

1

REGIONAL DISTRICT
OF BULKLEY & NECHAKO



AGENDA

MEETING NO. 1

JANUARY 26, 2017

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"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

VISION

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

MISSION

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

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, January 26, 2017



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – January 26, 2017</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
10-27	Board Meeting Minutes – December 15, 2016	Adopt
28-35	Committee of the Whole Meeting Minutes - January 12, 2017 (Unapproved)	Receive
36-43	Committee of the Whole Meeting Minutes - November 3, 2016	Receive
44-48	Rural Directors Committee Meeting Minutes - January 12, 2017 (Unapproved)	Receive
49-51	Rural Directors Committee Meeting Minutes - November 3, 2016	Receive

BUSINESS ARISING OUT OF THE MINUTES

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
52	Corrine Swenson, Manager of Regional Economic Direction Development – Minerals North Tradeshow Booth	
53	Corrine Swenson, Manager of Regional Economic Direction Development – Carrots to Cattle Agriculture Conference Tradeshow	
54-64	Corrine Swenson, Manager of Regional Economic Direction Development – Connect to Innovate Funding Program	

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
65-66	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - January 12, 2017	Recommendation (Page 66)
67	Corrine Swenson, Manager of Regional Economic Development – Grant Funding Contracts	Recommendation (Page 67)
68	Corrine Swenson, Manager of Regional Economic Development – Lakes Economic Development Service – Village of Burns Lake Request	Recommendation (Page 68)
69	Kristi Rensby, Finance/Administration Coordinator - Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural) - Town of Smithers	Recommendation (Page 69)
70-71	Kristi Rensby, Finance/Administration Coordinator - Federal Gas Tax Funds - Electoral Area "B" (Burns Lake Rural) – Burns Lake & District Health-Care Auxillary	Recommendation (Page 71)
72-73	Corrine Swenson, Manager of Regional Economic Development/Roxanne Shepherd, Financial Administrator – Infrastructure Planning Grant Program Applications	Recommendation (Page 73)
74-89	Roxanne Shepherd, Chief Financial Officer - Chinook Comfor Ltd Partnership Revenue Sharing	Recommendation (Page 74)
90-95	Roxanne Shepherd, Chief Financial Officer - 2017 Membership with Trans Canada Yellowhead Highway Association	Recommendation (Page 90)
96	Roxanne Shepherd, Chief Financial Officer - Building Inspection Vehicle Reserve Withdrawal Additional Vehicle Cost of \$909 Funded from Surplus	Recommendation (Page 96)
<u>ENVIRONMENTAL SERVICES REPORT</u>		
97-99	Janine Dougall, Director of Environmental Services - Fort St. James Recycling Program Contract - Transfer Request	Recommendation (Page 97)

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES (All Directors)</u>	<u>ACTION</u>
	<u>Memo</u>	
100-125	Planning Department - Year-End Report 2016	Receive
126-136	Board of Variance - Board of Variance Nominations Maria Sandberg, Planner	Recommendation (Page 127)
	<u>ELECTORAL AREA PLANNING (All Directors)</u>	
	<u>Memo</u>	
137- 155	Hudson Bay Mountain Prairie Village Land Use and Development Inventory and R8 Zone Review Jennifer MacIntyre, Planner 1	Recommendation (Page 137)
	<u>Development Variance Permit Application</u>	
156-164	Development Variance Permit F-01-16 Darren and Linda Hauck Cluculz Place, Cluculz Lake Electoral Area "F" <i>(call for comments from the gallery)</i>	Recommendation (Page 159)
	<u>Bylaw for First and Second Reading</u>	
	<u>Memo</u>	
165-181	Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Review Bylaw No. 1785 Maria Sandberg, Planner	Recommendation (Page 168)
	<u>Bylaw for Adoption</u>	
182-184	Rezoning File No. E-01-16 Bylaw 1788 Janet Wilder Electoral Area "E"	Recommendation (Page 184)

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OTHER (All Directors)

<u>PAGE NO.</u>	<u>Action List</u>	<u>ACTION</u>
185-186	For December 2016	Receive

PROTECTIVE SERVICES (All Directors)

Memos

187-188	Monthly 9-1-1 Call Report – December 2016 Haley Jeffrey, Emergency Services Manager	Receive
189-193	Proposed Emergency Support Service Strategy Haley Jeffrey, Emergency Services Manager	Recommendation (Page 193)
194-195	Rural Fire Services Comprehensive Review Jason Blackwell, Regional Fire Chief	Receive

VERBAL REPORTS

RECEIPT OF VERBAL REPORTS

ADMINISTRATION CORRESPONDENCE

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

196	Regional District Chair/CAO Forum - March 28-29, 2017 - Hotel Grand Pacific - Victoria - Request for Topics	Direction
197	Omineca Coalition - Community Transition Toolkit	Direction
198-201	Carrots to Cattle Conference and Gala (Attendance of Directors Parker and Fisher)	Ratify
202	District of Vanderhoof - Regional District Bulkley Nechako Board Appointment	Receive
203	Town of Smithers - Support for RDBN Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016	Receive
204-205	Ministry of Agriculture - Thank you for Meeting at 2016 UBCM Convention	Receive

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PAGE NO.	ADMINISTRATION CORRESPONDENCE (CONT'D)	ACTION
206-207	Ministry of Technology, Innovation and Citizens' Services - Follow Up: Union of BC Municipalities Annual Convention	Receive Receive
208	Ministry of Forests, Lands and Natural Resource Operations - Thank You for RDBN Letter Regarding Dikes and Emergency Management	Receive
209	Ministry of Health - Thank You for Meeting at 2016 UBCM Convention	Receive
210	UBCM and First Nations Summit - Completion of 2016/17 (Spring) Community to Community Forum	Receive
211-212	Cycle 16 Trail Society - Thank You for Area "A" Grant in Aid Contribution	Receive
213-216	Burns Lake Community Garden Society - Thank You for Grant in Aid Contribution	Receive
217-219	Fort St. James Senior Secondary Ski and Snowboard Team - Thank You for Grant in Aid Contribution	Receive
220-223	District of Kitimat - Press Release - Open Letter Appealing Canada to Add Value to Natural Resources	Receive
224-226	Squamish-Lillooet Regional District - Letter to BC Ambulance Service re: BCAS Dispatch Protocols to Highline Rd, D'arcy, BC	Receive
227-229	Squamish-Lillooet Regional District - Letter to the Fire Commissioner's Office re: Volunteer Fire Departments on Private Land	Receive
230-233	Ministry of Community, Sport and Cultural Development - Review of Rural Education Practices and Rural Education Funding	Receive
234-239	Fort Fraser Local Community Commission Meeting Minutes - December 13, 2016 - January 9, 2017	Receive

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PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

240-243	Discussion/Notes from the Mills Memorial Hospital Replacement Stakeholders' Meeting - January 6, 2017	Receive
244-247	New Gold Blackwater Project - Winter 2016	Receive
248-267	Union of B.C. Municipalities - Marijuana Legalization Task Force Releases Report - RCMP Contract Management Committee Update - Liquor Policy Working Group Update - Commission on Tax Competitiveness Report - Improving Forest Policy Decision-Making - Funding & Resources Update - The Power of Storytelling - Working Group on Responsible Conduct - RCMP to Implement Tiered Auxiliary Constable Model - Doctor Recruitment and Retention Portal - Gas Tax Annual Expenditure Report - Appointments to RCMP Contract Management Committee - Notice to Group Benefits Plan Members - New Keynote for LGLA's 2017 Leadership Forum - Province-wide Community to Community Forum - Funding & Resources Update	Receive

INVITATIONS

268-275	14th Annual Premier's BC Natural Resources Forum - Fast Approaching	Receive
276-280	Today's BC Liberals - Saturday, March 4, 2017 - Prince George, B.C.	Receive
281-282	BC Broadband Association – 2017 Online Registration	Receive
283-284	Council of Forest Industries - 2017 COFI Convention - April 5-7, 2017 - Vancouver Convention Centre West	Receive

ACTION LISTS

285-306	-December, 2016 -November, 2016 -October, 2016 -September, 2016 - In-Progress	Receive
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FINANCIAL

307-324

Operating Accounts
- Accounts Paid November, 2016
- Accounts Paid December, 2016

Ratify

READING FILE

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKOMEETING NO. 16Thursday, December 15, 2016

PRESENT: Chair Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brien
Mark Fisher
Tom Greenaway
John Illes
Dwayne Lindstrom
Rob MacDougall
Rob Newell – arrived at 10:45 a.m.
Mark Parker
Jerry Petersen
Darcy Repen – left at 11:16 a.m., returned at 11:34 a.m.
Gerry Thiessen

Director Absent Thomas Liversidge, Village of Granisle

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Janine Dougall, Director of Environmental Services – left at 11:22 a.m.
Jason Llewellyn, Director of Planning – arrived at 10:43 a.m., left at 11:56 a.m.
Roxanne Shepherd, Chief Financial Officer
Corrine Swenson, Manager of Regional Economic Development – left at 11:21 a.m.
Wendy Wainwright, Executive Assistant

Others Dale Bellavance, Bell Group – arrived at 10:43 a.m., left at 11:27 a.m.
Corrine George, Regional Principal, College of New Caledonia – Lakes Campus - arrived at 10:58 a.m., left at 12:12 p.m.
Judy Newell, Houston – arrived at 10:45 a.m.
Lynn Synotte, Marketing, Recruitment and Program Linkages, College of New Caledonia – Lakes Campus – arrived at 10:58 a.m., left at 12:12 p.m.

Media Flavio Nienow, LD News – left at 11:01 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:40 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Brien
Seconded by Director Petersen2016-16-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of December 15, 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 -November 24, 2016

Moved by Alternate Director McGuire
Seconded by Director Parker

2016-16-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of November 24, 2016 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting Minutes

Moved by Director Illes
Seconded by Director Parker

2016-16-3

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

- Regional Transit Committee Meeting Minutes
-November 3, 2016;
- Agriculture Committee Meeting Minutes
- September 22, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Chinook Comfor Ltd. Partnership Revenue Sharing

Moved by Director Benedict
Seconded by Director Illes

2016-16-4

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's December 6, 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 amended as follows:

Membership and Tenure (after the following sentence): "These members shall hold their appointment until a letter of resignation is received, or until an alternate appointment is made by the local government.

"These members shall hold their appointment for a maximum term of four (4) consecutive years."

4. That staff be directed to begin the process of setting up the Chinook Comfor Community Foundation Society."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

BV Pool Associate Member
Liability Insurance – Gayle
Jones

Moved by Director Fisher
Seconded by Director Bachrach

2016-16-5

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's December 6, 2016 memo titled "BV Pool Associate Member Liability Insurance – Gayle Jones."
2. Resolve that "The Service Provider Agreement between the Regional District of Bulkley-Nechako and Gayle Jones for 2017 be approved and;
3. Resolve that "Gayle Jones be added to the Regional District of Bulkley-Nechako's 2017 Liability Insurance as an Associate Member."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lakes District Fall Fair
Request for Grant in Aid
-Electoral Areas "B" (Burns
Lake) and "E" (Francois/
Ootsa Lake Rural)

Moved by Director Benedict
Seconded by Director Illes

2016-16-6

"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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Sled Dog
Association - Request for Grant
in Aid -Electoral Area "C"
(Fort St. James Rural)

Moved by Director Greenaway
Seconded by Director MacDougall

2016-16-7

"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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Glenwood Women's Institute
-Northern Development
Application – North West RAC

Moved by Director Fisher
Seconded by Director Bachrach

2016-16-8

"That the Regional District of Bulkley-Nechako Board of Directors support the Glenwood Women's Institute application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$15,000."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Bulkley Valley Cross Country
Ski Club Society-Northern
Development Application
- North West RAC

Moved by Director Bachrach
Seconded by Director Fisher

2016-16-9

"That the Regional District of Bulkley-Nechako Board of Directors support 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lakes District Fall Fair
Association-Northern
Development Application
- North West RAC

Moved by Director Benedict
Seconded by Director Illes

2016-16-10

"That the Regional District of Bulkley-Nechako Board of Directors support the Lakes District Fall Fair Association application 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Stuart Lake Nordic Society
-Northern Development
Application – Prince George RAC

Moved by Director MacDougall
Seconded by Director Greenaway

2016-16-11

"That the Regional District of Bulkley-Nechako Board of Directors support the Stuart Lake Nordic Society's application 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Highway 16 Regional Para-
Transit Service Establishment

Chair Miller mentioned that meetings have been held with Nak'azdli Whut'en Band, Tl'azt'en Nation, Stellat'en First Nation, Lake Babine Nation and Wet'suwet'en First Nation. A meeting is scheduled with Burns Lake Band December 16, 2016. Chair Miller noted that the response has been extremely positive and supportive and there is recognition from the First Nations communities, which are located off corridor, of the importance of linking to the east/west Highway 16 transit.

Chief Justa Monk, Tl'azt'en Nation spoke of the importance of the community leaders continuing to meet, at minimum once a year, to ensure that funding levels remain the same from all levels of government. Chief Patrick, Stellat'en First Nation commented that the Federal Government also needs to have more involvement in the service.

Chair Miller and Director Greenaway both spoke of the need to meet in person with the First Nations communities within the region.

ADMINISTRATION REPORTS (CONT'D)

**Highway 16 Regional Para-
Transit Service Establishment**

Moved by Director Bachrach
Seconded by Director Illes

2016-16-12

1. "That the Regional District of Bulkley-Nechako 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2017 Appointments

Moved by Director Illes
Seconded by Director Parker

2016-16-13

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Reports

Moved by Director Fisher
Seconded by Director MacDougall

2016-16-14

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

- Certificate of Alternative Approval Process Results – Smithers and Area Victims' Services Service Establishment Bylaw No. 1776, 2016;"
- Manager of Regional Economic Development's December 5, 2016 memo titled "Not for Profit Webinar December 3, 2016;"
- Acting Protective Services Manager -Monthly 9-1-1 Call Report – November, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES REPORTS

Director Repen commented that Multi-Material BC (MMBC) has indicated they will be renewing contracts in 2018. He spoke of the challenges and inconsistency in the region in regard to levels of service or lack of service in communities because MMBC does not have contracts with all communities.

Janine Dougall, Director of Environmental Services noted that the Regional Board has directed staff to investigate a region wide recycling program that identifies efficiencies and economies of scale and can tie into the MMBC programs along with addressing the curbside versus depot levels of service and inconsistencies in the communities. The intent, during the RDBN Solid Waste Management Plan review scheduled to begin in 2017, is to determine the best possible solution for the region in regard to recycling. Consistent messaging regarding recycling program also provides a more simplified education message across the region.

Discussion took place regarding the product eco fees paid by consumers and the various Extended Producer Responsibility (EPR) funding programs that exist. Consumers having to pay for the recycling of products on multiple levels was discussed. Regional Districts throughout the province have been having the same discussion in regard to consumers having to pay eco fees at the time of purchase and having to pay again when no recycling services are available to landfill.

ENVIRONMENTAL SERVICES REPORTS (CONT'D)

Chair Miller spoke to the Ministry of Environment regulations that address thresholds for the entire province rather than per region, thus levels of service in northern BC are not equal to levels of service in more populated areas of the province. Ms. Dougall noted that it has been identified and is an ongoing issue that the Ministry of Environment regulations and requirements are such that EPR programs are responsible for collecting 75% of their product but there is no distinction of where that needs to be collected in the province. There are discussions taking place to have more appropriate Regional District performance standards in the EPR Stewardship planning processes that are approved by the province. Further discussions are taking place regarding depot programs receiving funds from MMBC to cover the cost of providing EPR services, but those funds are not sufficient to cover costs being incurred and are having to be subsidized by other programs such as bottle recycling. The funds provided to depots through MMBC is not sufficient to cover the costs.

Discussion took place regarding the Alcan Grant in lieu of taxes and its allocation to the Environmental Services Budget.

Ms. Dougall provided an overview of the cost breakdown summary charts in her memo titled "2017 Recycling Program Contract Renewals." The overall implications of the proposed recycling budget will be provided in the first draft of the environmental services budget coming forward at the beginning of 2017.

Director Thiessen spoke to the need for recycling and consistency throughout the region and the importance of moving forward with the Solid Waste Management Plan review process.

**2017 Recycling Program
 Contract Renewals**

Moved by Director Illes
 Seconded by Director Bachrach

2016-16-15

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' December 6, 2016 memo titled "2017 Recycling Program Contract Renewals;
2. Further, that the RDBN Board of Directors approve the following recommendations:
 - a. 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. 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. 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. 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)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES REPORTS (CONT'D)

Feedback on Proposed
Changes to BCUOMA
Collection Facility Program

Moved by Alternate Director McGuire
Seconded by Director Illes

2016-16-16

"That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' December 6, 2016 memo titled "Feedback on Proposed Changes to BCUOMA (BC Used Oil Management Association) Collection Facility Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

REFERRALS

Land Referral No. 7409875
Friesen, Electoral Area "F"

Moved by Director Petersen
Seconded by Director Thiessen

2016-16-17

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409875" be provided to the Province as the RDBN's comments on Crown Land Application 7409875."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral No. 7409872
& 7409873 BC Hydro
Electoral Area "C"

Moved by Director Greenaway
Seconded by Director MacDougall

2016-16-18

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409872 and 7409873" be amended to include the following:

Other Comments: That any timber removed from the site be transported to a processing facility and that no burning of timber takes place; and

further, that said comment sheet be provided to the Province as the RDBN's comments on Crown Land Application 7409872 and 7409873."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral No. 6408954
Smithers Motocross
Electoral Area "A"

Moved by Director Fisher
Seconded by Director Bachrach

2016-16-19

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408954" be provided to the Province as the RDBN's comments on Crown Land Application 6408954

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REFERRALS (CONT'D)

Land Referral No. 6408914
Bekar - Electoral Area "A"

Moved by Director Fisher
Seconded by Director Newell

2016-16-20

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408914" be amended to include the following:

Other Comments: That the applicant find alternatives to burning wastewood from land clearing in an attempt to encourage additional economic activity, as well as lessen impact on air quality; and

further, that said comment sheet be provided to the Province as the RDBN's comments on Crown Land Application 6408954

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mines File No. 243479
Davidson Electoral Area "A"

Moved by Director Fisher
Seconded by Director Bachrach

2016-16-21

"That "Regional District of Bulkley-Nechako Comment Sheet on Mines File No. 243479 (Davidson)" be amended to include the following:

Other Comments: As there are many competing economic interests in this area (mining and tourism), it is recommended that the Ministry keep all parties informed of other applications; and

further, that said comments be provided to the Province as the RDBN's comments on Mine File No. 243479 (Davidson)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (All Directors)

COVENANT AMENDMENT

Amendment of Covenant
Document CA 1963381
Bradley, Electoral Area "A"

Moved by Director Fisher
Seconded by Director Bachrach

2016-16-22

"That Regional District of Bulkley-Nechako Board of Directors receive the Report of the Public Hearing for the proposed changes to Section 219 covenant CA1963381.

2. That the Regional District of Bulkley-Nechako Board of Directors 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (CONT'D)

DEVELOPMENT VARIANCE PERMIT APPLICATION

Development Variance Permit Item will be brought forward at a future meeting.
F-01-16 Darren and Linda Hauck
(Darren Hauck) Electoral Area "F"

BYLAW FOR THIRD READING

Rezoning File No. E-01-16 Moved by Director Benedict
Bylaw 1788 (Wilder) Seconded by Director Illes
Electoral Area "E"

2016-16-23

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Supplementary Agenda 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 this 15th day of December, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fire Services Agreement
Renewal for Sunset Beach
Properties

Moved by Director Parker
Seconded by Director Lindstrom

2016-16-24

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to enter into the Sunset Beach Properties Fire Protection Agreement with Nadleh Whut'en Band."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PLANNING DEPARTMENT REPORTS

OTHER (All Directors)

Planning Department
Reports & Correspondence

Moved by Director MacDougall
Seconded by Director Illes

2016-16-25

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

- Planning Department Enquiries Report – November, 2016;
- Action List – November, 2016;
- Building Inspector's Report - November, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Village of Granisle Christmas
Light Up on December 12,
2016

Alternate Director McGuire noted that on December 12, 2016 the Village of Granisle and the Granisle Lions Club held its Light Up the Park Event.

Village of Granisle Biomass
Plant Start-up

Alternate Director McGuire mentioned that the Biomass Plant is at 90% capacity to the buildings and the startup process is being worked out.

VERBAL REPORTS (CONT'D)

**District of Fort St. James
By-Election**

Director Greenaway reported that his wife Judy Greenaway was elected District of Fort St. James Councillor on December 10, 2016.

**Not for Profit Webinar
December 3, 2016**

Director Benedict mentioned that the Not for Profit Webinar on December 3, 2016 arranged by the RDBN Regional Economic Development department regarding the *New Societies Act* and Board Governance was well attended and a very good webinar. She noted that having someone present in the region in the spring would be beneficial to not for profit groups. She noted that not for profit societies have two years to have bylaws updated and if they are not completed they will be struck from the *Societies Act* register. Director Illes noted that if a society is disbanded its assets are passed to a kin society.

**Village of Burns Lake
By-Election**

Director Illes commented that Chris Beach was elected Mayor and Michael Riis-Christianson was elected Councillor in the Village of Burns Lake's December 10, 2016 By-Election.

**Village of Burns Lake meeting
with BC Transit**

Director Illes mentioned that the Village of Burns Lake had a good discussion with BC Transit and the route has been adjusted according to requests and suggestions that were provided to BC Transit for the Highway 16 Regional Transit Service.

**Support from the Regional
Board – RE: Newgold
-Blackwater Project**

Director Thiessen spoke to the revision that the Newgold - Blackwater Project submitted in regard to its Environmental Assessment and has been waiting some time for a response from the province. He requested the support of the Regional Board to forward a letter to the Ministry of Environment and Minister of Energy and Mines and Responsible for Core Review requesting comments in regard to the time frame in which a response will be provided and where the province is in its review process. Director Thiessen will bring forward the request in New Business.

Accident in Fort St. James

Director MacDougall reported that on December 14th there was an accident between a school bus and a pickup in Fort St. James. He noted that the occupants of the school bus are ok but the occupant of the pickup truck is deceased. He spoke of the impact to the community.

**District of Fort St. James
By-Election**

Director MacDougall mentioned that Judy Greenaway is a welcome addition to the District of Fort St. James Council and is a very involved community member.

**Electoral Area "A" (Smithers
Rural)**

Director Fisher mentioned that there has been good discussion in Electoral Area "A" (Smithers Rural) and area regarding Smithers and Area Victims Services and transit services between Moricetown and Smithers.

VERBAL REPORTS (CONT'D)

- NCLGA – Board Meeting Director Fisher attended the North Central Local Government Association's Executive Meeting and discussions took place regarding forestry issues facing the region, LGLA (Local Government Leadership Academy) providing a northern local government training forum due to the number of by-elections and staffing changeovers, and the NCLGA co-facilitated Mayors and Chairs event that took place in the fall of 2016. A working group has been established from the Mayors and Chairs event.
- District of Houston By-Election Director Brienens stated that Dennis Tait, former Houston Building Inspector was elected during the District of Houston's By-Election held November 19, 2016.
- Cluculz Lake Hall Ribbon Cutting Event – December 17, 2016 Director Petersen commented that the Cluculz Lake Hall is hosting a ribbon cutting event on December 17, 2016 to celebrate the completion of the renovations to the hall. Director Petersen noted that the process has been challenging and he thanked staff for their continued support and assistance in moving the project forward to completion.
- Smithers Airport Terminal Modernization Project Director Bachrach mentioned that the Town of Smithers is working with an architect from Victoria, BC to improve the concept plan for the Smithers Airport Terminal Modernization Project. There will be more accessible washrooms with a focus on energy efficiency using a geo-exchange field to assist in reducing greenhouse gas emissions. The budget was approved by the Town of Smithers on December 13, 2016 and will now move forward to the electorate.
- New Physician in Houston Director Newell spoke of a new prospective physician coming to Houston in 2017. There is a meeting scheduled for December 22, 2016.
- New Haida Gwaii Hospital Director Newell attended the opening of the new Haida Gwaii Hospital. It is very nicely situated with sun rooms that over look the ocean.
- Telkwa Outdoor Rink Director Repen mentioned that the ice is in on the Telkwa Outdoor Rink and it is being skated on. The Community is very excited.
- Village of Telkwa Accessibility Project Director Repen noted that the Village of Telkwa is currently working on its Village of Telkwa Accessibility project for their office building.
- Village of Telkwa received Funding to Design a Bridge Over the Bulkley River and Railway Director Repen reported that the Village of Telkwa has recently received funding from the province to complete the design plan for a bridge over the Bulkley River and the railway.
- Chair Miller's Report Spruce Beetle Public Advisory Committee
- Spoke with Heather Wiebe, Spruce Beetle Boss;
 - Cold weather having no impact – not cold enough and too late in the year;
 - Prince George Forest District 35% increase over the 2016 year compared to 2015;

VERBAL REPORTS (CONT'D)

- Spruce beetle has moved from a two year cycle to a one year cycle;
 - o Noticed flying twice in a year in some locations;
- Endemic levels rising in the Skeena, Lakes and Morice Forest Districts;
 - o Becoming a concern in the Lakes Timber Supply Area but trying to address the issue in the early stages;
- Working with licencees, COFI and other organizations across the forestry spectrum to address the issues in order to have an impact on the spread of the spruce beetle.

LGLA CEO Forum Training Session

- Attended December 5-6, 2016 in Richmond, B.C.;
- Director Thiessen also attended;
- Topics of discussion:
 - o Board and CAO evaluations;
 - o How Board is doing/functioning;
- Received positive ideas on how to strengthen Board and Staff functions;

NW Resource Benefits Alliance

- Chair Miller and Melany de Weerd, CAO, RDBN along with the Chairs and CAOs from the Regional Districts of Kitimat-Stikine and Skeena-Queen Charlottes had a teleconference meeting with the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink;
- Minister Fassbender's immediate response was to indicate that LNG was now on the back burner and the province was not interested in discussing resource benefits for the Northwest;
- The NWRBA provided an overview to the Minister and outlined the concerns and issues in the Northwest in regard to downloading to Northwest tax payers;
- Minister Fassbender has requested more information and background;
- Minister Fassbender has agreed to meet in January, 2017;
- Chair Miller mentioned the need for directness and how the lack of funding from the province from resource extraction to the Northwest has impacted the region's competitiveness in attracting people and businesses.

Director Repen mentioned that he attended the Northeast Resource Convention held in Fort St. John and Taylor and it was very beneficial and insightful.

Director Fisher noted that NCLGA and representatives from the Peace River region have indicated their support for the NWRBA.

Congratulations to the Newly Elected

- Chair Miller congratulated Judy Greenaway, Councillor, District of Fort St. James, Dennis Tait, Councillor, District of Houston and Chris Beach, Mayor and Michael Riis-Christenson, Councillor, Village of Burns Lake for their appointments to local government in the recent by-elections held by their communities.

VERBAL REPORTS (CONT'D)

Receipt of Verbal Reports

Moved by Director Greenaway
Seconded by Director MacDougall

2016-16-26

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Village of Burns Lake
-Northern BC Transit
Initiative Funding Approval

Moved by Director Illes
Seconded by Alternate Director McGuire

2016-16-27

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Village of Burns Lake regarding Northern BC Transit Initiative Funding Approval."

(All/Directors/Majority) CARRIED UNANIMOUSLY

New Mills Memorial Hospital
-Trauma Support Flyer
-Request for Use of RDBN Logo

Moved by Director Bachrach
Seconded by Director Brienon

2016-16-28

"That the Regional District of Bulkley-Nechako Board of Directors authorize the use of the Regional District of Bulkley-Nechako Logo for the New Mills Memorial Hospital Trauma Support Flyer."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding the benefits of having a new trauma center in the northwest. Director Bachrach noted that the Town of Smithers discussed the topic and brought forward concerns regarding the potential for centralization of services and loss of services at other facilities.

(All/Directors/Majority) CARRIED UNANIMOUSLY

A Rocha Canada – Request for
Letter of Support - Watershed
Stewardship Project

Moved by Director Bachrach
Seconded by Director Brienon

2016-16-29

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to a Rocha Canada for its Upper Bulkley River Watershed Stewardship project."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

College of New Caledonia
-Lakes District Campus
Request for Letter of Support
-Future Education

Moved by Director Benedict
Seconded by Director McGuire

2016-16-30

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the College of New Caledonia – Lakes District Campus regarding post-secondary education throughout the region and future education including outlining support for both academic and vocational programs being offered throughout the region; and further, recognizing the College of New Caledonia's desire to continue to deliver education and meet the needs of the region by working closely with industry and community partners."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration
Correspondence

Moved by Director Brien
Seconded by Director Brachach

2016-16-31

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

- Ministry of Community, Sport and Cultural Development and Minister Responsible for TransLink – RDBN Delegation during 2016 UBCM Convention;
- Lakes District Fall Fair – Update re: Septic System Extension and Lagoon Repair;
- POLIS Project on Ecological Governance - *Top 5 Water Challenges That Will Define British Columbia's Future*;
- M'akola Group of Societies – M'akola Housing Holiday Gift Program – Request for Donations;
- Northern Gateway – Northern Gateway Update;
- House of Commons Canada – Ending Unfair Taxation on Family Business Transfers - Bill C-274: Transfer of Small Business, Family Farm or Fishing Operation;
- BC Wildlife Federation – Conservation App and Website;
- Northern Development Initiative Trust - Northern BC Mountain Bike Map Initiative;
- BVLDAirshed Management Society – Minutes of November 24, 2016;
- College of New Caledonia – 2016-2020 Strategic Plan – Promoting Student Success;
- Northern Health - Northern Health Connections Schedule Changes During Holiday Season;
- Northern Health – Tips for a Safe and Healthy Holiday Season;
- Northern Health – Celebrating Giving, and Excellence: NH Board Meeting Highlights;
- Premier's BC Natural Resources Forum - December Update;

ADMINISTRATION CORRESPONDENCE (CONT'D)

-Union of B.C. Municipalities

- BCM 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
 - January 1, 2015-December 31, 2015;

INVITATIONS

- Mineral Exploration Roundup 2017 Registration;
- BC Broadband Association – 2017 Online Registration;
- DRAAKO Event Management Ltd. – Invitation - The Unsung Heroes of Northern B.C.- February 4, 2017 – Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area Directors Forum
-January 31-February 1, 2017
-Richmond

Moved by Director Fisher
Seconded by Director Greenaway

2016-16-32

"That the Regional District of Bulkley-Nechako Board of Directors authorize the attendance of all Electoral Area Directors at the Electoral Area Directors Forum, January 31-February 1, 2017 in Richmond, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Premier's BC Natural
Resources Forum

Moved by Director Thiessen
Seconded by Director Brienen

2016-16-33

"That the Regional District of Bulkley-Nechako Board of Directors authorize Chair Miller's attendance at the Premier's BC Natural Resources Forum January 31 – February 1, 2017 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Broadband Association
- 2017 Online Registration

Moved by Director Benedict
Seconded by Director Illes

2016-16-34

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward the BC Broadband Association – 2017 Online Registration at a future RDBN Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

**Mineral Exploration Roundup
-2017 Registration**

Moved by Director Brienen
Seconded by Director Illes

2016-16-35

"That the Regional District of Bulkley-Nechako Board of Directors ratify Director Newell's attendance at Mineral Exploration Roundup in Vancouver January 23-26, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION BYLAWS

Bylaw for First, Second and Third Reading

**No. 1790- RDBN Para-Transit
Service Establishment**

Moved by Alternate Director McGuire
Seconded by Director Bachrach

2016-16-36

"That "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016" be given first, second and third reading this 15th day of December, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw for Adoption

**No. 1776 – Smithers and Area
Victims' Services Service
Establishment**

Moved by Director Fisher
Seconded by Director Repen

2016-16-37

"That "Smithers and Area Victims' Services Service Establishment Bylaw No. 1776, 2016" be adopted this 15th day of December, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director Thiessen
Seconded by Director MacDougall

2016-16-38

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

INVITATIONS:

-Federation of Canadian Municipalities – Webinar: Getting Started with Brownfield Redevelopment;

CORRESPONDENCE (CONT'D):

-BC Community Forest Association – November 2016 Newsletter;

-Clean Energy Canada Review:

- December 5, 2016 – All is Not Lost

- November 28, 2016 – Coal Just Got Buried;

-Federation of Canadian Municipalities – President's Corner November 2016;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D):

- Federation of Canadian Municipalities – FCM Voice
– December 2, 2016;
- Advocacy Days on the Hill/New Partnership: South Africa/Roll of Honor 2017;
- Federation of Canadian Municipalities – FCM's Brownfield Program Wins Brownie Award;
- Ministry of Forests, Lands and Natural Resource Operations – Update From Minister Thomson – November 2016;
- Northern Gateway – Northern Gateway Update – November 29, 2016;
- Nechako Reservoir Update - Flow Facts:
 - November 24th to December 2, 2016
 - November 4th to November 25th, 2016;
- Resource Works News: December 1, 2016 – Your Resource Works Just Got Stronger;
- Union of BC Municipalities – Re: Gas Tax Agreement Community Works Fund Payment;
- Wordsworth & Associates – Proclamation Request – ISACA BCAWARE Days 2017.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION CORRESPONDENCE

Administration Correspondence Moved by Director Thiessen
Seconded by Director Illes

2016-16-39

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

- North Central Local Government Association – Board Meeting Highlights;
- Federation of Canadian Municipalities FCM News – December 9, 2016 (Resolutions).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR ADOPTION

No. 1789 – Fort Fraser Water Service Establishment Amendment

Moved by Director Parker
Seconded by Director Lindstrom

2016-16-40

“That “Fort Fraser Water Service Establishment Amendment Bylaw No. 1789, 2016.” be adopted this 15th day of December, 2016.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Newgold Blackwater
Project

Moved by Director Thiessen
Seconded by Director Petersen

2016-16-41

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Minister of Environment and Minister of Energy and Mines and Minister Responsible for Core Review requesting comments in regard to the time frame in which a response will be provided to Newgold Blackwater in regard to its Environmental Assessment revision and where the province is in reviewing the document."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Tweedsmuir Recreation
Commission

Director Benedict presented a paddle from the Chief Louie Company made on behalf of the Tweedsmuir Recreation Commission for the RDBN's support in regard to its hall renovations.

ADJOURNMENT

Moved by Alternate Director McGuire
Seconded by Director Benedict

2016-16-42

"That the meeting be adjourned at 12:17 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKOCOMMITTEE OF THE WHOLE MEETINGThursday, January 12, 2017

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brien
Mark Fisher
Tom Greenaway
John Illes
Dwayne Lindstrom
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Gerry Thiessen

Director Absent Thomas Liversidge, Village of Granisle

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Janine Dougall, Director of Environmental Services – left at 12:30 p.m.
Jason Llewellyn, Director of Planning
Laura O'Meara, Senior Financial Assistant
Roxanne Shepherd, Chief Financial Officer
Corrine Swenson, Manager of Regional Economic Development – left at 1:41 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Miller called the meeting to order at 11:24 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Alternate Director McGuire
Seconded by Director IllesC.W.2017-1-1

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of January 12, 2017 be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – November 3, 2016

Moved by Director Petersen
Seconded by Director Greenaway

C.W.2017-1-2

“That the Committee of the Whole meeting minutes of November 3, 2016 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

2017 Draft Budget

Roxanne Shepherd, Chief Financial Officer spoke to the schedule and approving the 2017 Budget at the scheduled RDBN Board Meeting March 23, 2017. Ms. Shepherd will also provide public notification of budget discussions to take place at the February 9th and March 9th, 2017 RDBN Committee of the Whole Meetings.

Ms. Shepherd noted the general trends that are impacting the RDBN budget and local government budgets throughout B.C.;

1. Downloading of legislative requirements and pressures from the province increasing;
2. Information Technology (IT) has become more complex and security is crucial in safeguarding information;
3. Cost of staff benefits;
4. Fuel, Natural Gas and Hydro costs increasing;
5. Economic impacts associated with mining, forestry, and resource based commodities and interest rates.

Ms. Shepherd provided an overview of the Senior Financial Assistant's January 4, 2017 memo titled "2017 Draft Budget" and the Supplementary Agenda Report dated January 5, 2017 titled "2017 Completed Assessment Roll."

Director Fisher spoke of the Electoral Area "A" (Smithers Rural) grant in aid increase and an approximate \$11,000 increase to a service creates an approximate increase of 1.4% to Regional Rural Services.

Director Benedict noted the substantial increase to 9-1-1 Service for 2017 vs. 2016. Ms. Shepherd noted that 2016 was an anomaly due to switching service providers and a decrease in costs. Having a decrease in costs created an increased surplus which was applied to the 2016 Budget. The 2017 Budget will return 9-1-1 Service projected tax rates budget to a similar amount previous to 2016. Chair Miller mentioned the decrease in the use of land lines having an impact on the funds that will be received from Telus for 9-1-1 services. Telus also collects a 9-1-1 levy from mobile phones but those funds are not allocated to the 9-1-1 service providers. A meeting was held with Telus in December, 2016 and a request was made of Telus to provide information in regard to the 9-1-1 levy collected from mobile phone users. Contacting the Canadian Radio-Television and Telecommunications Commission (CRTC) to inform them of concerns in regard to 9-1-1 communication service providers not receiving 9-1-1 levy funds from mobile phone users was discussed.

REPORTS (CONT'D)

2017 Draft Budget (CONT'D)

Information was requested in regard to the following:

- RDBN Environmental Services budget in comparison to the Regional Districts of Fraser-Fort George and Kitimat Stikine;
- Information in regard to the impacts of the closure of Huckleberry Mine to the RDBN Projected Tax Rate;
- Staff to investigate the possible Asset Management software cost efficiencies with municipalities;
- Special Projects Expenditures listing.

Education Strategy

Moved by Director Fisher
 Seconded by Director Bachrach

C.W.2017-1-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako remove the Education Strategy budget allocation from the 2017 Administration & Finance Budget Initiative."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the intent and purpose of the Education Strategy. The importance and the role of RDBN Directors participating in discussions and providing input to community colleges and education facilities to support education strategies locally and throughout the region was discussed.

Environmental Services

Director Repen requested an update in regard to desludging the lagoon at Knockholt Landfill. Janine Dougall, Director of Environmental Services noted that in investigating available technology to desludge the sewage lagoons at Knockholt Landfill a decision was made to utilize a bacterial additive. The cost was substantially less than the proposed \$60,000 for a complete desludging of the lagoon. The bacterial additive has proven to be a successful trial and will be continued in 2017. The long term prognosis and plan for Knockholt Landfill maybe to add an aeration system. Ms. Dougall commented that depending on the state in which a lagoon is in, in regard to the need for desludging, the bacterial additive may not work as well, and a complete desludging may need to take place. The additive can then be used as a preventative measure. Staff will forward the information to interested municipalities.

The following was discussed:

- Unsightly Premises Regulatory decrease;
- General Government Expenditures Salaries and Benefits decrease 2016 vs. 2017;
 - o Due to hiring of CAO and CFO;
- Special Projects Expenditures;
- Weed Control;
- Carbon Emission Reduction Initiatives:
 - o Currently allocating funds to continue to move toward carbon neutrality;
 - o In the future, may develop a region wide initiative to use for climate change projects;
- 2017 Completed Roll Total Assessment and the impacts of a decrease and increase in assessments to taxation;
- The Provincial collection of Regional District rural taxes on behalf of Regional Districts.

REPORTS (CONT'D)

2017 Draft Budget (CONT'D)

Further requests:

- Staff provide a table/outline of what an increase in dollars in the budget equals in percentage change to Region-wide and Regional Rural Services;
- Interactive PowerPoint budget presentations;
- Visuals need to be clear;
- Provide clear and simplified RDBN budget information to the public:
 - o RDBN Tax insert to be used to provide information in dollar values to the public;
 - o Directors can provide information for the tax insert to staff by April;
 - Staff will forward an e-mail to the Regional Board to provide deadline information for tax inserts;
- Residents can also contact RDBN staff;
- Villages of Granisle and Burns Lake extended an invitation to RDBN staff to provide a budget presentation to their municipal councils;

Discussion took place regarding the use of grant in aid for costs associated with budget presentations in rural areas. Chair Miller indicated that direction had been provided to staff in the past to provide budget presentations jointly to municipalities and the public.

Break for lunch 12:30 p.m.

Reconvened at 1:10 p.m.

Connecting Consumers and Producers

Moved by Director MacDougall
Seconded by Director Greenaway

C.W.2017-1-4

"That the Committee of the Whole receive the Manager of Regional Economic Development's January 4, 2017 memo titled "Connecting Consumers and Producers Project Report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Miller and Director Parker spoke to the benefits and the awareness that is occurring in regard to eating locally grown foods. Alternate Director McGuire mentioned the healthy lunch provided to over 100 residents that was held in Granisle in October, 2016. All food provided was locally grown.

PRESENTATION

Corrine Swenson, Manager of Regional Economic Development – Visit Bulkley Nechako Video Vignettes

Ms. Swenson provided a presentation of the Visit Bulkley Nechako Video Vignettes that were completed in conjunction with the Tourism Regional Project. The project was completed by the 2016 RDBN Economic Development Summer Student.

The videos have been sent to stakeholder accommodations, municipalities and event hosts for review. Minor changes are currently being completed. Once the final edits are completed the links to the videos will be provided to the Regional Board of Directors, Chamber of Commerce, Tourist Information Centres and stakeholder in the region to be utilized to promote the Regional District of Bulkley-Nechako. They will also be provided on the RDBN Opportunities website also.

PRESENTATION (CONT'D)

Discussion took place regarding the accommodation tax and the process to implement an accommodation tax.

The project was funded through grant funding from Destination BC, Northern Development Initiative Trust (NDIT) and Nechako Kitimaat Development Fund Society (NKDF).

Visit Bulkley Nechako
Video Vignettes

Moved by Alternate Director McGuire
Seconded by Director Greenaway

C.W.2017-1-5

"That the Committee of the Whole receive the Visit Bulkley Nechako Video Vignettes."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Germansen Landing
-Request for Letter of
Support for Post Officer

Moved by Director Greenaway
Seconded by Alternate Director McGuire

C.W.2017-1-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter of support to for the Post Office in Germansen Landing to remain open; and further, that the letter be forwarded to Canada Post."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Correspondence

Moved by Director MacDougall
Seconded by Director Benedict

C.W.2017-1-7

"That the Committee of the Whole receive the following correspondence and invitations:

- Minister of Natural Resources – Response to Request for Funding to Undergo Regional Trials and Assessment of Crops and Agricultural Lands;
- Federation of Canadian Municipalities - CRTC Decision on Broadband Internet;
- Trans Canada Yellowhead Highway #16 & BC Yellowhead #5 Advocacy Update;

REGIONAL TRANSIT SERVICE CORRESPONDENCE

- Village of Granisle – Resolution re: Support for Adoption of "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway16) Service Establishment Bylaw No. 1790, 2016
- City of Prince George – Support for Contribution Toward Highway 16 Transit Service
- Town of Smithers – Smithers Support for Highway 16 Inter-Community Transit Plan
- Village of Burns Lake – Northern BC Transit Initiative Funding Approval
- Regional District of Fraser-Fort George - RDFFG Grant in Aid for Regional Transit
- BC Transit – Smithers-Morisetown Transit Service Update

CORRESPONDENCE (CONT)

INVITATION

- The Unsung Heroes of Northern BC – February 4, 2017
- Prince George, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Minister of Natural Resources – Response to Request for Funding to Undergo Regional Trials and Assessment of Crops and Agricultural Lands

Director Repen spoke to the letter from the Honourable Jim Carr, P.C., M.P. Minister of Natural Resources in regard to the RDBN's request for funding to undergo regional trials and assessment of crops and agricultural lands using mountain pine beetle funding.

Discussion took place regarding Director Parker attending the Senate Hearing Committee and meeting with Minister Carr. Director Parker has submitted a request to meet with the Senate Hearing Committee. Chair Miller spoke to the Federation of Canadian Municipalities (FCM) supporting the RDBN's resolution regarding the missing mountain pine beetle federal funding and that bringing forward the information to FCM may be beneficial. Chair Miller mentioned bringing forward the information at the RDBN Agriculture Committee for further discussion. Director Repen spoke to the Village of Telkwa meeting with the Honourable Donna Barnett, Minister of State for Rural Economic Development, Ministry of Forests, Lands and Natural Resource Operations and her understanding of the issues and the potential benefits of speaking with Minister Barnett in regard to the issue.

The need to continue to ask questions regarding the missing federally promised \$800 million dollars for mountain pine beetle (MPB) affected areas was discussed. Providing an update and continued awareness regarding the MPB funds to Nathan Cullen, MP Skeena-Bulkley Valley and Todd Doherty, MP Cariboo – Prince George was brought forward.

Federation of Canadian Municipalities - CRTC Decision on Broadband Internet

He spoke to the benefits to the region if the updated speed target of 50 mbps for downloads and 10 mbps for uploads and an unlimited data option could be accomplished. He noted that the higher the speeds for downloads and uploads the more successful the region would be in economic growth. He mentioned the need to develop a communications strategy.

Trans Canada Yellowhead Highway #16 & BC Yellowhead #5 Advocacy Update

Director Repen brought forward concerns in regard to priorities and funds needed for other infrastructure needs such as improvements to Colleymount Road, and the Village of Telkwa's and Fort Fraser's needs for improved water infrastructure.

CORRESPONDENCE (CONT)

Chair Miller mentioned the advocacy of the RDBN at the 2016 UBCM Convention regarding the need for upgrades to Highway 16 to build passing lanes between Burns Lake and Smithers.

SUPPLEMENTARY AGENDA

REPORT

2017 Completed Assessment Roll

Moved by Director Illes
Seconded by Director Benedict

C.W.2017-1-8

"That the Committee of the Whole receive the Chief Financial Officer's January 5, 2017 memo titled "2017 Completed Assessment Roll."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

College of New Caledonia -Lakes District Campus -Community Consultation on CNC Budget

Moved by Director Benedict
Seconded by Director Illes

C.W.2017-1-9

"That the Committee of the Whole receive the correspondence from the College of New Caledonia regarding Lakes District Campus – Community Consultation on CNC Budget."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Cluculz Lake Hall Ribbon Cutting Event – December 17, 2016

Director's Petersen and Thiessen attended the Cluculz Lake Hall ribbon cutting event on December 17, 2016 to celebrate the completion of the renovations to the hall. The Cluculz Lake Hall Association provided a Certificate of Appreciation to the RDBN for their assistance with the project.

Smithers Tradeshow Booth

Director Fisher spoke to participating and the benefits of having a booth at the Smithers Tradeshow. He noted that it is very well attended from both the Smithers area and throughout the region. He mentioned the current booth, in partnership, with the Town of Smithers has limited space and there is a need to expand the booth. Director Fisher mentioned that there is currently \$2,000 allocated in the administration budget for Electoral Areas and Municipalities to partner and attend local tradeshow. The funds are accessible to all communities and Electoral Area Directors that wish to attend local tradeshow. RDBN staff in the past has provided information pamphlets and brochures for Director Fisher to provide to the public and promote the Regional District.

NEW BUSINESS (CONT'D)

Smithers Tradeshow Booth

Moved by Director Fisher
Seconded by Director Repen

C.W.2017-1-10

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize the rental of two Smithers Tradeshow Booths to be shared between Electoral Area "A" (Smithers Rural), Village of Telkwa and Town of Smithers from the administration tradeshow budget; and further, that the RDBN Regional Economic Development Department work with Directors Fisher, Bachrach and Repen to provide information materials for the Tradeshow Booth."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Building Code for Buildings on Agriculture Land

Director Thiessen brought forward concerns regarding structures being built on Agriculture Lands that don't meet B.C. Building Code. Due to being built on Agriculture Lands the buildings may not be subject to building inspection. Staff will bring forward information at a future Agriculture Committee Meeting.

NW Resource Benefits Alliance

Director Repen spoke of the importance of the North West Resource Benefits Alliance (NWRBA) and the need for all Provincial Election Candidates for the upcoming election in May, 2017 in the north west to support the NWRBA. Chair Miller mentioned that the NWRBA is gathering information to provide to the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development as per his request. The NWRBA Memorandum of Understanding renewal will also be brought forward in the near future along with the re-election of the NWRBA Chairs and Vice-Chairs. Chair Miller spoke to his willingness to remain as NWRBA Chair and the need for continuity moving forward. All RBA members need to continue to advocate for the North West Resource Benefits Alliance.

Moved by Director Repen
Seconded by Director Newell

C.W.2017-1-11

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the north west Provincial Candidates for the May, 2017 Provincial Election encouraging them to identify their number one platform as being the Northwest Resource Benefits Alliance Initiative."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director MacDougall
Seconded by Director Repen

C.W.2017-1-12

"That the meeting be adjourned at 2:06 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, November 3, 2016**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Shane Brienens
Mark Fisher
Tom Greenaway
John Illes
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
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
Cheryl Anderson, Manager of Administrative Services
Janine Dougall, Director of Environmental Services
Roxanne Shepherd, Chief Financial Officer
Corrine Swenson, Manager of Regional Economic Development
Wendy Wainwright, Executive Assistant

Others Larry Hewitt, Smithers – left at 11:07 a.m.
Martin Littlejohn, Executive Director, Western Canada Mountain
Bike Tourism Association – via Teleconference 11:05 a.m. to
11:14 a.m.
Josette Wier, Smithers – left at 11:07 a.m.

Media Flavio Nienow, LD News – arrived at 10:50 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:39 a.m.

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Director Bachrach
Seconded by Director Repen**C.W.2016-9-1**"That the Agenda of the Regional District of Bulkley-Nechako
Committee of the Whole meeting of November 3, 2016 be
approved; and further, that the Supplementary Agenda be
received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – September 8, 2016

Moved by Director Petersen
Seconded by Director Parker

C.W.2016-9-2

"That the Committee of the Whole meeting minutes of September 8, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATIONS

Josette Wier – RE: Genetically Modified Organism's (GMO's)

Chair Miller welcomed Josette Wier.

Ms. Wier has been addressing the issue of Genetically Modified Organism's (GMO's) in the Smithers area for the past three years and spoke to the following:

- Presented a petition with 511 signatures from residents in the Bulkley Valley against the use of GMO's in the valley;
 - o People spoken with were unaware of the use of GMO usage;
- The Ministry of Agriculture had conducted three GMO trial studies in the Bulkley Valley;
 - o requested information through a Freedom of Information and Privacy request;
- Resolution passed by the Regional District of Bulkley-Nechako Board of Directors in April, 2013 in regard to GMO's.
- Recently presented to the Town of Smithers in regard to her issue;
- An overview of her experience in regard to a resident that purchased property neighbouring Ms. Wier's and planted GMO canola;
- Farming Industry Review Board and her request to have a four metre buffer and a one hour notice prior to the spraying of the canola crops with pesticides;
- Ms. Wier's personal condition that makes her susceptible to chemicals;
- She is a farmer as well and only wants responsible farming;
- Studies of pesticides (herbicide/insecticide/fungicide) has shown that overspray has been found up to 500 metres away from the area being sprayed;
- Growing GMO crops require the spraying of pesticides and has also created chemical resistant crops;
- She has attempted to investigate the exact chemicals being utilized but has not been provided the information;
- Two regulating bodies for pesticides but monitoring is very limited:
 - o Provincial legislation – investigates the proper storage of pesticides and reacts to complaints to wrongful use in ditches and riparian areas;
 - o Health Canada Pesticides and Pest Management - Pest Monitoring Regulator Agency;
- pesticide health risks to humans;
- How to coexist:
 - o An organic farm next to a farm using GMO's must have a minimum eight metre cultivated land buffer between the properties in order for the organic property to maintain organic status;
 - o Only coexist with proper rules and guidelines;
 - o The ability to communicate and discuss issues;
- The impact to beekeepers in the region due to the use of GMO's;
- Encourage the RDBN to implement rules and guidelines;
- 18 jurisdictions in the province that have resolutions against GMO's, most recently the City of Victoria.

DELEGATIONS (CONT'D)

Josette Wier – RE: Genetically Modified Organism's (GMO's) (Cont'd)

Ms. Wier made three requests of the Regional Board:

1. Reaffirm the April, 2013 Regional Board resolution regarding GMO's;
2. Allow concerned citizens to attend the RDBN hosted Agriculture Forum to discuss GMO's;
3. Invite the RDBN to initiate meetings with the farming community and agencies addressing GMO's.

Director Parker brought forward the eight metre cultivated land buffer between farms in order for an organic farm to maintain its organic status and the potential ability to split the eight metres between the two farms. Ms. Wier indicated that could be a possibility but both farmers needs to be receptive.

Director Fisher stated his willingness to participate in discussion regarding GMO's in the farming industry in the Bulkley Valley and co-existing but spoke to the need for patience in the process moving forward. He noted the need to have discussions with all stakeholders to address the issue.

Chair Miller mentioned that the RDBN does not have the legislative authority to ban Genetically Modified Organisms but can potentially have discussions with agencies that do have legislative oversight of GMO usage.

The Bulkley Valley Dairyman's Association has submitted a letter titled "Genetically Modified Organisms" as well to the RDBN that is on the November 3, 2016 Committee of the Whole Supplementary Agenda. Director Fisher noted that there may be an opportunity to meet in the future to discuss the issue and he felt that it may have a greater impact in the Bulkley Valley area rather than the Nechako area of the RDBN.

Chair Miller thanked Ms. Wier for attending the meeting.

DELEGATION (CONT'D)

WESTERN CANADA MOUNTAIN BIKE TOURISM ASSOCIATION – Martin Littlejohn, Executive Director RE: Update – Mountain Biking Trail Maps, Northern BC Brand and Logo –via Teleconference – 11:05 a.m.-11:14 a.m.

Chair Miller welcomed Martin Littlejohn, Executive Director, Western Canada Mountain Bike Tourism Association via teleconference.

