

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**SPECIAL MEETING NO. 8**

**Thursday, May 3, 2018**

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Chris Beach  
Eileen Benedict  
Shane Brienen  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Rob MacDougall  
Mark Parker  
Jerry Petersen

Directors Thomas Liversidge, Village of Granisle  
Absent Rob Newell, Electoral Area "G" (Houston Rural)  
Darcy Repen, Village of Telkwa  
Gerry Thiessen, District of Vanderhoof

Alternate Brad Layton, Village of Telkwa  
Directors Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Janette Derksen, Deputy Director of Environmental Services  
– arrived at 9:58 a.m., left at 10:02 a.m.  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning  
Rory McKenzie, Director of Environmental Services – arrived at  
9:58 a.m., left at 10:02 a.m.  
Laura O'Meara, Senior Financial Assistant – left at 9:59 a.m.  
Roberta Hill, ABT Student, College of New Caledonia- Burns  
Lake  
Corrine Swenson, Manager of Regional Economic Development  
Wendy Wainwright, Executive Assistant

Others Kristin Giannotti, Manager, Assurance, Pricewaterhousecoopers  
LLP – left at 9:59 a.m.  
Brian Hearnden, Performance Management Analyst, Ministry of  
Forests, Lands, Natural Resource Operations and Rural  
Development – arrived at 10:25 a.m.  
Kasia Kistowska, Ecosystems Biologist, Ministry of Forests,  
Lands, Natural Resource Operations and Rural Development –  
arrived at 10:25 a.m.  
Sean Mitchell, Land and Resource Coordinator, Regional  
Initiatives, Ministry of Forests, Lands, Natural Resource  
Operations and Rural Development – arrived at 10:25 a.m.  
Eamon O'Donoghue, Regional Executive Director, Ministry of  
Forests, Lands, Natural Resource Operations and Rural  
Development – arrived at 10:25 a.m.  
Taylor Turkington, Senior Associate Assurance,  
Pricewaterhousecoopers, LLP – left at 9:59 a.m.  
Len Vanderstar, Ecosystems Biologist, Ministry of Forests,  
Lands, Natural Resource Operations and Rural Development –  
arrived at 10:31 a.m.

Others (cont'd) Heather Wiebe, Caribou Project Lead, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:25 a.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 9:45 a.m.

**MOTION TO HOLD SPECIAL BOARD MEETING**

Moved by Director Beach  
Seconded by Alternate Director McGuire

2018-8-1

“In accordance with Section 220 of the *Local Government Act*, the Regional District of Bulkley-Nechako Board of Directors calls a Special Board Meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**AGENDA & SUPPLEMENTARY AGENDA**

Moved by Director Benedict  
Seconded by Alternate Director Layton

2018-8-2

“That the agenda of the Regional District of Bulkley-Nechako Special Board meeting of May 3, 2018 be approved; and further, that the Supplementary Agenda be dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DELEGATION**

**PRICEWATERHOUSECOOPERS LLP (PWC) – Kristin Giannotti, Manager, Assurance and Taylor Turkington, Senior Associate Assurance RE: 2017 RDBN Audit**

Chair Miller welcomed Kristin Giannotti, Manager, Assurance, and Taylor Turkington, Senior Associate Assurance, PricewaterhouseCoopers LLP.

Ms. Giannotti provided an overview of the Independent Auditors Report and RDBN Financial Statements ending December 31, 2017. She noted that the “Net Financial Assets at End of the Year – 2017 Actual” indicates that the Regional District of Bulkley-Nechako is in good financial health. Ms. Giannotti mentioned that there are no concerns from PWC’s review of the RDBN’s Financial Statements and audit.

Director Beach requested clarification in regard to the Environmental Services Budget and Actual expenditures for 2017. Ms. Giannotti noted that the actual expenditures reflect landfill closure costs and responsibilities in future years.

Ms. Giannotti mentioned PWC’s appreciation for RDBN staffs prompt assistance in providing information requested.

**PRICEWATERHOUSECOOPERS LLP (PWC) – Kristin Giannotti, Manager, Assurance and Taylor Turkington, Senior Associate Assurance RE: 2017 Stuart-Nechako Regional Hospital District Audit**

Chair Miller and the RDBN Board of Directors approved discussion of the 2017 Stuart-Nechako Regional Hospital District Audit.

