areas for future consideration, including revisiting the alignment of program funds with intended outcomes.

In October 2016, MNP was engaged by BCUOMA to undertake an analysis of the RCF incentive program with the goal of improving the design and delivery of the program. In particular, MNP was asked to develop the concept of a "user intensity matrix" that would consider minimum service levels across the province based on a set of community characteristics (e.g. population, income, and number of small commercial businesses) that corresponded to levels of need. As part of this work, the Stewardship Agencies of BC accessibility standard was re-examined in terms of its implications for the RCF program.

Approach

As part of the development of the user intensity matrix, MNP carried out the following activities:

- Collection of program data (including estimated DIY used oil volumes), economic data (such as the number of businesses registered) and demographic data (such as population and average income) at the community level, for each registered municipality in BC.
- Assessment of the data to determine key indicators that influence DIY used oil volumes across the province.
- Categorization of communities based on levels of need.
- Development of service standards for each type of community.
- Assessment of program coverage based on the user intensity approach.

OVERVIEW OF THE CURRENT STATE

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Program Overview

The RCF incentive program began in 2011 as a means to ensure free and sufficient access to drop off facilities for used oil and antifreeze materials in the province of BC. The program is funded by an environmental handling fee charged on the initial sale of these products.

RCFs participating in the program include retailers, oil change stations, local governments and non-profit recycling organizations. As of 2014 there were 509 RCFs participating in the program. As of June 2016 (the most recent data available at the time of the study), 195 of those had submitted claims.

Currently, there is significant variation in the number of facilities available in each community. While some communities may be overserved, other communities may be underserved, such as rural and remote areas with high forestry, agriculture, mining, transportation and other activity.

Program Coverage

According to the Stewardship Agencies of BC 2013 Action Plan¹, the following benchmark applies to collection facility coverage for product stewardship plans:

- For rural communities with a population of 4,000 or more, it should be no more than a 45 minute drive to a collection facility.
- For urban communities with a population of 4,000 or more, there should be at most a 30 minute drive to a collection facility.

For the purpose of this benchmark, rural and urban communities are defined as follows:

- Rural communities are cities, towns, resort municipalities and district municipalities with a population of between 4,000 and 29,999 outside the Metro Vancouver and Capital Regional Districts; and
- Urban communities are cities, district municipalities and towns within the Metro Vancouver and Capital Regional Districts with a population of 4,000 or more, and cities and district municipalities with a population of 30,000 or more in the remainder of the province.

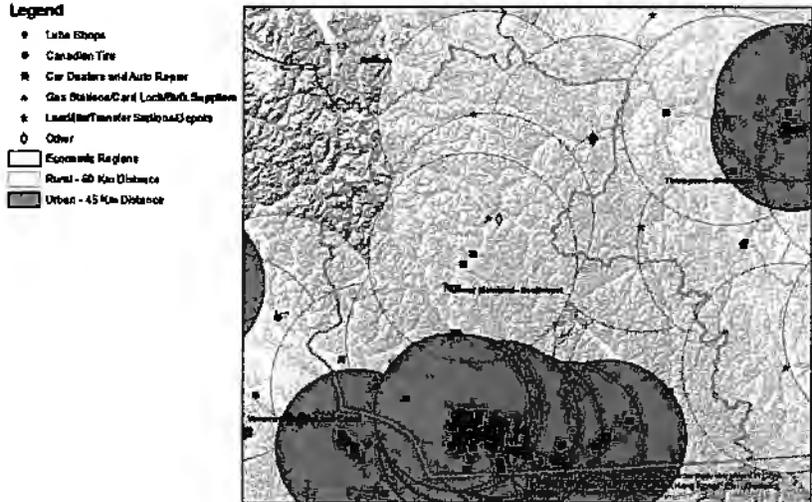
To assess the adequacy of RCF coverage in BC, MNP developed a coverage map for all rural and urban areas in our March 2016 report. A 45 km or 60 km radius was mapped around each facility to represent approximate driving times (45 km for urban facilities to represent a 30 minute driving distance, and 60 km for rural facilities to represent a 45 minute driving distance). The results of this mapping exercise are presented in Figure A-1 in Appendix A.

¹ Retrieved from http://www.bcrecycles.ca/assets/pdf/SABC_Action_Plan_Oct_16_Final.pdf

As shown in Figure A-1, all urban communities and almost all rural communities in BC were adequately covered by a collection facility within the Stewardship Agencies of BC guidelines, representing coverage of 99.5 percent of the total population for which this standard applies. The only exception appears in Northern BC, where a census subdivision with a population of over 4,000 is spread across a much larger geographical area.

However, as indicated in Figure 1, in certain areas of BC there appear to be more than a sufficient number of facilities. In the Lower Mainland/Southwest economic development region (and specifically in Greater Vancouver) there are a large number of registered facilities collecting used oil and antifreeze through the RCF incentive program.

Figure 1: Coverage of Return Collection Facilities in the Lower Mainland



Analysis Approach

To categorize communities according to level of need, our analysis considered the relationship between the estimated volume of DIY oil collected in each community (based on program administrative data for the first half of 2016) and key economic and demographic characteristics of each community.

Key indicators considered in the analysis included:

- Population (from the 2011 Census)
- Population density per square kilometre (from the 2011 Census)
- Average income (from the 2011 National Household Survey)
- Number of registered business establishments in key sectors (from the Canadian Business Register)

A simple linear regression analysis indicated that population and the number of registered businesses were statistically significant indicators (or explanatory variables) for the estimated amount of DIY oil collected. Population density and average income were not statistically significant variables, or indicators to "predict" the amount of DIY oil generated by a community.

Community Types

As a starting point for categorizing communities, MNP relied on the most current list available of registered BC municipalities.² Each municipality was classified according to the following definitions from the BC Local Government Act:

- A village, if the population is not greater than 2,500.
- A town, if the population is greater than 2,500 but not greater than 5,000.
- A city, if the population is greater than 5,000.

To add the level of service required for small commercial businesses (encompassing agriculture, forestry, mining, oil and gas, and truck transportation), MNP identified the number of registered business establishments within each municipality according to the following North American Industry Classification System (NAICS) categories:

- Crop Production (NAICS 111)
- Forestry and Logging (NAICS 113)
- Oil and Gas Extraction (NAICS 211)
- Mining and Quarrying (Except Oil and Gas) (NAICS 212)
- Truck Transportation (NAICS 484)

Cities and towns with more than 50 business establishments in agriculture, forestry, mining, oil and gas, and truck transportation were classified as "high industrial". Based on the above criteria, each municipality was categorized into one of six types as outlined in Table 1.

² Canada Revenue Agency. Retrieved from <http://www.cra-arc.gc.ca/chrts-gvng/qbfd-dns/qd-lstngs/mncplts-bc-lst-eng.html>

Table 1: Categorization of BC Municipalities by Type of Community

<i>Type of Community</i>	<i>Population Characteristics</i>	<i>Number of Business Establishments in Key Sectors</i>	<i>Number of Municipalities</i>	<i>Population (2011)³</i>
City, High Industrial	More than 5,000	More than 50	26	2,722,857
City, Low Industrial	More than 5,000	50 or less	48	1,024,930
Town, High Industrial	2,501 to 5,000	More than 50	4	19,136
Town, Low Industrial	2,501 to 5,000	50 or less	23	81,365
Village, High Industrial	2,500 or less	More than 50	0	0
Village, Low Industrial	2,500 or less	50 or less	60	67,075
Other	n/a	n/a	n/a	n/a
Total			161	3,915,363

Minimum Service Levels

In consultation with BCUOMA, the following minimum service levels were defined for each type of community, based on level of need.

Table 2: BCUOMA Minimum Service Levels by Type of Community

<i>Type of Community</i>	<i>Minimum Service Level</i>
City, High Industrial	One facility per 100,000 people
City, Low Industrial	One facility within a 30 minute drive
Town, High Industrial	One facility
Town, Low Industrial	One facility within a 30 minute drive
Village	One facility within a 45 minute drive, OR Round up event (twice per year)

Based on this criteria, cities and towns with higher levels of industrial activity would require at least one facility, with an increased level of service proportional to the size of the community (one per 100,000 people). Cities and towns with low levels of industrial activity would be serviced by at least one facility within a 30 minute drive. Villages with a population of 2,500 or less would be serviced by one facility within a 45 minute drive, or, if outside the proximity to a facility, be eligible for funding for up to two community collection or "round up" events per year.

³ Note that BC's 161 municipalities represent approximately 89% of BC's total population. Population data was unavailable for the Jumbo Glacier Resort Mountain Resort Municipality (incorporated in February 2013). Source: Statistics Canada, 2011 Census of Population

Coverage of the Program in the Province

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To assess the coverage of the program under the revised minimum service levels, MNP used a geographic information system (GIS) software program to determine the minimum number of facilities that would be required. The mapping exercise is based on the following assumptions:

- Any municipality that is categorized as "City, high industrial" or "Town, high industrial" should have at least one facility, as well as one facility per 100,000 people.
- Any municipality that is categorized as "City, low industrial" or "Town, low industrial" should be within 30 km of a facility, or otherwise have its own facility.
- Any municipality that is categorized as "Village" should be within 45 km of a facility, or otherwise be eligible for a community collection or round up event twice per year.

The following table provides a summary of the results of the mapping exercise, along with the number of facilities required to achieve the minimum service level requirements. A more detailed summary of the minimum service level that would apply to each municipality and regional district is outlined in Table A-1 in Appendix A.

Table 3: Summary of BC Municipalities by Minimum Service Level and Facility Requirements

<i>Type of Community</i>	<i>Number of Municipalities with a Facility</i>	<i>Number of Municipalities within Driving Distance to a Facility</i>	<i>Number of Municipalities eligible for Round Up Events</i>	<i>Number of Facilities Required for Coverage</i>
City, High Industrial	26	0	0	42
City, Low Industrial	22	26	0	23 ⁴
Town, High Industrial	4	0	0	4
Town, Low Industrial	13	10	0	13
Village	0	19	41	0
Total	65	55	41	82

Figures A-2 through A-6 in Appendix A highlight the revised RCF program coverage based on the user intensity approach. From this, MNP estimates that approximately 99.0 percent⁵ of the total population in BC living in a municipality would be within driving distance to a facility (the only exception would be approximately 41,072 people within the 41 communities eligible for round up events, each with a population of 2,500 or less).

This analysis suggests that the total number of collection facilities in the province could be reduced while still achieving provincial coverage.

⁴ An additional facility was added to the Capital Regional District to allow for more than one facility servicing a large population (greater than 100,000).

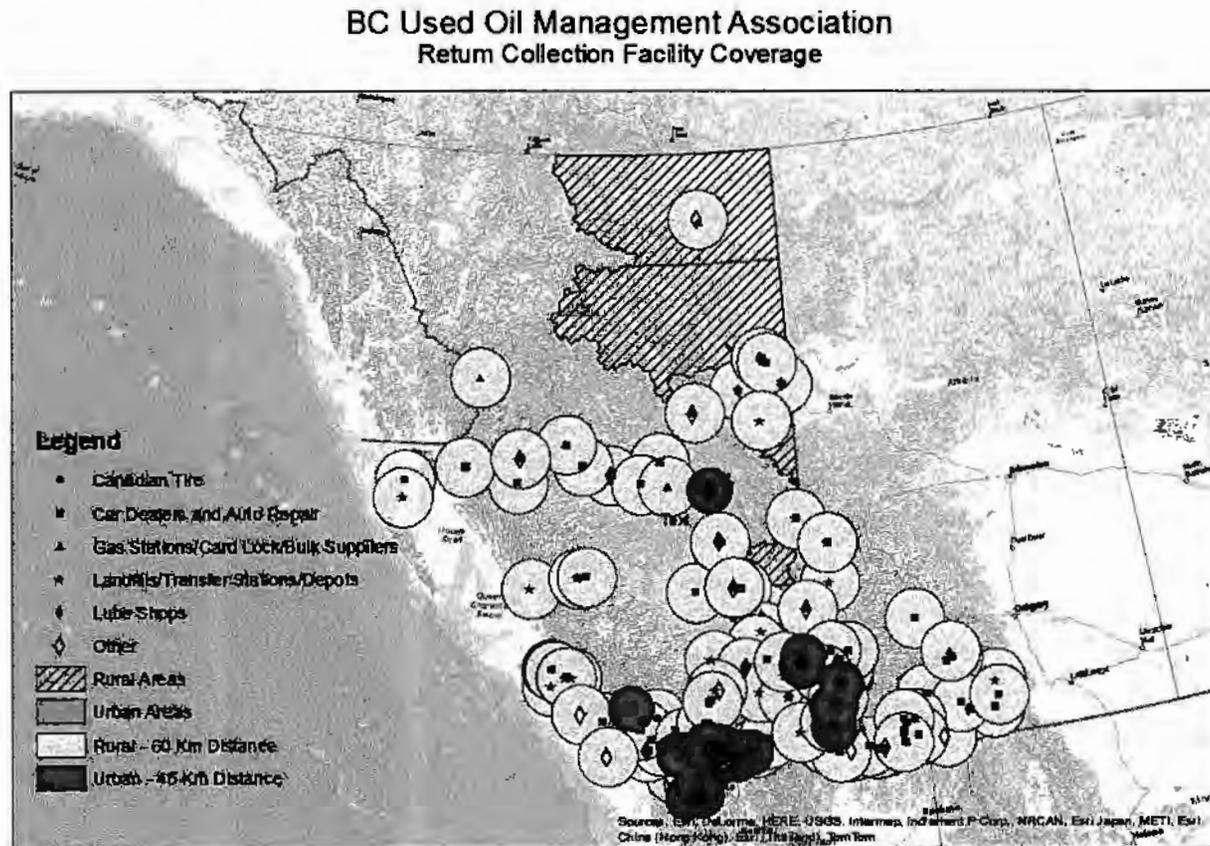
⁵ Included within this estimate is the total population of the Northern Rockies District Municipality. As this municipality covers a large geographic area, the entire population (approximately 5,290 in 2011) may not be within driving distance to a facility. One facility in Fort Nelson, however, would cover the majority of the population (about 3,902 in 2011).

APPENDIX A – SUPPLEMENTARY INFORMATION

Current Coverage of Return Collection Facilities in BC

Figure A-1 highlights the coverage of the 509 registered RCFs in BC, according to proximity to rural and urban communities, from MNP's March 2016 report. Note that all census subdivisions with a population of over 4,000 were included on the map.

Figure A-1: RCF Coverage of Urban and Rural Communities in BC

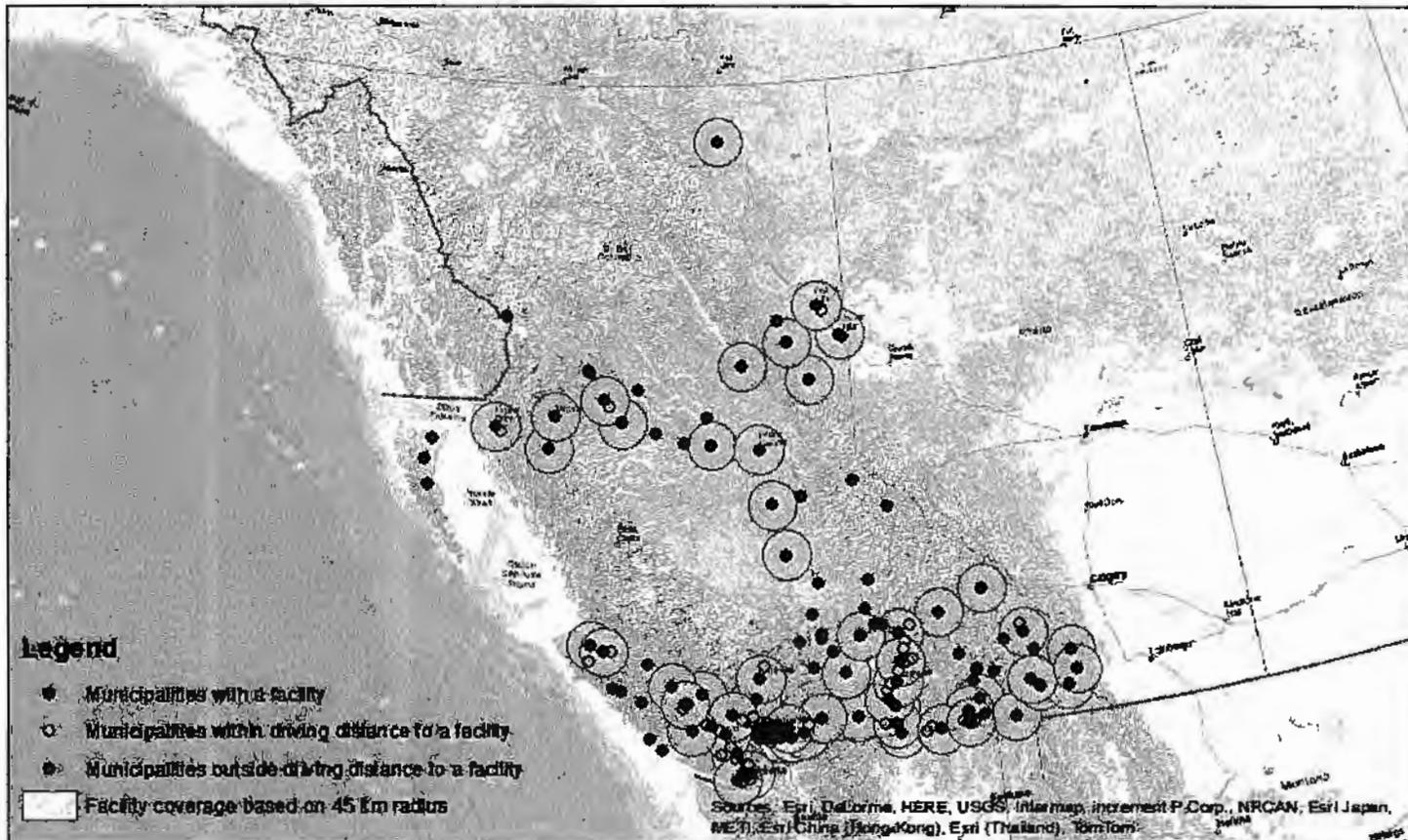


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Revised Coverage of Return Collection Facilities in BC

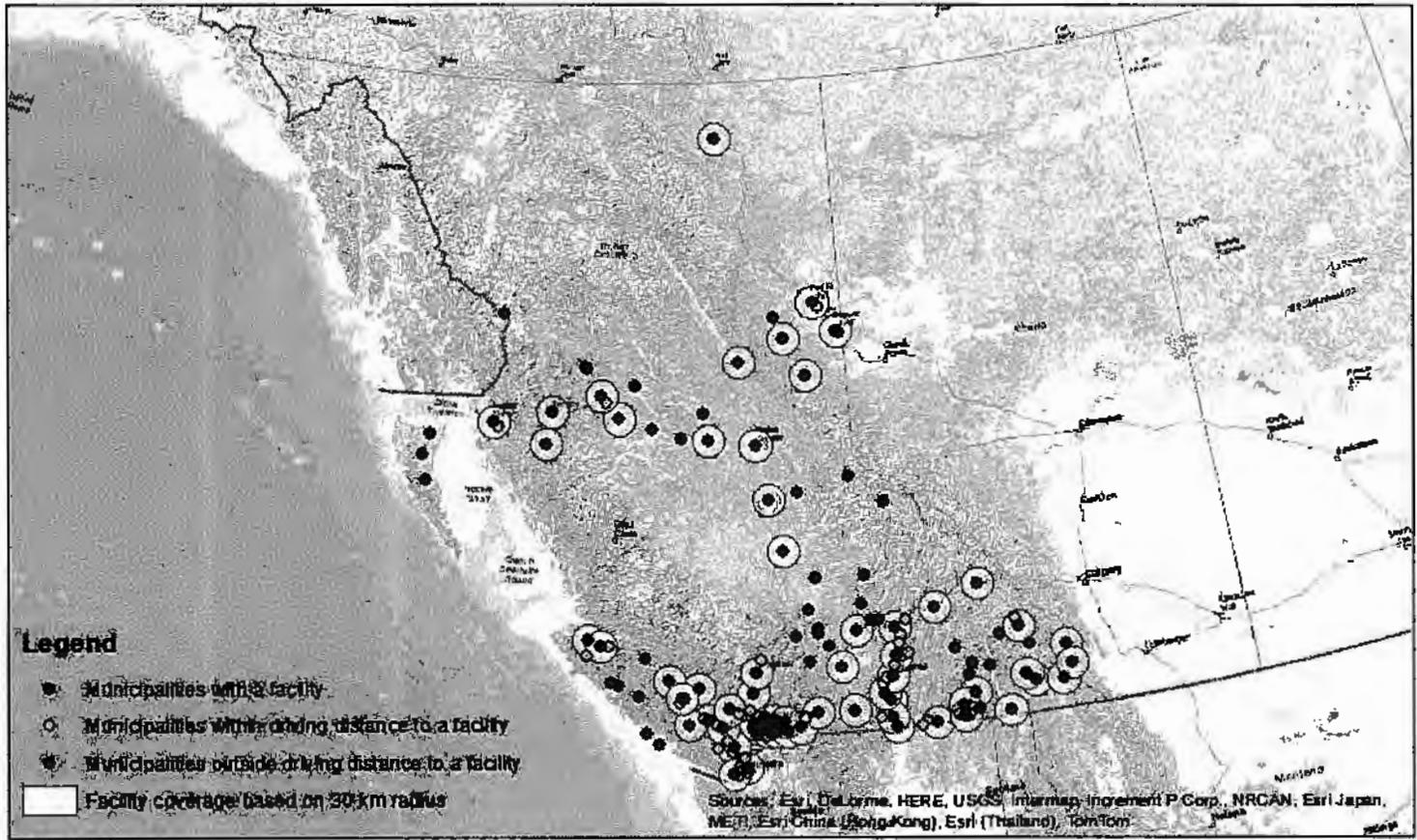
Figures A-2 and A-3 highlight the revised coverage of the RCF program for each BC municipality based on a 45 km distance and a 30 km distance from each facility, respectively. Figures A-4 to A-6 provide insets of Figure A-3 for the Lower Mainland, Southern Vancouver Island and the Okanagan. Note that all BC municipalities, including those with a population of less than 2,500, have been included as part of the analysis.

Figure A-2: Revised RCF Coverage of BC Municipalities based on User Intensity Approach (45 km radius)



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Figure A-3: Revised RCF Coverage of BC Municipalities based on User Intensity Approach (30 km radius)



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Figure A-4: Revised RCF Coverage of BC Municipalities In the Lower Mainland (30 km radius)

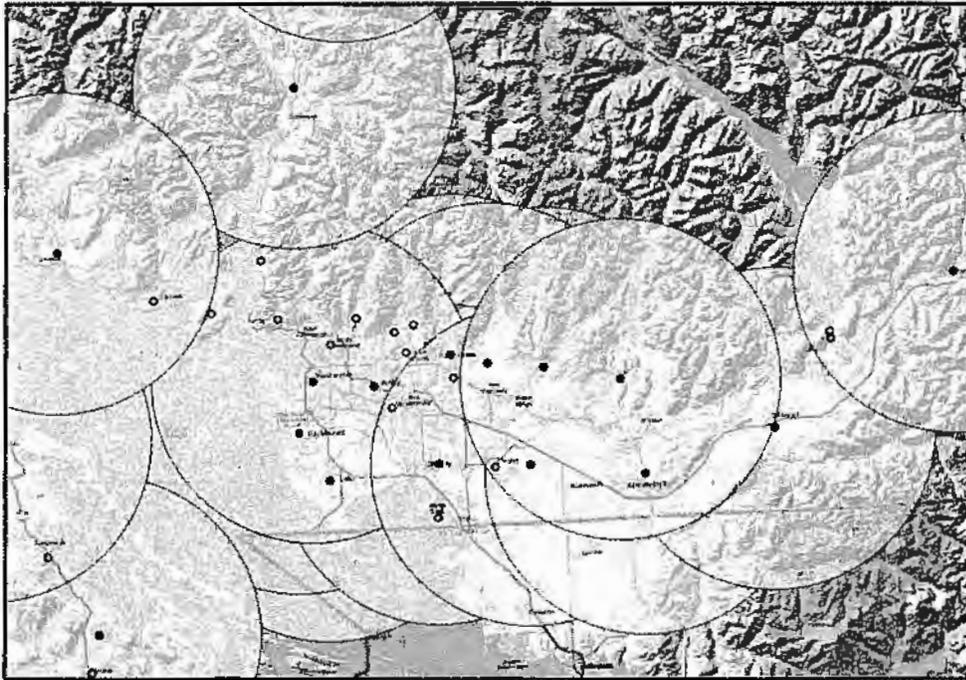


Figure A-5: Revised RCF Coverage of BC Municipalities In Southern Vancouver Island (30 km radius)

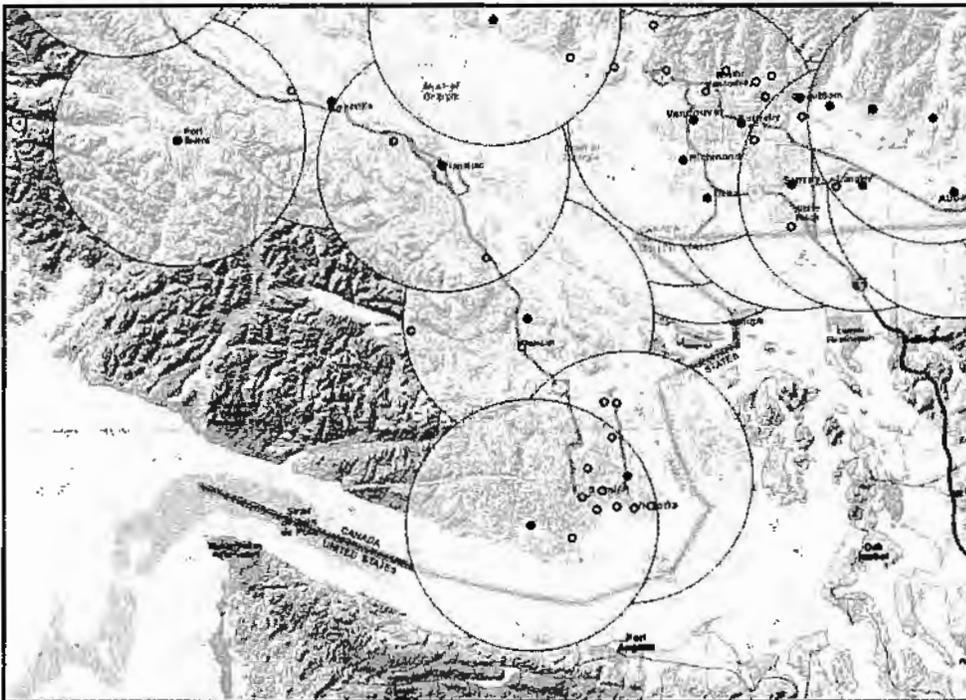
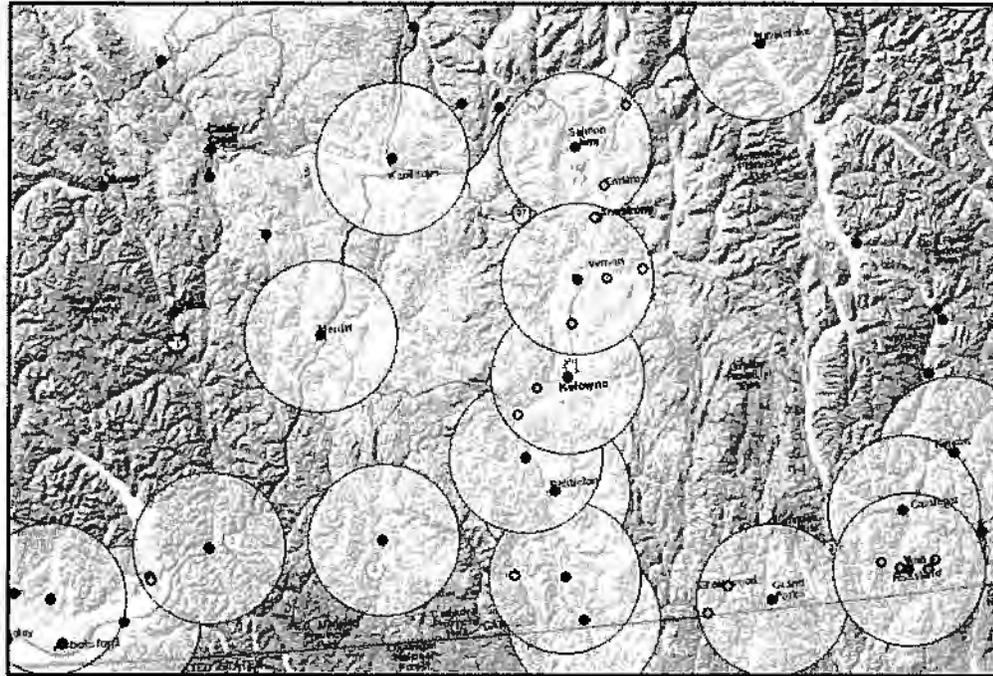


Figure A-6: Revised RCF Coverage of BC Municipalities in the Okanagan (30 km radius)



Community Listing

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Table A-1: RCF Minimum Service Levels by Municipality and by Regional District

Community Name	Type	Population (2011)	Number of Registered Businesses in Key Sectors	Minimum Service Level	Number of Facilities Required	Estimated Annual DIY Volumes (L) ⁶
Bulkley Nechako Regional District						
Smithers	City, Low Industrial	5,404	47	One facility	1	20,000
Vanderhoof	Town, High Industrial	4,480	85	One facility	1	20,000
Houston	Town, Low Industrial	3,147	16	One facility	1	20,000
Burns Lake	Village, Low Industrial	2,029	27	Round up	0	2,000
Fort St. James	Village, Low Industrial	1,691	0	Round up	0	2,000
Telkwa	Village, Low Industrial	1,350	15	Within driving distance	0	0
Fraser Lake	Village, Low Industrial	1,167	0	Round up	0	2,000
Granisle	Village, Low Industrial	303	0	Round up	0	2,000
Total					3	68,000
Capital Regional District						
Saanich	City, Low Industrial	109,752	30	At least one facility ⁷	2	40,000
Victoria	City, Low Industrial	80,017	21	Within driving distance	0	0
Langford	City, Low Industrial	29,228	25	Within driving distance	0	0
Oak Bay	City, Low Industrial	18,015	4	Within driving distance	0	0
Esquimalt	City, Low Industrial	16,209	5	Within driving distance	0	0
Colwood	City, Low Industrial	16,093	7	Within driving distance	0	0
Central Saanich	City, Low Industrial	15,936	40	Within driving distance	0	0
Sooke	City, Low Industrial	11,435	10	One facility	1	20,000
Sidney	City, Low Industrial	11,178	3	Within driving distance	0	0
North Saanich	City, Low Industrial	11,089	17	Within driving distance	0	0
View Royal	City, Low Industrial	9,381	7	Within driving distance	0	0
Metchosin	Town, Low Industrial	4,803	7	Within driving distance	0	0
Highlands	Village, Low Industrial	2,120	1	Within driving distance	0	0
Total					3	60,000
Cariboo Regional District						
Williams Lake	City, High Industrial	10,832	80	One facility	1	20,000
Quesnel	City, High Industrial	10,007	54	One facility	1	20,000
One Hundred Mile House	Village, Low Industrial	1,886	28	Round up	0	2,000
Wells	Village, Low Industrial	245	0	Round up	0	2,000
Total					2	44,000

⁶ Estimated annual DIY volumes were calculated based on the following guidelines from BCUOMA: 20,000 litres per facility and 1,000 litres per community round up event.

⁷ An additional facility was added to allow for more than one facility servicing a large population (greater than 100,000).

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Community Name	Type	Population (2011)	Number of Registered Businesses in Key Sectors	Minimum Service Level	Number of Facilities Required	Estimated Annual DIY Volumes (L) ⁶
Comox Valley Regional District						
Courtenay	City, Low Industrial	24,099	32	One facility	1	20,000
Comox	City, Low Industrial	13,627	13	Within driving distance	0	0
Cumberland	Town, Low Industrial	3,398	4	Within driving distance	0	0
Total					1	20,000
Cowichan Valley Regional District						
North Cowichan	City, High Industrial	28,807	53	One facility	1	20,000
Ladysmith	City, Low Industrial	7,921	10	Within driving distance	0	0
Duncan	Town, Low Industrial	4,932	10	Within driving distance	0	0
Lake Cowichan	Town, Low Industrial	2,974	10	Within driving distance	0	0
Total					1	20,000
Fraser Valley Regional District						
Abbotsford	City, High Industrial	133,497	759	One facility per 100,000	2	40,000
Chilliwack	City, High Industrial	77,936	193	One facility	1	20,000
Mission	City, High Industrial	36,426	78	One facility	1	20,000
Hope	City, Low Industrial	5,969	14	One facility	1	20,000
Kent	City, Low Industrial	5,664	21	Within driving distance	0	0
Harrison Hot Springs	Village, Low Industrial	1,468	1	Within driving distance	0	0
Total					5	100,000
Greater Vancouver Regional District						
Vancouver	City, High Industrial	603,502	233	One facility per 100,000	6	120,000
Surrey	City, High Industrial	468,251	1,137	One facility per 100,000	5	100,000
Burnaby	City, High Industrial	223,218	132	One facility per 100,000	3	60,000
Richmond	City, High Industrial	190,473	203	One facility per 100,000	2	40,000
Coquitlam	City, High Industrial	126,456	74	One facility per 100,000	2	40,000
Langley	City, High Industrial	104,177	359	One facility per 100,000	2	40,000
Delta	City, High Industrial	99,863	245	One facility	1	20,000
North Vancouver	City, Low Industrial	84,412	25	Within driving distance	0	0
Maple Ridge	City, High Industrial	76,052	93	One facility	1	20,000
New Westminster	City, Low Industrial	65,976	43	Within driving distance	0	0
Port Coquitlam	City, Low Industrial	56,342	45	Within driving distance	0	0
North Vancouver	City, Low Industrial	48,196	16	Within driving distance	0	0
West Vancouver	City, Low Industrial	42,694	9	Within driving distance	0	0
Port Moody	City, Low Industrial	32,975	9	Within driving distance	0	0
Langley	City, Low Industrial	25,081	19	Within driving distance	0	0
White Rock	City, Low Industrial	19,339	3	Within driving distance	0	0
Pitt Meadows	City, High Industrial	17,736	67	One facility	1	20,000
Bowen Island	Town, Low Industrial	3,402	5	Within driving distance	0	0

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Community Name	Type	Population (2011)	Number of Registered Businesses in Key Sectors	Minimum Service Level	Number of Facilities Required	Estimated Annual DIY Volumes (L) ⁶
Anmore	Village, Low Industrial	2,092	1	Within driving distance	0	0
Lions Bay	Village, Low Industrial	1,318	1	Within driving distance	0	0
Belcarra	Village, Low Industrial	644	0	Within driving distance	0	0
Total					23	460,000
Kitimat Stikine Regional District						
Terrace	City, Low Industrial	11,486	30	One facility	1	20,000
Kitimat	City, Low Industrial	8,335	2	One facility	1	20,000
New Hazelton	Village, Low Industrial	666	8	Round up	0	2,000
Stewart	Village, Low Industrial	494	5	Round up	0	2,000
Hazelton	Village, Low Industrial	270	1	Round up	0	2,000
Total					2	46,000
Mount Waddington Regional District						
Port Hardy	Town, Low Industrial	4,008	24	One facility	1	20,000
Port McNeill	Town, Low Industrial	2,505	20	One facility	1	20,000
Port Alice	Village, Low Industrial	805	5	Round up	0	2,000
Alert Bay	Village, Low Industrial	445	0	Within driving distance	0	0
Total					2	42,000
Northern Rockies Regional District						
Northern Rockies	Town, High Industrial	4,987	51	One facility	1	20,000
Total					1	20,000
Peace River Regional District						
Fort St. John	City, High Industrial	18,609	203	One facility	1	20,000
Dawson Creek	City, High Industrial	11,583	52	One facility	1	20,000
Tumbler Ridge	Town, Low Industrial	2,710	3	One facility	1	20,000
Chetwynd	Town, Low Industrial	2,635	38	One facility	1	20,000
Taylor	Village, Low Industrial	1,373	27	Within driving distance	0	0
Hudson's Hope	Village, Low Industrial	970	0	Round up	0	2,000
Pouce Coupe	Village, Low Industrial	738	16	Within driving distance	0	0
Total					4	82,000
Powell River Regional District						
Powell River	City, High Industrial	13,165	54	One facility	1	20,000
Total					1	20,000
Regional District of Alberni-Clayoquot						
Port Alberni	City, Low Industrial	17,743	32	One facility	1	20,000
Tofino	Village, Low Industrial	1,876	0	Round up	0	2,000
Ucluelet	Village, Low Industrial	1,627	4	Round up	0	2,000
Total					1	24,000

Community Name	Type	Population (2011)	Number of Registered Businesses in Key Sectors	Minimum Service Level	Number of Facilities Required	Estimated Annual DIY Volumes (L) ⁶
Regional District of Central Kootenay						
Nelson	City, Low Industrial	10,230	9	One facility	1	20,000
Castlegar	City, Low Industrial	7,816	5	One facility	1	20,000
Creston	City, Low Industrial	5,306	48	One facility	1	20,000
Nakusp	Village, Low Industrial	1,569	13	Round up	0	2,000
Salmo	Village, Low Industrial	1,139	7	Within driving distance	0	0
Kaslo	Village, Low Industrial	1,026	0	Round up	0	2,000
New Denver	Village, Low Industrial	504	6	Round up	0	2,000
Slocan	Village, Low Industrial	296	0	Round up	0	2,000
Silverton	Village, Low Industrial	195	0	Round up	0	2,000
Total					3	70,000
Regional District of Central Okanagan						
Kelowna	City, High Industrial	117,312	196	At least one facility	2	40,000
West Kelowna	City, Low Industrial	30,892	30	Within driving distance	0	0
Lake Country	City, Low Industrial	11,708	49	Within driving distance	0	0
Peachland	City, Low Industrial	5,200	9	Within driving distance	0	0
Total					2	40,000
Regional District of Columbia-Shuswap						
Salmon Arm	City, Low Industrial	17,464	39	One facility	1	20,000
Revelstoke	City, Low Industrial	7,139	22	One facility	1	20,000
Golden	Town, Low Industrial	3,701	23	One facility	1	20,000
Sicamous	Village, Low Industrial	2,441	7	Within driving distance	0	0
Total					3	60,000
Regional District of East Kootenay						
Cranbrook	City, Low Industrial	19,319	36	One facility	1	20,000
Kimberley	City, Low Industrial	6,652	5	One facility	1	20,000
Fernie	Town, Low Industrial	4,448	9	One facility	1	20,000
Sparwood	Town, Low Industrial	3,667	12	One facility	1	20,000
Invermere	Town, Low Industrial	2,955	11	One facility	1	20,000
Elkford	Town, Low Industrial	2,523	2	One facility	1	20,000
Radium Hot Springs	Village, Low Industrial	777	3	Within driving distance	0	0
Canal Flats	Village, Low Industrial	715	5	Round up	0	2,000
Jumbo Glacier						
Mountain Resort Municipality	Village, Low Industrial	Unknown	Unknown	Round up	0	2,000
Total					6	124,000

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Community Name	Type	Population (2011)	Number of Registered Businesses in Key Sectors	Minimum Service Level	Number of Facilities Required	Estimated Annual DIY Volumes (L)*
Regional District of Fraser-Fort George						
Prince George	City, High Industrial	71,974	188	One facility	1	20,000
Mackenzie	Town, Low Industrial	3,507	20	One facility	1	20,000
Valemount	Village, Low Industrial	1,020	12	Round up	0	2,000
McBride	Village, Low Industrial	586	13	Round up	0	2,000
Total					2	44,000
Regional District of Kootenay Boundary						
Trail	City, Low Industrial	7,681	5	One facility	1	20,000
Grand Forks	Town, Low Industrial	3,985	14	One facility	1	20,000
Rosland	Town, Low Industrial	3,556	1	Within driving distance	0	0
Fruitvale	Village, Low Industrial	2,016	5	Within driving distance	0	0
Warfield	Village, Low Industrial	1,700	3	Within driving distance	0	0
Montrose	Village, Low Industrial	1,030	0	Within driving distance	0	0
Greenwood	Village, Low Industrial	708	1	Within driving distance	0	0
Midway	Village, Low Industrial	674	5	Round up	0	2,000
Total					2	42,000
Regional District of Nanaimo						
Nanaimo	City, High Industrial	83,810	74	One facility	1	20,000
Parksville	City, Low Industrial	11,977	10	One facility	1	20,000
Qualicum Beach	City, Low Industrial	8,687	11	Within driving distance	0	0
Lantzville	Town, Low Industrial	3,601	8	Within driving distance	0	0
Total					2	40,000
Regional District of North Okanagan						
Vernon	City, High Industrial	38,150	57	One facility	1	20,000
Coldstream	City, Low Industrial	10,314	24	Within driving distance	0	0
Spallumcheen	City, Low Industrial	5,055	14	Within driving distance	0	0
Armstrong	Town, Low Industrial	4,815	45	Within driving distance	0	0
Enderby	Town, Low Industrial	2,932	10	Within driving distance	0	0
Lumby	Village, Low Industrial	1,731	13	Within driving distance	0	0
Total					1	20,000
Regional District of Okanagan Similkameen						
Penticton	City, High Industrial	32,877	73	One facility	1	20,000
Summerland	City, High Industrial	11,280	62	One facility	1	20,000
Osoyoos	Town, High Industrial	4,845	64	One facility	1	20,000
Oliver	Town, High Industrial	4,824	113	One facility	1	20,000
Princeton	Town, Low Industrial	2,724	22	One facility	1	20,000
Keremeos	Village, Low Industrial	1,330	29	Round up	0	2,000
Total					5	102,000

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Community Name	Type	Population (2011)	Number of Registered Businesses in Key Sectors	Minimum Service Level	Number of Facilities Required	Estimated Annual DIY Volumes (L) ⁶
Skeena-Queen Charlotte Regional District						
Prince Rupert	City, Low Industrial	12,508	9	One facility	1	20,000
Queen Charlotte	Village, Low Industrial	944	0	Round up	0	2,000
Masset	Village, Low Industrial	884	0	Round up	0	2,000
Port Edward	Village, Low Industrial	544	1	Within driving distance	0	0
Port Clements	Village, Low Industrial	378	7	Round up	0	2,000
Total					1	26,000
Squamish-Lillooet Regional District						
Squamish	City, Low Industrial	17,158	35	One facility	1	20,000
Whistler	City, Low Industrial	9,824	5	One facility	1	20,000
Pemberton	Village, Low Industrial	2,369	21	Within driving distance	0	0
Lillooet	Village, Low Industrial	2,322	0	Round up	0	2,000
Total					2	42,000
Strathcona Regional District						
Campbell River	City, High Industrial	31,186	126	One facility	1	20,000
Gold River	Village, Low Industrial	1,267	8	Round up	0	2,000
Sayward	Village, Low Industrial	317	0	Round up	0	2,000
Tahsis	Village, Low Industrial	316	1	Round up	0	2,000
Zeballos	Village, Low Industrial	125	1	Round up	0	2,000
Total					1	28,000
Sunshine Coast Regional District						
Sechelt	City, Low Industrial	9,291	16	One facility	1	20,000
Gibsons	Town, Low Industrial	4,437	6	Within driving distance	0	0
Total					1	20,000
Thompson Nicola Regional District						
Kamloops	City, High Industrial	85,678	138	One facility	1	20,000
Merritt	City, Low Industrial	7,113	34	One facility	1	20,000
Chase	Village, Low Industrial	2,495	9	Round up	0	2,000
Clearwater	Village, Low Industrial	2,331	5	Round up	0	2,000
Logan Lake	Village, Low Industrial	2,073	0	Round up	0	2,000
Barriere	Village, Low Industrial	1,773	12	Round up	0	2,000
Ashcroft	Village, Low Industrial	1,628	0	Round up	0	2,000
Cache Creek	Village, Low Industrial	1,040	6	Round up	0	2,000
Clinton	Village, Low Industrial	636	0	Round up	0	2,000
Sun Peaks Mountain	Village, Low Industrial	371	0	Round up	0	2,000
Lytton	Village, Low Industrial	228	4	Round up	0	2,000
Total					2	58,000
Grand Total					82	1,722,000



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Board - Transition
(Letter of Approval)

02/12/2016

RECEIVED
DEC 02 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

To whom it may concern:

Re: Northern BC Transit Initiative Funding Approval

Please accept this resolution, carried unanimously at the December 1, 2016 meeting of Council, as proof of Council's conditional support for the Northern BC Transit Initiative:

THAT the Village of Burns Lake commit to a maximum contribution of \$12,500 to the Northern BC Transit Initiative year over year ongoing, on the condition that:

- The downtown portion of the bus path be rerouted to Government and Gilgan Drive;
- a joint bus stop and train shelter be installed on Gilgan Drive; and
- That the Project Coordinator position be funded by the Provincial Government for a minimum of two years.

Should you require any further information in regards to this resolution, please contact me at chart@burnslake.ca or by phone at 250-692-7587.

Sincerely,

Cameron Hart
City Clerk - Village of Burns Lake





166 MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: December 06, 2016
Re: Land Referral File No. 7409875 (Friesen)

This application is regarding a Crown Grant to obtain additional land for extensive agriculture purposes. The subject property is legally described as Fractional Section 33, Township 1, Range 4, Coast District, Except Plans A107 & 4183 and located near Ens Road, approximately 6 kilometres east of the District of Vanderhoof. The application area is approximately 122.64 ha. in size.