Mr. Littlejohn provided an update in regard to the Western Canada Mountain Bike Tourism Association's Mountain Biking Trail Maps and Northern BC Brand and Logo application to Northern Development Initiative Trust (NDIT). He mentioned that there are currently four communities involved in the Destination BC Co-op Marketing program: Prince George, Burns Lake, Smithers and Terrace. The trail maps, Northern BC brand and logo were originally outlined in the Northern BC Mountain Bike Recreation Tourism Strategy in 2014/2015. There was a need identified to create a brand to represent the region that would also allow other communities once ready to join would be supported in the branding. The communities have made funding contributions with matching funds being provided by Destination BC. The funding request to NDIT is for additional financial resources to include additional branding components to promote mountain biking.

The goal is to have the maps completed by January, 2017 to utilize at the outdoor travel tradeshows to promote mountain biking. They will also be utilized by Travel Information Centres and the Mountain Bike Clubs to showcase opportunities in northern B.C.

DELEGATION (CONT'D)

WESTERN CANADA MOUNTAIN BIKE TOURISM ASSOCIATION – Martin Littlejohn, Executive Director RE: Update – Mountain Biking Trail Maps, Northern BC Brand and Logo –via Teleconference – 11:05 a.m.-

Discussion took place regarding methodologies to determine if the marketing is working and assisting to increase mountain biking awareness and tourism in Northern BC. Mr. Littlejohn mentioned that communities have recognized an increase in mountain bike tourism in that trail counters available have shown an increase and campsites are full with riders. Mr. Littlejohn mentioned that a survey has been recently conducted with partner communities in the province in regard to what methodologies and key performance indicators being utilized to provide an overall picture for the province.

Chair Miller thanked Mr. Littlejohn for attending the meeting via teleconference.

PRE-BUDGET PLANNING SESSION

Chair Bill Miller, Electoral Area "B" (Burns Lake Rural)

Chair Miller mentioned that this pre-budget planning session is the first step towards developing the 2017 budget. It also allows for the review of works/projects completed in 2016 and the projected works/projects needing to be completed in 2017.

Melany de Weerd, Chief Administrative Officer

Ms. de Weerd commented that she has reviewed the budget process completed in past years and is receptive to suggestions by the Regional Board to any changes they may wish to implement.

Regional Board Recommendations and Priorities

Environmental Services

- Salvaging metal and wood at RDBN Solid Waste Management Facilities;
- Municipal Insurance Association of BC (MIA) for Risk Management grant funding regarding metal and wood salvaging at RDBN Solid Waste Management Facilities;
- Make salvaging safe and functional as soon as possible and not just a part of the Solid Waste Management Plan review in 2017-2018;
- Fort St. James – C-Can for end of life electronics;

Janine Dougall, Director of Environmental Services

- Salvaging and reuse will be explored in detail in the Solid Waste Management Plan review in 2017.

Bylaw Enforcement Function

- Be progressive in regard to individuals requesting permits after the fact to create a culture of compliance;
- Review other jurisdictions to determine possible solutions.

Administration

- Review the RDBN Strategic Priorities in reviewing the budget for 2017;
 - o Need to adjust the priorities to be more in line with the future:
 - E.g. focus on Agriculture, salvaging solutions etc.
 - Opportunity to assess energy efficiencies: eg. Bulkley Valley Pool;
 - o Review the RDBN Strategic Priority – legacy proposal;
 - o Northwest Resource Benefits Alliance moving forward and remain on the RDBN Strategic Priorities;

PRE-BUDGET PLANNING SESSION (CONT'D)

Economic Development/Administration

- Promotion items – support local businesses utilizing a “buy local policy”.

Economic Development

- Complete study on Rural Connectivity in the Region and ensure the implementation of rural connectivity;
 - o Possible to work collaboratively with other Regional Districts to ensure connectivity throughout the northwest;

Budget Presentations

- Significant changes in the budget to be highlighted;
- Present on PowerPoint to have an interactive responsive budget schedule to show case the implications of adjustments and changes;

Building Inspection Function

- Closer oversight of contractors building in the region;

REPORT

Canada-British Columbia
Clean Water Wastewater Fund
-Application

Moved by Director Parker
Seconded by Director Bachrach

C.W.2016-9-3

“That the Committee of the Whole receive the Director of Environmental Services and the Manager of Regional Economic Development’s October 24, 2016 memo titled “Canada-British Columbia Clean Water and Wastewater Fund – Application.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the inability to utilize Federal Gas Tax funding.

CORRESPONDENCE

Mark Fisher, Director - Zero
Waste Advocacy to the
Province

Moved by Director Fisher
Seconded by Director Repen

C.W.2016-9-4

“That the Committee of the Whole recommend 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.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Truth and Reconciliation
Commission of Canada:
Calls to Action

Moved by Director MacDougall
Seconded by Director Newell

C.W.2016-9-5

“That the Committee of the Whole receive the correspondence titled “Truth and Reconciliation Commission of Canada: Calls to Action.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

Moved by Director Bachrach
Seconded by Director Illes

C.W.2016-9-6

"That the Committee of the Whole recommend 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

Local Government Leadership
Academy – 2016 Chief
Elected Officials Forum
-December 6-7, 2016
-Metro Vancouver

Moved by Director Bacharach
Seconded by Director Illes

C.W.2016-9-7

"That the Committee of the Whole recommend 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to encouraging the Local Government Leadership Academy to host the Chief Elected Officials Forum in Northern B.C.

The University of Northern
B.C. and Dr. Kathy Lewis, Chair,
Ecosystem Science &
Management Program – Doug Little
Memorial Dinner and Lecture
– November 24, 2016
– Prince George Campus

Moved by Director Greenaway
Seconded by Director Lindstrom

C.W.2016-9-8

"That the Committee of the Whole receive the invitation from the University of Northern British Columbia and Dr. Kathy Lewis, Chair, Ecosystem Science & Management Program – Doug Little Memorial Dinner and Lecture – November 24, 2016 – Prince George Campus."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

DISCUSSION ITEM

National Zero Waste Council

National Zero Waste Council

Moved by Director Illes
Seconded by Director Bachrach

C.W.2016-9-9

"That the Committee of the Whole receive the correspondence from the National Zero Waste Council."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Northern Health -- Influenza
Season and Flu Clinics Media
Teleconference -November 7,
2016

Moved by Director MacDougall
Seconded by Director Petersen

C.W.2016-9-10

"That the Committee of the Whole receive the correspondence from Northern Health re: Influenza Season and Flu Clinics Media Teleconference – November 7, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bulkley Valley Dairymen's
Association – Genetically
Modified Organisms

Moved by Director Parker
Seconded by Director Thiessen

C.W.2016-9-11

"That the Committee of the Whole receive the correspondence from the Bulkley Valley Dairymen's Association in regard to Genetically Modified Organisms."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the resolution passed by the Regional District of Bulkley-Nechako Board of Directors in April, 2013 in regard to Genetically Modified Organisms. Staff will forward the resolution to the Regional Board.

NEW BUSINESS

Omineca Beetle Action
Coalition (OBAC)

Director Newell brought forward the issue of OBAC no longer receiving provincial funding after March, 2017. Chair Miller mentioned that OBAC will be forwarding a funding request in the future to the RDBN for consideration. Other funding options are being considered and reviewed.

Passing of William (Bill)
Serle – Past RDBN Director

Director Parker mentioned that Bill Serle, Director, Electoral Area "D" (Fraser Lake Rural) from 1978 to 1979 passed away at the age of 90.

NEW BUSINESS (CONT'D)

Agriculture Forum – Update

Director Parker provided an update in regard to the RDBN hosted Agriculture Forum scheduled for November 9, 2016 in Burns Lake. He mentioned that response to the forum has been positive and there are various stakeholders attending along with representatives of the Agricultural Land Commission, Ministry of Agriculture and BC Agriculture Council. Director Parker thanked Director Fisher and staff for their assistance in regard to the planning of the forum.

ADJOURNMENT

Moved by Director Bachrach
Seconded by Director Illes

C.W.2016-9-12

“That the meeting be adjourned at 12:04 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO

RURAL DIRECTORS COMMITTEE MEETING

Thursday, January 12, 2017

PRESENT: Chair Eileen Benedict

Directors Mark Fisher
Tom Greenaway
Bill Miller
Rob Newell
Mark Parker
Jerry Petersen

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Jason Llewellyn, Director of Planning – arrived at 10:37 a.m., left at 11:01 a.m.
Roxanne Shepherd, Chief Financial Officer
Corrine Swenson, Manager of Regional Economic Development
Wendy Wainwright, Executive Assistant

Others Taylor Bachrach, Town of Smithers
John Illes, Village of Burns Lake
Rob MacDougall, District of Fort St. James – arrived at 11:00 a.m.
Linda McGuire, Village of Granisle

CALL TO ORDER

Chair Benedict called the meeting to order at 10:31 a.m.

AGENDA

Moved by Director Parker
Seconded by Director Greenaway

RDC.2017-1-1

“That the Rural Directors Committee Agenda for January 12, 2017 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Rural Directors Committee Meeting Minutes -November 3, 2016

Moved by Director Petersen
Seconded by Director Miller

RDC.2017-1-2

“That the minutes of the Rural Directors Committee meeting of November 3, 2016 be received as amended.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

Colleymount Recreation
Commission – Request for
Grant in Aid – Electoral
Area "E" (Francois/Ootsa Lake
Rural)

Moved by Director Miller
Seconded by Director Petersen

RDC.2017-1-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Colleymount Recreation Commission be given \$2,250 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for the purchase of a new sound system for Trout Creek Hall."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Ministry of Technology,
Innovation and Citizens'
Services – Network BC
-Follow-Up: UBCM Convention

Moved by Director Parker
Seconded by Director Greenaway

RDC.2017-1-4

"That the Rural Directors Committee receive the Administration Correspondence from Ministry of Technology, Innovation and Citizens' Services – Network BC – Follow Up: Union of British Columbia Municipalities Annual Convention."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Melany de Weerd, CAO mentioned that staff are preparing a report to bring forward to the Regional Board providing an outline of Connect to Innovate funding available for internet services. Applications can be submitted starting next week, January 16-20, 2017 to the end of March, 2017. It will require the Regional District to be the applicant and partner with an Internet Service Provider (ISP).

Discussion took place regarding the need to still identify the areas throughout the Regional District that do not receive internet service and or adequate internet service. Corrine Swenson, Manager of Regional Economic Development noted that Connect to Innovate Application Guide included a map where areas that require internet service have been identified and will potentially be eligible for funding. Staff is developing Electoral Area maps that will include the mapping information from the funding program to provide to the Regional Board.

Director Newell spoke of the importance of ensuring the ISP's are able to meet the Canadian Radio-television and Telecommunication Commission's (CRTC) criteria for internet services.

Discussion took place in regard to contacting the Columbia Basin Broadband Corporation to discuss the development of the Kootenay Regional Strategy and the approach used to improve internet service in its region.

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ADMINISTRATION CORRESPONDENCE (CONT'D)

Concerns were brought forward regarding the delivery of internet service being based on non-compete clauses and the ISP's do not always have the capability to provide adequate service levels. Director Fisher spoke of the need to forward a letter to the CRTC and Northern Development Initiative Trust regarding the Regional Board's concerns.

Write a Letter to NDIT and CRTC

Moved by Director Fisher
Seconded by Director Newell

RDC.2017-1-5

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the Canadian Radio-television and Telecommunication Commission (CRTC) and Northern Development Initiative Trust (NDIT) outlining the need for Internet Service Providers (ISP) to have the capability to provide and ensure the provision of the highest level of upload and download speeds; and further, that the impact of non-compete clauses do not always allow for the best possible service provision for the region."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Correspondence

Moved by Director Miller
Seconded by Director Parker

RDC.2017-1-6

"That the Rural Directors Committee receive the following Administration Correspondence:

- o Government of Canada – CRTC Establishes Fund to Attain New High-Speed Internet Targets;
- o Municipal Information Network – CRTC Broadband Decision: Big Win for Rural and Northern Communities."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

REFERRALS

Land Referral File No. 6406985
Bear Enterprises Ltd.
Electoral Area 'G'

Moved by Director Newell
Seconded by Director Fisher

RDC.2017-1-7

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6406985" be provided to the Province as the Regional District's comments on Crown Land Referral 6406985."

Moved by Director Fisher
Seconded by Director Newell

RDC.2017-1-8

"That Motion RDC.2017-1-7 be amended to include:
"That a public consultation process takes place that includes community consultation with Bulkley Valley Community Resource Board."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

"That the question be called on Motion RDC.2017-1-7 as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REFERRALS (CONT'D)

Land Referral File No.
6406883 Reddog Logging
Electoral Area 'G'

Moved by Director Newell
Seconded by Director Fisher

RDC.2017-1-9

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6406883" be provided to the Province as the Regional District's comments on Crown Land Referral 6406883."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Smithers Tradeshow Booth

Director Fisher spoke of the Smithers Tradeshow Booth and sharing the booth with the Town of Smithers. He mentioned that there is a need for two booths at the tradeshow: Electoral Area "A" (Smithers Rural) and the Town of Smithers Booth, and an Electoral Area "A" (Smithers Rural) Booth to be shared with local Electoral Area "A" (Smithers Rural) established services such as the Smithers TV Rebroadcasting Society, the Bulkley Valley Regional Pool and Recreation Centre etc.

Discussion took place regarding the budget for tradeshow and conference travel and the need to have all monetary decisions approved by the Regional Board. The use of grant in aid for tradeshow for service providers and community groups to have a booth was also discussed. The administration budget allocation for tradeshow is currently \$2,000. Director Miller provided an overview of the past intent of the budget and that Electoral Area Directors and Municipalities were to partner and utilize those funds to attend tradeshow. Discussion took place regarding the potential to utilize those funds for Directors to attend Fall Fairs or other local events to promote the Regional District.

Smithers Tradeshow Booth

Moved by Director Fisher
Seconded by Director Miller

RDC.2017-1-10

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize two Smithers Tradeshow Booths to be shared between Electoral Area "A" (Smithers Rural), Village of Telkwa and Town of Smithers from the administration tradeshow budget."

(All/Directors/Majority)

DEFEATED

Director Miller noted that the Tradeshow budget line item under administration is contributed to by both the Electoral Area Directors and Municipalities thus the discussion needs to be brought forward at a Committee of the Whole Meeting.

Director Fisher mentioned that the cost of the booth is approximately \$400-\$450 per booth. Director Fisher noted that if the budget is not being utilized consideration should be given to eliminate the line item from the budget.

NEW BUSINESS (CONT'D)

Northern Development Initiative Trust

Discussion took place regarding:

- Initiating a review of the current Northern Development Initiative Trust (NDIT) Pooling of funds model;
- The current model vs. the past practice of allocating funds to each area within a Regional Advisory Committee (RAC);
- The original intent was to review the new process after five years;
- It is approximately half way through the five year term;
- benefits and disadvantages of the two funding models;
- Opportunity to gather information to determine which funding model is more advantages;
- Allocation and utilization of funds between the Northwest RAC and the Prince George RAC;
- Economics and more projects being initiated in the Northwest RAC has played a role in the utilization of funds;
- Staff and Director's Miller and Fisher to obtain information to determine the best funding model.

Director MacDougall spoke to the idea of the original funds earned in interest by NDIT prior to moving to the pooled approach should be given to each area to use as leveraging funds for future funding opportunities. That the original monies provided to NDIT be moved to the pooled fund but the interest be allocated to each Electoral Area/Municipality.

Northern Development Initiative Trust RE: Pooled Funding vs. Direct Area Funding Moved by Director Miller
Seconded by Director Fisher

RDC.2017-1-11

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff and Directors Miller and Fisher to compile information in regard to Northern Development Initiative Trust's pooled funding vs. direct area funding and bring forward to the Regional Board for review."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Newell
Seconded by Director Fisher

RDC.2017-1-12

"That the meeting be adjourned 11:20 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, November 3, 2016**

PRESENT: Acting Chair Bill Miller

Directors Mark Fisher
Rob Newell
Mark Parker
Jerry Petersen

Directors Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)
Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)

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

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

CALL TO ORDER

Acting Chair Miller called the meeting to order at 2:44 p.m.

AGENDAMoved by Director Newell
Seconded by Director Fisher**RDC.2016-10-1**

"That the Rural Directors Committee Agenda for November 3, 2016 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee Meeting Minutes -October 6, 2016**Moved by Director Petersen
Seconded by Director Parker**RDC.2016-10-2**

"That the minutes of the Rural Directors Committee meeting of October 6, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**REPORTS****Lakes Animal Friendship Society-Request for Grant in Aid -Electoral Areas "B" (Burns Lake Rural) & "E" (Francois/Ootsa Lake Rural)**Moved by Alternate Director Shelford
Seconded by Director Parker**RDC.2016-10-3**

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Omineca Ski Club
-Request for Grant in Aid
-Electoral Areas "B"
(Burns Lake Rural) & "E"
(Francois/Ootsa Lake Rural)

Moved by Alternate Director Shelford
Seconded by Director Parker

RDC.2016-10-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Omineca Ski Club be given \$1250 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort Fraser Local Community
Commission-Request for Grant
in Aid -Electoral Area "D"
(Fraser Lake Rural)

Moved by Director Parker
Seconded by Director Petersen

RDC.2016-10-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the 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."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Houston Link to Learning
-Request for Grant
in Aid -Electoral Area "G"
(Houston Rural)

Moved by Director Newell
Seconded by Director Fisher

RDC.2016-10-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the 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

Electoral Area Allocation of
Federal Gas Tax Funds
-Third Quarter 2016

Moved by Director Newell
Seconded by Director Fisher

RDC.2016-10-7

"That the Rural Directors Committee receive the Finance/Administration Coordinator's October 25, 2016 memorandum titled "Electoral Area Allocation of Federal Gas Tax Funds – Third Quarter 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Petersen
Seconded by Director Newell

RDC.2016-10-8

"That the meeting be adjourned at 2:47 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Acting Chair

Wendy Wainwright, Executive Assistant



**Regional District of Bulkley-Nechako
Board of Directors
January 26, 2017**

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: January 17, 2017
Regarding: Minerals North Tradeshow Booth

This year Minerals North is being held in Prince George on April 26 and 27. Tradeshow booths are available at a cost of \$450 each.

Previous years, the RBDN has secured two booth spaces to make one large space and partnered with the municipalities to share in booth costs and staffing the booth. Municipal partners contributed \$100 each towards booth rental and supplies. Please note it would only be necessary to rent two booth spaces if there were more than two municipal partners.

There are funds in the 2017 Regional Economic Development Draft Budget to purchase two booths to exhibit at Minerals North.

Staff are seeking direction from the Board of Directors to exhibit at Minerals North and invite municipalities to partner at a cost of \$100.

RECOMMENDATION:	(All/Directors/Majority)
Direction.	



**Regional District of Bulkley-Nechako
Board of Directors
January 26, 2017**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: January 17, 2017
 Regarding: Carrots to Cattle Agriculture Conference Tradeshow

The Carrots to Cattle Agriculture Conference and Tradeshow, hosted by the Smithers Farmers' Institute, will take place February 17th and 18th. The RDBN may be invited to exhibit at the tradeshow at no cost (\$105 regularly), as Director Fisher intends to support the conference with Grant in Aid.

The tradeshow would provide an opportunity to let the Agriculture community know about the RDBN Agriculture Committee, the commitment of the RDBN to the Agriculture sector, Connecting Consumers and Producers Project and Facebook page, Agriculture Brochure, Agriculture Plan, Agriculture page on the Opportunities website, etc.

Directors Parker and Fisher have offered to assist with the booth during breaks.

The cost for fuel, one meal, and one staff person to attend the tradeshow both Friday and Saturday is approximately \$725.

If the Board wishes to send staff to the tradeshow, the costs could be expensed to:

- Local Tradeshow Budget in Administration (Draft Budget includes \$2,000)
- Agriculture Strategy in Administration (Draft Budget includes \$10,000)
- An additional expense to the Draft Budget

Staff are requesting direction from the Board of Directors to exhibit at the Carrots to Cattle Conference and if so, to send RDBN staff to the tradeshow booth.

RECOMMENDATION:	(All/Directors/Majority)
Direction.	



Regional District of Bulkley-Nechako Board of Directors Memorandum January 26, 2017

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: January 17, 2017
 Regarding: **Connect to Innovate Funding Program**

The Connect to Innovate (CTI), Federal Funding program, opened their intake as of January 16, 2017 with a closing date of March 13, 2017. The total available funding across Canada through CTI is \$500 million. The Funding decisions are expected in the summer of 2017 and projects must be completed by March 31, 2021.

The CTI will fund two types of projects: Backbone Projects and Last Mile Projects. For eligible areas please see the attached maps.

Backbone Projects: Infrastructure to create a new Point of Presence (PoP) in a community. There are three classes of Backbone Projects.

- New Backbone Projects: (these are the highest CTI priority)
 - Will provide at least 1 Gbps of service to at least one new PoP, and connect one new anchor institution (facilities that serve a public function)
 - These projects are eligible for a 75% contribution of eligible costs
- Backbone Upgrade Projects:
 - Will provide at least 10 Gbps of capacity to at least one PoP in each community and must improve dedicated anchor capacity to at least one anchor institution as a result of the upgrade.
 - These applications **must clearly demonstrate constrained capacity** (defined by 95% utilization or higher for minimum 2 hours per day for 14 consecutive days.)
 - These projects are eligible for a 50% contribution of eligible costs.
- Network Resiliency Projects:
 - These projects do not aim to extend backbone connectivity, but to deploy a new fibre backbone to create an alternate data path, increasing path diversity and network reliability for all users.
 - Applications **must demonstrate that service is in jeopardy without this resiliency build.**
 - Projects must provide sufficient failover capacity to handle all network traffic in case of a failure in the main path.
 - These projects are eligible for a 50% contribution of eligible funding.

Last-Mile Projects: Infrastructure to connect households, businesses and institutions to the nearest suitable PoP – does not include customer equipment such as modems. There are two classes of Last Mile Projects.

- New Last Mile Projects:
 - These projects are located within the coloured hexagons on the eligibility map (are de facto eligible)
 - These projects lack the terrestrial infrastructure to provide service at speeds of 5/1 Mbps
 - These projects must be within the identified eligible areas, and must deliver minimum speeds of 5/1 Mbps and a monthly usage capacity of 45GB
 - These projects are eligible for a 75% contribution of eligible costs.
- Partially Served Last Mile Projects
 - These projects are not located within the identified eligibility areas, meaning at least one part of the area has service of 5/1 Mbps
 - To be considered, sufficient evidence must be supplied to demonstrate that **the specific area does not have access to sufficient service.**
 - Acceptable types of evidence include:
 - Engineering Report showing current service available and identifying areas where service does not meet the 5/1 Mbps standard.
 - Community survey through which businesses and residents within the area confirm lack of connectivity with street addresses and GPS coordinates recorded, colour coded, and plotted for all survey participants.
 - A series of internet speed test results performed by residents throughout the targeted area at various times of day. Addresses, GPS location and date and time of measurement must be recorded, and results must be colour coded and plotted on a map.
 - These projects are eligible for a 50% contribution of eligible costs.

Eligible Applicants

Eligible Applicant Categories:

- a) A corporation, either for profit or not for profit that is incorporated in Canada;
- b) A Canadian provincial, territorial or municipal entity;
- c) A band council within the meaning of Section 2 of the Indian Act or Indigenous government authority established by a Self-government Agreement or a Comprehensive Land Claim Agreement;
- d) A public sector body that is established by statute or by regulation or is wholly owned by a province, municipal or regional government which provides services to communities; or
- e) A partnership, joint venture or consortium that is comprised of parties identified in (a), (b), (c) and/or (d) above;

and that:

- i. Builds owns, and operates broadband infrastructure; or
- ii. Enters into a contractual arrangement with an entity identified in (a), (b), (c), (d) or (e) above to build, own and operate broadband infrastructure

Applicants must demonstrate that they have a reasonable plan and financial potential to maintain the infrastructure and services on an ongoing basis for five years after project completion.

Open Access: All projects funded under the program must be open to third parties for dedicated capacity purchases on a wholesale or retail basis. Applications that deny open access will be deemed ineligible.

The RDBN is an eligible applicant if building and operating broadband infrastructure and it has a five year plan to maintain the infrastructure and services.

The RDBN is an eligible applicant if partnering with a corporation, government entity, First Nations Band, or public sector body to build and operate broadband infrastructure and it has a five year plan to maintain the infrastructure and services.

Eligible Costs

Eligible costs for projects include: Direct Labour, Material, Equipment, Travel and Satellite Capacity costs.

Project Funding

This chart is a quick look at the eligible funding ratios for each category.

Type of Project	Total CTI Funding Share	Eligible Amount of federal funding allowed for Project	Eligible amount of all government funding
New Backbone	75%	100%	100%
Backbone Upgrade	50%	75%	100%
New Last-Mile	75%	100%	100%
Last-mile Upgrade	50%	75%	100%

Potential Sources of Leveraging Dollars

Northern Development's Connecting British Columbia Program gives preference to projects requiring 50% funding or less to pay for infrastructure required to deliver high-speed connectivity at speeds of 5/1 Mbps to homes and businesses.

Last Mile Fiber Optics are also an eligible request under the Community Capacity Building category of the BC Rural Dividend Fund.

Federal Gas Tax Funds can be used as leveraging, however as identified in above table, the Backbone Upgrade and Last-Mile Upgrade projects will only allow up to 75% of

Federal Funding. Additional funding sources would need to be secured to make an application for these type of projects.

Summary

In October, 2016 the RDBN submitted an application to the Rural Dividend Fund for a Rural Connectivity Study. The Study will assess and investigate options to improve Broadband Connectivity in the region. A response regarding funding success was expected for January, 2017.

Staff are continuing to investigate the eligibility and requirements of the RDBN for making an application and will bring forward pertinent information as a supplementary agenda item.

As an ISP partner has not been identified, the project plan has not been created, and there is not a five year maintenance and service plan in place, submitting an application to the Connect to Innovate Program would require significant investment of Staff time. If the Board wishes to make an application there would be an impact on the timelines of other Regional Economic Development Projects.

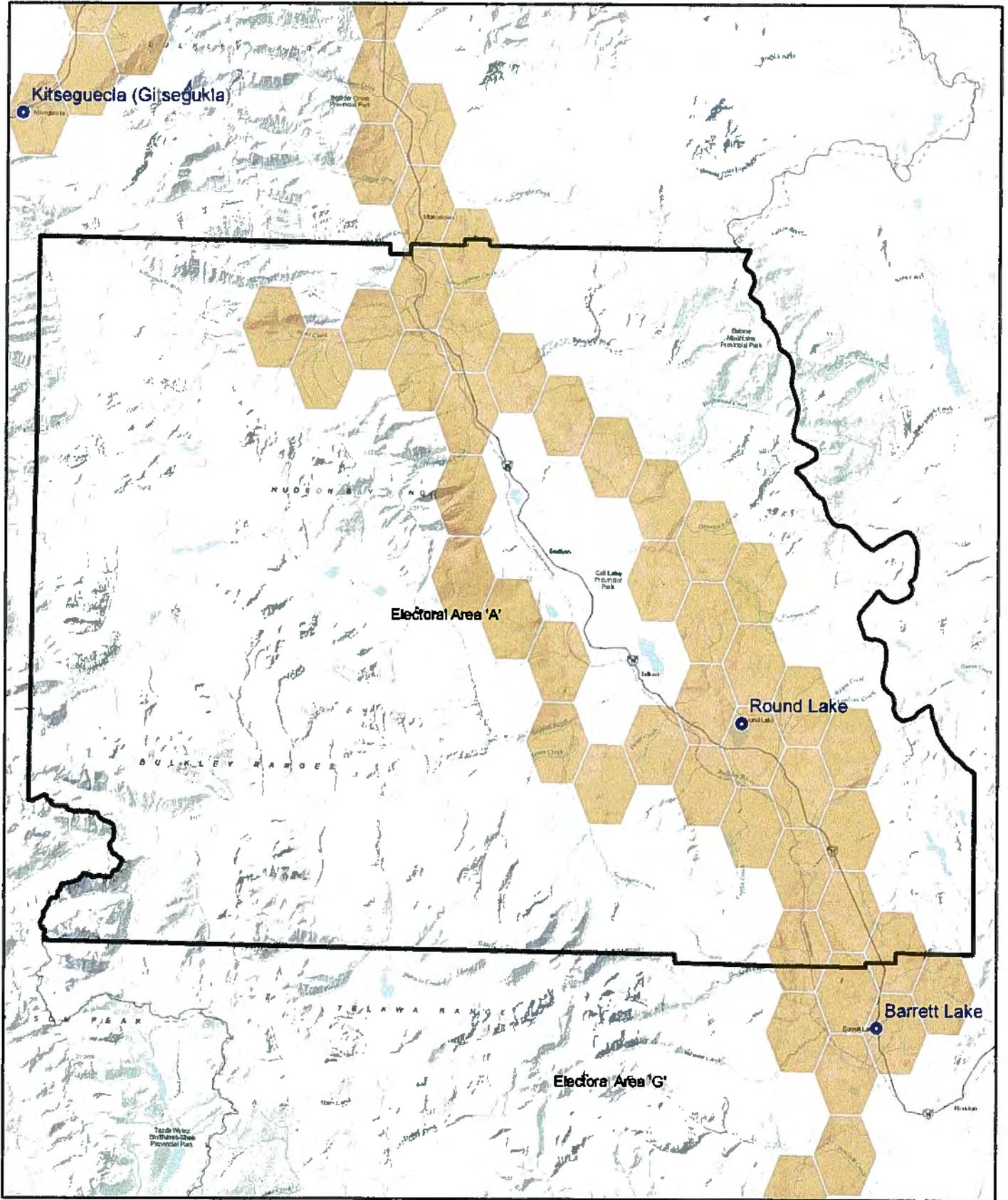
Does the Board wish to make an application to the Connect to Innovate Program?

RECOMMENDATION

(All/Directors/Majority)

Direction

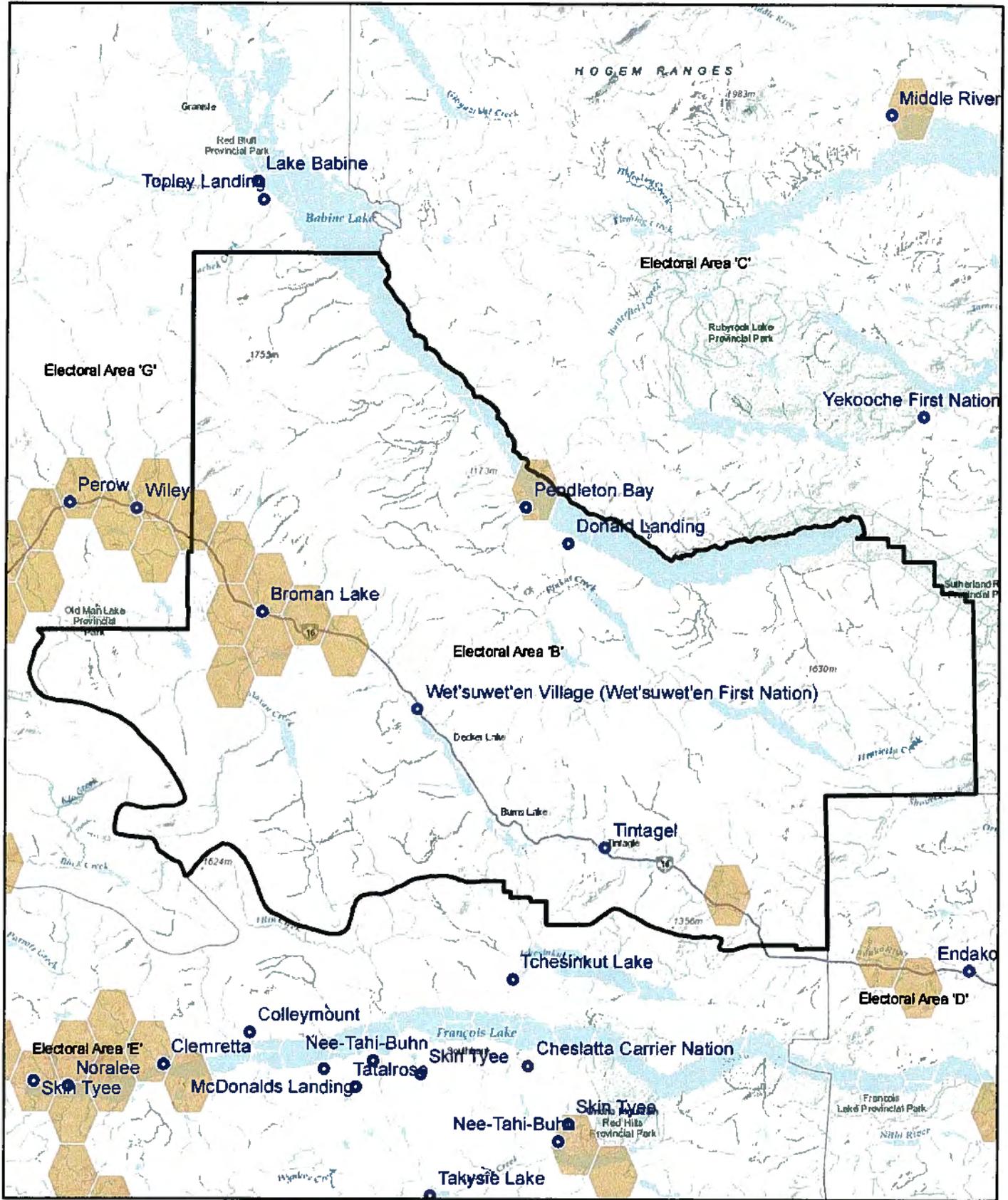
Areas Eligible for Funding to Enhance Broadband Access



- Eligible for new backbone
- Eligible for last-mile

Electoral Area 'A' (Smithers Rural)

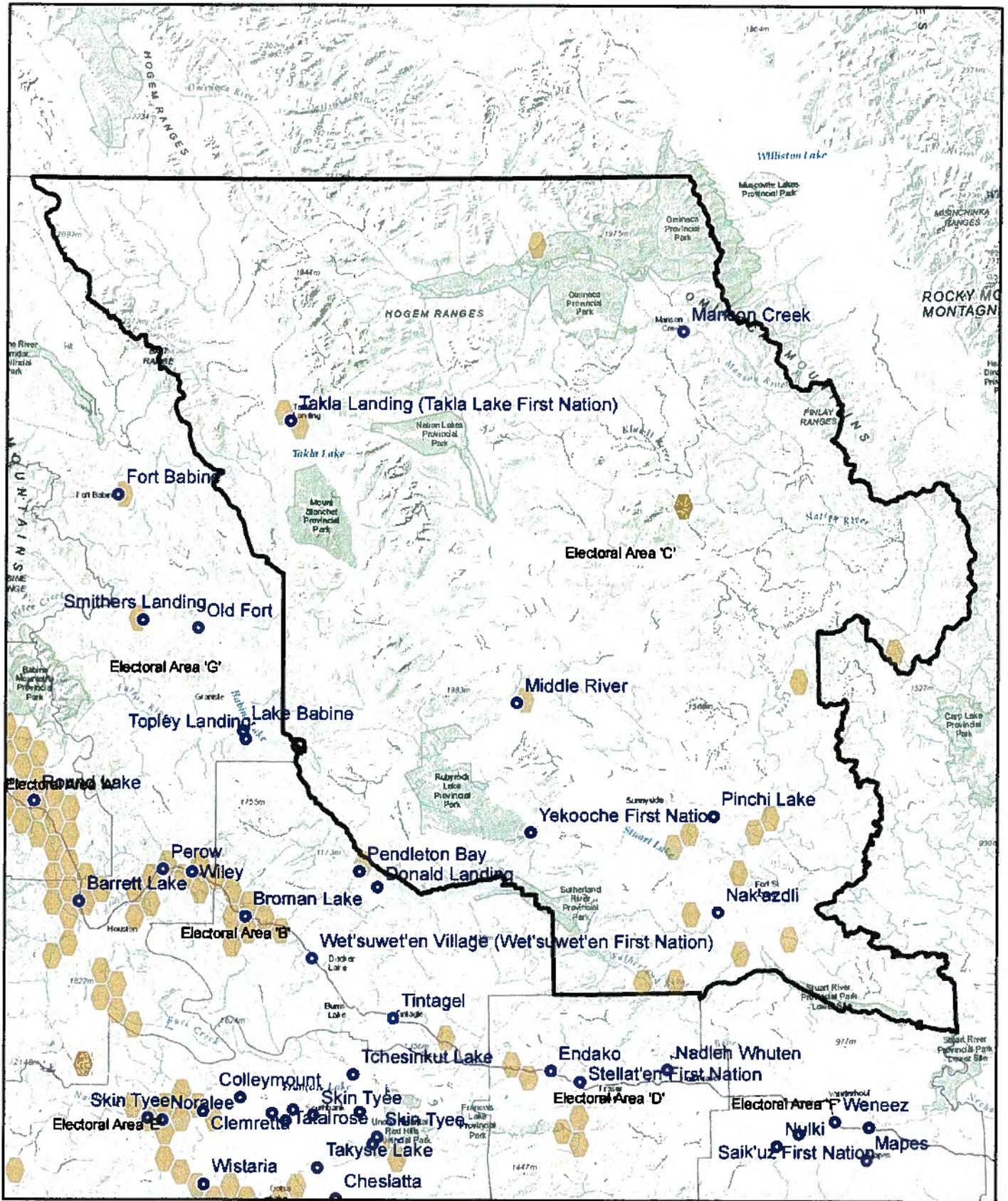
Areas Eligible for Funding to Enhance Broadband Access



- Eligible for new backbone
- Eligible for last-mile

Electoral Area 'B' (Burns Lake Rural)

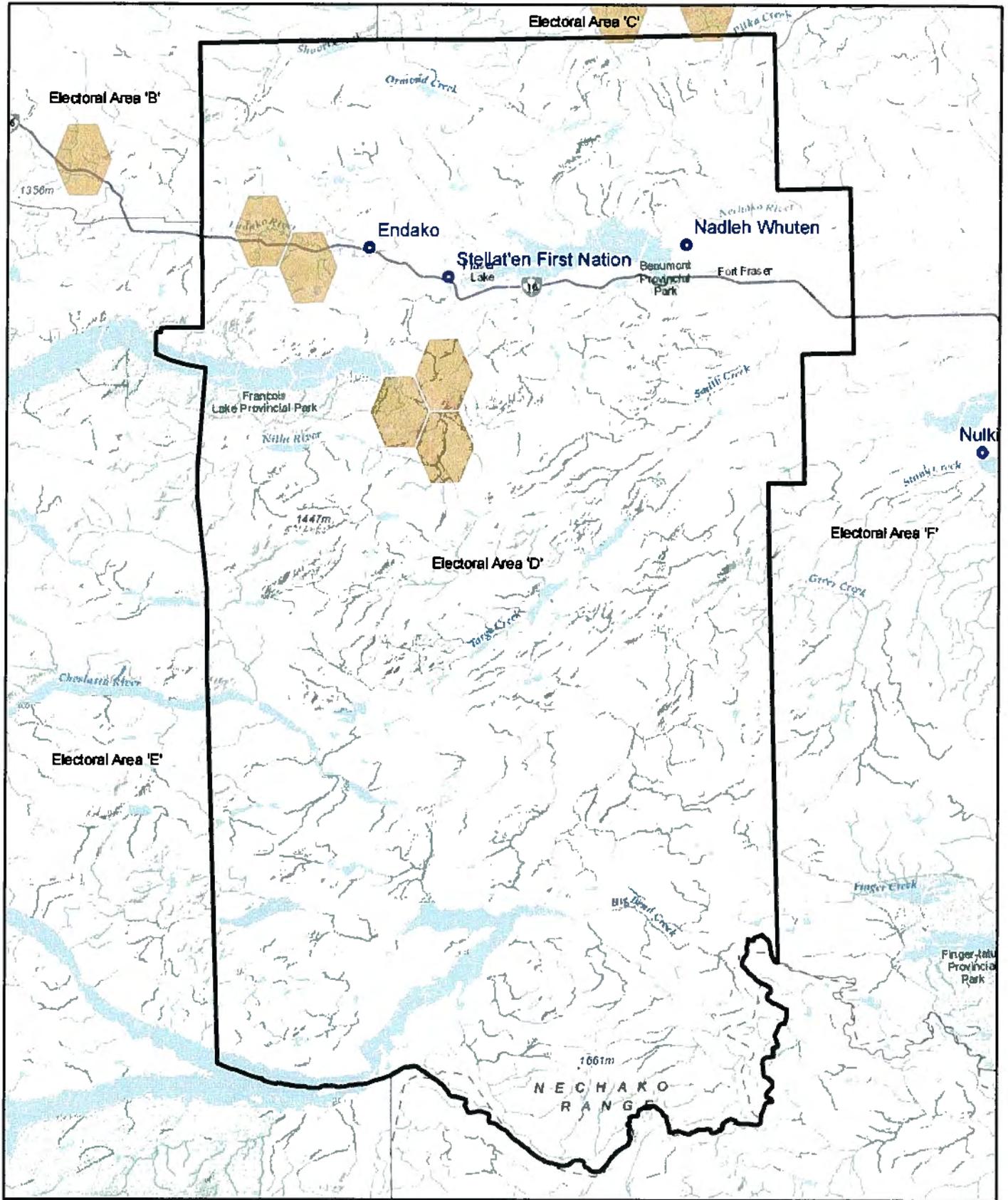
Areas Eligible for Funding to Enhance Broadband Access



- Eligible for new backbone
- Eligible for last-mile

Electoral Area 'C' (Fort St James Rural)

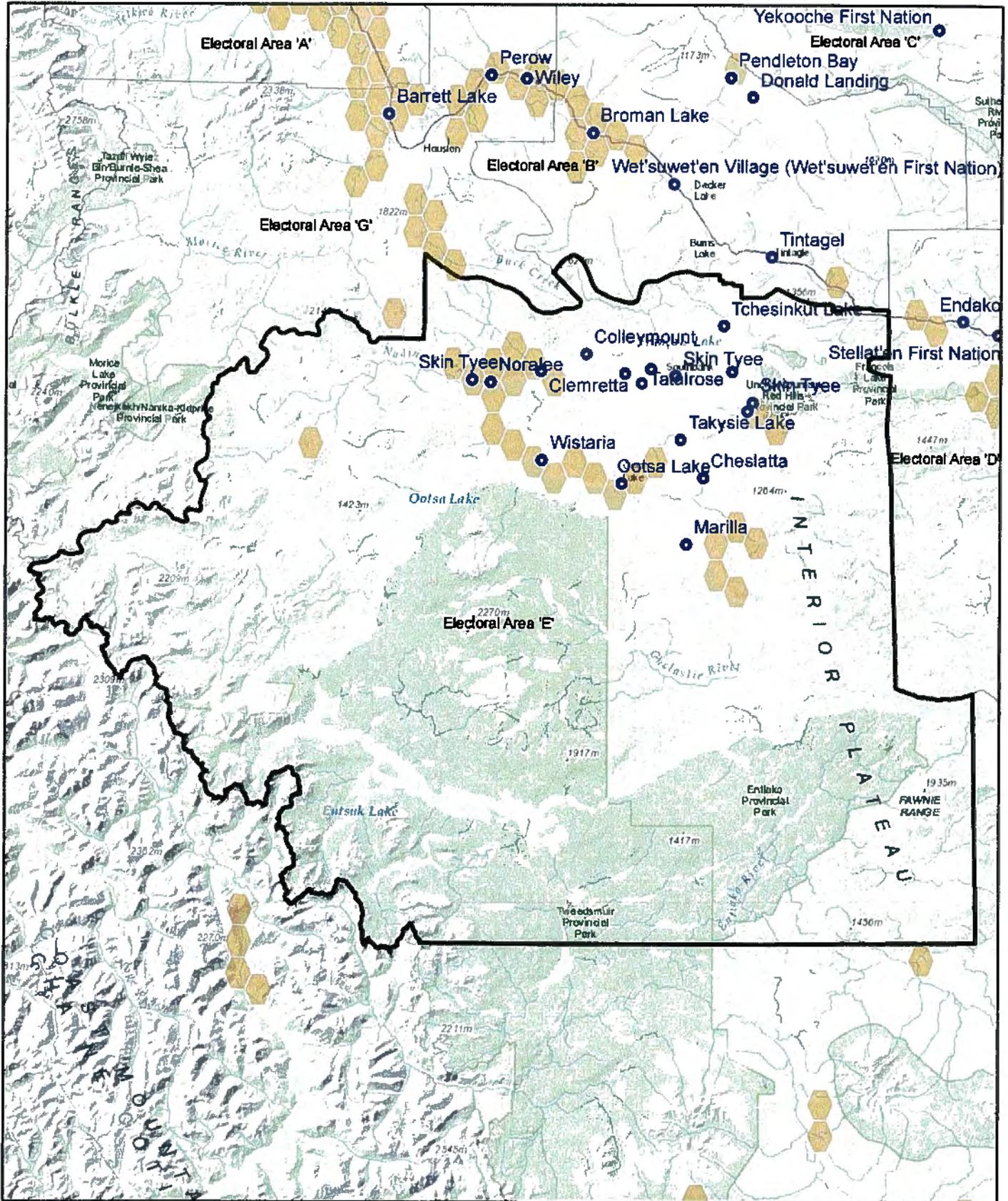
Areas Eligible for Funding to Enhance Broadband Access



- Eligible for new backbone
- Eligible for last-mile

Electoral Area 'D' (Fraser Lake Rural)

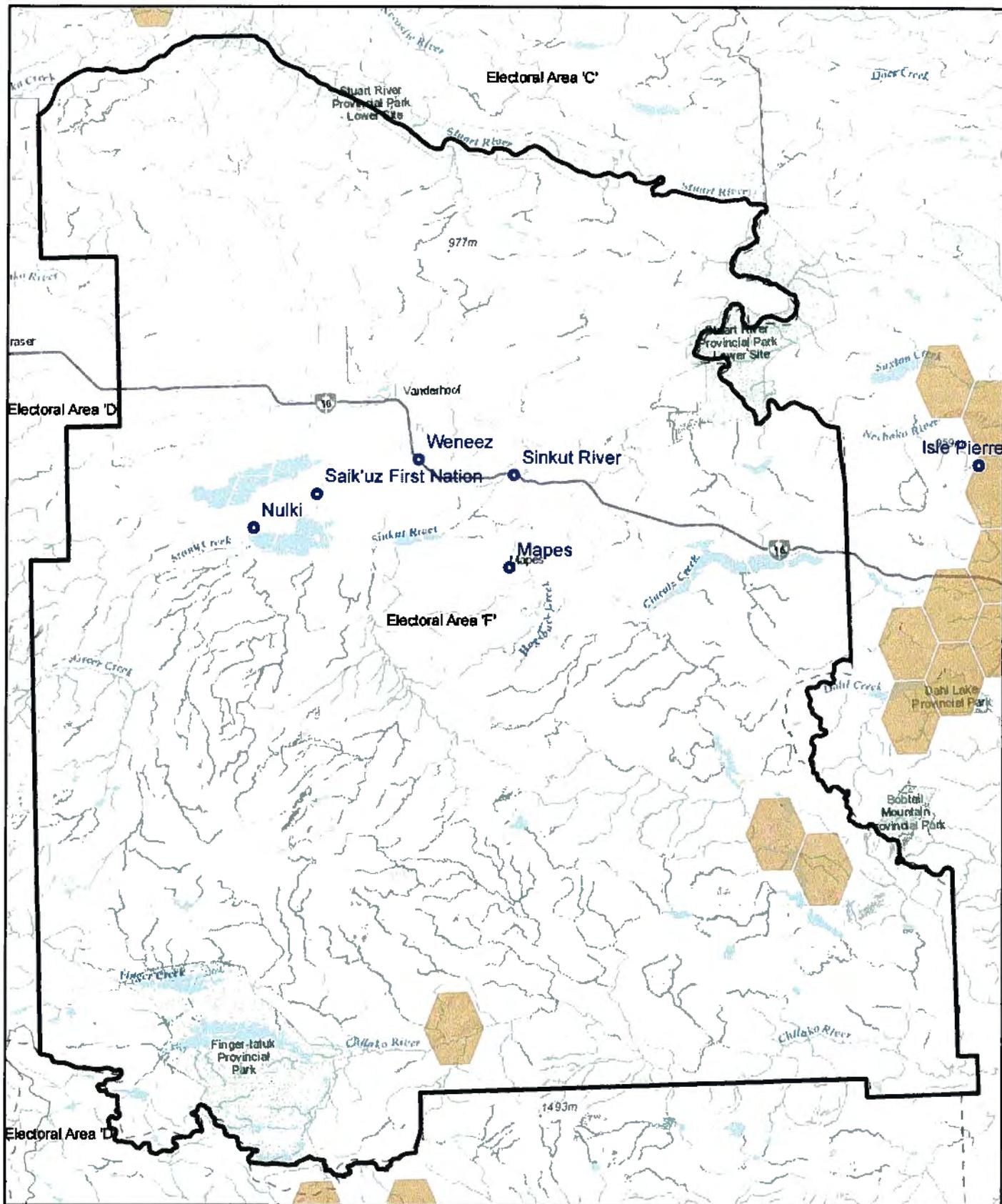
Areas Eligible for Funding to Enhance Broadband Access



- Eligible for new backbone
- Eligible for last-mile

Electoral Area 'E' (Francois/Ootsa Rural)

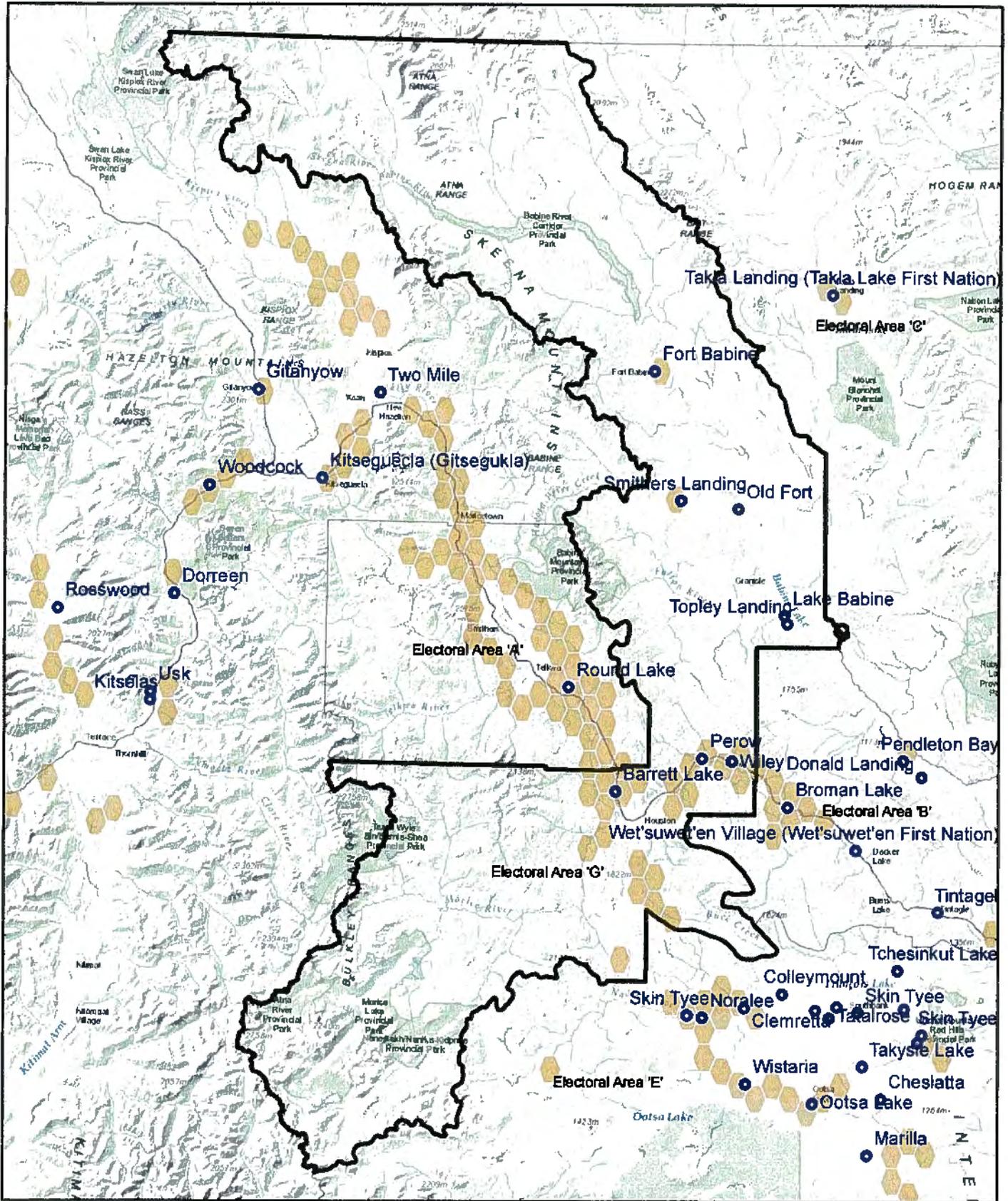
Areas Eligible for Funding to Enhance Broadband Access



- Eligible for new backbone
- Eligible for last-mile

Electoral Area 'F' (Vanderhoof Rural)

Areas Eligible for Funding to Enhance Broadband Access



- Eligible for new backbone
- Eligible for last-mile

Electoral Area 'G' (Houston Rural)



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chairperson Miller and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: January 18, 2017

**SUBJECT: Committee Meeting Recommendations
– January 12, 2017**

Following are recommendations from the January 12, 2017 Committee meetings for the Regional Board's consideration and approval.