Ms. Giannotti mentioned that the Stuart-Nechako Regional Hospital District has a clean audit report and overall revenues are consistent with the preceding year. She commented that the Financial Activities are minimal.

Chair Miller thanked Ms. Giannotti and Mr. Turkington for attending the meeting.

## **REPORTS**

### **Approval of the 2017 Audited Financial Statements**

Moved by Director MacDougall  
Seconded by Director Beach

2018-8-3

“That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officers April 20, 2018 memo titled “Budget Bylaws 1795 and 1829 and Legal Reference: *Community Charter Section 167.*”

“That the Regional District of Bulkley-Nechako Board of Directors authorize the Chair and the Chief Financial Officer to sign and date a copy of the Financial Statements.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **Amendment of Five Year Financial Plan for 2018-2022**

Moved by Director Benedict  
Seconded by Director Beach

2018-8-4

“That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officers April 20, 2018 memo titled “Amendment of the Five Year Financial Plan for 2018-2022;” and further,

“That the Regional District of Bulkley-Nechako Board of Directors consider providing three readings and adoption to Bylaw 1830 later in the agenda.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **Fort Fraser Water Distribution System Improvement Construction Award**

Moved by Director Parker  
Seconded by Director Lindstrom

2018-8-5

1. “That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services’ April 24, 2018 memo titled “Fort Fraser Water Distribution System Improvement Construction Award;” and,
2. Further, that the Regional District of Bulkley-Nechako Board of Directors award the contract for the construction of Fort Fraser’s Water Distribution system improvement project to LNB Construction with the tender price of \$3,163,733.00 plus GST; and,
3. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize execution of the MMCD Construction contract with LNB Construction, modified to reflect project specifications; and,
4. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to retain an additional \$25,000.00 contingency fund for this project to cover any unforeseen costs.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **REPORTS (CONT'D)**

### Highway 16 Trail Society

Jason Llewellyn, Director Planning provided an update regarding the activities of the Highway 16 Trail Society. It was noted that the RDBN has not received an implementation strategy for consideration regarding the Cycle 16 Trail Project as requested by the Regional Board at its July 20, 2017 Regional Board meeting. The Society recently informed RDBN staff that it has applied for and received grant funding to develop a detailed design for a portion of the trail from Smithers to Laidlaw Road. This design may be used to make an application for funding to construct the Trail. The Society has asked the RDBN to comment on the RFP document and for the RDBN to consider making the application to Cycle BC for construction funding with the acknowledgement that the RDBN will take responsibility for construction and long term trail maintenance. The Ministry of Transportation and Infrastructure (MoTI) has clearly indicated that they will only allow the development of the trail within their right of way if the RDBN enters into an agreement with MoTI to their satisfaction.

Director Bachrach commented that the Society has raised a significant amount of money to complete a concept design, and are a very motivated group of volunteers with huge capacity and energy. He spoke of the importance of providing support for the Society. Director Bachrach expressed his support for staff to work with the Society to ensure that the planning is completed correctly to align with the requirements of the Regional District if the project ownership is transferred to the RDBN. Director Bachrach spoke in regard to having parallel discussions with the Honourable Claire Trevena, Minister of Transportation and Infrastructure regarding the trail aligning with MoTI's active transportation strategy and the potential for MoTI to be responsible for the construction and long term trail maintenance.

Director Beach questioned if MoTI had agreed to operate and maintain trails systems similar to what is being proposed. Mr. Llewellyn indicated staff is not aware of MoTI having agreed to operate similar trails in the recent years. His understanding is that the MoTI always looks to have a local government or other group take responsibility for such projects on road right of way.

Discussion took place regarding the establishment of a service area for the Highway 16 Trail Society's proposed trail to cover the cost of staff time working on the trail project. Concerns were raised regarding the RDBN being responsible for the proposed trail system, and the need to properly fund the service. Director MacDougall referenced the Fort St. James Snowmobile Clubs trail system as a possible example for the Highway 16 Trail Society's trail system. Director Greenaway provided information regarding responsibility for a pullout that was transferred to the Regional District when a Service Club in Electoral Area "C" was no longer functioning.