Location Map

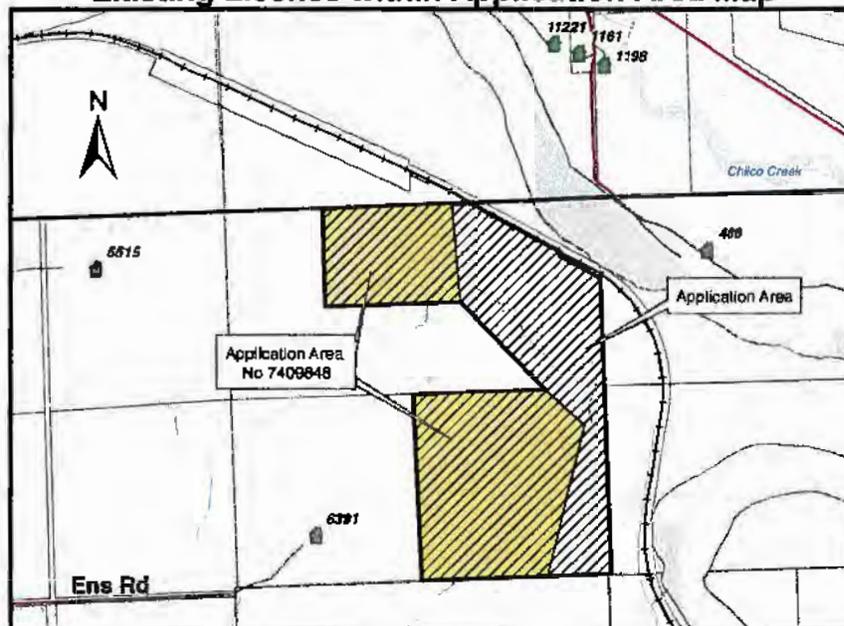


The intent of this application is to provide additional arable land to their existing farm operation which is located directly south and west of the application area. This Licence of Occupation will allow the applicant to establish fencing, harvest merchantable timber, and clear land for forage production.

The application area is zoned Rural Resource (RR1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 and is found within the Agricultural Land Reserve. The application complies with zoning.

The land is currently vacant and forested. However, it is noted that there is an existing Agricultural Extensive License of Occupation (No. 7409848) application made within the application area. The Board considered Licence No. 7409848 in August 2016 and did not have any concerns. A Provincial Lands Officer is working with the applicants to reach a mutual agreement. If an agreement cannot be reached, the Province will move to a competitive bid process to determine priority.

Existing License within Application Area Map



According to our mapping the application area appears to include the Sinkut River and many wetlands. The Province is encouraged to work with the applicants to mitigate any foreseen impacts to the wetlands and Sinkut River.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409875.

Rural Directors – All/Directors/Majority

Reviewed by:

Jason Llewellyn
Director of Planning

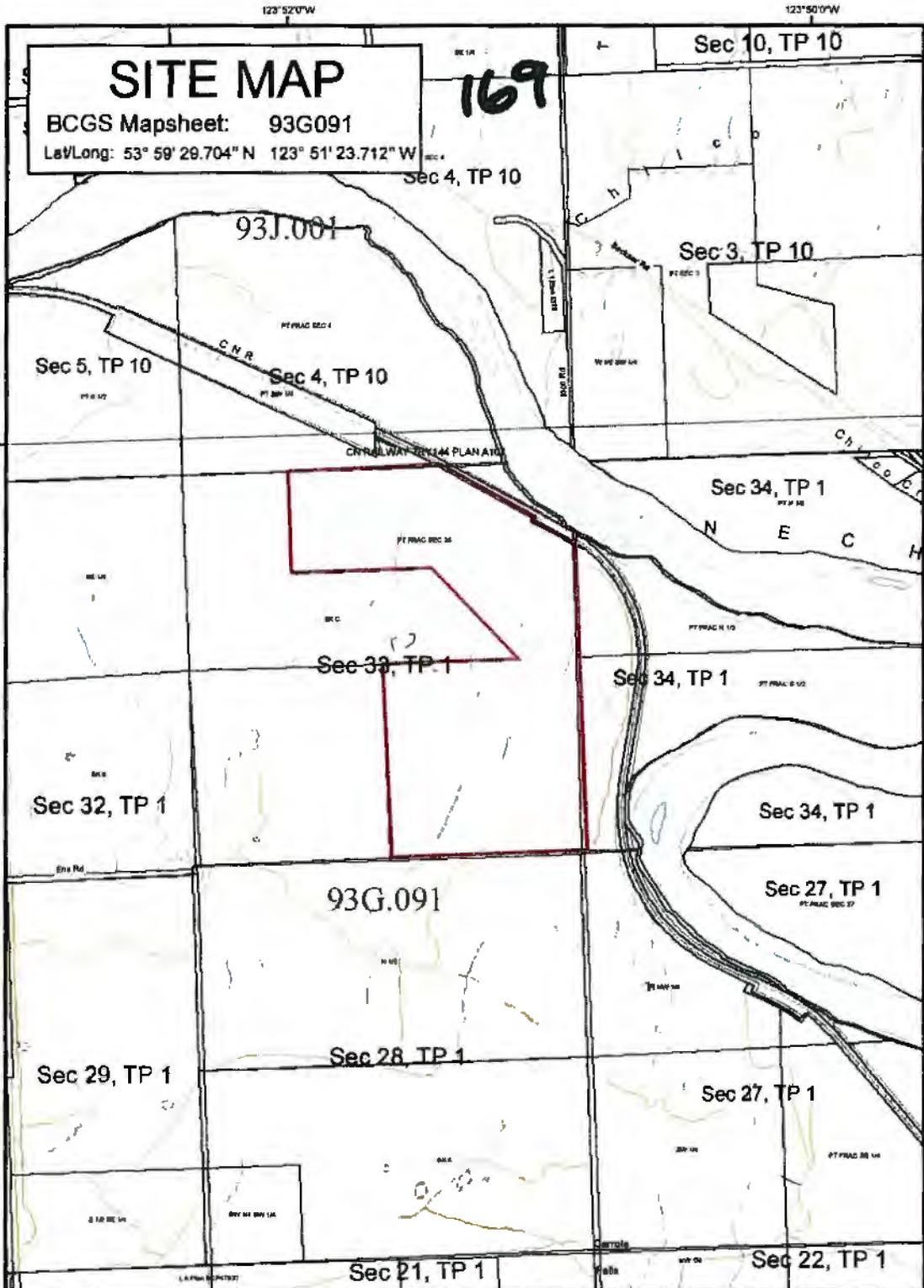
Written by:

Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7409875

Electoral Area:	F
Applicant:	Jessica Friesen
Existing Land Use:	Vacant, Forested
Zoning:	Rural Resource (RR1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Plan Designation	Agriculture (AG) under Vanderhoof Rural Official Community Plan, Bylaw No. 1517, 2009. Section 3.1.2 (11) of the area's OCP states that "the Province is encouraged to implement innovated approaches to making appropriately located Crown lands available and affordable for agriculture use."
Proposed Use Comply With Zoning:	Yes
If not, why?	
Agricultural Land Reserve:	Within the ALR
Access Highway:	Ens Road
Archaeological Site:	None according to provincial mapping
Building Inspection:	Within the Building Inspection Area
Fire Protection:	Outside the Rural Fire Protection Area
Other comments:	According to our mapping the application area appears to include the Sinkut River and many wetlands. The Province is encouraged to work with the applicants to mitigate any foreseen impacts to the wetlands and Sinkut River.



SITE MAP
 BCGS Mapsheet: 93G091
 Lat/Long: 53° 59' 29.704" N 123° 51' 23.712" W

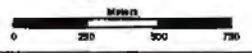
169

File Number: 7409875
 Site # 1 of 1 - APPLICATION Area = 122.64 Ha.
 TYPE: CROWN GRANT PURPOSE: AGRICULTURE
 SUBTYPE: DIRECT SALE SUBPURPOSE: EXTENSIVE
 LOCATION: VANDERHOOF ORTHOPHOTO YEAR: N/A

Produced by
 Ministry of Forests, Lands &
 Natural Resource Operations
 Northern Services Centre
 Prince George BC
 Date: October 25, 2018

Scale: 1:20,000
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Projection: BC Albers
 Datum: NAD 83

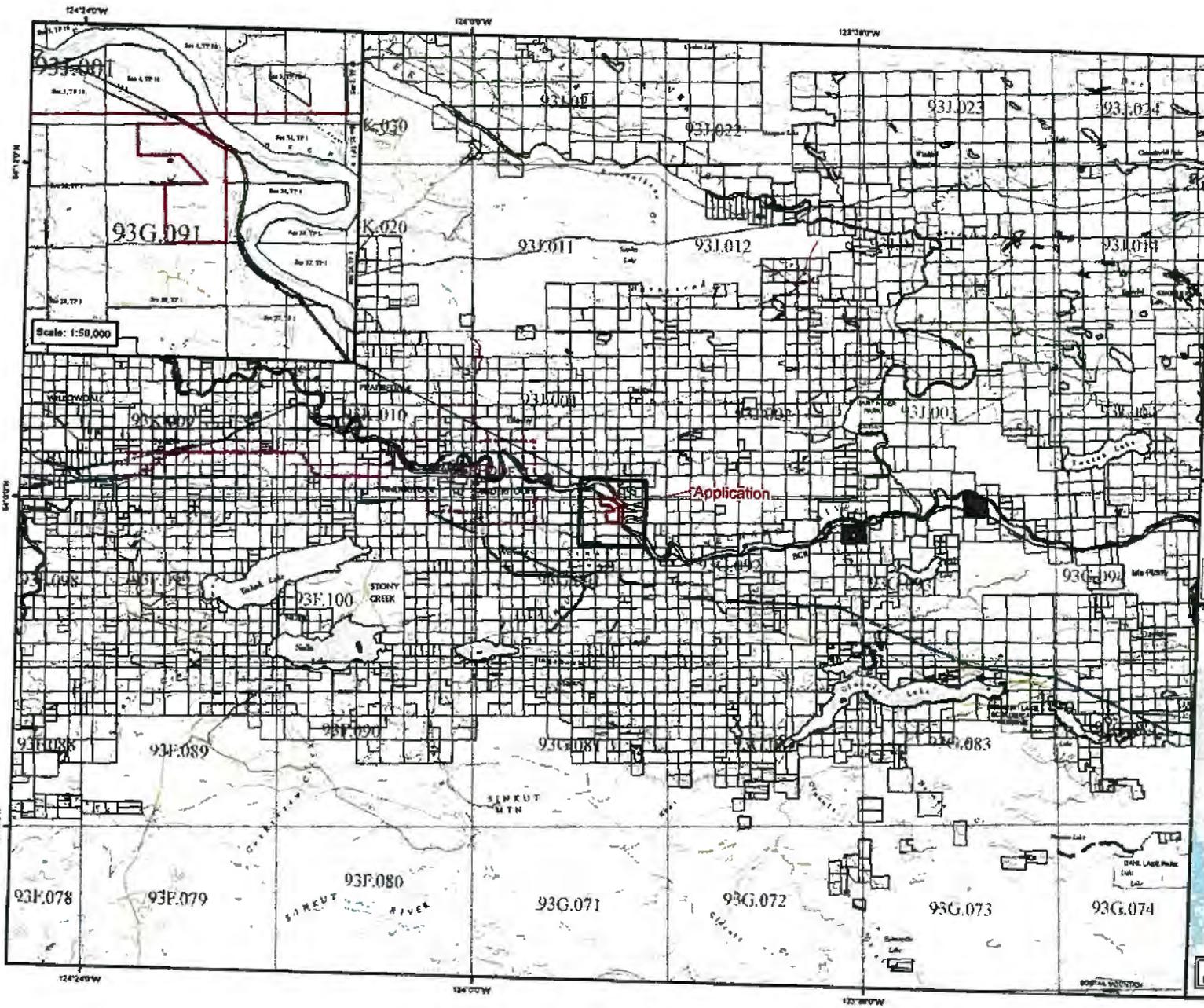


Legend

- | | |
|--------------------------|------------------------------|
| Crown Land Application | Protected Park |
| Primary Survey Parcel | Protected Area |
| Subdivision | OIO Ecological Reserve |
| Municipality | Recreation Area |
| Surveyed Right-of-Way | Base Shipping Features (BSF) |
| Surveyed Road R/W | River or Stream |
| Gas/Oil R/W District Lot | River or Stream - Dry |
| Power Transmission R/W | Lake |
| Gas/Oil R/W | Reservoir - Detention |
| Telecom R/W District Lot | Marsh/Charfield |
| Miscellaneous R/W | Contour - 20m Interval |
| Transportation Corridors | Transportation - Lines (20K) |
| Highway | Arête |
| Railway | Road |
| Surveyed Road R/W | Forest Service Road |
| | Road Parcel |
| | Trail |
| | Rail Line |

All measurements are approximate





LOCATION MAP
 File - 7409875 Area = 122.04 Ha
 Client - JESSICA FRIESEN

Legend

- | | | | |
|--|---|---|--|
| <ul style="list-style-type: none"> Crown Land Application Ecological Boundary Primary Survey Parcel Subdivision Surveyed Align of Way | <ul style="list-style-type: none"> Protected Park Protected Area OIC Ecological Reserve | <ul style="list-style-type: none"> Highway Railway Surveyed Road RW Road Forest Service Road Trail Rail Line | <ul style="list-style-type: none"> Riparian River or Stream - Definite River or Stream - Day River or Stream - Interim Dam - existing Base Flooded Land - Inundated Lake - Definite Lake - Interim Lake - Indefinite Reservoir - Definite Glacier Island Island - Definite Island - Day |
|--|---|---|--|
- Contours**
 Contour - Interval 200m

Produced by
 Ministry of Forests, Lands and
 Natural Resources Operations
 Prince George
 Forest Centre
 Date: October 28, 2016

Scale: 1:250,000
 *if printed on 17X11 paper

FERRIS COUNTY

BC Alberta Project/INAD 83



171

MANAGEMENT PLAN

Jessica Friesen

- Purchase land to extend current farm holdings
- Cut and clear timber
- Develop and seed land for forage production



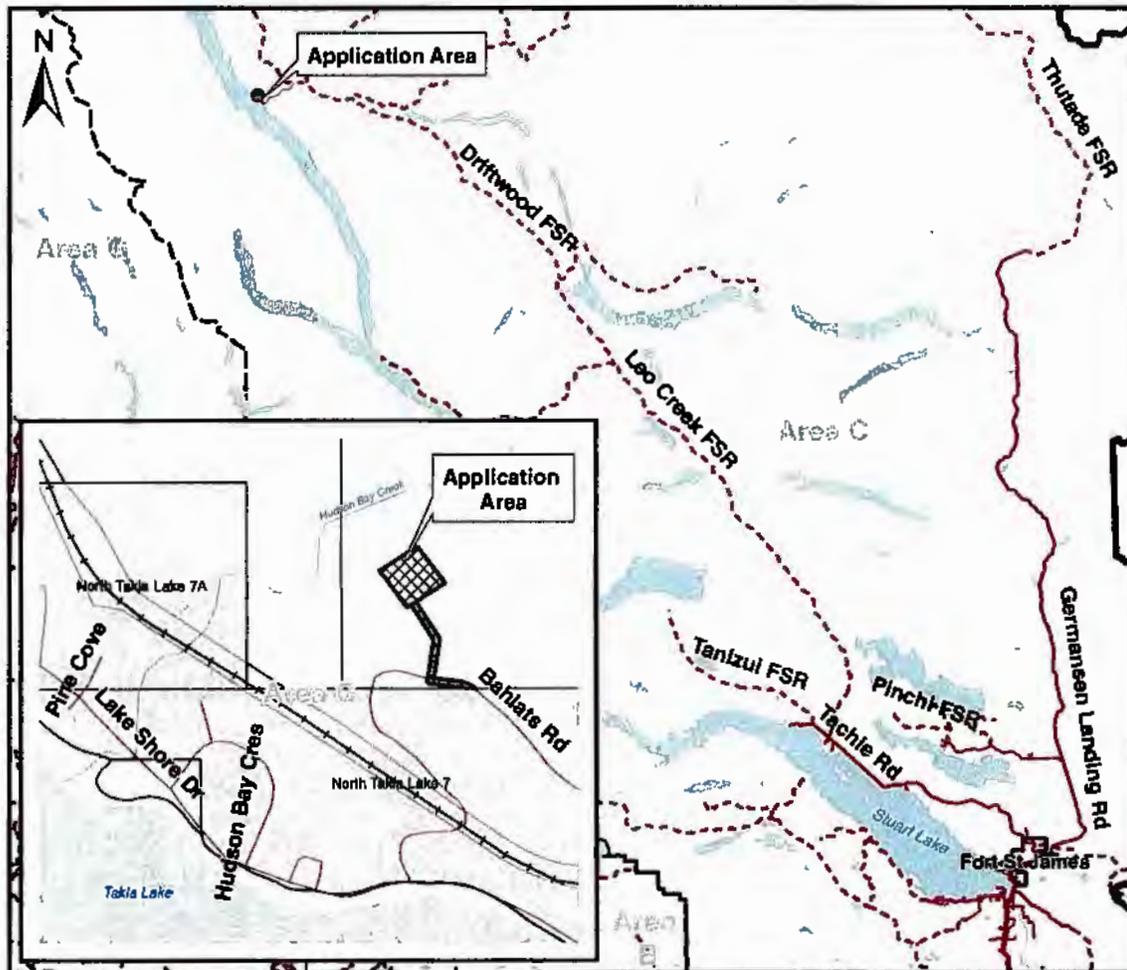
172 MEMORANDUM

To: Rural Directors
From: Jennifer MacIntyre, Planner I
Date: November 30, 2016
Re: Land Referral File No. 7409872 and 7409873 (BC Hydro)

This referral is for two Licence of Occupation applications made to the Province by BC Hydro, for a diesel generating station (7409873) and a right of way (7409872).

The industrial site is 0.81 ha. in size. The 1.21 ha. ROW is proposed to connect the industrial site with Behlats Road. The application areas are located near Takla Lake # 7 Indian Reserve, approximately 150 km northwest of Fort St James.

Location Map



The purpose of the project is to improve reliability of the electricity supply to Takla Landing by clearing the trees along the feeder ROW so that they do not fall on the lines, and build a backup diesel station to provide power when there are outages.

The proposed diesel generating station will consist of a building, diesel generators, fuel tank, control room and ancillary equipment. A 30m fire break on all sides of the station will be cleared of trees.

BC Hydro has been working with the Takla Landing First Nation (TLFN) to establish this site, and the TLFN chose the proposed site. BC Hydro have completed a Management Plan which is attached to this report. The appendix attachments to the Management Plan are available from staff on request.

The application areas are not zoned.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409872 and 7409873.

Rural Directors – All Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT
SHEET ON CROWN LAND REFERRAL 7409872 and 7409873**

Electoral Area:	C
Applicant:	BC Hydro
Existing Land Use:	Vacant, Forested
Zoning:	Not Zoned under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
Plan Designation	Not Designated under Rural Fort St James Official Community Plan, Bylaw No. 1578, 2010
Proposed Use Comply With Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	Not in the ALR
Access Highway:	Bahlats Road
Archaeological Site:	None according to our mapping
Building Inspection:	Outside building inspection area
Fire Protection:	Outside Rural Fire Protection Area
Other comments:	None



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT
SHEET ON CROWN LAND REFERRAL 7409872 and 7409873**

Electoral Area: C

Applicant: BC Hydro

Existing Land Use: Vacant, Forested

Zoning: Not Zoned under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Plan Designation Not Designated under Rural Fort St James Official Community Plan, Bylaw No. 1578, 2010

Proposed Use Comply With Zoning: N/A

If not, why?

Agricultural Land Reserve: Not in the ALR

Access Highway: Bahlats Road

Archaeological Site: None according to our mapping

Building Inspection: Outside building inspection area

Fire Protection: Outside Rural Fire Protection Area

Other comments: None

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British Columbia Hydro and Power Authority

Takla Landing Permanent Diesel Station

Management Plan Crown Land Application

BC Hydro Project No.: DY-0910

Date: Aug 12, 2016

Prepared By: John Oliver
Project Manager, BC Hydro

Reviewed By: Michelle Macdonald
Takla Landing Reliability Project, BC Hydro

Approved By: Shweta Khade
Project Manager, Takla Landing Reliability Project, BC Hydro

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1.0 Introduction

BC Hydro is submitting this management plan in support of a Crown Grant (fee simple) for the purchase of a parcel of crown land adjacent to Takla IR 7 (DL 4327) to locate a permanent back-up diesel generating station. Further BC Hydro will be applying to acquire the necessary rights for a permanent access road to the proposed diesel station site.

2.0 Project Overview

Takla Landing is a small isolated First Nation Community, the primary settlement for the Takla Lake First Nation Band (TLFN), located on the east side of Takla Lake approximately 195 km north of Fort St James. Electrical service to the community is provided from the west of Takla Lake via a lengthy overhead distribution line from Babine Substation (BAB) and a submarine cable under Takla Lake (Figure 1). The reliability of this feeder is poor as it sits in a narrow Right of Way (RoW) which travels 45 kms cross-country through heavily forested area. Trees adjacent to the RoW are close enough to fall into the line and much of the forest been infested by mountain pine beetle (MPB), resulting in an increasing number of tree falling onto the line causing power outages in the community.

In 2015 a temporary diesel station was established in the community (IR #7) to provide backup power for when the feeder has been taken out of service by a tree falling on the line. This station will be moved to a permanent off reserve location once the land has been acquired. Further, over the next several years BCH would like to establish a wider License of Occupation and Statutory Right of Way (60 meters total width) and clear the trees along the full 45 km length of the feeder into the community such that further tree failures will not contact the line. This will be done under a separate application.

BC Hydro would like to purchase Crown land within the vicinity of Takla Landing Reserve (IR#7) for the purpose of locating a backup diesel generating station (Figure 2). BC Hydro is submitting a Crown land application for an Interim Licence of Occupation and later Crown grant (fee simple) conversion to purchase this land. In addition, BC Hydro will also apply for an Interim Licence of Occupation and later Statutory Right of Way conversion for the access road and distribution line between IR#7 and the proposed DGS site.

2.1 Purpose of the Project

The purpose of the project is to improve reliability of the electricity supply to Takla Landing by ultimately clearing the trees along the feeder RoW so that they can no longer fall on the line. As an interim measure, BC Hydro will establish a permanent (off-reserve) backup diesel station to provide power when there are outages to the feeder. This management plan has been developed to support BC Hydro's the applications to acquire a parcel of land for the DGS and the necessary rights to build and use an access road to the site.

BC Hydro will be applying at a later date to widen the right of way between Fort Babine and Takla Landing and will provide a separate management plan to support that application (Figure 2).

2.2 Location Size and Main Features of the Project

The proposed Takla Landing Permanent Diesel Generating Station is located on Provincial (BC) Crown land adjacent to the Takla Landing Reserve (IR#7) approximately 195 km north of Fort St James. The total footprint of the station will be 90m X 90m and will include a 30x30m fenced station area (containing the diesel generators, fuel tank, control room and ancillary equipment) and a 30m fire setback on all sides of the station that will be cleared of trees. An access road will also be constructed between the Diesel Generating site and the Road within IR#7. The site will be connected to the community's electrical distribution with a 3-phase distribution extension along the proposed access road.

Field investigations completed in support of the project included surveys, environmental and archeological assessments of the site.

Construction activities include, but not limited to land clearing, grubbing, levelling, stockpiling of soil, import of fill material, excavation, backfill, grading, compacting, installation of generating equipment, and final testing and commissioning.

2.3 Access Plans

Access to the station will be through IR#7 and a newly constructed access road.

2.4 Project Schedule

The project schedule is summarized in the table below

Table 1: Project Schedule

<u>Item</u>	<u>Start Date</u>	<u>Comment</u>
Archeological Assessment	June, 2016	Completed
Environmental Assessment	June, 2016	Completed
Tree Clearing	Winter/Spring 2017	As per bird nesting requirements
Site Civil Works	Spring 2017	
Equipment installation	Spring 2017	
In-Service Date	June 30, 2017	

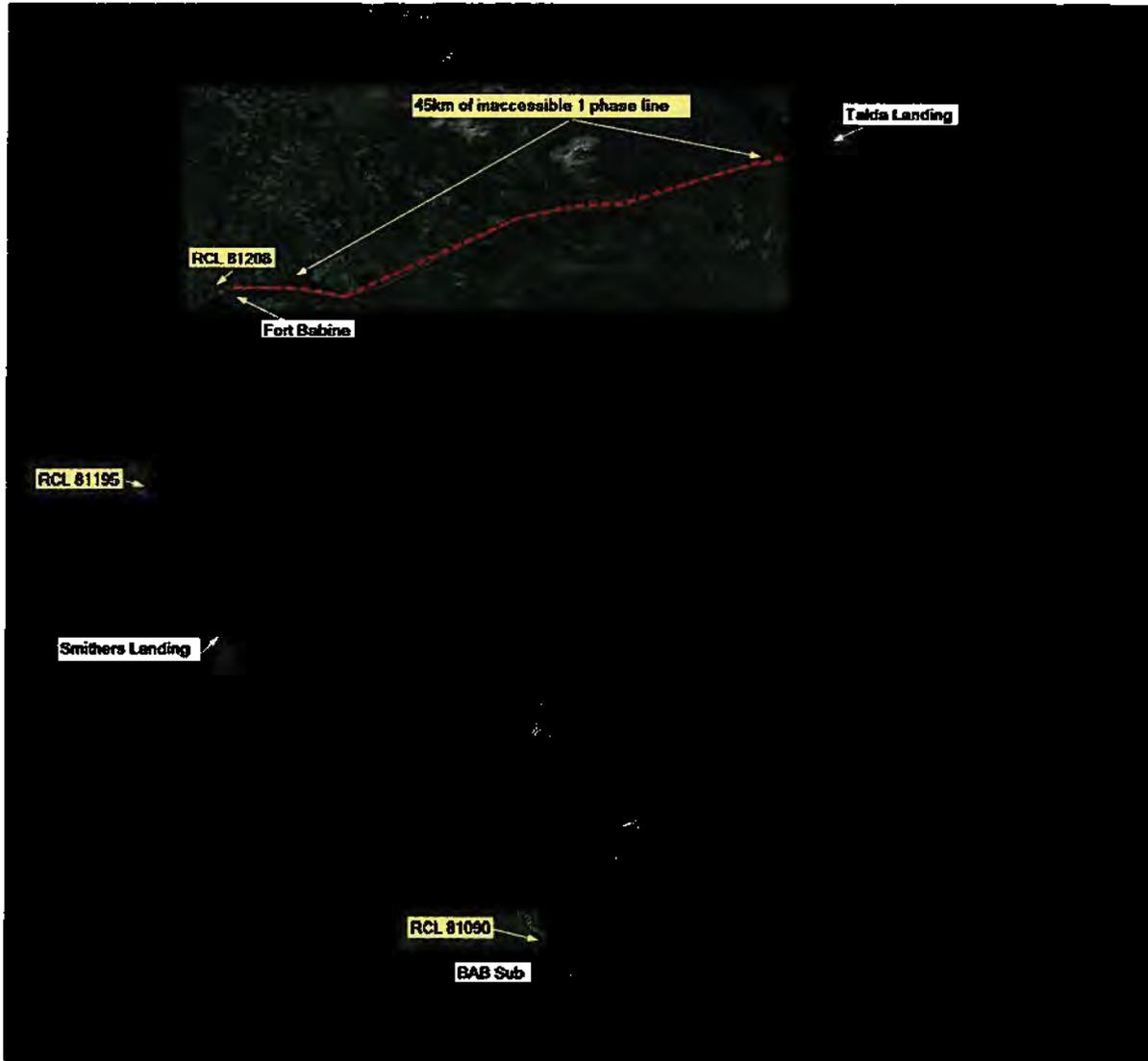


Figure 1: 45 km Electrical Supply Feeder to Takla Landing

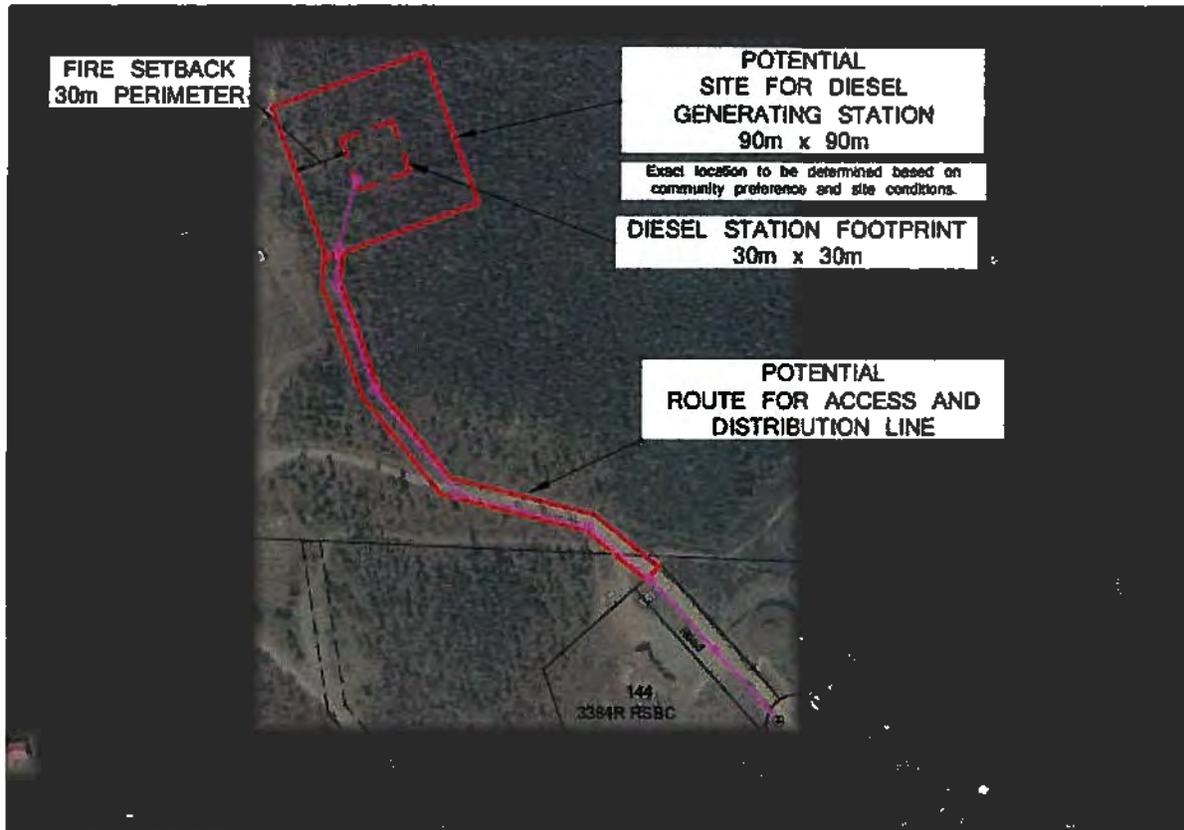


Figure 2 Proposed Permanent Diesel Generation Station Site

3.0 Project Description

3.1 New Facilities Infrastructure

The backup diesel station in Takla includes:

- a 30x30 station footprint (Figure 3);
- a 30 m perimeter fire setback;
- a 10m perimeter road around the station footprint (contained within the 30m fire setback);
- a 5 m access road cleared to 10m; and,
- an extension of the existing electrical distribution system in the community to the proposed back-up diesel generating station.

All will be cleared of trees and the station footprint, perimeter road and access road area will be cleared of topsoil, backfilled, compacted and graded with appropriate base material

The access road will lead from the existing on-reserve road (Bahlats Road) to the station and will be used for the delivery of fuel and equipment and access by local operators and BC Hydro personnel. A 3-phase electrical distribution line will follow along the access road.

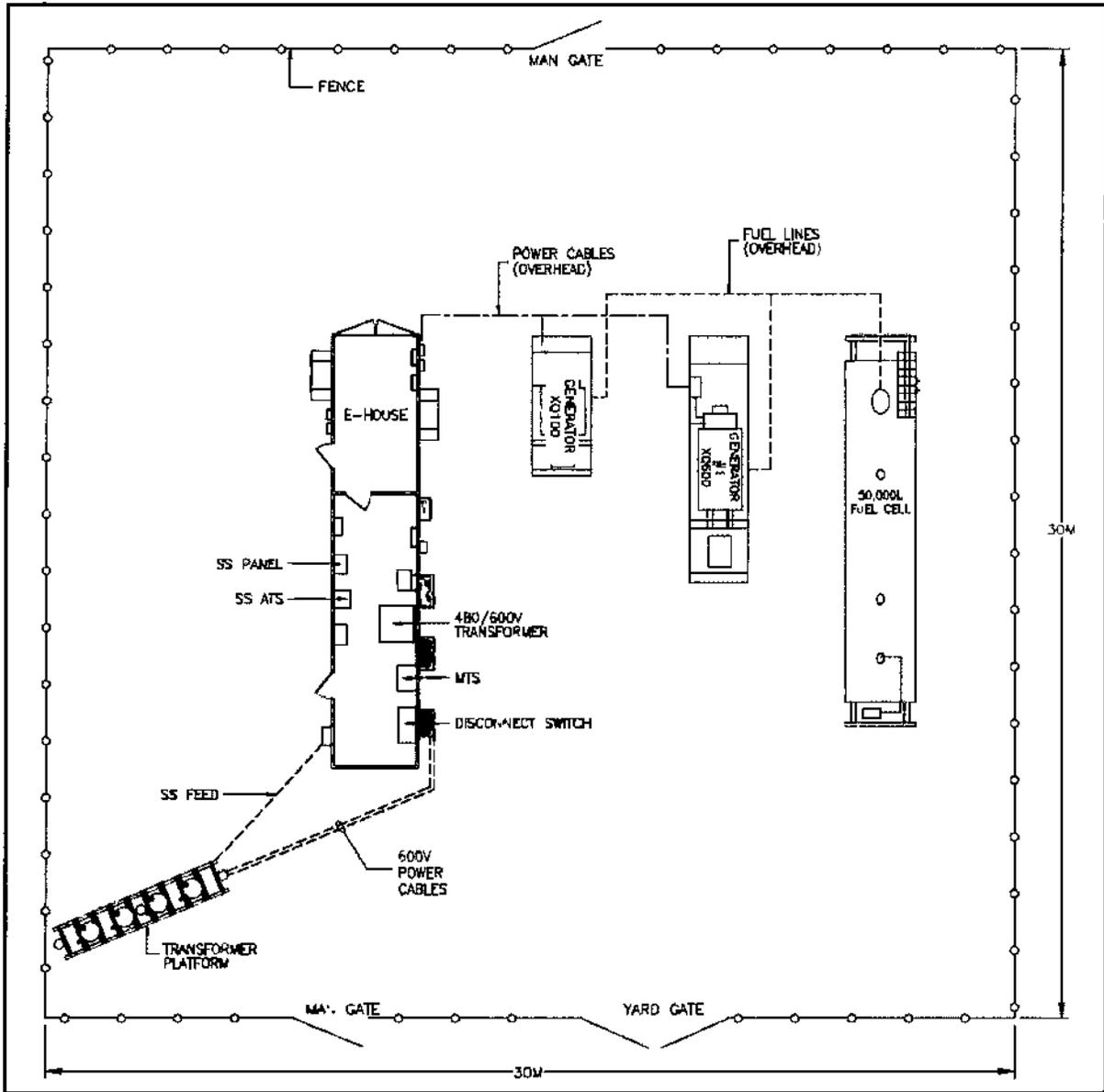


Figure 3: Proposed Station Footprint (TYP)

3.1 Utilities

Electrical power will be supplied by BC Hydro. No water or sewage facilities will be required on site.

4.0 Additional Information

4.1 Environmental

An Environmental Assessment and Environmental Management Plan (EMP) was completed in June 2016 by Ecofor Consulting. Appendix A contains the assessment and EMP. To summarize, no environmental permits will be required for this work to proceed. There are no known occurrences of any rare plant species in the vicinity of the Project and an assessment did not identify any Valued Ecosystem Components that the project could potentially impact. The nearest watercourse is approximately 100m distant from the project footprint and will not be impacted by the project. A noxious weed occurs in the area (orange hawkweed), therefore a noxious weed control plan has been included in the EMP. Other sections in the EMP include waste management, refueling, erosion control, wildlife encounters, and an opportunistic amphibian salvage if encountered. It is recommended that any vegetation clearing take place prior to the breeding bird season for the Omineca Region (April 31 to September 30), to ensure compliance with the Wildlife Act and the Migratory Birds Convention Act. The site will be monitored on a part time basis to ensure the EMP is adhered to.

4.2 Archeological

An AIA was completed by Terra Archeology in June 2016 (Appendix B). No sites pre-dating AD 1846 were identified during the surface or subsurface examination of the project area, therefore no further archaeological work is recommended, provided the proposed project area remains the same and is not altered to include any unassessed areas. Although no archaeological sites were identified within the assessed lands, no assessment can guarantee to identify all undocumented sites located in a particular area. Therefore, if archaeological materials are observed during any phase of development operations, all ground-altering activities in the vicinity of the materials must be halted immediately and a qualified archaeologist and the relevant First Nations contacted. If a qualified archaeologist considers the materials to be protected under the Heritage Conservation Act, ground-altering activities may only resume with approval of the Archaeology Branch.

4.3 Forestry

The project site occurs within the Fort St. James Forest District in the Prince George Timber Supply Area (TSA); situated in the north central Omineca Region. The subject area is included in CANFOR's Operating Area of the Fort St James District. The District's gross area is approx. 3.1 million hectares of which approx. 91% or 2.9 million hectares is forest land base. CANFOR's Timber Supply Area (TSA) of 739,650 hectares is part of the Fort St James Defined Forest Area (DFA) of 1,156,255 hectares. The area falls under the "Fort St James Defined Forest Area Sustainable Forest Management Plan" established in July 2012 by CANFOR and British Columbia Timber Sales (BCTS).

The Takla Landing First Nations Community is adjacent to the project site

4.4 First Nations

On July 20, 2015, BC Hydro sent a Notification Letter to introduce the Project to 4 First Nations and First Nation groups, including:

- Carrier Sekani Tribal Council;
- Lake Babine Nation;
- Takla Lake First Nation; and
- Yekooche First Nation.

BC Hydro has been working with the Takla Landing First Nation (TLFN) to establish this site and has met on several occasions to discuss the need for the Project, including the permanent site for the Diesel Generating Station (DGS). Of six potential sites close to TLFN's IR 7, TLFN chose the site referred to in this application. Appendix C contains a

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Band Council Resolution (BCR) obtained from TLFN indicating support for the permanent site of the DGS. The Carrier Sekani Tribal Council, Lake Babine Nation and Yekooche First Nation have not specified issues with the permanent site for the DGS and have requested to be kept informed with updates on the Project. Lake Babine Nation has advised that they support the Project.



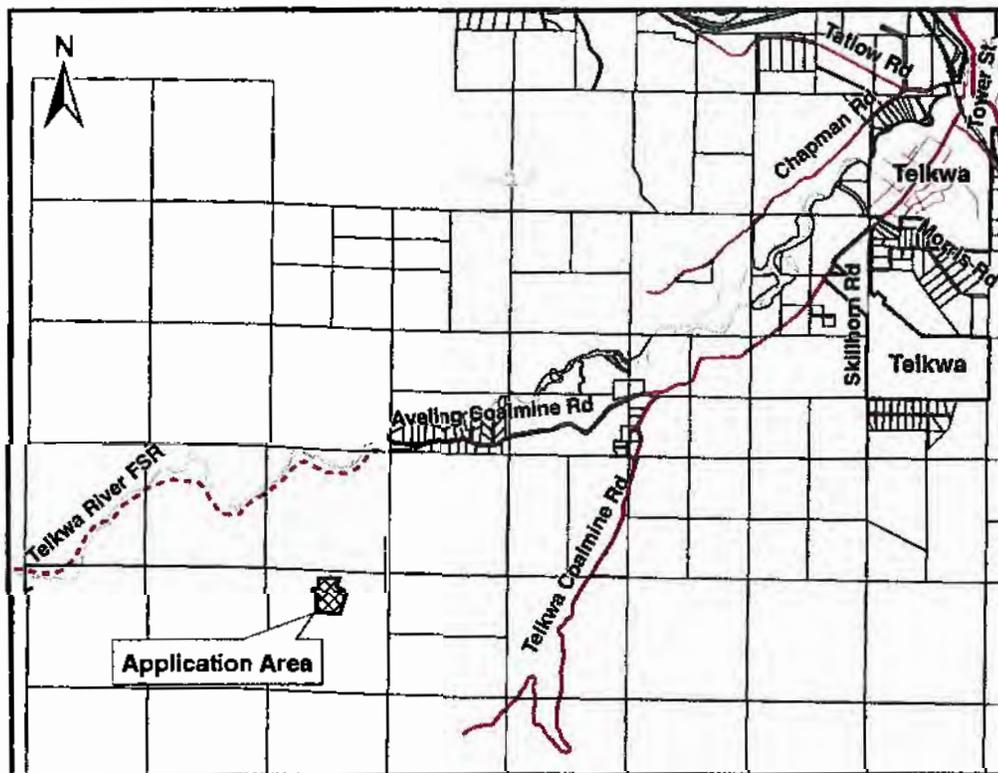
185 MEMORANDUM

To: Rural Directors
From: Jennifer MacIntyre, Planner
Date: November 30, 2016
Re: **Land Referral File No. 6408954 (Smithers Motocross Assoc.)**

This referral from the Province is regarding a Crown Land License of Occupation application for community & institutional purposes for a 30 year period. The proposed use of the land is the Smithers Motocross Association (SMXA) motocross track and associated campground and facilities.

The application area is approximately 10 kilometres south of the Village of Telkwa. The application area is approximately 15.52 ha. in size.

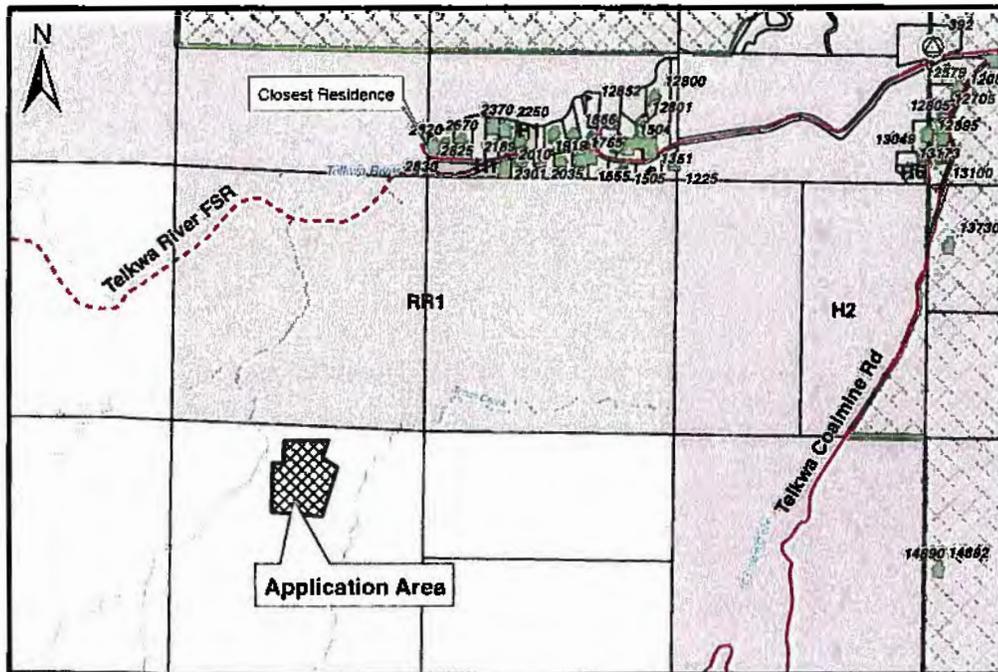
Location Map



Development on site will include the motocross track, a storage building, an outhouse, a camping area, and fencing. Access to the application area is proposed to be from Hydro Hill FSR with the permission of West Fraser. This requires permissions from BC Hydro to

cross under high voltage lines. SMXA will have a private road entering the site from the Hydro line.

The application area is not zoned under RDBN Zoning Bylaw No 700, 1993, and is not located in the Agricultural Land Reserve. The closest resident is approximately 2 km away from the application area.

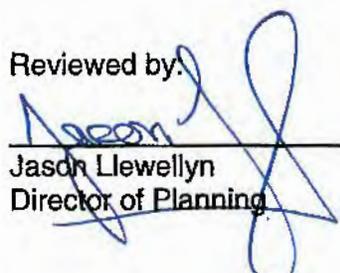


The application area is not located in Fire Protection area. It is recommended that the Province consult with residents of Aveling Colemine Road as part of the process to consider the application.

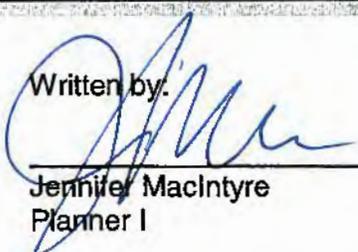
Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 6408954.

Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Jennifer MacIntyre
 Planner I



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT
SHEET ON CROWN LAND REFERRAL 6408954**

Electoral Area:	A
Applicant:	Smithers Motocross Association
Existing Land Use:	Vacant
Zoning:	Not Zoned
Plan Designation	Not Designated
Proposed Use Comply With Zoning:	N/A
Agricultural Land Reserve:	No
Access Highway:	Hydro Hill Road
Archaeological Site:	Not according to our mapping
Building Inspection:	Inside the Building Inspection Area
Fire Protection:	Outside the Rural Fire Protection Area
Other comments:	It is recommended that the Province consult with residents of Aveling Colemine Road as part of the process to consider the application.

Management Plan

The intended use for the proposed land will be for motocross use and camping. The public is welcome to watch practices and races but only members that sign the waiver and pay the annual fee can participate. The directors will be in charge of monitoring, maintaining and developing the track, spectator and camping area.