Rural Directors Committee Meeting – January 12, 2017

Recommendation 1:

Re: Colleymount Recreation Commission – Request for Grant in Aid – Electoral Area 'E' (Francois/Ootsa Lake Rural)

"That the Regional District of Bulkley-Nechako Board of Directors authorize that the Colleymount Recreation Commission be given \$2,250 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for the purchase of a new sound system for Trout Creek Hall."

Recommendation 2:

Re: Write a Letter to NDIT and the CRTC

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Canadian Radio-television and Telecommunication Commission (CRTC) and Northern Development Initiative Trust (NDIT) outlining the need for Internet Service Providers (ISP) to have the capability to provide and ensure the provision of the highest level of upload and download speeds; and further, that the impact of non-compete clauses do not always allow for the best possible service provision for the region."

Recommendation 3:

Re: Northern Development Initiative Trust RE: Pooled Funding vs. Direct Area Funding

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff and Directors Miller and Fisher to compile information in regard to Northern Development Initiative Trust's pooled funding vs. direct area funding and bring forward to the Regional Board for review."

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Committee of the Whole Meeting – January 12, 2017

Recommendation 4:

Re: Germansen Landing – Request for Letter of Support for Post Officer

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to for the Post Office in Germansen Landing to remain open; and further, that the letter be forwarded to Canada Post."

Recommendation 5:

Re: Smithers Tradeshow Booth

"That the Regional District of Bulkley-Nechako Board of Directors authorize the rental of two Smithers Tradeshow Booths to be shared between Electoral Area "A" (Smithers Rural), Village of Telkwa and Town of Smithers from the administration tradeshow budget; and further, that the RDBN Regional Economic Development Department work with Directors Fisher, Bachrach and Repen to provide information materials for the Tradeshow Booth."

Recommendation 6:

Re: Letter to North West Provincial Candidates for the May, 2017 Provincial Election RE: NW Resource Benefits Alliance Initiative

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the north west Provincial Candidates for the May, 2017 Provincial Election encouraging them to identify their number one platform as being the Northwest Resource Benefits Alliance Initiative."

RECOMMENDATION:

(ALL/DIRECTORS/MAJORITY)

Recommendations 1 through 6 as written.



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Regional District of Bulkley-Nechako
Board of Directors Memorandum
January 26, 2017

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: January 26, 2017
Regarding: **Grant Funding Contracts**

Funding applications have been submitted to support projects included in the 2017 Regional Economic Development work plan. If the applications are approved the RDBN will be required to enter into a contract with the funding organizations.

Funding Applications have been submitted to:

Northern Development Initiative Trust

- Marketing Initiatives
 - Regional Tourism Brochure
 - Request: \$6,570 Status: Pending

- Economic Development Capacity Building
 - Support of RDBN Economic Development Initiatives
 - Request: \$50,000 Status: Pending

- Grant Writing Support
 - Support for Grant Writer Position
 - Request: \$8,000 Status: Pending

Destination BC

- Tourism Initiatives
 - Social Media Coordinator/Vancouver Outdoor Show/Regional Brochure Update
 - Request: \$25,965 Status: Pending

Government of Canada

- 2017 Summer Jobs Program
 - Support for Regional Economic Development and Protective Services Summer Students
 - Request: \$6,082 Status: Pending

RECOMMENDATION:	(All/Directors/Majority)
That the RDBN Board of Directors authorizes entering into agreements for funding of Regional Economic Development projects with Northern Development Initiative Trust, Destination BC and the Government of Canada.	



Regional District of Bulkley-Nechako
Board of Directors
January 26, 2017

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: January 17, 2017
 Regarding: Lakes Economic Development Service – Village of Burns Lake Request

The Village of Burns Lake is requesting that the Lakes Economic Development Service contribute \$6,000 for a project that will provide community engagement, attraction and retention, and community training and social services meetings to address the adjustment to the Annual Allowable Cut. The three goals of the project include:

Community Engagement Goal: To create economic diversity, navigate the changes that will impact the economy, and create sustainability in the Lakes District.

Attraction and Retention Goal: To develop a marketing strategy, website and social media campaign to *Invest, Live and Play* in the Lakes District.

Community Training and Social Services Meeting Goal: To provide community capacity building through training and two Social Services meetings.

The budget for this project includes:

Expense	Revenue			
Project Component	Cost	Funding Organization	Amount	Status
Phase 1- Community Engagement	26,100			
Phase 2 – Invest, Live & Play	28,700	Village of Burns Lake	6,000	Confirmed
Phase 3- Capacity Building	28,800	Rural Dividend Fund	79,850	Pending
In-kind Village of Burns Lake	8,875	In-kind Village of Burns Lake	8,875	Confirmed
Supplies, rental, printing, honorariums	8,250	Lakes Economic Development Service	6,000	Pending
Total	\$100,725		\$100,725	

Directors Illes and Miller are supportive of the Village of Burns Lake accessing a grant of \$6,000 from the Lakes Economic Development Service for this initiative. Does the RDBN Board authorize contributing \$6,000 of the Lakes Economic Development Services funds to the Village of Burns Lake for the project described above?

RECOMMENDATION:	(All/Directors/Majority)
<p>That the RDBN Board of Directors authorize contributing \$6,000 of Lakes Economic Development Service funds to the Village of Burns Lake for a Community Engagement, Attraction and Retention and Community Training and Social Services Meetings Project to address the adjustment to the Annual Allowable Cut.</p>	



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
January 26, 2017**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: January 16, 2017
Regarding: Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)
 Town of Smithers

The Town of Smithers has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to put towards the Smithers Regional Airport Modernization Project.

The project includes expanding the secure holding room and adding a washroom inside, expanding the queue space and secondary screening rooms, adding an explosive trace detection room, improving and relocating the baggage areas, replacing the inefficient boilers and HVAC systems in the terminal, and many other improvements that will provide for a better overall passenger experience. Much thought has been given to choosing alternatives that are carbon footprint conscious as well as sustainable long into the future. The total project cost is estimated at \$8.17 million.

Director Fisher has indicated that he would like to support this Regional and Local Airport Infrastructure Improvement project with Federal Gas Tax Funds in the amount of \$400,000. There are no issues with "stacking" federal funding in regards to the Strategic Priorities Funding awarded by the Union of BC Municipalities for this project.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'A' allocation is \$1,373,745.85. Director Fisher is supportive of this project and accessing Federal Gas Tax Funds in the amount of \$400,000. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$400,000 of Electoral Area 'A' Federal Gas Tax allocation monies to the Town of Smithers for a Regional and Local Airport Infrastructure Improvement project at the Smithers Airport;

(All/Directors/Majority)
2. That the RDBN Board of Directors authorize the withdrawal of up to \$400,000 from the Federal Gas Tax Reserve Fund.

(Participants/Weighted/Majority)



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
January 26, 2017**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: January 18, 2017
Regarding: Federal Gas Tax Funds – Electoral Area 'B' (Burns Lake Rural)
 Burns Lake & District Health-Care Auxiliary

The Burns Lake & District Health-Care Auxiliary, a non-profit organization, is working on a large renovation of the existing Thrift Store, located in Burns Lake, as well as an addition to the existing store. The total cost of the renovation and addition project is estimated at \$335,270.

The Auxiliary has requested the Regional District of Bulkley-Nechako's assistance in the form of a \$17,000 Gas Tax grant to replace the inefficient furnace during the course of the renovations. Healthcare facilities are not eligible for Gas Tax funding, however this project is for a non-profit operated facility that is not considered healthcare infrastructure, and the project fits under the category of Community Energy Systems as it is an Energy Efficiency Improvement project.

A comprehensive checklist has been developed by RDBN staff to ensure that Gas Tax Funding applicants meet a set of criteria, including the Public Use and Public Benefit components. The complete checklist is available upon request.

The non-profit operated retail facility is open to all members of the public, providing a number of services to the public, including providing:

- an opportunity to remove unwanted items from the solid waste stream into a re-use stream;
- low-cost clothing and household items for members of the public;
- a sustainable venue for local volunteers to make a difference in their community; and
- emergency support to victims of house fires, domestic violence, and other emergencies.

This project renews a facility that primarily provides a service open and available to the public, with no membership required and no limitations on either who attends the Thrift Store or who benefits from the various initiatives supported by the Auxiliary. The project renews an asset that helps to replace part of the local government's service by providing a venue whereby people can re-use items instead of landfilling them. The project affects a large segment of the population based on three factors: the people who shop in the store or are recipients in case of an emergency, the volunteers who work in the store, and the many beneficiaries of the services and equipment provided by the Auxiliary around the region. The national outcomes of supporting productivity and economic growth, clean environment, and supporting strong cities and communities are clearly all met as well.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'B' allocation is \$201,517.44. Director Miller is supportive of this project and accessing additional Federal Gas Tax Funds in the amount of up to \$17,000. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$17,000 of Electoral Area 'B' Federal Gas Tax allocation monies to the Burns Lake and District Health-Care Auxiliary for an energy efficiency improvement project at the Burns Lake Thrift Store;

(All/Directors/Majority)

2. That the RDBN Board of Directors authorize the withdrawal of up to \$17,000 from the Federal Gas Tax Reserve Fund.

(All/Weighted/Majority)



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Regional District of Bulkley-Nechako
Board of Directors Memorandum
January 26, 2017

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Roxanne Shepherd, Financial Administrator
Date: January 17, 2017
Regarding: **Infrastructure Planning Grant Program Applications**

RDBN Staff have identified 5 projects for potential applications to the Infrastructure Planning Grant Program (IPGP) offered through the Ministry of Community, Sport and Cultural Development.

The IPGP funds 100% of the first \$5,000 of eligible project costs, and 50% of the next \$10,000 to a maximum grant of \$10,000. The application deadline is February 1, 2017. The potential projects are as follows:

Fort Fraser Sewer Condition Assessment: This application would hire a consultant to locate and assess the current infrastructure in the Fort Fraser Sewer System, which will be important information for making decisions regarding long-term planning for the community. The anticipated cost for this project is \$20,000. IPGP will potentially fund a total of \$10,000. Director Parker has indicated his support in providing \$10,000 in Federal Gas Tax funds, an eligible source, for the RDBN contribution of \$10,000.

Fort Fraser Water Conservation Plan Update: This project will hire a consultant to update the in-house 2009 Water Conservation Plan for the community. The anticipated cost for this project is \$5,000, which will be potentially covered 100% by the IPGP.

RDBN Asset Management Planning: This project will supplement RDBN staff hours to facilitate Asset Management Planning for General Government RDBN assets. The anticipated cost for this project is \$20,000. IPGP will potentially fund \$10,000. The remaining \$10,000 will be paid for from the General Government Admin budget.

Bulkley Valley Pool Energy Assessment: This project will assess the current energy consumption of the Bulkley Valley Pool complex and determine priorities for improving energy efficiency. The anticipated cost for this project is \$15,000. IPGP will potentially fund \$10,000. The remaining \$5,000 will be paid for out of the BV Pool Budget.

Bulkley Valley Pool Condition Assessment: This project will hire a consultant to evaluate the current condition and life-expectancy of the BV Pool facility and components. It will result in a replacement schedule and priority list to ensure the continued functioning of the building and its components. The anticipated cost for this project is \$15,000. The IPGP will potentially fund \$10,000, and the remaining \$5,000 will come from the BV Pool Budget.

The Director of Environmental Services, Janine Dougall, and Electoral Area 'D' Director, Mark Parker, have ranked the Fort Fraser Sewer Condition Assessment as a higher priority than the Fort Fraser Water Conservation Plan Application.

The Bulkley Valley Pool Committee has ranked the Energy Assessment as a higher priority than the Condition Assessment application.

The Regional District is eligible to submit more than one application, but all projects must be ranked in priority order for submission.

Staff is requesting direction to submit the applications and to understand the Board's prioritization of the projects.

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

That the Regional District Board of Directors direct Staff to submit the following applications to the Infrastructure Planning Grant Program, listed in priority order:

1. Fort Fraser Sewer Condition Assessment
2. RDBN Asset Management Planning
3. Fort Fraser Water Conservation Plan Update
4. Bulkley Valley Pool Energy Assessment
5. Bulkley Valley Pool Condition Assessment



Regional District of Bulkley-Nechako Memo – Board Agenda January 26, 2017

To: Chair Miller and the Board of Directors
From: Roxanne Shepherd, Chief Financial Officer
Date: January 17, 2017
Re: Chinook Comfor Ltd Partnership Revenue Sharing

The Village of Burns Lake and the Regional District wish to enter into a partnering agreement for the purpose of distributing funds from Chinook Comfor Ltd. 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 Board was presented the Chinook Comfor Ltd. Partnership Revenue Pooling agreement at the December 15 Regular meeting. At that time, the Board requested adding a four year term limit for Directors of the Chinook Community Foundation.

The original Revenue Pooling Agreement section 4.1(b) also required the incorporation of the Chinook Community Foundation by December 15, 2016 at the latest. As this deadline was not achieved, staff has amended the agreement to extend the deadline for incorporation to June 15, 2017.

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

I would be pleased to answer any questions.

R. Shepherd

Recommendation:

(all/directors/majority)

1. That the memorandum from the Chief Financial Officer, dated January 17, 2017 regarding Chinook Comfor Ltd. Partnership Revenue Pooling Agreement be received.
2. That the Regional District of Bulkley Nechako approve the revised 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 revised 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 therefrom 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 **June 15, 2017**, 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.

<p>REGIONAL DISTRICT OF BULKLEY-NECHAKO</p> <p>Per:</p> <hr/> <p>Chairperson</p> <p>Per:</p> <hr/> <p>Corporate Officer</p>	<p>VILLAGE OF BURNS LAKE</p> <p>Per:</p> <hr/> <p>Mayor</p> <p>Per:</p> <hr/> <p>Corporate Officer</p>
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SCHEDULE A

VILLAGE OF BURNS LAKE COUNCIL RESOLUTION

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SCHEDULE B

REGIONAL DISTRICT OF BULKLEY-NECHAKO BOARD RESOLUTION

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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. Directors shall hold their appointment:

- Until the expiration of a term of a maximum term of four (4) years; or
- Until a letter of resignation from the Director is received, or
- Until an alternate appointment is made by the local government,

whichever occurs first. 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



REGIONAL DISTRICT OF BULKLEY-NECHAKO
Memo – Board Agenda January 26, 2017

To: Chair Miller and the Board of Directors
 From: Roxanne Shepherd, Chief Financial Officer
 Date: January 16, 2017
 Re: 2017 Membership with Trans Canada Yellowhead Highway Association

The Board is being requested to authorize 2017 membership for the Trans Canada Yellowhead Highway Association. The Regional District has been a member of this association for many years.

2017 membership cost would be \$2,694.40 plus GST. This is calculated based on \$0.16 per person in the Regional District. There were 16,840 people in the Regional District according to the 2011 Canadian Census.

2015 and 2016 memberships were each \$2526 plus GST. This was based on \$0.15 per person according to the 2011 census.

Attached is some literature sent from the Association regarding current initiatives and benefits of membership.

I would be pleased to answer any questions.

R. Shepherd

Recommendation: (all/weighted/majority)

That the Board of Directors:

1. Receive the Financial Administrator's January 16, 2017 memo titled "2017 Membership with Trans Canada Yellowhead Highway Association"; and,
2. Authorize RDBN membership for 2017 in the amount of \$2829.12, including GST.

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TRANS CANADA YELLOWHEAD HIGHWAY ASSOCIATION

#3, 9343 - 50 STREET, EDMONTON, ALBERTA, T6B 2L5

TEL: 780 761 3800 admin@goyellowhead.com

INVOICE

Regional District of Bulkley-Nechako
Attn: Kristi Rensby, Finance Coordinator
Box 820
Burns Lake, BC V0J 1E0

PAID

DEC 21 2016

REG. DISTRICT OF
BULKLEY-NECHAKO

601801-1101

13 December 2016

As you prepare your renewal we would like to remind you that you can take advantage of our consumer website to promote your municipality's attractions, amenities, events and activities. Just go to www.goyellowhead.com to add the information ... free of charge - all a part of being a TCYHA Member.

Promote your amenities and attractions on social media using #GOYH and we will help spread the word!

INVOICE NUMBER: 17104

SERVICE	POPULATION	ANNUAL CONTRIBUTION (\$)
Municipal Contribution for 2017		
\$0.16 per head of population per annum - from 2011 Canadian Census	16,840	2,694.40
	TOTAL	2,694.40
	GST @ 5% (#122028137)	134.72
	TOTAL INVOICE	2,829.12

*Please make cheques payable to: Trans Canada Yellowhead Highway Association.
Please note any changes to your billing information when returning payment.*

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Trans Canada Yellowhead Highway Association

www.goyellowhead.com

Who we are : In 1947 the communities along the northern tier of the Western Provinces met to create an Association to act as their collective and representative voice to convince both Federal and Provincial governments that a northern Trans Canada Highway was needed to access the wealth of development opportunities along that route. The Association has achieved a great deal over the intervening 68 years including recognition for the Yellowhead #16 and #5 as significant highways.

However roadway standards and expectations of travellers have continued to evolve and continued investment is needed to keep the Yellowhead competitive with other routes and other attractions. The role of the Association continues to be to represent and to advocate for the collective interest for communities along the 3270 km of the Yellowhead Highway.

Our Mandate: The TCYHA is engaged in two major activities: **advocacy** for the development, maintenance and enhancement of the Yellowhead Trade Corridor and **promotion** of its benefits and assets to industry, tourists, governments and communities.

The TCYHA works with government representatives, businesses and the public to further its mandate. The Association collaborates with communities, businesses, and provincial and federal government to advance and promote the Yellowhead Highway as a primary trade corridor in western Canada. Our membership understands the correlation between adequate transportation routes, access, safety and economic prosperity. This has been the position of the people behind the TCYHA for over 60 years.



Advocacy

The commitment to improve standards, realize infrastructure improvements and address safety concerns is a continuous process of educating the governments as to the needs of their constituents. The advocacy program consists of regular contact with members for updates and government representatives responsible for highway development and maintenance. Advocacy is critical to ensuring that the Yellowhead Highway continues to realize improvements and enhancements.



The Trans Canada Yellowhead Highway Association is a highly respected organization across all of western Canada and in Ottawa as well. The determination and tenacity of the members have made this association highly recognized, respected, valued and successful.



Promotion / Marketing

The GoYellowhead Travel Guide is a high profile, free travel guide that is produced annually to promote the diverse and vast cultural, event and tourism resources along the entire span of the Yellowhead Highway. Some 75,000 copies are distributed directly to members and visitor information centres. In addition individual copies are mailed out throughout Canada, the USA and abroad from phone inquiries to our offices and by on-line requests. The TCYHA also promotes tourism and travel along the Yellowhead Highway with the distribution of a unique map of the four western provinces; these are also made available to visitor information centers as well as to the many travelers contacting us directly for travel information.



Social Media tags: @GoYellowhead ~ #GOYH ~ @GOYH





TRANS CANADA TELLOWHEAD HIGHWAY #16 & BC YELLOWHEAD #5 ADVOCACY UPDATE

Following are some announcements from Provincial / Federal Governments on areas the TCYHA has been advocating on your behalf:

- ❑ From Gov of BC: Pre-construction work has begun between Barriere and Little Fort in preparation for more new passing lanes along Highway 5 near Darfield.
- ❑ From Gov of BC: Construction is nearing completion on the Vinsulla passing lanes project south of McLure (north of Kamloops). The Vinsulla project includes a 2.2 km northbound passing lane and a commercial vehicle pullout.
- ❑ From Gov of Saskatchewan: An estimated \$52.4 million Highway 16 project east of Saskatoon that will improve safety and support the economy is targeted to open to traffic one year early.
- ❑ From Gov of Saskatchewan: New Highway 16 Twinning Project East of Saskatoon near completion.
- ❑ From Gov of Canada Senate: Senator Black welcomes opportunity to discuss the role that Trans Canada Yellowhead Highway #16 can play in the Senate's "Tear Down These Walls" initiative.
- ❑ From Gov of Alberta: Alberta Government confirms it would cover its share of the cost of upgrading Yellowhead Trail in Edmonton.
- ❑ From Gov of Manitoba: Completion of paving 34 kms of passing lanes west of Neepawa.
- ❑ From Gov of BC: Free, public Wi-Fi will soon be installed at the Highway 16 Mt. Terry Fox rest area six kilometres east of Tete Jaune.
- ❑ From Gov of Alberta: Studies have been approved to look at construction of a pass-holder's lane at Jasper Gate.
- ❑ From Gov of Alberta: Completed a functional planning study for twinning from Hinton to Jasper National Park boundary.
- ❑ From Gov of Manitoba: MIT confirms that renewing #16 through Neepawa remains one of MIT's priorities in the area.

By leveraging this collective voice, known as the TCYHA, we continue to influence Federal & Provincial governments to bring about needed highway infrastructure improvements.



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Membership Matters and it has its Benefits!

*Have a **Safe Journey***

Our Members Care



Does a safe and efficient highway benefit your interests?

Since the inception of the TCYHA, April 15th, 1947, the primary mandate has been to continually and effectively advocate for the infrastructure and transportation needs of all communities surrounding the Yellowhead Highway. This includes everything from the original laying of the highway to major overpasses to rehabilitation and addressing safety issues. **The economic and community impacts resulting from the initiatives undertaken by the TCYHA and the members are resounding and on-going.**

Investment in major transportation infrastructure such as highways is a continuous process that needs to focus on long term goals. The TCYHA has been an advocate for a “national highway policy” since its inception and is still needed and continues today.

Helping our Members

The TCYHA is not only a very strong federal and provincial advocate for highway safety and maintenance - it also supports members’ initiatives. Often there are local issues where our members need backing and letters of support - the TCYHA can provide this support.

The TCYHA connects people, communities, resources and products all along this highly efficient and effective Highway. This has resulted in strong bonds for the Association, its members and stakeholders, which translates into significant gains for all.

yellowhead Stand Up and Be Noticed yellowhead

The **GoYellowhead!** Travel Guide, Map and Website is produced by the TCYHA and is the only advertising medium that provides four province coverage of events, historical and points of interest and member listings. A unique and very popular publication and tool for the members, advertisers and most importantly the citizens, consumers and tourists; and the best part is that as a **Member of the TCYHA you receive preferred rates, free listings and promotional opportunities.**

GoYellowhead is also focused on enhancing the presence of the Yellowhead Route on new channels of communication such as social media. Social Media is an evolving platform that we are working to incorporate in an effective manner in the interest of the highway.

Call 1-780-761-3800 or email admin@goyellowhead.com for more information.

- @GOYH
- #GOYH
- @GOYellowhead
- #GOYellowhead



- #yellowhead
- #roadtrip
- #YellowheadHighway

We want our readers to share their adventures with us this summer, and we need your help!



FACEBOOK

We want the *GO Yellowhead* Facebook page to be a message board full of events, tips, and more!

1. Like the *GO Yellowhead* page (have your councillors, tourism board, and community do it too!)
2. Post your festival, special event, tip, etc. on the page (photos welcome!), and encourage others in your community to do the same!



TWITTER

Twitter is also a place where we want to share information and answer questions from *GO Yellowhead* road trippers.

1. Follow @GOYellowhead on Twitter (have your councillors, tourism board, and community do it too!)
2. Tweet your festivals, special events, tips etc. using #GOYH or tagging @GOYellowhead in the tweet.

EXAMPLE: Hey @GOYellowhead, there is a fun music festival in Quill Lake this weekend! Lots of great food too! #GOYH <http://musicfest...>



INSTAGRAM

Instagram is where people are going to share their road trip selfies and great pictures of the Yellowhead Highway scenery with us!

1. Follow @GOYellowhead on Instagram (have your councillors, tourism board, and community do it too!)
2. Take photos of things along the highway, in your town, at local restaurants, at events, etc. and post the photos on your Instagram account using the #GOYH and tagging @GOYellowhead in the caption.

Example: Take a photo of your waitress in a local diner. Caption: Sue serving me the best cup of coffee I have ever had at the Red Diner in Lloydminster today! #GOYH @GOYellowhead #yum

HASHTAGS TO USE ON TWITTER AND INSTAGRAM:

#GOYH
#YellowheadHighway
#GOYellowhead
#roadtrip
#yellowhead





REGIONAL DISTRICT OF BULKLEY-NECHAKO
Memo – Board Agenda January 26, 2017

To: Chair Miller and the Board of Directors
From: Roxanne Shepherd, Chief Financial Officer
Date: January 16, 2017
Re: Building Inspection Vehicle Reserve Withdrawal
Additional Vehicle Cost of \$909 funded from surplus

The 2016 Building Inspection budget includes the purchase of 2 new vehicles, to be funded by withdrawal of \$62,000 from the Vehicle Reserve.

Two new 2017 Ford Escapes were purchased for a total purchase price of \$61,060.64. With the addition of the first set of winter tires, as per past practice, the combined total came in over budget at \$62,909.

Staff is proposing to take the over budget amount of \$909 from 2016 Building Inspection surplus. There have been savings in other areas of the building inspection budget so funding from surplus will be offset by these savings and will not affect taxation.

The Board is also being requested to authorize a withdrawal of \$62,000.00 from the Building Inspection Vehicle Reserve for the two new vehicles.

I would be pleased to answer any questions.

R. Shepherd

Recommendation: (participants/weighted/majority)

That the Board of Directors:

1. Receive the Financial Administrator's January 16, 2017 memo titled "Withdrawal from Building Inspection Vehicle Reserve"; and,
2. Authorize withdrawal of \$62,000 from the Building Inspection Vehicle Reserve; and,
3. Authorize the additional vehicle purchase cost of \$909 to be funded from Building Inspection surplus.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

To: Chairperson Miller and Board of Directors (January 26, 2017)

From: Janine Dougall
Director of Environmental Services

Date: January 16, 2017

Subject: Fort St. James Recycling Program Contract – Transfer Request

For the time period of July 1-December 31, 2016, the Regional District had a Contract agreement with the Nak'azdli Band Council for provision of ICI paper recycling in Fort St. James and surrounding area. The total maximum contribution toward the provision of ICI paper recycling was \$7,425.30 (excluding taxes).

The RDBN has received letters of request from both the Naka'zdli Band Council and the District of Fort St. James to have the funding for the ICI paper recycling services transferred into the name of the District of Fort St. James effective November 1, 2016 (see attached letters).

The Nak'azdli Band Council has made progress payment requests and have subsequently been paid by the RDBN for the months of July – October, 2016 for a total amount of \$4,380.84 (excluding taxes). This leaves a total of \$3,044.46 (excluding taxes) in potential payments for November and December, 2016.

Under Section 8.1 of the Contract, the agreement may be assigned or transferred only with the written consent of the Regional District. At this time Staff are requesting that the Board of Directors approve the transfer of the Contract for the provision of ICI paper recycling in Fort St. James and Area to the District of Fort St. James. The transfer would be effective November 1, 2016 while all other provisions and terms in the Contract would remain in effect, including the Contract expiry date of December 31, 2016.

It is the understanding of Staff that the District of Fort St. James is considering submitting an application for the continuance of funding for ICI paper recycling services for the 2017 year. Should that occur, and the funding be approved by the Board of Directors, a new Contract will be implemented at that time.

RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Fort St. James Recycling Program Contract – Transfer Request" and dated January 16, 2017.
2. Further, that the Board of Directors approve the transfer of the Contract currently with the Nak'azdli Band Council for the provision of ICI paper recycling to the District of Fort St. James. The transfer would be effective November 1, 2016 while all other provisions and terms of the Contract would remain in effect, including the Contract expiry date of December 31, 2016.

Respectfully submitted,

Janine Dougall
Janine Dougall

Director of Environmental Services

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NAK'AZDLI WHUT'EN

CAPITAL, HOUSING & LANDS

P.O. Box 1329, Fort St. James, B.C. V0J 1P0

Telephone (250) 996 - 0011

Fax (250) 996 - 0015

November 1, 2016

Janine Dougall
Regional District of Bulkley Nechako

Re: 3Rs Grant Transfer

Dear Janine,

Nak'azdli Whut'en is no longer able to manage the 3Rs Grant and would like to have the District of Fort St. James take over the contract with RDBN.

We want to thank you for working with us on the recycling program and we will continue to support the recycling efforts in Fort St. James.

With respect,

Aileen Prince
Capital, Housing & Land Manager
chl@nakazdli.ca

RECEIVED

JAN 04 2017

REGIONAL DISTRICT
OF BULKLEY-NECHAKO



December 14, 2016

Janine Dougall
Director of Environmental Services
Regional District of Bulkley Nechako
PO Box 820
Burns Lake, BC
V0J 1E0

RECEIVED
DEC 16 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Ms. Dougall:

Re: 3R's Grant

The District of Fort St. James has taken over provision of the mixed paper and cardboard facility (known as the "Integrus Building" or the "GUF Building") and service, effective November 1, 2016.

I would like to request that the existing "3R's" contract between Nak'azdli Whut'en and the Regional District of Bulkley Nechako be terminated, and that a new agreement between District of Fort St. James and the Regional District be executed for the remainder of the period of the agreement.

The District of Fort St. James also intends to apply for renewal of the grant/agreement for 2017.

Sincerely,

Kevin Crook
Chief Administrative Officer

c. Aileen Prince, Housing and Lands Manager, Nak'azdli Whut'en



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REGIONAL DISTRICT
OF BULKLEY & NECHAKO

Planning Department YEAR-END REPORT FOR 2016

Regional District of Bulkley-Nechako PLANNING DEPARTMENT

37 – 3RD AVENUE
P.O. Box 820
BURNS LAKE, BRITISH COLUMBIA
V0J 1E0

PHONE (250) 692-3195
TOLL-FREE (800) 320-3339
FAX (250) 692-1220
EMAIL: inquiries@rdbn.bc.ca

“A WORLD OF OPPORTUNITIES
WITHIN OUR REGION”



REGIONAL DISTRICT OF BULKLEY-NECHAKO

PLANNING DEPARTMENT YEAR END REPORT FOR 2016

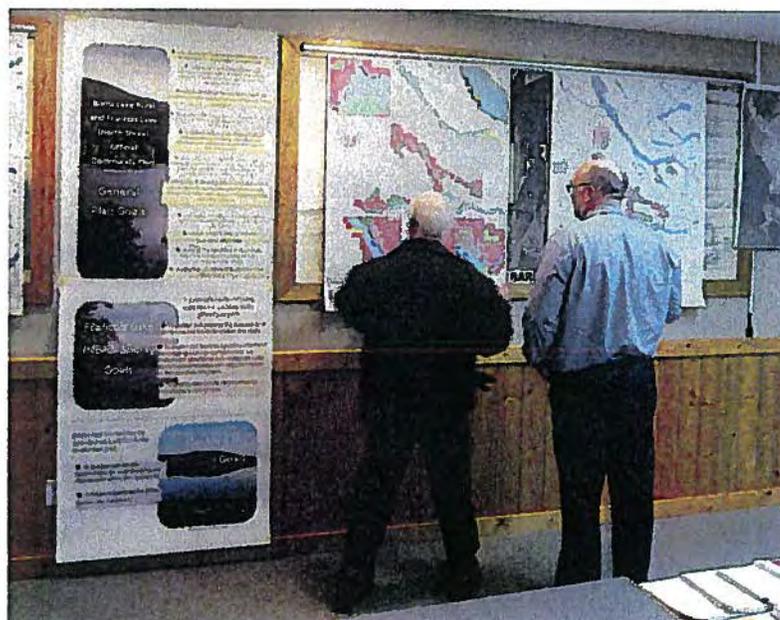
This report provides an overview of the responsibilities of the Planning Department, the work undertaken by the Planning Department in 2016, and the statistics summarizing the applications and referrals processed by the Planning Department in previous years.

1.0 PLANNING DEPARTMENT OVERVIEW

The Planning Department's responsibilities include a range of interconnected activities that can be divided into the following categories.

- Long Range Planning
- Current Planning
- Geographic Information Systems
- Building Inspection
- Special Projects
- Bylaw Enforcement

1.1 Long Range Planning includes the preparation, review, and administration of the Regional District's seven Official Community Plans (OCPs). It also includes the development of planning studies, policy development, and participation in the review of Provincial planning initiatives.



1.2 Current Planning involves the administration of the following land use and development related bylaws.

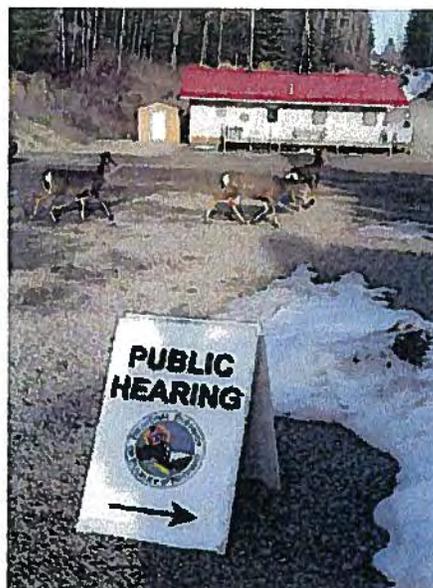
- RDBN Zoning Bylaw No. 700, 1993
- RDBN Floodplain Management Bylaw No. 1300, 2004
- RDBN Manufactured Home Park Bylaw No. 740, 1993
- RDBN Development Procedures Bylaw No. 1422, 2007
- RDBN Board of Variance Bylaw No. 1623, 2012
- RDBN Advisory Planning Commission Bylaw No. 1501, 2009
- RDBN Unsightly Premises Bylaw No. 1649, 2012

This work includes processing, evaluating and developing recommendations to the Regional District Board regarding the following land use and development applications:

- OCP amendments and rezoning applications
- development variance permit applications
- development permit applications
- temporary use permit applications
- ALR exclusion, inclusion, subdivisions and non-farm use applications
- liquor license applications
- special event permit applications

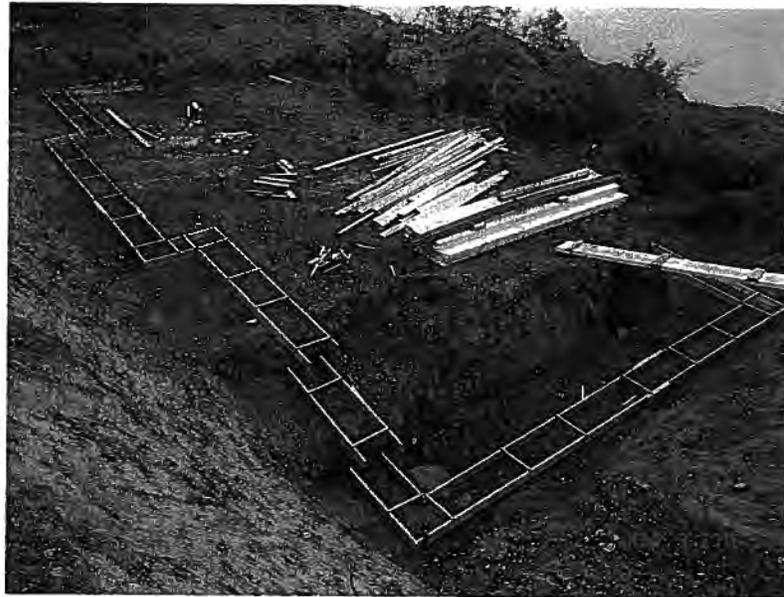
Current Planning also involves advising the Regional District Board and the Rural Directors Committee regarding the RDBN response to Crown Land referrals; Recreation Sites and Trails referrals; Ministry of Energy, Mines, and Petroleum Resources referrals; Oil and Gas Commission and ALR referrals.

Current Planning also involves responding to public inquiries on planning and other related issues.



- 1.3 Geographic Information Systems (GIS)** involves the digital storage, management, and mapping of spatial and other data, and management of house numbering. This activity provides vital support to all Regional District departments. Residents also rely on this service to obtain house numbering, maps, information on regulations, and other information regarding their property and community. Many people rely on the RDBN's web based mapping for this information.
- 1.4 Building Inspection** involves implementation and enforcement of "RDBN Building Bylaw No. 1634, 2012" and "RDBN Floodplain Management Bylaw No. 1300, 2004" in the rural area, through the building permit and inspection process. The Building Inspectors also play a role in bylaw enforcement.

The RDBN also provides building inspection services to the municipalities of Granisle, Burns Lake, Fort St. James, and Fraser Lake on a contract basis.



- 1.5 Special Projects** includes a wide variety of projects that do not fit within the regular program of the Department and typically relate to unexpected events or activities that require immediate attention or involve the Board directing staff to undertake a project. This most often includes participation in the Province's Environmental Assessment process as directed, and reporting to the Regional District Board on Provincial initiatives that potentially impact the Regional District. Typically, this work is undertaken by the Director of Planning.
- 1.6 Bylaw Enforcement** includes the activities necessary to ensure adequate compliance to Regional District land use, development, and building bylaws. Activities include responding to and investigating public and internal complaints, working with the public to resolve bylaw infractions, reporting to the Board, and undertaking formal enforcement action through the Courts or as permitted through legislation.

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2.0 ACCOMPLISHMENTS FOR 2016

2.1 Long Range Planning Accomplishments

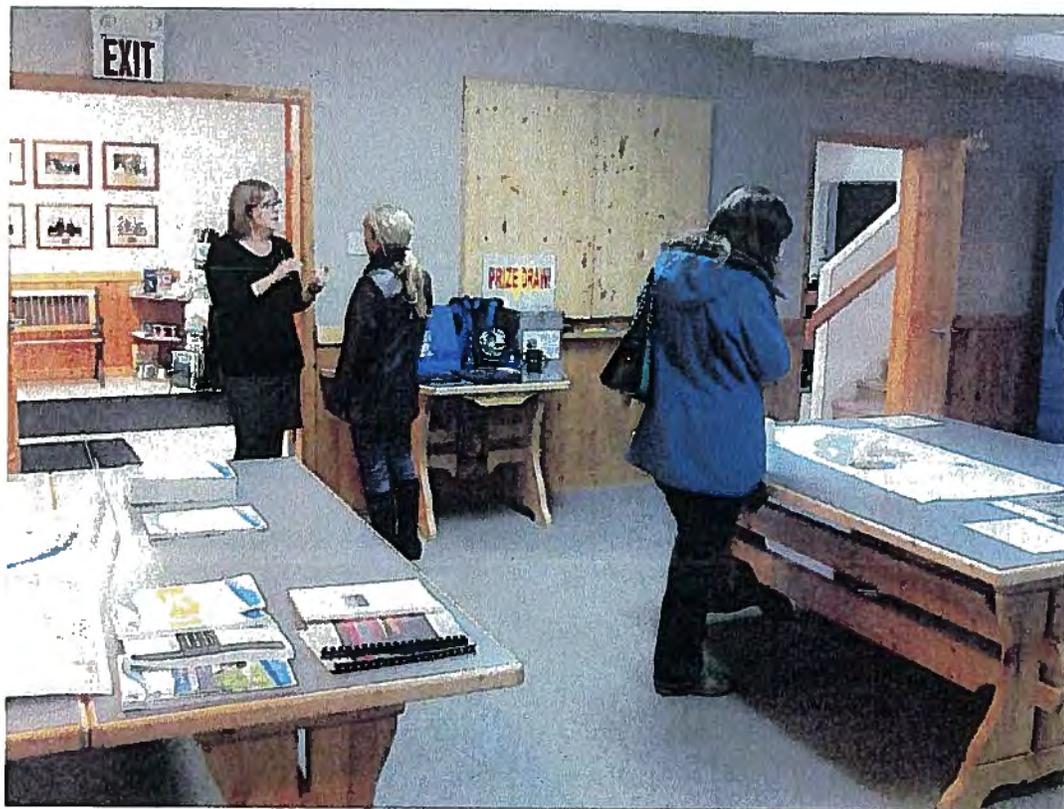
In 2016 the Planning Department undertook the following long range planning projects.

Zoning Bylaw Review

The preliminary draft new bylaw was presented to the Board for consideration in 2016. The draft zoning bylaw was also provided to each Electoral Area's Advisory Planning Commission (APC) for review. Staff attended APC meetings for Electoral Areas A, C, B and E to discuss the draft bylaw. A legal review of the draft bylaw was obtained and the draft was amended as necessary. It is anticipated that the bylaw will be presented to the Board for consideration of adoption in 2017.

Electoral Area B and E OCP Review

In January the Board approved the process for staff to undertake a review of the Official Community Plan (OCP) for Electoral Areas B and E. This process was undertaken in conjunction with the review of the Village of Burns Lake OCP. The Electoral Area B and E OCP review process was completed and staff are preparing to begin the formal approval process for the plan.

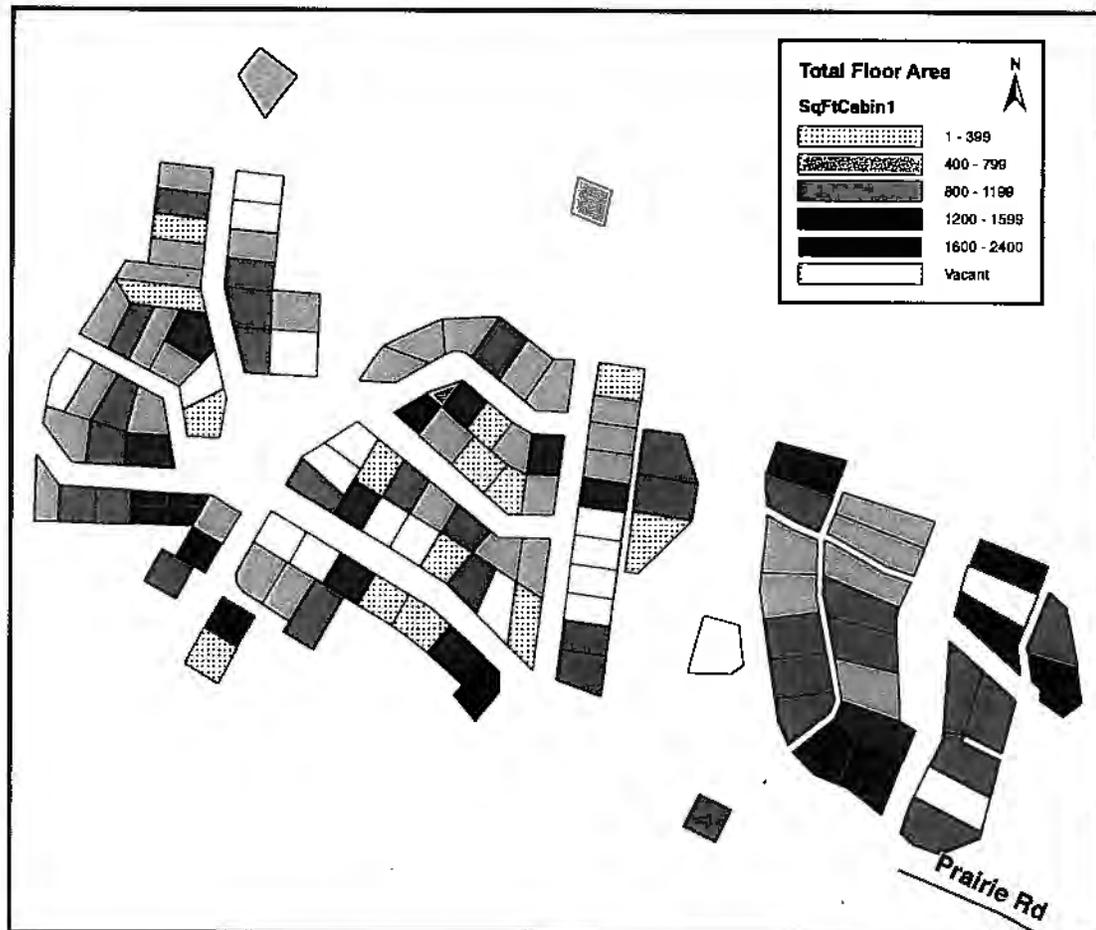


105 Village of Burns Lake OCP and Regulatory Bylaw Review

In January the Board approved the contract for the Planning Department to undertake an OCP review and regulatory bylaw review for the Village of Burns Lake. The OCP review process was completed and the Village is preparing to begin the formal approval process for the plan. In staff's opinion the project was a success, and staff will be reporting to the Board on the project in the new year.

Hudson Bay Mountain Prairie Village Inventory and R8 Zone Review

In January staff were directed to undertake a review of the R8 Zone which applies to the Prairie Village development at the Hudson Bay Mountain Ski Hill. As part of this process staff consulted with the Prairie Owners Association, the Ski Hill, the Ministry of Transportation, Northern Health, area residents, and others. A detailed inventory of all parcels was undertaken by the Planning Department's summer student. Staff will report to the Board on the project with recommendations early in the new year.



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2.2 Current Planning Accomplishments

In 2016 (in addition to day to day activities such as responding to public inquiries, and processing land use applications and referrals) the Planning Department did the following.

APC Member Appointments for Area G

A new member for the Area G APC was appointed.

ALC Reconsideration and Overturning of Panel Decisions

Staff reported to the Board on the ALC Executive Committee's overturning of applications approved by the Northern Panel. A letter was sent to the ALC expressing concern with this process.

New Development Services Clerk

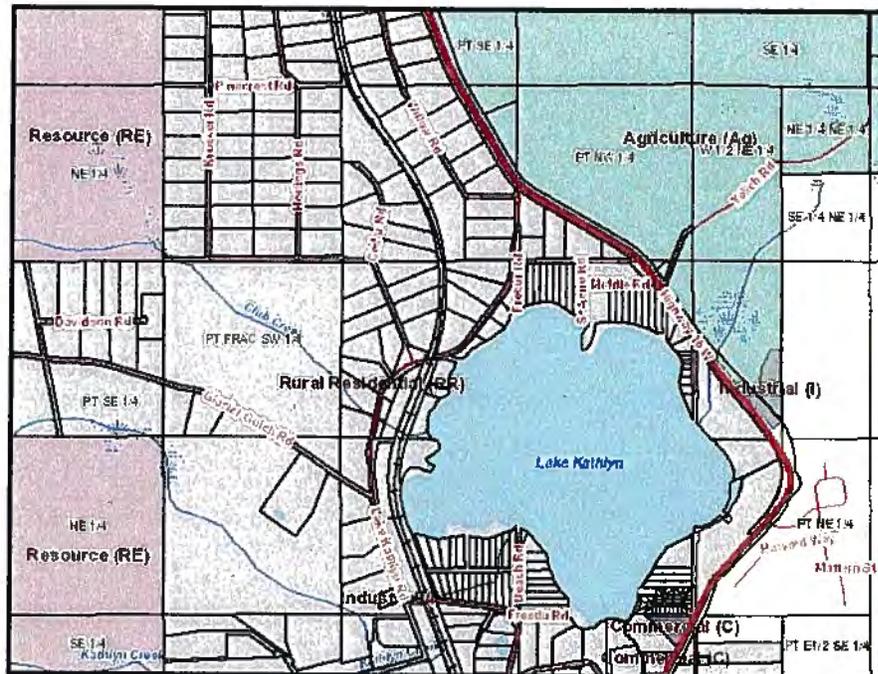
The long serving Development Services Clerk for the Planning Department retired in 2016. Debra will be greatly missed. The Planning Department hired the former grant writer for the RDBN as the new Development Services Clerk. Welcome to the team June!

2.3 Geographic Information Systems (GIS) Accomplishments

The Planning Department hired a GIS Technician in 2016 to replace Diondi Tan. Welcome to the team Eric!

In 2016 (in addition to maintaining GIS data and systems, and responding to civic address inquiries and various public mapping requests) the Planning Department did the following GIS Work.

- Provided monthly 9-1-1 data updates to the Prince George Fire Operations Communications Centre.
- Provided quarterly updates to the Provincial Government Digital Road Atlas.
- Provided on-going updates to the TELUS Master Street Address Guide.
- Prepared and corrected new zoning maps for the proposed new zoning bylaw.
- Prepared maps and property information for various bylaws and referendums.
- Worked on updating Fort Fraser's infrastructure maps.
- Prepared new maps for the Village of Burns Lake OCP.
- Prepared new OCP maps and Zoning maps for the Village of Granisle.



2.4 Building Inspection Accomplishments

In 2016 the Planning Department successfully provided building inspection services to rural residents, as well as the District of Fort St. James, the Village of Granisle, the Village of Burns Lake, and the Village of Fraser Lake.

A detailed accounting of the building permit applications dealt with by the Planning Department is provided in a subsequent section of this report.

Working Group Regarding Building Inspector Qualifications

The Director of Planning participated, with Board approval, on a Provincial working group to *"Identify and recommend approaches to key issues in order to implement the Building Act's qualification requirements."*

Staff attended 5 meetings in Vancouver over the summer in an effort to ensure that the Province understood the impacts of the regulations on northern and remote local governments, and the challenges associated with meeting the proposed regulations.



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2.5 Special Projects Accomplishments

In 2016 the Planning Department undertook the following special projects work.

Smithers – Telkwa Trail

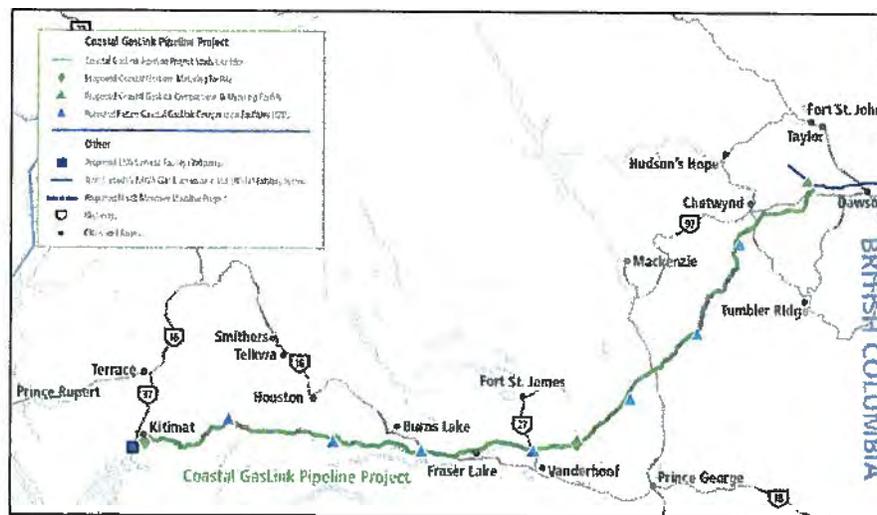
In February the Board directed that staff explore the role of the Regional District in the development of a trail from Smithers to Telkwa, and directed that staff participate in meetings of the society as appropriate. Planning Department staff have been monitoring the work of the Smithers – Telkwa Trail Society and have provided technical advice as necessary.

Boundary Expansion Research Requested by the Province

In March staff reported to the Board regarding a request by the Province that the RDBN undertake a study to inventory land use and development in an area of land that may be added to the RDBN.

Coastal Gaslink Pipeline Project

Staff updated the Board on the status of the CGL Pipeline project and the proposed location of facilities. Oil and Gas Commission referrals relating to the project have been processed in accordance with policy.



Blackwater Gold Mine Environmental Assessment Application

Staff reported to the Board in January on the status of the Blackwater Gold Environmental Assessment (EA) Process. Staff were directed to send a letter to the Environmental Assessment Office (EAO) indicating that the Board has no objections to the application. The EA process timeline has been suspended until a number of actions related to waste rock disposal and water treatment have been completed to the EAO's satisfaction.

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2.6 Bylaw Enforcement

In 2016 (in addition to day to day activities such as responding to public complaints, explaining RDBN regulations, and responding to inquiries) the Planning Department did the following enforcement related activities.

Report on Derelict Buildings on Crown Land

In March the Planning Department reported on a number of situations where a derelict building is located on property that has been forfeited to the Crown as a result of unpaid taxes. The report provided cost estimates for removal of the buildings in 2016. The Board sent a letter to the Minister, and subsequently staff have worked with the Province to resolve the issues.



Supreme Court Injunction for Gala Bay Springs

On direction from the Board staff worked with the Regional District's solicitor to initiate the process to obtain an injunction prohibiting the Gala Bay Springs Water Company from operating their water bottling business on a residential property contrary to the Zoning Bylaw. The water bottling plant is located along the north shore of Fraser Lake. This process is ongoing.

Select Enforcement Files

The following are a select example of the bylaw enforcement issues addressed by the Planning Department in 2016. A detailed accounting of the enforcement issues dealt with in 2016 is provided in a subsequent section of this report.

- **Unsightly Premises in Electoral Area G.** The Board directed staff to initiate clean-up of the property if the owner did not do the work this past summer. The property owner cleaned up some of the materials and staff have been working with him to facilitate additional clean up.

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- **Illegal Motocross Track in Electoral Area A.** The RDBN initiated legal action to stop the motocross track use and the property owner agreed to a Consent Order which was registered with the Courts. Staff monitored the property owner's compliance with the Consent Order and ensured that the motocross track was removed from the property to the Board's satisfaction. The motocross organization is working with the Province to find a location on Crown Land.
- **Illegal asphalt plant in Electoral Area F.** The RDBN was involved in enforcement relating to the use of private property and unsurveyed Crown land near Dog Creek for an asphalt plant in contravention of zoning. This was the 3rd time that the property owner had established an illegal asphalt plant in the Dog Creek area.

Staff worked with the contractor operating the asphalt plant to remove the plant, and are preparing to take immediate legal action should the use re-occur on the property.



Bylaw Enforcement Officer Position

In 2014 staff were directed to hire a Bylaw Enforcement Officer as the result of a desire to increase enforcement activity. In 2015 the Bylaw Enforcement Officer was reduced to half time to allow for additional support to the Protective Services Department. In late 2016 the former Bylaw Enforcement Officer has changed positions and is now the Regional Fire Chief for the Protective Services Department. There is no funding for a Bylaw Enforcement Officer in the draft 2017 budget.



2.7 Protective Services Reorganization

Following the resignation of the Protective Services Manager, responsibility for oversight of the Department was transferred from the Chief Administrative Officer to the Director of Planning. As part of this process the Protective Services Manager position was split into two new positions - the Regional Fire Chief and the Emergency Preparedness Manager.