Director Fisher noted that the Highway 16 Trail Society has indicated that they will continue to complete the majority of the work and take a lead role in moving the project forward. He spoke of the importance of having RDBN staff involved in the process to ensure that safety standards are met. Director Fisher reiterated the need to support the group in their work to provide a wanted service. He spoke of discussing with staff the development of a service area in the future. He noted that the Highway 16 Trail Society is in the preliminary planning stages of developing the trail from the Town of Smithers to Laidlaw Road and at this stage does not require the RDBN to commit to the ownership of the trail system.

Chair Miller noted that Regional Districts have the opportunity to work, as well as, move forward with a project on a sub-regional basis. That is a strength. He was supportive of staff spending some time in support of a project that can be moved forward by the municipalities and specific electoral area. Discussion took place regarding the RDBN staff time necessary to support the society.

Discussion took place regarding the need to advocate for the Ministry of Transportation and Infrastructure to take responsibility for managing and operating active transportation networks within MoTI right of way.

## **REPORTS (CONT'D)**

### **Write a Letter to Ministry of Transportation and Infrastructure RE: Active Transportation – Bike Trails**

Moved by Director Fisher  
Seconded by Director Bachrach

2018-8-6

“That the Regional District of Bulkley-Nechako Board of Directors write a letter advocating that the Ministry of Transportation and Infrastructure include active transportation networks, specifically bike trails, in the Ministry of Transportation and Infrastructure right of ways in their operations plan and budget.”

Opposed: Director Benedict     CARRIED

(All/Directors/Majority)

### **Highway 16 Trail Society**

Moved by Director Bachrach  
Seconded by Director Fisher

2018-8-7

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

1. Take an active role in working with the Highway 16 Trail Society on the RFP and trail design process for the Smithers/Telkwa bike trail;
2. To work with the Electoral Area “A” (Smithers Rural) Director to initiate a Service Establishment Bylaw creating the necessary taxation area and taxation limits.”

Opposed: Director Benedict     CARRIED

(All/Directors/Majority)

## **BYLAW**

### **Bylaw for First, Second, Third Reading & Adoption**

#### **No. 1830 – RDBN Financial Plan Amendment**

Moved by Director MacDougall  
Seconded by Director Beach

2018-8-8

“That the “Regional District of Bulkley-Nechako Financial Plan Amendment Bylaw No. 1830, 2018” be given first, second, third reading and adoption this 3<sup>rd</sup> day of May, 2018.”

(All/Directors/Majority)                     CARRIED UNANIMOUSLY

## **SUPPLEMENTARY AGENDA**

### **REPORT**

Scrap and Salvage use  
at 5200 Aspen Road  
– Electoral Area “A”

Moved by Director Fisher  
Seconded by Director Bachrach

2018-8-9

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to work with the RDBN solicitor to undertake the process to petition for a B.C. Supreme Court injunction prohibiting Mr. Schultz from operating a scrap and salvage operation at 5200 Aspen Road, or at any other location in contravention of the Regional District’s Zoning Bylaw.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **CORRESPONDENCE**

Business View Magazine  
– “Moving BC Forward”  
– Developing Infrastructure and  
Communities

Moved by Alternate Director McGuire  
Seconded by Director Greenaway

2018-8-10

“That the Regional District of Bulkley-Nechako Board of Directors proceed with Business View Magazines “Moving BC Forward” Developing Infrastructure and Communities feature promotional project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the RDBN’s ability to review and edit the content regarding the RDBN prior to publication.

Union of BC Municipalities  
-Non-Binding Provincial Survey  
On Cannabis Retail Licence  
Readiness

Moved by Alternate Director Layton  
Seconded by Director Fisher

2018-8-10

“That the Regional District of Bulkley-Nechako Board of Directors receive the Union of BC Municipalities – Non-Binding Provincial Survey on Cannabis Retail Licence Readiness.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Alternate Director McGuire

2018-8-11

“That the meeting be adjourned at 10:52 a.m.

(All/Directors/Majority)

CARRIED UNANIMOUSLY