As seen with the Smithers Motocross Associations last site, having a motocross track in the community brought a whole new family sport. Kids from the ages of 5 to adults up to 55 years of age, male and female, were happily engaging in motocross. Being one of the top 5 most physical demanding sports, it is something to keep trained and focused on to keep everyone active. Holding a sanctioned race brings people province wide into the community, benefiting by spending money at hotels, restaurants, shops, etc. If any other society's such as trail bike riders, quad riders, mudboggers or any other outdoor recreation group wants to hold an outdoor recreation facility, the SMXA would consider growing into a multi use area in the future, as long as the other society is registered with insurance and has the legal land use permission close to the SMXA site.

This land is suitable for motocross because it sees a lot of recreational traffic already. The land is new growth so the animal habitat shouldn't be an issue. Also there is no fish bearing streams in the area. The SMXA will apply for a change in the zoning if required. The track layout will vary depending on the decision of the track committee. The length of the track, corners, hills, etc, will be about 2 km in length and the total track area will be roughly 10 acres, parking area 10 acres and camping area 10 acres. Equipment needed to build the track will be bobcat, excavator and a cat. The trees will be small enough to push over for the areas needed. This site is far enough away from residential housing that noise will not be an issue. We will start construction when the zoning is ideal for the land use, permit from West Fraser is complete, permit for hydro line crossing from BC Hydro is complete and when SMXA can legally lease the land and obtain insurance for the club.

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Develop Plan

To enter the Motocross Track area the SMXA will require a user permit from West Fraser to use the Forestry service road to reach the track destination. The SMXA will also require a Permit from BC Hydro for traffic to temporarily cross under the high voltage power lines to reach the track destination.

The Proposed area will be fenced off by fencing and natural barriers and there will be a gate that will require a key for entrance. Only members will receive this key. Members will be required to pay an annual membership and will have to sign the waiver form. SMXA will be fully insured annually. Camping will be for members and friends and family, just the members will be able to ride on the track.

There will be a locked storage unit in the parking area as well as an outhouse with a sealed holding tank. A fence will separate the spectators from the riding area. There will be garbage cans that will get emptied when needed by directors doing their weekly visits.

The Motocross track will consist of dirt made obstacles. A trail system may be in the future plans.

Aaron Miles

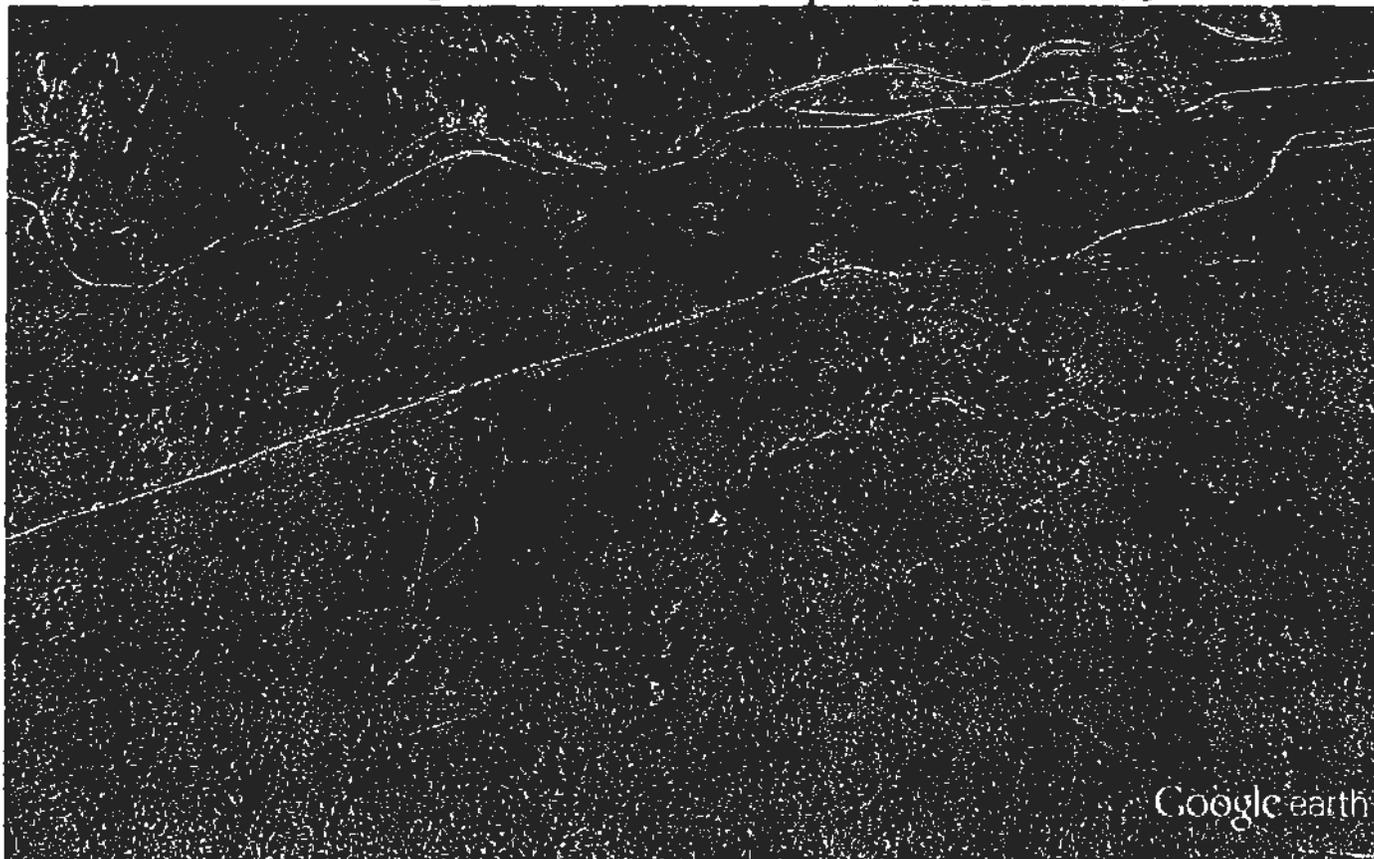
access road



Google earth

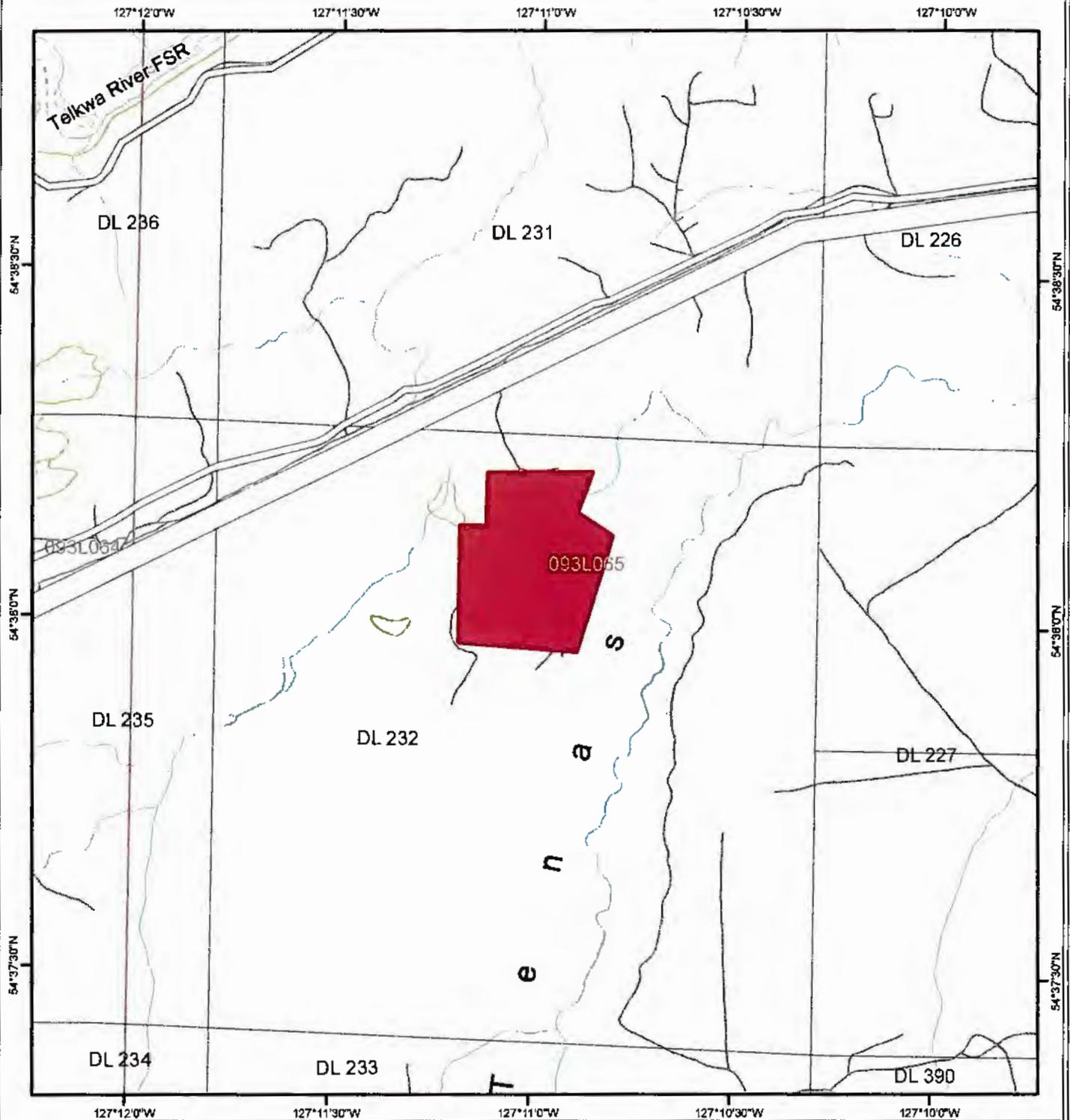


refer to other map for structures



Google earth





Scale: 1:15,000
 Purpose: COMMUNITY
 Subpurpose: COMMUNITY FACILITY
 Type: LEASE
 Subtype: STANDARD LEASE

	Application Area
	Indian Reserves
	Parks and Protected Areas



Referral Map
 BRITISH COLUMBIA
 www.gov.bc.ca

Date: 19 Sep 2016
 Tantalus Area: 15.52 ha



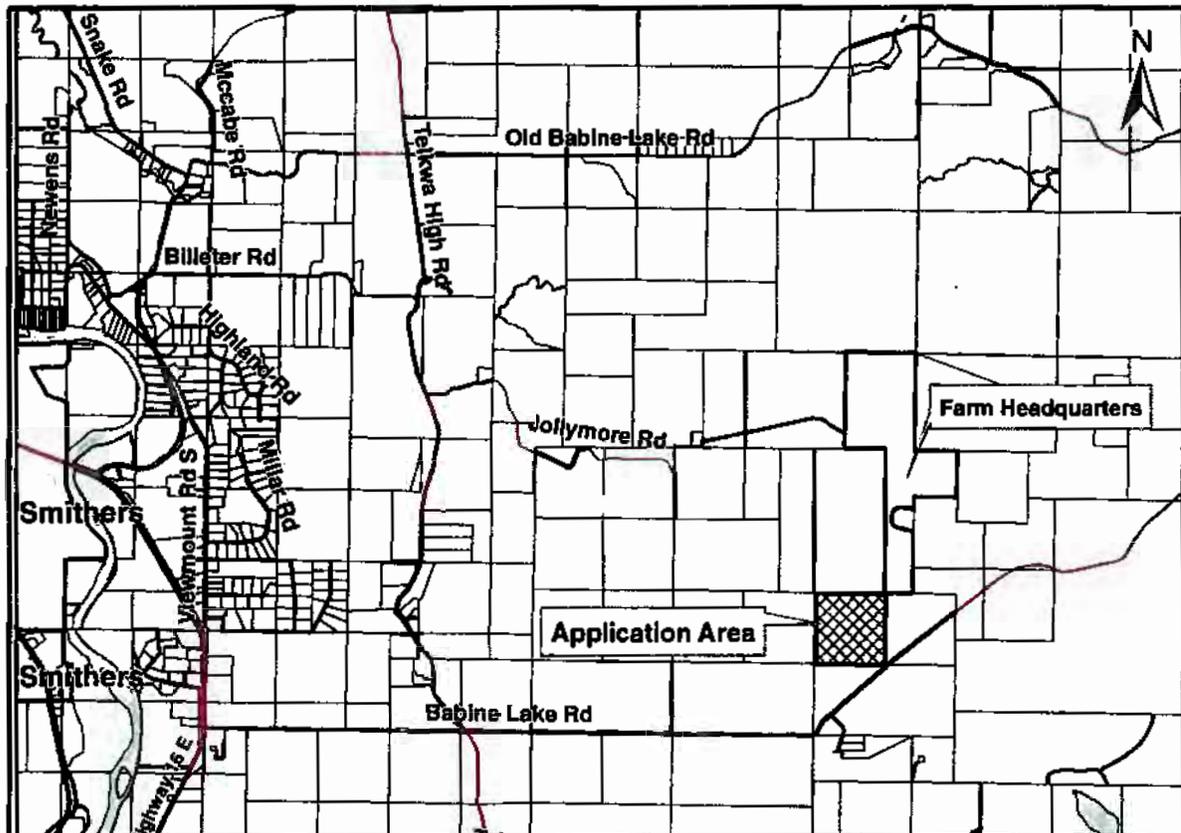
193

MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: November 30, 2016
Re: Land Referral File No. 6408914 (Bekar)

This application is regarding a Crown Grant to obtain additional land for extensive agriculture purposes. The subject property is legally described as NW ¼, District Lot 883, Range 5, Coast District and is located at Babine Lake Road, approximately 8 kilometres east of the Town of Smithers. The application area is approximately 64.75 ha. in size.

Location Map



The intent of this application is to provide additional arable land to their existing farm operation which is located southwest of the application area at 10150 Babine Lake Road. This Licence of Occupation will allow the applicant to establish fencing, harvest merchantable timber, and clear land for forage production.

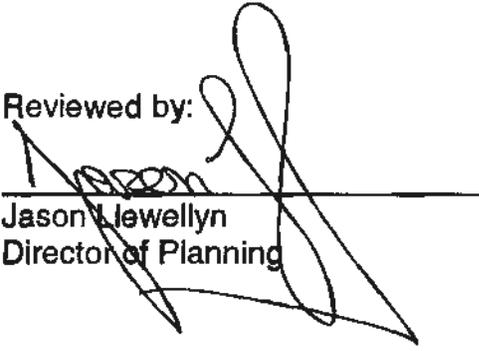
194

The application area is zoned Agriculture (Ag1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 and is found within the Agricultural Land Reserve. The application complies with zoning.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 6408914.

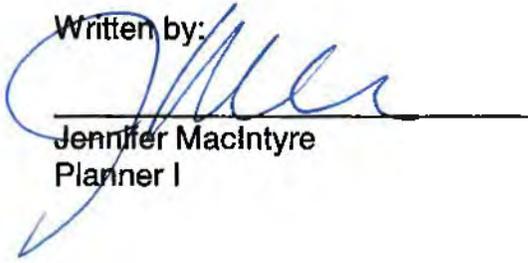
Reviewed by:



Jason Lewellyn
Director of Planning

Rural Directors – All/Directors/Majority

Written by:



Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 6408914

Electoral Area:	A
Applicant:	Marc Bekar
Existing Land Use:	Vacant, Forested
Zoning:	Agricultural (AG1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Plan Designation	Agriculture (AG) under Smithers Telkwa Rural Official Community Plan, Bylaw No. 1704, 2014. Section 3.1.2 (14) of the area's OCP states that The Province is encouraged to implement innovated approaches to making appropriately located Crown lands available and affordable for agriculture use.
Proposed Use Comply With Zoning:	Yes
If not, why?	
Agricultural Land Reserve:	Within the ALR
Access Highway:	Babine Lake Road or Special Use Permit from District Lot 8019
Archaeological Site:	None according to provincial mapping
Building Inspection:	Within the Building Inspection Area
Fire Protection:	Outside the Rural Fire Protection Area
Other comments:	None

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RE : Lease/purchase application of DL 883

I am applying for a lease purchase of the NW ¼ of DL 883 which is directly adjacent to the south border of my deeded property Block C of DL 956, Range 5, Coast District as of this time DL 883 has no road access and would be accessed solely through my deeded property along pre-existing but overgrown logging roads marked on the map as ----- although to ease in logging there is a potential to add a road from the special use permit road I currently use through the NE ¼ of DL 883 to access my property, there is no noticeable or recorded water sources on the ¼ under application, it is fenced on 3 sides. My plan is to log the parcel almost entirely leaving enough trees for windbreaks and to prevent soil erosion and to develop 50% of the ¼ into hayfield while turning the remainder into graze for my cattle operation.

I have not included an official development plan as the pre-requisites show that it is not require in a lease/purchase application.

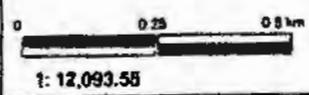
The parcel under application is located 8.5 km up Babine lake road from its junction with Hwy 16.

I hold a lease on DL 8019 which is owned by my mother and adjacent to my deeded property, I have an additional 80 acres under cultivation on this lease.

Legend

- Inventory - Tantalis - Outline
- Regional Districts - Tantalis
- Land Act Survey Parcels - T
- TileCache

Current Easement



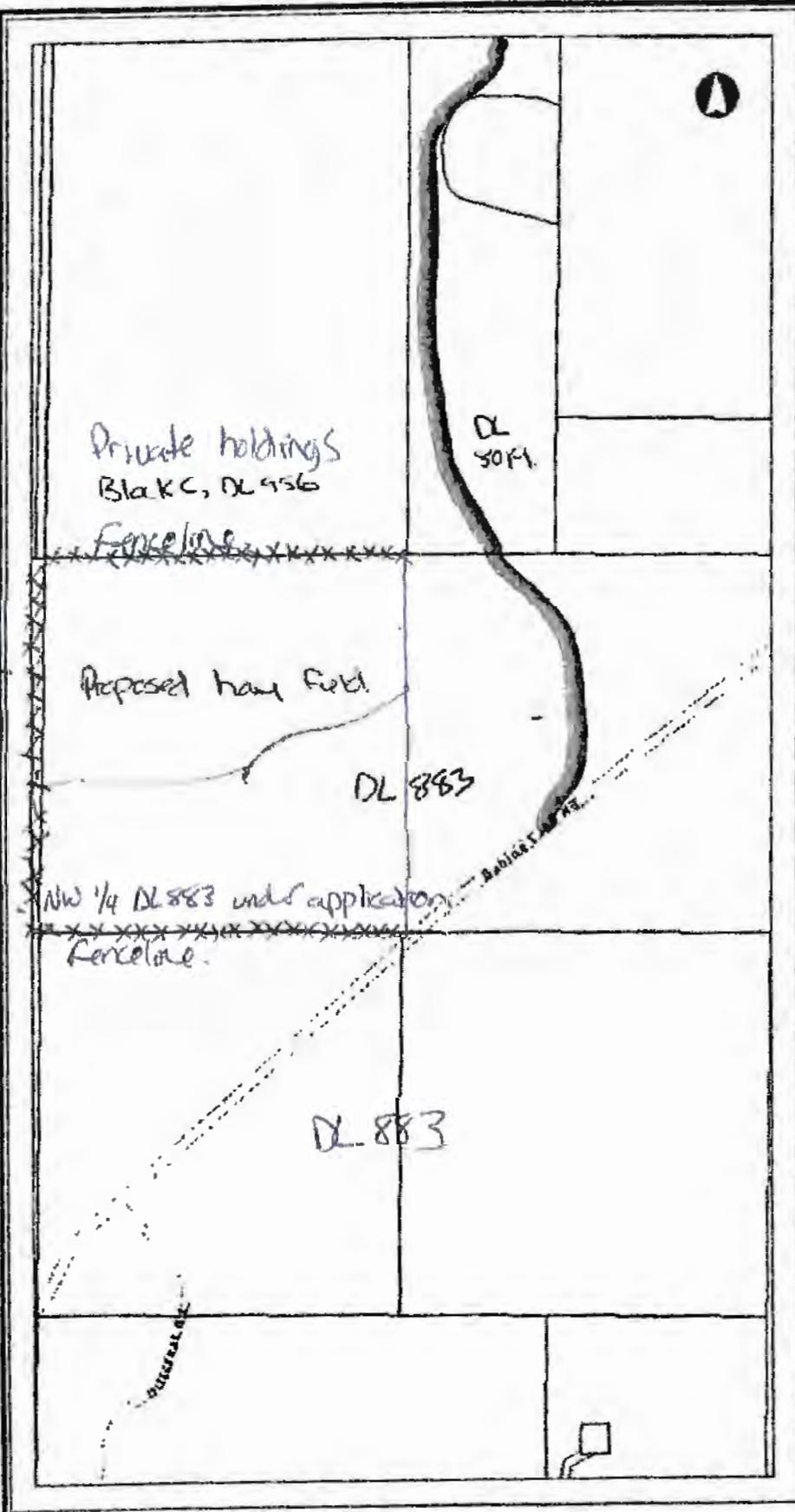
Copyright/Disclaimer

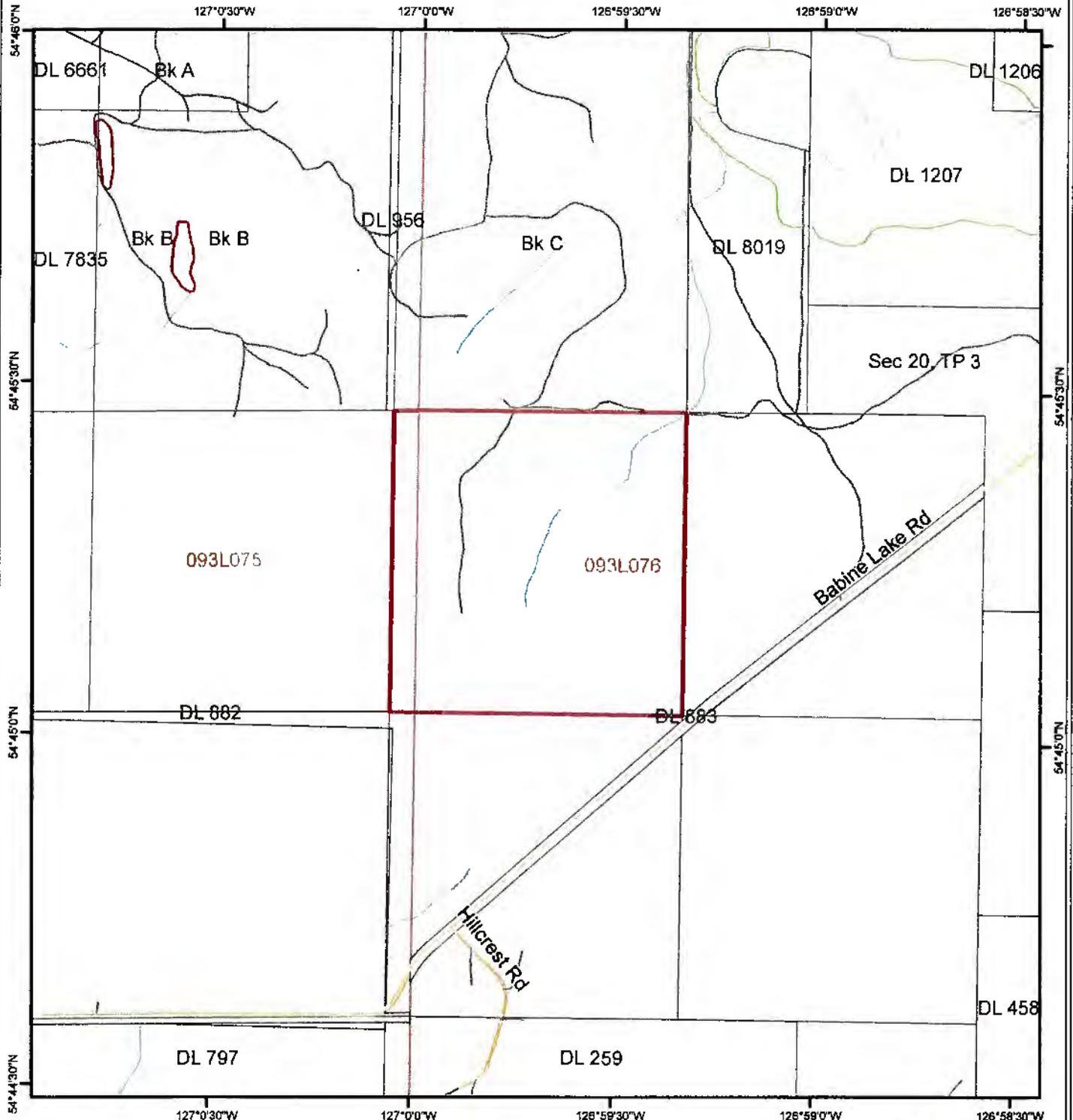
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Title: 1968
 Project: 1968 BC Environmental Atlas

Key Map of British Columbia





Scale: 1:15,000
 Purpose: AGRICULTURE
 Subpurpose: EXTENSIVE
 Type: LEASE
 Subtype: LEASE - PURCHASE OPTION

-  Application Area
-  Indian Reserves
-  Parks and Protected Areas



Referral Map



Date: 01 Apr 2016
 Tantalus Area: 62.35 ha

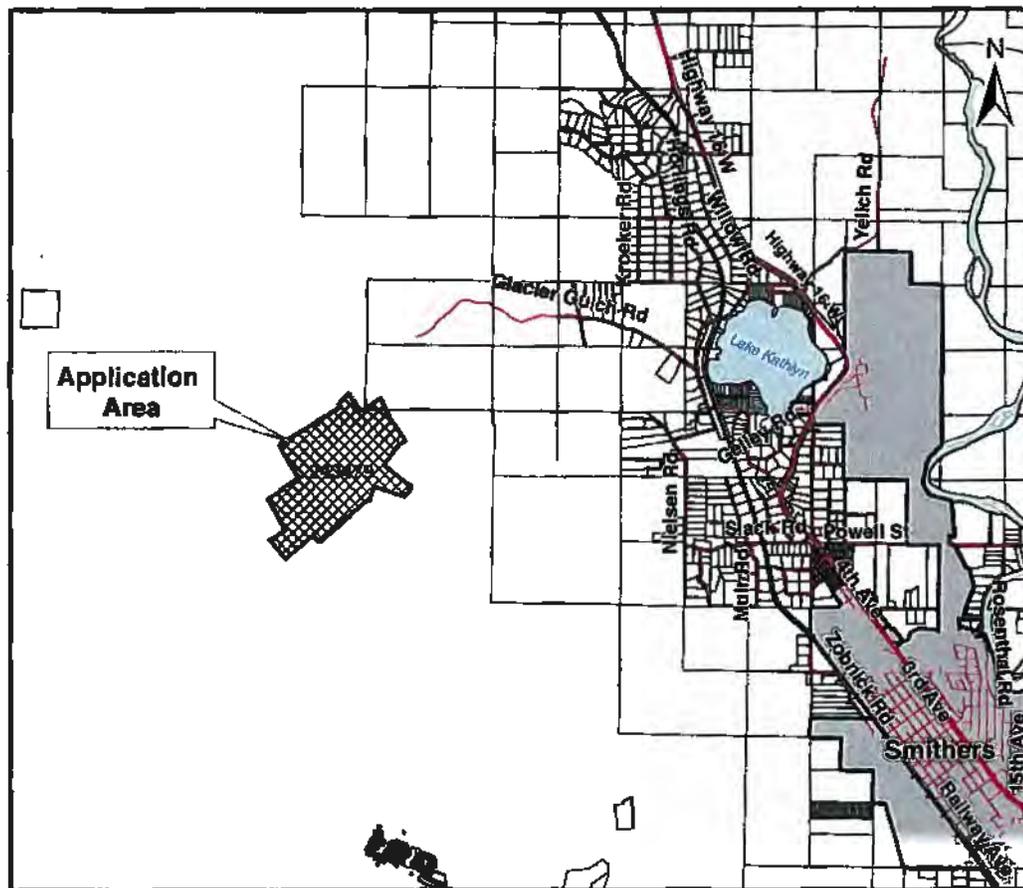


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MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: December 2, 2016
Re: Mines File No. 243479 (Davidson)

This application is regarding a renewal for a mining lease currently held by Donald Davidson. The lease is located on Hudson Bay Mountain, approximately 5.2 kilometres west of the Town of Smithers, and is 193.57 ha. in size. The lease was originally issued for a 10 year term and the proponent is asking for a 10 year extension.

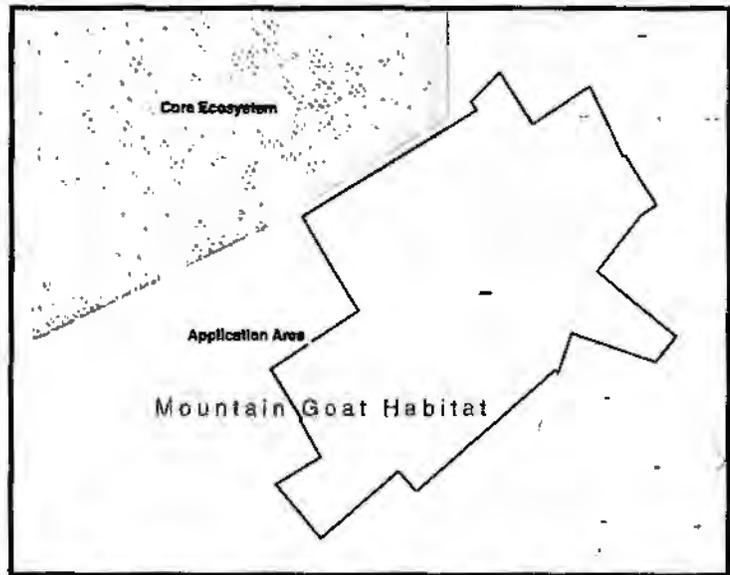


A mining lease is a form of mineral title that effectively removes the limit on production of ore from a mineral claim. For more information see the attached info sheet.

The application area is zoned Large Holdings (H2) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 and is designated Resource (RE) under Smithers Telkwa Official Community Plan Bylaw No. 1704, 2014.

The application area is also within building inspection.

The application area is approximately 3.3 kilometres from the nearest residence. Significant wildlife values are identified by the Ministry of Environment and mentioned in Schedule C of the "Smithers Telkwa Official Community Plan, 1704, 2014" (OCP) are found within the application area. These include unique Mountain Goat habitat. The Regional District encourages the Province to evaluate the impact of the application on the wildlife values in the area.



Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Mines File No. 243479 (Davidson).

Rural Directors – All/Directors/Majority

Reviewed by:

Jason Llewellyn
Director of Planning

Written by:

Jennifer Machtyre
Planner I



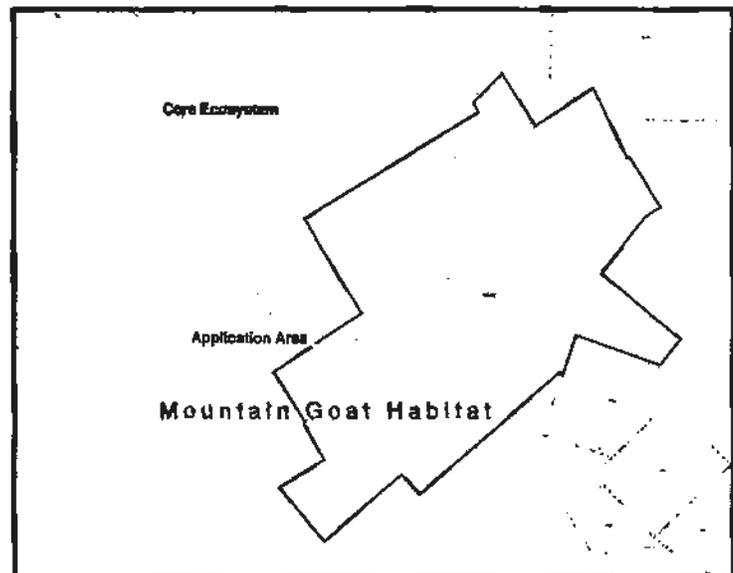
201

REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON Mines File No. 243479

Electoral Area:	A
Applicant:	Donald Davidson
Existing Land Use:	Vacant
Zoning:	Large Holdings (H2)
Plan Designation	Resource (RE)
Proposed Use Comply With Zoning:	Yes, see Section 13.01 (h) Mineral, placer, coal and aggregate exploration, extraction, and processing.
If not, why?	
Agricultural Land Reserve:	Not in the ALR
Access Highway:	Glacier Gulch
Archaeological Site:	Not according to provincial mapping
Building Inspection:	Within the Building Inspection area
Fire Protection:	Outside Rural Fire Protection area

Other comments:

The application area is approximately 3.3 kilometres from the nearest residence. Significant wildlife values are identified by the Ministry of Environment and mentioned in Schedule C of the "Smithers Telkwa Official Community Plan, 1704, 2014" (OCP) are found within the application area. These include unique Mountain Goat habitat. The Regional District encourages the Province to evaluate the impact of the application on the wildlife values in the area.



Mining and Placer Leases Explained

What is a Mining Lease? What is a Placer Lease?

A mining lease is a form of mineral title that effectively removes the limit on production of ore from a mineral claim. A mineral claim allows the recorded holder to explore for and develop minerals up to a production limit of 1,000 tonnes of ore in a year from each unit of a claim. A bulk sample of up to 10,000 tonnes of ore may be extracted from a mineral claim not more than once every five years. Production of ore, as one would encounter in a fully operational mine, beyond these limits requires a mining lease. Each adjoining mineral claim from which minerals will be extracted at mine production levels must be converted to a single mining lease. To apply for a mining lease, a recorded holder applies to have their mineral claim replaced with a mining lease under Section 42 of the *Mineral Tenure Act*.

The decision to issue a mining lease is a statutory decision made by the Chief Gold Commissioner under Section 42(5) of the *Mineral Tenure Act*. Mining leases are issued according to a survey plan and for a pre-defined term of no more than 30 years, and on conditions the Chief Gold Commissioner considers necessary. A mining lease is maintained by payment of annual rent of \$20 per hectare. There are no exploration work requirements to maintain a lease in good standing as exist for a mineral claim. The presumption is that the lessee will be engaged in mine production and/or mine reclamation subsequent to production. Royalties under the Mineral Tax Act are paid on the volume of ore and/or minerals produced from a lease.

A placer lease serves essentially the same purpose as a mining lease but it differs in several ways:

- A placer claim may be converted to a placer lease and a mineral claim may be converted to a mining lease.
- Placer claims and leases confer a right to placer minerals, whereas mining claims and leases confer rights to hard rock minerals.
- Production on a placer claim or lease is expressed in cubic meters of "pay dirt". The annual production limit on a placer claim is 20,000 cubic meters. If more than 20,000 m³/year of pay dirt will be processed, the recorded holder must apply to convert the claim to a lease.
- Placer leases are issued pursuant to section 45 of the *Mineral Tenure Act*. Placer leases are issued for a term of no more than 10 years, and the term may be extended for additional terms up to 10 years each.
- As part of the application for a placer lease, the applicant may submit either a survey plan or a technical survey plan as described in Section 18 of the *Mineral Tenure Act Regulation*.

When a mining or placer lease expires, the area subject to the lease may become available to a recorded holder of a cell claim if some portion of the lease area overlaps some portion of an existing cell claim. Once a lease expires, it is not eligible for renewal unless an application has been made to extend the term. If no such application is made, the area may become available for subsequent staking of a claim.

A lease does not authorise any mining activity but does ensure the recorded holder has the exclusive right to all minerals on the lease area. A claim is a chattel interest; whereas a lease is considered an

interest in land as per Section 48 of the *Mineral Tenure Act*. Section 48 also notes that if a lease is issued over a mineral claim or group of mineral claims, the title of those claims is extinguished.

Leases can be bought and sold. Any sale transaction must be registered in the Mineral Titles Online registry.

Application for a Lease

The recorded holder or authorized agent of a claim may register an application for a lease online using the Mineral Titles Online registry. There is a registration fee of \$100 per application.

One or more adjoining claims may be replaced with a lease, and the claims may be legacy claims, cell claims or a combination of the two types, provided all claims are adjoining. A definition of adjoining is provided in Section 1 of the *Mineral Tenure Act*.

Upon registration of a lease application, Mineral Titles contacts the applicant respecting the type of survey that must be completed. Upon approval of the survey, the lease application must be advertised according to the requirements in section 42(2) of the *Mineral Tenure Act* for a mining lease, or section 18 of the Mineral Tenure Act Regulation for a placer lease. As the issuance of both mineral and placer leases are statutory decisions, the province is required to consult with and if necessary accommodate First Nations. Lease applications are also referred to other provincial ministries and agencies as well as to municipal and local government agencies. More detailed information may be obtained from Mineral Titles staff.

Payment of Annual Rent on a Lease

A lease is maintained by payment of the annual rent of \$20 per hectare for a mining lease or \$20 per hectare for a placer lease. The recorded holder or authorized agent registers the payment in Mineral Titles Online. Payment is due at the start of the anniversary year of the lease. If payment is not made on or before the anniversary date, Mineral Titles staff will send a notice requiring payment within 30 days. If no payment is made after notification that payment is due, the Chief Gold Commissioner may order the forfeiture of the lease.

A term extension application may be registered at any time prior to the date of expiry of the lease. Leases may also include a condition that the lessee applies for a renewal of the term of the lease at least one year prior to the expiry date of the lease.

Registering a Term Extension Application for a Lease

A mining lease is issued for a specific term up to maximum of 30 years while placer leases are issued for maximum 10 year terms. The recorded holder of a lease may register a term extension at any time prior to the expiry of the lease, but typically the application for an extension is made during the last year of the existing term. If this is not done, the lease automatically terminates on the anniversary date ending the last year of the current term.

When applying for an extension of the term of a lease the Chief Gold Commissioner must be satisfied that the lease is required for a mining activity. It is recommended that application for a term renewal be registered early in the last anniversary year. Mineral Titles Branch will contact the recorded holder following registration of the application for a term extension in order to obtain the necessary information to evaluate the application.

Any questions regarding the content of this document, may be directed to the Mineral Titles Branch at 1-866-616-4999 or at mineral.titles@gov.bc.ca

In the event of a discrepancy between the information in this document and the *Mineral Tenure Act* and regulations under the Act, the provisions in the statute and regulations apply.

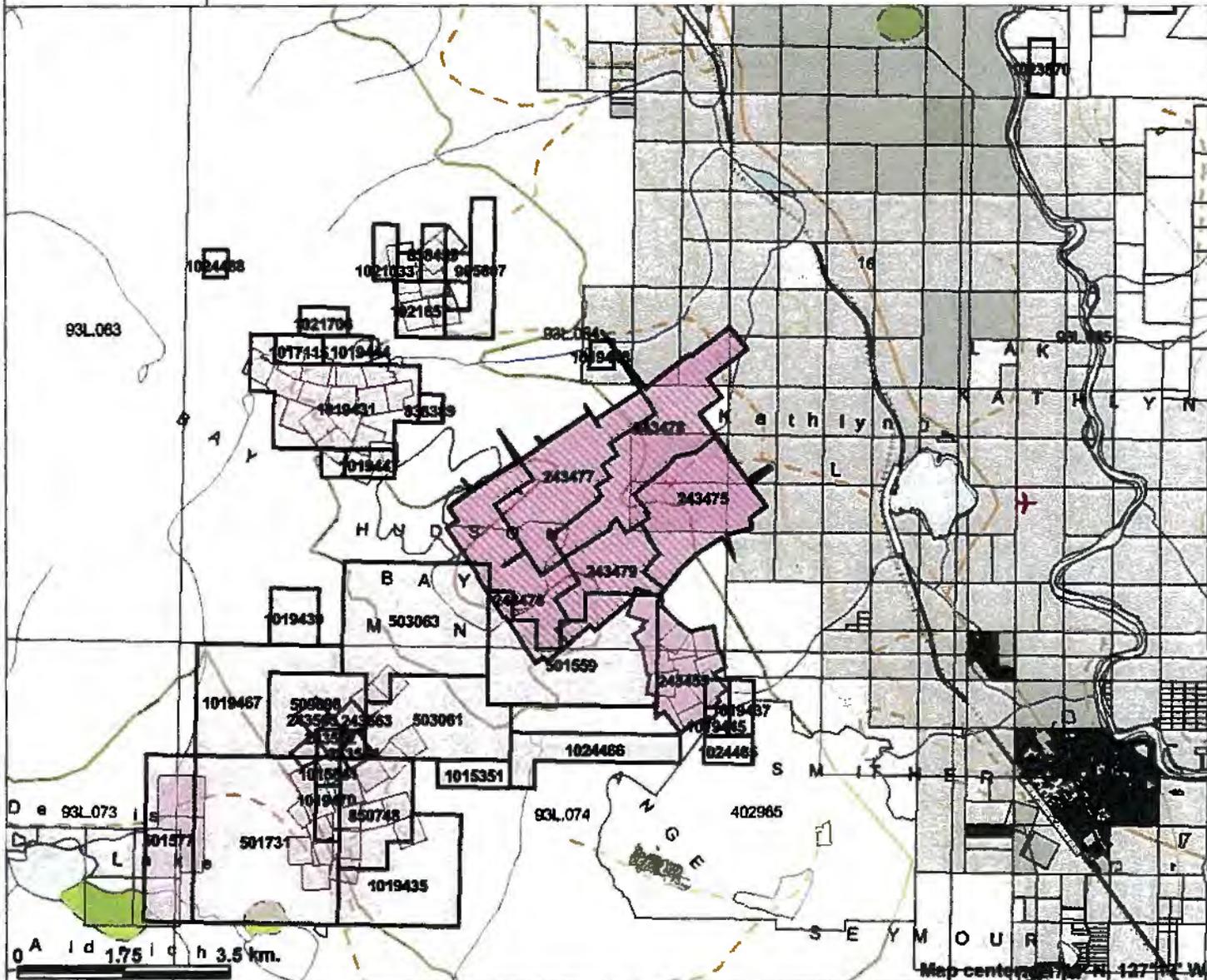
Donald Davidson ML Term Extensions



Legend

- Indian Reserves
 - National Parks
 - Conservancy Areas
 - Parks
 - Federal Transfer Lands
 - Mineral Tenure (current)
 - Mineral Claim
 - Mineral Lease
 - Mineral Reserves (current)
 - Placer Claim Designation
 - Placer Lease Designation
 - No Staking Reserve
 - Conditional Reserve
 - Release Required Reserve
 - Surface Restriction
 - Recreation Area
 - Others
 - First Nations Treaty Related Lands
 - First Nations Treaty Lands
 - Survey Parcels
 - BCGS Grid
 - Contours (1:250K)
 - Contour - Inlet
 - Contour - Intermediate
 - Area of Exclusion
 - Area of Indefinite Contours
 - Annotation (1:250K)
 - Transportation - Points (1:250K)
 - Airfield
 - Anchorage - Seaplane
 - Dam - Reservoir
- Scale: 1:100,000

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This map is a user generated static output from an internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



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MEMORANDUM

To: Chairperson Miller and Board of Directors
From: Maria Sandberg, Planner
Date: December 8, 2016
Re: Amendment of covenant document CA1963381 (Electoral Area "A", Bradley)

The Board of the Regional District of Bulkley Nechako approved the following motions at the July 21st, 2016 Board meeting.

1. *That staff initiate the process necessary to consider the modification or replacement of covenant document CA1963381 registered on title of the property at 2803 Dahlie Rd. once a deposit of \$5,000 is received from the property owner.*
2. *That a Public Hearing regarding the proposed modification or replacement of covenant document CA1963381 be held and delegated to the Director or Alternate Director for Electoral Area A.*

The wording of the covenant modification documents was drafted by the RDBN's solicitor and finalized with the property owner. Confirmation has been received from the Subdivision Approval Officer that she has no objection to the removal of the geotechnical reports from title of the property. The public hearing was held on December 7th, 2016 and the report of the public hearing is attached.

The Regional District Board must now consider the proposed new covenant and the report of the public hearing, and provide direction regarding the acceptance of the proposed covenant modification. The following documents are attached to this report:

- Covenant CA1963381 (the three geotechnical reports are available from staff on request).
- Proposed new covenant
- Public Hearing report.

BACKGROUND:

The following is a chronology of the process leading to the most recent request to change the covenant.

- In June 2008 the Regional District Board approved rezoning application A-02-08 at 3rd reading. Board consideration of final approval was subject to a number of requirements. These conditions were never fulfilled and the bylaws expired in 2010. During the processing of this application staff recommended that a geotechnical report be undertaken to obtain some comfort that the property could be subdivided as proposed. The applicant asked to proceed with the rezoning and defer investigation of these issues until the time of subdivision.

- In June 2010 staff received a geotechnical report (1st geotechnical) from the property owner along with a second application to rezone the subject property. The new application (A-07-10) involved a new site development plan. The applicant was advised by RDBN staff to review the content of the geotechnical report with the Ministry of Transportation to make sure it will satisfy their needs at the subdivision stage. The geotechnical report contains a number of very specific requirements regarding the safe development of the site.
- In April 2011 the Regional District Board approved rezoning application A-07-10. The applicant registered Covenant No. CA1963381 on title of the property. The covenant contained the 1st geotechnical report, a site development plan, and a number of development related requirements.
- In mid-2013 the Regional District was informed that the property owner obtained another geotechnical report (2nd geotechnical report) which recommended a revised site development plan, and addressed a number of the concerns raised in the 1st geotechnical report.
- In August 2013 the property owner requested that the covenant be amended to include the 2nd geotechnical report and amend the site development plan.
- In February 2014 the Regional District Board approved the requested amendment to Covenant No. CA1963381. The property owner did not follow through on the covenant amendment process.
- In November 2015 the Regional District was provided another geotechnical report (3rd geotechnical report) that was prepared at the request of the Provincial Approving Officer as part of the subdivision approval process. The Provincial Approving Officer explained that the 3rd geotechnical report was required to substantiate the conclusions of the 2nd geotechnical report.
- In November 2015 the property owner requested that the covenant be amended to include the 2nd and 3rd geotechnical reports and amend the site development plan.
- In December 2015 the Regional District Board approved the requested amendment to Covenant No. CA1963381.
- The covenant was amended and the bare land strata subdivision was approved in early 2016.