The Regulation Compliance Officer was given the new role of **Regional Fire Chief**, which is responsible for the day to day activities relating to all aspects of the RDBN's fire protection functions. This includes the RDBN's responsibilities under the *Fire Services Act*, the "British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook (Playbook)", and the new *Fire Safety Act*. As noted this resulted in the loss of the RDBN's Bylaw Enforcement Officer.

The Protective Services Coordinator was given the new role of **Emergency Preparedness Manager**. This position is responsible for emergency preparedness and response, 911, and occupational health and safety. The Protective Services Coordinator position went from full time to half time Protective Services responsibilities. The other half of the position provides support to the Administration Dept.



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3.0 2016 PLANNING STATISTICS

This section contains statistics, and historical data, regarding the activities that make up the bulk of the day to day work undertaken by the Planning Department.

3.1 Planning Department Enquiries

The Planning Department keeps track of the number of enquiries that are answered by the Planning Department each month. The enquiries are divided into the following 6 main subject areas:

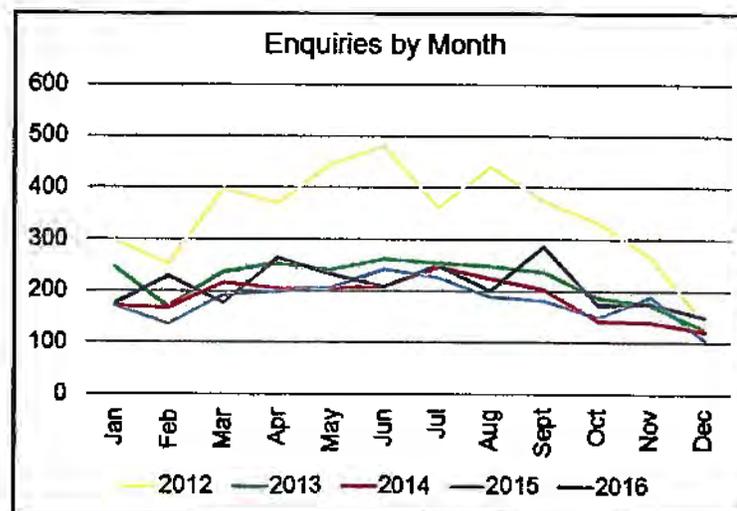
- Development Services (ALR, env. assessments, subdivision, Crown land)
- Electoral Area Planning (Zoning, OCPs, Permits)
- House Numbering
- Mapping Requests
- Bylaw Enforcement
- Other (animal control, road maintenance, sewage etc.)

In 2016 the Planning Department answered 2,529 enquiries. This number is higher than the 2,197 answered in 2015 and the 2,225 enquiries answered in 2014.

Table 1

Subject Area	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Dev. Serv.	34	28	16	31	25	29	43	40	37	25	28	33	370
Elect. Area Plng.	45	68	42	55	66	46	48	36	63	32	32	40	573
House Numbering	23	17	19	11	25	23	18	12	18	11	5	4	186
Maps	29	34	51	68	53	48	70	51	79	34	41	28	528
Bylaw Enf.	5	5	8	10	15	11	8	9	18	8	10	2	165
Other	39	77	43	90	49	53	64	53	72	64	60	43	707
Total	175	230	177	265	233	210	251	201	287	174	176	150	2529

Figure 1



3.2 Agricultural Land Reserve (ALR) Applications

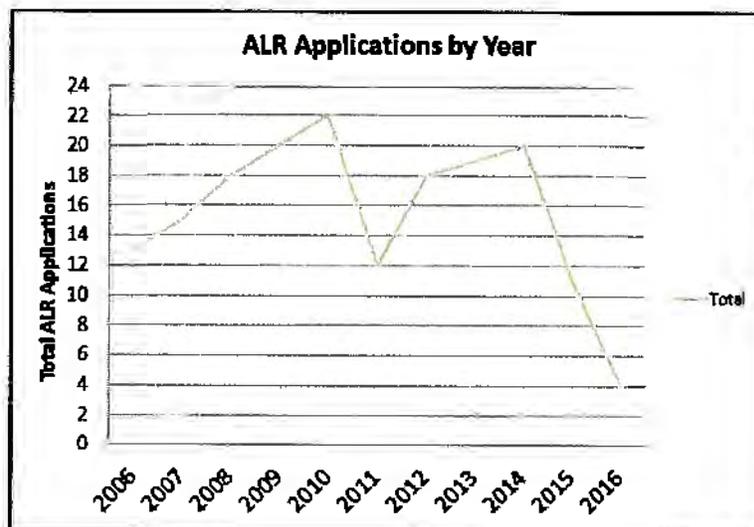
The Regional District received 4 ALR applications in 2016. This is a significant decrease from the 11 applications received in 2015, and the 20 applications received in 2014. Two applications were recommended for denial by the Board and were subsequently withdrawn by the applicants. One application is pending a decision from the ALC. One application was withdrawn by the applicant before being considered by the Board.

The significant decrease in applications is likely the result of recent changes to the ALC application process. Applications can only be submitted online by someone with a BCeID number. The application fee has also increased from \$600 to \$900. It is anticipated that application numbers will increase to previous levels in the future.

Table 2

		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Board Recommendation	Total	13	15	18	20	22	12	18	19	20	11	4
	Denial	1	4	4	3	5	2	3	2	2	3	2
	Approval	11	8	14	12	12	4	13	11	4	2	1
	Interests unaffected	0	0	0	2	2	4	0	1	4	1	0
	Withdrawn	0	0	0	0	0	0	0	1	1	2	1
	Conditional Approval	0	0	0	2	2	1	1	2	2	0	0
	Pending	1	3	0	1	1	1	1	2	7	3	0
Commission Decisions	Denial	0	0	0	2	2	2	2	0	1	0	0
	Approval	0	6	2	1	1	3	1	0	3	1	0
	Conditional approval	9	1	6	10	7	2	2	1	0	0	0
	Pending decision or not yet submitted	1	4	1	2	4	5	12	17	15	5	1
	Withdrawn	2	0	7	7	10	0	1	1	1	2	3

Figure 2



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3.3 Official Community Plan Amendments and Rezoning Applications

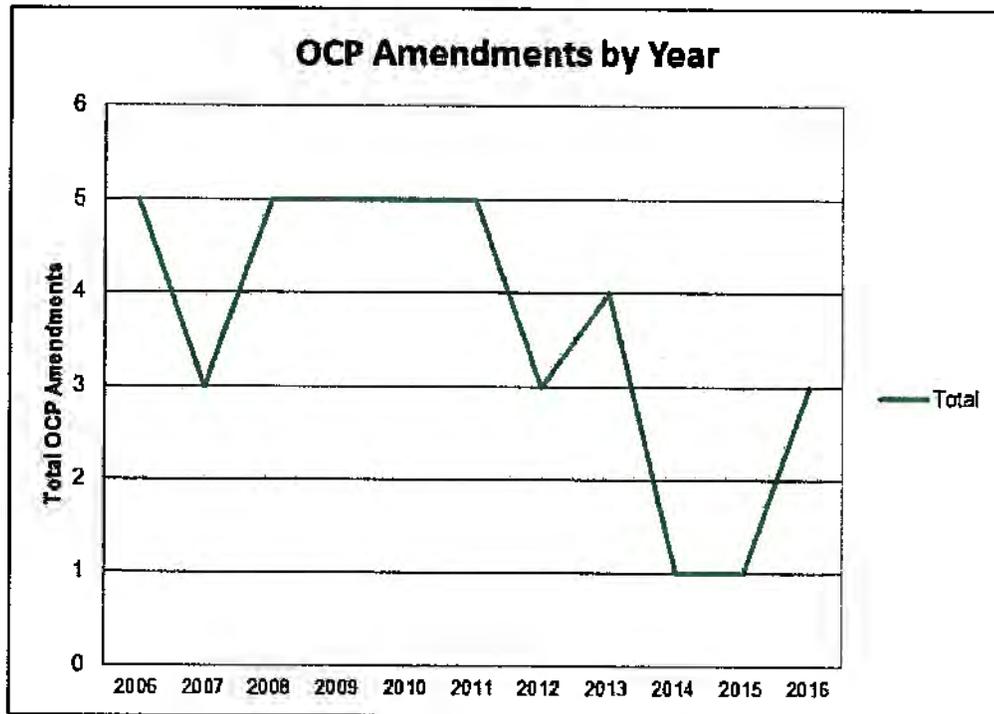
Official Community Plan Amendment applications are usually linked to rezoning applications. There were 3 OCP amendment applications made in 2016. One was denied and two are still in process.

Eight rezoning applications were received in 2016. This is the same number as in 2015 and a decrease from 10 in 2014. Three of the 8 applications have been denied and five are still in process.

Table 3 Official Community Plan Amendments

		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Board Decisions	Total	5	3	5	5	5	5	3	4	1	1	3
	Denied	0	1	0	0	0	0	0	0	0	0	1
	Adopted	5	0	2	2	3	1	0	0	0	0	0
	In Process	0	2	3	2	2	3	3	4	1	1	2
	Withdrawn	0	0	0	1	0	1	0	0	0	0	0

Figure 3



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3.4 Development Variance Permit Applications (including floodplain exemption applications)

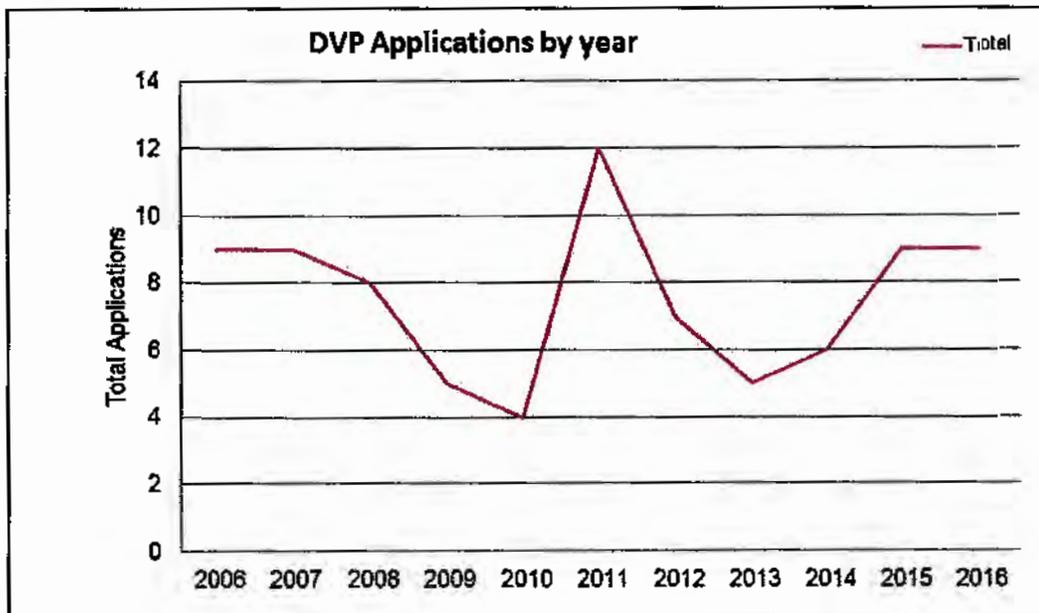
Ten Development Variance Permit applications were received in 2016, which is slightly more than the 9 received in 2015 and an increase from the 6 applications processed in 2014. Four applications concerned relaxation of the setback from property boundaries. The remaining applications concerned building an accessory building before the residence, varying the gross floor area requirement, varying the minimum parcel size, and a floodplain exemption.

Two applications are still in process.

Table 5

		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total		8	9	8	5	4	12	7	5	6	9	10
Board Decision	Denied	1	0	1	0	0	0	0	0	0	0	0
	Issued	7	8	6	4	4	8	6	4	5	5	7
	In Process	0	0	0	0	0	3	0	1	1	3	2
	Withdrawn	1	1	1	1	0	1	1	0	0	1	1

Figure 5



117

3.5 Other Applications

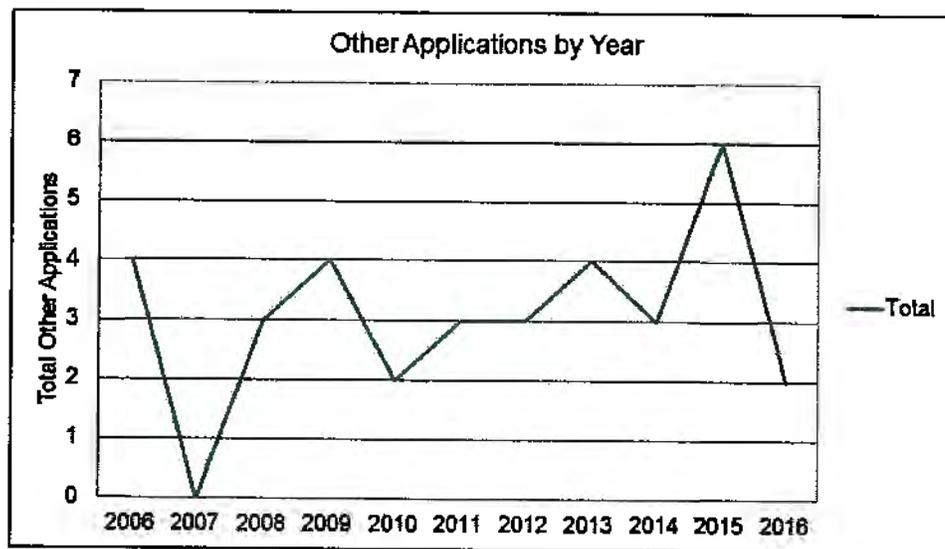
The Regional District received and processed one temporary use permit application in 2016. This is a significant decrease from the 6 temporary use permit applications received in 2015. The purpose of the application was to allow gravel crushing in a gravel pit and was issued for three years.

One development permit application was also received this year. Bylaw 1768 was adopted in July 2016 and added a Development Permit Areas to the Smithers Telkwa Rural Official Community Plan. This regulation applies to one property which was rezoned commercial in 2016. The property owners subsequently applied for a development permit to start developing the property. The application is still in process and staff are waiting for adequate development plans.

Table 6

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total	4	0	3	4	2	3	3	4	3	6	2
Board of Variance	2	0	0	0	0	0	0	0	0	0	0
Special Events	-	-	1	1	1	1	2	3	0	0	0
Pump and Haul	2	0	1	0	0	0	0	0	0	0	0
Temporary Use Permit	0	0	1	2	1	2	1	1	3	6	1
Strata conversion	-	-	-	1	0	0	0	0	0	0	0
Development Permits	-	-	-	-	-	-	-	-	-	-	1

Figure 6



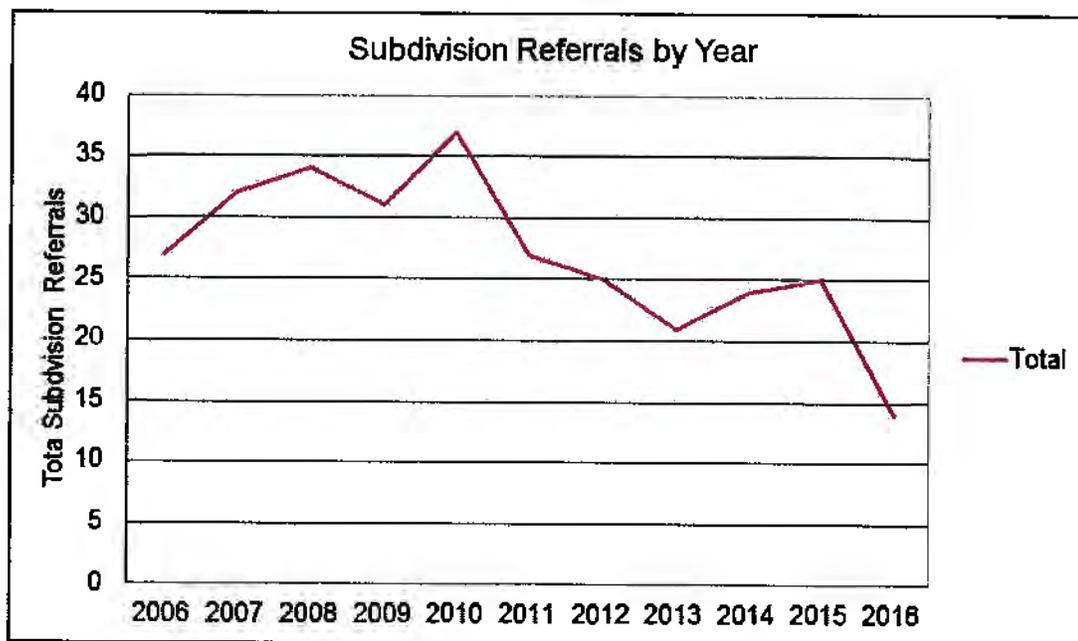
3.6 Subdivision Referrals

The Regional District received 14 subdivision referrals from the Ministry of Transportation and Infrastructure in 2016, which is a decrease from 25 referrals in 2015. Nine referrals were provided positive referral responses. Four referrals were not in accordance with Regional District zoning or ALR regulations.

Table 7

		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total		27	32	34	31	37	27	25	21	24	25	14
Staff Recommendations	Denied/does not comply	3	7	4	4	6	5	3	4	8	6	4
	No Objections /Complies	20	22	22	16	30	21	22	17	16	18	9
	Conditional Approval	4	3	8	11	1	1	0	0	0	1	1

Figure 7



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3.7 Other Referrals

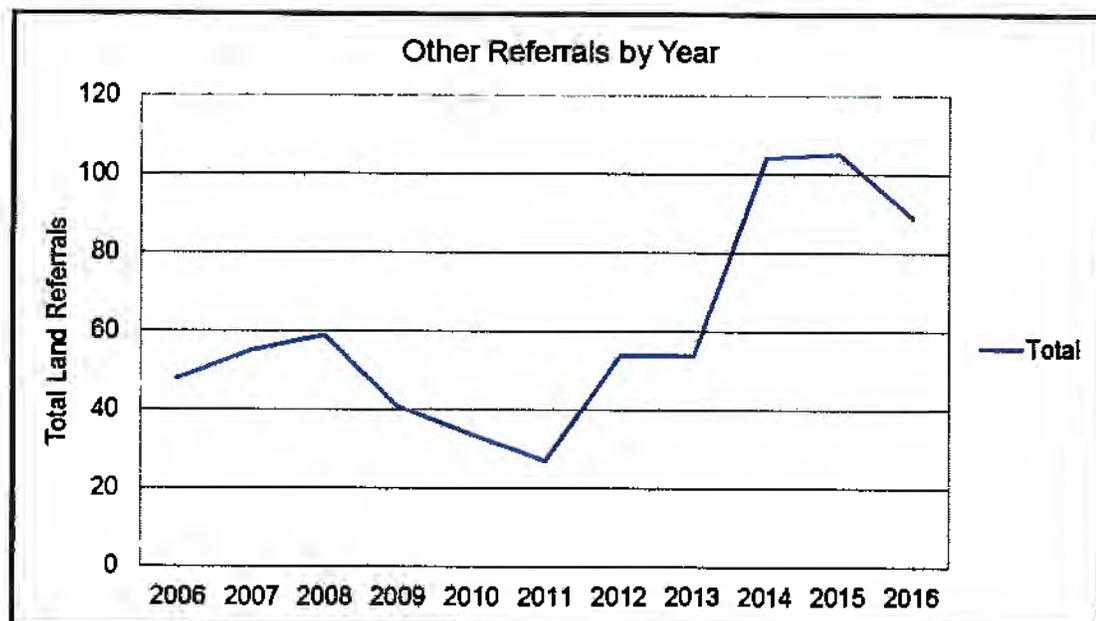
The Regional District received 89 referrals in 2016, which is slightly lower than the 105 received in 2015, and the 104 received in 2014. There is a significant decrease in the number of woodlot referrals received, from 15 in 2015 to 4 in 2016.

The number of Oil and Gas Commission referrals received remains high at 42 in 2016. In accordance with Board policy most Oil and Gas Commission Referrals are dealt with directly with the applicable Area Director, and are not processed through the RDBN Board.

Table 8

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total	55	59	41	34	27	54	54	104	105	89
Crown Land								41	33	29
Mining								4	4	3
Water Licence								3	9	11
Woodlot								12	15	4
Oil and Gas Commission								41	40	42
Miscellaneous (Telus, municipal)								3	4	0

Figure 8



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3.8 Bylaw Enforcement Files

Bylaw enforcement files are created where enforcement action is warranted and no immediate resolution is forthcoming following discussions with the property owner. A file is not created if the staff investigation determines that a bylaw infraction has not occurred, if further action is not justified, or if the infraction is resolved or likely to be resolved through discussions with the property owner. It is noted that there were numerous bylaw enforcement issues dealt with which did not result in a file being created.

There was 1 new bylaw enforcement file created and 5 enforcement files resolved in 2016. At the end of 2015 there were 24 unresolved enforcement files. Seven of the active files relate to zoning infractions, 7 relate to unsightly premises, 4 relate to both zoning and unsightly premises, and 2 relate to derelict buildings.

Table 9

	2010	2011	2012	2013	2014	2015	2016				
Carried forward from previous years	9	12	20	20	24	26	24				
New Files	15	8	3	9	8	2	1				
Total Unresolved	16	19	20	24	26	24	20				
Resolved	7	5	3	5	6	4	5				

1.21

3.9 Building Inspection Statistics

In 2016 there were 91 building permits issued in the rural area. This is a decrease from the 105 permits issued in 2015. The number of single family dwellings constructed in the rural area in 2016 was 23. This is a decrease from the 29 constructed under permit in 2015. Construction value under permit in 2016 totaled \$6,983,200.00, which is also a reduction from the 2015 value of \$8,555,443.86.

A total of 41 permits were issued under contract for the municipalities in 2016. This is a significant decrease from the 82 permits issued in 2015.

Fort St. James	= 20 permits
Burns Lake	= 17 permits
Fraser Lake	= 2 permits
Granisle	= 2 permits

Staff believe that the reduction in building activity is partly the result of the Homeowner Protection Office's eligibility requirements for Owner Builder Authorizations.

Attached are the Building Inspector's Year End Summary Report and Statistics for 2016.

Written by

Jason Llewellyn
Director of Planning

Planning statistics compiled by Maria Sandberg, Planner
Building statistics compiled by Jason Berlin, Building Inspector

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Building Inspector's Report ***Year End Summary, 2016***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were no building permit applications submitted this reporting period for December 2016. There have been 91 permits issued to date in 2016 with a total construction value of \$6,983,200.00. The total permit fees collected or invoiced for during the entire year amounted to \$42,514.60. Our budgeted amount for permit fees in 2016 was \$70,000.00.

2. Building Permit Summary for the Village of Burns Lake

There were no building permit applications submitted this reporting period for December 2016. There have been 17 permits issued to date in 2016 with a total construction value of \$1,854,935.71.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period for December 2016. There have been 2 permits issued to date in 2016 with a total construction value of \$30,000.00.

5. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period for December 2016. There have been 2 permits issued to date in 2016 with a total construction value of \$15,000.00.

6. Building Permit Summary for the District of Fort St. James

There were no building permit applications submitted this reporting period for December 2016. There have been 20 permits issued to date in 2016 with a total construction value of \$4,093,768.00.

7. Year End Summary

Please find attached statistical tables and summaries of the 2016 construction year within the Regional District. The tables indicate that a total of 23 single-family dwellings were constructed in 2016. This figure does not include single-wide mobile homes or dwellings constructed outside of the Building Bylaw area.

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**REGIONAL DISTRICT BUILDING PERMITS
JANUARY 1 TO DECEMBER 31, 2016 TO 1991**

Year	Number of New Permits	Construction Value	Permit Fees
2016	91	\$6,983,200.00	\$42,514.60
2015	101	\$8,555,443.86	\$47,927.04
2014	115	\$12,102,759.90	\$71,234.66
2013	116	\$12,781,476.10	\$73,477.25
2012	124	\$7,135,121.00	\$42,303.80
2011	113	\$6,033,276.00	\$37,558.29
2010	127	\$7,715,376.08	\$47,302.34
2009	109	\$5,699,262.00	\$35,608.26
2008	156	\$7,736,291.00	\$48,200.71
2007	156	\$7,943,975.00	\$50,074.55
2006	114	\$6,792,777.99	\$42,177.71
2005	104	\$5,252,087.50	\$33,126.50
2004	95	\$4,152,246.66	\$25,407.73
2003	101	\$3,903,938.33	\$23,709.91
2002	115	\$4,490,349.00	\$27,595.30
2001	118	\$6,540,615.00	\$33,590.92
2000	140	\$5,907,653.00	\$30,817.42
1999	143	\$6,905,487.00	\$35,848.75
1998	196	\$11,258,109.00	\$47,904.54
1997	203	\$12,353,126.00	\$50,643.00
1996	201	\$10,468,444.00	\$42,982.00
1995	212	\$15,145,921.00	\$55,405.48
1994	180	\$11,714,675.00	\$39,208.25
1993	148	\$8,099,809.00	\$25,562.00
1992	136	\$11,439,095.00	\$21,203.00
1991	109	\$4,364,600.00	\$15,187.00

ELECTORAL AREA COMPARISONS, 2015 VS. 2016

Electoral Area	2015				2016			
	# of Applications	# of New Residences	Total Value of Construction	Total Permit Fees	# of Applications	# of New Residences	Total Value of Construction	Total Permit Fees
A	43	13	4,527,689.86	26,597.52	44	15	3,695,400.00	22,433.80
B	20	0	949,136.00	6,050.82	14	0	358,000.00	2,208.00
C	8	4	945,000.00	2,610.00	6	1	482,000.00	2,892.00
D	9	3	416,000.00	2,510.00	6	1	53,000.00	500.00
E	0	0	0	0	0	0	0	0
F	16	7	1,443,000.00	7,160.00	14	5	1,582,800.00	9,568.80
G	5	2	274,618.00	1,647.70	7	1	812,000.00	4,912.00
TOTAL	101	29	8,555,443.86	46,576.04	91	23	6,983,200.00	42,514.60

CONSTRUCTION STARTS OF SINGLE-FAMILY DWELLINGS WITHIN THE REGIONAL DISTRICT

YEAR	CONSTRUCTION VALUE (\$)	PERMIT VALUE (\$)	SINGLE-FAMILY DWELLINGS CONSTRUCTED IN THE ELECTORAL AREA							TOTAL SINGLE FAMILY DWELLINGS	PERMITS ISSUED
			A	B	C	D	E	F	G		
2016	6,983,200.00	42,514.60	15	0	1	1	0	5	1	23	91
2015	8,555,443.86	47,927.04	13	0	4	3	0	7	2	29	101
2014	12,102,759.90	71,234.66	16	1	4	3	0	8	1	33	115
2013	12,781,476.10	73,477.25	16	3	2	3	0	13	0	37	116
2012	7,135,121.00	42,303.80	19	0	2	2	0	11	1	35	124
2011	6,033,276.00	37,558.29	12	2	8	1	0	7	0	30	113
2010	7,715,376.08	47,302.34	14	2	4	4	0	13	3	40	127
2009	5,699,262.00	35,608.26	13	2	2	5	0	6	2	30	109
2008	7,736,291.00	48,200.71	26	4	1	4	0	12	4	51	156
2007	7,943,975.00	50,074.55	23	4	1	3	0	12	1	44	156
2006	6,792,777.99	42,177.71	21	2	3	2	0	12	2	42	114
2005	5,252,087.50	33,126.50	7	4	5	5	0	8	1	30	104
2004	4,152,246.66	25,407.73	7	3	1	2	0	6	0	19	95
2003	3,903,938.33	23,709.91	11	5	0	0	0	5	1	22	101
2002	4,490,349.00	27,595.00	5	2	3	2	0	5	1	18	115
2001	6,540,615.00	33,591.00	7	8	3	4	0	6	0	28	118
2000	5,907,653.00	30,817.00	18	8	8	1	0	2	1	38	140
1999	6,905,487.00	35,849.00	19	6	7	5	0	11	3	51	143
1998	11,258,109.00	47,905.00	33	18	7	5	0	10	5	79	196
1997	12,353,126.00	50,644.00	38	10	7	3	0	12	10	80	203
1996	10,468,444.00	42,983.00	34	17	11	5	0	10	5	81	201
1995	15,145,921.00	55,405.00	41	17	16	7	0	15	6	102	212
1994	11,714,675.00	39,208.00	40	16	14	6	0	8	6	90	180
1993	8,000,000.00	25,400.00	31	10	12	4	0	16	2	75	150
1992	11,439,000.00	21,299.00	35	6	9	3	0	8	3	64	136
1991	4,300,000.00	15,000.00	20	5	2	0	0	7	2	36	106
1990	6,000,000.00	19,700.00	43	6	5	1	0	3	0	58	127
1989	4,600,427.00	17,214.00	30	2	4	2	0	4	0	42	109
1988	3,698,604.00	14,028.00	17	8	4	1	0	4	1	35	118
1987	2,780,000.00	11,000.00	6	6	3	1	2	2	1	21	135
1986	3,753,780.00	13,508.00	15	1	5	0	0	6	2	29	139

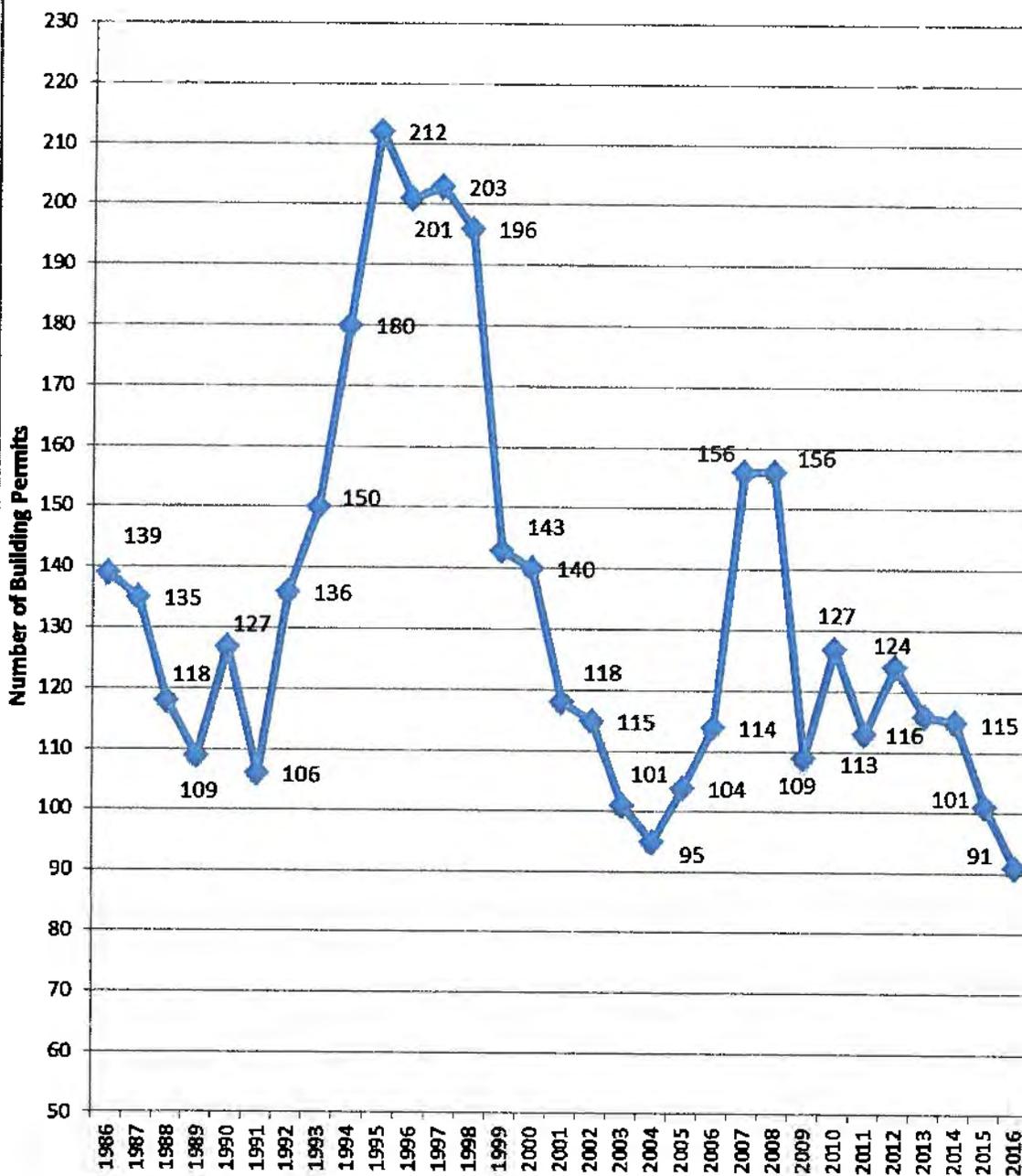
SINGLE FAMILY DWELLINGS CONSTRUCTED WITHIN THE MUNICIPALITIES OF THE REGIONAL DISTRICT

MUNICIPALITIES	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
SMITHERS	8	5	1	1	3	4	12	11	28	18	8	11	14	9	9	11	5	9
TELKWA	6	1	0	0	1	3	0	2	3	5	1	11	5	8	5	5	5	6
HOUSTON	3	4	3	0	0	2	5	4	4	2	3	2	2	1	2	1	2	5
GRANISLE	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
BURNS LAKE	5	5	3	1	1	0	1	3	2	1	2	1	1	0	0	0	0	0
FRASER LAKE	0	1	1	0	1	2	0	0	1	3	0	1	3	1	0	0	0	0
VANDERHOOF	16	16	3	3	10	15	23	27	17	17	8	13	11	11	6	14	2	6
FORT ST. JAMES	3	1	2	0	1	0	1	2	2	1	1	3	2	0	4	1	2	2
TOTALS	41	33	13	5	17	26	42	49	57	47	23	42	38	31	26	32	16	28

Notes to Housing Starts Tables:

- 1) The tables refer to new single-family dwellings only and do not include multi-family units such as apartments, duplexes, etc.
- 2) The tables do not account for new single-wide mobile homes.
- 3) The tables do not account for new dwellings constructed outside of the Building Bylaw area, or on First Nation reserves.

Number of Building Permits Issued per Year in the RDBN: 1986-2016 not including municipalities



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MEMORANDUM

To: Board of Directors
From: Maria Sandberg, Planner
Date: January 13, 2017
Re: Board of Variance Nominations

PURPOSE

Where a local government has adopted a zoning bylaw it must also establish a Board of Variance (BOV) by bylaw. That bylaw must set out the procedures to be followed by the local government and BOV in receiving and considering applications, and providing notice.

BOARD OF VARIANCE ROLE AND RESPONSIBILITY

The BoV consists of three members appointed by the Regional District Board. Members are appointed for a 3-year term; however, a local government may rescind an appointment to the BoV at any time.

According to RDBN Board of Variance Policy the following process is used to identify nominees for appointment to the Board of Variance by the Regional District Board:

- a. *When a new Board of Variance member is required to be appointed, for up to a three year term, staff shall ask each Regional District Board member to nominate a person eligible to be appointed to the Board of Variance. Staff shall contact that person and obtain a completed nomination form (attached) from that person.*
- b. *The nomination form(s) for appointment to the Board of Variance shall be presented to the Regional District Board at a regular Board meeting with a staff recommendation that the Board undertake a secret ballot where each Regional District Board member identifies their top three choices for the Board of Variance.*
- c. *The three applicants for the Board of Variance with the most votes are considered the winners. If there is a tie for the third place a vote is held between the tied third place applicants to determine the winner of third place.*
- d. *The Regional District Board may then consider a motion to appoint the three winners of the secret ballot to the Board of Variance.*

The Regional District Board adopted a Board of Variance Bylaw, and a Board of Variance Policy in 2012. The policy outlines the process to appoint the three Board of

Variance members. The process involves each RDBN Board member having an opportunity to nominate a person to be considered for appointment to the BOV by the RDBN Board. The Planning Department made a number of requests to the RDBN Board for persons to be nominated for appointment to the BOV. Unfortunately, not enough nominations were received to fill the three vacant positions.

BOARD OF VARIANCE NOMINATIONS

In October 2015 the Planning Department presented a staff report regarding Board of Variance (BoV) nominations to the Board. The report reviewed the BoV bylaw and policy and staff asked that each Director nominate a candidate to be considered for the BoV so that BoV appointments could be considered in January 2016.

Staff has now received two nominations from the Director for Electoral Area A:

- George Stokes, Electoral Area A resident; and;
- Kelly McCormack, Electoral Area E resident.

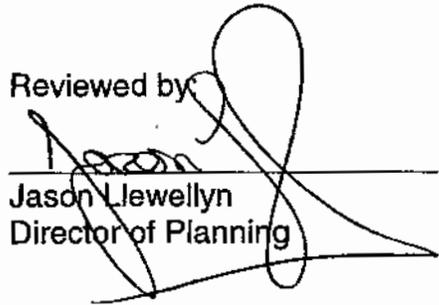
Their nomination forms are attached to this report. Staff are asking the Board to consider nominating one more person to the Board of Variance. Once a third person is nominated, staff will provide that person with the attached form, which will be submitted to the Regional District Board when the BOV appointments are considered.

Recommendation

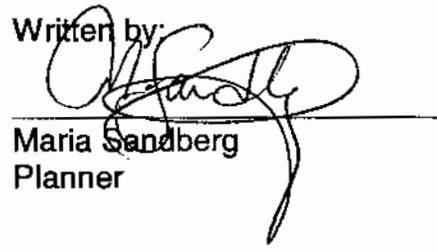
That the Regional District Board nominate at least one more candidate for the Board of Variance.

Development Services – Directors/Majority

Reviewed by:


Jason Lewellyn
Director of Planning

Written by:


Maria Sandberg
Planner



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RECEIVED

MAR 15 2016

REGIONAL DISTRICT
OF BULKLEY-NECHARO

Board of Variance Nomination Form

Name: George Stokes

Address: Box 3567 Smithers VRT AND

Home Phone #: 250-847-9077 Cell phone #: 250-877-2482

E-mail Address: gstokes@universe.com

Comments in Support of Membership on the Board of Variance:

Nominated by Mark Fisher for my
knowledge as a builder and for
my knowledge of the area.

[Signature]

Applicant Signature

March 15/16

Date

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RECEIVED

DEC 14 2016

REGIONAL DISTRICT
OF BULKLEY-NECHKO



Board of Variance Nomination Form

Name: KELLY McCORMACK

Address: 38537 DRIFTWOOD Drive, BURNS LAKE, BC
VOJ 1E2

Home Phone #: 250 695 6970 Cell phone #: 250 692-0792

E-mail Address: Kellydmccormack@gmail.com

Comments in Support of Membership on the Board of Variance:

I would be pleased to assist on the
Board of Variance to facilitate the decision
process related to applications for development
variance. I have recently completed a 7-year
term as a board member of the Small Business
Roundtable of B.C. am a 38 year resident of the
ROBN and hold a Masters Degree in Business Admin (MBA)

Kelly McCormack

Applicant Signature

Dec. 3, 2016.

Date

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 1623, 2012**

A bylaw to establish a Board of Variance and its procedures

WHEREAS Section 899 (1) of the *Local Government Act* requires a local government that has adopted a zoning bylaw to establish a Board of Variance;

AND WHEREAS Section 900 (3) of the *Local Government Act* requires that the bylaw establishing a Board of Variance must set out procedures to be followed by the Board of Variance;

AND WHEREAS Section 931 of the *Local Government Act* provides that a local government may adopt a bylaw which imposes fees payable upon application to a Board of Variance;

NOW THEREFORE the Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited as "Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1623, 2012".

2. ESTABLISHMENT

Pursuant to the *Local Government Act*, the Board of the Regional District of Bulkley Nechako hereby establishes a single Board of Variance for Areas A, B, C, D, E, F and G of the Regional District of Bulkley-Nechako.

3. DEFINITIONS

3.1 In this bylaw:

- 3.1.1. "Board of Variance" means the Board of Variance established under this bylaw;
- 3.1.2. "Chair" means the chair of the Board of Variance appointed under Section 4.4;
- 3.1.3. "Regional District Board" means the board of the Regional District of Bulkley-Nechako;
- 3.1.4. "Secretary" means the secretary to the Board of Variance appointed under Section 5.1.



4. APPOINTMENT AND MEMBERSHIP

- 4.1 The Regional District Board, by resolution, shall appoint 3 members to the Board of Variance for a three year term.
- 4.2 The Regional District Board may, at its sole discretion, rescind the appointment of any member.
- 4.3 Upon the resignation, death, or removal of a member during his or her term the Regional District Board shall, by resolution, appoint a successor who shall hold office for the remainder of the term of the former member.
- 4.4 At the first Board of Variance meeting of a new year the Board of Variance shall appoint one of their members as Chair for that year by majority vote of members present.
- 4.5 If the Chair of the Board of Variance is not at a meeting the members present shall appoint one of the members present as the Chair for that meeting.

5. SECRETARY

- 5.1 The Director of Planning of the Regional District of Bulkley-Nechako or his or her designate shall act as the Secretary to the Board of Variance. The Secretary shall be responsible for the following:
 - 5.1.1. receiving applications to the Board of Variance;
 - 5.1.2. scheduling Board of Variance meetings in consultation with Board of Variance members;
 - 5.1.3. ensuring that notice of an application is provided as required under Section 901 of the *Local Government Act* and this bylaw;
 - 5.1.4. assisting the Board of Variance in its communication with applicants;
 - 5.1.5. providing the Board of Variance with the Planning Department's comments regarding each application to the Board of Variance;
 - 5.1.6. maintaining a record of Board of Variance decisions and ensuring that the records are available for public inspection during normal business hours.



6. APPLICATION AND APPLICATION FEE

- 6.1 All applications to the Board of Variance shall be made on the application form provided by the Secretary.
- 6.2 The application must be accompanied by plans and technical information sufficient to explain the basis for the application. This information may include, but may not be limited to, the following:
- 6.2.1. a letter stating the grounds for the application;
 - 6.2.2. a certificate of location certified by a BC Land surveyor;
 - 6.2.3. a site plan drawn to scale;
 - 6.2.4. building elevation plans drawn to scale.
- 6.3 The Secretary may request that an applicant provide additional plans and other information where necessary to explain the basis for the application.
- 6.4 All applications shall be accompanied by an application fee in the amount identified in Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1422, 2007.
- 6.5 Processing and review of an application shall only proceed upon full payment of the application fee to the Regional District of Bulkley-Nechako.
- 6.6 Half of the application fee may be refunded if the application is withdrawn prior to the provision of notice under Section 7 of this bylaw, or Board of Variance consideration of an application. Following the provision of notice, or Board of Variance consideration of an application, no part of the application fee shall be refunded.

7. NOTICE OF APPLICATION

- 7.1 Where notice of an application is required pursuant to Section 901 of the *Local Government Act*, the notice shall be mailed or otherwise delivered not less than 10 calendar days prior to the date of the meeting at which the Board of Variance shall consider the application to:
- 7.1.1. the owners, as shown in the last revised assessment roll, and tenants in occupation of the land that is the subject of the application and all parcels any part of which are within 50 metres of the parcel that is the subject of the application;
 - 7.1.2. the Board of Variance members; and



7.1.3. the Director for the Electoral Area in which the land that is the subject of the application is located.

8. BOARD OF VARIANCE MEETINGS AND HEARINGS

- 8.1 Two (2) members of the Board of Variance shall be a quorum for the purpose of considering an application.
- 8.2 Upon receipt of an application the Secretary shall schedule a Board of Variance meeting for the consideration of that application.
- 8.3 The Board of Variance shall consider an application at the time and place stated in the notice under Section 7 of this bylaw.
- 8.4 The Board of Variance may adjourn the meeting from time-to-time, and may reconvene without further published notice if the time, date and place of the reconvening are announced at the time of the adjournment.
- 8.5 Provided that notice has been given in accordance with Section 7.1 of this bylaw, the Board of Variance may decide upon the application in the absence of the applicant or any other person.
- 8.6 At a Board of Variance meeting when an application is heard the Chair shall do the following:
 - 8.6.1. provide an overview of the application and state the location of the application;
 - 8.6.2. provide the applicant, or a representative of the applicant, with the first opportunity to present information or comments relating to the application to the Board of Variance;
 - 8.6.3. provide any other person notified of the application with an opportunity to present information or comments relating to the application.

9. DECISION

- 9.1 All decisions of the Board of Variance shall be by majority vote of those members present and must be made within 7 days of a hearing for that application.
- 9.2 In the case of a tie vote the application shall be considered to be denied.



10. REPEAL

The "Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1275, 2003" and any amending bylaws thereto are hereby repealed.

READ A FIRST TIME this 23rd day of February, 2012

READ A SECOND TIME this 23rd day of February, 2012

READ A THIRD TIME this 23rd day of February, 2012

I hereby certify that the foregoing is a true and correct copy of
"Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1623, 2012".

Dated at Burns Lake, B. C. this 13th day of December, 2012

Gail Chapman
Corporate Administrator

ADOPTED this 22nd day of March, 2012

[Signature]
Chairperson

Gail Chapman
Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BOARD OF VARIANCE POLICY

February 2012

1. Policy Objective

This document is designed to provide direction to staff regarding the administration of "Regional District of Bulkley-Nechako Board of Variance Bylaw No. 1623, 2012".

2. Appointment of Board of Variance Members

The process used to identify nominees for appointment to the Board of Variance by the Regional District Board shall be as follows.

- a. When a new Board of Variance member is required to be appointed, for up to a three year term, staff shall ask each Regional District Board member to nominate a person eligible to be appointed to the Board of Variance. Staff shall contact that person and obtain a completed nomination form (attached) from that person.
- b. The nomination form(s) for appointment to the Board of Variance shall be presented to the Regional District Board at a regular Board meeting with a staff recommendation that the Board undertake a secret ballot where each Regional District Board member identifies their top three choices for the Board of Variance.
- c. The three applicants for the Board of Variance with the most votes are considered the winners. If there is a tie for the third place a vote is held between the tied third place applicants to determine the winner of third place.
- d. The Regional District Board may then consider a motion to appoint the three winners of the secret ballot to the Board of Variance.

3. Planning Department Review and Comment on Applications

All Board of Variance applications shall be reviewed by Regional District Planning Department staff. Planning Department staff shall prepare a staff report which discusses the application and provides the following information to the Board of Variance for their consideration.

- a. If approval of an application would be in conflict with a Section 219 covenant registered on title the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application.

- b. If the application deals with a matter that is covered in a development variance permit that has been issued for the subject property the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application.
- c. If the application deals with a variance that was the subject of a development variance permit refused by the Regional District Board staff shall provide the staff report(s) for the development variance permit to the Board of Variance for consideration.
- d. If the application deals with a flood plain specification under Section 910 (2) of the *Local Government Act* the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application
- e. If the application applies to a property for which an authorization for alterations is required under Part 27 of the *Local Government Act* the Board of Variance shall be advised to deny the application as it does not have jurisdiction to approve the application.
- b. If the application applies to a bylaw infraction that is the subject of enforcement action by the Regional District the Board of Variance shall be advised of the nature and history of the enforcement action for consideration.
- c. The Board of Variance shall be advised if the variance or exemption may result in the inappropriate development of the site, an adverse affect on the natural environment, a substantial affect on the use and enjoyment of adjacent land, a variance of the permitted uses and densities under the applicable bylaw, or the defeat of the intent of the applicable bylaw.



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MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: January 17, 2017
Re: **Hudson Bay Mountain Prairie Village
Land Use and Development Inventory and R8 Zone Review**

At its January 28, 2016 meeting the Regional District Board passed the following motion,

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to initiate a review of the Hudson Bay Mountain Recreation Residential (R8) Zone in "Regional District of Bulkley- Nechako Zoning Bylaw No. 700, 1993".

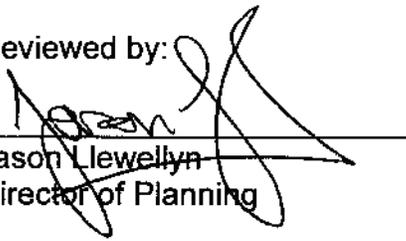
This report is in response to the above noted Board direction. The attached Hudson Bay Mountain Prairie Village Land Use and Development Inventory and R8 Zone Review document provides the results of the work the Planning Department undertook in 2016 to inventory development within the Hudson Bay Mountain Prairie Village and understand the land use issues that exist. The review also included a survey of the property owners, to better understand their perspective on development in the area. The third part of the review outlines staff recommendations based on the changes found.

Recommendation:

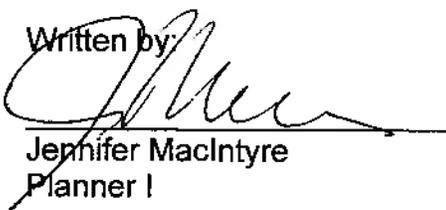
1. That the Regional District Board direct staff to initiate an application to amend the R8 Zone in "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1994" by:
 - a. replacing the Gross Floor Area restriction of 110 m² (1184 ft²) with a Total Floor Area restriction of 167.23 m² (1,800 ft²), and
 - b. allowing a second dwelling provided that the combined TFA of both dwellings does not exceed 167 m² (1,800 ft²).

Electoral Area Planning – All Directors/ Majority

Reviewed by:

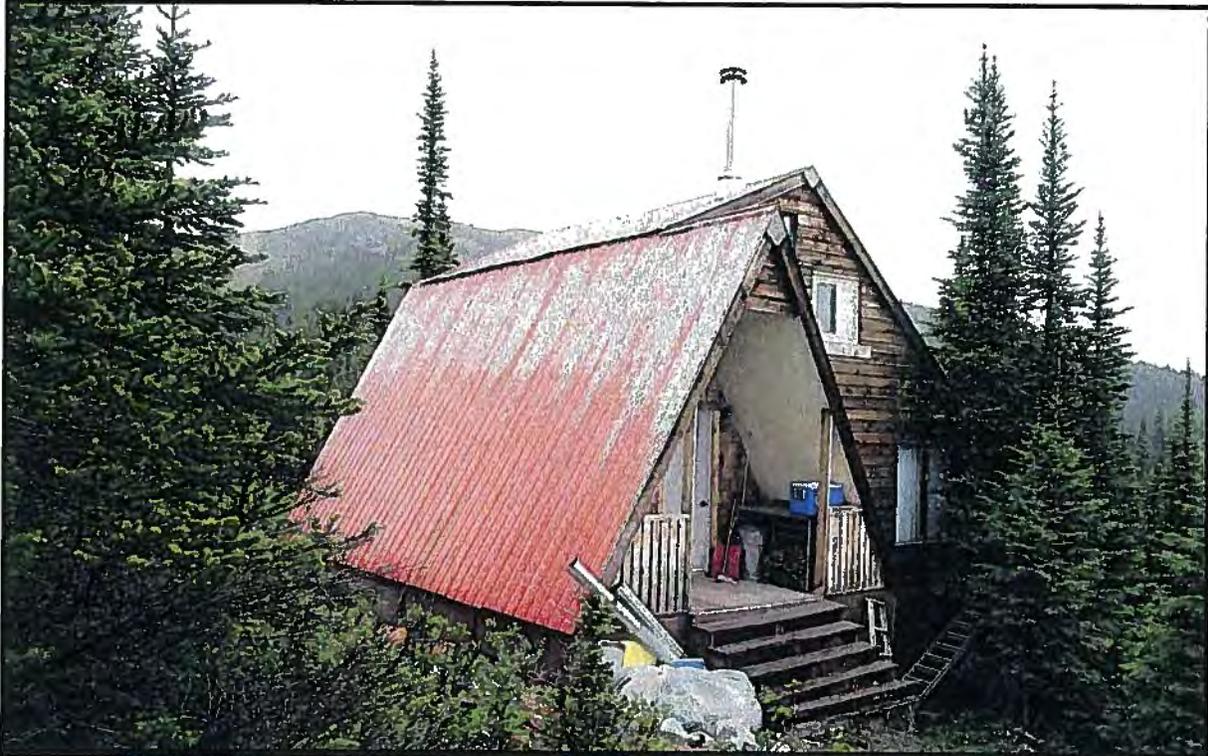

Jason Lewellyn
Director of Planning

Written by:


Jennifer MacIntyre
Planner I

Hudson Bay Mountain Prairie Village

Land Use and Development Inventory and R8 Zone Review



Regional District of Bulkley-Nechako
Planning Department
January 17, 2017

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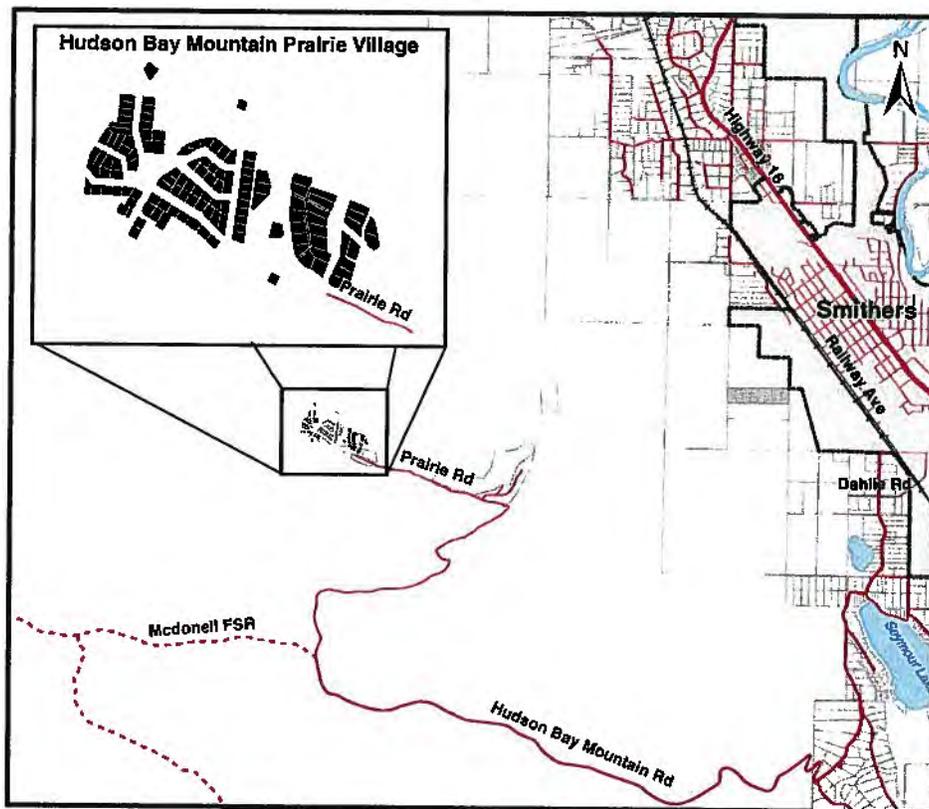
Section 1: Background Review

Hudson Bay Mountain Prairie Village – R8 Zone Review

1.0 Development History

Hudson Bay Mountain Prairie Village, (formerly known as the Cabin Colony) is located at the base of the 'Ski Smithers' ski resort on Hudson Bay Mountain. The community is a 30 minute drive from the Town of Smithers.

Study Area & Location Map



The mountain elevation reaches 2,331 metres with valleys, ridges and meadows attracting hikers and mountain bikers in the summer, and cross country skiers, snowshoers, and downhill skiers in the winter.

Development of the Prairie Village was initiated by squatters who built recreational cabins on Crown land without permission. In 1972 the Crown lands were subdivided under the Land Act (CLSR 38T 426) to allow for the formal sale or lease of the land by the users. The subdivision was approved under the *Land Act* by the Ministry of Lands, and was not approved by the Provincial Subdivision Approving Officer. It does not appear that access, servicing, parking, or other typical land use issues were given much consideration by the Province when developing the subdivision plan.

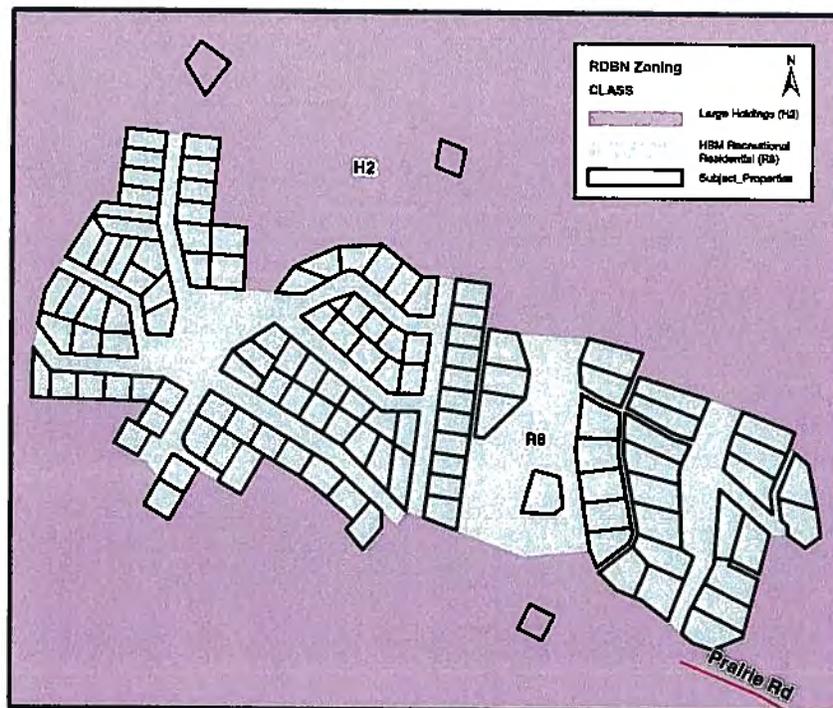
1.1 Zoning Regulation in the Prairie Village

Zoning was first applied to the Prairie Village in 1994, with the adoption of "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1994." The area was zoned Single Family Residential (R1). In 1995, Planning Department staff were directed by the Board to draft a new zone for the area given concern regarding the use of lots, and the area's limited ability to accommodate on-site sewage disposal. The soils are characterized, in areas, as consisting of two feet or less of glacial till on top of bedrock. Therefore, there is limited ability to accommodate waste from outhouses.

In 1995 the Regional District applied the Hudson Bay Mountain Recreational Residential (R8) Zone to the Prairie Village. The zone does the following:

1. *limits the use of the dwellings to 200 days per year;*
2. *limits the building size to a gross floor area of 110 m² (1,184 ft²);*
3. *limits the building height to 8 m (26.25 ft.);*
4. *prohibits home occupations; and,*
5. *limits the number of dwellings to one seasonal dwelling per parcel.*

Current Zoning Map



There are three properties located within the Prairie Village neighbourhood zoned Large Holdings (H2) rather than the R8 Zone. The H2 Zone does not limit the use of the time an owner can use the dwelling, and does not limit the size and height of the buildings. The H2 Zone also allows 2 Single Family Dwellings, has a minimum parcel size of 8 ha., and allows a relatively wide range of uses.

1.2 Zoning Amendments:

There have been three amendments to the R8 Zone in the Prairie Village neighbourhood. Two amendments changed zoning from H2 to R8 to facilitate boundary adjustments. The third amendment was to allow the Sidewinder Inn to operate a bed and breakfast accommodation, as a home occupation, to a maximum of six beds, to be in operation no more than 200 days per year.

1.3 Official Community Plan

The Prairie Village is currently designated as Ski Smithers Development Area (SSDA) under Smithers Telkwa Rural Official Community Plan No. 1704, 2014. This designation area includes the Hudson Bay Mountain Estates, which is the newer subdivision that has its own sewer and water system that can support full time residences.

The purpose of this designation is to provide for the expansion, and possible redevelopment of the ski hill including new recreation and accommodation facilities.

Objectives and policies that relate to the built environment of the Prairie Village and accommodation facilities are listed below.

3.6.1 Objectives:

- (a) *To encourage development of safe, functional and attractive alpine community.*

3.6.2 Policies:

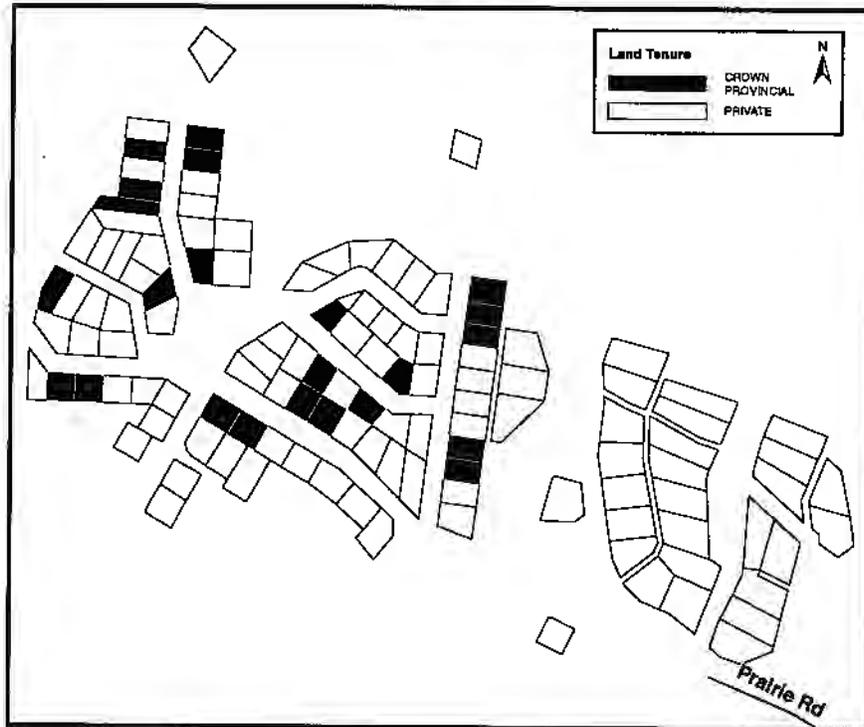
- (a) *Includes a diversity of housing types and densities*
- (b) *Incorporates alpine building styles that integrate the natural environment and the varied topography of the area*
- (c) *Includes dwelling units that are used for tourist accommodation on a daily, weekly or monthly basis*
- (f) *Encourages the control of drainage in a manner which does not increase discharge off the land, or alter the drainage pattern in a manner that negatively impacts other land*
- (j) *Does not have an unacceptable negative impact on significant views*

1.4 Land Tenure and Ownership

In 1995 when the R8 zone was created 35% of the parcels in the cabin area were privately owned. The majority of the lands were leased from the Crown. Currently 101 parcels (82% of the parcels) are privately owned.

This increase in private ownership has resulted in an increase in building activity and an increase in the size of recently constructed buildings.

Current Land Tenure



1.5 Building Sizes are Increasing

The area was serviced with electricity in 2005. This allowed the establishment of an on-site water supply. Also, as noted there was a notable change of tenure from leases to ownership. These changes made it feasible for people to build larger dwellings in the last 15 years.

The Prairie Village was included in the Regional District's Building Inspection Area in 2005. From 2005 until December 2016 the Regional District has received a total of 12 (10%) Building Permit Applications for properties located in the Prairie Village. The Average Total Floor Area of the buildings built with permits is 150.13 m² (1,616 ft²).

Most new dwellings are two-story, and a notable portion of the ground floor of the dwellings is identified for uses that are exempted from the Gross Floor Area (GFA) calculation (parking, water cisterns). There has been concern expressed that the GFA calculation is not a reliable method to regulate floor area. Some new dwellings have water cisterns indoors which allows for a notable increase in overall building size. There is also concern that people are exaggerating the space needed for parking, and that this area will be later converted into living space.

Section 2: Inventory

Hudson Bay Mountain Prairie Village – R8 Zone Review

2.1 Inventory Results

During the summer of 2016 the Planning Department visited each lot in the Prairie Village to inventory the development and land use that exists. The information collected during the site visits was combined with information available from the BC Assessment Authority and building permit data to complete the inventory. The following is a presentation of the inventory results.

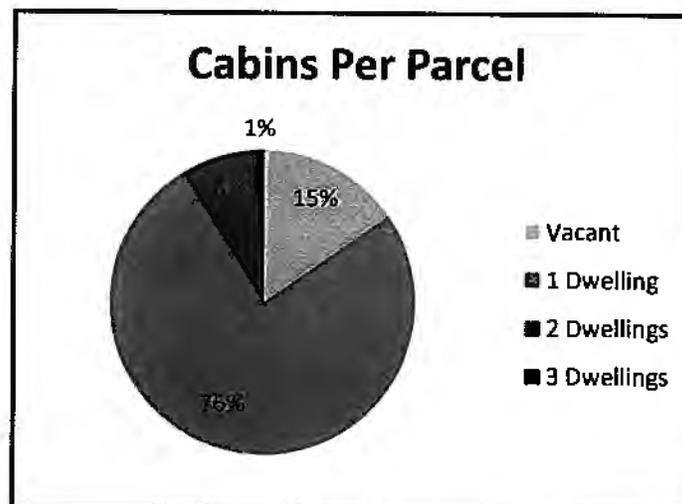
Parcels and Number of Dwellings:

There are a total of 124 parcels in the Prairie Village. There are 19 vacant and 105 developed parcels. During the inventory it was noticed that some parcels have more than one dwelling, contrary to zoning. In total, 117 dwellings were found on the 105 developed parcels. A total of 94 parcels contain one dwelling each, 10 parcels contain 2 dwellings each, and 1 parcel contains 3 dwellings.

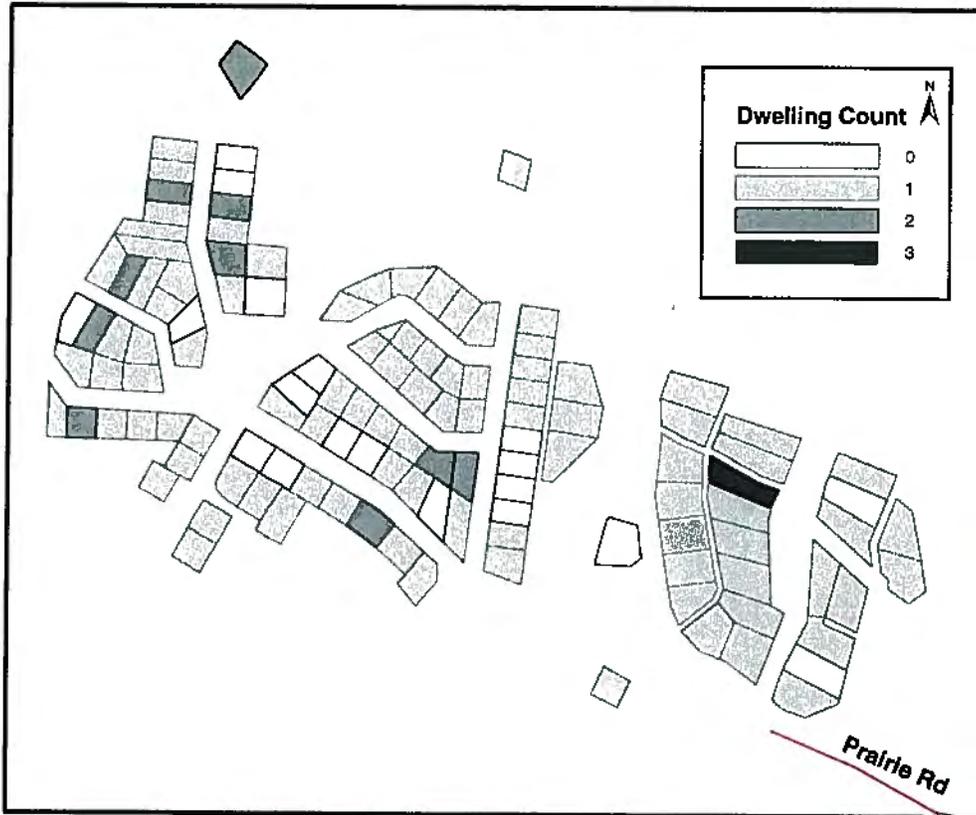
Primary dwellings are defined as the dwelling on the parcel that was measured as having the largest total floor area (TFA).

Cabins Per Parcel

Vacant	19	15%
1 Dwelling	94	76%
2 Dwellings	10	8%
3 Dwellings	1	1%
Total Parcels	124	-



Dwelling/Parcel Map



All secondary dwellings were 1 story and averaged 20 m² (219 ft²) in size. The parcel containing three dwellings consisted of two Yurts and one typical cabin. The pictures below show examples of Prairie Village lots containing additional dwellings. The yurts are shown in the second picture below.



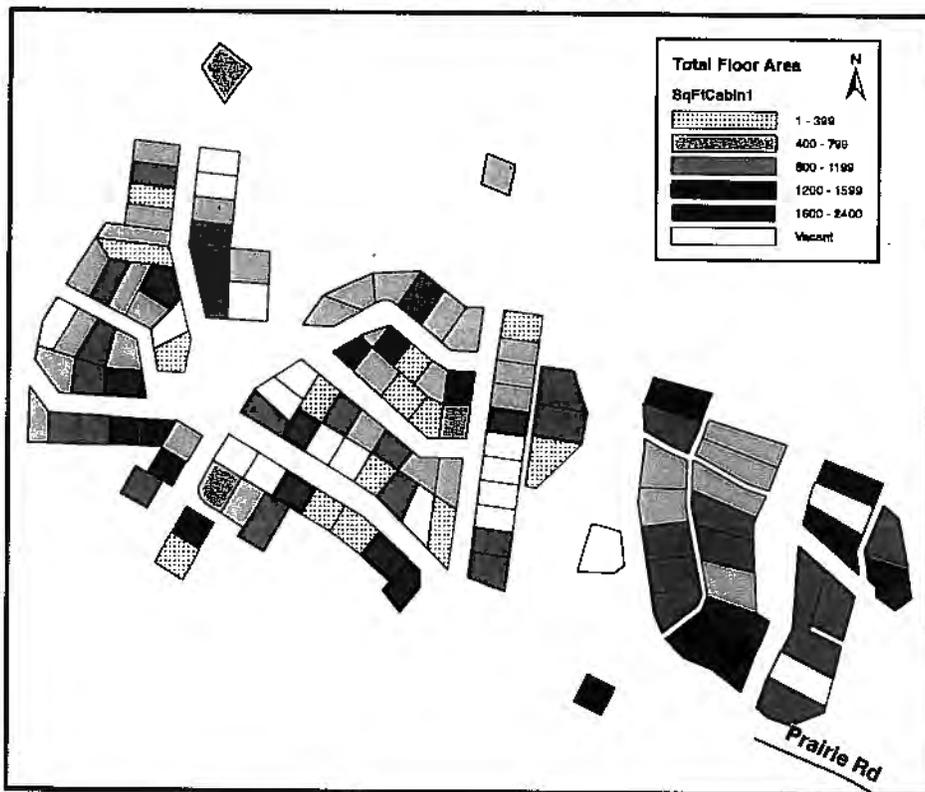
Total Floor Area (TFA):

During site visits measurements were taken to estimate the Total Floor Area (TFA) of the dwellings. The TFA is the total combined floor area of all livable space of all floors. Areas with dirt floors or a ceiling height of less than 6 feet were not considered livable space. Where accurate data exists from building permit records, that data was used. The TFA identified is shown in the table below. The map below shows the distribution of dwelling sizes in the neighbourhood. The mean TFA of the cabins inventoried is 70 m² (753 ft²).

Inventoried Total Floor Area

Category	Range (m ²)	Range (ft ²)	Cabin Count	Percentage
Very Small Dwellings	0 - 37	0 - 399	26	22.22%
Small Dwellings	37.16 - 74.22	400 - 799	38	32.48%
Medium Dwellings	74.32 - 111.39	800 - 1199	32	27.35%
Large Dwellings	111.48 - 148.55	1200 - 1599	10	8.55%
Very Large Dwellings	Over 45.30	Over 1600	11	9.40%
Total			117	

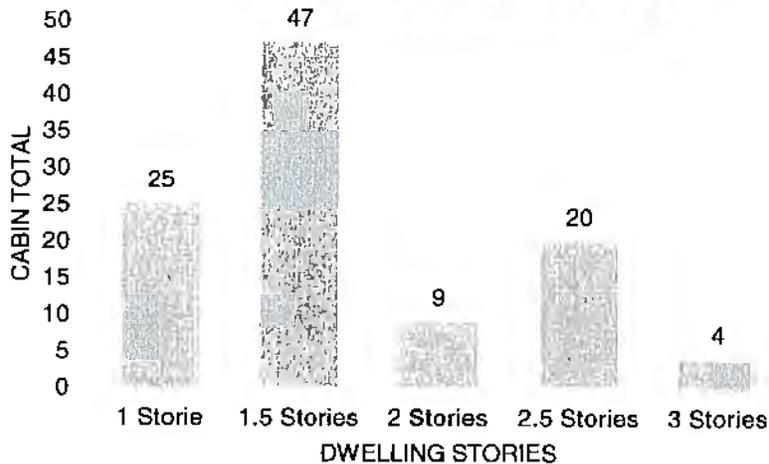
Dwelling Size Distribution Map



Height

To determine the heights of the cabins we looked at the number of stories, and the floor area of the 2nd or 3rd floor for each primary cabin. A 2nd or 3rd floor that was less than half of the area of the main floor is described as a 0.5 story. Of the 105 primary cabins inventoried, we found that the majority, 47 (45%) of cabins are 1.5 stories. Only 25 (24%) are 1 story, 9 (9%) are 2 stories, and 24 (23%) are more than 2 stories.

Dwelling Stories Distribution



Sewage Disposal:

Of the 105 developed parcels, 92 had at least one outhouse and 13 did not have a visible outhouse.

There were 53 permits approved by Northern Health for an outhouse with a holding tank. It is estimated that half of the dwellings are serviced primarily by an outhouse with a holding tank and half are serviced primarily by a traditional dug outhouse.

The size of the lots and the area's soil structure precludes a Type 1 septic disposal system. A Type 2 or 3 system may be accommodated subject to an evaluation of each lot and approval by the Northern Health Authority. Given the soils, cost of a type 2 or 3 system, and limited water supply it is anticipated that dwellings will continue to rely on pit privies and holding tanks for sewage disposal.



Section 3: Owner Survey

Hudson Bay Mountain Prairie Village – R8 Zone Review

3.1 Survey Results

Staff undertook a survey of Prairie Village property owners to gain an understanding of the opinions regarding development in the Prairie Village, and the existing regulations.

A total of 212 Cabin Owners were identified using BC Assessment ownership data. The questionnaire was mailed out to these owners on February 9, 2016. The cabin owners were able to send back the questionnaire via a self-addressed-stamped-envelope, by email, or by phone. Of the 212 questionnaires sent, 95 (45%) were returned.

Questionnaire Design:

The questionnaire was designed to focus on resident's opinions on the regulations that control building height and size.

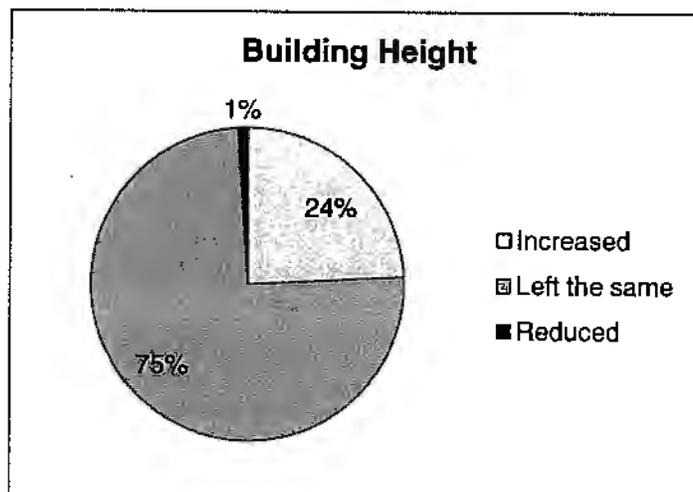
Two multiple choice questions were asked regarding Building Height and Gross Floor Area regulations. The questionnaire asked the respondent if they preferred to *increase*, *leave the same*, or *reduce* the existing regulations.

The second question asked the respondent to choose between the *Total Floor Area* option or the *Gross Floor Area* option. If respondents chose *Total Floor Area* option, there was space provided for the respondent to fill in a suggested maximum size.

At the end of the survey, there was additional space left for comments. Below is a summary of the results.

Question 1: Building Height

All of the 95 respondents filled out the building height question. 24 respondents (24%) listed their preference for the building height regulation to be increased. The majority of people preferred to leave building height the same, at 8 m. (26.25 ft). Only 1 respondent preferred the building height to be reduced.



Preferred building height (increase)

Of those who preferred an increase, 21 respondents specified a preferred height. Below is a list of the recommended heights listed by the respondents.

Increased to		Count
9.14 m	30 ft.	7
9.75 m	32 ft.	6
10 m	32.8 ft.	4
11 m	36 ft.	3
12 m	39.3 ft.	1
Total		21

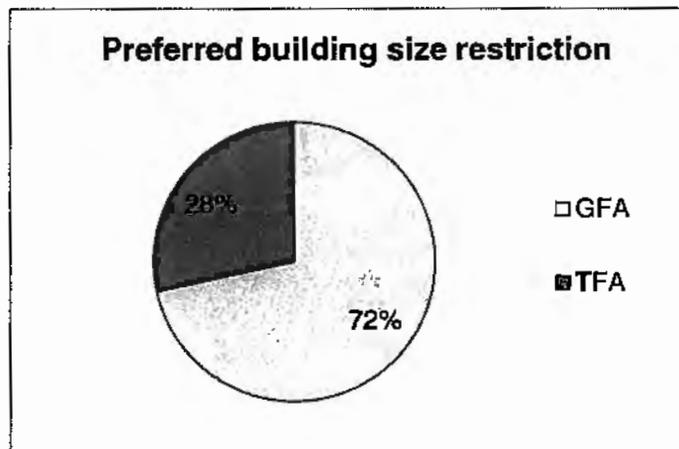
Preferred building height (decrease)

As mentioned above, only 1 respondent preferred a decrease in building height. However, three respondents filled in building heights that were lower than the current 8 m (26.25 ft.) building height regulation. The table below shows a list of the recommended heights listed by the respondents.

Decreased to		Count
6 m	20 ft.	2
7 m	22.96 ft.	1
Total		3

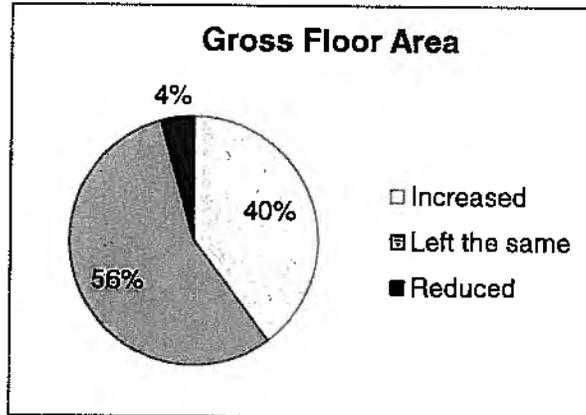
Question 2: Gross Floor Area (GFA) or Total Floor Area

All respondents filled out Question 2. Of the 95 respondents 68 (72%) chose the Gross Floor Area (GFA) option to regulate the size of their seasonal dwelling; whereas, 27 respondents (28%) preferred to change to the Total Floor Area (TFA) option.



Gross Floor Area (GFA)

Of those respondents who chose the GFA option, 27 (40%) respondents preferred to increase the GFA; 3 (4%) respondents preferred a reduction to the GFA regulation. A majority of 38 (56%) respondents preferred to not change the 110 m² (1184 ft²) GFA regulation.



Preferred Gross Floor Area (increase)

It is noted that 13 respondents who identified a preference to keep the GFA also identified a preferred TFA maximum size. These numbers are shown to the right. There is some question whether these persons are intending to identify their preferred TFA or GFA.

Range (m ²)	Range (ft ²)	Count
0-119	1000 - 1299	2
120 - 139	1300 - 1500	4
140 - 185	1501 - 2000	2
186 - 232	2001 - 2500	3
233 - 278	2501 - 3000	2
		11

Preferred Total Floor Area (TFA)

Of the 27 respondents who chose the TFA option, 22 (81%) respondents specified a maximum size preference, which is shown to the right. It is reasonable to consider that a TFA of 167 m² (1800 ft²) would on average be equivalent to a GFA of 110 m² (1184 ft²).

Range (m ²)	Range (ft ²)	Count	Percent
92.9 - 139.3	1000 - 1500	5	(23%)
139.4 - 185.8	1501 - 2000	8	(36%)
185.9 - 232.2	2001 - 2500	5	(23%)
232.3 - 278.7	2501 - 3000	0	
278.8 - 325.1	3001 - 3500	0	
325.2 - 371.6	3501 - 4000	0	
371.7 - 418.0	4001 - 4500	4	(18%)
Totals		22	100%

It is apparent that the community is quite evenly split on whether the building size regulations should be reduced or kept the same, or increased.

Section 4: Evaluation of Land Use Issues

Hudson Bay Mountain Prairie Village – R8 Zone Review

4.1 Character

Neighbourhood character can be defined to mean the collective qualities and characteristics that distinguish a particular area or neighbourhood. For many Prairie Village property owners the character is defined by building scale, height, housing type, and architectural style. In staff's opinion the neighbourhood character is very much defined by a ski culture and the unique form of the majority of the buildings. Structures are built tall on posts to gain height due to the accumulation of snow. The majority of cabins are typically small and have an alpine styling. Historically, the area contained A-Frame style cabins that did not have running water and relied on outhouses for sewage disposal. Over 80% of the dwellings are under 111 m² (1200 ft²) in TFA.

The smaller dwellings ensure that views of the mountains are maintained and are not blocked by a neighbour's dwelling. The dominant features in the landscape are the trees and the natural environment, and not large imposing dwellings. The importance of maintaining this character is noted in the comments received in the questionnaire. However, the community is split on whether to increase the maximum building size.

4.2 On-site Sewage Disposal

Records indicate that one of the main reasons the R8 zone contains a limitation on building size was out of concern for the number of outhouses in an area, which has shallow soils on top of bedrock.

It appears that over half of the cabins are using a pit privy with a holding tank, which is pumped out annually. This means there is likely to be less effluent distributed into the surrounding soils. There is some concern that holding tanks may fail, or effluent may be released illegally. However, this risk is considered to be low.

The area has a very limited ground water supply, and water must be shipped to the area and stored in cisterns. In winter water cannot easily be delivered, and holding tanks cannot be emptied. These access limitations force residents to limit waste water generation and holding tank use.

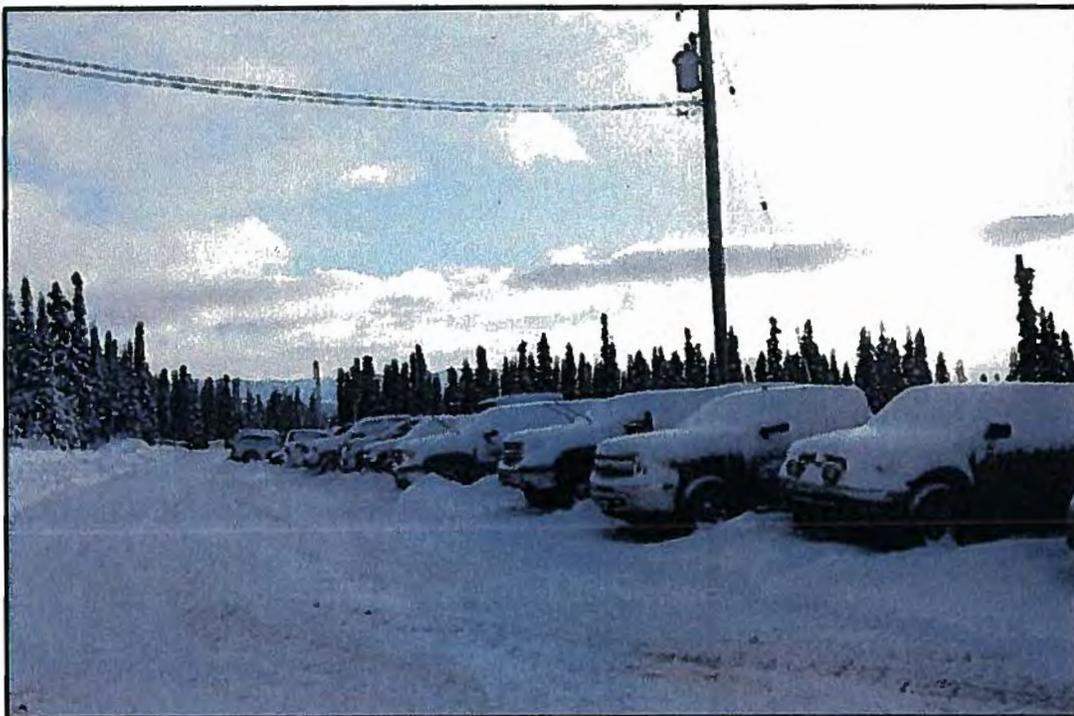
Staff do not foresee any notable sewage disposal issues provided that building sizes do not increase notably.

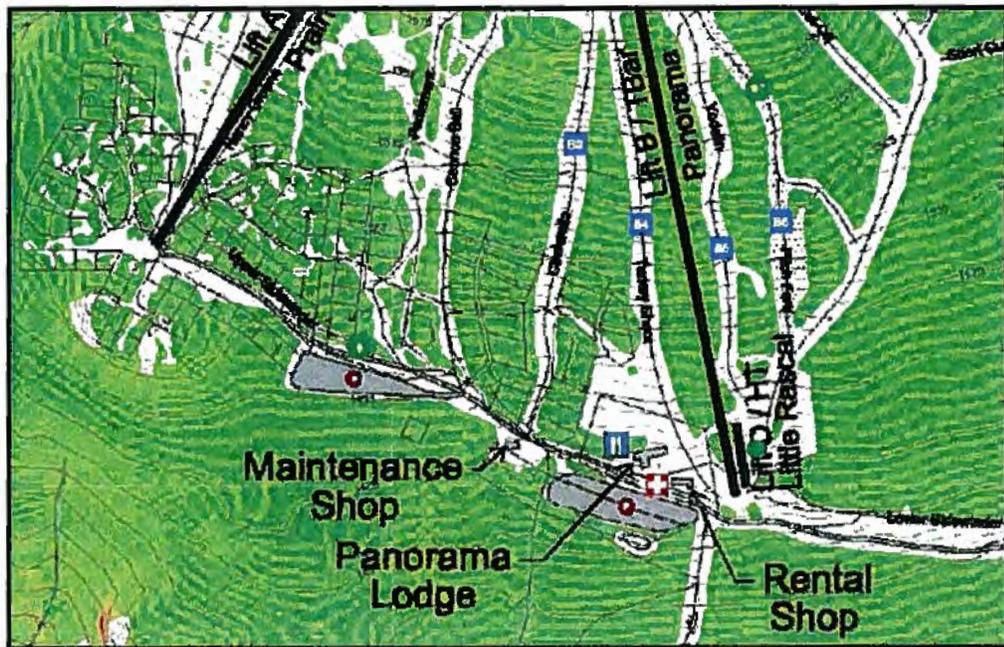
2.4 Parking and Prairie Village Access

The residents rely on overnight parking areas controlled and maintained by Ski Smithers. The Ski and Ride Smithers Ski Area Master Plan (2008) states that existing parking meets the current needs of the resort. However, there has been busy occasions where there is not enough parking available. The Master Plan states that "Whereas there are deeded and leased ski cabin properties within the existing and proposed controlled recreation area (CRA) and not all properties have formal right of way access, the tenure holder shall allow access, including by way of snowmobile, to all ski cabin properties. Snowmobile access across ski runs during lift operation hours will be controlled to meet safety requirements. Adequate parking will be made available for cabin owners and guests."

The Planning Department asked Ski Smithers for comment on the R8 Zone review, and their provision of parking for the benefit of the Prairie Village, on a number of occasions. Unfortunately, no response was received.

There is concern that increasing the permitted size of dwellings will increase the need for additional parking, which is already in short supply during periods of peak ski hill use. If parking demand becomes too great Ski Smithers, or area residents, can be expected to ask the RDBN to facilitate a solution utilizing Crown land.





The existing R8 zone requires two off-street parking spaces per principle dwelling unit. This parking requirement was included in the zone to “ensure that cabin owners are aware that it is their responsibility to provide off-street parking in the event that their current parking area is no longer available.”

Section 5: Recommendations

Hudson Bay Mountain Prairie Village – R8 Zone Review

5.1 Gross Floor Area

Given the challenges associated with the application of the GFA regulation in the Prairie Village, and the concern that builders are taking advantage of the definition to increase building size, it is recommended that the Zoning Bylaw be amended to replace the GFA regulation with a regulation that uses a TFA measurement.

A TFA of 167.23 m² (1,800 ft²) is recommended as it is estimated to be slightly larger than a standard building with a GFA of 110 m² (1184 ft²). Therefore, the building size regulations are proposed to remain, in effect, similar to those that exist. Staff believe this is a reasonable compromise given the varied opinions of residents, and the desire to maintain the status quo with regards to sewage disposal and parking.

5.2 Density

The inventory project brought to our attention the existence of 10 illegal second dwellings. All of the secondary dwellings were 1 story and averaged 20.3 m² (219 ft²) in size. Staff believe it is reasonable to amend the Zoning Bylaw to allow a second dwelling provided that the combined TFA of both dwellings does not exceed 167 m² (1,800 ft²). This will allow for increased development in the Prairie Village in a manner which will not jeopardize the character of the area, the sewage disposal situation, or the parking situation.

5.3 Staff Recommendation

It is recommended that the Regional District Board direct staff to initiate an application to amend the R8 Zone in “Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1994” by:

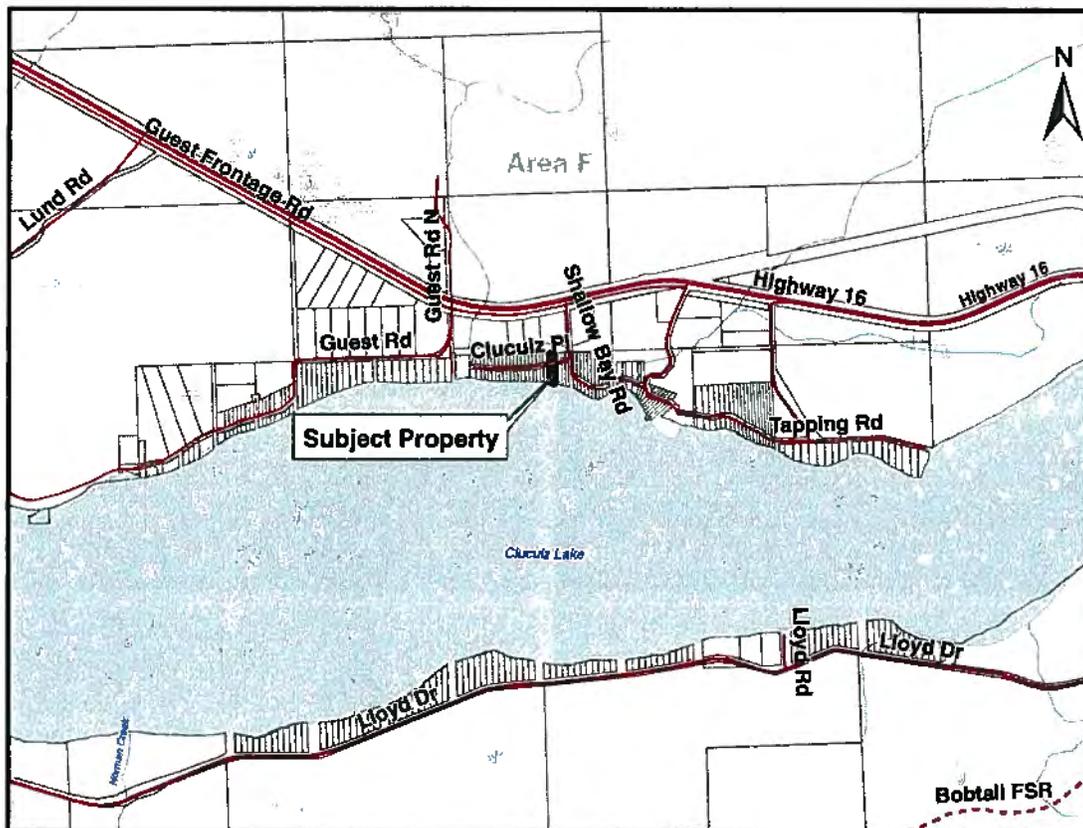
- replacing the GFA restriction of 110 m² (1184 ft²) with a TFA restriction of 167.23 m² (1,800 ft²), and
- allowing a second dwelling provided that the combined TFA of both dwellings does not exceed 167 m² (1,800 ft²).



Planning Department Report
Development Variance Permit Application F-01-16
January 10, 2017

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 Vanderhoof Rural OCP Bylaw No. 1517, 2009.
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.



Proposal:

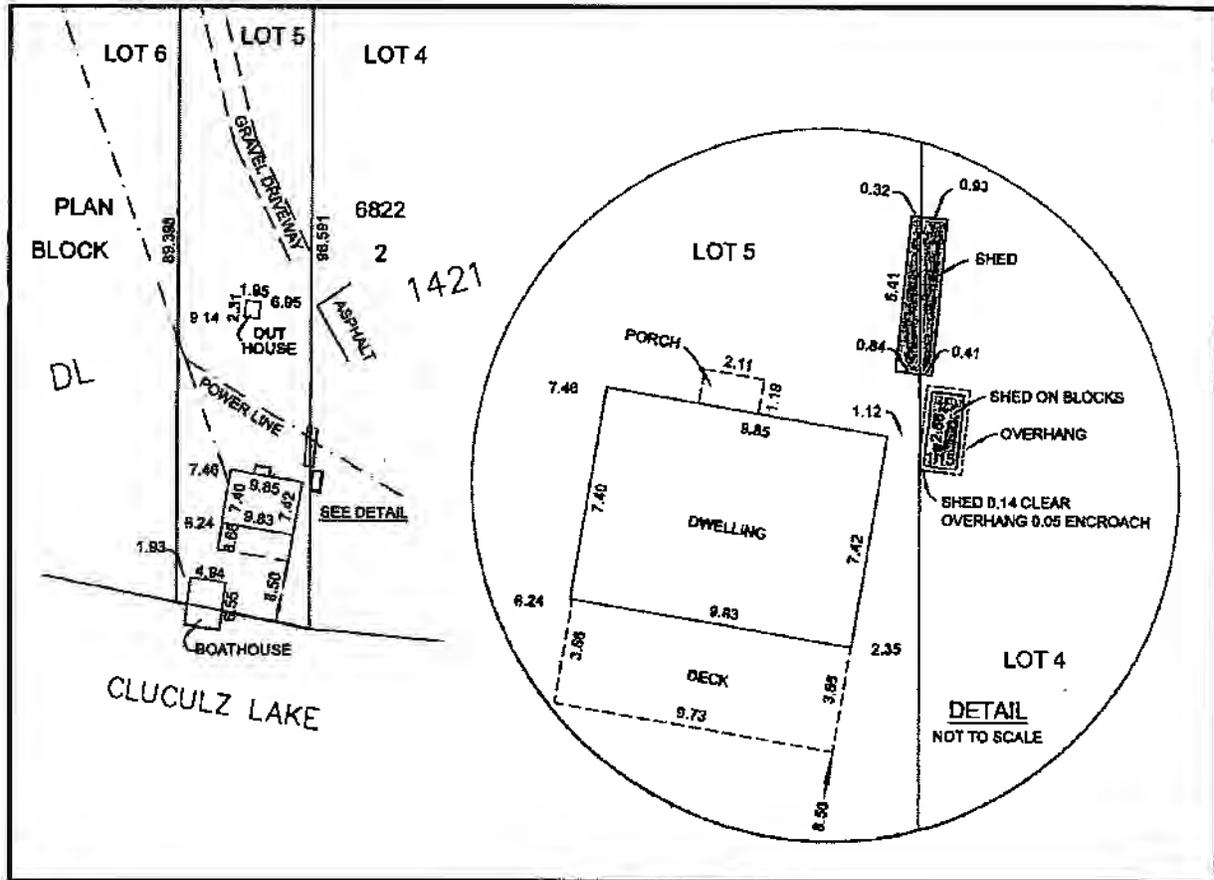
The subject property is zoned Waterfront Residential II (R4) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993. Section 9.06(1) of the Zoning Bylaw states that:

"...no building or structure or part thereof, except a fence, shall be located within the setback prescribed below:

- a) 7.5 metres (24.61 feet) from the front parcel line;*
- b) 1.5 metres (5 feet) from any other parcel line;*
- c) 4.5 metres (14.76 feet) from any parcel line which abuts a highway."*

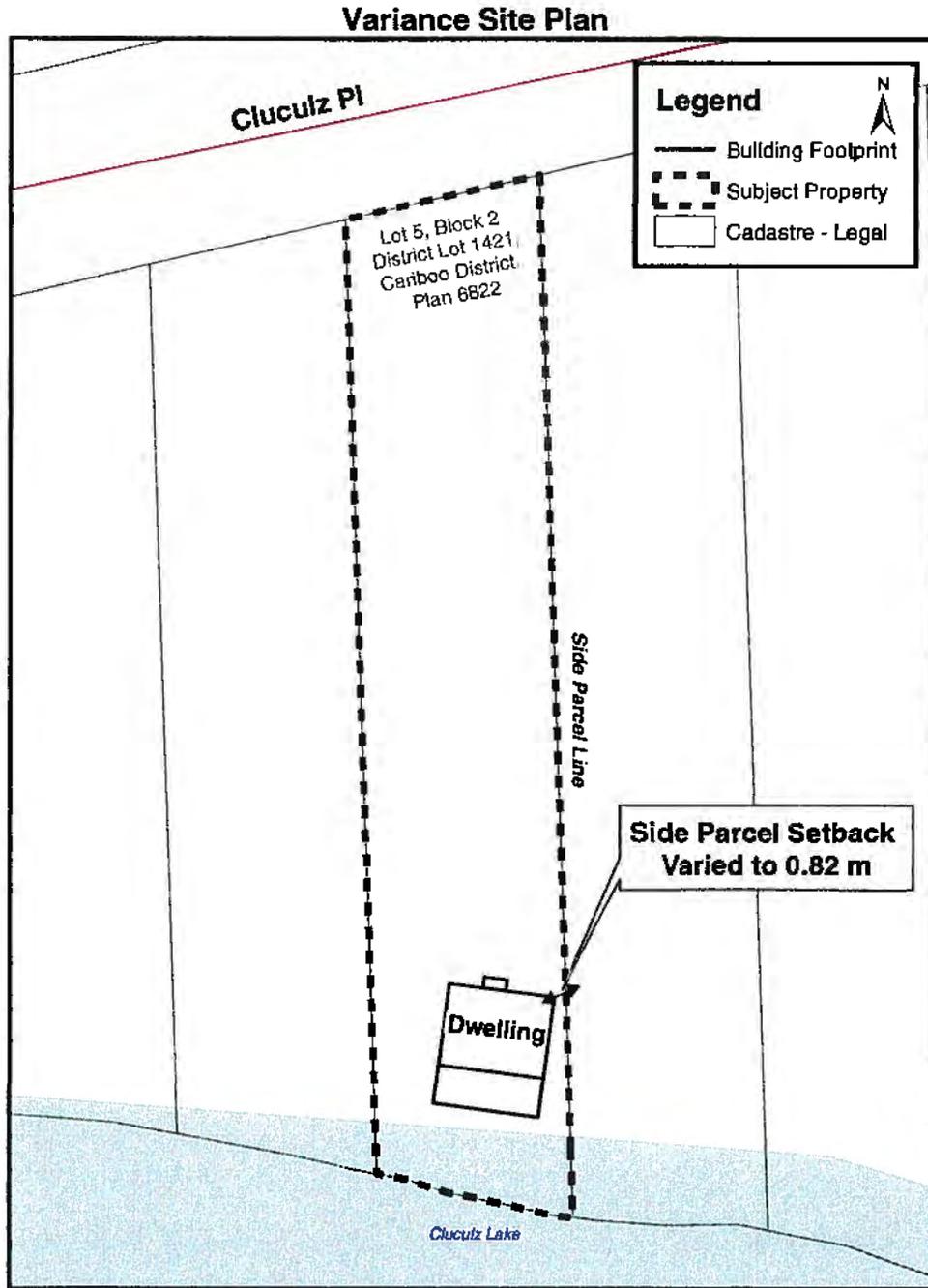
The exterior wall of the existing dwelling is located 1.12 metres (± 3.67 ft.) from the eastern side yard parcel line. The roof overhang is 0.3 metres; therefore, the applicants have requested a variance to reduce the required setback from 1.5 metres (5 ft.) to 0.82 metres (± 2.69 ft.) for the dwelling to legalize the location of the existing house.

Applicants' Site Plan



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 0.82 metres.



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.

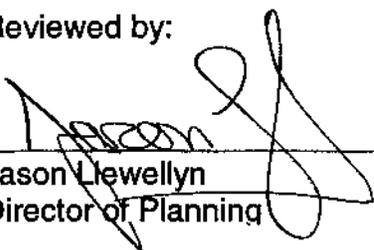
Recommendation:

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 0.82 metres (2.69 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.

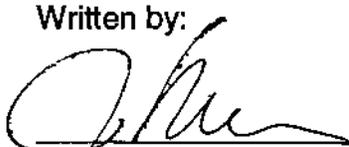
Electoral Area Planning – Participants/Directors/Majority

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 0.82 metres (±2.69 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 _____, 2017

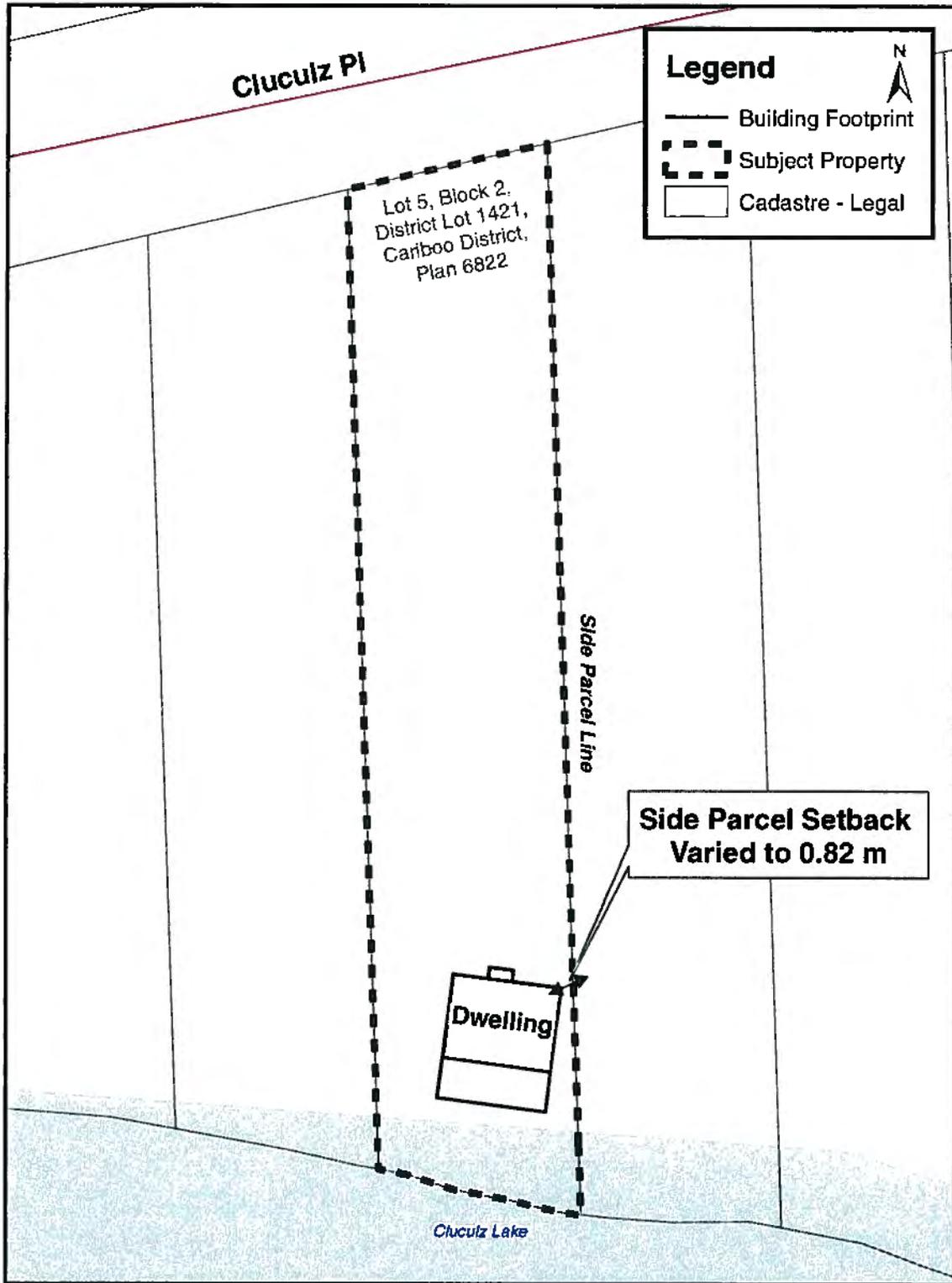
PERMIT ISSUED on the ____ day of _____, _____.

Corporate Administrator



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SCHEDULE A:



162

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

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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



165
MEMORANDUM

To: Board of Directors
From: Maria Sandberg, Planner
Date: January 12, 2016
Re: **Burns Lake Rural and Francois Lake (North Shore) Rural Official
Community Plan Review**

PURPOSE

This report is to present the Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017 to the Regional District Board for 1st and 2nd Readings and to receive direction regarding the Public Hearing.

OVERVIEW OF THE OCP DEVELOPMENT PROCESS

In January 2016, the Regional District of Bulkley-Nechako Board of Directors directed staff to proceed with the review process for the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan, and approved a consultation strategy. This process was undertaken in conjunction with the review of the Village of Burns Lake Official Community Plan.

The review process began with preliminary consultation with the Advisory Planning Commissions for Electoral Areas B and E. These Commissions are made up of community members appointed by the Electoral Area Directors. Referrals were also sent to local First Nations, community groups, the Village of Burns Lake, School District 91, and Provincial Ministries.

Two open houses were held in January 2016, one at Burns Lake in the Village of Burns Lake office and one in the Francois Lake Community Hall. The open houses were held to introduce the review process to the public.

The Village of Burns Lake, Community Futures Nadina, Burns Lake Community Forest, Burns Lake & District Chamber of Commerce, Northern Health, Ministry of Transportation and Infrastructure, Ministry of Forests, Lands & Natural Resource Operations, Lake Babine First Nation, Burns Lake Band, Wet'suwet'en First Nation, Office of the Wet'suwet'en, Skin Tye Nation, Nee Tahi Buhn, Stelat'en First Nation, Tl'azt'en First Nation and Yekooche First Nation were contacted with an invitation to the open houses and invited to provide any preliminary comments on the OCP review.

Staff then created a preliminary draft of the OCP, which the Advisory Planning Commissions reviewed and provided comments on at a meeting on August 17th, 2016. Letters with a copy of the draft plan and an invitation to the October open houses were sent to local First Nations, community groups, the Village of Burns Lake, School District 91, and Provincial Ministries.

A second set of open houses was held in the beginning of October to introduce the draft plan to the public and solicit input on the draft. The draft Plan was fine-tuned based on input received.

In October, consultation letters and a copy of the plan were sent to the referral agencies that were identified in the consultation checklist approved by the Board in January 2016. This checklist is attached for the Board's consideration. If the Board considers additional consultation necessary this should occur prior to 1st and 2nd reading. The comments received from the referrals are attached for the Board's information, including a staff response letter to the Ministry of Transportation and Infrastructure.