DISCUSSION

There was no legislative requirement for the covenant containing the geotechnical reports to be registered on title as part of the rezoning process. The property owner offered to register the covenant as part of the rezoning process to address certain land use issues

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associated with rezoning. Given the number of recommendations contained in the 1st geotechnical report it was recommended that the report be attached to the covenant.

Staff are unaware of any legislative restriction against the removal of the geotechnical reports from title of the property, provided that the procedures relating to the public hearing are followed. However, there are potential risk/ future liability considerations.

Subdivision Approval and Review of Geotechnical Issues

It was made clear during the rezoning process that evaluation of the geotechnical issues associated with the subdivision of the property is the responsibility of the Ministry of Transportation and Infrastructure as part of their subdivision approval process.

During the subdivision approval process the Provincial Subdivision Approving Officer (PAO) required the property owner to provide a geotechnical report to address the concerns raised in the 1st geotechnical report, and confirm that the land may be used safely for the use intended. The PAO has indicated that the 2nd and 3rd Ryzuk geotechnical reports adequately addressed the concerns raised in the 1st geotechnical report and confirmed that the land may be used safely for the use intended. The PAO also decided that the geotechnical reports did not need to be registered on title pursuant to section 86(1)(d) of the *Land Title Act*.

Section 56 of the Community Charter

Section 56 (2) (b) of the *Community Charter* requires that a building inspector require a report certified by a qualified professional that the land may be used safely for the use intended if the building inspector considers that construction would be on land that is subject to or is likely to be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence or avalanche. Unlike the PAO's powers to require only a Report or Covenant or both, the *Community Charter* requires both a Report and a Covenant.

The existing reports were specific to the subdivision stage of this development and not the building permit stage. This is not uncommon as specific building location and plans are not always available at the subdivision stage. For this subdivision, the building plans are not likely to follow until the lots have been sold and new owners propose to build.

If the Board approves the removal of the geotechnical reports given satisfaction of the subdivision stage requirements, the building inspectors would likely still have reason to require a report certified by a qualified professional that the land may be used safely for the use as part of the building inspection process for each parcel, in order to satisfy section 56 of the *Community Charter*.

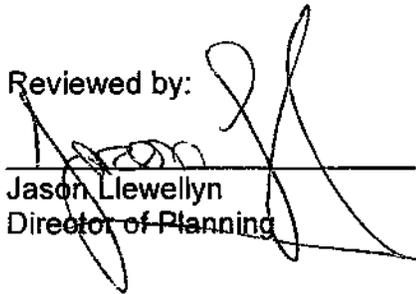
It is up to the Building Inspectors to remember their responsibility under Section 56 of the *Community Charter*. The replacement covenant contains a reference to the requirement for a geotechnical report relating to the suitability of the specific building site, and the specific building proposed, as part of the building permit approval process.

Recommendations

1. That the Regional District Board receive the Report of the Public Hearing for the proposed changes to Section 219 covenant CA1963381.
2. That the Regional District Board approve the replacement of Covenant No. CA1963381 registered on title of the property at 2803 Dahlie Rd, with the attached replacement covenant and authorize the signing of the replacement covenant.

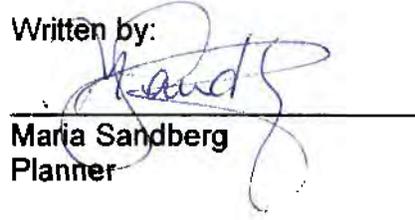
Electoral Area Planning – All Directors/ Majority

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Maria Sandberg
Planner

TERMS OF INSTRUMENT - PART 2

RECITALS:

- A. The Transferor is the registered owner in fee-simple of those lands with a current civic address of 2803 Dahlie Road, more particularly described in Item #3 of Form C, in the Regional District of Bulkley-Nechako in Province of British Columbia (the "Lands").
- B. The Transferee is the Regional District of Bulkley-Nechako ("Transferee" or "Regional District").
- C. The Transferor has submitted an application to the Regional District to amend the Official Community Plan designation of the Lands to Rural Residential further to OCP Amendment Bylaw No. 1585 and to rezone the Lands to Bare Land Strata Residential Zone (R11) and Rural Residential (R6) Zones further to Rezoning Bylaw No. 1586 (the "Amendment Bylaws"), in order to permit a 9-lot bare land strata subdivision with significant greenspace protected as common property and through park dedication/return to the Provincial Crown, and acknowledging that it is in the public interest that the subdivision, development and use of the Lands be limited, in particular given potential geotechnical constraints, protection and conservation of natural habitat, greenspace, and existing and future trails, has volunteered and wishes to grant this covenant to the Transferee, and the Transferee has accepted this covenant (the "Agreement") and required its registration as a condition of the Amendment Bylaws.
- D. Section 219 of the *Land Title Act* gives authority for a covenant and indemnity, whether of a negative or positive nature, to be registered against the Lands and granted in favour of the Transferee with provisions:
- in respect of the use of land or the use of a building on or to be erected on land;
 - that land is to be built on in accordance with the covenant;
 - that land is not to be built on or subdivided except in accordance with the covenant;
 - that land is not to be used, built on or subdivided;
 - that parcels of land designated in the covenant and registered under one or more indefeasible titles are not to be sold or otherwise transferred separately; and
 - that land or a specified amenity in relation to it be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state in accordance with the covenant and to the extent provided in the covenant.

NOW THEREFORE in consideration of the payment of the sum of \$10.00 by the Transferee to the Transferor (receipt and sufficiency acknowledged), the mutual covenants and agreements contained in this Agreement, and for other good and valuable consideration, the parties covenant and agree as to the following, including under Section 219 of the *Land Title Act*:

Development in Compliance with Agreement

1. The Transferor covenants and agrees with the Transferee that it must not use or permit the use of the Lands or any building on the Lands for any purpose, construct any building on the Lands or subdivide the Lands except in strict accordance with this Agreement.

Subdivision Layout in Compliance with Plan

2. The Transferor covenants and agrees the Lands must not be subdivided except in substantial compliance with the draft subdivision plan attached as Schedule 'A' ("Subdivision Plan").

3. The parties acknowledge and agree that the Subdivision Plan in Schedule "A" is schematic only and the exact configuration of boundaries, including of the areas labelled the fee simple "Lot A", the bare land Strata Lots 1-9, the "Common Strata Land" areas, the "Return to Crown" areas (which includes the Trail Return to Crown areas), and the roads and access routes, may be determined in accordance with subsequent surveys, and provided that:
- the total number of lots does not change and their respective areas does not change by more than five percent (5%),
 - the Return to Crown areas do not decrease in area,
 - the Common Strata Land area does not decrease except to allow a consequent increase in Return to Crown area, and
 - any changes are consistent with the Transferee's bylaws and regulations,

this Agreement shall be interpreted to apply to the areas so defined. The parties may modify this Agreement from time to time to reflect the more accurate description of the above-noted areas, and the Grantor agrees that these covenant restrictions may be registered against the whole of the Lands until such modification.

Use and Development Restricted until Subdivision

4. The Transferor agrees that, notwithstanding the land uses now or later permitted by the Regional District's Bylaws, the Transferor must not use, develop or build upon the Lands, or any portion of the Lands, or apply to the Regional District for any permit to do so, until completion of the subdivision that creates the areas to be developed and built upon in accordance with this Agreement, except as follows:
- (a) all existing land uses (the "Existing Uses") permitted by current bylaws may continue until the land uses permitted by the Amendment Bylaws have commenced provided that the Existing Uses are permitted by the Amendment Bylaws;
 - (b) the Transferor may carry out site servicing, clearing or excavation, except in the Return to Crown area;
 - (c) the Transferor may carry out geotechnical or geohazard investigations; and
 - (d) the Transferor may carry out exploring, digging and developing sources for potable water.

Dedication concurrent with Subdivision

5. The Lands must not be subdivided unless the Return to Crown area of the Lands, generally as shown on the Subdivision Plan, is concurrently dedicated as park on a registered plan of subdivision, or otherwise returned to the Provincial Crown, subject to clause 6 of this Agreement.
6. The parties acknowledge and agree that the Return to Crown area may be:
- (a) increased to include an area generally parallel to the southern boundary of the Lands, connecting the existing Dahlie Road and the Return to Crown area as presently shown, including for use as trails and parking lot, and if so increased the Common Strata Land area may be decreased proportionately; or
 - (b) decreased or eliminated entirely if the Provincial Crown chooses not to accept the dedication or return, and if so decreased or eliminated the Common Strata Land area must be increased proportionately.

Riparian and Conservation Areas

7. The Transferor acknowledges that the Lands contain watercourses, riparian and other areas with natural habitat values and therefore covenants and agrees to protect, preserve, conserve, maintain and keep in its natural and existing state the areas identified as Common Strata Land (and, until the Lands are subdivided, the Return to Crown Area) on the Subdivision Plan (the "Conservation Area"), and without limiting the generality of the foregoing, the Transferor covenants and agrees:
- (a) the Conservation Area must not be further subdivided following the creation of the areas identified on the Subdivision Plan;
 - (b) to protect, preserve and conserve in its natural state the vegetation and trees in the Conservation Area;
 - (c) not to cut, trim, prune, damage, defoliate or remove any vegetation or tree from the Conservation Area;
 - (d) not to excavate, remove soil or place fill from or on the Conservation Areas;
 - (e) not to use pesticides, herbicides or any other deleterious substance of any kind on the Lands;
 - (f) not to build, place or install any building or structure of any kind on, over or under the Conservation Area; and
 - (g) not to do, omit to be done, or knowingly permit to be done or omitted, anything that does or could reasonably be expected to destroy, impair, diminish, negatively affect or alter the Conservation Area and vegetation and habitat therein.
8. As the sole exceptions to the preceding clause, and only on the conditions noted below, the Transferor may:
- (a) construct one pedestrian trail not to exceed 1.5 metres in width to connect the access route on the lands to existing or future trails in the Return to Crown area,
 - (b) undertake reasonable activities to develop a wastewater treatment facility for the development,
 - (c) undertake reasonable activities to construct buildings specifically permitted by zoning regulations and Regional District bylaws, and
 - (d) in an emergency situation, such as fire or a real and substantial threat to human safety or property, cut down or trim living or dead vegetation or trees in the Conservation Area,
- provided however that all of the following conditions are satisfied with respect to each of the above exceptions:
- (i) all such activities are done in such a manner as to prevent the direct or indirect release or deposit of any debris, soil, silt or other deleterious substance into any watercourse on the Lands,
 - (ii) all construction wastes, soil, fill or other substances deleterious to aquatic life are disposed of or placed on the Lands in such a manner as to prevent the direct or

Indirect release or deposit of such wastes, soil, silt or substances into any watercourse on the Lands,

- (iii) the Transferor must notify the Transferee of the circumstances of all such activities within 30 days, including identifying the actual or likely effect on the Conservation Area as the case may be, and
- (iv) the Transferor undertakes to implement remedial measures to restore the overall habitat of the Conservation Area in accordance with recommendations, if any, of the Regional District, Provincial Ministry or independent professional at its sole cost.

For certainty, the parties agree this provision applies only to this Agreement and does not eliminate the lawful requirements of other governments.

9. For greater certainty, the provisions of this part of this Agreement are not intended to limit any agreements that may be reached between the Transferor and the Provincial Crown in relation to the recreational use of the Return to Crown areas. If the Provincial Crown does not accept the dedication or return of the Return to Crown areas, those portions of the Lands are added to the Common Strata Land, and therefore become part of the Conservation Area subject to this part, however one further unconditional exception applies: the Transferor and Provincial Crown may agree as to development, construction, ongoing maintenance and use of recreational uses, including trails, of the Return to Crown portion of the Conservation Area.

Geotechnical & Fire Safety Considerations

10. The Transferor acknowledges that the Lands may be subject to hazards as identified in the report entitled *Landslide Hazard Assessment* prepared by Dr. Alan Campbell and dated March 15, 2010, a copy of which is attached as Schedule 'B' to this Agreement (the "**Geotechnical Report**"), and therefore covenants and agrees that the Lands must not be built upon or used except in accordance with that Geotechnical Report and further no strata lot or fee simple lot proposed to be created from the Lands may be built upon or used unless:
- (a) such parcel has been reviewed and certified by a professional engineer or a professional geoscientist, with experience or training in geotechnical study and geohazard assessments, to be safely used for the intended use;
 - (b) the Transferor has provided the Transferee's building official with a copy of the geotechnical report(s) required under this section; and
 - (c) this provision in this Agreement has been replaced with a covenant under section 56 of the *Community Charter* or successor legislation in respect of the Lands, or relevant portion, if and as required in accordance with that section.
11. Without limiting the generality of the foregoing, the Geotechnical Report identifies a number of specific constraints on development, and the Transferor covenants and agrees not to build upon or use the Lands unless the following preliminary issues are addressed:
- (a) with respect to proposed Strata Lots 1, 2 and 3, no building until all areas of glacial till are identified;
 - (b) with respect to proposed Strata Lot 4, no building except with protection from flooding and extreme humidity, and only with the incorporation of dewatering measures (e.g. French drains);

- (c) with respect to proposed Strata Lots 5, 6 and 7,
 - (i) no building until potential slide hazards are investigated and addressed,
 - (ii) building permitted only with the incorporation of dewatering measures (e.g. French drains), and
 - (iii) no building, development or clearing of active alluvial fan deposits;
- (d) with respect to proposed Strata Lots 8 and 9,
 - (i) no building until all areas of glacial till are identified and determined to be sufficient and stable for development,
 - (ii) no building, development or clearing of active alluvial fan deposits or areas covered with poorly sorted sand and gravel, and
 - (iii) building permitted only with the incorporation of piers or reasonable alternatives designed by an engineer;

and all only in accordance with the recommendations and conditions of a professional engineer.

12. The parties acknowledge that the above provisions in this part in no way precludes the Approving Officer from requiring similar or alternative measures under the authority of the *Land Title Act* or *Bare Land Strata Regulations*, and such measures and covenants may or may not be sufficient to address the provisions in this part.
13. The Transferor further acknowledges that the Lands are located within the Rural Fire Service Protection Area and Official Community Plan policies for rezonings such as under the Amendment Bylaws contemplate any improvements and development be subject to annual fire inspections at the sole cost of the Transferor, with any recommendations implemented at the sole responsibility and cost of the Transferor, and therefore the Transferor covenants and agrees to engage a professional to undertake such annual inspections and only to build upon and continue to use the Lands in compliance with the recommendations of such inspections. The Transferor must provide a copy of such inspection reports, at no cost, to the Regional District on demand (and the Transferee may, but is under no obligation, to review and consider it).

Indemnity and Release

14. The Transferor covenants and agrees to indemnify and save harmless the Transferee from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which anyone has or may have against the Transferee or which the Transferee incurs as a result of any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.
15. The Transferor releases and forever discharges the Transferee of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which the Transferor can or may have against the Transferee for any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

Registration

16. The restrictions and requirements in this Agreement are covenants running with the Lands in favour of the Transferee and intended to be perpetual, and shall continue to bind all of the Lands when subdivided.
17. At the Transferor's sole cost, the Transferor must do everything necessary to secure priority of registration and interest for this Agreement over all encumbrances of a financial nature.
18. The Transferor agrees to execute all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.
19. The Transferor, as a personal covenant between the parties, agrees to pay the legal fees and land title office costs of the Transferee in connection with the preparation and registration of this Agreement.

General

20. The Transferor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions set out in this Agreement.
21. It is mutually understood, acknowledged and agreed by the parties that the Transferee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Transferor other than those contained in this Agreement. Furthermore, the Transferor acknowledges and agrees that due to the scope of private servicing required, technical restraints and hazards, the requirement for Approving Officer approvals and the requirements for third-party approvals, the Transferor may be unable to subdivide, or to use, develop or construct upon the Lands to the density permitted by the Amendment Bylaws, or at all, despite the Regional District's adoption of the Amendment Bylaws.
22. Nothing contained or implied in this Agreement:
 - (a) prejudices or affects the rights, powers or discretion of the Transferee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if the Agreement had not been executed and delivered by the Transferor;
 - (b) imposes any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement or the breach of any provision in this Agreement; or
 - (c) imposes any public law duty, whether arising from the principles of procedural fairness or the rules of natural justice, on the Transferee with respect to its exercise of any right or remedy expressly provided in this Agreement or at law or in equity.
23. The Transferor covenants and agrees that the Transferee may withhold development permits, building permits and other approvals related to the use, building or subdivision of land as necessary to ensure compliance with the covenants in this Agreement, and that the issuance of a permit or approval does not act as a representation or warranty by the Transferee that the covenants of this Agreement have been satisfied.
24. The Transferor covenants and agrees that:

- (a) if the Transferee advises of a breach of this Agreement, as determined in its reasonable discretion, the Transferor must promptly remedy that breach at its sole cost;
 - (b) if the Transferor has not remedied the breach to the reasonable satisfaction of the Transferee within fifteen (15) days of notice or other time longer period specified by the Transferee, the Transferee may, but is under no obligation to, remove or rectify the breach at the expense of the Transferor without further notice; and
 - (c) any costs to the Transferee of such removal or rectification is a debt due from the Transferor to the Transferee together with interest at a rate of 3% per annum in excess of the Prime Lending Rate of the Royal Bank of Canada in effect from time to time, and:
 - (i) the Transferor must pay such costs and interest to the Transferee forthwith upon demand; and
 - (ii) failing payment, the Transferee may add such costs to property taxes for the Lands.
25. No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.
26. The waiver by a party of any breach of this Agreement or failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar, and no waiver is effective unless it is written and signed by both parties.
27. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.
28. The Transferor acknowledges having received legal advice prior to executing this Agreement, and the Transferor agrees that it fully and completely understands this Agreement and its impact on the Land.
29. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

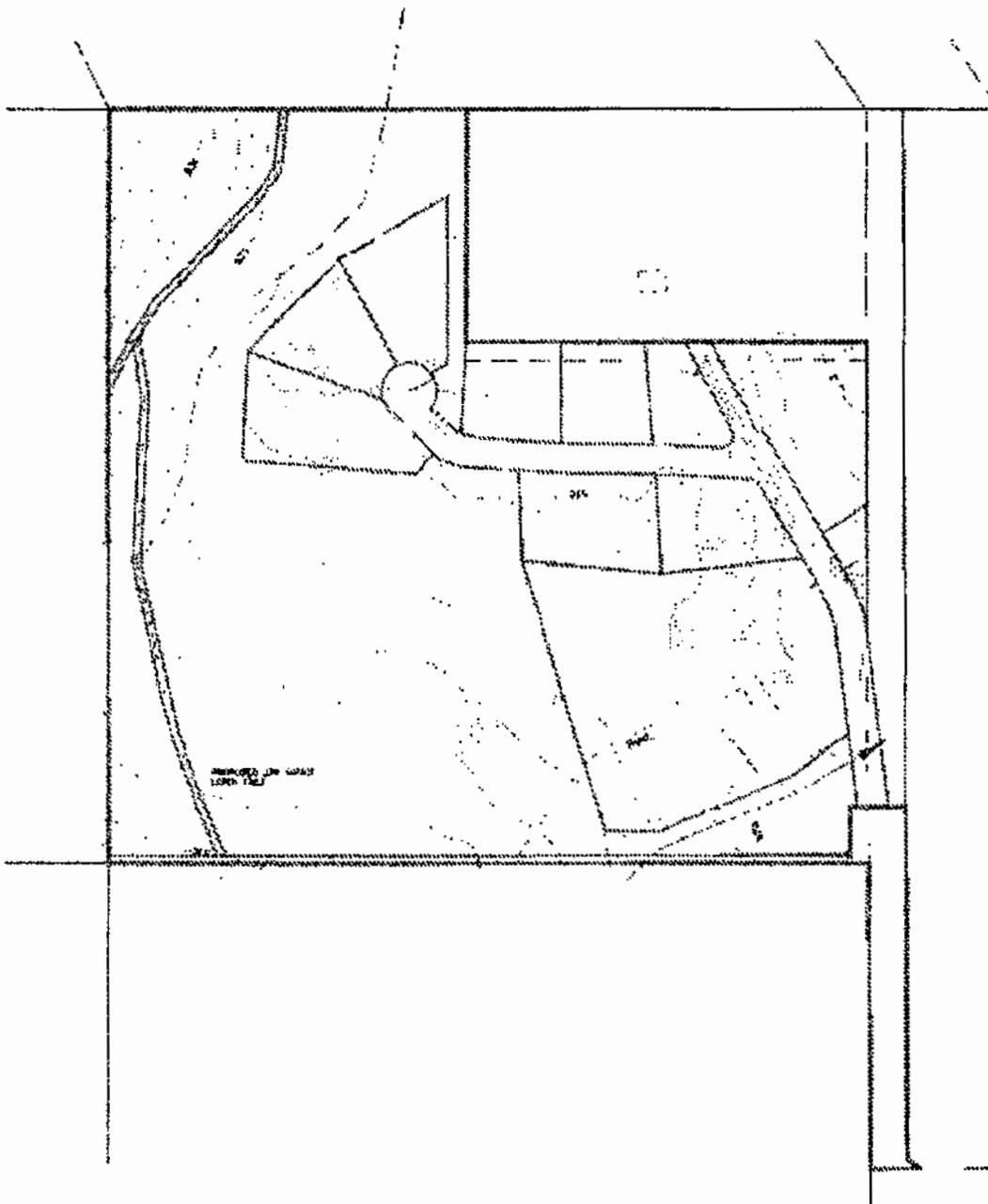
Priority

30. ROYAL BANK OF CANADA (the "Chargeholder") is the registered holder of a charge by way of MORTGAGE against the Lands, registered under No. CA574838 (the "Charge"), agrees with the Transferee, in consideration of the sum of Ten Dollars (\$10.00) paid by the Transferee to the Chargeholder (receipt and sufficiency acknowledged), that the Agreement shall be an encumbrance upon the Lands in priority to the Charge in the same manner and to the same effect as if the Agreement had been dated and registered prior to the Charge.

The Transferor and Transferee acknowledge that this Agreement has been duly executed and delivered by the parties executing Forms C and D (pages 1 and 2) attached.

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Schedule A - Subdivision
Plan



112 010/2800 Dahlia Road / Rezoning Covenant / Feb 14, 2011

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Schedule B – Geotechnical Report



Campbell & Associates 6915 Luke Rd Telkwa BC Canada V01 2X1

Bradley Subdivision Proposal

**Preliminary Legislated Landslide
Hazard Assessment
March 15, 2010**

Dr. Alan N. Campbell P.Geo., PhD, FGAC

Dr. Alan N. Campbell Ph.D., P.Geo., FGAC: (250) 846-5853, acampbel@bulldog.net
Applies Earth Sciences - Surficial - Ground Water - Ore Deposits - Knowledge Information Systems

TERMS OF INSTRUMENT - PART 2

RECITALS:

- A. The Transferor is the registered owner in fee-simple of those lands with a current civic address of 2803 Dahlie Road, more particularly described in Item #2 of Form C, in the Regional District of Bulkley-Nechako in Province of British Columbia (the "Lands").
- B. The Transferee is the Regional District of Bulkley-Nechako ("Transferee" or "Regional District").
- C. Pursuant to the Section 219 Covenant registered in the Prince Rupert Land Title Office under Number CA1963381 (the "Covenant"), the Lands are subject to restrictions and requirements affecting the subdivision, development and use of the Lands, in particular given potential geotechnical constraints, and for the protection and conservation of natural habitat, greenspace, and existing and future trails.
- D. The Transferor, following consultation with the Provincial Approving Officer and further geotechnical investigations for subdivision purposes, proposes:
- (a) an alternate subdivision layout of lots as identified in the plan entitled "Proposed Bare Land and Conventional Subdivision" prepared by HBH Land Surveying Inc. file No. BRA1302 - Rev. 4 dated October 2013 (the "Second Subdivision Plan"), a copy of which is attached to, and forms part of, this Modification as Schedule "I",
 - (b) the addition of the further geotechnical information and assessment prepared by Ryzuk Geotechnical dated October 7, 2013 - File 8-6727-1 (the "Second Geotechnical Report"), including the Landslide Assessment Assurance Statement dated June 26, 2013 for "subdivision approval" purposes, a copy of which is attached to, and forms part of, this Modification as Schedule "II",
- and the parties have agreed to modify the Covenant accordingly in this agreement (the "Modification").
- E. Section 219 of the *Land Title Act* gives authority for a covenant and indemnity, whether of a negative or positive nature, to be registered against the Lands and granted in favour of the Transferee with provisions:
- in respect of the use of land or the use of a building on or to be erected on land;
 - that land is to be built on in accordance with the covenant;
 - that land is not to be built on or subdivided except in accordance with the covenant;
 - that land is not to be used, built on or subdivided;
 - that parcels of land designated in the covenant and registered under one or more indefeasible titles are not to be sold or otherwise transferred separately; and
 - that land or a specified amenity in relation to it be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state in accordance with the covenant and to the extent provided in the covenant.

NOW THEREFORE in consideration of the payment of the sum of \$10.00 by the Transferee to the Transferor (receipt and sufficiency acknowledged), the mutual covenants and agreements contained in this Modification, and for other good and valuable consideration, the parties covenant and agree as to the following, including under Section 219 of the *Land Title Act*:

Replacement of Subdivision Plan

1. The "**Subdivision Plan**" defined in paragraph 2, located at Schedule "A" and referenced in various other paragraphs of the Covenant, shall, from the date of registration of this Modification, be considered a reference to the Second Subdivision Plan.
2. Consequential amendments pertaining to the Subdivision Plan and Second Subdivision Plan include:
 - (a) Reference to "Common Strata Land" in the Covenant shall now be "Common Strata Property";
 - (b) The "Return to Crown" areas shall continue to include areas identified on the original Subdivision Plan whether or not labelled on the new Subdivision Plan; and
 - (c) The "Return to Crown" areas shall continue to include the "Existing Trail" labelled on the new Subdivision Plan.

Additional Geotechnical Report

3. In paragraphs 10 and 11 of the Covenant, the words "and Second Geotechnical Report" shall be inserted after each reference to the "Geotechnical Report".
4. In paragraph 11 of the Covenant, the numbered Strata Lots shall be adjusted accordingly to reflect the updated lot number of the Second Subdivision Plan.
5. For greater certainty, the addition of the Second Geotechnical Report, being for subdivision purposes, shall not be considered satisfaction of paragraph 11(c) of the Covenant, and the Building Inspector remains at liberty to exercise his/her authority under section 56 of the *Community Charter* following applications for building permit.

All other Provisions Continue and are Updated to reflect this Modification

6. The instrument shall be read and construed with the Covenant and be treated as a part thereof and, save as amended above in relation to the Second Subdivision Plan and Second Geotechnical Report, all other terms, covenants and conditions, including personal agreements, shall continue in full force and effect and references to "Agreement" shall be read to include this Modification.

Indemnity and Release

7. The Transferor covenants and agrees to indemnify and save harmless the Transferee from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which

anyone has or may have against the Transferee or which the Transferee incurs as a result of any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

8. The Transferor releases and forever discharges the Transferee of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which the Transferor can or may have against the Transferee for any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

Registration

9. At the Transferor's sole cost, the Transferor must do everything necessary to secure priority of registration and interest for this Modification over all encumbrances of a financial nature.
10. The Transferor, as a personal covenant between the parties, agrees to pay the legal fees of the Transferee in connection with the preparation of this Modification, and to be solely responsible for, including costs for, registration of this Modification at the Land Title Office, and to provide a registered copy and updated title search to the Transferee.

Priority

11. ROYAL BANK OF CANADA (the "Chargeholder") is the registered holder of a charge by way of MORTGAGE against the Lands, registered under No. CA574838 (the "Charge"), agrees with the Transferee, in consideration of the sum of Ten Dollars (\$10.00) paid by the Transferee to the Chargeholder (receipt and sufficiency acknowledged), that the Modification shall be an encumbrance upon the Lands in priority to the Charge in the same manner and to the same effect as if the Modification had been dated and registered prior to the Charge.

The Transferor and Transferee acknowledge that this Modification has been duly executed and delivered by the parties executing Forms C and D (pages 1 and 2) attached.

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SCHEDULE 2
SECOND GEOTECHNICAL REPORT
RYZUK GEOTECHNICAL
Engineering & Materials Testing

28 Crease Avenue, Victoria, BC, V8Z 1S3 Tel: 250-475-3131 Fax: 250-475-3611 www.ryzuk.com

October 7, 2013
File No: 8-6727-1

Bell Group International
PO Box 171
Brentwood Bay, BC
V8M 1R3

Attn: Dale Bellevance (By E-mail: dale@bellgroupinternational.org)

Dear Sir,

Re: The North $\frac{1}{2}$ of the North $\frac{1}{2}$ of District Lot 4267 Range 5 Coast District
Except Plan PRP 13594
Proposed Nine Lot Subdivision - Dahlie Road - Smithers, BC

As requested, and in accordance with our proposal of May 24, 2013, we have undertaken an assessment of the existing geotechnical conditions as such relate to subdivision of the land and subsequent construction of residences. We understand that a Legislated Landslide Assessment has been requested by the Ministry of Transportation and Infrastructure as part of the subdivision process. Our work has involved a background review of available digital aerial imagery and surficial and geological bedrock mapping, as well as a visual assessment of the site and a subsurface test pit investigation program on June 10, 2013. Our associated comments and recommendations are provided herein, and our work has been undertaken in accordance with, and is subject to, the attached Terms of Engagement.

The property is approximately L-shaped and is located a short distance north of Dahlie Road. It is accessed by an unnamed public road and is bounded by undeveloped land. The property is generally level, but gently slopes down toward the north and northeast with a total of approximately 20 m of relief across the site. A local low-lying boggy area in the vicinity of North Fishook Creek is present within the northwest portion of the site, to the north of the proposed lots, while Dahlie Creek runs through the southeast corner of the site. Currently the property is mostly undeveloped and consists of mixed forest (spruce, poplar, and birch) and grassy areas with one existing dwelling in the southeast of the site.

We understand that the proposed subdivision will involve the creation of nine bare land strata parcels ranging in size from 0.2 to 0.5 ha and one fee simple lot of approximately 1.8 ha. At the time of our attendance, the proposed lot layout was generally marked in the field with stakes and flagging. The proposed layout is shown on the attached Test Pit Location Plan, dwg no. 8-6727-1-1.

TERMS OF INSTRUMENT - PART 2**RECITALS:**

- A. The Transferor is the registered owner in fee-simple of lands accessed from Dahlie Road, being Strata Lots 1-9 and Common Property of Plan EPS3030 and Lot A Plan EPP54442, each more particularly described in Item #2 of Form C, in the Regional District of Bulkley-Nechako in Province of British Columbia (the "Lands").
- B. The Transferee is the Regional District of Bulkley-Nechako ("Transferee" or "Regional District").
- C. As part of the 2011 Official Community Plan and Zoning Bylaw Amendment Bylaws for the Parent Parcel (being, then, PID 015-221-946 The North ½ of the North ½ of District Lot 4267 Range 5 Coast District Except Plan PRP135594), the Transferor volunteered and the Regional District accepted as a condition of the Amendment Bylaws, a covenant with requirements and restrictions on subdivision and development, then registered under CA1963381 (the "Original Covenant"). Since then, further investigation, subdivision and development has proceeded, including the following:
- Further geotechnical information and assessment was prepared by Ryzuk Geotechnical dated October 7, 2013 and September 22, 2015 - File 8-6727-1 (collectively the "Second Geotechnical Report"), including the Landslide Assessment Assurance Statements dated June 26, 2013 and September 22, 2015 for "subdivision approval" purposes, and stated that "most areas are suitable for conventional construction" and there are "multiple buildable areas on each lot, however, specific locations and details of future residences have not yet been determined";
 - The Transferor requested, first in 2013 and then again in 2015, that the Original Covenant be modified to reflect the Second Geotechnical Report, and a Covenant Modification was prepared and registered under CA4878161 (the "Modification");
 - In May 2016, the Provincial Approving Officer approved the subdivision of the Parent Parcel into the Lands, and subdivision plans were registered to create each of the parcels that comprise the Lands, thus satisfying part of the Original Covenant;
 - With the 2016 subdivision, a portion of the Parent Parcel was dedicated as Road, thus satisfying part of the Original Covenant;
 - With the 2016 subdivision, a portion of the Parent Parcel was Returned to the Crown, thus satisfying part of the Original Covenant;
 - With the 2016 subdivision, upon reviewing the Second Geotechnical Report, the

Provincial Approving Officer advised she was satisfied with the geotechnical investigations for the purposes of subdivision under section 86(1)(d) of the *Land Title Act* and the *Bare Land Strata Regulations*, however, the parties acknowledge and agree that both the original Geotechnical Report (available as a schedule with the Original Covenant) and the Second Geotechnical Report (available as a schedule with the Modification) contain recommendations applicable at time of building, and further investigations are required for each parcel that comprises the Lands.

- D. In 2016, the Transferor requested that the Original Covenant and Modification be discharged and replaced with a new covenant that would reflect the above, and thus simplify the requirements and restrictions for the owners of each of the parcels that comprise the Lands, and the Regional District agreed and has accepted this covenant (the "Agreement") on the basis that the original documents and reports remain accessible to all new owners, and their respective professionals, through provision by the Transferor at the time of transfer to new owners, searches of the Original Covenant and Modification with the Land Title and Survey Authority Office, requests for Provincial Approving Officer records and/or formal requests for Regional District records.
- E. Section 219 of the *Land Title Act* gives authority for a covenant and indemnity, whether of a negative or positive nature, to be registered against the Lands and granted in favour of the Transferee with provisions:
- in respect of the use of land or the use of a building on or to be erected on land;
 - that land is to be built on in accordance with the covenant;
 - that land is not to be built on or subdivided except in accordance with the covenant;
 - that land is not to be used, built on or subdivided;
 - that parcels of land designated in the covenant and registered under one or more indefeasible titles are not to be sold or otherwise transferred separately; and
 - that land or a specified amenity in relation to it be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state in accordance with the covenant and to the extent provided in the covenant.

NOW THEREFORE in consideration of the payment of the sum of \$10.00 by the Transferee to the Transferor (receipt and sufficiency acknowledged), the mutual covenants and agreements contained in this Agreement, and for other good and valuable consideration, the parties covenant and agree as to the following, including under Section 219 of the *Land Title Act*:

Development in Compliance with Agreement

1. The Transferor covenants and agrees with the Transferee that it must not use or permit the use of the Lands or any building on the Lands for any purpose, construct any building on the Lands or subdivide the Lands except in strict accordance with this Agreement.
2. The Lands must not be further subdivided.

Riparian and Conservation Areas

3. The Transferor acknowledges that the Lands contain watercourses, riparian and other areas with natural habitat values and therefore covenants and agrees to protect, preserve, conserve, maintain and keep in its natural and existing state the Common Property shown on Plan EPS3030 (the "Conservation Area"), and without limiting the generality of the foregoing, the Transferor covenants and agrees, with respect to both the Conservation Area and the Lands:
- (a) not to use pesticides, herbicides or any other deleterious substance of any kind on the Lands or on the Conservation Area;
 - (b) to protect, preserve and conserve in its natural state the vegetation and trees in the Conservation Area;
 - (c) not to cut, trim, prune, damage, defoliate or remove any vegetation or tree from the Conservation Area;
 - (d) not to excavate, remove soil or place fill from or on the Conservation Area, or on the Lands immediately adjacent to the Conservation Area in a manner that would alter the drainage patterns, vegetation or habitat on the Conservation Area;
 - (e) not to build, place or install any building or structure of any kind on, over or under the Conservation Area;
 - (f) not to do, omit to be done, or knowingly permit to be done or omitted, anything (whether on or in relation to the Lands or the Conservation Area) that does or could reasonably be expected to destroy, impair, diminish, negatively affect or alter the Conservation Area and vegetation and habitat therein; and
 - (g) the Conservation Area must not be further subdivided.
4. As the sole exceptions to the preceding clause, and only on the conditions noted below, the Transferor may:
- (a) construct one pedestrian trail not to exceed 1.5 metres in width to connect the development to existing or future trails in the area that was returned to the Crown,
 - (b) undertake reasonable activities to develop a wastewater treatment facility for the development,
 - (c) undertake reasonable activities to construct buildings specifically permitted by zoning regulations and Regional District bylaws, and
 - (d) in an emergency situation, such as fire or a real and substantial threat to human safety or property, cut down or trim living or dead vegetation or trees in the Conservation Area,

provided however that all of the following conditions are satisfied with respect to each of the above exceptions:

- (i) all such activities are done in such a manner as to prevent the direct or indirect release or deposit of any debris, soil, silt or other deleterious substance into any watercourse on the Lands or on the Conservation Area,
- (ii) all construction wastes, soil, fill or other substances deleterious to aquatic life are disposed of or placed on the Lands or on the Conservation Area in such a manner as to prevent the direct or indirect release or deposit of such wastes, soil, silt or substances into any watercourse on the Lands or on the Conservation Area,
- (iii) the Transferor must notify the Transferee of the circumstances of all such activities within 30 days, including identifying the actual or likely effect on the Conservation Area as the case may be, and
- (iv) the Transferor undertakes to implement remedial measures to restore the overall habitat of the Conservation Area in accordance with recommendations, if any, of the Regional District, Provincial Ministry or independent professional at its sole cost.

For certainty, the parties agree this provision applies only to this Agreement and does not eliminate the lawful requirements of other governments.

Geotechnical Considerations

5. The Transferor acknowledges that the Lands may be subject to hazards and therefore covenants and agrees that each parcel that comprises the Lands must not be built upon or used except and until:
 - (a) such parcel has been reviewed and certified by a professional engineer or a professional geoscientist, with experience or training in geotechnical study and geohazard assessments, to be used safely for the use intended, including but not limited to determining the appropriate building area and, if necessary, restrictions on the type of construction;
 - (b) the Transferor has provided the Transferee's building official with a copy of the geotechnical report(s) required under this section; and
 - (c) this provision in this Agreement has been modified, supplemented or replaced with a covenant under section 56 of the *Community Charter* or successor legislation in respect of the Lands, or relevant portion, if and as required in accordance with that section.
6. The Transferor acknowledges and agrees that, in accordance with section 56 of the *Community Charter*, if the qualified professional determines that the Lands may not be

used safely for the use intended, then the Lands may not be built upon or used, and there is no remedy against the Transferee.

Fire Safety Considerations

7. The Transferor further acknowledges and agrees that the Lands are located within the Rural Fire Service Protection Area and any improvements and development is subject to annual fire inspections at the sole cost of the Transferor, with any recommendations implemented at the sole responsibility and cost of the Transferor, and therefore the Transferor covenants and agrees to engage a professional to undertake such annual inspections and only to build upon and continue to use the Lands in compliance with the recommendations of such inspections. The Transferee agrees that the owners of each of the parcels that comprise the Lands may coordinate their efforts and provide a collective report. The Transferor must provide a copy of such inspection reports, at no cost, to the Regional District on demand (and the Transferee may, but is under no obligation, to review and consider it, or otherwise enforce this provision).

Indemnity and Release

8. The Transferor acknowledges that the Transferee does not represent to the Transferor or to any other person that any building, improvement or other structure of any kind that is built or moved in accordance with this Agreement will not be damaged by hazards, and the Transferor covenants and agrees not to claim damages from the Transferee for any loss, damage, enrichment, injury or death caused by or associated with any hazards to or on the Lands or any building, improvement or other structure that is built or moved onto the Lands.
9. The Transferor covenants and agrees to indemnify and save harmless the Transferee from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which anyone has or may have against the Transferee or which the Transferee incurs as a result of any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.
10. The Transferor releases and forever discharges the Transferee of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which the Transferor can or may have against the Transferee for any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

Registration

11. The restrictions and requirements in this Agreement are covenants running with the Lands in favour of the Transferee and intended to be perpetual, and shall continue to

bind all of the Lands when subdivided.

12. At the Transferor's sole cost, the Transferor must do everything necessary to secure priority of registration and interest for this Agreement over all encumbrances of a financial nature.
13. The Transferor agrees to execute all other documents and provide all other assurances necessary to give effect to the covenants contained In this Agreement.
14. The Transferor, as a personal covenant between the parties, agrees to pay the legal fees and land title office costs of the Transferee in connection with the preparation and registration of this Agreement.

General

15. The Transferor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions set out in this Agreement.
16. It is mutually understood, acknowledged and agreed by the parties that the Transferee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Transferor other than those contained in this Agreement. Furthermore, the Transferor acknowledges and agrees that due to the scope of private servicing required, technical restraints and hazards, the requirement for Approving Officer approvals and the requirements for third-party approvals, the Transferor may be unable to use, develop or construct upon the Lands to the density permitted by the Amendment Bylaws, or at all, despite the Regional District's adoption of the Amendment Bylaws.
17. Nothing contained or implied in this Agreement:
 - (a) prejudices or affects the rights, powers or discretion of the Transferee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if the Agreement had not been executed and delivered by the Transferor;
 - (b) imposes any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement or the breach of any provision in this Agreement; or
 - (c) imposes any public law duty, whether arising from the principles of procedural fairness or the rules of natural justice, on the Transferee with respect to its exercise of any right or remedy expressly provided in this Agreement or at law or in equity.
18. The Transferor covenants and agrees that the Transferee may withhold development permits, building permits and other approvals related to the use or building on the land as necessary to ensure compliance with the covenants in this Agreement, and that the

issuance of a permit or approval does not act as a representation or warranty by the Transferee that the covenants of this Agreement have been satisfied.

19. The Transferor covenants and agrees that:
- (a) if the Transferee advises of a breach of this Agreement, as determined in its reasonable discretion, the Transferor must promptly remedy that breach at its sole cost;
 - (b) if the Transferor has not remedied the breach to the reasonable satisfaction of the Transferee within fifteen (15) days of notice or other time longer period specified by the Transferee, the Transferee may, but is under no obligation to, remove or rectify the breach at the expense of the Transferor without further notice; and
 - (c) any costs to the Transferee of such removal or rectification is a debt due from the Transferor to the Transferee together with interest at a rate of 3% per annum in excess of the Prime Lending Rate of the Royal Bank of Canada in effect from time to time, and:
 - (i) the Transferor must pay such costs and interest to the Transferee forthwith upon demand; and
 - (ii) failing payment, the Transferee may add such costs to property taxes for the Lands.
20. No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity. The Transferor agrees that the Transferee is entitled to obtain an order for specific performance or a prohibitory or mandatory injunction in respect of any breach of this Agreement by the Transferor.
21. The waiver by a party of any breach of this Agreement or failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar, and no waiver is effective unless it is written and signed by both parties.
22. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.
23. The Transferor acknowledges having received legal advice prior to executing this Agreement, and the Transferor agrees that it fully and completely understands this Agreement and its impact on the Lands.
24. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

Priority

25. [TO REVIEW EACH OF THE TITLES AND TO BE ADDED IF NECESSARY] _____ (the "Chargeholder") is the registered holder of a charge by way of _____ against the Lands, registered under No. _____ (the "Charge"), agrees with the Transferee, in consideration of the sum of Ten Dollars (\$10.00) paid by the Transferee to the Chargeholder (receipt and sufficiency acknowledged), that the Agreement shall be an encumbrance upon the Lands in priority to the Charge in the same manner and to the same effect as if the Agreement had been dated and registered prior to the Charge.

The Transferor and Transferee acknowledge that this Agreement has been duly executed and delivered by the parties executing Forms C and D (pages 1 and 2) attached.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
REPORT OF THE PUBLIC HEARING REGARDING PROPOSED REPLACEMENT OF COVENANT
NO CA1963381.**

Report of the Public Hearing held at 7:00 p.m. on Wednesday, December 7th, 2016 in the West Fraser Room at the Smithers Municipal Office, 1027 Aldous Street, Smithers, B.C. regarding a proposal to replace Covenant No. CA1963381 with a new covenant which does not include geotechnical reports.

Present: Mark Fisher, Chairperson
Jason Llewellyn, Recording Secretary
Teresa Bradley, Applicant
Dale Bellavance, Applicant's agent
John Barendregt, 2279 Dahlie Road

CALL TO ORDER: The meeting was called to order at 7:00 p.m.

BUSINESS:

Chairperson Fisher Chairperson Fisher welcomed the persons present and read a statement describing the proposal to replace the covenant with a new covenant that does not have the geotechnical reports attached. He noted the location of the information packages, and explained the Public Hearing process.

Chairperson Fisher called for comments from those present.

John Barendregt Asked what change is proposed.

Chairperson Fisher Explained that the covenant on title is proposed to be replaced with another covenant that does not have contain the covenants relating to the subdivision of the property. The covenant terms relating to the common property and land dedication remain in the proposed covenant that is in the information package.

Dale Bellavance Said that the first geotechnical report was a broad assessment of the area. The second report, required by the Subdivision Approving Officer, indicated that the proposed development was ok to proceed. The Approving Officer asked for the third geotechnical report to provide more detail to confirm the conclusions of the second report. The 3rd geotechnical report confirmed that the subdivision was ok to proceed.

John Barendregt Said that his concern is the width and safety of Dahlie Road. In particular he was concerned with the corner leading to the subject property.

Dale Bellavance Noted that the subdivision process considered the possible impact of his client's relatively small development on Dahlie Road, and no improvements were required. The Public Hearing is not regarding the condition of Dahlie Road.

Chairperson Fisher Said that he would be happy to talk to John Barendregt regarding his road safety concerns.

Chairperson Fisher Called for additional comments three times.

Chairperson Fisher Closed the hearing at 7:16 p.m.