The text of the Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan (Schedule "A") is provided under separate cover. The maps (Schedules "B" and "C") will be available at the Board meeting or can be obtained from staff. Also note that the text of the OCP (Schedule "A") and the maps (Schedules "B", and "C") are available on the Regional District's website.

Survey

As part of the process the Regional District also undertook a survey to obtain public input regarding land use planning issues in the area. To date 89 surveys have been filled out by area residents. Copies of the latest OCP survey results are provided under separate cover for the Board's information. Two sets of results have been provided. One set includes the results from rural residents only. The other set includes both rural and Village residents.

Legislated Consultation

Section 475 of the *Local Government Act* states the following.

- (1) During the development of an official community plan, or the repeal or amendment of an official community plan, the proposing local government must provide one or more opportunities it considers appropriate for consultations with persons, organizations and authorities it considers will be affected.
- (2) For the purposes of subsection (1), the local government must:
 - (a) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing; and
 - (b) specifically consider whether consultation is required with
 - (i) the board of a regional district in which the area covered by the plan is located, in the case of a municipal official community plan;
 - (ii) the board of any regional district that is adjacent to the area covered by the plan;
 - (iii) the council of any municipality that is adjacent to the area covered by the plan;
 - (iv) first nations;
 - (v) school district boards, greater boards and improvement district boards; and
 - (iv) the Provincial and Federal governments and their agencies.
- (3) Consultation under this section is in addition to the public hearing required under section 477 (3)(c).

- (4) If the development of an official community plan, or the repeal or amendment of an official community plan, might affect agricultural land, the proposing local government must consult with the Agricultural Land Commission.

As previously noted the Board considered and approved the consultation options identified on the attached consultation checklist at the beginning of the OCP review process in January of 2016. It is recommended that the Board re-consider the consultation options identified on the checklist and determine if further consultation is necessary.

Also, Section 476 of the *Local Government Act*, requires the Regional District to consult with boards of education with regards to the following:

- (a) the actual and anticipated needs for school facilities and support services in the school districts;
- (b) the size, number and location of the sites anticipated to be required for the school facilities referred to in paragraph (a);
- (c) the type of school anticipated to be required on the sites referred to in paragraph (b);
- (d) when the school facilities and support services referred to in paragraph (a) are anticipated to be required;
- (e) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

The entire Plan area is located within School District 91. The consultation with the school district was undertaken and their referral response is attached to this report.

OVERVIEW OF THE OCP ADOPTION PROCESS

Should the Board support the recommendations in this report the OCP adoption process would proceed as follows:

- 1st and 2nd Readings of OCP Adoption Bylaw No. 1785, 2017 (January 26, 2017)
- Public Hearing for the OCP Bylaw (February)
- Board consideration of 3rd Reading
- Adoption of the OCP Bylaw

Following 1st and 2nd Readings of the OCP Bylaw, a Public Hearing on the Bylaw will be scheduled in consultation with the Electoral Area Directors. Following the Public Hearing, the OCP will again be presented to the Board along with the summary of the proceedings of the Public Hearing.

Should the Board wish to amend the Bylaw based upon Public Hearing input, the amended Bylaw could be re-approved at 2nd Reading. Depending upon the nature of the amendments a second Public Hearing may be required prior to 3rd Reading of the amended Bylaw.

DISCUSSION

The draft Burns Lake Rural and Francois Lake (North Shore) Rural OCP has undergone a notable public consultation process, and in staff's opinion the Plan reflects an appropriately balanced expression of the community's interest and vision for the future

of the area. The focus of the process was to update the existing plan and not undertake an extensive review process.

Staff note that the "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" has been considered in conjunction with the with the Regional District's financial plan and solid waste management plan, and there are no apparent conflicts or issues between the plans.

The Board may approve the "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" as attached, amend the Bylaw and then approve the amended Bylaw, or refer the Bylaw back to staff with direction to make further amendments.

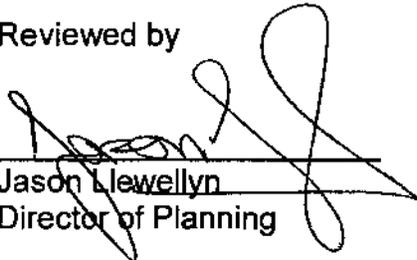
Should the Bylaw be acceptable to the Board, staff recommend that "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" be given 1st and 2nd Readings and that the Bylaw proceed to a Public Hearing. It is also recommended that the Public Hearing on the "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2016" be delegated to Director Miller or Director Benedict or their alternates.

RECOMMENDATIONS

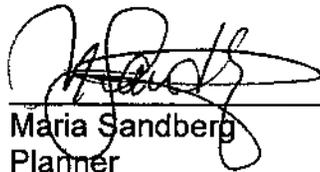
1. That the Board re-consider the consultation options identified on the consultation checklist for "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" and confirm that the consultation undertaken is appropriate.
2. That the Board consider "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" in conjunction with the RDBN's financial plan and waste management plan.
3. That "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" be given 1st and 2nd Readings, and proceed to a Public Hearing once the plan has been referred to the Provincial Agricultural Land Commission.
4. And, that the Public Hearing on "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" be delegated to Director Miller or Director Benedict, or their alternates.

Electoral Area Planning – Participants/Directors/Majority

Reviewed by


Jason Lewellyn
Director of Planning

Written by:


Maria Sandberg
Planner

Official Community Plan (OCP) Consultation Checklist

OCP Bylaw No. 1785, 2017

- | | |
|---|--|
| <input type="checkbox"/> Cariboo Regional District | <input type="checkbox"/> Regional District of Fraser-Fort George |
| <input type="checkbox"/> Regional District of Kitimat-Stikine | <input type="checkbox"/> Regional District of Peace River |
| <input type="checkbox"/> District of Vanderhoof | <input type="checkbox"/> District of Fort St. James |
| <input type="checkbox"/> Village of Fraser Lake | <input checked="" type="checkbox"/> Village of Burns Lake |
| <input type="checkbox"/> District of Houston | <input type="checkbox"/> Village of Telkwa |
| <input type="checkbox"/> Village of Granisle | <input type="checkbox"/> Town of Smithers |

Federal / Provincial Ministries or Agencies

- Agricultural Land Commission
- Ministry of Transportation and Infrastructure
- Ministry of Agriculture
- Ministry of Forests, Lands and Natural Resource Operations
- Ministry of Energy and Mines
- Ministry of Community, Sport and Cultural Development
- Ministry of Jobs, Tourism and Innovation
- Department of Fisheries and Oceans
- Northern Health Authority
- Other (specify) _____

- School District No. 54 Board
- School District No. 91 Board
- Improvement Districts

First Nations

- Burns Lake Band (Ts'il Kaz Koh First Nation)
- Cheslatta Carrier Nation
- Carrier Sekani Tribal Council
- Gitksan First Nation
- Kitselas First Nation
- Lake Babine First Nation
- Moricetown Band
- Nadleh Whut'en First Nation
- Nak'azdli First Nation
- Nee Tahi Buhn Band

- Office of the Wet'suwet'en
 Salk'uz First Nation
 Skin Tyee First Nation
 Stellat'en First Nation
 Takla Lake First Nation
 Tl'azt'en First Nation
 Wet'suwet'en First Nation
 Yekooche First Nation
 Other (specify) _____
- Community groups/Associations
- Community Futures - Nadina
 - Burns Lake & District Chamber of Commerce
 - Southside Economic Development Association
 - Omineca Ski Club
 - Lakes District Outdoor Recreation Society
 - Burns Lake Mountain Biking Association
 - Lakes District Airport Society
 - Burns Lake Snowmobile Club
 - Lakes District Fall Fair Association
 - Tweedsmuir Park Rod and Gun Club
 - Tchesinkut Watershed Protection Society
 - Lakes District Watershed Enhancement Society
 - Decker Lake Recreation Commission
 - Colleymount Recreation Commission
 - Eagle Creek Recreation Commission
 - Francois Tchesinkut Recreation Commission
 - Lakes District Trappers Association
 - Palling Recreation Commission
 - Rose Lake Community Club
 - Tweedsmuir Recreation Commission
- Public
- Immediate neighbours (within 30 metres of subject property)
 - Surrounding neighbourhood
 - Region wide
- Other (specify) _____



**BURNS LAKE RURAL AND FRANCOIS LAKE (NORTH SHORE)
OFFICIAL COMMUNITY PLAN BYLAW NO. 1785, 2017**

**A BYLAW TO ADOPT AN OFFICIAL COMMUNITY PLAN
FOR ELECTORAL AREA B AND A PORTION OF ELECTORAL AREA E WITHIN THE
REGIONAL DISTRICT OF BULKLEY-NECHAKO**

WHEREAS under section 472 of the *Local Government Act* the Board may adopt a community plan by bylaw;

AND WHEREAS the Board of the Regional District has deemed it advisable to replace "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009" and adopt a new Official Community Plan for Electoral Area B and a portion of Electoral Area E as provided for in the *Local Government Act*;

AND WHEREAS the Board of the Regional District has considered the Official Community Plan in conjunction with its most recent financial plan and its solid waste management plan, and has referred the Official Community Plan to the Provincial Agricultural Land Commission;

AND WHEREAS the Board has undertaken consultation with the public, member municipalities, School District 91, the Agricultural Land Commission, senior levels of government, and First Nations, among others;

NOW, THEREFORE, the Board of the Regional District of Bulkley-Nechako in open meeting assembled HEREBY ENACTS AS FOLLOWS.

1. Title

This Bylaw may be cited as "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017".

2. Application

This Bylaw is applicable to Electoral Area "B" and a portion of Electoral Area E of the Regional District of Bulkley-Nechako as outlined in Map No. 1 of Schedule "A" of this Bylaw.

3. Official Community Plan

Schedules "A," "B" and "C", which are attached to and form an integral part of the Bylaw are the Official Community Plan for the area to which this Bylaw applies.

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4. Severability

If any schedule, section, subsection, sentence, clause, phrase, or map of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

5. Repeal

"Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009" and all amendments thereto are repealed.

6. Readings and Adoption

READ A FIRST TIME this day of

READ A SECOND TIME this day of

PUBLIC HEARING HELD this day of

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017".

DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator

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School District No. 91 (Nechako Lakes)

P.O. Box 129, Vanderhoof, BC V0J 3A0

Telephone: (250) 567-2284 Fax: (250) 567-4639

October 3, 2016

Maria Sandberg
Planning
Box 820
Burns Lake, BC
V0J 1E0

RECEIVED
OCT 04 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Ms. Sandberg:

Re: Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Review

Thank you for the opportunity to provide preliminary comments with respect to the draft OCP document. It is reassuring to see that the people in the area, as well as the Regional District, share the desire to promote growth and development in a way that is not detrimental to the rural character of the communities, the diverse natural habitat, or the recreational opportunities that are so outstanding. The natural beauty of the area adds much to Burns Lake and areas' ability to stimulate the interest of both the new and casual visitor to the area.

In considering the data we use for school planning purposes, we anticipate no increased needs for additional school facilities nor for increased space in current facilities in the near future.

As mentioned in my response to the **Village of Burns Lake Official Community Plan Review**, I would repeat that one of the greatest difficulties we as a school district face when enticing or welcoming new professionals into the Burns Lake area is the availability of a range of options for rental or purchase. Both single dwelling and apartment type choices are limited affecting the number of people willing to commit to moving into this beautiful area. This need would beg consideration when applications are made for re-zoning or the development of new subdivisions.

Thank you once again for the ability to give input to your plan. Thank you, as well, for the invitation to attend your open house on Wednesday, October 5, 2016. Unfortunately, I am unavailable at that time.

Sincerely,

Charlene Seguin

Superintendent of Schools

CS/ta

cc: Mrs. Darlene Turner, Secretary-Treasurer
File

Maria.Sandberg

From: Schmidt, Heike CSCD:EX <Heike.Schmidt@gov.bc.ca>
Sent: October 13, 2016 3:57 PM
To: Jason.Ilewellyn; Maria.Sandberg
Subject: RE: Village of Burns Lake OCP Review / Burns Lake Rural and Francois Lake (North Shore) OCP Review Referral

Dear Maria and Jason:

Thank you for your referral letters regarding the review of the Village of Burns Lake Official Community Plan (OCP) and the Burns Lake Rural and Francois Lake (North Shore) OCP and for sharing the draft bylaws.

Please consider this email as the Ministry of Community, Sport and Cultural Development and Responsible for TransLink (Ministry) response to your referrals. The Ministry has no concerns with the proposed bylaws at this time, subject to any provincial interests that may be raised through your broader referral processes. We encourage you to continue your referral processes with the appropriate ministries, agencies and First Nations that may have significant interest in specific actions and policies of the proposed OCP bylaws.

It is imperative to address the key challenges and opportunities that the communities will likely face during the timeframe of the OCP's, such as economic development and shifting socio-economic demographics, the impacts of climate change, the delivery of services and the formation of new partnerships with First Nations. The Ministry has developed a number of guidelines and other resources that you may find helpful as you move forward with the proposed bylaws:

- To find examples of what local governments across the province are doing to implement climate action go to www.toolkit.bc.ca
- To help identify First Nations who may have rights or title on the land base, the provincial Consultative Areas Database (CAD) has a public map service component for use by local government. To access the CAD Public Map Service interactive mapping tool go to <http://www.geobc.gov.bc.ca/applications/index.html#firstnation>
- You may find the Ministry's Interim Guide to First Nations Engagement on Local Government Statutory Approvals useful: http://www.cscd.gov.bc.ca/lgd/gov_structure/library/First_Nations_Engagement_Guide.pdf

I trust this will help you with your ongoing work. If you have further questions, please feel free to contact me.

Best regards,
Heike Schmidt

Heike Schmidt, MCIP, RPP | Senior Planner
Intergovernmental Relations and Planning Branch - Local Government
Ministry of Community, Sports and Cultural Development
800 Johnson Street | Victoria, BC V8W 9T2

tel 250 356 0283 | fax 250 387 6212
heike.schmidt@gov.bc.ca | [website](#)

November 30, 2016

Maria Sandberg
Planner - Regional District of Bulkley-Nechako
37, 3rd Avenue, PO Box 820
Burns Lake, BC V0J 1E0

Re: Comments on Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Updates

Dear Ms. Sandberg:

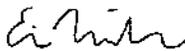
Thank you for the opportunity to review and provide comments on the updates to the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan (OCP) from a healthy built environment perspective. Please note, since it was indicated the focus of this process was to update the existing plan and not to undertake an extensive review, Northern Health's comments are general in nature.

It is encouraged that the *Healthy Built Environment Linkages Toolkit*, developed by the Provincial Health Services Authority (see enclosed), be considered when updating the OCP. This document had not yet been developed when the OCP was first written in 2009. The toolkit seeks to link community design, planning, and health to promote active living approaches and to shape healthier built environments.

In addition, with particular reference to "Section 3 - Land Use Designation Objectives and Policies," if relevant, whenever assessing subdivision applications and/or zoning amendments, safe sewage and waste disposal/treatment along with the provision of potable water in adequate quantity need to be considered in accordance with the applicable legislation (e.g. *Public Health Act* and the *Sewerage System Regulation* [B.C. Reg. 326/2004], *Drinking Water Protection Act* and its regulation).

Overall, Northern Health would like to commend the Regional District of Bulkley-Nechako for developing an OCP that seeks to preserve the rural character of the area while still maintaining a highly functional built environment where communities are socially and economically vibrant, and ecologically healthy. The updated OCP contains many features that reflect the foundation of a healthy built environment.

Sincerely,



Erin Nielsen, C.P.H.I.(C)
Environmental Health Officer



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Your File #:
eDAS File #: 2016-05196
Date: Nov/02/2016

Bulkley Nechako Regional District
37 Third Avenue
Box 820
Burns Lake , British Columbia V0J 1E0
Canada

Attention: Jason Llewellyn

**Re: Proposed Official Community Plan Approval Application for:
Map: 1023312,1019537**

The Ministry of Transportation and Infrastructure would like to offer the following comments:

Sec. 1.4 Legislative Authority Pg 8
ADD: Land Title Act and Transportation Act.

Sec3.2.2 Policies
Add wording that indicates approval being subject to natural hazards and other mitigation.

Sec 3.2.3 Policies
Development of neighborhoods from residential to Light Industrial should also look at traffic generation and existing geometrics.

Sec3.5.2 (12)
Access to Water- use is for access not development in road right of way. When large access area is taken, MoTI is asked to close and sell right of way.

Sec 3.7 Parks and Recreation
Why have this designation unless RD is willing to have and maintain parks?

Sec 3.7.2 Policies #5 to 7
Who will maintain and upgrade?

Sec 4.7.2 (4)
RD can mention Fire smart development as a requirement in the referral response if it is deemed necessary.

Local District Address
Bulkley-Stikine District Bag 5000 3726 Alfred Avenue Smithers, BC V0J 2N0 Canada Phone: (250) 847-7403 Fax: (250) 847-7219

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Sec. 6.2 Temporary use Permits (1)(a)
Add: Subject to referral process.

If you have any questions please feel free to call Sherrie Applegate at (250) 847-7396.

A handwritten signature in black ink, appearing to be 'S. Applegate', written over a horizontal line.

Sherrie Applegate
Sr. District Development Technician

Attachment:



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"

January 5, 2017

Sherrie Applegate
 Sr. District Development Technician
 Ministry of Transportation and Infrastructure
 Bag 5000
 Smithers, BC V0J 2N0

Dear Sherrie,

RE: Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Review

Thank you for your referral response dated November 2, 2016 in regards to the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan draft.

We have reviewed your recommendations and offer the following comments:

- **Legislative Authority - Section 1.4**
 The *Land Title Act* and the *Transportation Act* has been added to this section as per your recommendation.
- **Commercial Designation - Sec 3.2.2 Policies**
 You suggested that we add wording that indicates approval being subject to natural hazards and other mitigation. Staff considers that Section 4.6 Environmental Hazards and Protection adequately addresses natural hazards and development approvals for properties in all designations.
- **Sec 3.2.3 Policies**
 You suggest that that a change of "neighbourhoods from residential to light industrial should also look at traffic generation and existing geometrics. Staff considers that section 4.5 Transportation and particularly 4.5.1(2) adequately addresses your concerns.
- **Sec 3.5.2(12) Policies**
 You note that water access areas are "for access and not for development in



MUNICIPALITIES:

SMITHERS FORT ST. JAMES
 VANDERHOOF FRASER LAKE
 HOUSTON TELKWA
 BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL
 B - BURNS LAKE RURAL F - VANDERHOOF RURAL
 C - FORT ST. JAMES RURAL G - HOUSTON RURAL
 D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

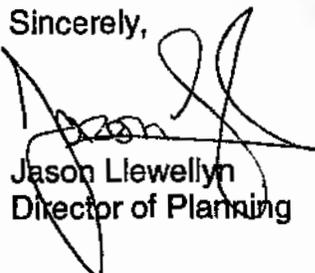
TF: 800-320-3339

road right-of-way. When a large access area is taken, MoTI is asked to close and sell the right of way. We acknowledge the status of the right of way. However, we believe that these areas do represent a potential long term opportunity for public amenity and believe that Section 3.5.2(12) is appropriate. We also note that we encourage the MoTI to not sell these right-of-ways without consulting with the RDBN.

- **Parks and Recreation Designation - Sec 3.7**
You question why this designation exists when the RD is not "willing to have and maintain parks". It is noted that an OCP is a statement of objectives and policies to guide decisions on land use planning and the purpose of the Parks and Recreation designation is to identify and protect areas having significant recreational or environmental attributes from incompatible forms of development. This designation does not mean that the area must become a formalized park. However, there are other levels of government who may potentially establish parks in these areas.
- **Parks and Recreation Policies 5 to 7 - Sec 3.7.2**
You question regarding who will maintain and upgrade Pea Vine Point, Nourse Creek trail and Francois Lake dock and boat launches. As noted above the OCP is a statement of objectives and policies to guide decisions on land use planning. It does not deal with this question.
- **Fire Smart Development Policies - Sec 4.7.2(4)**
You suggestions that the RD mention Fire Smart development as a requirement in the referral response if it is deemed necessary. This is a good reminder and the Planning Department will make sure to consider these issues in our future subdivision referral responses.
- **Temporary Use Permits - Sec 6.2 (1)(a)**
You ask that we add "subject to referral process". We expect that any concerns that would be brought up by referral agencies during the application process would be covered by the considerations identified in section 6.2(1) (a) to (c).

Thank you again, we certainly appreciate you taking the time to provide input.

Sincerely,



Jason Llewellyn
Director of Planning



**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 15th day of December, 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 under the Transportation Act
this 21ST day of Dec 20 16

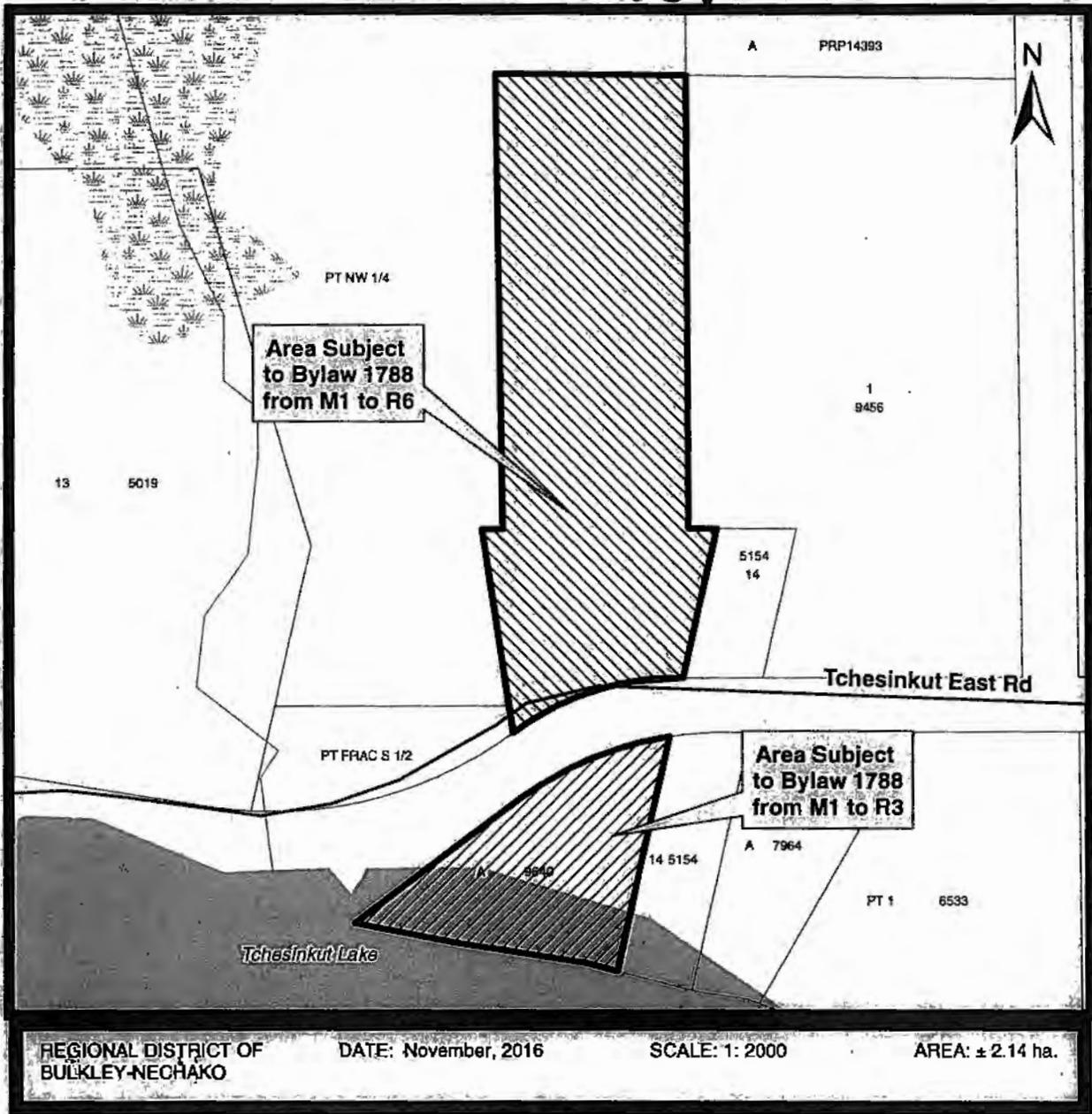
Ministry of Transportation and Infrastructure

APPROVED BY THE MINISTRY OF TRANSPORTATION
this day of

ADOPTED this day of , 2016

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1788

A portion of Lot A, District Lot 5693, Range 5, Cost District, Plan 9640 comprising of 2.189 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



Planning Department Report
Rezoning Bylaw No. 1788
Adoption
File No. E-01-16
January 9, 2017

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.

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.

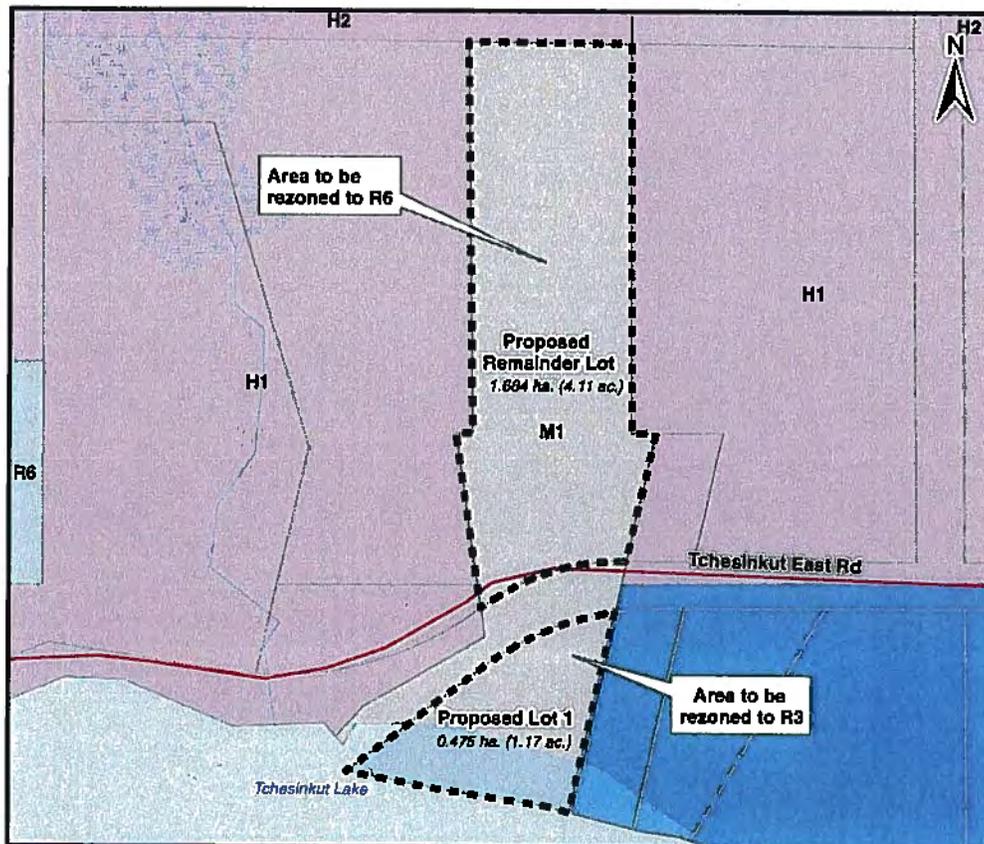
ALR Status: Not in the ALR

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).

PLANNING DEPARTMENT COMMENTS

The public hearing for Bylaw 1788 was held on December 12, 2016. No concerns or comments were raised.

At the Regional District of Bulkley-Nechako December 15, 2016 Board meeting third reading was given to "Regional District of Bulkley-Nehcako Rezoning Bylaw No. 1788, 2016".

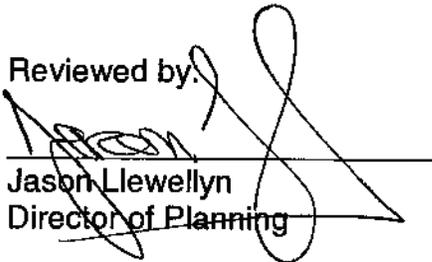
The rezoning bylaw has been signed by the Ministry of Transportation and Infrastructure, as required. This rezoning bylaw are therefore brought forward for consideration of adoption.

Recommendations:

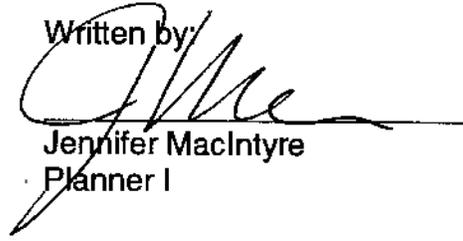
1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1788, 2016" be adopted.

Electoral Area Planning – All Directors/ Majority

Reviewed by:


Jason Llewellyn
Director of Planning

Written by:


Jennifer MacIntyre
Planner I

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
Planning Department**

December 2016 – Action List

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 25 Board Agenda November 24, 2016	Restrictions to Owner Builders	Write letter to NCLGA	Jason	Completed	Dec 15, 2016
185 Page 191 – 209 Board Agenda Nov 24, 2016	Referral Bulkley Adventure Tours Licence of Occupation Electoral Area "A"	Respond	Jennifer	Completed	Dec 16, 2016
Page 166 – 171 Board Agenda Dec 15, 2016	Land Referral File No. 7409875 Friesen Electoral Area "F"	Respond	Jennifer	Completed	Dec 16, 2016
Page 172- 184 Board Agenda Dec 15, 2016	Land Referral File No. 7409872 & 7409873 BC Hydro Electoral Area "C"	Respond	Jennifer	Completed	Dec 16, 2016
Page 185 – 192 Board Agenda Dec 15, 2016	Land Referral File No. 6408954 Bekar Electoral Area "A"	Respond	Jennifer	Completed	Dec 16, 2016
Page 199 – 205 Board Agenda Dec 15, 2016	Land Referral File No. 243479 Davidson Electoral Area "A"	Respond	Jennifer	Completed	Dec 16, 2016
Page 206 – 232 Board Agenda Dec 15, 2016	Amendment of Covenant Document, CA1963381 Bradley Electoral Area "A"	Notify Applicant	Maria	Completed	Dec 16, 2016

Page 242 – 248 Board Agenda Dec 15, 2016	Rezoning File No. E-01-16 Janet Wilder Electoral Area "E"	Send to MOTI for signatures	Jennifer	Completed	Dec 16, 2016
Page 249 – 256 Board Agenda Dec 15, 2016	Fire Services Agreement Renewal Sunset Beach Properties Electoral Area "D"	Send contract to Nadleh Whut'en Band for signatures	Jason Blackwell	Completed	Dec 16, 2016
Saved: M:/Planning/General Topics/AGENDAS/2017/Action Lists/December 2016 Action List.doc					

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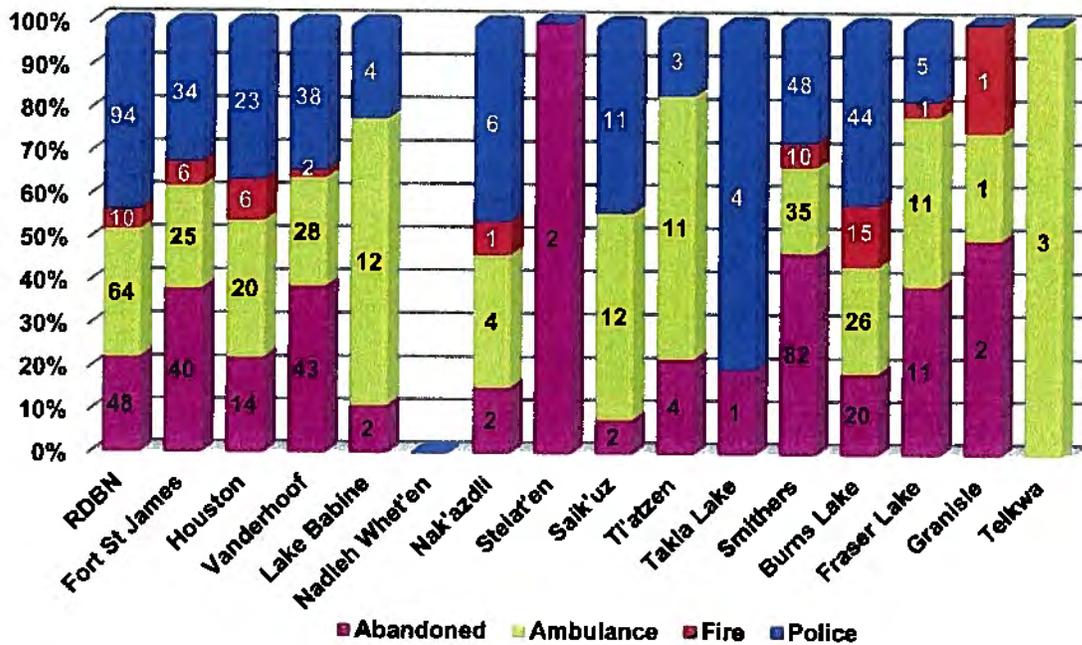


Memorandum

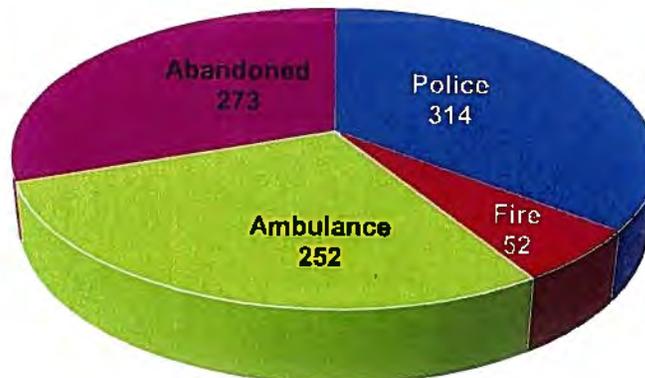
To: Chair Miller and the Board of Directors
 From: Haley Jeffrey, Emergency Services Manager
 Date: January 9, 2017
 Re: Monthly 9-1-1 Call Report – December 2016

E-COMM received a total of **891** 9-1-1 calls for the month of December 2016 from the Regional District of Bulkley-Nechako area. The charts below show the 9-1-1 calls received by jurisdiction and call type.

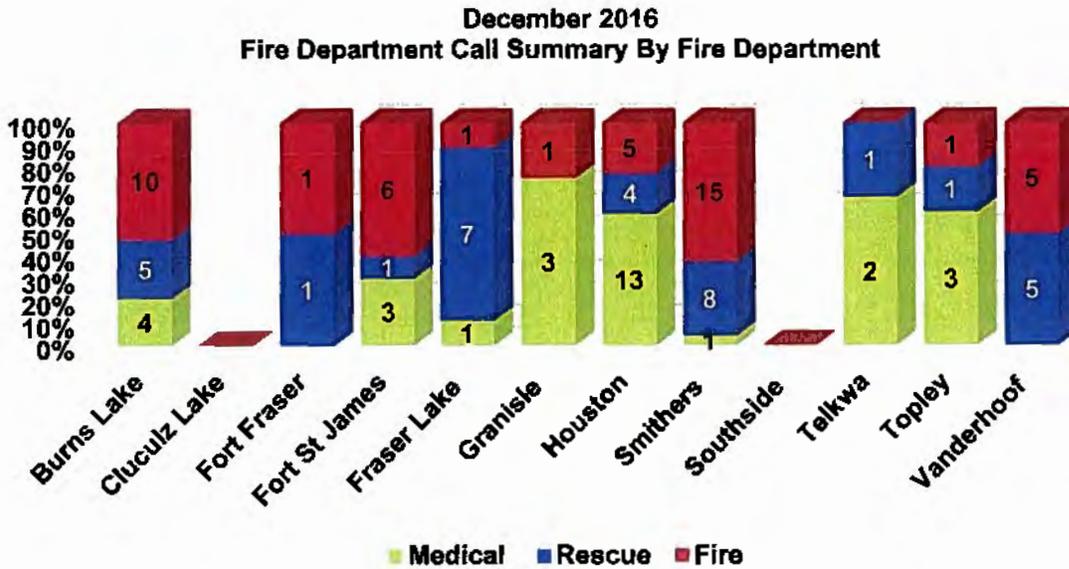
**December 2016
 Monthly 9-1-1 Call Summary By Jurisdiction**



**December 2016
 Monthly 9-1-1 Call Summary By Type**



Of the 891 911 calls received in December, 108 were forwarded to the Fire Operation Communication Centre for Fire Department response. The charts below show the 9-1-1 calls received by Fire Department and by call type.



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



Recommendation

That the Board of Directors receive the memorandum titled "Monthly 9-1-1 Call Report".

All/Directors/Majority

Written By:

Haley Jeffrey
Emergency Services Manager

Reviewed by:

Jason Llewellyn
Director of Planning
and Protective Services



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Memorandum

To: Chair Miller and the Board of Directors
From: Haley Jeffrey (Emergency Services Manager)
Date: January 17, 2017
Regarding: Proposed Emergency Support Service Strategy

PURPOSE:

The purpose of this report is to obtain Board direction to work with member municipalities to develop an Emergency Support Services (ESS) strategy that includes joint municipal / rural ESS teams.

BACKGROUND:

Under the *Emergency Program Act*, and *Local Authority Emergency Management Regulation Section 2 (3)*, local governments are required to do the following:

"(f) coordinate the provision of food, clothing, shelter, transportation and medical services to victims of emergencies and disasters, whether that provision is made from within or outside of the local authority."

Emergency Support Services (ESS) is a community-based provincial emergency response program designed to preserve the well-being of people who are effected by an emergency event ranging in scale from events such as an individual house fire to disasters involving mass evacuations.

The Provincial government, through Emergency Management BC (EMBC), coordinates and facilitates the British Columbia Emergency Management System (BCEMS). This comprehensive framework for responding to emergency and disasters governs ESS policies and regulations.

Typical ESS activities includes the following:

- Providing food, clothing, accommodations & incidentals for up to 72 hours (unless extended) to individuals displaced by an emergency event such as a house fire.
- Operating a Reception Centre in the event of an evacuation. This includes:
 - registering evacuees and organizing the provision of food and water, and other essentials as needed;
 - arranging temporary lodging as necessary;
 - providing information and other assistance to evacuees as needed; and
 - keeping track of evacuees receiving assistance, or registered, and providing daily updates to the EOC.

- Operating Group Lodging in the event of an evacuation. This includes:
 - providing food and water, sleeping facilities, and other essentials in a safe and secure location;
 - providing specialized care, including multicultural services and transportation;
 - arranging for basic health services such as first aid and emotional support;
 - being prepared to provide child minding services and pet care.
- Providing services to people who are unable to leave their homes.
- Providing ESS support to emergency responders.

DISCUSSION:

Current ESS Situation in the RDBN

The RDBN currently relies upon municipal ESS teams to provide ESS service to the rural area as necessary. The RDBN directs a notable amount of staff time and financial support towards developing the municipal ESS volunteers with respect to training, retention and recruitment. The following figure demonstrates the RDBN's funding in support of municipal ESS teams. These numbers do not include staff time.

RDBN Expenses for ESS Program						
2010	2011	2012	2013	2014	2015	2016
\$1,981.97	\$1,716.70	\$3,645.77	\$ 359.11	\$5,720.21	\$8,950.27	\$11,909.01

In 2013, the budget went almost exclusively to the Northern Emergency Support Training weekend (NESST), which was completely funded by sponsorship.

The RDBN has entered into formal agreements with the Town of Smithers and the District of Fort St. James based on the approach of relying on, and supporting, the municipal ESS teams.

The status of each municipal ESS team is broken down by Electoral Area below.

Town of Smithers / Village of Telkwa (Electoral Area 'A')

Members = 10

Smithers ESS Director = Town of Smithers employee

Telkwa ESS Director = community volunteer

Bulkley Valley ESS is a joint team for the Town of Smithers and the Village of Telkwa. In May 2016, the Regional District, Town of Smithers and Village of Telkwa entered into a Memorandum of Understandings in regards to ESS and Mutual Aid. The MoU requires the RDBN to provide financial support for training. In exchange the RDBN can ask to use the ESS volunteers.

The Bulkley Valley ESS Team continues to be developed. The volunteers are well trained and highly engaged.

The Village of Burns Lake (Electoral Area 'B' & 'E')

Members = 6

ESS Director = community volunteer

The Burns Lake ESS Team well supported by the RDBN who maintain direct relationships with ESS members, and support most of their training. The RDBN has recruited volunteers for the Burns Lake ESS team from Electoral Area 'E' to help provide coverage for that area.

This team does not meet regularly. The Regional District has consistently offered training and networking opportunities to the Burns Lake ESS Director; however, there is little contact and engagement with this person.

The District of Fort St. James (Electoral Area 'C')

Members = ?

ESS Director = Municipal Employee

RDBN staff were unable to obtain information regarding the status of the Fort St. James ESS team.

The Village of Fraser Lake (Electoral Area 'D')

Members = 12

ESS Director = Community Volunteer

Fraser Lake's ESS Team is well trained and highly motivated. The ESSD organizes regular meetings and training, and is very engaged with the RDBN, which supports the team financially and by organizing training.

The District of Vanderhoof (Electoral Area 'F')

Members = 0

ESS Director = community volunteer

The Vanderhoof ESS team is comprised of one community member recently appointed as ESSD by the District. The RDBN has assisted her in obtaining training in 2015 and 2016. The ESSD is hoping to organize an ESS team in 2017.

The District of Houston (Electoral Area 'G')

Members = 0

ESS Director = 1

Houston ESSD position has recently been assumed by the District's Manager of Leisure Services. She has minimal training and there are no trained ESS volunteers.

The RDBN's ESS Capacity

ESS capacity in the region has increased notably over the last few years; however, there are challenges relating to the notable variance in ESS capacity between

municipalities. The challenges associated with the existing ESS situation in the RDBN are:

- During an event the RDBN must unnecessarily transfer ESS teams from one Electoral Area to another because of limited capacity in certain areas.
 - Increases volunteer burnout.
 - Increases costs for travel, food and accommodations.
- The RDBN has had to respond to ESS situations within municipal boundaries because of a lack of local capacity.
- The RDBN's use of municipal ESS teams are at the discretion of the municipalities and the local ESSDs.

In staff's opinion the RDBN's overall ESS capacity needs to improve, the RDBN's access to ESS teams needs to be ensured, and all jurisdictions need to equally contribute to supporting a regional ESS system.

The regions residents - who may be evacuated from their home, lose their home because of fire or other disaster, or require emergency support for whatever reason - rely on the RDBN and its member municipalities for their immediate short term physical and psychological needs. This requires the recruitment, retention, and training of local volunteers that are part of an organized and supported system.

The Proposed Solution

In staff's opinion the most effective, equitable, and efficient approach to ESS involves all local government in the RDBN contributing equally to a regional ESS strategy in a coordinated manner. Therefore; the Protective Services Department is proposing to work with municipalities to develop a regional ESS strategy which includes the following characteristics.

It is anticipated that the proposed strategy, outlined below, would provide for equitable and appropriate ESS service levels across the region. The cost of establishing the ESS system would be fairly shared across jurisdictions. And, similarly trained ESS teams would be interchangeable throughout the region allowing for an efficient and effective response to larger events, and the proper rotation of ESS volunteers.

The proposed strategy includes:

- A joint RDBN / municipal ESS team for each Electoral Area.
- Written agreement between each municipality and the RDBN which includes detailed commitments for support of ESS teams.
- The commitments include the RDBN playing the key role in organizing and funding training for all teams, and the municipalities assuming responsibility for recruitment, holding regular meetings, and ESS team engagement.
- Similar training and operational procedures for all ESS teams.

- Mutual Aid agreements between the joint ESS teams.
- Protocols for ESS deployment and joint ESS response.

The Process to Follow

The Village of Burns Lake has expressed an interest in working with the RDBN on developing a template agreement. Should the Board support the recommendation below, staff will work with the Village of Burns Lake to develop a template agreement. This agreement will then be used to facilitate detailed discussions with all RDBN Member municipalities.

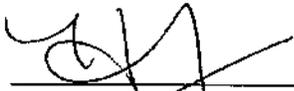
Once these discussions have concluded, staff will then report to the Board with the results of these discussions and recommendations regarding implementation of an ESS strategy.

Recommendation

It is recommended that the RDBN Board direct staff to work with RDBN member municipalities to develop an ESS strategy, and report back to the RDBN Board with recommendations regarding implementation of the strategy.

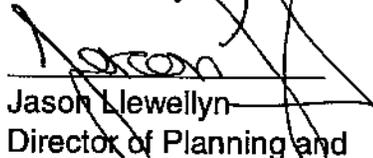
All/Directors/Majority

Written By:



Haley Jeffrey
Emergency Services Manager

Reviewed by:



Jason Llewellyn
Director of Planning and
Protective Services



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Memorandum

To: Chair Miller and the Board of Directors
From: Jason Blackwell (Regional Fire Chief)
Date: January 19th, 2017
Regarding: Rural Fire Services Comprehensive Review

PURPOSE:

The purpose of this report is to inform the Board of the Protective Services Department's plan to undertake a comprehensive review of each rural fire protection area, and the Rural Fire Departments in the RDBN. This review will provide the basis for an action list for future management of the RDBN's fire protection activities.

DISCUSSION:

The assessment of the rural fire services areas will consist of both an administrative review, as well as onsite inspections of the rural fire departments. Some of the key things that will be reviewed are outlined below.

Administrative and Operational:

- Review of relevant bylaws, and service agreements.
- Service area GIS mapping review, and road maps and street addressing mapbooks review.
- Rural Fire Department training records?
- Rural Fire Department Budget review (in conjunction with a needs assessment).
- Fire Underwriters rating accuracy.
- Adherence to operational guidelines, and WCB regulations.
- Community engagement and education review.
- Review of department reliance on fundraising.
- Recruitment & retention issues.
- Audit forms in the Regional Districts Operational Guidelines.

Equipment:

- Level of Service Compliance
- Fire Hall inspections and review.
- Fire fighting water supply review.
- Equipment needs review.
- Mandatory equipment and apparatus review.
 - Yearly SCBA inspections?
 - Air Cylinder Hydrostatic testing?

- SCBA FIT testing?
- Ladders load tests?
- Hose inspections?
- Rescue rope inspections?
- Post trip inspections?
- Motor vehicle inspections?
- Pump tests on first line apparatus
- Communications equipment needs assessment.
- Small tools inventory and replacement procedures.

The Regional Fire Chief will work in conjunction with the Rural Fire Chiefs to complete these assessments, and will be responsible for compiling a comprehensive report on each Rural Fire Department and make recommendations to the Board as necessary.

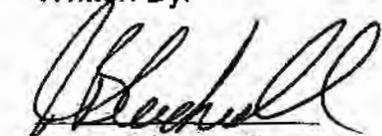
This comprehensive review is expected to provide the Regional District Board with the following benefits:

- a good understanding of the priority needs of the Rural Fire Department's;
- identification of any safety or liability issues that may exist; and
- a plan to address any Rural Fire Department issues in an efficient and effective manner.

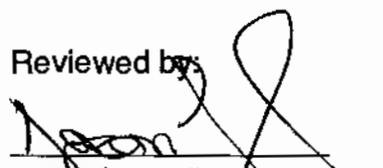
Staff shall make this comprehensive review the priority project for the Regional Fire Chief in 2017, unless different direction is provided by the Board.

<p><u>Recommendation</u></p> <p>Receipt</p> <p style="text-align: right;">All/Directors/Majority</p>

Written By:


Jason Blackwell
Regional Fire Chief

Reviewed by:


Jason Lewellyn
Director of Planning and
Protective Services

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Board- Direction

MEMORANDUM

To: Regional District Chairs and CAOs

From: Al Richmond, Chair
Cariboo Regional District

Date: January 13, 2017

**SUBJECT: REGIONAL DISTRICT Chair/CAO FORUM
March 28 - 29, 2017 – Hotel Grand Pacific, Victoria**

It's time to begin planning for the annual Regional District Chair/CAO Forum.

As has been done in the past, the forum has been scheduled in advance of the Municipal Finance Authority's financial forum and annual general meeting and will be held:

**1:00-5:00pm, Tuesday, March 28, 2017
8:00am-1:00pm, Wednesday, March 29, 2017**

**Pender Island Ballroom
Hotel Grand Pacific, 463 Belleville Street, Victoria**

Attached is a Registration Form with the hotel booking information for those who would like to get the paperwork completed early. For those that wish to wait to register closer to the event, please book these dates into your calendar; in addition, it is strongly suggested that your hotel accommodation be reserved early (the room block releases on **February 20, 2017**). UBCM will be coordinating the logistics and registration process.

The agenda for the day needs to be finalized in order that necessary resources or speakers can be arranged. Likely the Ministry will again seek to participate on new issues at the Ministry relative to Regional Districts and there will probably be a presentation by UBCM on issues or programs that affect the RDs.

At this point, I am soliciting topics that your RD would like to see on the agenda, speak to, or arrange for speakers and materials. Please send suggestions by email to Janis Bell (jbelle@cariboord.bc.ca). RDs are asked to be prepared to arrange for speakers and materials for their suggested agenda topics. Please forward your suggestions by **Friday, January 29, 2017**.



Omineca Coalition
Prince George, BC
V2N 5N8

Chair and Board
Regional District Bulkley-Nechako
37 3rd Avenue, PO Box 820
Burns Lake BC V0J 1E0

January 9, 2017

Re: Community Transition Toolkit

In 2008, the Toolkit was developed through a partnership with the Community Development Institute at UNBC, OBAC and the former BC Ministry of Community and Rural Development. The Toolkit assists communities to respond to industrial closures and other significant shifts in their economics and to also support their efforts to adapt over time to changing circumstances. In 2011, the Community Development Institute, the Regional Districts of Fraser-Fort George and Bulkley-Nechako, provided input into the development of a website and the individual community data was entered into an electronic database. The website includes an automated email that is generated at the administrator's request to confirm contact information. The database will need to be updated annually to continue its effectiveness.

The Coalition's website will be active until March 2018. At this time, it is hoped that the Regional District of Bulkley Nechako would be willing to become the custodian of Toolkit and the electronic files for the Coalition's Strategies. The annual fee for the Toolkit's domain name www.communitytoolkit.ca is \$39.38. With the Regional District's agreement, Mag-Net will send the renewal information in February 2018.

Please let me know of your decision at your earliest convenience.

Sincerely,



Sharon Tower
Executive Director

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Ratify

From: Lindsay Heer [<mailto:lindsayheer@gmail.com>]
Sent: January 17, 2017 7:54 AM
To: Mark.Fisher <Mark.Fisher@rdbn.bc.ca>; Mark.Parker <Mark.Parker@rdbn.bc.ca>
Subject: Carrots to Cattle Conference and Gala

Hi Mark & Mark,

As you know the Smithers Farmers' Institute is planning our second Carrots to Cattle Conference set for February 17 & 18 at the Prestige Hudson Bay Lodge in Smithers. Our board discussed potential speakers and we thought it would be a great time to invite you both to speak, and are hoping you would officially "open" the conference on Saturday morning at 9 and give the welcome address. A few of our board members attended the RDBN Ag Forum that was held last year and thought this would be a great opportunity to build on that relationship between the regional district and the Ag sector.

Mark P - our thoughts were you as the ag chair it would be fitting to have you come our way and welcome and get to meet and hear from producers, and Mark F of course as our rep for the area we wanted you to come as well. The conference kicks off with a Gala the evening before and we welcome you to attend that as well, it will be an evening starting with dinner, a few keynote addresses and then silent auction and local band Hillbilly Scrabble will finish the evening out. We will also run a trade show on Friday afternoon just before the gala and both would provide great networking opportunities.

I am unsure of your capacity, but with your sponsoring of our event we would extend the invitation for the RD to have a Trade Show booth - it does not need to be manned the entire time but might be another good place to build relationships and field questions.

Here is the link which hosts the schedule and information:
<http://www.smithersfarmersinstitute.com/2017-gala--conference.html>

Please let me know as you do if you are able to attend. We are really excited about this and think we have a great lineup of speakers and entertainment lined up. Does the RD have a newsletter or facebook page they could link our information to as well? Any extra help getting the word out, especially East is very much appreciated.

if you have any questions please don't hesitate to email or call 250 846 5082.

Thanks so much!

Lindsay Heer

[HOME \(/\)](#) [2017 GALA & CONFERENCE \(/2017-GALA--CONFERENCE.HTML\)](#)

**CARROTS TO CATTLE
2017:
MAKING MONEY IN AGRICULTURE**

Come out to celebrate Northern Agriculture!

NORTHERN AGRICULTURAL GALA

Friday, February 17th

Dinner, entertainment, and the opportunity to network with producers from all around the northwest.

CONFERENCE & TRADESHOW

Saturday, February 18th

Take advantage of a range of expertise in topics such as collaborative marketing & distribution, agritourism, grazing strategies, permaculture and more!

Gala & Conference Agenda

(/uploads/2/8/7/7/28775409/conference_agenda.pdf)

Participant Fees		per person
Early registration	Before Feb 6	\$ 90
Late Registration	On or after Feb 6	\$105
Student	19 or younger	\$40
SFI Members		\$75
Tradeshow Booth	Before Feb 6	\$105
Tradeshow Booth	On or after Feb 6	\$125
Gala ticket		\$40

CARROTS TO CATTLE 2017
Making Money in Agriculture

SMITHERS FARMERS' INSTITUTE
CONTACT PERSON BUYER AT 250-847-0443 OR SMITHERSFPOW@TRAIL.OK
Gala & Conference tickets cost and other details at www.smithersfarmersinstitute.com



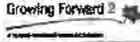


Northern Agricultural Gala Friday, February 17th
Celebrate northern agriculture with a delicious dinner & entertainment

Conference Saturday, February 18th

- ◊ Collaborative Marketing & Distribution – Paris Marshall-Smith
- ◊ Embracing Agriculture in the North – Melissa Olson-Watson
- ◊ Creative Grazing Strategies – Lee Hasketh
- ◊ Soil Testing & Fertility – Sandra Barton
- ◊ Permaculture on the Farm – Gordon Hobbart

FEB 17 & 18, 2017
HUDSON BAY LODGE, SMITHERS






(/uploads/2/8/7/7/28775409/conference_poster_final.pdf)

REGISTRATION

Please print the registration form and send your cheque to the address provided. Online registration will hopefully be available shortly.

Event Registration Form

(/uploads/2/8/7/7/28775409/conference_registration_form.pdf)

Tradeshow Booth Registration Form

(/uploads/2/8/7/7/28775409/tradeshow_registration_form.pdf)



LOCATION

Location Prestige Hudson Bay Lodge
3251 East Highway 16, Smithers, BC
Phone: 250-847-4581

Coming from out of town? Let the Hudson Bay Lodge staff know that you are coming for the conference and get a reduced rate!

Early Registration Ends February 5th!

[\(\(fa@hudsonbaylodge.com\)\)](mailto:((fa@hudsonbaylodge.com)))

Questions? Send us a message!

Contact Us! [\(\(contact.html\)\)](((contact.html)))

CREATE A FREE WEBSITE

POWERED BY

201

From: Lindsay Heer <lindsayheer@gmail.com>

Date: Tuesday, January 17, 2017 7:58 AM

To: Mark Fisher <mark.fisher@rdbn.bc.ca>

Subject: youth contest & trade show

Hi Mark,

Thanks for sending your info along. I hope my email invite was okay! Just two quick things: for the youth contest we have arranged to work with the Interior News and are just developing a poster to promote it. Once we have that I will email it to you and start to get the word out. (should be a day or two!)

As for the meeting idea on Friday, we do have two other Ministry sponsored workshops on Friday - Farm Succession Planning and New Farm Start up - both are max 25 people, but the one session is already (!) over half full. Those workshops run from 10-4 and then we move into the trade show from 4-5, and then the gala doors open at 5 and started officially at 6. So Friday I think will be really booked for most Ag people - but you never know. Did you have a specific topic in mind? I also suggested a trade show booth - that might be a great way for you and Mark to talk with people.. what do you think of that? Just ideas, but we can talk and we're pretty flexible!

Thanks again for your email and let me know if you think of anything else or if I can be of assistance! And I will send the youth stuff ASAP over to you. Thanks!

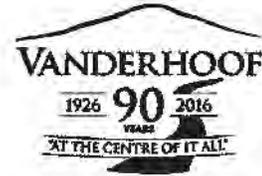
Lindsay



202

District of Vanderhoof
Incorporated 1926
Geographical Centre of BC

Board Receive



Date: 13 December 2016

Re: **Regional District Bulkley Nechako Board appointment**

The following resolution was passed by Council at the December 12, 2016 District of Vanderhoof Regular Council Meeting:

Regional District Bulkley Nechako Board appointment

That the District of Vanderhoof appoint Mayor Thiessen and Councillor Little, as alternate, to serve on the 2017 Regional District Bulkley Nechako Board.

CARRIED

Certified to be a true copy of the
Resolution as passed by the District
of Vanderhoof Council on 12 December 2016.

Lori Egli
Deputy Corporate Officer



January 13, 2017

FILE: 0400-55

Ms. Cheryl Anderson
Manager of Administrative Services
Regional District of Bulkley-Nechako
Box 820
Burns Lake, B.C. V0J 1E0

Dear Ms. Anderson:

RE: RDBN Bylaw No. 1790

At its Regular Meeting held January 10, 2017, Council received your letter requesting the Town's consent in writing to the adoption of "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016".

The following is the motion from the January 10, 2017, Regular Meeting of Council:

Wray/Brown

THAT the Town of Smithers supports the adoption of "Regional District of Bulkley-Nechako Regional Public Transit and Para-Transit (Highway 16) Service Establishment Bylaw No. 1790, 2016".

CARRIED.

Yours truly,

Dianna Plouffe
Director of Corporate Services

DP/jm

204

Board-Receive



DEC 15 2016

File: 0280-30

Ref: 185149

RECEIVED

DEC 20 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Bill Miller
Chair
Regional District of Bulkley-Nechako
37 3rd Ave
PO Box 820
Burns Lake BC V0J 1E0

Dear Mr. Miller:

I would like to thank you and your colleagues for meeting with me at the 2016 Union of British Columbia Municipalities (UBCM) convention to discuss current agricultural issues in your area. Personal meetings are an important part of forging a good working relationship between the Ministry of Agriculture and community leaders. It is also inspiring to see the passion and dedication local governments have for making their communities better places to live.

With respect to the issue of planting trees on agricultural land, the Ministry of Agriculture has made it clear, through a change in the regulation under the *Agricultural Land Commission Act*, that businesses and individuals considering planting trees, on properties larger than 20 hectares and/or if those trees are not for an accepted ALC farm use such as food production or agroforestry, on land within the Agricultural Land Reserve (ALR), requires an application to the Agricultural Land Commission (ALC). This new amendment does not impact farmers who plant trees for existing farm uses such as fruit and nut trees, agroforestry and timber production.

With regard to Beyond the Market, the Ministry is aware of the good work being done in Bulkley-Nechako to provide regional, community based, agricultural business development. I understand you submitted a proposal to the Select Standing Committee on Finance regarding additional support for this program. More information on the Committee and their reports can be found at: <https://www.leg.bc.ca/parliamentary-business/committees/40thparliament-5thsession-figs/meetingdocuments>.

With regard to the Mountain Pine Beetle, I encourage, and support, you to raise your concerns with the federal Ministry of Natural Resources. In British Columbia, the Ministry of Forests, Lands and Natural Resource Operations delivers provincial programs related to the impacts of mountain pine-beetle. I have copied my colleague, the Honourable Steve Thomson so he is aware of your concerns.

Finally, I have asked Mr. Arif Lalani, Assistance Deputy Minister of the Business Development Division to arrange to have the most appropriate Regional Agrologist for your area come and discuss your proposal to develop a Community Based Agricultural Extension Program.

Another avenue to engage with the Ministry on agriculture related matters is through AgriService BC. AgriService BC can be accessed via their website at www.gov.bc.ca/agriservicebc, through email at agriservicebc@gov.bc.ca or by telephone at 1-888-221-7141.

Again, thank you for participating in this year's convention.

Sincerely,



Norm Letnick
Minister

pc: Honourable Steve Thomson
Minister of Forests, Lands and Natural Resource Operations

Derek Sturko, Deputy Minister
Ministry of Agriculture

Arif Lalani, Assistant Deputy Minister
Ministry of Agriculture

206

Board - Receive



Ref: 105471

December 13, 2016

Bill Miller, Chair
Regional District of Bulkley-Nechako
37 - 3rd Avenue, PO Box 820
Burns Lake, BC V0J 1E0
Bill.Miller@rdbn.bc.ca

Dear Chair Miller:

Re: Follow Up: Union of British Columbia Municipalities Annual Convention

It was a pleasure to have met with the Regional District of Bulkley-Nechako delegation at the Union of British Columbia Municipalities Annual Convention on September 28, 2016 in Victoria. I also want to thank Melany de Weerd, Chief Administrative Officer, for engaging with Network BC staff since the Convention occurred. We understand how important connectivity is to citizens living in rural communities.

Network BC has reached out to Internet service providers and the federal government to draw attention to the need for improved high-speed Internet services in rural British Columbia. Increased access to reliable high-speed Internet services will provide British Columbians with new opportunities to take advantage of advances in health care, education and other services.

In addition to various provincial programs in place to assist rural communities to increase connectivity, a federal commitment for a new broadband connectivity program is expected to be announced in the near future. Federal Budget 2016 provided \$500 million over five years for a new program to extend and enhance high-speed Internet service to rural and remote communities. Network BC will be working with local Internet service providers (ISPs) to access as much of the new federal funding as possible to improve Internet access in our province.

To prepare for the federal opportunity, local governments have an important role in bringing together multiple regional stakeholders, including Internet service providers operating in your region. Network BC encourages the regional district to identify local government assets that may be leveraged by ISPs in a federal funding application. The Kootenay Regional Broadband Committee is one example illustrating the role of local government collaborating with service providers and other levels of government. You may wish to reach out to Aimee Ambrosone, Chief Operating Officer at the Columbia Basin Broadband Corporation, at 1-800-505-8998 or at aambrosone@cbbt.org to discuss the development of the Kootenay regional strategy and approach

Ministry of Technology, Innovation
and Citizens' Services

Office of the
Chief Information Officer

Network BC

Mailing Address:
Box 9412 Stn Prov Govt
Victoria BC V8W 9V1

Location:
4000 Seymour Place
Telephone: 250 356-6118
Email : NetworkBC@gov.bc.ca

used to improve Internet service in their region. Another example is the Eastern Ontario Broadband Strategy located at this link <http://www.eowc.org/en/futuredirections/Economic-Development-Strategy-2014.asp>.

The Canadian Radio-television and Telecommunications Commission (CRTC) is holding consultations to explore the viability of telecommunications as an essential service under federal regulation. Please see <http://www.crtc.gc.ca/eng/archive/2015/2015-134.htm>. We encourage the Regional District to contact the CRTC to express the need for telecommunications as a basic service, and to convey your need for enhanced telecommunications services in your region. Please contact the CRTC at http://crtc.gc.ca/eng/info_sht/g4.htm.

You should also be aware that the next British Columbia Broadband Association Conference is in Richmond on May 2-3, 2017. This is a forum to meet, to discuss connectivity solutions and approaches, industry trends and regulations. Please see <https://www.bcba.ca/bcbc/> for more details.

With regard to cellular connectivity, TELUS has met its obligation to the Province under the Connecting BC Agreement to expand cellular coverage along 1,716km of provincial highways and the Cellular Highway Expansion program has concluded. Network BC has reached out to TELUS and Rogers to draw attention to the need for further cellular coverage in your regional district. There may be options for improved coverage if capital contributions from other sources are available. We encourage the Regional District to reach out to TELUS and Rogers to consider where cellular expansion opportunities may exist through cost sharing arrangements. Please contact Aurora Sekela, TELUS Ambassador at (604) 836-8788 or at Aurora.Sekela@TELUS.com in this regard. For Rogers, please contact Glenn Alsaker, Manager of Wireless Access Planning at (604) 431-1504 or at glenn.alsaker@rci.rogers.com.

Thank you again for taking the time to meet with Network BC at UBCM 2016.

Sincerely,



Howard Randell
Executive Director, Network BC

pc: Regional District of Bulkley-Nechako
Inquiries@rdnb.bc.ca

Melany de Weerd, Chief Administrative Officer
Regional District of Bulkley-Nechako
Melany.Deweerd@rdnb.bc.ca

Network BC
NetworkBC@gov.bc.ca



208

Board-Receive

Reference: 226445

January 4, 2016

Chair Bill Miller
Regional District of Bulkley-Nechako
PO Box 820
Burns Lake, British Columbia
V0J 1E0

RECEIVED

JAN 09 2017

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Chair Miller:

Thank you for your letter of December 16, 2016, regarding dikes and emergency management.

Your comments have been noted and I appreciate you writing to share them with me. In order to provide you with a thorough and comprehensive response, I have asked ministry staff to compile the necessary information for my review.

Please be assured your comments are given every consideration.

Sincerely,

Steve Thomson
Minister



209

Board - Receive

JAN 04 2017

1068397

Director Bill Miller, Chair
Regional District of Bulkley Nechako Board of Directors

PO Box 820
37 - 3rd Ave
Burns Lake BC V0J 1E0

Dear Mr. Miller:

RECEIVED

JAN 12 2017

REG. DISTRICT OF
BULKLEY NECHAKO

I appreciated meeting with you and your delegation at the 2016 Union of British Columbia Municipalities Convention in Victoria on September 28, 2016.

The Ministry of Health (the Ministry) received a concept plan in September 2015 from the Northern Health Authority (NHA) for the Stuart Lake Hospital (SLH) replacement project. I understand the replacement of SLH is a priority for both the NHA and the Regional District of Bulkley-Nechako. Currently, there is no funding allocation for the SLH replacement project included within the Ministry's capital plan. As such, it would not be prudent to proceed with detailed planning at this time. Advancement of the proposed replacement or renovation project continues to be subject to NHA and provincial prioritization for available capital funding.

Government is committed to quality, patient-centred care in our northern communities. Since 2001, the Ministry and its funding partners have invested over \$900 million to upgrade or replace various NHA health facilities. This includes approximately \$450 million for new hospitals in Burns Lake, Haida Gwaii, Fort St. John and Kitimat, and approximately \$100 million for a new cancer centre in Prince George.

Thank you for writing and for your continued support of Stuart Lake Hospital.

Sincerely,

A handwritten signature in cursive script, appearing to read "Terry Lake".

Terry Lake
Minister

210

Board-Receive



**FIRST
NATIONS
SUMMIT**

**Regional
Community to
Community Forum**

Administration provided
by UBCM and First
Nations Summit

Funding provided by the
Ministry of Community,
Sport & Cultural
Development

Please direct all
correspondence to:

Local Government
House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947

December 7, 2016

Chair Miller and Board
Regional District of Bulkley-Nechako
Box 820
Burns Lake, BC, V0J 1E0

RECEIVED
DEC 12 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

RE: Completion of 2016/17 (Spring) Community to Community Forum

Dear Chair and Board,

Thank you for submitting the final report and financial summary for the Regional District of Bulkley-Nechako's Community to Community Forum event held on July 7, 2016.

It is clear the event achieved the goals of the Regional Community to Community Forum Program and the objectives of the participants, including the Tl'azt'en, Takla Lake and Lake Babine First Nations and the Office of the Wet'suwet'en.

The final report notes a total eligible expenditure of \$12,790.00. Based on this, a cheque in the amount of \$5,000.00 will be issued shortly under separate cover. As no initial payment was made, this cheque represents full payment of the grant and is based on 50% of the eligible expenditures to a maximum of the approved grant amount (\$5,000.00).

On behalf of the Union of BC Municipalities and the First Nations Summit, I would like to congratulate the Regional District of Bulkley-Nechako on the success of your event and hope that you will consider applying under this program again in the future.

Sincerely,

A handwritten signature in cursive script, appearing to read "Danyta Welch".

Danyta Welch
Policy & Programs Officer

cc: *Corrine Swenson, Manager of Regional Economic Development,
Regional District of Bulkley-Nechako*

211

Board-Receive

RECEIVED

JAN 04 2017

RE: REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Cycle 16 Trail Society

3406 Billeter Road

Smithers, B. C. V0J 2N6

December 30, 2016

Regional District of Bulkley-Nechako

Box 820

Burns Lake, B. C. V0J 1E0

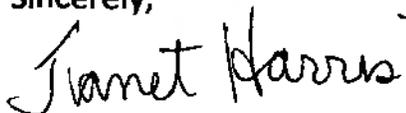
To Whom It May Concern,

On behalf of Cycle 16 Trail Society, I'd like to take this opportunity to thank you for the generous grant-in-aid of \$2,158.24. Your contribution brings us one step closer to the goal of constructing a cycling trail between Smithers and Telkwa. Your contribution will fund essential requirements set out by the Ministry of Transportation.

We will be publicly acknowledging all contributors and the Society is in discussion as to the most effective means of doing this. We would prefer to give recognition that is more permanent in nature, ie. a legacy sign or legacy bench along the completed cycling route. We will make sure to notify you once we get further along the process.

I have enclosed a brief handout which gives progress to date and I recommend you consult our facebook page (Cycle 16) for ongoing updates.

Sincerely,



Janet Harris

Cycle 16 Trail

Building a Community Bike Trail from Telkwa to Smithers



Our VISION is to build a paved bicycle path, separate from the Highway, linking the Communities of Smithers & Telkwa. The proposed path is intended to promote health and fitness and non-motorized tourism within the Bulkley Valley.

Cycle 16 Accomplishments as of November 2016

- Cycle 16 Trail Society is now a registered not-for-profit society.
- Volunteers have been busy over the past 18 months working on a feasibility study and raising funds for start-up costs.
- Substantial work has gone into reviewing the available topographical maps, property data and previous surveys of the highway.
- The Village of Telkwa, the Town of Smithers, the Regional District of Bulkley-Nechako, the Office of the Wet'suwet'en, representatives from our MP and MLA, and the Rotary Club are all in support of this project.
- Cycle 16 Trail Society is in the process of meeting the stipulations set out by the Ministry of Transportation, thus far.
- The Rotary Club is making a significant contribution to the proposed project by directing funds from the 2016 auction to support feasibility planning.





BURNS LAKE COMMUNITY GARDEN SOCIETY

BEATE MARQUARDT 250-692-7977

Regional District of Bulkley Nechako
c/o Cheryl Anderson

Dear Cheryl Anderson,

The Burns Lake Community Garden Society would like to express their gratitude for the grant of aid we received last summer. \$1000 of the \$2500 grant were meant to be spent on the development of the entrance/parking area of the garden while \$1500 were allocated for our composting demonstration area.

A. Entrance Area

We developed and gravelled a parking area for about 20 vehicles, added a huge planter with edibles plants to the fence line and a new wooden gate for foot traffic.





B. Composting

We built a

- big 3-chamber compost bin
- a tire tower composter
- a wire mesh composter
- an African keyhole garden with a commercial worm composter in the centre

and we bought a large-size rotating barrel composter



In October we organized a composting demonstration/workshop that was well attended.

Burns Lake Community Garden
Free Composting Demonstration

October 1st
1:00 – 3:00 pm

Learn about various composting methods and check out the systems currently installed at the Community Garden.

296 Nault Lane via 1st Ave



We also designed some educational signs for our composting area and had them printed professionally on metal that can withstand our northern climate. These signs will be attached for permanent use in spring.



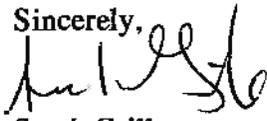
Sincerely,

Beate Marquardt, secretary/treasurer BLCGS

Dear Donor,

It is with a huge apology that I send you this thank you letter so late. Last season you made a very kind and very generous donation to the FSJSS Ski and Snowboard team. With the help of your donation the team was able to attend the Provincial Championships in Fernie BC. Once again, they performed very well on the large stage. The Girls Snowboard team took first overall and brought home our schools second Provincial Banner. The Girls Ski team came 7th, Boy Ski team came 8th, and finally our Boys Snowboard team came 7th. Out of approximately 300 student athletes from around the province our Combined Girls and Boys Snowboard team came an amazing 3rd and the Combined Girls and Boys Ski team came 5th. I understand that as a company in a small town you receive many donation request letters, and so I thank you again for your support to our team. As with all of our donation requests, if there is anything we can do for you please do not hesitate to contact me. And lastly, as a coach I make the student athletes aware of the kindness and generosity your company and this community continues to give, please do not fault them for my mistake.

Sincerely,



Sarah Grill

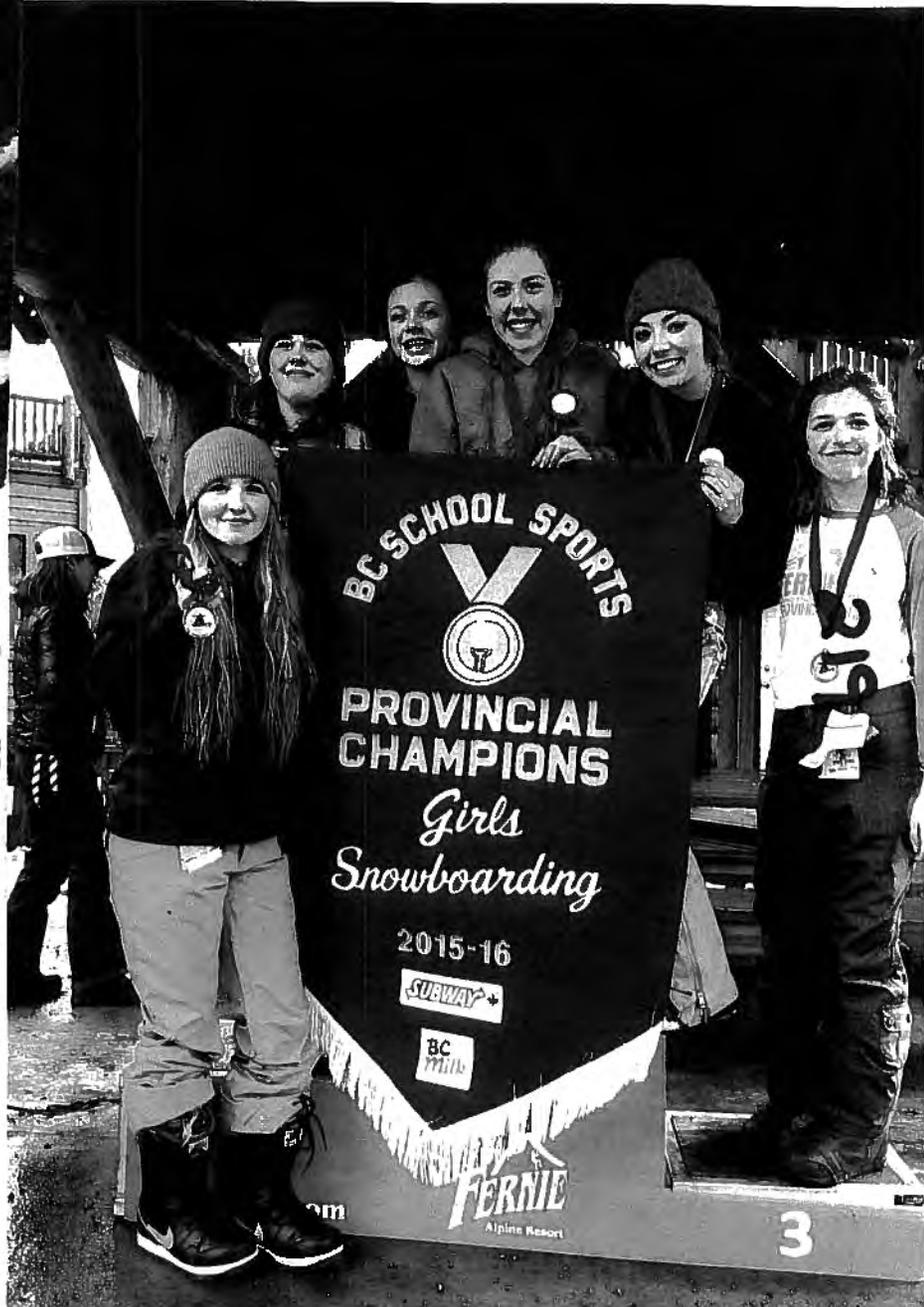
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DEC 08 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

THANK YOU SO VERY
MUCH!

FROM THE FSJSS SKI
BOARD TEAM.

A special note
of appreciation
to let you know how much
your kindness has meant.

Thank You



220

Board-Receive
RECEIVED

geraldine.craven

DEC 12 2016

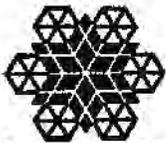
From: Josh Marsh <jmarsh@kitimat.ca>
Sent: December 9, 2016 4:49 PM
To: Josh Marsh
Subject: Press Release - Open Letter to Canada
Attachments: 16-12-09_Kitimat_Press Release_Open Letter on Value_added.pdf; Kitimat-An Open Letter to Canada.pdf

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Good day,

The District of Kitimat has released an open letter to the nation; please find it attached along with the associated press release.

Best regards,



Josh Marsh
Business & Communications Officer
District of Kitimat
Phone: 250-632-8900 Cell: 250-639-5230

KITIMAT
A Marvel of Nature and Industry

<http://www.Kitimat.ca>

INVEST IN **NORTHWEST**
BRITISH COLUMBIA CANADA

PRESS RELEASE

270 City Centre
Kitimat, BC V8C 2H7
Phone: (250) 632-8900
Fax: (250) 632-4995
E-mail: dok@kitimat.ca



Date: December 9, 2016

Pages: 2

Issued by: District of Kitimat

District of Kitimat Releases Open Letter Appealing Canada to Add Value to Natural Resources

KITIMAT, BC – The District of Kitimat (Kitimat) has released an open letter to Canada stating “We Canadians must seize opportunities to add value to our natural resources before exporting to foreign markets.” The open letter will have full page publication in the Saturday, December 10th editions of The Province, Vancouver Sun, Edmonton Journal, and Ottawa Citizen, and for two weeks following will remain on those publications’ online sites.

Kitimat believes that value-added resource development is critical to the vitality and prosperity of our nation. Value-added resource development boosts local, regional, and national economies, and at the same time reduces risks to our natural environments. This is generally true for all natural resource industries such as oil and gas, forestry, mining, fisheries, and agriculture.

Adding value to natural resources attracts investment, delivers additional tax revenue, captures a greater percentage of the inherent economic value of each product, and preserves and creates both direct and indirect employment.

Adding value to natural resources often reduces environmental risks associated with transporting products, minimizes waste by utilizing a greater percentage of products, and ensures processing occurs under Canada’s world class environmental regulations.

It is with these sentiments that Kitimat supports the Government of Canada’s recent dismissal of the Enbridge Northern Gateway project, and supports a proposed crude oil tanker moratorium for the Northwest BC coast provided that the moratorium excludes refined products. Kitimat believes the environmental risks associated with tidewater shipping of crude oil outweigh potential economic benefits. Kitimat supports value-added opportunities across the nation that benefit our economy at the same time as reducing environmental risks, including proposed oil refineries and LNG terminals in the Kitimat region.

Kitimat encourages all levels of government—federal, provincial, First Nations, regional, and local—to start a serious conversation about value-added resource opportunities for the benefit of their jurisdictions and constituents. Governments must start collaborating to adopt policies and implement regulations that will facilitate and stimulate value-added resource development.

In the wake of the Government of Canada’s recent oil pipeline decisions, Kitimat believes that Canadian citizens and governments must start discussing and exploring opportunities to add value to oil products prior to export. Refining and adding value to Canada’s oil resources before export is a viable opportunity that

Kitimat views as the least controversial and best option to gain tidewater access to international markets from Canada's west coast.

Presently, four value-added megaprojects are proposed for the Kitimat area: Kitimat Clean Refinery (www.kitimatclean.ca), Pacific Future Energy Refinery (www.pacificfutureenergy.com), LNG Canada (www.lngcanada.ca), and Kitimat LNG (www.chevron.ca/kitimatlng). Kitimat is supportive of these projects provided they are able to mitigate potential negative environmental impacts.

Kitimat encourages all of Canada to work together to protect our environment and strengthen our economy. Kitimat encourages citizens, organizations, and First Nations, regional, and local governments to visit www.kitimat.ca/value-added to find information and resources to support adding value to Canada's natural resources. For more information contact Kitimat Mayor, Phil Germuth at mayor@kitimat.ca. Together, we can add value to our nation by adding value to our natural resources.

Quotes:

It only makes sense to add value to Canada's natural resources before exporting them to foreign markets; it is in the best interests of all Canadians. Value-added industrial development helps bolster our economy at the same time as reducing risks to our environment – it is win-win.

Phil Germuth
Mayor of Kitimat

Kitimat's slogan is "A Marvel of Nature and Industry". This motto recognizes our past and present assets of pristine natural environments and world class industrial operations. This motto also reflects our present stance on economic development; Kitimat is in favour of industrial development, as long as the development does not pose a significant threat to our natural environments.

Phil Germuth
Mayor of Kitimat

Operating in the global economy, it is natural that industry will seek profit first and foremost. Therefore, it is essential that all levels of government work together to ensure that citizens' best interests are protected. Canada, its provinces, First Nations, and regional and local governments must start collaborating to implement appropriate policies and regulations to guarantee our natural resources are being utilized in an economically and environmentally sustainable manner.

Phil Germuth
Mayor of Kitimat

-30-

Media contact:

Josh Marsh
Business and Communications Officer
District of Kitimat
jmarsh@kitimat.ca
250.632.8900

An Open Letter to Canada

Adding Value to Our Country by Adding Value to Our Resources



Canada, we must seize every opportunity to process, refine, and add value to our natural resources before exporting to foreign markets. The District of Kitimat, BC (Kitimat) appeals to the nation, including First Nations, government, and business leaders, to identify and pursue opportunities to add value to our nation's natural resources.

Kitimat believes that value-added resource development is critical to the vitality and prosperity of our nation. Value-added resource development boosts local, regional, and national economies, and at the same time reduces risks to our natural environments. This is generally true for all natural resource industries such as oil and gas, forestry, mining, fisheries, and agriculture.

Adding value to natural resources attracts investment, delivers additional tax revenue, captures a greater percentage of the inherent economic value of each product, and preserves and creates both direct and indirect employment.

Adding value to natural resources often reduces environmental risks associated with transporting products, minimizes waste by utilizing a greater percentage of products, and ensures processing occurs under Canada's world class environmental regulations.

It is with these sentiments that Kitimat supports the Government of Canada's recent dismissal of the Enbridge Northern Gateway project, and supports a proposed crude oil tanker moratorium for the Northwest BC coast provided that the moratorium excludes refined products. Kitimat believes the environmental risks associated with tidewater shipping of crude oil outweigh potential economic benefits. Kitimat supports value-added opportunities across the nation that benefit our economy at the same time as reducing environmental risks, including proposed oil refineries and LNG terminals in the Kitimat region.

Kitimat encourages all levels of government—federal, provincial, First Nations, regional, and local—to start a serious conversation about value-added resource opportunities for the benefit of their jurisdictions and constituents. Governments must start collaborating to adopt policies and implement regulations that will facilitate and stimulate value-added resource development.

Kitimat encourages all of Canada to work together to protect our environment and strengthen our economy. Together, we can add value to our nation by adding value to our natural resources. For more information or to lend your support to this initiative visit kitimat.ca/value-added or contact Mayor Phil Germuth at mayor@kitimat.ca.

Respectfully,

A handwritten signature in black ink that reads "Phil Germuth". The signature is written in a cursive, flowing style.

Phil Germuth
Mayor of Kitimat

224

Board-Receive

RECEIVED

geraldine.craven

From: Nathalie Klein <Nklein@slrd.bc.ca>
Sent: December 22, 2016 5:12 PM
To: Nathalie Klein
Subject: BCAS Dispatch Protocols to Douglas Trail (Highline) Rd, D'Arcy, BC
Attachments: Letter to BCAS Dispatch_Highline Rd. Protocols.pdf

DEC 23 2016
 REGIC
 DIRECTOR OF
 CHAIR

To BC Regional Districts,

Please find attached at letter from the Squamish-Lillooet Regional District to BC Ambulance Service regarding the BCAS Dispatch Protocols to the Douglas Trail (Highline) Road, D'Arcy, BC.

Thank you,



Nathalie Klein
Executive Assistant
nklein@slrd.bc.ca
 P: 604-894-6371 x223
 F: 604-894-6526
 1-800-298-7753
www.slrd.bc.ca

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Box 219, 1350 Aster Street
Pemberton, BC V0N 2L0
P. 604-894-6371 TF. 800-298-7753
F. 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca

December 16, 2016

BY EMAIL ONLY (doug.garland@bcehs.ca)

Doug Garland
Manager, Kamloops Dispatch Operations Center
BC Ambulance Service
BC Emergency Health Services
Kamloops Dispatch Operations Centre

Dear Mr. Garland:

RE: BCAS DISPATCH PROTOCOLS TO HIGHLINE RD, D'ARCY, BC

On the night of the October 15th, 2016, there was a single vehicle accident at 4 km on south end of the Douglas Trail (Highline) Rd. that resulted in a fatality. There was intense rainfall in the area, and roads were wet and muddy. First responders, including BC Ambulance Service (BCAS) paramedics, responded with dedication and professionalism in very difficult circumstances, and the Board of the Squamish-Lillooet Regional District (SLRD) is grateful for their actions. However, the Board is left with concerns over how BCAS assets are deployed to the Highline Rd., and wishes to ensure that BCAS has the information required to make appropriate dispatch decisions based on knowledge of local conditions and geography.

The Highline Rd. is a stretch of Provincial highway that runs approximately 31 km from D'Arcy (SLRD Electoral Area C) to Seton Portage (SLRD Electoral Area B). It is a treacherous mountain road perched on the cliffs above Anderson Lake, one vehicle wide through many sections, and has a rough gravel surface with regular rock falls and washouts. The location of the October 15th accident, approximately 4 km north of D'Arcy, is characterized by steep grades and switchbacks with narrow creek crossings. The closest BCAS station to the accident scene is in Seton Portage, approximately 27 km away over the Highline Rd. The next most proximate station is 48 km away in Pemberton. Travel from the Pemberton station, however, is on paved blacktop. Despite the Seton Portage BCAS station being closest to the accident location, it is probable that a BCAS unit from Pemberton would have reached the scene sooner, given road conditions and weather. However, the Seton BCAS unit received the call and responded.

The SLRD Board requests that BCAS review its dispatch protocols with respect to the Highline Rd. and other rural areas in the province with similarly difficult terrain, and consider any required adjustments to those protocols to ensure that ambulance units are dispatched with consideration to travel time and road/weather conditions, as well as most proximate BCAS station.

The SLRD Board acknowledges the contribution that all first responders make to their communities, and is grateful for the service and dedication of BCAS paramedics during times of crisis. The Board appreciates your attention to and consideration of the issues raised above, and looks forward to a response from BCAS on this matter.

Sincerely yours,



Jack Crompton
Board Chair, Squamish-Lillooet Regional District

cc: MLA Jordan Sturdy (West Vancouver-Sea to Sky)
MLA Jackie Tegart (Fraser-Nicola)
BC Regional Districts (27)
SLRD Directors (*by email only*)
Lynda Flynn, Chief Administrative Officer, SLRD (*by email only*)

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Board-Receive

geraldine.craven

RECEIVED

DEC 23 2016

REGIONAL DISTRICT

From: Nathalie Klein <Nklein@slrd.bc.ca>
Sent: December 22, 2016 5:17 PM
To: Nathalie Klein
Subject: Volunteer Fire Departments on Private Land
Attachments: Letter to OFC VFD on Private Land.pdf

To BC Regional Districts,

Please find attached a letter from the Squamish-Lillooet Regional District the Fire Commissioner's Office regarding Volunteer Fire Departments on Private Land.

Thank you,



SQUAMISH - LILLOOET
REGIONAL DISTRICT

Nathalie Klein
Executive Assistant
 nklein@slrd.bc.ca
 P: 604-894-6371 x223
 F: 604-894-6526
 1-800-298-7753
www.slrd.bc.ca

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DEC 23 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

December 21, 2016

Gordon Anderson
Fire Commissioner
PO Box 9201 Stn Prov Govt
Victoria BC
V8W9J1

BY EMAIL (Gordon.A.Anderson@gov.bc.ca)

Dear Commissioner Anderson:

RE: VOLUNTEER FIRE DEPARTMENTS ON PRIVATE LAND

Society-operated volunteer fire departments (VFDs) have been an essential part of the public safety architecture in rural BC for over 70 years. Where it is impractical or unsustainable for local governments to provide fire protection services, these organizations have come together in small communities to provide a degree of structural fire protection not otherwise possible. In recent conversations with other regional districts throughout the province, the Squamish-Lillooet Regional District (SLRD) has recently been made aware of an issue that could affect the viability of society-operated VFDs.

Neither the current *Fire Services Act*, the new *Fire Safety Act* nor the *Local Government Act (LGA)* provides regional districts with the power to delegate the authority to enter onto private land to a society-operated VFD unless that society is created by the regional district. Specifically, under section 229(1) of the *LGA*, the ability of a regional district to delegate to a society or corporation is limited to delegations to a society or corporation created by the regional district; as such, a society-operate VFD that is not a function of/created by a regional district cannot take advantage of the statutory authority regarding right of entry under the *LGA*.

A society-operated VFD in another regional district reportedly recently raised this issue with their insurer. They were told that their liability insurance may be void if a claim were made against them with respect to their actions on private property and they did not have either delegated authority from the regional district or written permission of the property owner, to enter onto private land in the pursuit of their structural fire suppression duties. It is further inferred that WorkSafe BC coverage would also be void in the above circumstance.

The SLRD Board notes that society-operated VFDs pre-date the existence of regional districts in many rural areas. A brief consultation with SLRD legal counsel indicates that the right for a society-operated VFD to enter onto private land in the pursuit of structural fire suppression duties is most likely enshrined in common law. However, given that there may be insurers in the province

who are reconsidering how to apply liability protection to society-operated VFDs, the SLRD Board formally requests that:

1. The BC Office of the Fire Commissioner (OFC) step in and clarify that society-operated VFDs have the right to enter onto private land in the pursuit of their duties; and
2. The OFC legislate the right of society-operated VFDs to enter onto private land in the new *Fire Safety Act*.

In small, rural communities, society-operated VFDs are often at the heart of community volunteerism. These entities organize and focus on the desire to help a neighbour in an emergency. Without society-operated VFDs, many small communities would simply go without fire protection, as most regional districts have neither the resources nor the expertise to step in as the Authority Having Jurisdiction (AHJ) in all cases. The SLRD Board looks forward to the OFC guaranteeing through legislation, and communication to all stakeholders, that society-operated VFDs are an essential part of the first responder community in rural BC, and have the right to enter onto private land to complete their duties.

Sincerely yours,



Jack Crompton
Board Chair, Squamish-Lillooet Regional District

cc: MLA Jordan Sturdy (West Vancouver-Sea to Sky)
MLA Jackie Tegart (Fraser-Nicola)
BC Regional Districts (27)



Board-Receive

December 21, 2016

Ref: 170113

Dear Mayors/Chief/Chairs:

It is my pleasure to inform you that the Ministry of Education is undertaking a review of rural education practices and rural education funding, led by Parliamentary Secretary Linda Larson. The Ministry of Education has made a request to gather input from a range of stakeholder groups, including local government and other community organizations, to inform the development of a new Rural Education Strategy by the end of the 2016/17 school year.

All feedback received will help shape the final report and the development of recommendations for the future. The main goal is to find long-term solutions for the unique challenges facing rural school districts, while considering the important social, cultural, and economic roles that schools play for small communities.

As you know, the relationships between school districts, community organizations, and local governments are critical in helping to ensure the success of students across rural British Columbia. With respect to this goal in mind, I hope that you will spread the word amongst your communities, and encourage participation in an online discussion forum at: <http://engage.gov.bc.ca/ruraleducation/>—open until January 31, 2017, at 4:00 pm.

As well, submissions from local governments and other community organizations are welcome to help outline their specific feedback on rural education and rural schools by sending them to the Ministry of Education at: rural.education@gov.bc.ca, or Attention: Jonathan Foweraker, Resource Management and Corporate Services Division, PO Box 9151, Stn Prov Govt, Victoria BC V8W 9H1.

Should you choose to provide a submission, please note:

- There is no standard format or template to follow; it is up to your organization to determine the format and approach that works best for you;
- Be sure to outline your organization's views on the greatest challenges and barriers in rural education, such as funding, facilities, educational programming, and human resources including any thoughts or feedback on future improvements;

.../2

All Local Governments
Page 2

- Highlighting best practices, innovative research, specific examples of successes and challenges are encouraged;
- A list of organizations invited to participate and their final submissions will be posted on the rural engagement website; and
- Deadline is January 31, 2017, at 4:00 pm.

On behalf of the Ministry of Education and Linda Larson, Parliamentary Secretary for Rural Education, thank you for taking the time to ensure that communities have an opportunity to share their input as part of this important project. If you require further information, you can reach George Farkas, Assistant Deputy Minister, Resource Management and Corporate Services Division, by telephone at: 250 356-1883, or by email at: George.Farkas@gov.bc.ca, and he will be pleased to assist you.

Sincerely,



Jacqueline Dawes
Deputy Minister

Enclosure

pc: Dave Byng
Deputy Minister
Ministry of Education

George Farkas
Assistant Deputy Minister
Resource Management and Corporate Services Division
Ministry of Education



NEWS RELEASE

For Immediate Release
2016EDUC0256-002463
Nov. 21, 2016

Ministry of Education

Public input sought on rural education

VICTORIA – The Province is seeking public input on rural education as part of a strategy being created by Parliamentary Secretary for Rural Education Linda Larson to better understand the needs of students, parents, schools and communities in rural B.C.

Until Jan. 9, 2017, British Columbians can join in the online discussion to share stories on rural education and thoughts around community development at:

<http://engage.gov.bc.ca/ruraleducation>

A draft discussion paper will then be developed and posted online for further public comment, followed by several regional meetings that will be hosted by Larson. Stakeholder groups may also submit formal submissions to government, which will be posted online.

All feedback received will help government shape a final report on an integrated rural education strategy, including recommendations for the future. The strategy will aim to find long-term solutions for the unique challenges facing rural school districts and communities, including looking at the important social, cultural and economic roles that schools play in small communities.

Quotes:

Mike Bernier, Minister of Education –

“We are looking at the role education and schools play in rural communities to create an education strategy that will better serve families and schools. We want to hear from all British Columbians on how to improve rural education services and create a full and integrated strategy that will help move our province forward.”

Linda Larson, Parliamentary Secretary for Rural Education –

“Families living in rural communities have different needs than those living in high-density areas. Over the next several months, I will be traveling to each region within the province, listening to families and educators and working on a new strategy for rural education that will help find long-term solutions for the unique challenges rural communities and schools face every day.”

Donna Barnett, Minister of State for Rural Economic Development –

“Schools are a lifeline in B.C. communities. This is especially evident in smaller towns where one elementary school may be used before and after class for childcare, on the weekends by a local theatre company and in the evenings for a local sports team. I encourage all citizens to

engage in this important conversation.”

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Quick Facts:

- In British Columbia, approximately 32% of the students in the K-12 education system attend schools located outside of the greater Victoria, Lower Mainland and Kelowna areas – many in very small communities that use school facilities as a hub for community activities.

Learn More:

In June 2016, Premier Christy Clark announced the new Rural Education Enhancement Fund: <https://news.gov.bc.ca/releases/2016PREM0067-001044>

The Ministry of Education has also launched a new parent engagement process to better understand how parents want to be informed of their student’s success from kindergarten to Grade 9. Participate in this process by visiting: <http://engage.gov.bc.ca/yourkidsprogress>

Media Contact:

Government Communications and Public
Engagement
Ministry of Education
250 356-5963

Connect with the Province of B.C. at: www.gov.bc.ca/connect

FORT FRASER LOCAL COMMUNITY COMMISSION MEETING MINUTES
Tuesday, December 13, 2016

Present Commissioner Linda Cochran
Commissioner Steve Cochran
Commissioner Colleen DeLong
Commissioner Don Webster
Area "D" Director, Mark Parker
Recording Secretary Tammy Zimmerman

Call To Order The meeting was called to order at 5:04 pm by Commissioner Linda Cochran.

Minutes The minutes of the meeting held November 7, 2016 in Burns Lake, BC were read by Commissioner Don Webster.

Moved by Commissioner Colleen DeLong
Seconded by Commissioner Steve Cochran

FFLCC 16-12-01 *"The minutes of the meeting held on November 7, 2016 be approved."*

Carried Unanimously

UPDATES

**Water/Waste
Water Report**

The Water/Waste Water Report was read by Commissioner Linda Cochran.

The monthly water results showed safe drinking water for Fort Fraser for the month of November, 2016.

RDBN staff received a call regarding a blocked sewer at #568 5th Avenue again. Director Mark Parker will follow up

regarding recurrent issues and whose responsibility it is when the problem is recurrent at the same location.

Moved by Commissioner Don Webster
Seconded by Commissioner Colleen DeLong

FFLCC 16-12-02 ***"The Water/Wastewater report be accepted as presented"***

Carried Unanimously

Financial Report There were no concerns to report. The budget from the meeting in November was reviewed.

Moved by Commissioner Linda Cochran
Seconded by Commissioner Colleen DeLong

FFLCC 16-12-03 ***"The Financial Report be accepted as presented"***

Carried Unanimously

Area "D" Director

Mark Parker

Director Mark Parker confirmed that the Grant application has been submitted and it is expected that there should be news by February 2017. The original plan was changed to separate the plan design and construction applications. The Grant-In-Aid was changed from \$10,000 to \$2350, to be used in smaller portions as per Project Title.

It is not known at this time whether connection costs will be included in the overall cost or whether the property owners will be expected to bear this cost.

Congratulations were expressed to Janine and her team for getting the application together on time.

Many thanks to Commissioner Colleen DeLong for giving her time to get the necessary signatures for the grant application.

UPDATES

Clean up of Properties

No change with regard to the Patrick Property. Tabled until spring.

There has been nothing done recently on the property at Royal and Clarke. A deadline was suggested. Director Parker will follow up to see if a deadline was issued previously.

New Business

BC Transit

The Regional District has the contract for the new bus route along the "Highway of Tears". They are currently working on the Financials for this project. It is anticipated that the service will be open to everyone at a cost of \$5 for buses running from Burns Lake to Prince George three times per week and to Smithers from Burns Lake on the other days of the week. The buses will be full sized buses with BC Transit responsible for hiring drivers. Talks are underway regarding contributions from First Nations communities and communities a distance from the highway.

Annual General Meeting

The AGM will be held on Monday, January 9, 2017 at 5:00.

ADJOURNMENT

Commissioner Linda Cochran moved the meeting be adjourned at 5:46 pm.

Linda Cochran, Chair

Tammy Zimmerman, Secretary, FFLCC

FORT FRASER LOCAL COMMUNITY COMMISSION MEETING MINUTES
Monday January 9, 2017

Present Commissioner Linda Cochran
Commissioner Steve Cochran
Commissioner Colleen Delong
Area "D" Director Mark Parker
Melany De Weerd, Chief Administrative Officer
Roxanne Shepherd, Financial Administrator
Recording Secretary Tammy Zimmerman

Call To Order The meeting was called to order at 3:05 pm by Melany De Weerd, Chief Administrative Officer.

Election of Chair Melany De Weerd, CAO, called for nominations. Commissioner Linda Cochran nominated Commissioner Colleen Delong. Second and third calls for nominations were given with no response. The nomination was seconded by Commissioner Steve Cochran.

The 2017 Chair is Commissioner Colleen Delong.

Election of Vice Chair Melany de Weerd, CAO, called for nominations. Commissioner Linda Cochran was nominated for Vice Chair. Second and third calls for nominations were given with no response. The nomination was seconded by Commissioner Steve Cochran.

The 2017 Vice-Chair is Commissioner Linda Cochran.

Minutes The minutes of the meeting held December 13, 2016 were read by Commissioner Steve Cochran.

Moved by Commissioner Linda Cochran
Seconded by Commissioner Steve Cochran

FFLCC 17-01-01 *"The minutes of the meeting held on December 13, 2016 be approved as corrected."*

Carried Unanimously

UPDATES

No updates to report.

REPORTS

Financial

The Financial Report was reviewed by Financial Administrator, Roxanne Shepherd. It was noted that the 2017 budget requires some adjustment, everything is on budget.

Approximately \$7000 was added for a covenant survey near the water tower for an overall increase of 9%.

Two grant application proposals were distributed and a resolution in support was requested.

Application #1

It was suggested this application be modified to remove the Grant-In-Aid (\$7650) and increase the Gas Tax contribution to \$10, 000. This suggestion will be reviewed by Melany De Weerd and she will inform the commission when a decision is made.

Moved by Commissioner Linda Cochran
Seconded by Commissioner Steve Cochran

Application #2

Moved by Commissioner Colleen Delong
Seconded by Commissioner Steve Cochran

FFLCC 17-01-02

"The RDBN Financial Administrator's Report dated January 9, 2017 be approved."

Carried Unanimously

Wastewater

Water Report The Water/Waste Water report was read by Commissioner Steve Cochran.

The monthly water sample results for Fort Fraser showed safe drinking water for December 2016 after a second sample was done which was negative for total Coliforms.

The covenant area around the wells and pump house will be surveyed in 2017.

The monthly weir reports were submitted.

Moved by Commissioner Linda Cochran
Seconded by Commissioner Colleen Delong

FFLCC 17-01-02 ***“The Water/Wastewater report be accepted as presented”***

Carried Unanimously

**Area “D” Director
Mark Parker**

Nothing to report.

NEW BUSINESS

A cross walk will be installed in the spring of 2017 at Hwy 16 and Royal Street to accommodate school children crossing the highway at that location.

ADJOURNMENT

Commissioner Colleen Delong moved the meeting be adjourned at 5:35 pm. Carried.

Colleen Delong, Chair
FFLCC

Tammy Zimmerman, Secretary

**Discussion/Notes from the MILLS MEMORIAL HOSPITAL
REPLACEMENTSTAKEHOLDERS' MEETING**

4:00 P.M. TO 7:00 P.M. FRIDAY, JANUARY 6, 2017

**Regional District of Kitimat-Stikine Board Room
1st Floor – 4545 Lazelle Avenue, Terrace, BC**

WELCOME & INTRODUCTIONS where made by Mayor Carol Leclerc, City of Terrace.

DISCUSSION OF FOCUS AREAS FOR MEETING IN VICTORIA

1. **There is a need for a network of service improvements/coherence of services in the Northwest.** This exists and can be improved upon. Currently most common health issues can be dealt with in Terrace.
 - We currently have more specialist than GP's due to regional services being offered. Carol Leclerc has a list of specialists provided by NH
 - Why do we have more specialists? Specialists are paid using Fee for Service model and the work is here to make a living. Specialist like to work in a team environment so the core group leads to a good work atmosphere. This environment attracts specialist despite the old hospital. Specialist in the North tend to work longer before retirement, they can work little less hours than a bigger center.
 - Why is the specialty of Orthopedics not in Terrace? The surgery rooms are too small
 - Is there currently competition for operating time?
 - Currently enough time is available for specialist. They do need time to make a living so operating time is important. If Orthopedics was in Terrace, there would not be enough time available
 - How would Ortho be affected in Kitimat if was also in Terrace and Prince Rupert?
 - There is room for 3 or 4 services in the NW. More surgeries are needed than one site could handle. Ideally 2 surgeons in Terrace, 1 Kitimat, 1 Prince Rupert
 - Ophthalmology has its own area and is not competing for operating room time.

2. Trauma centre

- A Level 3 Center would need more than the current **operating rooms**.
 - The ability to offer orthopedic surgery is required for a Trauma Center
 - Dentist – they request time also
- First issue is getting patients just to Terrace
- Deaths occur due to much time passing before surgery
 - Currently trauma patients can only stabilize and ship out of most communities
 - Only CT Scans currently in Terrace / Prince Rupert
 - MRI nice but not critical to trauma care
 - ***A Population Based Analysis of Injury Related Deaths and Access to Trauma Care in Rural-Remote NW British Columbia was published in 2010. Copy to be circulated.***
- Would Smithers lose services if there was a Trauma Center in Terrace?
 - No, there would still be need for services, particularly for maternity. The ability to do c-sections requires operating rooms.
- ***Need to address concerns of other hospitals concerned about losing services.***
- Would we be able to recruit more mental health professionals/detox beds?
 - Not expecting to see a stand alone service but there could be more beds in a new hospital
- A new hospital would protect current levels of specialist service
- What are the Referral patterns? Are patients referred to Terrace?
 - Different answer for each specialty. If the specialist is located here.
 - Digital x-rays can be read anywhere in BC
 - There are visiting specialist in the NW
 - Maternity – needs single beds
 - Infection control
 - The level of technology is currently quite good in the NW
 - Fund raising is occurring for new equipment
 - Dr REM Lee Foundation – Urology equipment
 - Cuddle cot – being able to keep a child that has died with the family longer. New project. Needs space.

- Cancer patients – current ward way to small.
- Ambulance Services – Need to address time to hospital
 - Helipad at the hospital? Not likely, risks out way the time issue from the airport
 - Cost issues
 - Ft St John did not get a helipad
 - We can ask for early activation for medivac
- A Trauma Center would allow for an air ambulance to be stationed here
- ***Need to focus on the building. The level of care is excellent and more personal than bigger centers. We do a good job with what we have.***
- Things could be better with single bed rooms. The right facility and equipment is necessary to maintain staff.

3. ***Culturally appropriate care***

What is missing?

- Space is limited and a huge issue. The cultural protocol is to have the family together. There could be 20-25 people wanting to visiting one patient, who is in a 4 bed room. Mills Memorial has been very accommodating.
- Communication is everything. Community rooms, multi-purpose rooms are needed to be fully utilized. Protocol's need to be understood by the hospital staff.
- Cross cultural Training. Needs to be a ceremony and a partnership between the Nations.
- Transporting FN patients to Vancouver increases the cultural gaps and increases the stress/trauma to the patient.

4. Downside of ongoing investment in aging infrastructure.

- Equipment can be moved. Mechanical is lost money.

5. **Our challenge is to get our project moving.**

- There are other hospitals also looking at rebuild.
- Political pressure is needed to move this forward.
- 3P option. Has this been looked at by the Province? YKoerner to ask NH about what are the pros and cons of P3. Is P3 an option?

The province has a responsibility to provide health care

NORTH WEST REGIONAL HOSPITAL DISTRICT FUNDING LEVEL FOR THE PROJECT

- *NWRHD has been arguing that the NW cannot afford the standard 40%2003 Ministry of health Cost Sharing Review stated that the Province through the Ministry of Health and Health Authorities, has a responsibility to provide quality health care to all BC residents.*
- *Health Authorities must be unfettered by cost sharing requirements in their ability to provide health care services regardless of the fiscal capacity of the region.*
- *Back in 2013, NWRHD expected to contribute \$33M to replace Mills Memorial at 20% and said \$66M (40%) was not reasonable.*
- *In 2016 the Province is looking for 40% or a contribution of \$148M*
- *NWRHD will be meeting January 20, 2017 to discuss setting a maximum contribution.*

IDENTIFY DELEGATION FOR MEETING IN VICTORIA

Suggested 5 or 6 go to Victoria

Suggestion: Mayors – Terrace, Prince Rupert, Kitimat, Smithers, NWRHD, NLG, Kitselas, Kitsumkalum

Representation should include decision makers

Why are we letting the Province Limit us? Have spokespersons, but bring a group to support the speakers.