Mark Fisher, Chairperson

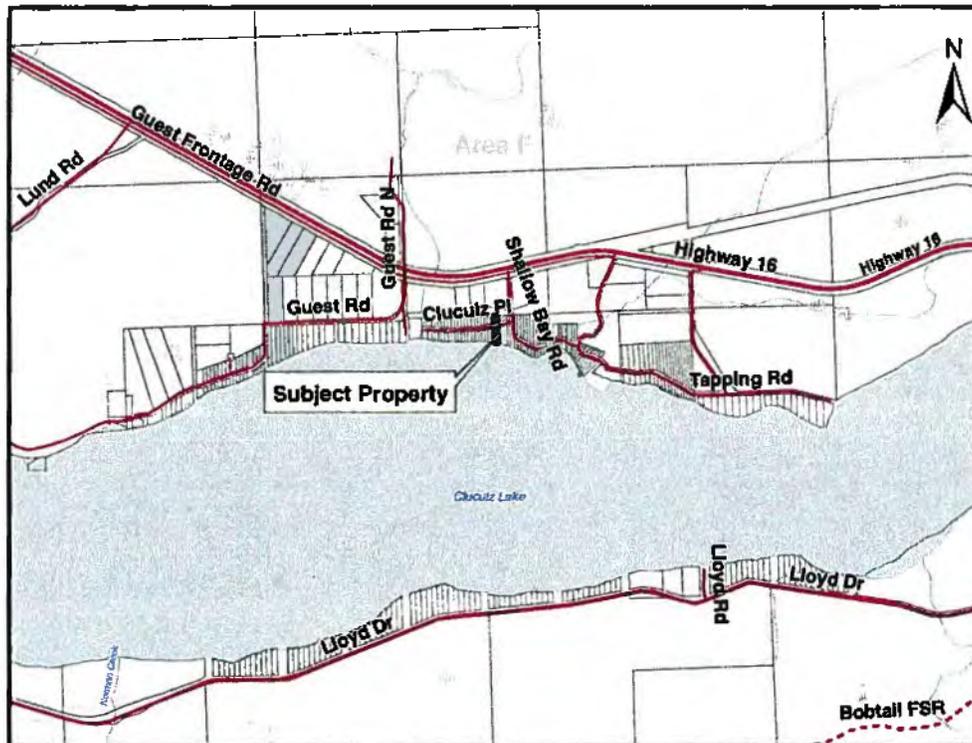
Jason Llewellyn, Recording Secretary



Planning Department Report
Development Variance Permit Application F-01-16
December 2, 2016

APPLICATION SUMMARY

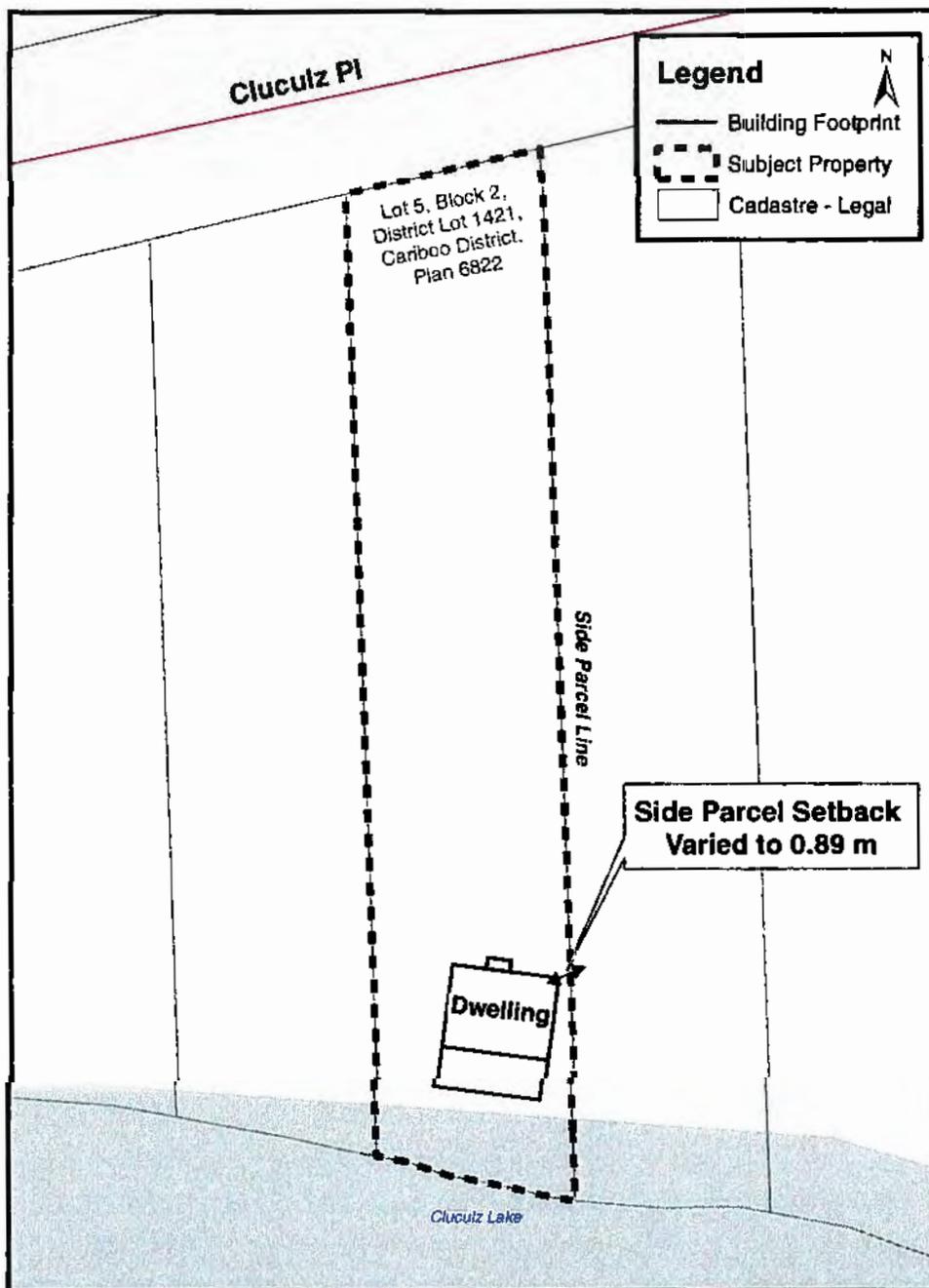
Name of Applicants:	Darren and Linda Hauck
Electoral Area:	F
Subject Property:	Lot 5, Block 2, District Lot 1421, Cariboo District, Plan 6822. The subject property is ± 0.18 ha (± 0.44 acres) in size.
OCP Designation:	Lakeshore (L) in the Endako, Fraser Lake & Fort Fraser Rural OCP Bylaw No. 1487, 2008
Zoning:	Waterfront Residential II (R4)
Existing Land Use:	Residential
Location:	The subject property is located at 50875 Cluculz Place, in the community of Cluculz Lake, 35 km southeast of the District of Vanderhoof.



PLANNING DEPARTMENT COMMENTS

The applicants purchased the property in July 2016. Upon the sale of the property the applicants obtained a Certificate of Location, which is attached to this report. The Certificate of Location shows that the dwelling's exterior wall is located 1.12 metres from the eastern side parcel line. The applicants state that there is a 0.3 metre roof overhang; therefore, the proposal is to vary the side parcel setback from 1.5 metres to 0.89 metres.

Variance Site Plan



Building Code Implications

The dwelling was built in 1994 with a building permit. The setback required under the zoning bylaw at the time had the same setback requirements as the present zoning bylaw.

Given the limited setback from the adjacent property the dwelling does not meet the requirements of the Building Code that was in place at the time of construction. Therefore, staff are unable to recommend that the permit be issued until the applicant has upgraded the building to the appropriate standard.

The property owner has been in contact with the building inspectors and has agreed to apply for a building permit and undertake the necessary fire safety related building upgrades.

Staff Recommendation

Staff do not anticipate any negative functional or safety implications resulting from the legalization of the location of the existing residence, provided that the necessary building upgrades are completed.

The property owners of the adjacent parcel to the east, which is most impacted by the proposed variance, are working with the applicants to remove two sheds that are encroaching the subject property. The owner of this property, and all property owners within 50 metres of the subject property, will be mailed a notification letter 10 days before the Board meeting when this application will be considered, and will have an opportunity to comment on the application at that meeting.

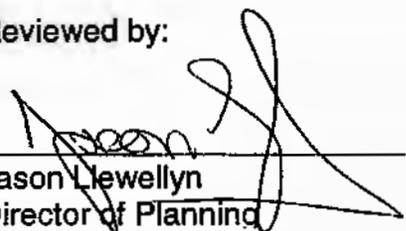
Recommendation:

That the Regional District Board:

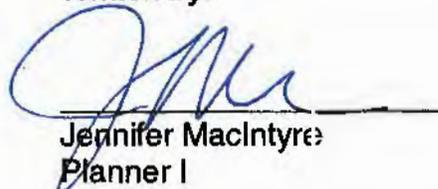
1. Approve Development Variance Permit F-01-16 for the property located at 50875 Cluculz Place to vary Section 9.06 (1) (b) of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to reduce the eastern side parcel line setback from 1.5 metres (5 ft.) to 0.89 metres (2.91 feet) for the existing residence developed in general compliance with Schedule A of the permit; and,
2. Direct staff to issue Development Variance Permit F-01-16 once, and if, the applicant obtains a building permit and upgrades the dwelling on the property to the satisfaction of the RDBN building inspector.

Electoral Area Planning – Participants/Directors/Majority

Reviewed by:


 Jason Lewellyn
 Director of Planning

Written by:


 Jennifer MacIntyre
 Planner I

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. F-01-16**

ISSUED TO: Darren and Linda Hauk
10585 Birchwood Road
Prince George, BC V2N 5A9

WITH RESPECT TO THE FOLLOWING LANDS:

Lot 5, Block 2, District Lot 1421, Cariboo District, Plan 6822

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 700 as follows:
 - Section 9.06 (1) (b) is varied by reducing the eastern side parcel line setback from 1.5 metres (5 ft.) to 0.89 metres (±2.94 ft.) for the dwelling; developed in general compliance with Schedule A.
2. This variance applies only to the dwelling shown on the plan attached as Schedule A, which forms part of this permit.
3. The lands shall be developed in accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A, which forms part of this permit.
4. This permit is not a building permit nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.

AUTHORIZING RESOLUTION NO. _____ passed by the Regional District Board
this day of _____, 2016

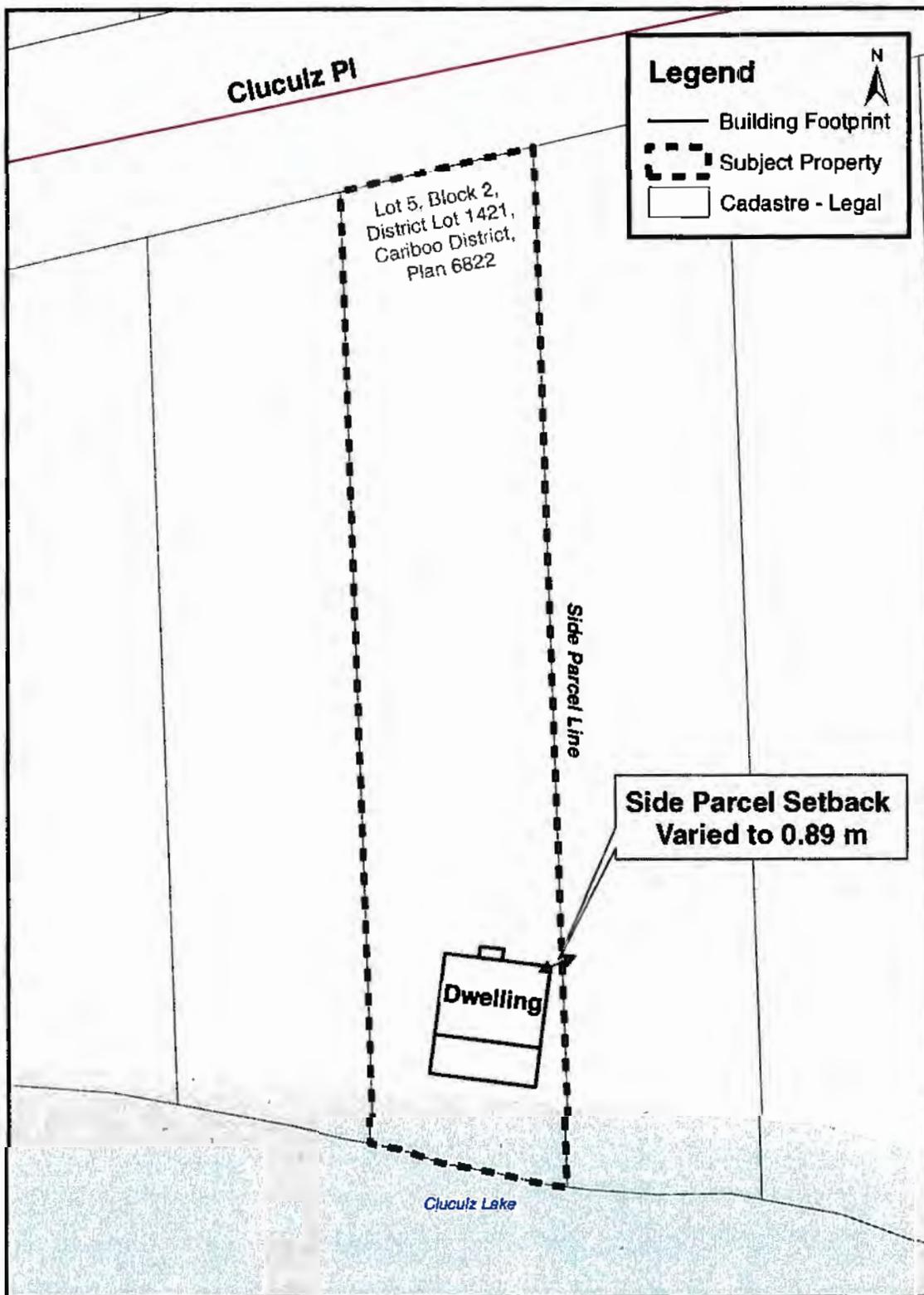
PERMIT ISSUED on the ____ day of _____, _____.

Corporate Administrator

238



SCHEDULE A:



239

RECEIVED

NOV 10 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

To whom it may concern,

Please find attached out application for Development Variance Permit.

We purchased this property in July of 2016. When we had a Surveyor's Certificate of location done on the property we learned that the dwelling is actually 1.12 meters from the property line instead of the acceptable 1.5 meters. The neighbours dwelling on lot 4 is 6.4 meters from the property line.

With the neighbour's approval, we will be moving the orange building and taking down the blue shed building in 2017. (The orange and blue buildings as they appear on the Surveyor's Certificate.)

Please consider or application for Development Variance Permit, and contact us at anytime if there are any further questions (250) 964-6363 or (250) 614-9788

Thank you,

Darren and Linda Hauck

241

October 26, 2016

To whom it may concern,

As the representative of Lot 4 on Cluculz Place, Cluculz Lake, BC in the Regional District of Bulkley Nechako:

I am aware the dwelling on Lot 5 is closer than 1.5 meters to the property line.

I do not object to granting a variance to the owners of Lot 5.

Please contact me if you have any questions or concerns.



Dana Walls
7125 Aldeen Road
Prince George, BC
V2N 5P7
wallsdana10@gmail.com
(250) 961-7123



Planning Department Report
Rezoning Bylaw No. 1788
3rd Reading
File No. E-01-16
December 5, 2016

APPLICATION SUMMARY

Name of Property Owner: Janet Wilder

Electoral Area: E

Subject Property: Lot A, District Lot 5693, Range 5, Coast District, Plan 9640

Location: The subject property is located at 3685 Tchesinkut East Road, approximately 12 km south of the Village of Burns Lake.

Location Map



Existing Land Use:

The property is 2.14 ha. in size and is currently used as a seasonal recreational home. The uses found in the surrounding area are primarily residential, seasonal recreational and tourist commercial.

The 2.1 ha. subject property contains a 2,886 ft² residence built in 1966, a 3,168 ft² building which was previously used as an aircraft hangar, and a 224 ft² shed.

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O.C.P. Designation(s): Rural Residential (RR) and Lakeshore (L) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009.

Zoning: Light Industrial (M1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

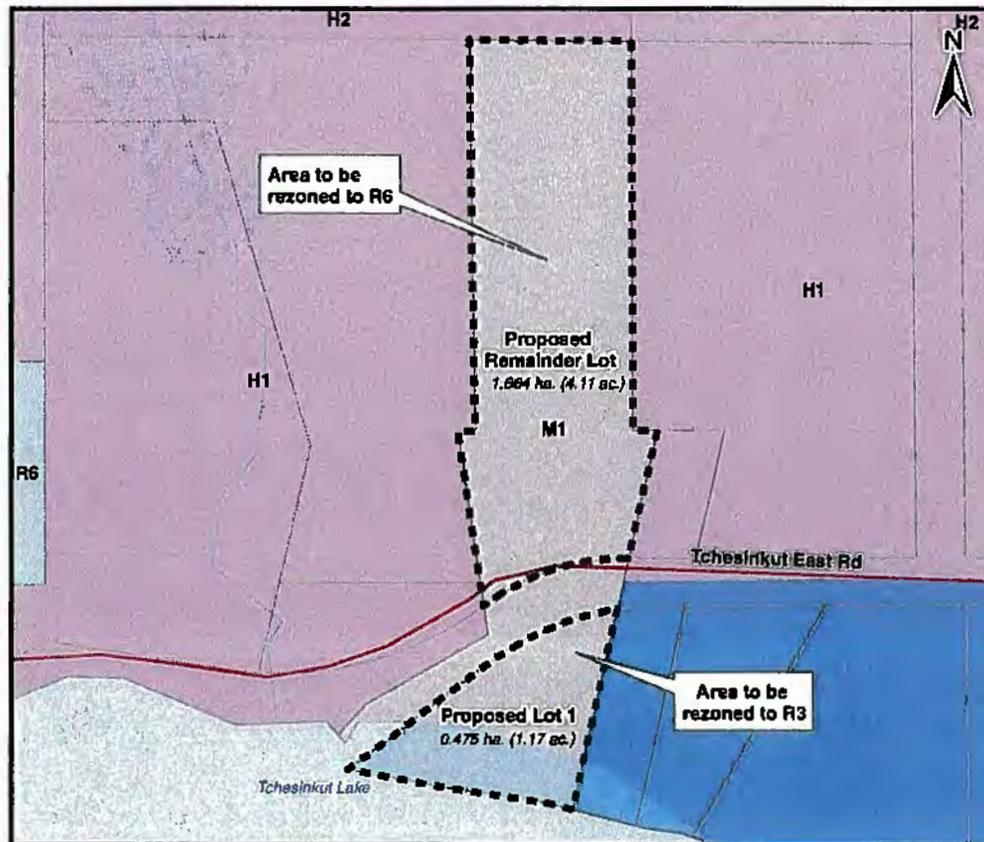
ALR Status: Not in the ALR

Proposed Rezoning:

The applicant wishes to subdivide the subject property in two parcels

- Proposed Lot 1, is 0.475 ha. (1.17 ac.) in size and will include the residence, septic tank, storage building and shed.
- Proposed Remainder Lot is 1.664 ha. (4.11 ac.) in size and will become vacant.

Proposed Zoning and Subdivision Plan



The minimum parcel size requirement of the R4 zone is 1.98 acres; therefore, proposed Lot 1 must be rezoned to R3, which allows a smaller minimum parcel area of 0.25 ha. (0.62 ac. or 2500 m²).

The Remainder Lot is proposed to be rezoned to Rural Residential (R6). The R6 zone is compatible with the intended residential use and the minimum parcel area requirement of 1 ha. (2.47 acres).

REFERRAL COMMENTS

Ministry of Transportation

Approval Recommended Subject to Conditions Below:

Current access permits must be in place or new permits applied for.

Northern Health Authority

The proposed bylaw amendment has been reviewed by this office, before comments can be provided on the proposed rezoning, Northern Health would need to assess the suitability of the proposed subdivided lots for servicing on-site sewage disposal systems. This office has received a proposed subdivision application referral from an Approving Officer from the Ministry of Transportation and Infrastructure. The applicant has been provided information regarding further requirements, which would need to be fulfilled prior to Northern health undertaking the assessment.

Please note that Northern Health evaluates subdivision application referrals with respect to the *BC Sewerage System Regulation*, the *BC Sewerage System Standard Practice Manual*, and Northern *Guidelines for Subdivision*.

Area 'E' Advisory Planning Commission

Resolution: Support the application to change the zoning on said property from Light Industrial to Rural Residential.

PLANNING DEPARTMENT COMMENTS

The public hearing for Bylaw 1788 was held on December 12, 2016. The report of the Public Hearing will be on the Supplemental Agenda.

Official Community Plan

The property has two designations. The portion of the property south of Tchutsinkut East Road adjacent to the lake, is designated Lakeshore (L) and the portion north of the road is designated Rural Residential (RR) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009 (the OCP).

The proposed rezoning is supported by the OCP as the Lakeshore and Rural Residential designations support the creation of parcels as small as those proposed if the property is truncated by a road and onsite sewage disposal can be accommodated.

Zoning

The property is currently zoned Light Industrial which reflects the previous uses of a float plane hangar on the property. The hangar is currently being used as an accessory building to the residential use of the property.

The permitted uses allowed on the property currently are light industrial in nature and do not fit the character of the area. The uses permitted in the Light Industrial (M1) zone include:

- (a) *light manufacturing including the construction, assembly and repair of wood and fibreglass products, signs, boats and ceramic products;*
- (b) *warehousing including cold storage plants, frozen food lockers and feed and seed storage and distribution;*
- (c) *food products manufacturing, processing and packaging excluding processing and packaging of fish and including only pre-dressed and government inspected meats and eviscerated poultry;*
- (d) *building supplies and lumber yard;*
- (e) *automotive repair garage including autobody work and painting, muffler shops, transmission shops, tire sales and service, carwashes and excluding the wrecking, salvage and storage of automobiles;*
- (f) *commercial workshop including machine shop, welding shop, private or government garage and workshop;*
- (g) *storage compounds;*
- (h) *retail sales of petroleum products.*

If a principal use of land has been established in the Light Industrial Zone, the following secondary uses of land, buildings or structures are permitted:

- (a) *one dwelling unit per parcel;*
- (b) *buildings and structures accessory to the permitted principal and secondary uses;*
- (c) *retail sales and rentals.*

The uses permitted in the proposed R3 zone, located on Proposed Lot 1 include:

- (a) *single family dwelling;*
- (b) *home occupation;*
- (c) *buildings and structures accessory to the permitted principal uses.*

The uses permitted in the proposed R6 zone, located on the Remainder Lot include:

- (a) *single family dwelling;*
- (b) *two family dwelling;*
- (c) *field crops and horticulture;*
- (d) *noncommercial farm livestock;*
- (e) *home occupation;*
- (f) *buildings and structures accessory to the permitted principal uses.*

The permitted uses fit the character of the area, and the zones would allow the subdivision as proposed.

Sewage and Water

A Registered Onsite Wastewater Practitioner (ROWP) has done test pits and surveyed the subject property for suitable areas for on-site sewage disposal systems and water supply. The ROWP states in his report that both of the proposed lots can accommodate

on-site water supply and sewage disposal systems substantially in accordance with the Northern Health Subdivision Guidelines and the BC Sewerage Regulation.

Land Use Discussion

In the Planning Department's opinion the proposed rezoning will permit uses that are a better fit with the surrounding character of the area. In addition, the proposal will reduce the potential for negative impacts to Tchesinkut Lake associated with future industrial use of the land.

This application will permit a new waterfront parcel and residential development north of the road. The parcel located near the water is already developed and proposed zoning will not allow further subdivision beyond the proposed 2 parcels.

There are approximately 7 other properties that are truncated by Tchesinkut East Road that may potentially be rezoned and subdivided. The public's and the Board's response to this application may potentially have a bearing on future applications.

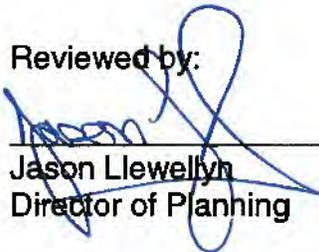
Given that the proposal allows for a more appropriate use of the land, and the rezoning is in accordance with OCP Policy, it is recommended that the Board approve 3rd Reading.

Recommendations:

1. That the Regional District Board receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016"
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016" be given third reading.

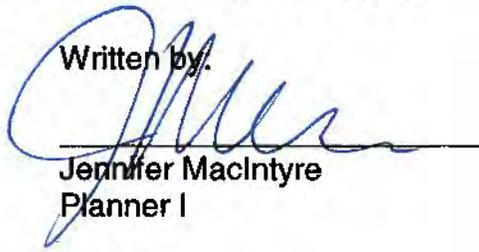
Electoral Area Planning – All Directors/ Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I



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REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1788

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:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Light Industrial (M1)" Zone to the "Waterfront Residential I (R3)" Zone.

"Portion of Lot A, District Lot 5693, Range 5, Coast District, Plan 9640", shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Light Industrial (M1)" Zone to the "Rural Residential (R6)" Zone.

"Portion of Lot A, District Lot 5693, Range 5, Coast District, Plan 9640", 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. 1788, 2016".

READ A FIRST TIME this 24th day of November, 2016

READ A SECOND TIME this 24th day of November, 2016

PUBLIC HEARING HELD this 12th day of December, 2016

READ A THIRD TIME this day of , 2016

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016"

DATED AT BURNS LAKE this day of , 2016

Corporate Administrator

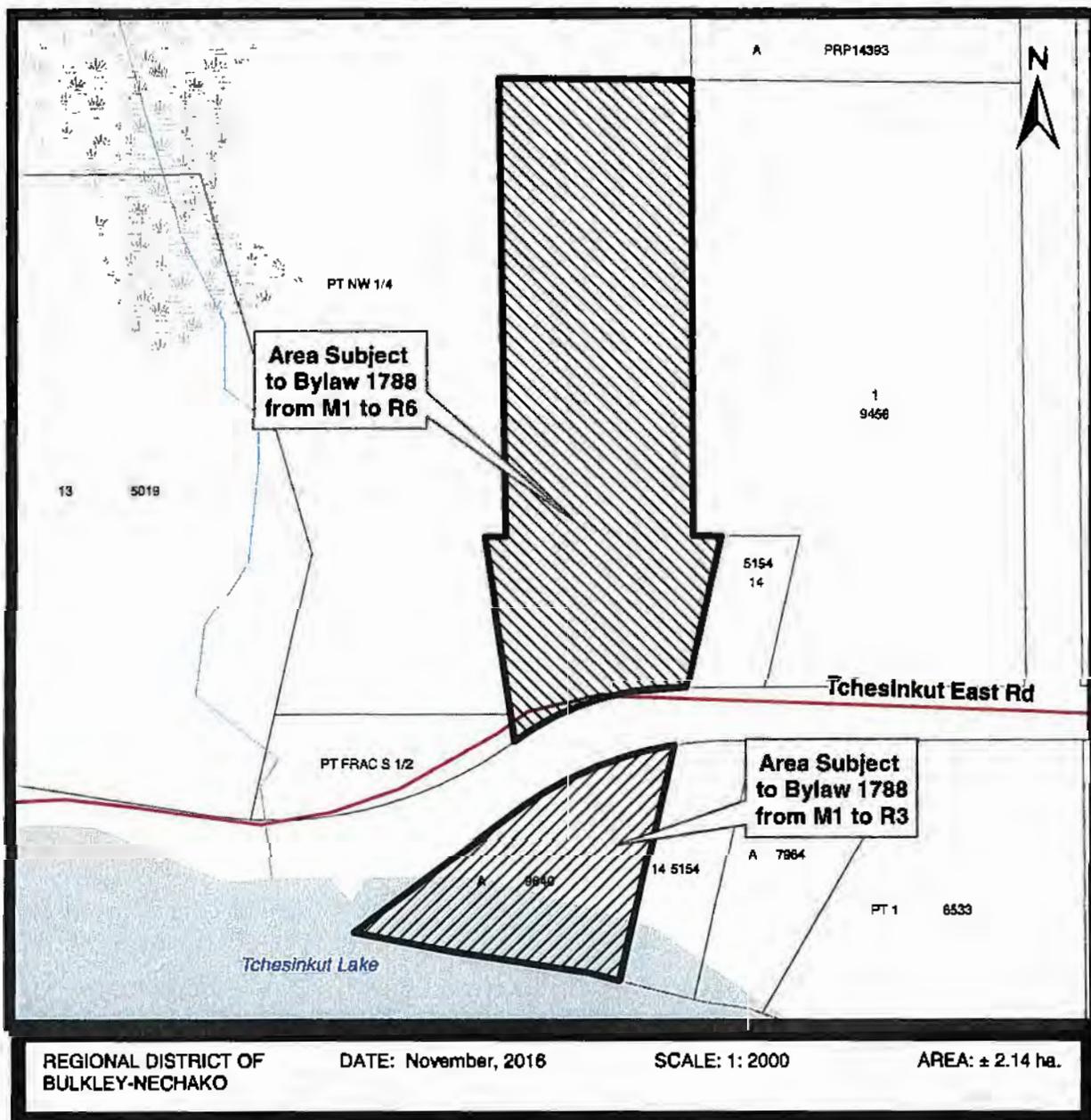
APPROVED BY THE MINISTRY OF TRANSPORTATION
this day of

ADOPTED this day of , 2016

Chairperson

Corporate Administrator

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SCHEDULE "A" BYLAW NO. 1788

A portion of Lot A, District Lot 5693, Range 5, Cost District, Plan 9640 comprising of 2.139 ha. Being rezoned from "Light Industrial (M1)" Zone to the "Waterfront Residential I (R3)" Zone, as shown.

A portion of Lot A, District Lot 5693, Range 5, Cost District, Plan 9640 comprising of 2.139 ha. Being rezoned from "Light Industrial (M1)" Zone to the "Rural Residential (R6)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1788, 2016.

Corporate Administrator



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Memorandum



To: Chair Miller and the Board of Directors
From: Jason Blackwell – Regional Fire Chief
Date: December 4th, 2016
Re: Fire Services Agreement Renewal for Sunset Beach Properties

The Fire Services Agreement between the Regional District of Bulkley Nechako and the Nadleh Whut'en Band is set to expire on December 31st, 2016. A attached draft new agreement to replace the existing service agreement and has been submitted to the Nadleh Whut'en Band for review and signature.

The terms of the agreement remain the same. Over the past 5 years there have not been any known issues or problems with the agreement.

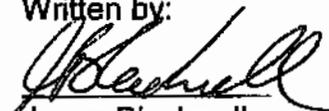
Staff are seeking Board direction to re-enter into the agreement with the Nadleh Whut'en for the next 5 years.

Recommendation

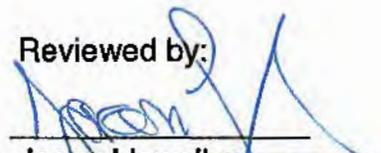
That the Board of Directors authorize staff to enter into the Sunset Beach Properties Fire Protection Agreement with Nadleh Whut'en Band.

All /Directors/majority

Written by:


Jason Blackwell
Regional Fire Chief

Reviewed by:


Jason Llewellyn
Director of Planning and
Protective Services



37, 3RD AVE, PO BOX 820
 BURNS LAKE, BC
 V0J 1E0

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REGIONAL DISTRICT
 OF BULKLEY & NECHAKO
 "A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

November 29, 2016

Rose DaSilva
 Nadleh Whut'en Band
 Box 36, Nadleh Road
 Fort Fraser, BC, V0J 1N0

RE: Fire Services Agreement Renewal for Sunset Beach Properties

Attached is a proposed new agreement to replace the existing service agreement for Sunset Beach, which expires on December 31st, 2016. If you wish to continue receiving the services covered in the existing agreement please return the signed new agreement to the Regional District prior to December 30th, 2016. Once signed by the RDBN we will return a copy to you for your records.

The Regional District is currently waiting for confirmation from the Nadleh Whut'en that there is a continued interest in receiving Fire Protection Services for your new administration building. We remain available to discuss this issue at your convenience. Please note that the attached agreement does not deal with the administration building and is regarding the Sunset Beach lands only. A separate agreement can be prepared for the administration building if necessary.

If you have any questions, please do not hesitate to contact me at 250-692-1225.

Sincerely,

Jason Llewellyn
 Director of Planning and Protective Services

M:\Protective Services\Fire Services\Fire - Department Agreements, Bylaws, Contracts & MOU's\First Nations Fire Agreements & Contracts\Nadleh Whut'en\2016-Nov-24 Letter to Rose Dasilva RE NWB Renewal.docx

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

251
Sunset Beach Service Agreement

THIS AGREEMENT made the day of ,2016

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO
37 Third Avenue
Bums Lake, British Columbia V0J 1E0
(the "RDBN")

Of the First Part

AND:

THE NADLEH WHUT' EN BAND
P.O. Box 36
Fort Fraser, B.C. V0J 1N0
(the "NWB")

Of the Second Part

WHEREAS the Nautley Indian Reserve No. 1 (the "Reserve") is located within the RDBN

AND WHEREAS, within the Reserve there exists subdivision Plan 5134 of 48 leased lots and adjacent lands, commonly known as the Sunset Beach lease lots, upon which the NWB will levy taxation pursuant to section 83 of the *Indian Act*; (collectively described as the "Lands"), and which are outlined on the map attached as Schedule "A" which forms part of this Agreement;

AND WHEREAS the NWB is responsible for the administration and control of the Reserve and the Lands.

AND WHEREAS the RDBN and the NWB have reached an agreement whereby the NWB will pay the RDBN for providing fire protection and other services to the Lands as outlined in paragraph 1.1 of this Agreement.

AND WHEREAS, in agreeing to provide fire protection services to the Lands, the RDBN must have the authority to enforce all applicable and necessary fire prevention regulations and rules on the Lands, and the NWB has agreed to cooperate with the enforcement of those regulations and rules.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and conditions herein contained, the parties covenant and agree with one another as follows:

1. SERVICES PROVIDED

- 1.1. The NWB agrees that the following services (the "Services") provided by the RDBN, benefit residents on the Lands:
 - a. Fort Fraser Fire Protection
 - b. Waste Disposal
 - c. TV and Radio Rebroadcasting
 - d. Fraser Lake Library
 - f. Fort Fraser Cemetery
 - g. Fort Fraser Community Hall
 - h. 9-1-1 Emergency Telephone Response
 - e. Weed Control

2. COMMENCEMENT

- 2.1. This Agreement commences on January 1, 2017 and shall be in force unless terminated in accordance with this Agreement until December 31, 2021.

3. COVENANTS OF THE RDBN

- 3.1. The RDBN shall provide the Services to residents of the Lands.
- 3.2. The Services provided by the RDBN shall meet the standards that the RDBN has set throughout the region.
- 3.3. The RDBN shall bill the NWB for the cost of the Services in accordance with the formula provided for in this Agreement. The billing shall be presented on an annual basis for the period January 1 to December 31 as soon as possible after the RDBN computes its tax requisition (on or around April 101 of each year).

4. COVENANTS OF THE NWB

- 4.1. The NWB appoints the Fort Fraser Fire Chief as its Fire Chief within the Lands.
- 4.2. The NWB agrees that through its administration and control of the Reserve that:
 - a) no person shall refuse to permit a member of the Fort Fraser Volunteer Fire Department to enter upon the Lands, or on any premises from which an alarm of fire has been received or in or upon which a member of the Fort Fraser Volunteer Fire Department has reasonable grounds to suspect that a fire exists;
 - b) no person shall refuse to give any information with respect to any fire to any member of the Fort Fraser Volunteer Fire Department or to any person acting with the authority of the Fire Chief;
 - c) no person shall impede or obstruct the extinguishing of any fire and any person who fails to comply with the order of direction of any member of the Fort Fraser Volunteer Fire Department engaged in or about to be engaged in the extinguishing of a fire may be removed forcibly from the scene of emergency or fire by a police officer or firefighter; and

- d) no person shall refuse to permit the Fire Chief to enter upon the Lands, or on any premises for the purposes at investigating the cause, origin or circumstance of a fire.
- 4.3. The NWB shall provide the RDBN annually (on or around April 1) a tax roll showing property owners, property classes, and taxable values of property within the Lands.
- 4.4. The NWB shall pay promptly upon receipt of the annual billing from the RDBN for the costs of the Services as calculated in accordance with this Agreement. The bill shall be paid no later than July 31st of the same year.

5. CALCULATION OF COST OF SERVICES

- 5.1. The cost of providing the Services to the Lands shall be calculated annually for the period of January 1st to December 31st and shall be computed using the RDBN's standard methodology as follows:
- 5.2. The cost for the services shall be the annual tax rates determined in the Regional District's Annual Tax Requisition (computed by dividing the amount of tax requisitioned into the converted assessment for the service and multiplied by standard Provincial Multipliers for non-residential classes of property) times the assessed values used by the NWB for its taxation of the Lands.

6. STANDARD OF FIRE PROTECTION SERVICES

- 6.1. The RDBN and the NWB acknowledge that the applicable sections of the British Columbia Fire Services Act and Regulations including the British Columbia Fire Code Regulations and the British Columbia Building Regulations apply within the Lands.
- 6.2. The NWB and the RDBN agree that the standard of fire protection services that the RDBN is providing to the Lands shall be the standard of services that is provided by the RDBN elsewhere in the Fort Fraser Fire Protection Local Service Area.
- 6.3. All equipment and personnel deployed by the RDBN in response to any fire alarm on the Lands shall be determined solely in the discretion of the officer in charge for the time being of the Fort Fraser Volunteer Fire Department.

7. TERMINATION

- 7.1. Either the First Nation or the RDBN may terminate this Agreement by giving the other twelve months written notice of its intention to terminate this Agreement. At the expiry of that period of notice, the Agreement shall be at an end.
- 7.2. The RDBN may also terminate this Agreement:
 - a) If conditions on the Lands exist which, in the opinion of the Fire Chief or a designated member of his staff are hazardous to the delivery or maintenance of fire protection services on the Lands and that those conditions are not rectified by the NWB within 30 days after receiving

- written notice of the hazards; or
- b) If the NWB defaults in the performance of any of its Covenants pursuant to this Agreement and that default is not rectified within 30 days after receiving written notice of such default, then the RDBN may in its sole and unqualified discretion forthwith cancel this Agreement by delivering to the NWB notice to that effect.
- 7.3. If this Agreement is canceled and payments are made by the NWB in advance, the RDBN will refund to the NWB the portion of the annual service cost of the Services for the period of the year January 1st to December 31st that they are no longer provided by the RDBN to the Lands.

8. INDEMNITIES

- 8.1. The RDBN shall indemnify and save harmless the NWB from any and all liability arising out of the provision by the RDBN of the services contemplated by this agreement arising from or contributed to by the negligence of the RDBN, its officers, employees, agents or contractors.
- 8.2. The NWB shall indemnify and save harmless the RDBN from any and all liability arising from the provision by the RDBN of the services contemplated by this agreement arising out of or contributed to by the negligence of the NWB, its officers, employees, agents or contractors.

9. NOTICES

- 9.1. Any notices required or permitted by this Agreement shall be deemed to have been received by the addressee if delivered to either the NWB or the RDBN or sent by registered mail at the following addresses:

NADLEH WHUT'EN BAND
P.O. Box 36
Fort Fraser, B.C. VOJ 1N0

REGIONAL DISTRICT OF BULKLEY-NECHAKO
37 Third Avenue
P.O. Box 820
Burns Lake, B.C. VOJ 1EO

10. AMENDMENTS

- 10.1. No change or modification of this Agreement is valid unless it is in writing and signed by the NWB and the RDBN.

11. ENTIRETY

- 11.1. This Agreement embodies the entire agreement between the NWB and the RDBN with respect to the matters dealt with in it and no understandings or agreements oral or otherwise exist between the NWB and the RDBN except as expressly set out in this Agreement.

12. TIME

12.1. Time is of the essence of this Agreement

13. ASSIGNMENT

13.1. The benefits of this Agreement are not assignable by the NWB.

14. BINDING EFFECT

14.1. This Agreement inures to the benefit of and is binding upon the NWB and the RDBN and their respective successors.

IN WITNESS WHEREOF the NWB and the RDBN have executed this Agreement on the day and year first written above.

SIGNED, SEALED AND DELIVERED)
by the RDBN of Bulkley-Nechako)
on the day of)
in the presence of:)

Chair

Witness Signature

Witness Name

Corporate Officer

SIGNED, SEALED AND DELIVERED)
by the Nadleh Whut'en Band)
on the day of)
in the presence of:)

Chief

Witness Signature

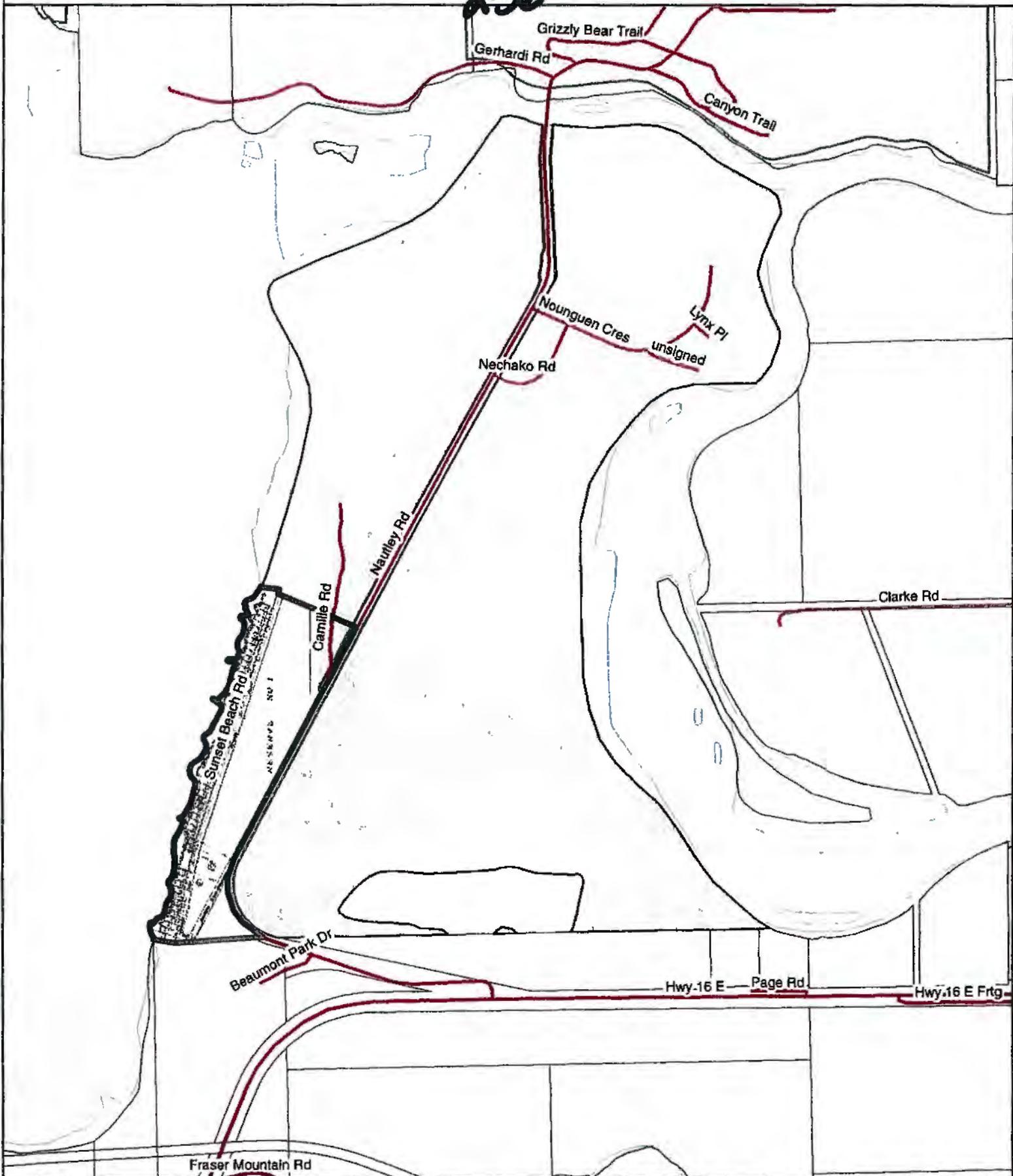
Witness Name

Councilor



Schedule 'A' - Sunset Beach Service Agreement

256



Date Saved: 29/11/2016 11:41:34 AM

Author: E. Rehwalz/RDBN

Document: Schedule A - Sunset Beach Service Agreement DRAFT 6



-  Sunset Beach Service Area
-  Federal Indian Reserve



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Planning Department Enquiries Report, Month of November 2016

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 November 2016. During this month the Planning Department responded to 176 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In October 2015, the Planning Department answered 174 enquiries.

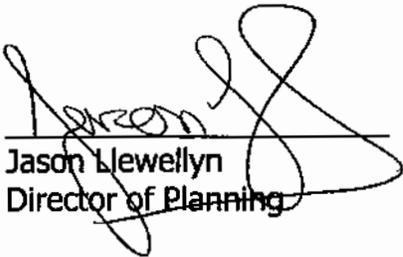
Subject Area	June 2016	July 2016	August 2016	Sept 2016	Oct 2016	Nov 2016
Development Services	29	43	40	37	25	28
Electoral Area Planning	46	48	36	63	32	32
House Numbering	23	18	12	18	11	5
Maps	48	70	51	79	34	41
Bylaw Enforcement	11	8	9	18	8	10
Other	53	64	53	72	64	60
Total	210	251	201	287	174	176

Recommendation

"That the Board receive the November 2016 Planning Department Enquiries Report."

(All Directors)

Respectfully submitted,



Jason Lewellyn
Director of Planning

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

November 2016 – Action List

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 168-178 Board Agenda November 24, 2016	ALR Application No. 1189 Martens Electoral Area "F"	Submit application to ALC	Jennifer	Completed	November 28, 2016
Page 179-190 Board Agenda November 24, 2016	ALR Application No. 1190 Yelich Electoral Area "A"	Submit application to ALC	Jennifer	Ongoing	
Page 191-209 Board Agenda November 24, 2016	Referral Bulkley Adventure Tours Licence of Occupation Electoral Area "A"	Respond	Jennifer	Ongoing	
Page 210-226 Board Agenda November 24, 2016	Rezoning Application - E-01-16 Wilder 1 st and 2 nd Reading Electoral Area "E"	Schedule Public Meeting	Jennifer	Completed	November 24, 2016
Page 210-226 Board Agenda November 24, 2016	Rezoning Application – A-03-16 Phil's Boxes Electoral Area "A"	Notify applicant	Jennifer	Completed	November 29, 2016
Page 246-252 Board Agenda November 24, 2016	Rezoning Application – D-01-16 FRC Holdings Inc (Gala Bay Springs) Electoral Area "D"	Notify applicant Close file	Jennifer		November 24, 2016

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Building Inspector's Report For November, 2016

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

There were 2 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$114.00, with a total construction value of \$19,000.00. There have been 91 permits issued to date in 2016.

2. Building Permit Summary for the Village of Burns Lake

There were 2 building permit applications submitted this reporting period with a total construction value of \$32,176.33. There have been 17 permits issued to date in 2016.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period. There have been 2 permits issued to date in 2016.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There have been 2 permits issued to date in 2016.

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

There were no building permit applications submitted this reporting period. There have been 20 permits issued to date in 2016.

Reviewed by:

Written by:


Jason Llewellyn


Jason Berlin



260
BULKLEY NECHAKO
REGIONAL DISTRICT OF

02/12/2016

RECEIVED
DEC 02 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

To whom it may concern:

Re: Northern BC Transit Initiative Funding Approval

Please accept this resolution, carried unanimously at the December 1, 2016 meeting of Council, as proof of Council's conditional support for the Northern BC Transit Initiative:

THAT the Village of Burns Lake commit to a maximum contribution of \$12,500 to the Northern BC Transit Initiative year over year ongoing, on the condition that:

- **The downtown portion of the bus path be rerouted to Government and Gilgan Drive;**
- **a joint bus stop and train shelter be installed on Gilgan Drive; and**
- **That the Project Coordinator position be funded by the Provincial Government for a minimum of two years.**

Should you require any further information in regards to this resolution, please contact me at chart@burnslake.ca or by phone at 250-692-7587.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cameron Hart".

Cameron Hart
City Clerk - Village of Burns Lake



Cheryl Anderson

Subject: FW: RD Logo
Attachments: MMH_Trauma Center Support Flyer V2a (003).pdf; ATT00001.txt

-----Original Message-----

From: Rob.Newell
Sent: December 4, 2016 9:14 AM
To: Melany Deweerdt <Melany.Deweerdt@rdbn.bc.ca>
Subject: RD Logo

Could this be brought forward to see if we support putting our RD logo on this pamphlet.
The one attached is a draft only.

J*

Rob

North West Residents

- ✓ The residents of the North West work hard to make this province great. I feel we are significant contributors to the revenues of this province and we need some of this revenue returned to us.
- ✓ I want to access Clinical Services in my community. Expanded facility space and equipment is needed to keep these services current. Mechanical infrastructure must be in place to power modern equipment.
- ✓ A Hospital with a Level 3 Trauma Accreditation will mean more emergency situations can be dealt with in Terrace, resulting in less transfers to the lower mainland. More care for everyone closer to home.
- ✓ A Regional Hospital would provide the team environment that today's health professionals look for. Satellite offices can stem out to into other communities increasing services in surrounding communities.

You can help!

Please sign the petition at
Change.org/New Hospital for the NW
or email your support to
nwrhd@rdks.bc.ca

We deserve better.



Regional Trauma Center Advocacy Committee

This Regional Committee is comprised of representatives from the Communities that will benefit from a New Mills Memorial Hospital, a Level 3 Trauma Center



For Further Information Please Contact:
North West Regional Hospital District

nwrhd@rdks.bc.ca

We Need A New Mills Memorial Hospital

A Level Three
Trauma
Center



New Construction Option - Conceptual Mapping

**SHOW
YOUR
SUPPORT**



and SIGN THIS
ONLINE PETITION

Change.org/New Hospital for the NW

2162

Imagine the Future!

With a new hospital that can meet everyone's needs. Has the space for updated equipment and capacity to care for our loved ones. A Regional hospital that not only can handle highway and industrial accidents, but one with a dedicated Air Ambulance for life-threatening health emergencies.

You matter. I matter. Let's be heard!

Vision of a Level Three Trauma Center for the North



Terrace is the *regional center* for Health Care.

- With over 80,000 residents in the catchment area, services need to be closer. No where else in the province do residents have to travel so far for health care.
- Right now it could take up to 14 hours to travel to the nearest trauma center in Prince George. That could mean a life of a love one.

Investment Projects are currently estimated at **\$60Billion** for the Northwest

- The Province has collected \$20Billion so far from Gas & Oil.

Industry needs a Trauma Center. With all the industrial development happening, there is a higher risk for industrial accidents.

- Industries and residents need to know they will get the care they need.

Where do we put new equipment?

Virtually every department in the hospital is landlocked. Equipment keeps getting bigger, requiring more space. Mills Memorial will never be a Trauma Center because the operating room is unable to expand. Lack of space limits ability to offer full Clinical Services. Nuclear Medicine needs radiation safety, shielding for x-rays, containment of radiopharmaceuticals.

Will the power fail?

The mechanical infrastructures, such as the power plant, are at full capacity. Each new piece of equipment puts pressure on the antiquated systems. A point will be reached where it is no longer possible to keep band-aiding the existing system. There should be a redundancy of power for failures and emergencies.

Will I be safe from infection?

Building Code Standards for Health Care Facilities have changed dramatically. CSA Z8000 contains 107 pages just on infection control. Fresh air is a must, with no recirculated air. Single patient rooms with private washrooms are standard. Patients are now transferred in public hallways and share the public elevator. This is not just an infection risk but diminishes patient privacy.

Who decides how my tax dollars are spent?

How Can You Help?

Send emails! Write letters!

Help the Province and those who make the decisions

- make the right decisions!

Premier: Christy Clark

Email: premier@gov.bc.ca

West Annex, Parliament Buildings, Victoria, BC, V8V 1X4

Minister of Health: Terry Lake

Email: terry.lake.MLA@leg.bc.ca

Room 337, Parliament Buildings, Victoria, BC V8V 1X4

Minister of Finance: Michael de Jong, Q.C.

Email: mike.dejong.MLA@leg.bc.ca

Room 153, Parliament Buildings, Victoria, BC, V8V 1X4

Select Standing Committee on Finance and Government Services
c/o Parliamentary Committees Office

Email: CanadaFinanceCommittee@leg.bc.ca

Room 224, Parliament Buildings, Victoria, BC V8V 1X4

2023

Cheryl Anderson

Subject: FW: Would you write a support letter for our Watershed Stewardship Project?

From: Cindy Verbeek [mailto:cindy.verbeek@arocha.ca]

Sent: December-06-16 1:40 PM

To: Nellie.Davis <Nellie.Davis@rdbn.bc.ca>

Subject: Fwd: Would you write a support letter for our Watershed Stewardship Project?

Hello Regional District Staff and council,

As we look forward into 2017 in the Upper Bulkley watershed we are starting to apply for funding to hire a watershed stewardship technician and for supplies to run our programming and hatchery in tandem with our continued campaign to find funding for the construction of the actual building.

In anticipation of this **I was wondering if you would be willing to fill in the blanks of the attached letter and get it back to me to help show community support for this project.** This kind of letter is useful at any time but in particular I am applying to the following in the next few months (with associated deadlines):

Ecoaction - Just over \$81,000 over three years for salary for the watershed stewardship technician and operating expenses - Due Dec 12, 2016 (although letters can still come in afterwards).

Rio Tinto Alcan - - \$50,000/year for 10 years towards salaries, education and operating costs of the hatchery. - Deadline: Ongoing but my goal is to apply in January.

Pacific Salmon Foundation - Just over 10,000 for equipment to finalize our hatchery operations - Due Feb 1, 2017

Just a quick update as well:

At present we are at just over \$39,000 raised of our \$80,000 goal by April for the construction phase of our project (see attached for more details). We are taking a bit of a break over Christmas but will be hitting the pavement again in early January. We are approaching businesses, individuals and anyone who will listen. Grants seem to be difficult to find that will pay for brick and mortar projects so if you have any leads please send them my way.

I am also working on an operation plan that describes what the costs and goals of the project will be once the building is completed. My goal is to have this finalized by mid-January although it is already in draft stage right now.

Anyway, hoping are willing to write a support letter for us. We appreciate your contribution and support of this project and the good work you do to care for our shared watershed.

Cindy

--

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Cindy Verbeek, BSc. | Project Coordinator, Bulkley A Rocha Project

A Rocha Canada - Head office
19353 16th Ave. | Surrey, BC | V3Z 9V2
604-542-9022

Bulkley project office:
Box 186 | Houston, B.C. | V0J 1Z0
250-845-2222
(cell) 250-845-4540

Donate today and support A Rocha in Northern B.C

Inspiring Hope. Caring for Creation.

www.arocha.ca/northern-bc | Enews Signup Form

--
Cindy Verbeek, BSc. | Project Coordinator, Bulkley A Rocha Project

A Rocha Canada - Head office
19353 16th Ave. | Surrey, BC | V3Z 9V2
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Donate today and support A Rocha in Northern B.C

Inspiring Hope. Caring for Creation.

www.arocha.ca/northern-bc | Enews Signup Form

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YOUR NAME

DATE _____

RE: UBR WATERSHED STEWARDSHIP PROJECT
UPPER BULKLEY STREAMKEEPERS
A ROCHA CANADA



EMAIL



TELEPHONE

ADDRESS, CITY, ST ZIP

To whom it may concern,

We are writing today to express support for the Upper Bulkley River Watershed Stewardship Project and for A Rocha Canada's application for funding to your organization.

This project will benefit Pacific salmon and the communities within the Upper Bulkley River watershed by _____ (fill in how you see it benefiting our town and watershed. Some ideas or write your own:)

- providing hands on environmental education to schools and interested groups.
- attracting tourists who contribute to the economic stability of our town.
- providing a hub for conservation research in the watershed.
- Providing volunteers the opportunity to raise coho fry in a hatchery setting.
- releasing thousands of coho fry into the Upper Bulkley River watershed each year, preserving the genetic uniqueness of this important stock.
- providing opportunities for habitat restoration and protection.
- engaging and equipping landowners with tools to practice habitat stewardship with wildlife in mind.

We are ____ (a volunteer group/a gov agency/local business etc) working in the Skeena watershed with the mission of _____ (mission of your organization)

We are committed to supporting this project through _____ (finances, volunteer support etc.)

We hope you join us in our support of this important project by providing funding towards its success.

Sincerely,

YOUR NAME

Nature Centre/Fish Hatchery Project – Backgrounder

Project Coordination

A Rocha is an international Christian organization which, inspired by God's love, engages in scientific research, environmental education, community-based conservation projects and sustainable agriculture. Our vision is for the transformation of people and places by showing God's love for all creation. Our five core values are summed up in the 5 C's of A Rocha: Christian, Conservation, Community, Cross-cultural and Co-operation. (For an explanation of each of these core values please see <https://www.arocha.ca/about-us/>.)

A Rocha staff member Cindy Verbeek has been working in Houston since 2003. Projects have included the Houston Recycling Committee, The Pleasant Valley Community Market (supporting HOPE society), Mountain View Gardens (in partnership with Houston Christian Reformed Church), various Environmental Education initiatives with schools and churches in the Bulkley Valley, the Upper Bulkley River Streamkeepers and recently a pilot coho hatchery.



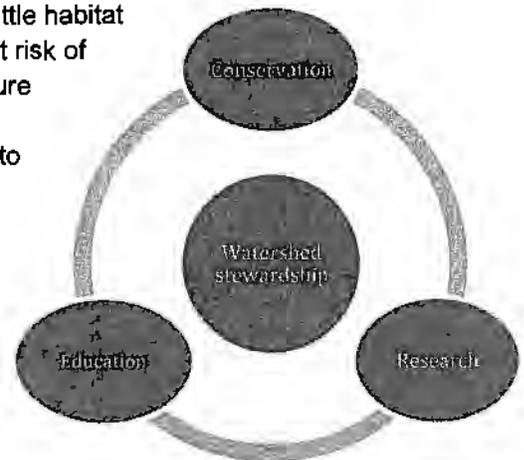
Recently a small group of committed citizens have gathered to pursue building a nature centre and fish hatchery facility in Houston.

Rationale

The Upper Bulkley River is considered one of the most endangered watersheds in the larger Skeena watershed system. (http://skeenasalmonprogra.ca/libraryfiles/lib_337.pdf) Watershed stewardship with creatures and human communities in mind is crucial to it's survival.

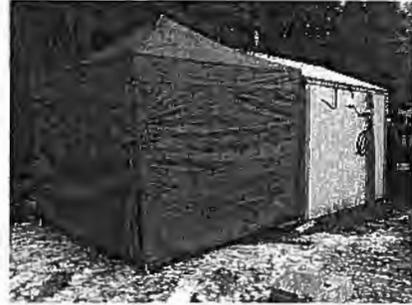
A nature centre and fish hatchery provides a location for three aspects of watershed stewardship.

- 1) **Conservation:** Provides a location for operating a small coho enhancement facility. Raising small amounts of coho to return to the system will ensure that genetic diversity is maintained and stocks are kept until the ecosystem can be made healthier. With warmer waters due to climate change, low water levels during spawning migration and very little habitat restoration on the UBR coho and other salmonid species are at risk of being lost in this watershed. It would also provide a hub for future habitat restoration activities.
- 2) **Research:** Habitat and species monitoring provides both data to make better land use decisions and opportunity for the local community to learn about and study their watershed.
- 3) **Education:** Provides a location to engage the local community, tourists and educational institutions in stewardship activities in the Upper Bulkley River watershed in the hope of creating a healthier watershed for salmonids and other creatures that depend on it including the human communities of Houston, Topley and the Regional District of Bulkley Nechako.



Pilot project overview

Many lessons were learned including a realization that we will need a bigger chiller and a better system for heating and cooling the building to maintain optimum temperatures for raising salmon. The 10x10 shed purchased to house the facility was found to be very cramped and a larger facility is needed for this to be a permanent structure in Houston. Access to suitable water for fish, sewer and electricity are also crucial. Lessons learned will be incorporated into the new facility to make it even better.

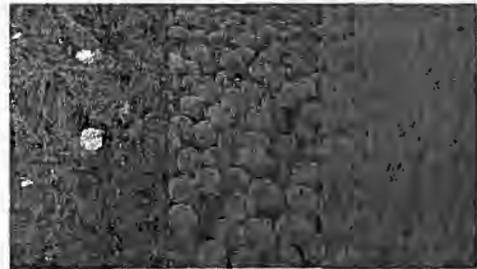


Financial and volunteer support from the community was excellent. Over 25 people participated in the pilot hatchery in 2015/2016 and 4,400 coho fry were released into the Upper Bulkley River watershed. Over \$14,000 cash and \$35,000 worth of in-kind donations for the 2015/2016 pilot year were made available through granting agencies, businesses and individuals.

Permanent hatchery/nature centre - overview

Construction of the facility is planned in two stages (although if funding is available to do both at the same time we would prefer that):

Hatchery Construction (Phase 1) – Spring 2017 - Begin construction of hatchery portion of facility and begin hatchery operations. Expected completion date: September 1, 2017. Hatchery operation starting late September 2017. This will be a 20x30 building including a bathroom, office and hatchery space. Cost for this phase is expected to be \$80,000.



2015 Eggs (Oct 1), Eyed eggs (Dec 1), Alevin (Dec 25)

Nature Centre Construction (Phase 2) – Spring 2018 - Finish construction and begin environmental education activities. Expected completion date: September 2018. Cost for this phase is estimated at an additional \$80-100,000.

Ongoing - Operations will occur as the room and facility is available with the goal of raising up to 10,000 coho starting September of 2017 and adding research, environmental education and conservation initiatives as capacity permits. Cost for these activities is estimated at approximately \$30-50,000/year including one part time staff member.

Funding for the building project will come primarily through grants and donations. A small portion of the education costs will be recovered with fee for service environmental education programming for schools, tourists and churches and Fisheries and Oceans Canada is committed to providing some funding for operations of the fish hatchery.

As of Sept 2016 approximately \$34,000 has been donated towards the building of a permanent facility including support from Goldcorp, BVCU, Department of Fisheries and Oceans, Dungeness Community Forest, and the Province of BC. This makes up approximately 18% of the \$180,000 worth of in-kind and cash needs expected to construct a nature centre and fish hatchery facility. Thousands of dollars' worth of in-kind labour and supplies have been pledged once the building project begins which will reduce the cash amount needed as well.

A Rocha Canada is a charitable organization and will provide tax receipts for cash donations. Registered Charity #86663 8943 RR0001. Make cheques payable to A Rocha Canada.

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Board- Direction
(letter of support)

College of New Caledonia

LAKES DISTRICT CAMPUS



Box 5000, 545 Hwy. 16, Burns Lake, BC Canada V0J 1E0 tel: 250 692 1700 fax: 250 692 1750 email: lkstdist@cnc.bc.ca

December 07, 2016

To: Eileen Benedict, Area E Representative; John Illes, Village of Burns Lake Representative, and Bill Miller, Area B Representative.

On behalf of the College of New Caledonia, I'd like to express my appreciation for the opportunity to meet with you November 23, 2016. I was grateful for the chance to introduce myself and together, with Henry Reiser, President of the College of New Caledonia, Jay Notay, our Executive Vice President of Academic, Applied Research, and Students; and Lynn Synotte our Project Planner for Marketing, Recruitment and Program Linkages for the Lakes District Campus discuss the future vision for CNC Lakes Campus.

Since 1969, the College of New Caledonia has delivered responsive academic and vocational education to the Lakes District. We maintain our core commitment to listen to, and actively engage with, all the communities that we serve, including the Lakes District.

As our college community grows, we recognize the benefit of learning from collective community experiences and adopting best practices and expertise from the Village of Burns Lake in order to help students achieve the highest academic standards possible. During the educational planning process, our goal is to foster an environment of consultative decision-making. This will help ensure that we deliver relevant education to your community, not only supported through local enrollment but also validated through student success.

It is our sincere hope that you will support CNC's commitment to fostering growth through consultation at the Lakes Campus. If you wish to provide a letter of support to the College of New Caledonia, encouraging future educational provision to the Village of Burns Lake and area, we have outlined a few points you may want to consider including in a letter:

- We support the future direction of the College of New Caledonia delivered through the Lakes District campus, with a focus on the provision of academic and vocational programs. CNC's commitment to create 3-year training plans for all academic, vocational and skills based training will better inform students and residents of Burns Lake and area of upcoming programming, allowing them to plan and prepare for their educational goals in advance.
- We recognize the long standing history and dedication of the college working to develop responsive and relevant education to the community.
- We are encouraged by the announcement of a new Regional Principal, Corinne George, at Lakes District campus, who is recognized as a 'bridge builder' and widely respected in the community.
- We celebrate the variety of instruction delivery methods, as outlined in CNC's strategic plan, as these methods will increase program options to students and residents in Burns Lake.
- We believe that the College of New Caledonia is well established and prepared to continue delivering education that meets that needs of our entire community. We appreciate CNC's commitment to working closely with industry and community partners to build pathways to success for students at all levels.

Thank you for your support and commitment to the College of New Caledonia. Please feel free to connect with me with any questions or concerns you may have.

I look forward to working with you in the future.

Yours truly,
Corinne George
Regional Principal



Board - Receive

November 24, 2016

Ref: 168927

Bill Miller
Chair
and Members of the Board
Regional District of Bulkley-Nechako
37 - 3rd Ave
Box 820
Burns Lake BC V0J 1E0

RECEIVED
DEC 06 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Chair Miller and Board Members:

As Minister of Community, Sport and Cultural Development and Minister responsible for TransLink, it was my pleasure to meet with your delegation during the 2016 Union of British Columbia Municipalities (UBCM) Convention, recently held in Victoria. In particular, I appreciated the opportunity to discuss in person the matters of importance to your community.

I appreciated learning about the Bulkley-Nechako Regional District's specific concerns about the transportation of dangerous goods by rail and truck through your communities and the need for increased communication between local governments and the agencies responsible for the transportation of dangerous goods. I recognize your concerns about limited resources and response timeframes in the event of an emergency incident and appreciate your efforts to work with the Canadian National Railway to better understand what is transported through your communities and when it is transported.

Emergency preparedness is a priority for the Province of British Columbia, and is led by Emergency Management BC of the Ministry of Transportation and Infrastructure (MOTI). I encourage the Regional District to raise its concerns directly with Emergency Management BC and MOTI. Both agencies are in touch with other provinces respecting issues that are similar to your concerns.

The Province views collaboration with local governments as a key principle of local-provincial relations and is of real importance to better address our shared interest in ensuring delivery of effective, responsive services to citizens.

.../2

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Chair Miller and Members of the Board
Page 2

The Province understands that all levels of government face fiscal pressures as they work to deliver quality services to citizens, and that there is only one taxpayer funding federal, local and provincial services. It is up to all levels of government to work together to ensure those services are delivered in a sustainable manner.

It is always valuable to hear directly from local governments regarding the challenges and opportunities in your communities. I look forward to continuing a productive dialogue over the coming months.

Thank you again to your delegation for taking the time to meet with me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Fassbender', with a stylized flourish at the end.

Peter Fassbender
Minister

pc: The Honourable John Rustad, MLA
Nechako Lakes
Minister of Aboriginal Relations and Reconciliation

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Board - Receive

Lakes District Fall Fair,
Box 304,
Francois Lake, B.C.
VOJ 1R0

December 5,

Regional District of Bulkley Nechako,
Box 820,
Burns Lake, B.C.
VOJ 1E0

RECEIVED

DEC 06 2016

REGIONAL DISTRICT
OF BULKLEY - NECHAKO

Dear Kristi & Directors of the Board,

We are happy to report that the Septic System extension and Lagoon repair has been completed at the fairgrounds.

This repair will now enable us to add an additional public washroom facility, to service guests and participants attending the Fall Fair and other events held at the fairgrounds. With the clean out and repair of the lagoon, it should be in good shape for many years to come.

As you are aware, we had a very wet summer and fall. Our contractor for this project was thus backed up with his work load, so was not able to begin this project when he expected. They didn't think that they would be able to complete this project until spring, 2017! As luck would have it, there came a break in the weather in September, so that Dean Wilson could go in with his excavator and clean out the lagoon, pile up the trees and debris, and remove the old fencing material. A new fence was then installed around the lagoon 2 weeks later, when Josh Carpenter could go in with his backhoe.

The weather turned bad again and so they had to wait.

Finally in early November, they were able to install the septic tank and the pump for the tank, run the lines for the proposed washroom facility from the new septic tank to tie into the current septic system that runs to the lagoon. The berm was then upgraded outside of the lagoon and a new ditch was dug on the outer side of the berm.

There are some deep ruts that resulted from the wet ground and machine work, but they said they will be back in the spring to clean it all up. As we have been happy with the work of these contractors in the past, and they have also supplied many hours of in kind work for us, we feel confident that they will be back as promised.

We want to express our appreciation to the Regional District for Gas Tax funds, to upgrade the septic system and repair the lagoon. These improvements are another way for the Fair to keep hosting this large annual event, and also expand the services that are required for the public.

With this final report, we are enclosing the invoice from the contractor for payment to the Fall Fair.

Regards,



Joan McFee (Director) 695-6381



POLIS Project on Ecological Governance
 Centre for Global Studies
 University of Victoria
 PO Box 1700 STN CSC
 Victoria, British Columbia V8W 2Y2
 Canada

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Board - Receive



RECEIVED

DEC 05 2016

REGIONAL DISTRICT OF
 BULKLEY NECHAKO

November 21st, 2016

Bill Miller: Chair of the Board of Directors
 Bulkley-Nechako Regional District
 37 3rd Avenue, PO Box 820
 Burns Lake, B.C. V0J 1E0

Dear Bill Miller,

We are writing to share the latest research publication from the University of Victoria's POLIS Water Sustainability Project, *Top 5 Water Challenges That Will Define British Columbia's Future*, which will likely be of interest to you and your work. A hard copy of the report is enclosed for your interest and reference. The full report is also available for download at <http://poliswaterproject.org/topfivechallenges>.

Drawing on an extensive review of media, court and tribunal cases, and insights from attending over 100 recent events related to water issues, this report identifies five emerging water challenges that will define the future of British Columbia:

1. **Building resilience to droughts and floods:** Watersheds are vulnerable to the increasing frequency and intensity of droughts and floods.
2. **Sustaining water for nature:** Environmental flows are critical to ecosystem function and in many cases have been disrupted.
3. **Understanding the state of British Columbia's watersheds:** Sparse data can lead to decisions being made without a basis of accurate information.
4. **Protecting water quality for drinking, swimming, and fishing:** Degraded water quality is affecting community drinking water supply.
5. **Reconciling the water-energy nexus:** Water and energy are tightly interlinked, and both may be impacted by future climatic variation.

The report documents dozens of examples of *why* and *where* critical water issues are unfolding in B.C.'s watersheds, and suggests possible solutions to create water security and sustainability over the coming years. Most of these proposed solutions align with the objectives of the new *Water Sustainability Act*, and are meant to initiate a dialogue among water users, communities, First Nations, and local and provincial government decision-makers, on how British Columbia can best address these pressing challenges.

We would be happy to set up a time to meet with you or other members of your team to provide a briefing on this research and other POLIS work on water governance reform.

Sincerely

Oliver M. Brandes, BA(H), Dip.RNS, M.Econ., JD
 Co-Director & Water Sustainability Project Lead,
 POLIS Project on Ecological Governance, University of Victoria
 Research Associate, Centre for Global Studies, University of Victoria

Rosie Simms, B.A. & Sc.(H), M.A.
 Water Law & Policy Researcher/Coordinator
 POLIS Water Sustainability Project,
 University of Victoria



Top 5 Water Challenges

THAT WILL DEFINE BRITISH COLUMBIA'S FUTURE

Rosie Simms & Oliver M. Brandes | SEPTEMBER 2016

Full report and summary available for download at <http://poliswaterproject.org/topfivechallenges>

A community on the Sunshine Coast coming within two weeks of running out of water. Rivers running so low on Vancouver Island salmon have to be trucked upstream. Rivers contaminated from tailings spills and lakes stagnating with algal blooms. These are just a few of the examples of the stories emerging across British Columbia's watersheds showing that fresh water—the foundation of the province's ecosystems, communities, and economies—is under growing pressure. Climate change and shifting hydrological conditions are rapidly ushering British Columbia into an increasingly uncertain water future.

This report identifies emerging water challenges that will define the province's future. These challenges, and associated opportunities, must be addressed in the context of a changing water cycle, evolving water laws, and new forms of decision-making. The report documents specific examples of where the issues are unfolding, and suggests some initial solutions. **British Columbia's top five water challenges are:**



#1: Building resilience to droughts and floods

Communities across British Columbia are already witnessing increased frequency and intensity of droughts and floods, and climate change is projected to exacerbate these extremes. Communities and their water supplies are vulnerable to these incidents of shortages and excesses of water.



#2: Sustaining water for nature

Rivers' natural flow regimes, also known as environmental flows, operate as a "master variable" in ecological systems and are critical to ecosystem function and resilience. Environmental flows have been fundamentally disrupted in many watersheds, with detrimental consequences for habitats and fish populations.



#3: Understanding the state of British Columbia's watersheds

Data are sparse on many essential aspects of British Columbia's freshwater: aquifers mapping is only partially complete; hydrometric monitoring stations cover just a fraction of the province's watersheds; and regular state of watershed reporting is non-existent. This leads to decisions being made without a basis of accurate information.



#4: Protecting water quality for drinking, swimming, and fishing

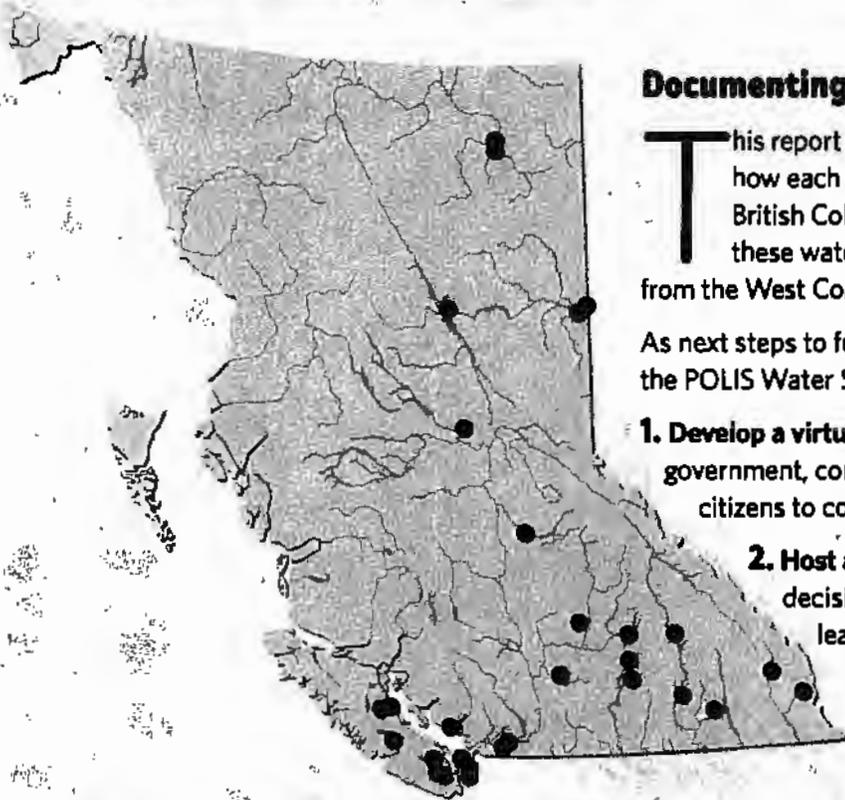
Degraded water quality in rivers, lakes and aquifers is affecting community drinking water supplies, fish and ecosystem health, First Nations' harvesting access, and recreation. Groundwater is at risk of contamination from overlying land use practices and saltwater intrusion.



#5: Reconciling the water-energy nexus

Water and energy are tightly interlinked: both hydroelectricity, which provides 90 per cent of British Columbia's electricity, and liquefied natural gas extraction, a cornerstone of the Province's economic strategy, are water intensive. Both may be impacted by projected fluctuations in water supplies due to climate change.

British Columbians benefit tremendously from the province's freshwater resources; proactive action on these emerging challenges is needed to prepare for an increasingly uncertain water future.



Documenting British Columbia's water issues

This report documents specific examples of where and how each of the five water challenges is unfolding in British Columbia. As the red dots on this map show, these water challenges span the province's watersheds, from the West Coast to the Northeast.

As next steps to further explore solutions to the five challenges, the POLIS Water Sustainability Project will:

1. **Develop a virtual "water issues atlas"** as a tool to engage government, communities, professional associations, and citizens to continue to identify and track the issues; and
2. **Host a series of solutions roundtables** with experts, decision-makers, First Nations, and other water leaders. The ultimate goal will be to develop a series of detailed solutions briefings for each of the five water challenges.

POLIS Project on Ecological Governance

Created in 2000, the POLIS Project on Ecological Governance is a research-based organization that is part of the Centre for Global Studies at the University of Victoria. Researchers who are also community activists work to make ecological thinking and practice a core value in all aspects of society and dismantle the notion that the environment is merely another sector. Among the many research centres investigating and promoting sustainability worldwide, POLIS represents a unique blend of multidisciplinary academic research and community action. polisproject.org

Centre for Global Studies

The Centre for Global Studies (CFGS) was formally established at the University of Victoria in 1998 with a mandate to promote collaborative, multidisciplinary, and cross-regional research and engage in connecting research in the field of global studies to local, national, and international communities. Activities at the Centre are designed to promote critical citizenship in a complex and rapidly changing global environment. The CFGS has a rich history of producing cutting edge research and disseminating it in concise and accessible ways for policy and decision makers and the broader community. www.uvic.ca/research/centres/globalstudies/

POLIS Water Sustainability Project

The POLIS Water Sustainability Project (WSP) is an action-based research group that recognizes water scarcity is a social dilemma that cannot be addressed by technical solutions alone. The project focuses on four themes crucial to a sustainable water future:

- Water Conservation and the Water Soft Path;
- The Water-Energy Nexus;
- Watershed Governance; and
- Water Law and Policy.

The WSP works with industry, government, civil society, environmental not-for-profits, and individuals to develop and embed water conservation strategies that benefit the economy, communities, and the environment. The WSP is an initiative of the POLIS Project on Ecological Governance at the Centre for Global Studies, University of Victoria. poliswaterproject.org



POLIS Project
on
Ecological Governance
University of Victoria

POLIS Project on Ecological Governance
Centre for Global Studies, University of Victoria
PO Box 1700 STN CSC
Victoria, BC V8W 2Y2 Canada
Tel: 250.721.8800
Email: water@polisproject.org

POLIS Project on Ecological Governance

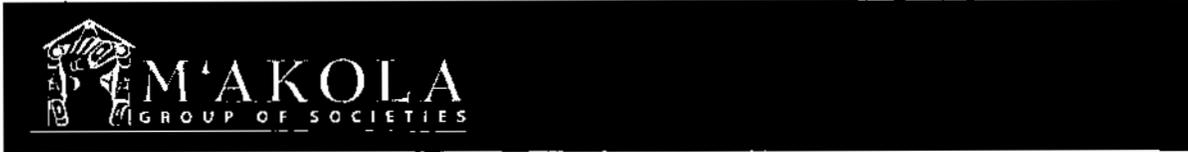
watersustainabilityproject



**University
of Victoria**

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Board-Receive



104 – 550 Goldstream Avenue, Victoria BC V9B 2W7 Phone (250) 590-0204 Fax (250) 590-0248

November 8, 2016

RECEIVED

NOV 17 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

REGIONAL DISTRICT OF BULKLEY-NECHAKO
PO BOX 820,
BURNS LAKE, BC V0J 1E0

Re: M'akola Housing Holiday Gift Program – Request for Donations from our Valued Vendors

Dear REGIONAL DISTRICT OF BULKLEY-NECHAKO,

We would like to thank you for the quality work and service you have provided to our society and our families over the past year. M'akola is the largest Aboriginal Housing Provider in British Columbia, and we serve more than 5,000 household members across the province. Without a relationship with Valued Vendors such as you, we would not be able to fulfill our mandate of providing safe, affordable housing for vulnerable families and elders.

Although our housing is considered "Affordable", many of our families struggle with the additional costs and stresses of the winter holidays. In an effort to support those who are struggling, M'akola started our Holiday Gift Program, which collects donations and distributes holiday gifts to needy families in our housing across BC.

The M'akola Housing Holiday Gift Program collects donations from Vendors like you and distributes gift certificates to our families and elders. This year, we are requesting cash donations, Thrifty's gift certificates, and Walmart gift certificates as donations. If you would like to pre-purchase gift certificates and donate them, please purchase them in \$5 and \$10 values. Any cash donations over \$50 will receive a charitable tax receipt. All donations will be graciously acknowledged on our website and through social media.

In many Aboriginal cultures, gifting is a way to show respect. The M'akola Housing Holiday Gift Program is a show of respect from us to our residents, because without them, M'akola Housing would not exist, and we would not be able to have a relationship with you, our Valued Vendor.

Please consider donating to our M'akola Housing Holiday Gift Program today. If you have any questions, or, to drop off donations, please connect with your Regional Property Manager at the nearest regional office, or mail them to 104-550 Goldstream Avenue, Victoria BC V9B 2W7.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Albers", written over a light blue horizontal line.

Kevin Albers CPA, CGA, CAFM, CIHCM
Chief Executive Officer
M'akola Group of Societies

CC: Dawna Bob - 250-638-8339

November 29, 2016

RECEIVED

DEC 07 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO**Northern Gateway Update**

On November 29, 2016, the Federal Government announced that they have directed the National Energy Board to dismiss the Northern Gateway certificates. We are disappointed as this was an important project to ensure Canada gets its resources to international markets, where Canadian producers can receive the best returns, benefiting our provincial and national economies.

Northern Gateway also represented an unprecedented partnership with Indigenous people. The 31 Indigenous communities who had a one-third ownership in Northern Gateway stood to realize \$2 billion in benefits to their communities and would have played an important stewardship role in the project.

In advancing Northern Gateway, we relied on a process that saw the Federal Government approve the project. The Federal Court of Appeal then found that the Federal Government failed to properly consult Indigenous communities, but affirmed our engagement on the project. We had hoped that the Government would fulfil its constitutional and legal obligations and engage in meaningful and thorough Crown consultation on our project as recommended by the Federal Court of Appeal.

Although we are saddened by this decision and while it may not be the news we had hoped for, we are very proud of the strong partnerships we have formed with Indigenous communities and stakeholders and believe our model of engagement, inclusion, equity ownership and governance should be embraced by large scale energy projects.

Given the decision, we'll need to assess our alternatives which we'll do in consultation with our partners, including our Aboriginal Equity Partners.

On behalf of the team at Northern Gateway, thank you for sharing your time, leadership, opinions and perspectives. We know it took commitment, courage and hard work and we sincerely value our relationship.

Sincerely,



John Carruthers
President
Northern Gateway Pipelines



Chambre des Communes
House of Commons
CANADA

Ottawa

Pièce 718
Édifice de la Confédération
Ottawa (Ontario)
K1A 0A8
Tél. : 613-992-5302

Rimouski

140, rue Saint-Germain
suite 109
Rimouski (Québec)
G5L 4B5
Tél. : 418-725-2562

Dégelis

749, 7e rue Ouest,
Dégelis, (Québec)
G5T 1Y9
Tél: 418-894-8982



**Guy
Caron**

Député / Member of
Parliament

Rimouski-Neigette—
Témiscouata—Les
Basques

Guy.Caron@parl.gc.ca
<http://guycaron.npd.ca>

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Tel.: 613-992-5302

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G5L 4B5
Tel.: 418-725-2562

Dégelis

749, West St. Dégelis,
(Quebec)
G5T 1Y9
Tel: 418-894-8982



Ending unfair taxation on family business transfers

Bill C-274: Transfer of small business, family farm or fishing operation

Dear Sir/Madam:

I am pleased to write to you today to ask for your support for my Private Member's Bill to end unfair taxation on family business transfers. The vote will take place Winter 2017.

Bill C-274 seeks to facilitate the transfer of small businesses, family farms and fishing operations between members of the same family. Specifically, it would give owners and buyers in the same family the same rights and privileges extended to non-related persons involved in a transaction.

In Canada, when an individual sells a business to a family member, the difference between the sale price and the price originally paid is considered a dividend. If the individual sells the business to an unrelated person, it is considered a capital gain. That makes it highly disadvantageous to transfer a business to a family member because the transaction does not include the right to a lifetime exemption and is more heavily taxed. This unfair situation penalizes our small businesses, family farms and fishing operations.

Owners of small businesses, family farms and fishing operations all agree that current tax rules discourage the transfer of their businesses to their children. Bill C-274 would remedy that by helping to ensure local businesses remain in the hands of local people. Not only would this legislation protect family businesses, but it would also create local jobs.

Since introducing my bill in the spring, I have received support from numerous farming, fishing and small business organizations, as well as from chambers of commerce across the country:

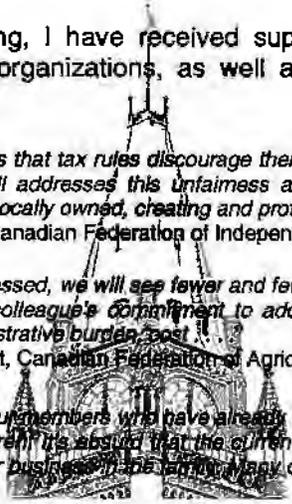
"Many small business owners are telling us that tax rules discourage them from passing on their firm to their children. Mr. Caron's bill addresses this unfairness and will help small business owners ensure their firm remains locally owned, creating and protecting local jobs."

Dan Kelly, President, Canadian Federation of Independent Business

"Simply put, if taxation barriers aren't addressed, we will see fewer and fewer family farms in Canada. We support Mr. Caron and his colleague's commitment to addressing these tax burdens that could cause significant administrative burden, cost..."

Ron Bonnett, President, Canadian Federation of Agriculture

"Bill C-274 will mean security for many of our members who have already begun the steps to transfer their business to one of their children. It's absurd that the current rules do not give business owners any incentive to keep their business in the family. Many of our convenience..."



store owners with well-established community businesses want to sell to their children but have to pay more tax when they do. It's high time to change the rules." [Translation]

Yves Servais, Director General, Association des marchands dépanneurs
et épiciers du Québec

Together, we can demand that lawmakers change these unfair rules. That means we need the support of your MP. Enclosed you will find a letter that you can sign and return to your MP as well as the Minister of Finance, Bill Morneau. No postage is required.

You can also find more information about the bill at <http://guycaron.ndp.ca/bill-c-274-family-business-transfers> (questions and answers, online petition, reply card and comments form). It is time to level the playing field to ensure the survival of our small businesses, family farms and fishing operations.

If you have any questions or comments, feel free to contact me at 613-992-5302 or guy.caron@parl.gc.ca.

Sincerely,



Guy Caron

Member of Parliament for Rimouski—Neigette—Témiscouata—Les Basques
Finance Critic
Atlantic Canada Opportunities Agency Critic
Fisheries, Oceans and Canadian Coast Guard Assistant Critic

Name of MP: _____
 Name of riding: _____
 House of Commons
 Ottawa, Ontario
 K1A 0A6

Bill C-274: Transfer of small business, family farm or fishing operation

Dear Member of Parliament:

I am writing to ask that you support Bill C-274, Guy Caron's Private Member's Bill.

Bill C-274 seeks to facilitate the transfer of small businesses, family farms and fishing operations between members of the same family. Specifically, it would give owners and buyers of the same family the same rights and privileges extended to non-related persons involved in a transaction.

In Canada, when an individual sells a business to a family member, the difference between the sale price and the price originally paid is considered a dividend. If the individual sells the business to an unrelated person, it is considered a capital gain. That makes it highly disadvantageous to transfer a business to a family member because the transaction does not include the right to a lifetime exemption and is more heavily taxed. This unfair situation penalizes our small businesses, family farms and fishing operations.

It is time to level the playing field to ensure the survival of family businesses. Your support for Bill C-274 at second reading is essential to end this unfair tax, which is threatening the survival of local business.

As a member of Parliament, you have an opportunity to end this unfair treatment while protecting family businesses and contributing to local job creation. I am counting on your support.

Sincerely,

Name:
Name of business or organization:
Address:
Telephone number/email address:

c.c.:

Guy Caron (Member of Parliament for Rimouski-Neigette—Témiscouata—Les Basques and NDP Finance Critic)
 Bill Momeau (Minister of Finance)



Citizen scientists armed with a new weapon against polluters and poachers:

BCWF Conservation App and Website

Available to iPhone users, the app makes it easy for users to take geo-referenced, time-stamped photos or videos and to report issues related to illegal use, or abuse, of our natural resources. The app works both in and out of service using the phone's GPS. Reports are sent to a secure server and then forwarded automatically to the appropriate enforcement agency.

There are millions of British Columbians' recreating and working in the backcountry who are passionate about conserving and protecting our natural resources.

The app gives them another tool to protect our natural resources for future generations.

The app should increase the ears and eyes of enforcement agencies and create significant efficiencies within these agencies by giving them up-to-date reports which include applicable fields related to investigations.

The mobile app and website was created by the Spatial Information for Community Engagement (SpICE) Lab at the University of British Columbia Okanagan.

The BCWF mapping website is a public website that can display environmental abuses submitted by users and to help increase awareness about the threats facing natural resources around the province.

The BCWF hopes this ground-breaking approach will change the value British Columbians put on their natural resources.

The BCWF President Jim Glaicar said, "*We created the **BCWF Conservation App** to give all British Columbians a tool to allow us to fulfill our individual responsibility as citizens in changing the way we see, use, conserve, protect and value our natural landscape.*"

Support for this project was provided in part through the Okanagan Basin Water Board's Water Conservation and Quality Improvement Grant Program and its public outreach and education program, Okanagan WaterWise.

"We are very pleased to support this initiative," said Corinne Jackson, OBWB's Communications Director.

"We have seen an increasing number of issues in our backcountry, but also in the valley bottom, from ATVs and dirt-bikes being driven on dams and through wetlands, to dumping of household garbage in and near creeks, damage to riparian and fish habitat, and more. These types of activities are hurting aquatic habitat and sensitive ecosystems. They are also happening in what are often sources of drinking water to local residents. We see this app and website as important tools in raising awareness and helping protect these areas."

Rick Simpson, from the BCWF Region 8 Okanagan, encourages everyone to download the free app and to provide feedback to the development team. Simpson said, "By using the app to text your observations you are helping, in a big way, our thinly stretched enforcement people to avoid wasting valuable follow-up response time, by pinpointing the specific geo-location, time, date, and capturing an image of your observed infractions. This is an exciting time for conservation."

Doug Forsdick, Chief Conservation Officer, B.C. Conservations Officer Service, said the COS appreciates the new app. "British Columbians are passionate about protecting their environment, wildlife and natural resources. We welcome more eyes and ears across the province to help guard against illegal activities that can harm our ecosystems and beautiful natural spaces. Thank you to the BC Wildlife Federation for bringing public awareness to ongoing conservation efforts."

When a user sends a report, they will have the ability to make the report public or confidential. The goal of making these reports public is to raise awareness to these issues and help prevent further violations.

If the user chooses "public", a moderator will then review the report to determine if it should be placed on the public website.

Personal information of the app user who reported the violation will not be disclosed on the public website.

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VISIT ITUNES ON YOUR MOBILE DEVICE AND SEARCH "CONSERVATION APP" TO DOWNLOAD

Registered users may also report violations via the website

Violation Types:

For ease of reporting and ensuring the reports go to the appropriate enforcement agency a number of standard violation types have been identified to help direct the app to report to the appropriate enforcement agency, users and direct dispatchers. If you are unsure where the violation falls select the "Other" option.

Water

Examples include; suspicious or illegal pumps in creeks, illegal water withdrawal/ use, or reporting a watercraft (motorized or not) travelling into B.C. which has not been inspected for mussels

Environmental Pollution

Examples include: illegal dumping of household materials, dumping a foreign substance such as waste water into a water body, or burning outside of permitted times or without a permit

Environmental Damage

Examples include: destruction of fish or riparian habitat, illegal road/trail construction, illegal off-road vehicle use, mud-bogging, dumping contaminated waste, or operating a motorized vehicle above elevation restrictions

Wildlife

Examples include; hunting out of season, hunting in a closed area, discharging a firearm in a no-shooting area, hunting at night with the aid of a light. It could also be used to report activities such as attracting bears, or interfering with a lawful hunt

Fish

Examples include; exceeding the daily quota of fish, angling during closure, fishing with prohibited gear

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Salmon/Saltwater

This option is for reporting anyone engaged in salmon or saltwater poaching or infractions.

Blocking public access

Examples include; illegally fencing or gating public roads, illegally fencing Crown land, or blocking access to a public road by a vehicle

Grazing

Examples include; when livestock are on land which does not have a grazing tenure, or after the take home date when livestock must be removed based on range use plans

All-Terrain Vehicle (ATV)

This could include; users operating in areas where snowmobiling or ATV use is closed (i.e.access management or caribou recovery areas). It could also include ATVs without license plates or users not wearing helmets.

Forestry

This could include; unlawful harvest of timber, unauthorized destruction of a forest service road, log theft, illegal use/damage of a recreation site, unauthorized construction of a permanent structure.

Please note, this app is designed to report infractions related to natural resource use/abuse. It is not designed to report problems with wildlife or human-wildlife conflict.

A version of the app will be created for Android based mobile operating systems at a later date.

THANK YOU TO OUR SPONSORS

OKANAGAN

For more information, contact:

Jesse Zeman, Resident Priority Program Manager, BC Wildlife Federation @ [\(250\) 878-3799](tel:2508783799) or jessezeman@gmail.com

284 Board-Receive



301 - 1268 Fifth Avenue
Prince George, BC V2L 3L2
Tel: 250-561-2525
Fax: 250-561-2563
info@northerndevelopment.bc.ca
www.northerndevelopment.bc.ca

November 14, 2016

Western Canada Mountain Bike Tourism Association
2654 Eton Street
Vancouver, BC V5K 1K1

Attention: **Martin Littlejohn**
Executive Director

Dear Mr. Littlejohn:

Subject: **Northern BC Mountain Bike Map Initiative**
Marketing Initiatives Program
Northern Development Project Number 4560 20

RECEIVED
NOV 18 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

The Northern Development Initiative Trust Corporation was created by the Province to be a catalyst for central and northern BC, to grow a strong diversified economy by stimulating sustainable economic growth through strategic and leveraged investments.

I am pleased to advise you that the Marketing Initiatives application from the Western Canada Mountain Bike Tourism Association for a grant toward the 'Northern BC Mountain Bike Map Initiative' project was approved for up to \$8,000 from the Cross Regional Account on October 21, 2016, subject to confirmation of other funding sources.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced.

Please advise us when the subjects listed above have been confirmed and our staff will work with you to develop a contract. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success in your project and look forward to seeing the results have a positive impact on the local economy.

Sincerely,

A handwritten signature in black ink, appearing to read "Joel McKay", written over a white background.

Joel McKay
Chief Executive Officer

- c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako
- Bill Miller, Chair, Regional District of Bulkley-Nechako and Regional Advisor, Prince George
- Regional Advisory Committee

Minutes of BVLD Airshed Management Society Quarterly Directors meeting Houston Municipal Chamber
4:00 PM, November 24th, 2016

Present were Dave Duncan, John Siebenga, Greg Brown, Susan Brookes, Angus Brookes, Dennis Strain,
Dave Stevens, Gary Quanstrom

Call to order 4:05. Agenda adopted.

Minutes of previous meeting adopted

Finance Report: OK for money. Financial statement coming in from RB. AMS statements going
electronic. It was decided that the AMS operating account will be transferred to BVCU to avoid the RBC
service charges.

Northern Health: program for responsible wood burning. Greg Brown reads the Northern Health
facebook posts (<https://www.facebook.com/NorthernHealth/?fref=ts>) . Use good quality wood and
moisture content should be less than 16%. Can we give constructive feedback to NH? Use the moisture
meter. Check wood in the centre of the split wood. We need to get NH on board. CC to chief medical
officer.

BV Research Centre: Dave S. will be talking to the new admin person - Joanne - to get her up to speed
on who we are.

Mark Fisher will 'represent' us to the RDBN and Northwest Regional Hospital Board. We will send our
minutes to RDBN and then they will be at the meetings of RDBN.

Business arising -

BVCU gaming account - BVRC work on MEI * note from Dave - this account is now in place.

Sept 22nd slash burn -- Gary Quanstrom: slash burn at Telkwa Range. The air quality yesterday was
worse. Gary gives a slide presentation on slash burning and its impact on air quality, and the policies and
procedures that PIR has put in place to protect air quality. Gary said he'd be supportive of another burn
operators' forum.

Clean air forum in Smithers on the 21st: Packed house to listen to Dr. Michael Brauer, Ben Weinstein,
Taylor Bachrach and Sarah Henderson.

Hans Duerichan letter discussed, Municipal communications discussed, a response to Hans will be
drafted by Dave S.

BC MoE is testing a new very low cost (\$180US) particle detector, colocating it for testing with existing
instruments at Smithers St. Josephs. The monitor is in use on Gabriola Island
(<http://www.gabriolacleanair.ca>) and are displayed on the purple air website (map.purpleair.org). The
Gabriola work has been guided by locals and by Dr. Michael Mehta of TRU
(<http://kamino.tru.ca/experts/home/main/bio.html?id=mmehta>) . There are such monitors now in
Kamloops as well, and there are individual sensors in Victoria, Vancouver, Lasqueti Island, Parksville (with
3), and a new addition in Prince George.

Barry Watson: not a fan of woodstove exchange. He will be asked to suggest other options. Since all
other directors responding were in favour Dave has confirmed our interest in participation.

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Time and date of next meeting: March 2, 2017 in Telkwa, venue TBA.

Adjournment at 5:42PM

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Board - Preceure

College of
New Caledonia

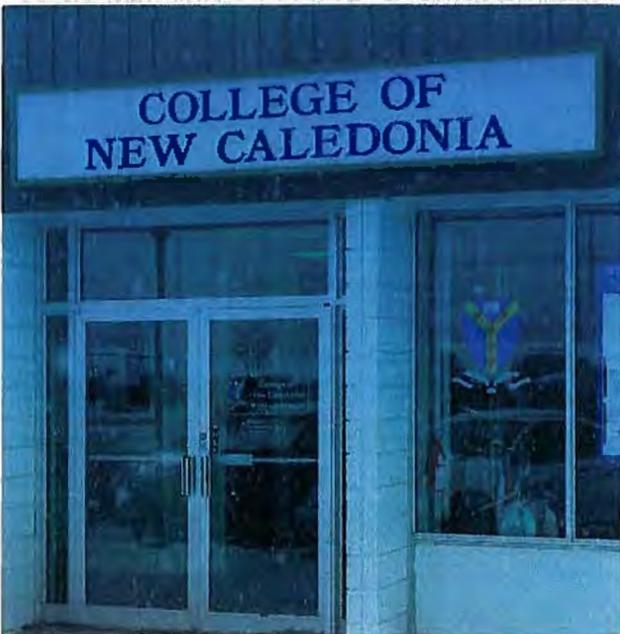


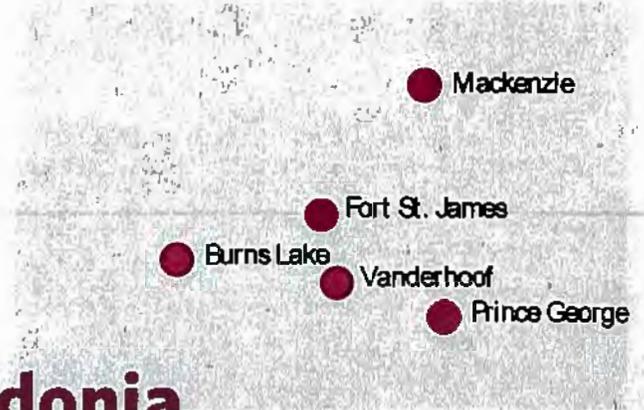
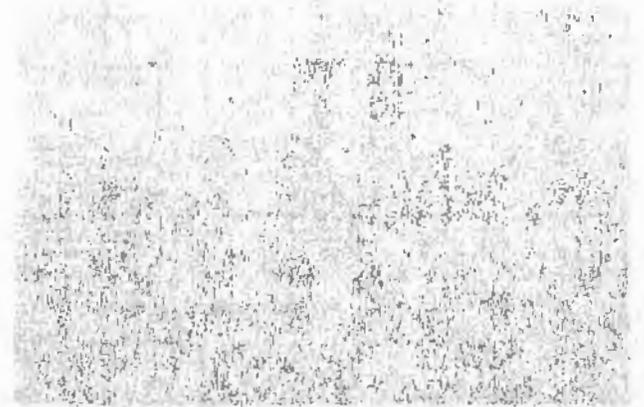
2016-2020 Strategic Plan – Promoting Student Success

College of New Caledonia

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College of New Caledonia Overview

The College of New Caledonia (CNC) is a public community college dedicated to helping meet the adult and post-secondary educational needs of northern British Columbians since 1969. Serving an area approximately 117,500 square kilometers in size, or 12% of the province, CNC plays an important role in training and educating students in health sciences, trades and technologies, social services, business and university studies.

CNC has six campuses across British Columbia's Central Interior – Prince George, Burns Lake, Fort St. James, Mackenzie, Quesnel and Vanderhoof. Across all campuses, 5000 students in 90 distinct programs are enrolled each year.

With affordable tuition, practical, hands-on learning and no more than 37 students in a class, students can acquire the skills they need for a long-lasting, stable and successful career in as little as 10 months. CNC offers students the ability to easily transfer into the third year of degree programs, with 15 agreements with 10 universities in B.C., Alberta and elsewhere.

The College of New Caledonia is honoured to work with the Aboriginal people in this region, inclusive of the First Nations, Métis and Inuit peoples. We acknowledge the graciousness of the First Nations peoples in welcoming those who are seeking knowledge on their traditional territories. There are many First Nations communities within the region served by the College:

Cheslatta Carrier Nation	Nee Tahi Buhn Band
?Esdilagh (Alexandria) First Nation	Salk'uz First Nation
Kwadecha Nation	Skin Tyee Nation
Lake Babine Nation	Stellat'en First Nation
Lheldli T'enneh Nation	Takla Lake First Nation
Lhoosk'uz Dene Nation	Tl'azt'en First Nation
Lhtako Dene First Nation	Tsay Keh Dene Band
McLeod Lake Indian Band	Tsil Kaz Koh (Burns Lake Band)
Nadleh Whut'en	Wet'suwet'en First Nation
Nak'azdli Whut'en	Yekooche First Nation
Nazko First Nation	

It is also important to acknowledge the participation of other Aboriginal groups whose participation on Aboriginal Advisory Committees and the Yinka Dene Council contributes to the success of Aboriginal Education at CNC: Carrier Sekani Tribal Council, PG Nechako Aboriginal Employment & Training Association, Métis Nation of BC, New Caledonia Métis Association, Prince George Native Friendship Centre, North Cariboo Family Program, Cariboo Chilcotin Aboriginal Training Centre, Tillicum Friendship Centre, and Aboriginal representatives from the University of Northern British Columbia, School Districts of Nechako-Lake s(91), Prince George (57), and Quesnel (28).

Letter from the CNC Board of Governors Chair

On behalf of the entire Board of Governors of the College of New Caledonia, I am pleased to share the 2016-2020 Strategic Plan – Promoting Student Success. As the name suggests, the Plan recognizes that the true measure of any educational institution is the experience of its students.

This Plan is the result of a year of challenging questions, reflection, stakeholder input and hard work and I would like to thank everyone who participated in its creation. Following our mission and values in pursuit of the priorities set out in the Plan will ensure that the college is a vibrant and rewarding place to learn, teach and work, and a valuable pillar in the communities in which it serves.

Working together, guided by the Plan, the College of New Caledonia will continue to provide a brighter future for those it serves.

Yours truly,



Jason Fisher
Chair, CNC Board of Governors

Message from the President



Jason Fisher, CNC Board of Governors



Henry Reiser, CNC President



Letter to CNC community

Since 1969, the College of New Caledonia (CNC) has been an integral part of British Columbia's post-secondary education system. We've undergone tremendous change over the years, but what makes CNC unique is our ability to continue to deliver high quality education to our students in a constantly changing world.

Throughout the province, British Columbia's post-secondary institutions are undergoing significant change. As an educational partner in our region's economic development, more emphasis is being placed on training and educating students for the demands of the labour market. It's an honour to be helping CNC grow and adapt to this changing imperative, while still maintaining the necessary opportunities and services for our students and communities.

Our new 2016-2020 Strategic Plan – Promoting Student Success is the culmination of a thorough and thoughtful consultation with our students, our employees, our communities, our partners and many other integral stakeholders to chart a course for our future. We take the input, advice and direction of our partners seriously, and that information was an essential element in the development of this plan.

We strive to be inclusive at CNC as we have a diverse group of students at six distinct campuses serving an expansive area of B.C.'s Central Interior. This Strategic Plan builds on our successes, with a focus to the future.

2016-2020 Strategic Plan – Promoting Student Success has five core directions:

- Enhancing the student experience
- Improving our culture of service
- Supporting Aboriginal students and the integration of Aboriginal culture and knowledge
- Improving organizational culture and employee satisfaction; and
- Clearly communicating change and new directions with our stakeholders

By establishing a culture of service and enhancing the student experience, we will create an institution that better serves the evolving needs of our students from the point of first contact to the time they graduate. We can improve the student experience, and ultimately, the success they achieve at CNC.

The Aboriginal population in our region is significant and growing, and it's important to understand the history and culture that Aboriginal learners bring with them when they come to CNC. Working in partnership with Aboriginal communities, we will ensure culturally relevant support services are in place that allow us to better engage and support Aboriginal learners. Incorporating Aboriginal culture and history on campus and in course and program curriculum will enhance awareness and cultural competencies and enrich the lives of all our students and employees. We will work with Aboriginal Advisory Committees and the Yinka Dene Council to create an Aboriginal Education specific to CNC that will support Aboriginal students in reaching their educational goals and moving forward in careers of their choice.

We acknowledge that our dedicated employees are instrumental to the success of our students. Our Strategic Plan recognizes the importance of developing our employees and celebrating their contributions, because ultimately, their success directly translates into a better education and experience for our students.

Finally, as proud as we are of the work of our students and employees, we know we face some challenges. The feedback we received during our consultations demonstrated that there is more we can do to engage and communicate with our students, our employees, our communities and other important stakeholders. We're committed to ensuring all of the groups that make CNC what it is are informed of changes, developments or new directions at CNC.

Working with our Board, our employees, our students and our community partners, I know we will continue to build a bright future for the College of New Caledonia.

Let's show the world why CNC is the place to be.



Henry Reier
President, College of New Caledonia

Mandate Our mandate describes what we are here to do as a public post-secondary institution in British Columbia. The College of New Caledonia operates within a legislative framework provided under the British Columbia Colleges and Institutions Act.

The Act states that the objectives of a college are to provide comprehensive:

- A. Courses of study at the first and second year levels of a baccalaureate degree program
 - Courses of study for an applied baccalaureate degree program
- B. Post-secondary education or training
 - Adult basic education
- C. Continuing education

CNC will, in fulfilling its mandate, consider the provincial government's strategic priorities when allocating institutional resources. CNC's mandate includes a commitment to:

- A. Ensure that British Columbians have access to high quality post-secondary education and training programs
- B. Operate as efficiently as possible, to ensure British Columbians are provided with high-quality programs and services
- C. Be responsive to student and labour market demands
- D. Implement BC's Skills for Jobs Blueprint
- E. Assist in advancing the Ministry of Advanced Education's Aboriginal Post-Secondary Education and Training Policy Framework and Action Plan, and the International Education Strategy

Mission Our mission describes what we are here to do as a community college in Northern British Columbia.

The College of New Caledonia, as a comprehensive community college, provides access to lifelong learning and facilitates the achievement of educational and personal goals. We are responsive to the diverse needs of our students, our employees, and the communities in our region. In a dynamic, consultative environment, we deliver quality programs and promote the success of every student.

Vision Our vision is what we intend to become within a certain timeframe.

The College of New Caledonia will deliver programs and services of the highest standard possible to our learners. CNC will be recognized regionally and internationally for implementing effective learning opportunities, which will increase educational access for our learners. Students, employees and communities will share "one experience" of CNC. Our programs will support the development of local, regional and global leaders.

Values Our values guide us in how we make decisions and do our work at the College of New Caledonia.

Respect

We respect and value each individual by being inclusive and embracing the diversity of our learners and college communities.

Accountability

We are accountable to each other and to the college community for our actions and for achieving our commitments.

Integrity

We act with integrity, fulfilling promises and ensuring open, respectful relationships.

Transparency

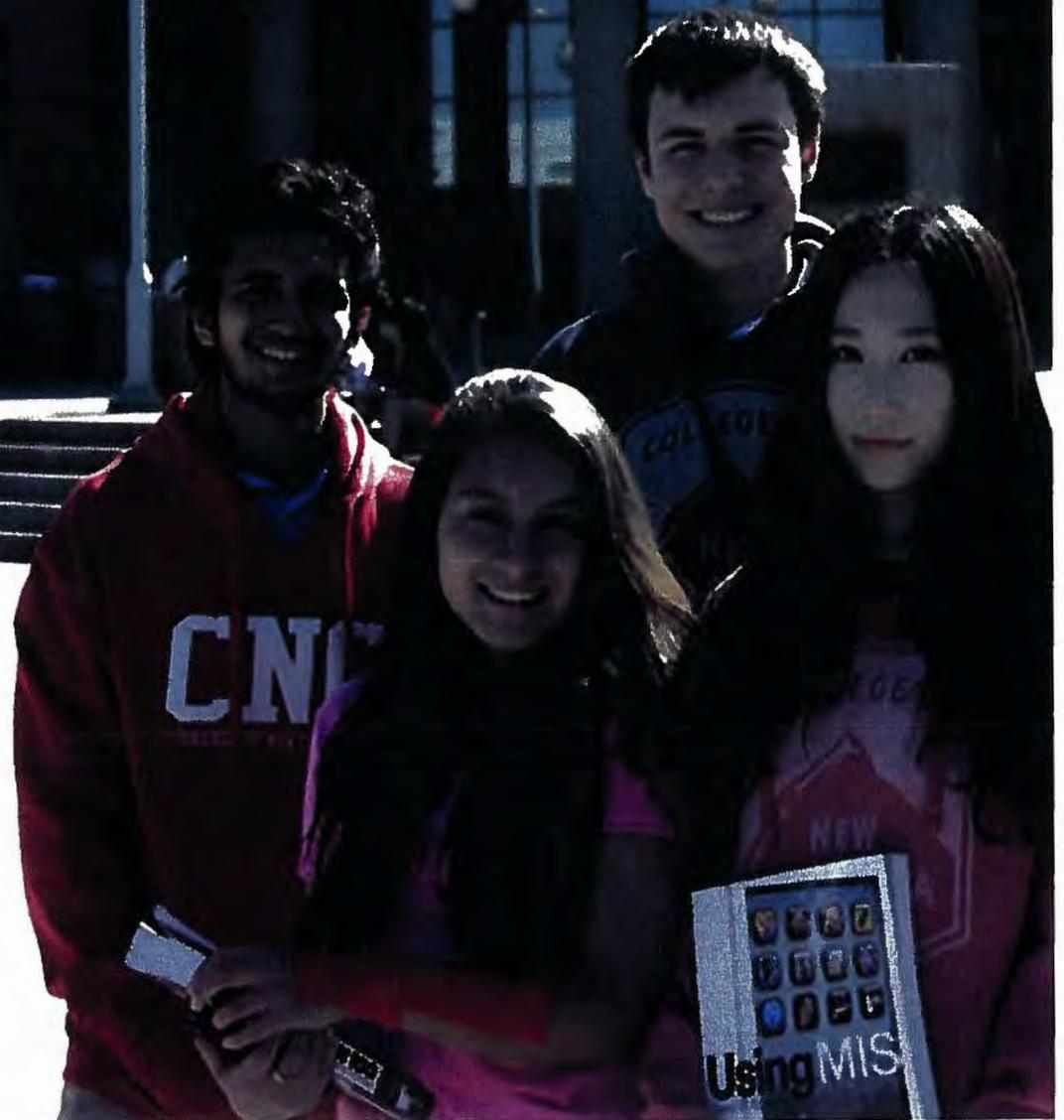
We conduct ourselves in an open, honest, and transparent manner.

Relationships

We work together to advance CNC in its academic mission and in fostering respectful relationships.

2016

Our Strategic Directions



1

Student Success

The College of New Caledonia will support and enhance the student experience to enable the engagement and success of our learners.

Actions:

- In collaboration with students, develop a definition of student success to inform college planning.
- Ensure high quality, relevant, and responsive curriculum and programs.
- Increase available educational opportunities for students with creative educational programs and by reducing barriers to access.
- Increase access to quality educational opportunities through a variety of learning delivery methods, including in-person, online, blended, and the real-time, instructor-led Digital Delivery Instruction (DDI).
- Increase partnerships and agreements with community organizations and educational institutions to support student opportunities.
- Increase student access to international activities such as Study Abroad opportunities, international partnerships with foreign schools, and international project work to encourage the development of global citizens and to support intercultural competencies.
- Increase the number of articulation agreements with post-secondary institutions provincially, nationally and internationally to enhance transferability and expand student options for further education.

Culture of Service

The College of New Caledonia will provide quality service and an excellent experience for students, Aboriginal communities, employers, industry groups, employees, and all stakeholders engaging with CNC.

Actions:

- Establish a standard of customer service that will be used across the college when interacting with students, colleagues, and external customers.
- Provide quality integrated, user-focused and efficient services aligned with student needs and enhance services to students by increasing online access.
- Ensure future renovations to college campuses maximize accessibility for all users to create inclusive, diverse, and welcoming campuses.
- Develop an internal process for receiving feedback to support continuous service improvements.

3

Aboriginal Education

The College of New Caledonia will work in collaboration with Aboriginal communities to incorporate Aboriginal cultures throughout CNC campuses and programming.

Actions:

- Support Aboriginal students to participate, complete, and be successful in CNC courses and programs.
- Incorporate more Aboriginal culture, history, teachings, and knowledge in CNC courses, programs and on campus to enrich all student experience.
- In consultation with Aboriginal Advisory Committees and the Yinka Dene Council, develop an Aboriginal Strategic Plan to complement CNC's Strategic and Education Plans, and the Ministry of Advanced Education's Aboriginal Policy Framework.
- Build relationships with and be accountable to Aboriginal communities for educational goals.

Organizational Culture

The College of New Caledonia recognizes that employees are the building blocks of a successful and thriving college, and will work to create a values-based organizational culture.

Actions:

- Encourage a culture of accountability and lead by example.
- Promote team building, employee engagement, and a workplace design that supports employee success.
- Acknowledge and celebrate the achievements of our employees.
- Increase employee satisfaction.
- Improve professional development opportunities.
- Develop and implement initiatives to enhance team and departmental effectiveness.

5

Community Engagement

The College of New Caledonia will engage with students, Aboriginal communities, employers, industry groups, employees, and others to ensure those connected to the college are engaged on and informed of changes, developments, and new directions.

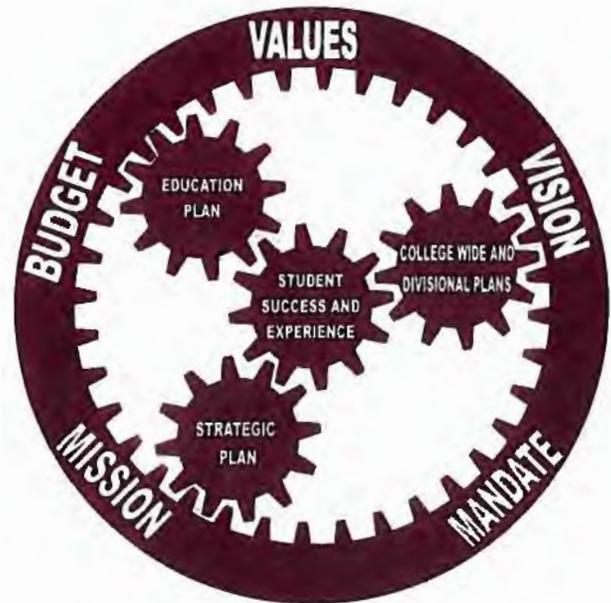
Actions:

- Implement an effective communications and engagement plan to strengthen relationships with students, businesses, industry, school districts, Aboriginal communities, and community organizations.
- Expand community involvement by engaging a broader base of community members in college activities.
- Offer face-to-face meetings for students, employees, and citizens to create an opportunity for dialogue and two-way communication with CNC Executive.
- Increase awareness of the college within the region by developing an integrated communications approach, utilizing timely and creative channels.
- Build relationships with and be accountable to communities for educational goals.

CNC's Planning and Accountability System

Our Strategic Plan was built on the strong foundation of our mandate, mission, values, vision, and budgetary considerations. The success of our students is at the heart of what we do at the College of New Caledonia. Our mission is to provide students with access to lifelong learning and facilitate the achievement of their educational and personal goals.

The Strategic Plan will be critical in achieving this mission. Once the new Education Plan is developed and adopted alongside the Strategic Plan, the College-Wide and Divisional Plans will be reviewed to ensure they are in direct support of the Education and Strategic Plans, and are coordinated with each other to support institutional priorities.



Education Plan

The College of New Caledonia is in the process of developing its first formal Education Plan. This Plan will align with the Strategic Plan's directions and goals, and will serve to establish institutional priorities in academic programming and curriculum, teaching, student services, and student support initiatives.

The Education Plan development will be completed by December 2018 and will guide the academic priorities and activities of the College for the following four years.

Consultation Summary

Recognizing the importance of the input from our students, employees, community members and other stakeholders, this Strategic Plan was developed, refined and finalized with the support of a community consultation. Between January 18 and February 29, 2016, feedback on the College of New Caledonia's draft strategic directions and their supporting draft actions was collected.

There were a total of 175 participant interactions during the Community Consultation Period. Five distinct types of engagement opportunities were utilized to ensure the consultation was accessible to the widest group of people as possible, including written, in-person, and online forums (cnc.bc.ca/strategicplan).

Timeline

December 2015

Pre-consultation period for Strategic Plan

January 2016 – February 2016

Strategic Plan consultation period

March 2016

Consideration of input

April 2016

Strategic Plan development

May 2016

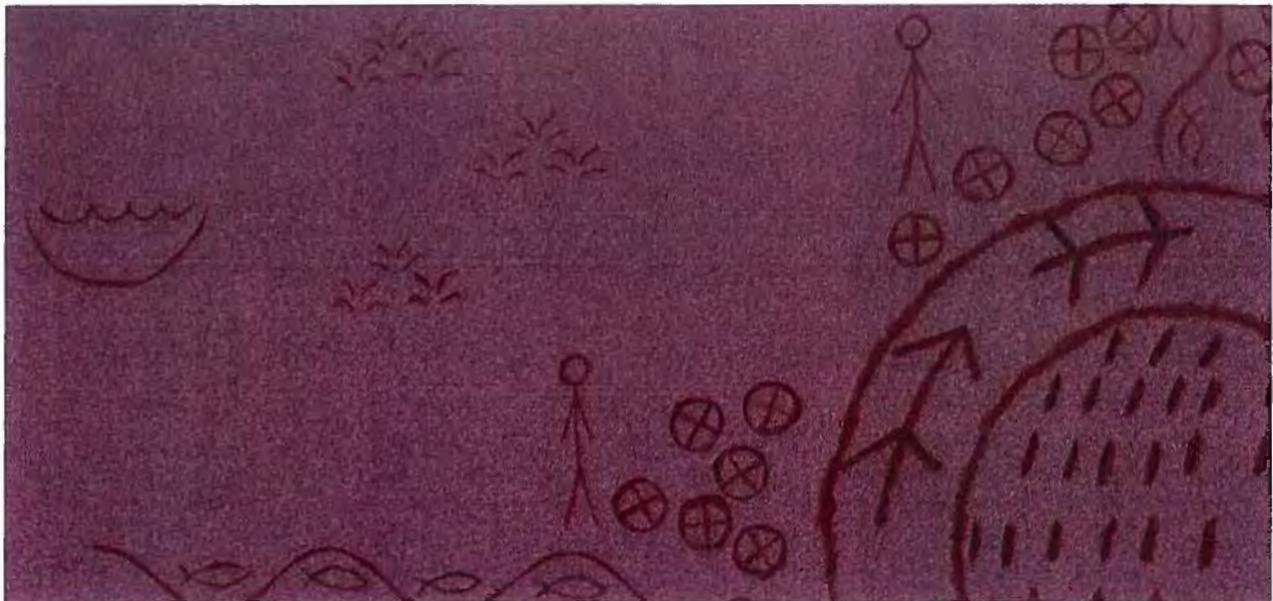
Strategic Plan reviewed by the steering committee, Executive and CNC Board of Governors

June 2016

Approved by CNC Board of Governors

July 2016 and beyond

Review and update CNC implementation plans



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College of
New Caledonia 

3330 22nd Avenue,
Prince George, British Columbia,
Canada, V2N 1P8

Phone: 1 250 562 2131
(in Canada 1 800 371 8111)

askcnc@cnc.bc.ca

geraldine.craven

From: Collins, Eryn <Eryn.Collins@northernhealth.ca>
Sent: December 1, 2016 9:52 AM
To: Collins, Eryn
Subject: NH media bulletin - NH Connections schedule changes during the holidays

The following news release is being distributed to NH stakeholders, and posted to the Northern Health website today.

For immediate release

December 1, 2016

Northern Health Connections schedule changes during holiday season

Due to reduced demand for health care appointments over the holiday season, the Northern Health Connections program will run on a modified schedule beginning in late December.

NH Connections provides transportation for clients travelling to non-emergent health services outside their home communities. A variety of routes connect communities across northern B.C., along with service to Vancouver.

Starting December 20th the NH Connections buses will begin their last routes for 2016. Regular routes will resume the week of January 2nd, 2017.

Departs	Final route (2016)	First route (2017)
Prince George to Vancouver	December 20 th	January 3 rd
Vancouver to Prince George	December 22 nd	January 5 th
Prince George to Prince Rupert	December 23 rd	January 2 nd
Prince Rupert to Prince George	December 22 nd	January 4 th
Prince George to Fort St. John	December 22 nd	January 5 th
Fort St. John to Prince George	December 24 th	January 7 th
Valemount to Prince George	December 20 th	January 3 rd
McBride, Valemount to Kamloops	December 22 nd	January 5 th
Burns Lake to Terrace	December 22 nd	January 5 th
Fort Nelson to Dawson Creek	December 20 th	January 3 rd
Dawson Creek to Fort Nelson	December 22 nd	January 5 th
Mackenzie to Prince George	December 21 st	January 4 th
Quesnel to Prince George	December 20 th	January 3 rd
Burns Lake to Prince George	December 20 th	January 3 rd
Burns Lake via Fort St. James	December 21 st	January 4 th

The NH Connections booking centre will be closed on statutory holidays (December 26th, and January 2nd), but open on regular business days. Full details on the NH Connections holiday schedule and other program information are available through the booking centre at 1-888-647-4997; via e-mail at NHConnections@northernhealth.ca; or on the internet www.nhconnections.ca.

Media Contact: NH media line – 1-877-961-7724

geraldine.craven

From: Collins, Eryn <Eryn.Collins@northernhealth.ca>
Sent: December 1, 2016 4:08 PM
To: Communications Account
Subject: NH Media Bulletin - Tips for a safe and healthy holiday season

Good morning,

The following media bulletin is being distributed to NH stakeholders, and posted to the Northern Health website this morning.

December 2, 2016
For Immediate Release

Tips for a safe and healthy holiday season

Northern Health reminds the public that a few simple tips can help avoid unnecessary trips to the hospital, especially with the holiday season approaching.

Here are a few guidelines for handling your health concerns:

- Call HealthLink BC at 8-1-1 for confidential health information and non-emergency services 24/7. For deaf and hearing-impaired assistance (TTY), call 7-1-1.
- For non-urgent care, use community health services including your family practitioner or walk-in clinics, where available. Be sure to note any changes to holiday clinic hours.
- Note the holiday hours for local pharmacies, and ensure prescriptions are filled accordingly.
- If you have a cold, call HealthLinkBC at 8-1-1 for advice, or ask your pharmacist about over-the-counter medications to ease symptoms.
- Remember, it's not too late to get a flu shot; check immunizebc.ca for clinic dates.
- If you are concerned about a possible poisoning or exposure to a toxic substance, call Poison Control at 1-800-567-8911.

If at any time you believe you require urgent medical attention, **do not hesitate** to go to the emergency department or call 9-1-1 for transportation.

While emergency services are available 24/7, hospitals may experience higher than normal volumes at various times of the year. NH emergency rooms tend to patients who have experienced a sudden and/or unusual change in their health. This includes, but isn't limited to, breathing difficulties, severe bleeding or pain, broken bones, chest pain, overdoses and eye injuries.

Other tips to ensure you have a safe, healthy and enjoyable holiday season include:

- Wash your hands often with soap and water, and carry an alcohol-based hand rub with you.
- Get regular exercise and avoid overindulging.
- Drink responsibly: visit heretohelp.bc.ca for more info.
- Get enough sleep.
- Keep activities fun and safe.
- Drive and walk with care.
- Take a moment to 'count your blessings': gratitude can help boost happiness!

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We would like to thank the public for their support. For more information on programs and services offered by Northern Health, visit northernhealth.ca.

Media Contact: NH media line – 1-877-961-7724

Eryn Collins

Communications Officer

Northern Health

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the northern way of caring

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NEWS RELEASE

For Immediate Release
December 6, 2016

Celebrating giving, and excellence: NH Board meeting highlights

The valuable contributions of hospital foundations and auxiliaries have been recognized by Northern Health's board of directors at their latest regular meeting. In 2015/16, 28 foundations, auxiliaries and other donors pledged or gifted more than \$2.6 million to projects at NH facilities.

"Foundations and auxiliaries are important partners in supporting health care in our communities," said Dr. Charles Jago, Northern Health Board Chair. "The countless volunteer hours and funds raised by the foundations and auxiliaries make the difference between good services and excellent services in communities across the north."

The Board received updates on five current campaigns:

- Bulkley Valley Regional Hospital Foundation's 5th annual Gala, benefiting the Bulkley Lodge residential care facility, and event that included a \$1.2 Million dollar gift towards a CT Scanner for Smithers;
- Kitimat General Hospital Foundation's 5th annual Christmas Coffee House, in support of a 2016 goal to raise \$75,000 for wound vacuum equipment and orthopedic drills
- The REM Lee Hospital Foundation's \$100,000 Urology Suite Upgrade project for Mills Memorial Hospital in Terrace;
- Fort Nelson Hospital Foundation's focus on keeping the 'fun' in fundraising with its annual Charity Bed Race, and;
- Dawson Creek & District Hospital Foundation's upcoming Lights for Life campaign.

NH CEO Cathy Ulrich updated board members on the recent official opening of The Haida Gwaii Hospital and Health Centre - Xaayda Gwaay Ngaaysdli Naay located in the Village of Queen Charlotte. Northern Health staff were joined at the November 24th event by the Haida Nation, the North West Regional Hospital District, and Minister of Health Terry Lake. The hospital formally opened for patients on November 16th.

"The staff managed a seamless transition from the old hospital to the new facility over the course of one day," said Cathy Ulrich, president and CEO for Northern Health. "This state of the art facility will improve the experience of patients and their families and enable staff and physicians to continue to provide exceptional services into the future."

Other highlights from the December 2016 meeting:

- Two Nurse Practitioners from Northern BC received awards at the 2016 Awards of Excellence ceremony in Vancouver in November. Dr. Tracey Day, a family nurse practitioner at the Central Interior Native Health Society received the Excellence in Nursing Advocacy Award for her work to remove barriers to primary care for marginalized people in the Prince George area. Ms. Erin Wilson, one of northern B.C.'s first nurse practitioners, was awarded for Excellence in Nursing Practice.

The next Northern Health board meeting will be held in Mackenzie in February 2017.

Media Contact:

NH media line - 877-961-7724

geraldine.craven

From: Premier's BC Natural Resources Forum
 <info=bcnaturalresourcesforum.com@mail2.suw13.rsgsv.net> on behalf of Premier's BC Natural Resources Forum <info@bcnaturalresourcesforum.com>

Sent: December 5, 2016 12:12 PM

To: inquiries

Subject: December Update: Note Additional Events

The Forum is a short 8 weeks away... Welcome to December!

[View this email in your browser](#)



Additional events during the week of the Forum are worth a look

Before you book your travel be sure to check out associated independent local events during the week of the Forum.

Boost your business development game with 200 of BC's brightest businesses leaders!



JAN. 31 – Last year, the BC and Prince George Chambers of Commerce hosted the inaugural **Business Development Forum**, “On the Ground”. They received phenomenal feedback from attendees, who gained valuable insight and tangible advice. Building on that momentum, the two organizations have come together once again in the spirit of business development to host the Forum for 2017. This year they will be joined by special guests Honourable Perrin Beatty, CEO of the Canadian Chamber, and former Haisla Nation Chief Councilor, Ellis Ross, along with many other great presenters.

This event will take place on Tuesday, January 31st at the Ramada Hotel from 8:30 am to 3:30 pm. [Read more](#)

Northern Development Initiative Trust Reception



FEB. 1 – Following up on last year’s sold-out reception, Northern Development Initiative Trust is pleased to again host their very popular reception during the Forum. All conference participants are invited to attend the event and enjoy great music, food, drink and conversation about how to continue to build a stronger north.

The reception will take place on Wednesday, February 1st at the Ramada Hotel from 6:30 to 9:30 pm. [Read more](#)

Let's Talk Workshops

JAN. 31 – The National Aboriginal Energy and Power Association will again host three independent exciting and popular workshops that address key natural resource issues and opportunities facing Northern BC.

These full-day workshops will be held at the Prince George Civic Centre on Tuesday, January 31st.

Let's Talk Natural Gas

This workshop tells the story of the natural gas industry, from well-head to destination point, including potential economic opportunities as well as employment and training opportunities. [Read more](#)



Let's Talk Mining

The mining cycle will be examined from exploration through reclamation and closure in this workshop. Based on the Aboriginal Toolkit for Mining & Exploration, it is geared toward First Nations, but benefits anyone seeking knowledge of the mining industry. [Read more](#)

Let's Talk Impact Benefit Agreements

This workshop is geared towards First Nations and is meant to give communities an idea of what may be



included in an Impact Benefit Agreement. [Read more](#)



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UBCM Members Favour Tiered Auxiliary Constable Program

Nov 30, 2016

UBCM has submitted feedback to the Province and RCMP that indicates many of its members prefer a three tiered Auxiliary Constable Program (ACP), whereby each tier would have specific training and experience prerequisites for interested Auxiliary Constables (ACs). The feedback is based on the options for change listed in a recent RCMP report, *RCMP Auxiliary Constable Program: Review of Activities and the Way Forward*.

The feedback is reflective of a survey UBCM conducted in mid-October, where local governments were asked to indicate which option they preferred, and the rationale for their preference. The three options for consideration were:

- **Option 1 (Status Quo):** Maintain the ACP in its current form (consistent with January 2016 changes);
- **Option 2 (Community Corps Program):** ACs would participate solely in community policing (e.g. safety education, crime prevention initiatives); and,
- **Option 3 (Tiered Program):** A three-tier system. Each tier would have specific requirements for training and experience.

The decision to conduct a survey came after the RCMP would not permit UBCM to share the options report with local governments, despite a letter from RCMP Local Government Contract Management Committee co-Chair, Councillor Sav Dhaliwal.

During the response period, UBCM received feedback from 51 local government representatives. 46 respondents (90%) selected Option 3, four respondents (8%) preferred that the program remain unchanged, and one respondent (2%) felt that ACs should only provide community policing. While those who favoured the tiered program provided a number of reasons for doing so, one of the most cited was the flexibility this option would provide municipalities and ACs to meet their individual needs. UBCM also conveyed Resolution 2016-B3, Reversal of Recent Amendments to RCMP Auxiliary Constable Program. This endorsed resolution seeks to have all January 2016 amendments to the ACP reversed as a means to alleviate the burden on police, and in the interest of public safety. Lastly, UBCM requested greater consultation with the federal government regarding the ACP, given its direct impacts (e.g. financial, level of policing) on BC communities.

During the week of November 21-25, the Province presented UBCM's feedback and its own position regarding the future of the ACP at the national RCMP Contract Management meetings in Ottawa. There is currently no timetable for a federal decision on any potential changes to the ACP.

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RCMP Seeking Input on Auxiliary Constable Program

Oct. 13, 2016

Based on input received during previous consultations, RCMP National Crime Prevention Services has developed several options regarding the future of the Auxiliary Constable Program (ACP). UBCM asks BC local governments to indicate their preferred option via survey prior to Tuesday, November 1, 2016. UBCM will then convey responses to the RCMP.

The RCMP is considering three options with regard to the ACP. These options are as follows:

Option 1 (Status Quo): Maintain the ACP in its current form (consistent with January 2016 changes), with no Auxiliary Constable (AC) participation in general duty patrols or ride-alongs, and no firearms familiarization training. ACs would remain appointed peace officers, wear a police-type uniform, and be issued intervention tools and soft body armour. A training standard and activity matrix would be subsequently developed to ensure minimum standards for ACs. At this time, the level of supervision (direct or indirect), nature of the activity matrix, and training requirements are unknown.

Option 2 (Community Corps Program): ACs would participate solely in community policing (e.g. safety education, crime prevention initiatives). They would wear a civilian-type uniform, and would not be appointed as peace officers. The RCMP has developed a draft training standard, should this option be implemented, that consists of 13 courses totalling 81.5 hours (52 classroom hours, 39.5 hours online).

Option 3 (Tiered Program): A three-tier system. Each tier would have specific requirements for training and experience.

Tier 1 would be comprised of the duties and training standards described in Option 2, with participation set at 48 hours per year.

Tier 2 would include all Tier 1 activities, as well as traffic and crowd control, parades and public ceremonies, and foot or bike community presence under indirect supervision. Tier 2 ACs would be appointed Peace Officers, wear a police-type uniform, and be issued intervention tools and soft body armour. Training would include Tier 1 courses, as well as six additional courses. Participation would be set at 96 hours per year with a curfew imposed after 9:00 pm.

Tier 3 would include Tier 1 and Tier 2 duties, as well as general duty patrol (in an RCMP vehicle, all terrain vehicle, snowmobile, marine vessel, bike, on foot, etc.), check stops, and other activities deemed appropriate. Training would build on the Tier 1 and Tier 2 standards, as well as firearms familiarization and additional courses as determined by the division training unit. Participation would be set at 144 hours per year with a curfew imposed after midnight.

UBCM was initially given an insufficient amount of time to consult with local governments prior to submitting feedback to the RCMP. Based on input from stakeholders, including a letter from RCMP Local Government Contract Management Committee co-Chair, Councillor Sav Dhaliwal, the RCMP extended the deadline to November 1, 2016.

ACs are unarmed, uniformed volunteers whose primary purpose is to participate in community policing and crime prevention activities. In British Columbia, the ACP has been in existence for over 50 years and is governed by a Provincial Policy. There

are currently about 700 active ACs located in 67 RCMP detachments throughout the Province, volunteering about 120,000 hours of service a year to their local communities.

ACs are appointed under the BC *Police Act* to assist the Provincial Police Force in the performance of its duties. The Province provides the funding to support local ACPs approved and established at Provincial RCMP detachments. Municipalities with populations greater than 5,000 are responsible for providing policing within their municipality, and are responsible for funding their local ACP, with the Ministry providing maintenance support. The Province also provides ACs with personal liability protection, WorkSafe BC coverage, death and dismemberment insurance coverage, a training curriculum, badges and ID.

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October 5, 2016

Kevin Brosseau
Deputy Commissioner, Contract and Aboriginal Policing
Royal Canadian Mounted Police
73 Leikin Drive
Ottawa ON K1A 0R2

RE: Auxiliary Constable Program Review

Dear Deputy Commissioner Brosseau,

On behalf of the Union of British Columbia Municipalities (UBCM) and the BC RCMP Local Government Contract Management Committee (LGCMC), I write to you today requesting more time for consultation and feedback regarding the RCMP Auxiliary Constable Program options paper. UBCM has not yet seen this document, with only two days remaining until the RCMP's deadline. We request that the RCMP extend the deadline, provide the options paper to local governments, and conduct fulsome consultation with all provincial and local governments that hold RCMP contracts.

There are approximately 700 Auxiliary Constables located in 67 RCMP detachments throughout BC, representing a large percentage of the total number of Auxiliary Constables in Canada. Even though local governments are directly responsible for funding this Program, it is our understanding that none have been contacted to provide feedback. In fact, UBCM has not yet received the options paper from the RCMP directly.

The LGCMC provides a forum for consultation, analysis and communication between local government, the Province and the RCMP regarding policing matters, including the Auxiliary Constable Program, which has been discussed extensively in recent years. Extending the deadline for feedback would potentially allow this issue to be discussed at the November 3, 2016 LGCMC meeting, in addition to providing UBCM and its local government members an opportunity to provide useful feedback and insight on potential changes to the Program.

UBCM is concerned that the RCMP may make important changes to the Auxiliary Constable Program prior to consulting affected local governments and communities. In addition to requesting that the deadline be extended and options paper distributed to UBCM, we would also like to make ourselves available to discuss these issues.

Sincerely,

A handwritten signature in black ink that reads "Sav Dhaliwal". The signature is written in a cursive, slightly slanted style.

Sav Dhaliwal
Co-Chair, BC RCMP Local Government Contract Management Committee

cc: *The Honourable Mike Morris, Minister of Public Safety and Solicitor General*

Clayton J.D. Pecknold, Assistant Deputy Minister and Director of Police Services, Policing and Security Branch, Ministry of Public Safety and Solicitor General

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Highlights of the November Executive Meeting

Nov 30, 2016

UBCM Executive held their quarterly board meeting on November 17-18 2016. Seven committees met to confirm work plans; Executive members adopted their goals and priorities; an orientation session was held and a delegation was received from the Honourable Peter Fassbender, Minister of Community Sport and Cultural Development.

Highlights of the November 18 Executive meeting include:

- announced and approved various UBCM Committee and external committee appointments. A full list of UBCM Committees can be found on the UBCM website.
- approved conveyance of endorsed 2016 resolutions to the provincial and federal governments, FCM, and other organizations.
- referred 31 resolutions to specific Committees as part of their advocacy efforts; 18 of these were not considered at Convention due to time constraints; 2 were referred directly to Executive; 11 were endorsed at Convention and request UBCM action. The Committees will report back to the Executive on these issues at a future meeting.
- reviewed various announcements made at Convention including:
 - joint federal/provincial announcement of the \$450 million Clean Water and Wastewater Fund confirming the 50/33/17 funding ratio between the three orders of government;
 - Minister Fassbender announced: a new Grow Local BC program promoting sustainable agriculture at home; the Fall 2016 approvals under the Ministry's Infrastructure Planning Grant Program and also confirmed the Province's commitment to the Auditor General for Local Government;
 - Minister Lake announced an additional \$500,000 in Age-Friendly Community Planning and Project grant funding;
 - Premier Clark announced \$10 million in funding to set up an addiction research and training centre to combat the province's overdose crisis; and profiled actions on key Government files such as housing, LNG development, climate change and Site C.
- approved plans to hold the next Executive meeting in Victoria on February 22-24, 2017 in order to undertake UBCM's pre-election advocacy strategy.
- received a report on the UBCM's presentation to the Provincial Commission on Tax Competitiveness that is examining business taxes amid a changing economy. UBCM's presentation to the Commission focused on the local government property tax system and specifically those tax rates related to business.
- received a report on the federal government's plans for a National Housing Strategy and reviewed the UBCM submission to federal Minister Duclos which focused on key resolutions and policy positions from members related to housing matters.
- approved the draft terms of reference for the Working Group on Responsible Conduct.
- declined a request for legal assistance from the City of Nelson based on the advice of legal counsel that the case was so rare it was unlikely to be seen again; therefore not meeting the criteria of appeals that would affect all local governments or their employees in a substantial way.
- received a status and action report on a variety of policy areas that continue to be monitored by UBCM including: implementation of new Off Road Vehicle Act; Natural Resource Roads Act project; problem vessels; farm assessment; 911 Call Answer Levy; Legalization of Marijuana; Auxiliary Constable Program Review; The Safe Drinking Water for First Nations Act; Care Home Sprinkler Safety; federal additions to reserve; federal Comprehensive Land Claims Policy; farm assessment – medical marijuana

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- grow operations; mental health and policing; agri-tourism in the ALR; National Inquiry into Missing and Murdered Aboriginal Women and Girls; licensing of commercial dog and cat breeding; and DNA Analysis Costs to Local Government.
- received a report on the recently announced federal Oceans Protection Plan that will include legislation in 2017 to address the derelict / problem vessel issue; as well as a commitment of \$1.5 billion in funding over 5 years. A subsequent announcement indicated that \$100 million has been set aside to specifically deal with derelicts, wrecks and abandoned vessels that have already been identified.
 - received the financial report for the period ending September 30, 2016
 - received reports on the status of Local Government Program Services (funding programs) and a status report on the federal Gas Tax Program.
 - received correspondence from the Alberta Urban Municipalities Association regarding improved market access for Canada's energy resources.
 - received a report on staff activities including numerous post-Convention responsibilities.
 - confirmed upcoming conference dates:
 - CAO-CEO Forum – December 6-7, 2016
 - Electoral Area Directors Forum – January 31-February 1, 2017
 - LGLA Leadership Forum – February 1-3, 2017
 - Province Wide Community to Community Forum – June 6, 2017
 - received a delegation from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development where the following matters were discussed: 2016 UBCM Convention, Local Government Executive Compensation, Protective Services Arbitration, Clean Water and Wastewater Fund and the Working Group on Responsible Conduct.

Highlights of the November 17 **Committee** meetings include:

Presidents

Presidents Committee members confirmed their terms of reference and made Vice-President appointments to the following portfolios:

- First VP Director Wendy Booth - Best Practices/Excellent Awards Program
- Second VP Councillor Arjun Singh - Member Services
- Third VP Mayor Maja Tait - Financial Management

The work program and timelines for the 2017 Excellence Awards Program were discussed; reports on member services and group benefits programs were received and plans for holding the next Executive meeting in Victoria were confirmed to ensure that UBCM could undertake its pre-election advocacy strategy. The Committee also confirmed dates for future UBCM conventions to 2026 and received a preliminary report on referred resolution B109 requesting the development of a conference code of conduct. Appointments were also confirmed to the FCM Travel Fund Committee that has been asked to review the criteria for the fund.

Community Economic Development Committee

The Community Economic Development Committee reviewed and amended its terms of reference to reflect the broadened economic development focus. The Committee considered a consolidated report on a variety of policy matters, received a draft report of the feedback and recommendations from members at the forestry pre-conference session and discussed correspondence received on resolution 2016-C27 on Old Growth Forests.

The Committee received a delegation from Tyann Blewett, Director of Arts and Culture at the Ministry's Arts and Cultural Development Branch who discussed the importance of arts and culture to community economic development. Ms Blewett and Committee members also discussed potential opportunities to work together to profile best practices /success stories that could be shared with communities.

Community Safety

The Community Safety Committee reviewed, and endorsed their Terms of Reference and Priorities for the 2016/17 year. The Committee established a work plan and set of objectives that include an emphasis on collaboration with the Province and other stakeholders on a variety of policy areas, monitoring activities related to key policy issues (i.e. policing, liquor, marijuana), and participation in working groups and committees to advance the interests of BC local governments.

The Committee received a delegation from the Ministry of Public Safety and Solicitor General that sought to provide information on the Province's 911 Call Answer Levy initiative. Updates regarding the Province's Emergency Program Act review; the ongoing federal Auxiliary Constable Program review; the process to legalize marijuana; the impending new RCMP labour relations regime; other policing issues relevant to local governments; liquor policy developments; and community safety grant programs administered by UBCM were received by the Committee.

Healthy Communities Committee

The Healthy Communities Committee reviewed and endorsed their Terms of Reference and Priorities for 2016/2017. The approved priorities include undertaking advocacy and providing support for age-friendly, disability-friendly and child-friendly communities; ongoing participation in the Healthy Families BC Communities initiative; and involvement with the Raising the Profile, Community Paramedicine, and BC Healthy Living Alliance initiatives.

The Committee discussed opportunities for supporting improved physician recruitment and retention, including through work with the Divisions of Family Practice. The Committee also received information on the Task Force on Marijuana Legalization and the Age-friendly Communities funding program, and received correspondence with the College of Pharmacists of BC.

Environment Committee

The Environment Committee reviewed and endorsed their 2016/2017 Priorities and Terms of Reference. Approved priorities address ongoing issues including consultations on land based spill preparedness and response, assisting local governments in meeting their Climate Action Charter commitments, and the implementation of the packaging and printed paper program. Additional priorities address new initiatives such as BC Brownfields Strategy 2.0. The Committee discussed the proposed creation of climate action working groups with the Province and received information on the recently announced Oceans Protection Plan.

First Nations

The First Nations Relations Committee established its work plan and priorities for the coming year. The Committee will continue to focus on reconciliation and relationship – building activities; monitor a number of ongoing policy files such as Comprehensive Land Claims policy renewal process, the federal inquiry into murdered and missing Indigenous women and girls in Canada, and transportation and public safety along the Highway 16 corridor (Highway of Tears). The Committee will be seeking an opportunity to meet with federal officials on the new federal Additions to Reserve (ATR) policy and request that an information session on the new ATR policy be held for members. Committee members also confirmed June 6, 2017 as the date for the next Province-Wide Community to Community Forum jointly hosted with the First Nations Summit.

Convention

The Convention Committee dedicated its inaugural meeting to reviewing attendance and delegate feedback from the 2016 Convention. The Committee also received reports regarding staff comments, media relations and catering. A full report on 2016 revenues and expenditures will be brought forward in February. Convention agenda details for 2017, such as preliminary program allocations, theme, elections and program format will be discussed in February.

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Electoral Area Directors Forum

Nov 30, 2016

Electoral Area Directors and regional district staff are invited to attend the annual Forum on January 31 - February 1, 2017 in Richmond, BC. The deadline for registration is January 2, 2017.

This year's Forum will be held in conjunction with the Local Government Leadership Academy Forum to help reduce costs and provide an opportunity for delegates to attend both learning events.

This event focuses on issues of concern to Electoral Area Directors and provides an opportunity to discuss common problems and share potential solutions to the problems identified. Some of the issues that are being planned for this year's Forum include:

- food security;
- First Nations treaty and land claim processes; and,
- updates on: the rural dividend, forestry and implementation of the Water Sustainability Act.

Please contact the Radisson Hotel Vancouver Airport to reserve accommodation. Cancellations provided by Friday, December 30, 2016 will receive a full refund.

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Conversation on Trapping

Nov 30, 2016

Staff at the Ministry of Forests, Lands and Natural Resources (FLNRO) would like to engage with interested local governments to discuss challenges and potential solutions surrounding wildlife trapping in communities. Interested local government officials are invited to contact UBCM to be added as participants for a conference call early in the new-year.

From 2011-2013, UBCM members passed three resolutions on trapping, requesting that:

- FLNRO be encouraged to develop and promote educational programs on alternatives to trapping and the importance of trapping signage, particularly within urban interface areas;
- FLNRO prohibit the sale of wildlife traps to individuals without a license or permit;
- The Province investigate ways to prevent domestic animals from being injured in traps; and,
- Trap lines not be allowed in recreational areas close to communities.

FLNRO staff have indicated that they are aware of local government concerns and would like to hold a preliminary discussion on options moving forward. Please contact Josh van Loon, Senior Policy Analyst at UBCM, to indicate your interest in participating in this discussion.

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Communities in Bloom

Nov 30, 2016

The Communities in Bloom program inspires communities to enhance and sustain the visual appeal of neighbourhoods, public spaces, parks and streetscapes through the imaginative use of regionally-appropriate plants and landscaping with attention to environmental stewardship and to preserve heritage and cultural assets. The deadline for participation is March 31, 2017.

From urban cities and rural farm villages to industrial northern towns, the guidance provided through Community in Bloom visits and evaluation reports has helped more than 100 community groups. It is used as a catalyst to inventory assets while unifying Individuals, business leaders, municipal staff and service clubs all working to help their hometown achieve its full potential.

Engage your community pride today with the 'in Bloom' program - register today.

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2016 Convention Breaks Attendance Record

Nov 30, 2016

The 2016 Convention drew 2,080 delegates, the highest attendance ever for a UBCM annual meeting. Thank you to all delegates who shared evaluations – here are the top-rated sessions from this year's meeting:

- Greater Victoria Harbour Authority Tour (Average score: 5/5)
- Exercise Coastal Response: Lessons Learned (Average score: 4.9/5)
- Understanding the Village (Average score: 4.9/5)
- Keynote Address by Dr. Samantha Nutt (Average score: 4.7/5)

UBCM's Convention Committee has reviewed all delegate evaluations and will use these to inform their planning of the 2017 Convention, to be held in Vancouver from September 25-29.

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Representatives Sought for Climate Action Working Groups

Dec. 1, 2016

UBCM is seeking local government representatives to participate in three new climate action working groups to be established under the Joint Provincial-UBCM Green Communities Committee (GCC). The three working groups will provide advice to the GCC on practical actions and strategies that local governments can take in land-use, adaptation, and green infrastructure and services.

In 2007, the Province of British Columbia and UBCM established the GCC pursuant to the *British Columbia Climate Action Charter*. The purpose of the GCC is to support local government in taking action on climate change and to further define the potential range of climate change actions and strategies that may be undertaken by local governments.

To assist in carrying out this mandate and in support of the recently released Climate Leadership Plan's objective to refresh actions under the Charter, the GCC plans to establish three Working Groups. The three working groups are:

1. Green Infrastructure and Services Working Group
2. Adaptation Working Group
3. Low Carbon Land Use Working Group.

The purpose of the working groups will be to provide advice to the GCC on practical actions and strategies that local governments can take to:

- Accelerate land use form that is more compact, complete, and connected which results in significant GHG reductions and other co-benefits;
- Enhance green infrastructure and services; and
- Adapt to climate change.

The working groups are intended to be relatively small, and will be comprised of local government staff with expertise and/or experience in the topic area of each specific working group. Provincial staff, and external resource persons, may also attend to support discussions.

The Groups will be co-chaired by staff from UBCM and the Province. Meetings will be facilitated, and agendas and materials will be circulated in advance of meetings. Meetings will generally be held via conference call/webinar with one in-person meeting planned for late January. In total, there are five meetings planned from late January to March 2017.

The proposed timeline and format of meetings is as follows:

Working Group Meeting Schedule		
WORKING GROUP	WHEN	WHERE/HOW
Whole Group	Wednesday, January 25, 1-2:30pm	Webinar
	Friday, January 27, 9am-3:30pm	Face-to-Face in TBD

Low Carbon Land Use	Wednesdays, 10am-12pm February 8 March 1 March 8	Teleconference
Green Infrastructure and Services	Thursdays, 10am-12pm February 9 March 2 March 9	Teleconference
Adaptation to Climate Change	Fridays, 10am-12pm February 10 March 3 March 10	Teleconference

Interested parties can submit an expression of interest by email to Jared Wright, Director of Advocacy & Government Relations by **December 22nd**. Expressions of interest should specify:

- which working group you would like to participate on;
- reason(s) for your interest; and
- relevant skills, knowledge and experience that will support working group discussions.

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**2015 Gas Tax Annual Expenditure Report
January 1, 2015 - December 31, 2015**

UBCM		
	January 1, 2015 to December 31, 2015	Cumulative Date of Signing
Opening Balance of Unspent Funding	422,199,770.00	
Received from Canada	253,276,892.00	506,553,784.00
Interest Earned	3,433,550.00	7,289,280.42
Administrative Cost	869,413.00	1,566,794.73
Transferred to Ultimate Recipients	278,859,780.37	438,497,244.65
Closing Balance of Unspent Funds	399,181,018.63	
ULTIMATE RECIPIENTS IN AGGREGATE		
	January 1, 2015 to December 31, 2015	Cumulative Date of Signing
Opening Balance of Unspent Funding**	513,871,776.81	
Received from UBCM	278,859,780.37	438,497,244.74
Interest Earned	7,239,416.97	15,143,376.87
Spent on Eligible Projects	226,454,055.91	394,162,959.33
Closing Balance of Unspent Funding	573,516,918.24	

Administrative Agreement on the Federal Gas Tax Fund in British Columbia Annual Expenditure Report - Receipts
and Disbursements of the Union of British Columbia Municipalities

UNION OF BRITISH COLUMBIA MUNICIPALITIES

For the year ended December 31, 2015



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INDEPENDENT AUDITORS' REPORT

To the Presidents Committee of the Union of British Columbia Municipalities

We have audited the accompanying schedule of receipts and disbursements as set out in the Annual Expenditure Report – Receipts and Disbursements of the Union of British Columbia Municipalities for the year ended December 31, 2015 and notes, comprising a summary of significant accounting policies and other explanatory information (together the "Annual Expenditure Report"). The Annual Expenditure Report has been prepared by management in accordance with the financial reporting provisions in Section 8 of Annex B and Section 1 of Schedule D of the Administrative Agreement on the Federal Gas Tax Fund in British Columbia effective April 1, 2014 between the Union of British Columbia Municipalities, Her Majesty the Queen in Right of Canada, as represented by the President of the Queen's Privy Council for Canada, Minister of Infrastructure, Communities and Intergovernmental Affairs, and Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Community, Sport and Cultural Development.

Management's Responsibility for the Annual Expenditure Report

Management is responsible for the preparation of the Annual Expenditure Report in accordance with the financial reporting provisions in Section 8 of Annex B and Section 1 of Schedule D of the Administrative Agreement on the Federal Gas Tax Fund in British Columbia effective April 1, 2014 between the Union of British Columbia Municipalities, Her Majesty the Queen in Right of Canada, as represented by the President of the Queen's Privy Council for Canada, Minister of Infrastructure, Communities and Intergovernmental Affairs, and Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Community, Sport and Cultural Development; this includes determining that the basis of accounting is an acceptable basis for the preparation of the Annual Expenditure Report in the circumstances, and for such internal control as management determines is necessary to enable the preparation of the Annual Expenditure Report that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on this Annual Expenditure Report based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Annual Expenditure Report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Annual Expenditure Report. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the Annual Expenditure Report, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of the Annual Expenditure Report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the



entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the Annual Expenditure Report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the Annual Expenditure Report – Receipts and Disbursements of the Union of British Columbia Municipalities for the year ended December 31, 2015 is prepared, in all material respects, in accordance with the basis of accounting described in Note 2 to the Annual Expenditure Report.

Basis of Accounting

Without modifying our opinion, we draw attention to Note 2 to the Annual Expenditure Report, which describes the basis of accounting. The Annual Expenditure Report is prepared to assist in meeting the requirements of the Administrative Agreement on the Federal Gas Tax Fund in British Columbia effective April 1, 2014 between the Union of British Columbia Municipalities, Her Majesty the Queen in Right of Canada, as represented by the President of the Queen's Privy Council for Canada, Minister of Infrastructure, Communities and Intergovernmental Affairs, and Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Community, Sport and Cultural Development. As a result, the Annual Expenditure Report may not be suitable for another purpose.

Restriction on Use

Our report is intended solely for the Union of British Columbia Municipalities, Her Majesty the Queen in Right of Canada, as represented by the President of the Queen's Privy Council for Canada, Minister of Infrastructure, Communities and Intergovernmental Affairs, and Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Community, Sport and Cultural Development and should not be used by parties other than the Union of British Columbia Municipalities, Her Majesty the Queen in Right of Canada, as represented by the President of the Queen's Privy Council for Canada, Minister of Infrastructure, Communities and Intergovernmental Affairs, and Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Community, Sport and Cultural Development.

KPMG LLP

Chartered Professional Accountants

September 13, 2016

Vancouver, Canada

UNION OF BRITISH COLUMBIA MUNICIPALITIES

Annual Expenditure Report - Receipts and Disbursements of the Union of British Columbia Municipalities
Expressed in thousands of dollars

For the year ended December 31, 2015

	Cumulative from September 18, 2008 to December 31, 2014	For the period from January 1, 2015 to December 31, 2015	Cumulative from September 18, 2008 to December 31, 2015
Opening Balance of Unspent Funds	\$ -	\$ 422,199	\$ -
Received from Canada	1,891,664	253,277	2,144,941
Investment Income	19,451	3,433	22,884
Sub-Total (total available for transfer and spending)	1,911,115	678,909	2,167,825
Transferred to Eligible Recipients	1,483,380	278,859	1,762,239
Spent on Administration Costs	5,538	869	6,405
Sub-Total (total transfer and spending)	1,488,916	279,728	1,768,644
Closing Balance of Unspent Funds	\$ 422,199	\$ 399,181	\$ 399,181

See accompanying notes to the Annual Expenditure Report - Receipts and Disbursements of the Union of British Columbia Municipalities.

UNION OF BRITISH COLUMBIA MUNICIPALITIES

Notes to the Annual Expenditure Report - Receipts and Disbursements of the Union of British Columbia Municipalities

For the year ended December 31, 2015

1. Background:

On September 19, 2005, the Union of British Columbia Municipalities (the "UBCM"), the Government of Canada ("Canada") and the Province of British Columbia (the "Province") entered into the Agreement on the Transfer of Federal Gas Tax Revenues under the New Deal for Cities and Communities 2005 - 2015 (the "First Agreement"). The First Agreement was focused on achieving three environmental sustainability outcomes: reduced greenhouse gas emissions, cleaner water and cleaner air with reliable and predictable funding. The First Agreement resulted in contributions of \$635,599,000 to local governments and other eligible recipients in British Columbia from 2005/2006 to 2009/2010 through three delivery mechanisms: a Community Works Fund, a Strategic Priorities Fund and an Innovations Fund (collectively the "Gas Tax Fund"). On March 17, 2008, the First Agreement was amended to provide additional contributions of \$1,002,788,000 from 2011/2012 to 2013/2014.

The First Agreement provided funding for local governments and other eligible recipients in British Columbia for a variety of capital and planning projects. Eligible project categories included:

- (a) Public transit,
- (b) Community energy systems,
- (c) Solid waste management,
- (d) Water and wastewater, and
- (e) Capacity building.

Effective April 1, 2014, the UBCM, Canada and the Province entered into the Administrative Agreement on the Federal Gas Tax Fund in British Columbia (the "Agreement"). The First Agreement was terminated as of April 1, 2014, and the Gas Tax Fund was transitioned from the First Agreement to the Agreement. The Agreement builds on the First Agreement, and is focused on helping communities build and revitalize public infrastructure that supports national objectives of productivity and economic growth, a clean environment and strong cities and communities. The Agreement is effective until March 31, 2024.

UBCM administered the funding under both the First Agreement and the Agreement, and was responsible for reporting to Canada and the Province on the use of funding and outcomes achieved in accordance with the terms of the First Agreement and the Agreement.

UNION OF BRITISH COLUMBIA MUNICIPALITIES

Notes to the Annual Expenditure Report - Receipts and Disbursements of the Union of British Columbia Municipalities (continued)

For the year ended December 31, 2015

1. Background (continued):

Under the Agreement, the Gas Tax Fund continues to provide funding for local governments and other eligible recipients in British Columbia for a variety of capital and planning projects. In addition to the eligible project categories under the First Agreement, the Agreement includes the following new eligible project categories:

- | | |
|---------------------------------|----------------------------------|
| (a) Local roads and bridges, | (h) Brownfield redevelopment, |
| (b) Highways, | (i) Sport infrastructure, |
| (c) Short-sea shipping, | (j) Recreational infrastructure, |
| (d) Short-line rail, | (k) Cultural infrastructure, |
| (e) Regional and local airports | (l) Tourism infrastructure; and |
| (f) Broadband connectivity, | (m) Disaster mitigation. |
| (g) Drinking water, | |

2. Basis of accounting:

The Annual Expenditure Report - Receipts and Disbursements of the Union of British Columbia Municipalities (the "Annual Expenditure Report") has been prepared in accordance with the following recognition and measurement principles:

- (a) amount received from Canada and amount transferred to eligible recipients are recognized and measured on a cash basis of accounting; and
- (b) investment income and amount spent on administration costs are recognized and measured on an accrual basis of accounting.

The Annual Expenditure Report is not prepared in accordance with the presentation principles or the presentation of all the financial statements and related note disclosures required for a complete set of financial statements.

The Annual Expenditure Report is prepared to assist in meeting the requirements of the Administrative Agreement on the Federal Gas Tax Fund in British Columbia effective April 1, 2014 between the Union of British Columbia Municipalities, Her Majesty the Queen in Right of Canada, as represented by the President of the Queen's Privy Council for Canada, Minister of Infrastructure, Communities and Intergovernmental Affairs, and Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Community, Sport and Cultural Development. As a result, the Annual Expenditure Report may not be suitable for another purpose.

Specified Auditing Procedures Report
Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients

UNION OF BRITISH COLUMBIA MUNICIPALITIES

For the year ended December 31, 2015



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REPORT ON SPECIFIED AUDITING PROCEDURES

To the President's Committee of the Union of British Columbia Municipalities

As specifically agreed, we have performed the specified auditing procedures enumerated below in connection with the financial information contained in the Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities for the year ended December 31, 2015. The specified auditing procedures are summarized, along with the findings, as follows:

Specified Auditing Procedures Performed	Findings
<p>1. Agree "Opening Balance of Unspent Funds" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> for the year ended December 31, 2015 to "Closing Balance of Unspent Funds" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> for the year ended December 31, 2014.</p>	<ul style="list-style-type: none"> The "Opening Balance of Unspent Funds" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> for the year ended December 31, 2015 did not agree to the "Closing Balance of Unspent Funds" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> for the year ended December 31, 2014 by \$2,241,963. This difference is a result of two 2014 Annual Expenditure Reports which were resubmitted on May 9, 2016 by Thompson-Nicola Regional District and on April 18, 2016 by the Village of Clinton. In those resubmissions, both indicated higher spending on eligible projects in 2014 than previously reported of \$16,599 (Thompson-Nicola Regional District) and \$2,225,364 (Village of Clinton).



Specified Auditing Procedures Performed	Findings
<p>2. Recalculate "Closing Balance of Unspent Funding" by using "Opening Balance of Unspent Funds", adding "Received From Union of British Columbia Municipalities" and "Investment Income", and subtracting "Spent on Eligible Projects" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> for the year ended December 31, 2015.</p>	<ul style="list-style-type: none"> We recalculated the "Closing Balance of Unspent Funding" by using "Opening Balance of Unspent Funds", adding "Received From Union of British Columbia Municipalities" and "Investment Income", and subtracting "Spent on Eligible Projects" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> with no differences noted in the total.
<p>3. Agree "Opening Balance of Unspent Funds", "Received From Union of British Columbia Municipalities", "Investment Income", "Spent on Eligible Projects", and "Closing Balance of Unspent Funds" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> for the year ended December 31, 2015 to the total amounts of the same in the <i>Master Recipient Information List</i> for the year ended December 31, 2015.</p>	<ul style="list-style-type: none"> We agreed the "Opening Balance of Unspent Funds", "Received From Union of British Columbia Municipalities", "Investment Income", "Spent on Eligible Projects", and "Closing Balance of Unspent Funds" as set out in the <i>Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities</i> for the year ended December 31, 2015 to the total amounts of the same in the <i>Master Recipient Information List</i> for the year ended December 31, 2015.
<p>4. Re-add total "Opening Balance of Unspent Funds", "Received From Union of British Columbia Municipalities", "Investment Income", "Spent on Eligible Projects", and "Closing Balance of Unspent Funds" as set out in the <i>Master Recipient Information List</i> for the year ended December 31, 2015.</p>	<ul style="list-style-type: none"> We re-added total "Opening Balance of Unspent Funds", "Received From Union of British Columbia Municipalities", "Investment Income", "Spent on Eligible Projects", and "Closing Balance of Unspent Funds" as set out in the <i>Master Recipient Information List</i> for the year ended December 31, 2015 with no difference noted in the total.



5. Haphazardly select 30 recipients from the *Master Recipient Information List* for the year ended December 31, 2015 and perform the following for each individual recipient:

- Obtain recipient's *Annual Expenditure Report Submission - Recipient Information* for the year ended December 31, 2015 and agree amounts to the *Master Recipient Information List* for the year ended December 31, 2015 as follows:

<i>Annual Expenditure Report Submission - Recipient Information</i>	<i>Master Recipient Information List</i>
"Opening Balance of Unspent Funds"	"Opening Balance of Unspent Funds"
Aggregate "Funding Received From UBCM"	"Received From Union of British Columbia Municipalities"
"Interest Earned"	"Investment Income"
"Spent on Eligible Projects"	"Spent on Eligible Projects"
"Closing Balance of Unspent Funds"	"Closing Balance of Unspent Funds"

- Re-add total "Spent on Eligible Projects" as set out in the recipient's *Annual Expenditure Report Submission - Recipient Information* by adding "Total 2015 Gas Tax Expenditures" for each individual projects as set out in the recipient's *Annual Expenditure Report Submission* for the year ended December 31, 2015.

• We haphazardly selected the following recipients from the *Master Recipient Information List* for the year ended December 31, 2015:

1. City of Abbotsford
2. District of Barriere
3. BC Transit
4. Capital Regional District
5. City of Chilliwack
6. Columbia-Shuswap Regional District
7. City of Dawson Creek
8. Regional District of East Kootenay
9. City of Fernie
10. City of Grand Forks
11. City of Kamloops
12. City of Kelowna
13. Regional District of Kitimat-Stikine
14. District of Maple Ridge
15. District of Mission
16. City of Nanaimo
17. Regional District of Okanagan-Similkameen
18. Peace River Regional District
19. City of Penticton
20. City of Port Alberni
21. Town of Qualicum Beach
22. District of Saanich
23. City of Salmon Arm
24. South Coast British Columbia Transportation Authority
25. District of Squamish
26. Strathcona Regional District
27. Thompson-Nicola Regional District
28. City of Victoria
29. District of West Kelowna
30. City of Williams Lake

- For each of the above recipients, we agreed the "Opening Balance of Unspent Funds", aggregate "Funding Received From UBCM", "Interest Earned", and "Spent on Eligible Projects", from the *Annual Expenditure Report Submission - Recipient Information* to the corresponding values in the *Master Recipient Information List* for all 30 AER samples and found them to be in agreement.



<ul style="list-style-type: none"> - Obtain recipient's <i>Financial Officer Certification</i> for the year ended December 31, 2015 and inspect for the financial officer signature and dating as evidence of approval - Obtain Union of British Columbia Municipalities' <i>Annual Expenditure Report Review Checklist</i> and inspect for the Program Assistant and Gas Tax Program Manager signature and dating evidence of review. 	<ul style="list-style-type: none"> ▪ We agreed the "Closing Balance of Unspent Funds" from the <i>Annual Expenditure Report Submission – Recipient Information</i> to the corresponding values in the <i>Master Recipient Information List</i> for the year ended December 31, 2015, for 28 of the 30 recipients selected above. • We were not able to agree the "Closing Balance of Unspent Funds" from the <i>Annual Expenditure Report Submission – Recipient Information</i> to the corresponding values in the <i>Master Recipient Information List</i> for the year ended December 31, 2015, for the City of Abbotsford and the District of Barriere. This is due to adding errors of the "Closing Balance of Unspent Funds" in the <i>Annual Expenditure Report Submission – Recipient Information</i> which was submitted by the City of Abbotsford and District of Barriere. Even though there were adding errors in their submissions, the corresponding values in the <i>Master Recipient Information List</i> for the year ended December 31, 2015 were accurately calculated and inputted by UBCM. • We re-added total "Spent on Eligible Projects" as set out in the recipient's <i>Annual Expenditure Report Submission – Recipient Information</i> by adding "Total 2015 Gas Tax Expenditures" for each individual projects as set out in the recipient's <i>Annual Expenditure Report Submission</i> for the year ended December 31, 2015 and noted no differences from reported totals. • For each of the above recipients, we obtained <i>Financial Officer Certification</i> for the year ended December 31, 2015 and inspected for evidence of approval. We found that all 30 had been signed and dated, indicating approval. • Corresponding to each of the above recipients, we obtained the Union of British Columbia Municipalities' <i>Annual Expenditure Report Review Checklist</i> and inspected for the Program Assistant and Gas Tax Program Manager signature and dating evidence of review. We found that all 30 had been signed, dated and approved by the Program Assistant and Gas Tax Program Manager respectively.
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Our engagement was performed in accordance with Canadian generally accepted standards for specified auditing procedures engagements.

We make no representation regarding the appropriateness and sufficiency of the specified auditing procedures. These specified auditing procedures do not constitute an audit or review of the Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities, and therefore we are unable to and do not provide any assurance on the Annual Expenditure Report – Receipts and Disbursements of Eligible Recipients in Aggregate of the Union of British Columbia Municipalities. The above listed findings relate only to the elements, accounts, items or financial information specified above and does not extend to any of the Union of British Columbia Municipalities' or Eligible Recipient's financial statements or Annual Expenditure Reports taken as a whole.

Our report is intended solely for the President's Committee of the Union of British Columbia Municipalities and should not be distributed or used by parties other than the President's Committee of the Union of British Columbia Municipalities without our consent.

KPMG LLP

Chartered Professional Accountants

September 27, 2016

Vancouver, Canada



Browser Recommendations: Internet Explorer 9.0+, Mozilla Firefox 3.0+, Chrome or Safari are recommended.

If you experience any issues registering, please contact roundup@conexsys.com (mailto:roundup@conexsys.com).

Mineral Exploration Roundup 2017 Registration

January 23-26, 2017

Vancouver Convention Centre East, Vancouver, BC

To view all Conference passes and prices, please Click Here (http://roundup.amebc.ca/wp-content/uploads/Copy-of-RU17_feeChart_forWEB_OCT4_EDIT-for-site.pdf).

Please choose from the following options below:

<p>Attendee Registration</p> <p>Register Now</p> <p><i>If you are attending the Conference, Exhibit Hall or purchasing tickets for a Short Course or Social Event, use the link above to register for Roundup.</i></p> <p><i>If you have been provided a discount code other than volunteer or exhibitor, please use this link above to register.</i></p>	<p>Volunteer Registration</p> <p>Register Now</p> <p><i>If you are volunteering at Roundup and have your Volunteer code, please use the link above to register.</i></p> <p><i>Volunteers must apply and select shifts before receiving a registration code. More information available here:</i></p> <p>http://roundup.amebc.ca/attendees/volunteers (http://roundup.amebc.ca/attendees/volunteers)</p>	<p>Exhibitor Registration</p> <p>Register Now</p> <p><i>If you are exhibiting at Roundup and have your code, please use the link above to login and register. Core Shack or Prospectors' Tent exhibitors do not require a code and should register at Attendee Registration.</i></p> <p><i>Don't have your exhibitor code? Contact</i></p> <p>roundupexhibitors@evoque.ca (mailto:roundupexhibitors@evoque.ca)</p>	<p>Already Registered?</p> <p>Click Here to Login</p> <p><i>Forgot your password? Email</i></p> <p>roundup@conexsys.com (mailto:roundup@conexsys.com)</p>
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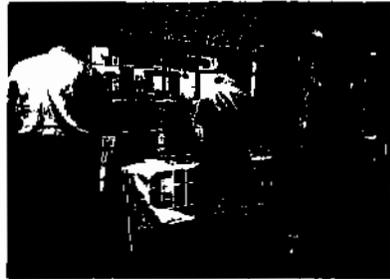
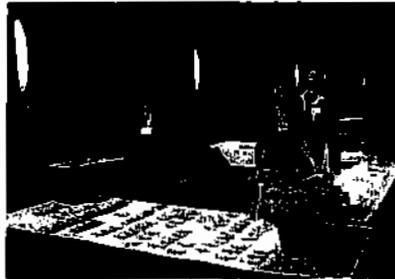
geraldine.craven

From: BC Broadband Association <rey.sonico=abccomm.com@mail123.wdc01.mcdlv.net> on behalf of BC Broadband Association <rey.sonico@abccomm.com>
Sent: December 1, 2016 8:38 AM
To: inquiries
Subject: BCBC 2017 Online Registration Now Open

BCBC 2017 - Online Registration Now Open [View this email in your browser](#)

BCBC 2017

British Columbia Broadband Conference



Online Registration is now OPEN

Our online registration for general admission is now open. This year's conference theme is "Boost your network connectivity".

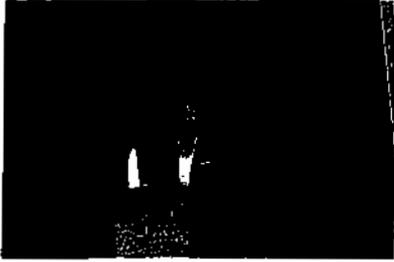
Register by February 28, 2017 to take advantage of the early bird rates of \$ 225 for BCBA Members and \$ 250 for Non BCBA Members.

Should you be interested in an exhibition space or sponsorship please let us know.

Contact Us:
info@bcba.ca
 250.992.1230

343

We hope to see you in May!



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Quesnel, BC V2J 2M2
Canada

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geraldine.craven

From: ravi.saxena@draako.com
Sent: December 6, 2016 9:50 AM
To: inquiries
Subject: Invitation & Poster - The Unsung Heroes Of Northern BC
Attachments: Invitation.pptx; Unsung-Heroes-Poster.jpg

RECEIVED

DEC 06 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Sir,

Att: Chair, Bill Miller,

Subject: Invitation - The Unsung Heroes of Northern BC.

It is my great pleasure to invite you and your council members for our upcoming event -The Unsung Heroes of Northern BC. I will really appreciate if you can encourage others in your community to apply online nomination for Unsung heroes.

The Unsung Heroes of Northern BC event is about regular citizens who have accomplished something extraordinary. Heroes of Northern BC, who live for others and do something inspirational, bold, and unselfish. These are citizens who have made a difference in our communities and have made Northern BC proud. The Unsung Heroes event will showcase all the remarkable contributions and the journeys of extraordinary people as they help society improve & they themselves become an inspiration to others.

The goal is to find real life heroes and encourage others to follow in their footsteps. It gives us a medium to honour individuals of the North and display appreciation & recognition on them for their inspirational work and wholehearted kindness. The appreciation and recognition is also intended to encourage community awareness and to instill in others the responsibility of working towards a more inclusive, compassionate and prosperous society.

Nominations for Heroes will opened from November 15th 2016 and will close December 31st 2016 and all those nominated will be reviewed by our panel of judges who individually reside throughout Northern BC. The process will culminate in an appreciation and recognition ceremony on February 4, 2017, to which you are cordially invited.

I do hope that you will be able to confirm your attendance by December 31, 2016 to this invitation and make this event grand and successful.

The ceremony will be at the Coast Inn Of the North in Prince George, BC, on February 4, 2017, and will include a Dinner Buffet. Tickets are \$75.00.

Please do not hesitate to contact me at 250-981-3107 or email me at ravi.saxena@draako.com with any questions. In the meantime, please visit our website at theunsungheroes.ca for more information. I look forward to your response.

Sincerely,
Ravi Saxena (MBA)
DRAAKO Event Management Ltd

THE UNSUNG HEROES OF NORTHERN BC -2017

Dear,

Subject: Invitation - The Unsung Heroes of Northern BC.

It is my great pleasure to invite you for our upcoming event -The Unsung Heroes of Northern BC.

The Unsung Heroes of Northern BC event is about regular citizens who have accomplished something extraordinary. Heroes of Northern BC, who live for others and do something inspirational, bold, and unselfish. These are citizens who have made a difference in our communities and have made Northern BC proud. The Unsung Heroes event will showcase all the remarkable contributions and the journeys of extraordinary people as they help society improve & they themselves become an inspiration to others.

The goal is to find real life heroes and encourage others to follow in their footsteps. It gives us a medium to honour individuals of the North and display appreciation & recognition on them for their inspirational work and wholehearted kindness. The appreciation and recognition is also intended to encourage community awareness and to instill in others the responsibility of working towards a more inclusive, compassionate and prosperous society.

Nominations for Heroes will opened from November 15th 2016 and will close December 31st 2016 and all those nominated will be reviewed by our panel of 11 judges who individually reside throughout Northern BC. The process will culminate in an appreciation and recognition ceremony on February 4, 2017, to which you are cordially invited.

I do hope that you will be able to confirm your attendance by December 31, 2016 to this invitation and make this event grand and successful.

The ceremony will be at the Coast Inn Of the North in Prince George, BC, on February 4, 2017, and will include a Dinner Buffet. Tickets are \$75.00.

Please do not hesitate to contact me at [250-981-3107](tel:250-981-3107) or email me at ravi.soxena@draako.com with any questions. In the meantime, please visit our website at theunsungheroes.ca for more information. I look forward to your response.

Sincerely,

Ravi Saxena

DRAAKO Event Management Ltd

UNSUNG

HEROES

OF NORTHERN BC

Inspirational Stories
OF REAL LIFE HEROES

image courtesy of K.G.Gauthier

SATURDAY FEBRUARY 4TH 2017

5:30 PM AT THE COAST INN OF THE NORTH

DINNER BUFFET | TICKETS \$75

The Unsung Heroes of Northern BC event is about regular citizens who have accomplished something extraordinary. Heroes of Northern BC, who live for others and do something inspirational, bold, and unselfish. These are the citizens who have made a difference in their communities and have made Northern BC proud. The Unsung Heroes of Northern BC will showcase all the remarkable contributions and the journeys of extraordinary people as they help society improve and they themselves become an inspiration to others. Our Goal is to find real life heroes and encourage others to follow in their footsteps. It gives us a medium to honour individuals of the North and display appreciation & recognition to them for their inspirational work and wholehearted kindness.

CELEBRATE AN UNSUNG HERO!

Do you know an Unsung Hero? Now is your chance to nominate them! Our independent judges will review and verify every nomination.

Nominate an Unsung Hero at theunsungheroes.ca

Nominations open
November 15th 2016

Nominations close
December 31st 2016

Nominate a hero online at theunsungheroes.ca

FOR MORE INFORMATION OR TO PURCHASE TICKETS CONTACT RAVI SAXENA 250.981.3107

PROUDLY SPONSORED BY



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1790**

A bylaw to establish a service to provide within the boundaries of the Regional District of Bulkley-Nechako a portion of a public transit and para-transit service that will operate from Burns Lake to Smithers and Burns Lake to Prince George

WHEREAS a Regional District may, pursuant to Section 332 of the *Local Government Act*, operate any service that the board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of providing within the boundaries of the Regional District a portion of the public transit and para-transit service that will operate along the Highway 16 corridor from Burns Lake to Smithers and Burns Lake to Prince George;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained;

AND WHEREAS participating area approval has been obtained from each of the participants;

NOW THEREFORE, the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. **Citation**

This Bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016."

2. **Service**

The Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service (the "Service") is established by this Bylaw for the purpose of providing within the boundaries of the Regional District a portion of the public transit and para-transit that will operate along the Highway 16 corridor from Burns Lake to Smithers and Burns Lake to Prince George.

3. **Boundaries**

The boundaries of the Service Area are coterminous with the boundaries of the Town of Smithers, the Village of Telkwa, the District of Houston, the Village of Granisle, the Village of Burns Lake, the Village of Fraser Lake, the District of Fort St. James, and the District of Vanderhoof.

4. Participating Areas

The "Participating Areas" are the Town of Smithers, the Village of Telkwa, the District of Houston, the Village of Granisle, the Village of Burns Lake, the Village of Fraser Lake, the District of Fort St. James, and the District of Vanderhoof.

5. Cost Recovery

As provided in Section 378 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 in accordance with Division 3 of the Local Government Act on the basis of the net taxable value of land and improvements in the participating area;
- (b) fees and charges imposed under section 397 of the *Local Government Act*;
- (c) revenues raised by other means under this or another Act;
- (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

6. Maximum Requisition

In accordance with section 339 of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is \$90,000.00 (Ninety Thousand Dollars).

7. Apportionment

In accordance with section 380 of the *Local Government Act*, the costs of providing the service will be apportioned among the participating areas based on the following formula:

$$\text{Participant Population (A) x Benefit Factor (B) = C}$$
$$\text{C (for each participant) / TOTAL C = \% requisition for each participant}$$

Where population is based on the most recent BC Stats Population Estimates; and
Where the benefit factor for on-corridor participants is 5 and the benefit factor for off-corridor participants is 1.

8. Definitions

- a.) "Off-corridor participants" include the District of Fort St. James, and the Village of Granisle.
- b.) "On-corridor participants" include the Town of Smithers, the Village of Telkwa, the District of Houston, the Village of Burns Lake, the Village of Fraser Lake, and the District of Vanderhoof.

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Bylaw No. 1790
Page 4

ADOPTED this day of , 2017

Chairperson

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1776**

Being a bylaw to establish a service within the boundaries of the Town of Smithers, Village of Telkwa, and Electoral Area "A" to provide counselling and other services to victims of crime and other trauma

WHEREAS:

- A. Under section 332 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of providing counselling and other services to victims of crime and other trauma within the boundaries of the Town of Smithers, Village of Telkwa, and Electoral Area "A" (Smithers Rural);
- C. The approval of the Inspector of Municipalities has been obtained under section 342 of the *Local Government Act*;
- D. The approval of the electors in Electoral Area "A" has been obtained under Section 345 of the *Local Government Act* and Section 86 (2) of the *Community Charter* and consent on behalf of the electors in the Town of Smithers and Village of Telkwa has been obtained under Section 346 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. The Regional District hereby establishes, within the boundaries of the Town of Smithers, Village of Telkwa, and Electoral Area "A", a service for the purpose of providing counseling and other services to victims of crime and other trauma.
2. The boundaries of the service area are the boundaries of the Town of Smithers, Village of Telkwa, and Electoral Area "A".
3. The participating areas are the Town of Smithers, Village of Telkwa, and Electoral Area "A".
4. The annual costs of providing this service shall be recovered by one or more of the following:

Bylaw No. 1776

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
 - b. Revenues received by way of agreement, enterprise, gift, grant or otherwise.
5. The cost of providing the service shall be apportioned among the participating areas on the converted value of land and improvements in the service area;
 6. The maximum amount that may be requisitioned annually for the cost of this service shall be \$45,000 (FORTY-FIVE THOUSAND DOLLARS).
 7. This bylaw may be cited as "Smithers and Area Victims' Services Service Establishment Bylaw No. 1776, 2016."

READ A FIRST TIME this 26 day of May, 2016

READ A SECOND TIME this 26 day of May, 2016

READ A THIRD TIME this 26 day of May, 2016

I hereby certify that this is a true and correct copy of Bylaw No. 1776.



Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 6th day of October, 2016

ASSENT OF ELECTORS OBTAINED this 5th day of December, 2016

ADOPTED this day of

Chairperson

Corporate Administrator