Should be meeting with the Opposition separately

First Nations Health would like to be present as a sign of support, not necessarily as a speaker.

OTHER TOPICS FOR DISCUSSION

Request for stories, experiences

Petition is currently at 700 signatures

Pamphlets should arrive on Monday, Jan 9, 2016

new

gold™

244 Board-Receive
Blackwater Project

Winter 2016



Field Assistants Keith Kello and Jermaine Brigham on the ground during October wildlife field surveys.

2016 Blackwater fieldwork season a success

The Blackwater Project successfully completed its 2016 field season. New Gold hired local workers from Burns Lake, Lhoosk'uz Dene, Nadleh Whut'en, Quesnel, Saik'uz, Stelat'en, Ulkatcho and Vanderhoof to assist with its program which focused on site reclamation and plant and wildlife surveys.

New Gold aims to progressively reclaim land it disturbs as part of exploration activities to help return the land to its pre-disturbed state as early as possible. This summer, historic access trails and drill pads in New Gold mineral tenure areas were reclaimed by planting over 9,000 seedlings. The planting included approximately 6,000 Whitebark pine seedlings, which represents 75% of all Whitebark pine seedlings planted in BC in 2016. Many of these seedlings were grown in a nursery in Smithers, BC from seeds harvested from the Blackwater Project area in 2012 and 2013.

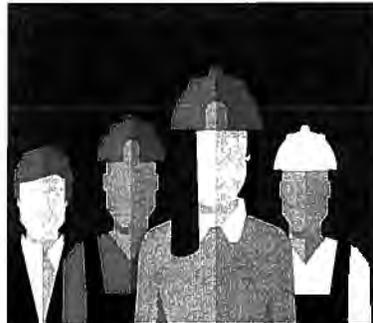
New Gold is incorporating Whitebark pine in ongoing reclamation planning and research. Whitebark pine trees stabilize steep slopes, influence the amount of snow melt by sustaining snow drifts, and provide critical food, cover and shelter for many species of wildlife.

Whitebark pine survival has been threatened by the combined effects of fire suppression, climate change, mountain pine beetle outbreaks and a disease known as white pine blister rust. As a result, Whitebark pine is now listed as endangered in the Species at Risk Act (SARA).

The fall 2016 field season also included fish and wildlife surveys in the region. Field assistants worked with New Gold to gather information in areas around Vanderhoof, Fraser Lake and the Blackwater Project site.

In 2017, New Gold plans to continue to collaborate with First Nation partners and the Nechako Environmental Water Stewardship Society on stream and creek restoration projects on the Nechako Plateau. This could include replacing culverts and restoring riparian areas. The 2017 work may also include continuation of reclamation work, collection of additional environmental data, and other field investigations.

During the 2016 field season program, the Blackwater Project employed over 20 people from the local area and spent over \$325,000 with local businesses and contractors.



TSX: NGD

UPCOMING Events

You are invited..

New Gold will be hosting a Christmas come-and-go on December 14, 2016. Drop by the Vanderhoof Project Office at 139 First Street East between noon and 7:00 p.m. for some tasty treats and a Project update

New Gold is a proud sponsor of the Premier's Natural Resource forum in Prince George from January 31 to February 2, 2017. Stop by New Gold's booth, #10



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245 Blackwater Project update

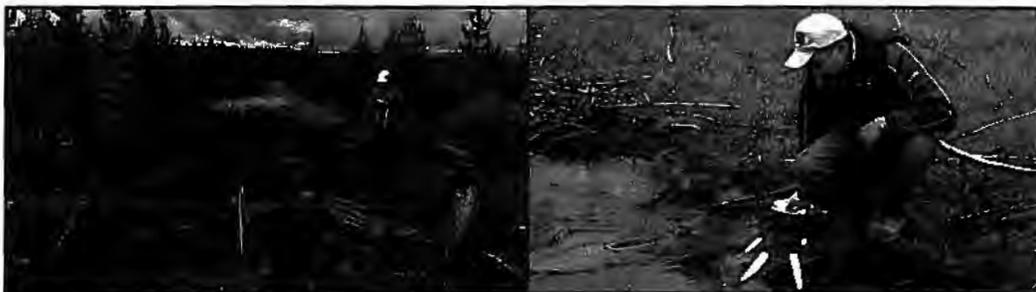
The Blackwater Project is a proposed open pit gold and silver mine with a seventeen-year mine life. The Project is located approximately 160 kilometres southwest of Prince George and 110 kilometres southwest of Vanderhoof.

The Blackwater Project is currently undergoing a coordinated Environmental Assessment (EA) with the British Columbia Environmental Assessment Office and the Canadian Environmental Assessment Agency.

The Project entered the Provincial review period on January 12, 2016 and went through a public comment period from January 20 to February 19, 2016. Currently, the Provincial EA has been temporarily paused to allow the EA working group additional time to review project changes that were voluntarily made by New Gold in response to comments from First Nations, regulators and the public. The changes reduce the potential for water quality effects and provide additional flexibility in site water management consistent with the recommendations of the Mt. Polley Independent Expert Investigation Review Report. The changes have the added benefit of reducing the overall project footprint.

New Gold will continue working with the British Columbia Environmental Assessment Office, Canadian Environmental Assessment Agency, local, regional, First Nation and provincial governments, regulators and other stakeholders to advance the Blackwater Project through the Environmental Assessment process.

New Gold anticipates meeting several important project milestones in 2017 and will share details as they develop.

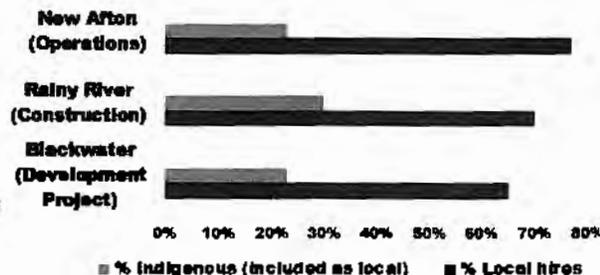


Left: Jason Moulard participates in vegetation monitoring on a reclaimed drill pad. Right, Reese Patrick assists with stream habitat assessment.

Creating jobs close to home

New Gold is committed to maximizing local employment and contracting opportunities. The company plans to work collaboratively with community partners to prepare local workers and establish programs for specific training where necessary. New Gold is already an active member in the region, with a local office in Vanderhoof that offers an easily accessible location to learn about the Blackwater Project.

New Gold is engaging local communities, including Indigenous peoples, in its project planning activities and is committed to local procurement and contracting wherever possible as a means to create local direct and indirect economic benefits.



Sign up to the Blackwater Project email list to receive updates about milestones, and future business, contracting and employment opportunities. Subscribe by emailing office.blackwater@newgold.com with the subject line "subscribe".

Introducing Sachi De Souza

Sachi De Souza, Environment and Community Specialist, joined New Gold in July 2016 and brings her knowledge of environmental assessments and mine water management to the Blackwater team.

Blackwater Project Community Liaison Committee meeting



Sachi will be working with the project development team to help progress the Environmental Assessment and will be assisting with presenting project updates at community meetings. Sachi has worked on projects across the globe, most recently as a regulator with the Mackenzie Valley Environmental Impact Review Board.



Above left: A culvert is assessed for potential stream habitat restoration. Above right: Keith Ketlo, Jermaine Brigham and Reese Patrick walk in to a wildlife field survey site. Below left: Rufus Chantymah and Eugene Sill seeding a newly reclaimed drill pad. Bottom right: Keith Ketlo and Jermaine Brigham assist with wildlife field surveys.



Blackwater celebrates 4 years with no lost time incidents

In October 2016 New Gold celebrated a safety milestone of 4 years without a lost-time incident. New Gold recognizes the Nechako Plateau Construction Group (NPCG), a Tahtsa, Ulkatcho First Nation and Lhoosk'uz Dene Nation partnership, for their work at site and attention to safety which assisted New Gold in achieving this goal.



The NPCG further demonstrated their commitment to safety when they promptly acted as first responders to a small private float plane crash near the Blackwater Project site on October 11, 2016.

New Gold thanks their employees and contractors for being respected partners who continue to focus on safety, one of New Gold's core values. In recognition of our shared values and the importance of safety, New Gold will be making a \$1000 donation to Nechako Valley Search and Rescue.

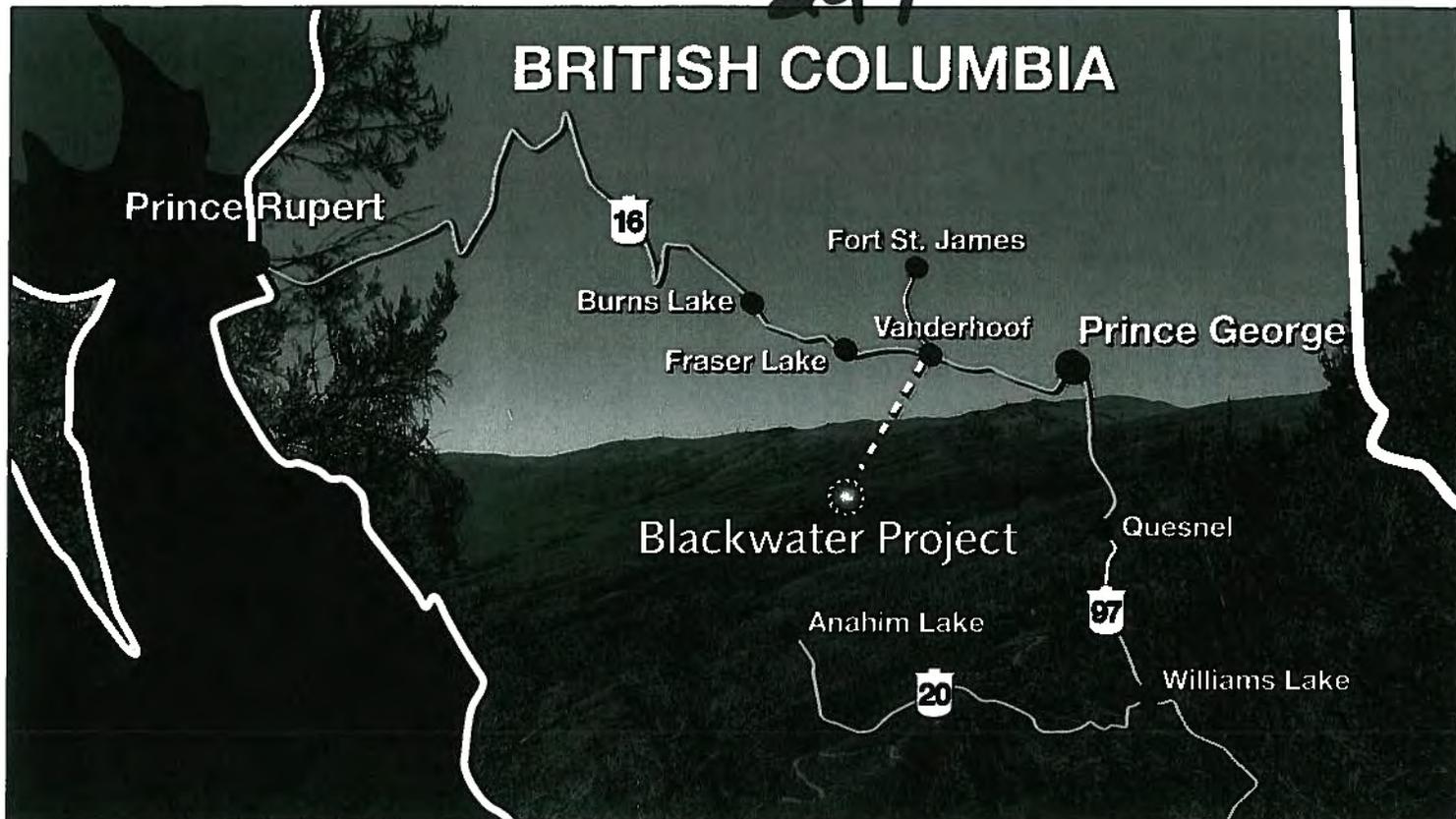
FAST Facts

The Blackwater Project....

- has spent close to **\$1 billion** in acquisition and development costs since 2012
- will directly and indirectly contribute more than **\$4.7 billion** to the BC economy in terms of Gross Domestic Product over the Project life
- will spend nearly **\$300 million** annually on goods and services, with almost **\$110 million** spent regionally, during construction
- average annual wage, including benefits, will be **\$120,000** during construction and **\$110,000** during operations
- construction will generate **\$296 million** in wages for direct employees
- operations will generate annual wages of **\$58 million** for direct employees, **80%** of which will be in British Columbia



BRITISH COLUMBIA

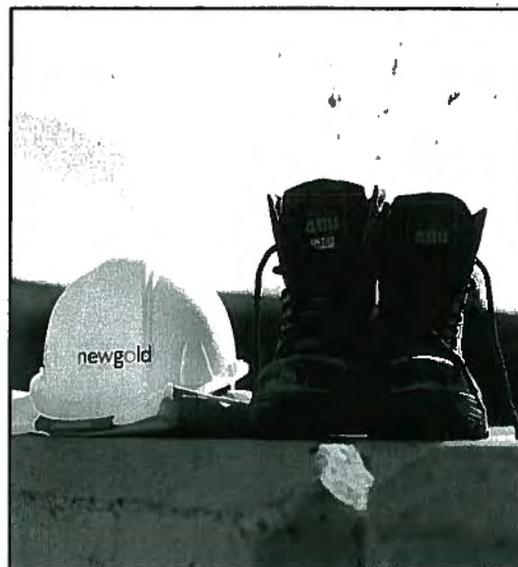


Business directory

New Gold realizes that our growth and success depend on the economic, social and environmental sustainability of each of the communities in which we live and work.

We are committed to local procurement and contracting wherever possible as a means to create local direct and indirect economic benefits.

Please contact office.blackwater@newgold.com to have your business added to the Blackwater Project business directory.



Stay Informed

For more information:
 Blackwater Project Office
 139-1st Street East, Vanderhoof, BC

Email office.blackwater@newgold.com to
 subscribe to our email distribution list.



Marijuana Legalization Task Force Releases Report

Dec. 14, 2016

The federal government's Task Force on Marijuana Legalization and Regulation has released its final report, *A Framework for the Legalization and Regulation of Cannabis in Canada*. The report provides over 80 recommendations to guide the federal government in the creation of a new legislative framework to legalize and regulate marijuana.

While the final report provides some clarity as to the recommended path for Canada's legalization system, it still leaves a myriad of questions to be answered that will greatly impact local governments. Of particular importance is the issue of taxation revenue sharing. A November report from the Parliamentary Budget Officer created speculation that tax revenue generated through the legalization of marijuana would be split between the provinces and federal government. The Task Force's final report has not provided much additional clarification, only recommending that the federal and provincial governments collaborate to determine the tax regime, as well as conduct an economic analysis to establish an appropriate taxation scheme. UBCM resolution 2016-A3 requested a portion of federal or provincial tax collected through marijuana sales and distribution be shared with local governments.

It is also unclear as to the authority that local governments will have in regulating storefront retailers, although the report does recommend that the province collaborate with local governments to manage the retail process.

Local governments have also been concerned with additional costs being transferred to local authorities as a result of the legalization of marijuana. The report suggests local governments will be responsible for "oversight and approval" of personal cultivation operations, which could place additional burden on local policing and bylaw authorities, among others.

Prior to the release of the Task Force's final report, UBCM participated in the process to legalize marijuana through conveyance of its resolutions to the Task Force, and involvement in a local government teleconference with Task Force Chair Anne McLellan. Although there are over 80 recommendations in the federal Task Force's final report, none are binding on the federal government.

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RCMP Contract Management Committee Update

Dec. 14, 2016

On November 3, 2016, the Local Government Contract Management Committee (LGCMC) met with provincial and RCMP representatives to discuss issues related to the RCMP contract and policing in British Columbia. The following summary highlights key issues discussed at the meeting.

1) Working Group Discussion Items

Auxiliary Constable Program Options

In October 2016, the Province informed UBCM that National Crime Prevention Services had prepared an options paper for consideration by provincial and territorial partners (PTs), among others. This paper was a result of a national working group, which developed recommendations that informed a subsequent consultation process, leading to three options for consideration by relevant stakeholders. Options included: 1) maintaining the status quo, without the participation of Auxiliary Constables in general duty patrols or the provision of firearms familiarization; 2) implementing a Community Corps type program, where Auxiliary Constables would only participate in community policing services; and, 3) providing a three-tier program where ACs would conduct different levels of policing determined by their level of training and experience. UBCM conducted a survey of its membership, with 90% of respondents favouring option 3 (three-tiered program).

Naloxone Funding

RCMP members have been provided shipments of naloxone, which they may now also administer on citizens requiring treatment/assistance. The Province is working on the implementation of a Premier Christy Clark announcement that "...\$5 million will be invested in additional priority areas identified by the task force, including issuing naloxone and naloxone training to police and RCMP." Until such time as this announcement is implemented, municipalities will not be billed for these costs. It is unclear at this time how much of this funding will be allocated towards naloxone kits and training, and whether local governments will be financially responsible for naloxone kits once the provincial funding has been exhausted. The Province is engaging the federal government to commit resources towards drug enforcement.

Salary Increases

RCMP members last received a salary raise in January 2014. One year later, the RCMP released a business case focusing on reducing the compensation gap between the RCMP and the average of the top three of eight comparator police services in Canada. Over the past 10 years, the total compensation gap between the RCMP and the average of the top three of eight comparator police forces increased from 2.00% to 9.61%. Members were reminded to continue forecasting the increase, and that any salary increases will be retroactive to January 2015.

Operational Clothing Allowance

In January 2016, the Treasury Board secretariat approved the new list of job codes eligible for the Operational Clothing Allowance (OCA), retroactive to April 2013. As a result, municipalities will see a slight decrease in projected savings, with the retroactive impact estimated by E-Division to be less than \$10,000 for 95% of municipalities. This item was slated for the April Contract Management Committee (CMC) meeting, but was deferred, due to the lack of information at the time, to the November CMC meeting and to emphasize the importance of proper consultation. Until a decision is made, municipalities

may choose to either pay their 2015/16 invoices or request the amount be removed until a decision is rendered at the fall CMC meeting.

Five Year Review Update

Committee members discussed the issues brought forward by local governments as part of the Five Year RCMP Contract Review. The re-occurring theme was the lack of consultation and the need for improvement in this area. The Province discussed the next steps of the review, which include additional review, discussion, decision and action phases, all of which are to be completed within one year, as per the terms of the RCMP contract. Provincial representatives provided an update on all 10 categories of substantive issues for review, paying particular attention to issues related to governance, consultation and roles and responsibilities. Recommendations are expected in Spring 2016 for consideration by Assistant Deputy Ministers (ADMs).

Directed Reviews

Under the current agreement, national programs such as cadet training, recruiting, and police dogs are billed as a flat rate. After three years, partners are to be billed at actual costs. As such, partners have hired MNP to conduct a directed review. As of May 2016, Phase 1 (exploratory phase) of the review which identified 21 areas of improvement, was completed. To date, four of the 21 recommendations have been implemented and a number of others have been resolved. PTs will discuss whether to proceed to Phase 2 at the CMC meeting.

Police Dog Service Training Centre Review Scoping Document

This document identifies program information, performance metrics, etc. as areas for review. The Province has provided feedback to the RCMP regarding the scoping document and identified concerns that the review might not be fulsome and objective enough to answer PT questions. Feedback recommended that a steering committee be formed and that an independent contractor perform the review, looking outside of Canada for like comparators and best practices. PTs are still waiting for an RCMP response to their feedback.

Recruiting

In early May 2016, the RCMP made changes to its recruiting process. Changes include but are not limited to:

- Allowing people with permanent resident status to apply, as long as they have lived in Canada for the past 10 years;
- Testing physical abilities at the training academy, and not requiring a physical abilities evaluation as part of the application process;
- Allowing those with a minimum 2-year college diploma to forego writing the entrance exam;
- Permitting applicants from BC (as well as Alberta and Saskatchewan) to select their home province for their first posting after graduation.

Preliminary indications are that the changes are having a positive impact on the number of yearly applicants. PTs have requested that this item become a standing item for the CMC. No consultation took place before the changes were announced.

Multi-Year Plans for National Programs

Currently, partners receive a report containing information regarding national programs for the current year. At the last CMC meeting, the RCMP tabled multi-year plans for national programs (e.g. training, recruiting, dogs). PTs are demanding financial updates throughout the year as the forecasted increases have financial implications on PTs and municipalities. PTs are anticipating a more fulsome picture of the anticipated growth in the number of troops going through Depot over the next five years and the correlated impacts. RCMP have committed to providing updates through the National Programs Standing Committee

HR Standing Committee

The CMC looked to address health medical clearances for recruiting at the recent meeting in Ottawa. RCMP feel medical clearances are taking too long and outsourcing this function (estimated at \$2000/member) would substantially improve processing times for new recruits. PTs believe that the RCMP should be responsible for assuming the cost. PTs are not satisfied with the current level of consultation, and although they support the process, they do not support the cost. Leave liability and managing excessive overtime were also discussed in Ottawa. The RCMP are interested in establishing a tighter framework around how much officers are allowed to accumulate, and they will need to make decisions on how to handle previously accrued leave. PTs have conveyed their support for changing the policy to reduce the amount of accumulation allowed, to be more consistent with police comparators. PTs also advised that payouts would be problematic for most jurisdictions and that the RCMP need to manage down the leave liability and absorb this cost from within their existing budgets.

Outstanding Negotiation Items

There is currently no resolution to the disputes over Green Timbers, severance payment and the cost share for integrated teams, although there is currently a renewed push towards resolution. The Province will be meeting with Public Safety Canada in the near future to better understand the gap between their offers. It is expected that at this time, Public Safety Canada will present an offer to the Province. Although some issues are closer to resolution than others, bundling these together provides BC with leverage to resolve all three. The Province has endeavoured to bring local governments into the discussion once an offer has been received.

BC Municipal Companion Document Working Group

Provincial representatives discussed the status of the Working Group, which recently met for the third time. The Working Group is expected to complete a first draft of the BC Municipal Companion Document by Spring 2016, prior to the next LGCMC meeting.

Federal Re-Engineering Update

In 2011, the Federal Re-Engineering Initiative was launched with the goal of making the federal policing service delivery model more flexible and adaptive to operational priorities. This initiative looks to streamline the federal policing program, improve information sharing and aligning resources to address operational priorities. One of the items this initiative will focus on is updating the process to determine how many cadets are needed. Essentially, this initiative will look get as many cadets through Depot as possible in the most efficient manner.

Labour Relations Update

On March 9, 2016, following the January 2015 Supreme Court decision, the federal government tabled Bill C-7 to create a new labour relations structure for RCMP members and reservists. Similar to members' preferences, the new legislation included collective bargaining rights and the right to binding arbitration as the method for dispute resolution. There is no right to strike. Since that time, the Senate Standing Committee on National Security and Defense has unanimously voted to remove specific exemptions from Bill C-7 (related to issues such as promotions, discharges and demotions, harassment, equipment, etc.) that require the Bill pass through the legislature. Committee members discussed impacts on BC local governments, including scheduling in smaller/rural detachments and other occupational health and safety implications.

LGCMC Committee Appointments

As per the LGCMC Terms of Reference (ToR), nine local government representatives are appointed by the UBCM Executive to sit on the Committee. Five of those members will have their terms expire at the end of the calendar year.

The ToR also stipulates that one member of the UBCM Executive be appointed to sit as a co-chair. The Executive representative does not have a term limit. Burnaby Councillor Sav Dhaliwal has recently completed his 1-year term as UBCM Past President, and as such will no longer sit on the Committee.

2) RCMP Update

Emergency Response Team

The full time Emergency Response Team in the Lower Mainland District is working well and is properly trained. The provincial government and the RCMP are considering a similar capability for the rest of the Province. Minimum standards are to be developed and interoperability between police agencies is to be a key consideration.

Division Administrative Health Costs

The RCMP discussed the increase in supplemental health costs, predominantly to do with chiropractor and physiotherapy costs. The RCMP will be monitoring the changes and will keep the LGCMC apprised of any new developments.

Disability Case Managers

Approved by the Minister, nine oversight coordinators have been hired at E-Division, and will work to proactively manage those on disability leave in an effort to get them back to work and to reduce vacancies. A policy framework as well as a case management tool for improved reporting will be developed. Nationally, the program is expected to cost about \$4 million per year. Current cost of people on disability leave is over \$100 million per year. E-Division should see roughly a \$2.3M savings in administrative costs as a result of this program. RCMP will endeavour to provide a more comprehensive update at the next LGCMC meeting.

E-Division Review of Police Dog Services

The current review is looking at the deployment in the Province and searching for efficiencies. The concept of "hubbing" dog teams throughout the province to minimize costs while keeping service levels high is a point of focus for the review.

Vacancy Report

At the last LGCMC meeting, members requested the vacancy report for the Province. This report has not yet been provided to local governments. The RCMP noted the number of troops per year is rising to 40 (from 32), and the return to work program will assist in reducing vacancies. Once the RCMP is able to analyze both of these factors, they can produce a better report and have a better understanding of the vacancy issue in BC.

Shared Services Canada

Members discussed the service delivery methods used by Shared Services Canada, expressing some frustration regarding the lack of efficiency. RCMP representatives were willing to discuss examples of shared services failures as well as ways to improve the system.

The Local Government Contract Management Committee would appreciate your feedback on any of the RCMP contract and other policing issues identified above. UBCM members who have questions or comments are encouraged to contact Bhar Sihota, UBCM Policy Analyst.

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Liquor Policy Working Group Update

Dec. 14, 2016

On October 24, 2016, the Local Government Working Group on Liquor Policy, co-chaired by UBCM and the Province, met to discuss recent changes in provincial liquor policy, including the timeline for implementing the remaining Liquor Policy Review (LPR) recommendations and the new *Liquor Control and Licensing Act*.

The Local Government Working Group on Liquor Policy is the forum created for consultation and communication between the Province and local governments with respect to changes in liquor policy. Since the release of the Liquor Policy Review Final Report in January 2014, the Province has implemented 48 of the 73 recommendations included in the report, which seeks to modernize liquor laws in British Columbia.

For the reference of UBCM members, the Working Group's discussions are summarized below.

Parallel Process: This process allows local government and the Liquor Control and Licensing Branch (LCLB) to simultaneously consider applications for liquor primaries, manufacturing lounges and special event areas. Local governments were provided an opportunity to provide feedback on this issue during the past year.

Delegation Authority: Local governments may now create bylaws that delegate specific staff members to provide input on all or some types of liquor licensing applications that would otherwise require a resolution. Bylaws must comply with section 40 of the *Liquor Control and Licensing Act*. Those with such bylaws are asked to provide a copy to the LCLB.

Criteria for Commenting on Applications: For all application types, the list of factors that local governments must comment on has been reduced to the impact of noise on the community in the immediate vicinity of the establishment; the impact on the community if the application is approved; and, for a food primary, whether the amendment results in the establishment being operated in a manner that is contrary to its primary purpose.

Local Government Public Input Process: A local government or First Nation wanting to comment on an application no longer has the option of opting out of conducting a public input process unless the applicant's proposed establishment is in a remote area with no nearby residents. Local governments continue to have the option to opt out of commenting on applications.

Liquor Primary Applications by a Local Government: If a local government or First Nation is applying for a liquor primary licence, the LCLB will conduct public input and consider the regulatory criteria, with the LG or FN no longer asked to provide a resolution. This will potentially address conflict of interest issues with local governments and First Nations.

Picnic Areas: Any manufacturer, rural or urban, may apply for a picnic area where patrons can consume liquor but no service is offered, whereas previously only large rural/agricultural properties were eligible for this type of activity. Picnic areas have a capacity limitation, must be vacated one half hour after dusk, and are not permitted to have amplified sound.

Liquor Licence Applicants: Previously, only businesses primarily engaged in liquor service, entertainment or hospitality could apply for a licence. Under new rules, any business is able to apply for a liquor primary licence (except for motor vehicles and businesses primarily directed at minors) but would still be subject to local government and public input and

zoning restrictions. Food primary establishments are now permitted to operate without a focus on food in the service area, as long as there is no liquor service at that time.

Dual Food Primary and Liquor Primary Licensing: Food primary establishments may now apply for a liquor primary licence at the same location, and operate as a bar or nightclub after a certain hour. Liquor primary establishments may apply for a food primary licence at the same location, allowing them to operate as a restaurant during specific hours and permit minors to enter. Both licence changes are subject to standard application rules, including LG/FN and public input.

Extending Hours of Liquor Service: In “exceptional” circumstances, licensees may apply to the LCLB to request branch approval to serve liquor at their establishment outside the regular hours. What constitutes “exceptional” has not been established, and will be up to the LCLB to determine based in part on the rationale provided by the licensee.

More detailed information is available regarding these issues and upcoming changes, including a local government Q&A document provided by the Province.

The Local Government Working Group on Liquor Policy welcomes local government feedback on the matters discussed above or any aspect of liquor policy in British Columbia. Questions or comments may be directed to Bhar Sihota, UBCM Policy Analyst.

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Commission on Tax Competitiveness Report

Dec. 7, 2016

A Provincial commission has released a report aimed at improving business tax competitiveness in British Columbia. The *Commission on Tax Competitiveness* has delivered four recommendations to the Province, one of which addresses the issue of industrial taxation.

While the findings of the report show that overall municipal business rates are not an issue, the Commission expressed concerns with respect to Industrial tax rates (Class 4 assessment) in some communities:

"The Commission found that the overall level of business property taxation in B.C. at both the provincial and local government level does not represent a competitiveness issue or a significant impediment to economic performance. Excessive property tax rates for large industrial properties in a few municipalities are a concern however. High property tax rates can have devastating effects on unprofitable plants. Also, the rates themselves and the uncertainty about future rates can have a chilling effect on investment when upgrading existing plants and developing new plants."

The fourth recommendation in the Commission's report deals with the issue of "excessive" property tax rates in a few municipalities:

"RECOMMENDATION 4 – Industry-Municipal Investment Arrangements

The Commission recommends that, in the short run, government introduce a mechanism for businesses contemplating significant incremental investment to trigger negotiations with a municipality for an arrangement that provides certainty about the contributions that will be provided to the municipality over the life of the investment."

The *Commission on Tax Competitiveness* was first announced in the 2016 Provincial budget. Minister de Jong appointed the members of the Commission in July 2016. Bev Dahlby, Distinguished Fellow in Tax and Economic Growth from the School of Public Policy at the University of Calgary, chaired the Commission.

UBCM's delegation met with the Commission and delivered a presentation on October 13, 2016. The UBCM delegation was comprised of Director Wendy Booth with Dale Wall and Gary MacIsaac in support. UBCM's impact on the deliberations of capping business taxation is acknowledged in the report:

"A common recommendation made to the Commission to address these issues is to put caps on the business-to-residential tax rate ratios, or implement tax rate "fairness ranges." Rules would then be put in place for communities falling outside the cap/ranges to become compliant over a period of time

In exploring solutions to the above issues the Commission also heard from communities through input provided by UBCM. This input was very helpful in understanding the complexity around municipal property taxation and some of the issues to be aware of when exploring solutions."

During its presentation to the Commission, UBCM also pointed out that the Province studied the issue of tax competitiveness as recently as *Expert Panel on Business Taxation* in 2012. The Expert Panel provided a fairly comprehensive set of

recommendations on municipal taxation that were generally supported by UBCM. The Province of BC, though, has not acted upon these recommendations. The Commission's report includes a supplemental recommendation that the prior recommendations on property taxation by the Expert Panel be implemented.

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Improving Forest Policy Decision-Making

Dec. 7, 2016

UBCM's Community Economic Development Committee is pleased to release its Summary Document of the round table discussions from the forest policy decision-making session that was held at the 2016 UBCM Convention.

Session participants were specifically asked: *What steps/actions can (communities / industry / Province) take to improve consultation and engagement opportunities with respect to forest policy decision-making?*

The Summary Document outlines five recommendations and identifies what proposed actions that communities, industry and the Province can take to fulfill the proposed recommendations:

- Support for Establishment of Communication Protocols / Local Forest Advisory Committees
- Increase Enforcement and Monitoring Efforts
- Develop a long-term provincial forest strategy
- Restructure existing provincial bodies to include community/local government representation
- Mandate sustainable forest management certification

The Summary Document has been conveyed to the Minister of Forests, Lands and Natural Resource Operations, the Honourable Steve Thomson and serves as a companion document to the earlier forestry survey report that was issued by the Community Economic Development Committee in March 2016.

The members of the Community Economic Development Committee would like to take this opportunity to thank all of the local elected officials, provincial government staff, forest industry representatives and forestry association officials who contributed to the round table discussions. The Committee looks forward to continuing the dialogue and encourages local governments to do the same at the local and regional level.

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Funding & Resources Update

Dec. 7, 2016

Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local governments and First Nations.

Local Government Program Services

2017 Strategic Wildfire Prevention Initiative: Applications are accepted on an on-going basis under four funding streams: Community Wildfire Protection Plans, Fuel Management Prescriptions, Demonstration projects, and Operational & Maintenance Treatment projects. This year's intake deadlines are January 27, April 28 & October 6, 2017. The deadline for the 2017 SWPI FireSmart Grant funding stream is January 27, 2017.

Please note that an enhanced Community Wildfire Protection Plan was announced in November. Also note that all project proposals, including those from First Nations applicants, should be submitted directly to swpi@ubcm.ca

Age-friendly Communities: Projects under the 2016 program should be wrapping up with final reports due at the end of January, unless other arrangements have been confirmed. Applicants to the 2017 program have been notified of the status of their funding request.

Asset Management Planning: Projects under the 2016 program should be wrapping up with final reports due at the end of January, unless other arrangements have been confirmed. Applicants to the 2017 program will be notified of the status of their application by December 16, 2016.

Resources

CivicInfo BC: CivicInfo BC provides a wide variety of tools and information resources for those who work, or have an interest, in the province's local government sector. This includes news, events and training opportunities, online directories, research tools, a grants database, and much more.

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The Power of Storytelling

Dec. 7, 2016

The driest subjects can hold people rapt when we present them in the form of a story. Join master storyteller Richard Wagamese at the 2017 LGLA Leadership Forum where he will speak about *The Power of Storytelling*.

Richard Wagamese is a Canadian Truth and Reconciliation Speaker and Aboriginal Storyteller. Born in Northwestern Ontario to Ojibway parents whose own horrific residential school experiences left them unable to care for their son, Richard grew up in foster homes before being adopted into an abusive household. He left at 16 and spent many years homeless, consumed by drugs and alcohol. Language and libraries provided his only escape.

Fast forward to today, and Richard is a celebrated Canadian author, journalist, and storyteller with an impressive body of work: six novels, a book of poetry and five non-fiction titles, including two memoirs and an anthology of his newspaper columns.

Richard has garnered a number of awards in different fields over the course of his career. In 1991, he became the first Aboriginal Canadian to win a National Newspaper Award for column writing. His debut novel, *Keeper 'n Me*, published in 1994, won the Alberta Writers Guild's Best Novel Award. He has twice won the Native American Press Association Award for his journalism, and he received the George Ryga Award for Social Awareness in Literature for his 2011 memoir *One Story, One Song*. He was also awarded the Canadian Authors Association Award for fiction in 2007 for his third novel, *Dream Wheels*. In 2012 he was honoured with the Aboriginal Achievement Award for Media and Communications. Richard has also received two Honorary Doctor of Letters degrees, one in 2010 from Thompson Rivers University in Kamloops and one in 2014 from Lakehead University in Thunder Bay. In 2015 he won the Matt Cohen Award in celebration of a writing life and in 2016 it was announced that his book *Indian Horse* was being turned into a movie. He is currently busy writing his next book.

LGLA looks forward to welcoming Richard Wagamese as the 2017 Leadership Forum Keynote Speaker this coming February. Come and learn from a Master Storyteller the necessity of returning to telling stories to each other to build community, foster understanding and build a better country.

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Working Group on Responsible Conduct

Jan. 11, 2017

UBCM Executive has endorsed the formation of a collaborative working group to examine the issue of responsible conduct by local government elected officials. The formal creation of the working group follows on a 2016 resolution that was referred to the Executive for further policy work. The working group will initiate the policy work and UBCM Executive will provide a full report and recommendation to the membership at the 2017 Convention.

Resolution B70 (2016) had called on enabling legislation for the creation of local independent Integrity Commissioners "*who would serve the public and elected officials in an advisory, educational, and investigative role in the application and enforcement of Codes of Conduct.*" At the suggestion of the Resolutions Committee this resolution was referred to the UBCM Executive. In its comments, the Resolutions Committee advised the membership as follows:

"the issue of questionable conduct is an emerging policy area for local governments in BC and across the country. As the resolution suggests, the issue is multi-faceted and includes elements of education, advice, investigation and enforcement. Given the complexity of the issue, a thorough policy analysis should be undertaken before solutions are recommended. Rather than adopt a policy position endorsing an Integrity Commissioner concept at this time, it is recommended that the resolution be referred to the UBCM Executive. In cooperation with the Ministry of Community, Sport and Cultural Development and the Local Government Management Association of BC, additional policy work would be undertaken over the next 12 months and a full report and recommendation provided at the 2017 UBCM Convention."

In keeping with the Resolutions Committee advice, the working group, composed of staff from UBCM, the Ministry of Community, Sport and Cultural Development and the Local Government Management Association of BC, will undertake policy work on this matter.

UBCM will be seeking opportunities to engage with local elected officials in the agendas of the 2017 Area Association meetings.

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RCMP to Implement Tiered Auxiliary Constable Model

Jan. 11, 2017

The RCMP Senior Executive Committee has chosen to implement a tiered Auxiliary Constable Program model, consistent with the results of the October 2016 UBCM membership survey. The tiered model will allow Auxiliary Constables to participate in activities based on their experience, training and local community's needs.

The results of UBCM's membership survey showed that 46/51 local government respondents (90%) favoured the tiered program, largely because of the flexibility this option provides to municipalities to meet their individual needs. This decision will also impact the January 2016 amendments to the Auxiliary Constable Program (ACP) that ended firearms familiarization training and ride-alongs, among other things. UBCM's members recently endorsed resolution 2016-B3, seeking a reversal of these amendments.

In order to have the new ACP available by this upcoming summer, the RCMP has endeavoured to complete the following tasks:

- Update the policy related to Auxiliary Constables;
- Finalize the training standards for each tier;
- Develop the required uniform;
- Determine the minimum amount of insurance needed for volunteers; and,
- Communicate financial implications to partners.

In addition to requesting the RCMP move to a tiered model, UBCM's submission sought greater consultation and engagement with the RCMP regarding the ACP. UBCM will continue to seek opportunities to provide input as this policy is developed and finalized.

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Doctor Recruitment and Retention Portal

Jan. 11, 2017

The Divisions of Family Practice Recruitment and Retention Steering Committee has launched PracticeinBC.ca, a new family doctor recruitment and retention website. This website is designed as a one-stop portal to help make it easier for doctors to join BC communities. UBCM is a participating partner on the Recruitment and Retention Steering Committee.

PracticeinBC.ca has two parts: the first is aimed at family doctors, residents, and students within BC and around the world. It provides access to information about building a career in BC communities, including how to apply to medical schools and residency programs; licensing and immigration procedures; lifestyle options across the province, and how to find the right job practicing family medicine.

The other part of the site contains tools and information designed to support regional Divisions of Family Practice and current BC family doctors with their recruitment and retention activities.

A representative from the Steering Committee will be presenting on the new portal and other recent initiatives relating to physician recruitment and retention as part of the upcoming Electoral Area Directors Forum.

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Appointments to RCMP Contract Management Committee

Jan. 11, 2017

UBCM is currently looking to appoint local government representatives from RCMP policed jurisdictions to the British Columbia Local Government Contract Management Committee (LGCMC). There are five vacancies that are required to be filled by local government elected officials or staff members.

The LGCMC Terms of Reference stipulates that the Committee consist of nine representatives from local governments policed by the RCMP. With five of the nine members' terms having expired at the end of 2016, the following categories require local government appointments:

- Community with population over 15,000, from the Lower Mainland RCMP District but outside the Metro Vancouver Regional District (2-year term);
- Community with population over 15,000, from outside the Lower Mainland RCMP District (2-year term);
- Community with population between 5,000 and 15,000 (2-year term);
- Regional district (2-year term);
- Community with population under 5,000 (2-year term).

The Local Government Contract Management Committee is a forum for consultation, analysis and communication between local governments and the Province regarding the management of the Agreement under which the RCMP provide local police services in BC. The Committee is mandated to analyze and respond to changes proposed by the federal government and/or RCMP.

The Committee will hold at least two in-person meetings per year, to be held in Richmond, BC. Elected officials shall be reimbursed for out-of-pocket expenses, in accordance with UBCM policy.

Interested parties may contact Bhar Sihota, UBCM Policy Analyst, by February 1, 2017. The UBCM Executive will look to make the LGCMC appointments at an upcoming meeting.

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New Keynote for LGLA's 2017 Leadership Forum

Jan. 11, 2017

James Hoggan, President of Hoggan & Associates and best selling author of *I'm Right and You're an Idiot: The Toxic State of Public Discourse and How to Clean it Up (May 2016)* will be the keynote speaker at the 2017 Leadership Forum.

James Hoggan's keynote will explore the critical issue of deteriorating public discourse. Based on interviews with outstanding thinkers from the Himalayas to the House of Lords, and drawing on the wisdom of such notables as Thich Nhat Hanh, Noam Chomsky, and the Dalai Lama, Hoggan's presentation will explore:

- How trust is undermined and misinformation thrives in today's public dialogue;
- Why facts alone fail – the manipulation of language and the silencing of dissent; and
- The importance of reframing our arguments with empathy and values to create compelling narratives and spur action.

Other updates and reminders for the 2017 Leadership Forum:

- Richard Wagamese, who had hoped to share his presentation *The Power of Storytelling*, is no longer able to attend the Leadership Forum.
- Elected officials (mayors, chairs, chiefs, councillors, directors) and senior staff from local governments and First Nations are welcome to attend the 2017 Leadership Forum. We will have delegates from small towns, big cities, rural areas and from all regions of the province. This is a key opportunity to meet your colleagues and peers, learn from one another, share your experiences, and return home refreshed, recharged, and ready to tackle all of the challenges that accompany local governance.
- The registration deadline is January 18. Cost is \$310, which includes all forum sessions, two hot breakfasts, lunch on day two, and refreshment breaks throughout. The Minister of Community, Sport & Cultural Development as well as the Opposition Spokesperson for Local Government will also attend the Leadership Forum.

Please contact Errin Morrison, LGLA Program Manager, with your questions.

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Province-wide Community to Community Forum

Jan. 11, 2017

The First Nations Summit and UBCM are pleased to announce that the sixth Province-wide Community to Community (PC2C) Forum will be held on June 6, 2017 at the Musqueam Community Centre.

The forum is designed to bring together First Nation and local government elected officials and senior staff to encourage dialogue and understand areas of common responsibility and mutual concern.

Themed *Joint Ventures*, the forum will focus on communities that are embarking on journeys of reconciliation and relationship strengthening, and exploring joint opportunities to the mutual benefit of their communities.

Further details on registration and programming are coming soon.

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Funding & Resources Update

Jan. 11, 2017

Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local governments and First Nations.

Local Government Program Services

2017 Strategic Wildfire Prevention Initiative: The next funding application deadline is January 27, 2017. Applications are accepted on an on-going basis, and are reviewed three times per year, for Community Wildfire Protection Plans, Fuel Management Prescriptions, Demonstration projects, and Operational & Maintenance Treatment projects. Please note that an enhanced Community Wildfire Protection Plan program was announced for 2017.

The application deadline for the 2017 SWPI FireSmart Grant funding is also January 27, 2017. This is the only opportunity this year to access up to \$10,000 to assist communities undertake FireSmart planning activities for private lands and work to achieve or maintain FireSmart Community Recognition status.

All applications, including those from First Nations applicants, should be submitted directly to swpi@ubcm.ca

Age-friendly Communities: Final reports for the 2016 Age-friendly program are due at the end of January unless extensions have been confirmed. All applicants to the 2017 program have been notified of the status of their funding request.

Asset Management Planning: Final reports for the 2016 Asset Management Planning program are due at the end of January unless extensions have been confirmed. All applicants to the 2017 program have been notified of the status of their funding request.

Other Funding

Infrastructure Planning Grant Program: Provincial grants up to \$10,000 are available to help improve or develop long-term comprehensive plans that support local government in projects related to the development of sustainable community infrastructure. The next deadline is February 1, 2017.

Recreation Infrastructure Grants: The Columbia Basin Trust supports community efforts to encourage residents to live more active, healthy lifestyles. Eligible applicants include non-profit or public organizations, school districts, First Nations organizations and local governments. The deadline for submitting applications is February 15, 2017.

Western Diversification Program: This is the main program through which Western Economic Diversification Canada makes strategic investments in initiatives with organizations that enhance and strengthen the economy of Western Canada. The next intake opens on January 25 and closes on February 23, 2017.

Resources

Local FireSmart Representative Workshop: The First Nations' Emergency Services Society and Partners in Protection are offering this free, two-day workshop on February 22 & 23 in Kamloops, BC, to assist local governments and First Nations

implement the FireSmart Canada Community Recognition Program in their jurisdiction. Registration is required. Contact Stephanie Ostrander at FNESS.

National Wildfire Community Preparedness Day: This year, May 6, 2017, is the day communities and individuals are encouraged to participate in local projects to help reduce the risk of wildfire damage to their homes and neighbourhoods. Project ideas and modest grants are available.

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From: Premier's BC Natural Resource Forum
<info=bcnaturalresourcesforum.com@mail13.us4.mcsv.net> on behalf of Premier's BC Natural Resource Forum <info@bcnaturalresourcesforum.com>

Sent: January 11, 2017 2:29 PM

To: inquiries

Subject: Count down to the Forum

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The delegate list is growing fast for the Forum, Jan. 31 - Feb. 2

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14th Annual Premier's BC Natural Resources Forum – Fast Approaching

The excitement around the upcoming 14th Annual Premier's BC Natural Resources Forum is amazing!

- We have surpassed last year's record registration.
- All tradeshow booths have long been sold out.
- Only a few sponsorship opportunities remain.
- We have added more than 200 seats to the keynote luncheons at the request of our delegates and with the cooperation of the Prince George Civic Center.

Additionally, we have yet again secured an exceptional line-up of distinguished speakers to inform and inspire. As Premier Christy Clark said at last year's record Forum "this is the must-attend event of the year." [View program](#)

The Forum will have onsite registration, but we encourage you to pre-register and avoid the long lines and the potential disappointment of not securing the last few remaining tickets to the popular keynote luncheons and gala dinner.

[Register online](#)

We also encourage you to tell your colleagues, service providers and suppliers, business associates and partners about the Forum.

Counting down

The Forum is less than three weeks away!
The Forum provides incredible and timely insights from a broad range of perspectives and is unparalleled in the diversity of the vast opportunities in the resource sector. You will hear from First Nations, the



resource sector, the service and supply sector, all levels of government, academia and associations during the Forum's distinguished speaker panels and Keynote Addresses. Our delegates consistently tell us that no other conference provides the complete overview of the resource sector and its incredible opportunities. There is over \$70 billion dollars in committed and planned investment in the North. The First Nations, companies and service and supply representatives that will deliver this unprecedented investment will be at the Forum.

Speaker Spotlight: Chief Derek Orr

Derek is an assertive, forward thinking and proud Tsek'hene man who wants the best for his people. He strives to create opportunities for his people, and to create programs for improved health, education, culture and language. Derek has worked for McLeod Lake Indian Band since 2002. He was elected Chief of McLeod Lake Indian Band in 2008 and re-elected in 2011 and 2014.



[Read more about Chief Derek Orr and our 2017 speakers](#)



New parking system

Pay parking will be in effect during the Forum. Civic Centre patrons get 3 free hours of parking, but you must enter your plate number at the pay station (found inside on the lower prefunction level). You can buy more time (\$1 per hour or \$6 for the day) with Visa and/or Mastercard and print a receipt.

Thank you to our 2017 Forum sponsors to date!

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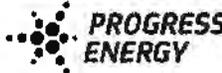


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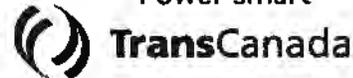
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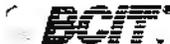


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Program

There's a lot to look forward to at the upcoming Premier's BC Natural Resources Forum, including:

- An opening conference gala dinner,
- Amazing keynote lunches,
- A Ministers' Breakfast and
- Many networking opportunities, including a tradeshow.

Lessons in Success

Sessions will examine and share success stories of First Nations, resource sector developers, the service and supply sector and all levels of government working together to create opportunities that support local communities and BC's economy. There will be opportunities to explore public policy, best practices, emerging trends and opportunities, challenges and important successes to learn from.





14th Annual Premier's BC Natural Resources Forum Preliminary Program (subject to change)

Tuesday, January 31, 2017

4:00 - 6:00pm Pre-Dinner Tradeshow Reception | *Sponsored by TransCanada* (open to all delegates)

6:00 - 10:00pm Celebrating Natural Resources Dinner | *Sponsored by IBEW Local 993* (ticket required)
Nikolas Badminton, Futurist, *RajIn Holdings Inc.* | *Sponsored by Resource Connector North*

Wednesday, February 1, 2017

7:00 - 8:30am Ministers' Breakfast | *Sponsored by Woodfibre LNG* (ticket required)

8:00 - 8:30am Good Morning Coffee & Muffins

8:30 - 8:40am Conference Blessing and Welcome

MC: **Hon. Mike Morris, MLA, Prince George - Mackenzie**
Chief Dominic Frederick, *Lheidli T'enneh First Nation*
Mayor Lyn Hall, *City of Prince George*
Mayor Pat Crook, *District of Mackenzie*
Gareth Manderson, General Manager BC Works, Primary Metal, *Ria Tinto, Patron Sponsor*

8:40 - 9:50am Panel: Natural Gas - A Cleaner Future | *Sponsored by FortisBC*

Moderator: **Greg D'Avignon, President, Business Council of BC**
Aaron Bruce (Kelts'-Tkinem), Partner, *Ratcliff & Company LLP*
Richard Dunn, Vice-President, Government Relations Canada, *Encana Corporation*
Chris Hilliard, President and Director, *Summit LNG Corporation*
Tim McMillan, President and CEO, *Canadian Association of Petroleum Producers*

9:50 - 10:20am Nutrition Break | *Sponsored by Chevron Canada Ltd.*

10:20 - 11:35am Panel: Forestry - Renewable Resources for a Stable Future | *Sponsored by MNP LLP*

Moderator: **Susan Yurkovich, President and CEO, Council of Forest Industries**
Chief Derek Orr, *McLeod Lake Indian Band*
Christine Gelowitz, RPF, CEO, *Association of BC Forest Professionals*
Martin Moen, Director General of Global Affairs, *Foreign Affairs, Trade & Development Canada*
Martin Pudlas, Vice-President Pulp & Paper Operations, *Canfor Pulp Products Inc.*

12:00 - 1:20pm Keynote Luncheon | *Sponsored by CGI* (ticket required)

Keynote Speaker to be confirmed

1:45 - 3:00pm Panel: Energy - Fuelling the Future | *Sponsored by Encana Corporation*

Moderator: **Robin Archdekin, President and CEO, Geoscience BC**
Jim Dopson, General Manager, *Kitseas Development Ltd. Partnership*
Colleen Giroux-Schmidt, Senior Director-Governmental and Regulatory Affairs, *Innergex Renewable Energy*
Sonya Savage, Sr. Director Policy & Regulatory Affairs, *Canadian Energy Pipeline Association (Invited)*
Gary Wellinger, Vice-President, External Relations, *Spectra Energy*

3:00 - 3:20pm Nutrition Break

3:20 - 4:30pm Panel: Mining - Rock into the Future | *Sponsored by Seabridge Gold*

Moderator: **Robert Gallagher, Director, New Gold, and Chair, Mining Association of British Columbia**
Karina Briffo, President and CEO, *Mining Association of British Columbia*
Natalie Morin, Principal, *ArrowBlade Consulting Services*
Joseph Ovsenek, President, *Pretivm Resources Inc.*
Marcie Smith, Senior VP, Sustainability and External Affairs, *Teck Resources*

4:30 - 6:30pm Wednesday Evening Reception | *Sponsored by Excofor Consulting Ltd.* (open to all delegates)

Thursday, February 2, 2017

8:00 - 8:30am *Good Morning Coffee & Muffins*

8:30 - 8:45am **Conference Day Two Opening Remarks**

MC: **Hon. Mike Morris, MLA, Prince George - Mackenzie**

8:45 - 10:00am **Panel: Finance and Business - Lifeline of the Future**

Moderator: **Val Litwin, President and CEO, BC Chamber of Commerce**
Iain Black, President and CEO, Vancouver Board of Trade
Jason Cella, Principal, Temixw Planning Ltd.
Rick Rule, President and CEO, Sprott U.S. Holdings Inc.

10:00 - 10:30am *Nutrition Break*

10:30 - 11:45am **Panel: The Future of Resource Diversification In BC | Sponsored by Guide Outfitters Association of BC**

Moderator: **Hon. John Rustad, Minister of Aboriginal Relations & Reconciliation, Province of BC**
John Thompson, Professor, Cornell University and Consultant, PetraScience Consultants Inc.
Keith Henry, CEO, Aboriginal Tourism Association of Canada
Laurie Jensen, Communications and Corporate Sustainability Director, Cermaq Canada Ltd.
Wally Samuel, Ahousaht Nation
Ben Stewart, BC Special Representative in Asia, Province of BC (Invited)

12:15 - 1:40pm **Keynote Luncheon | Sponsored by CLAC (ticket required)**

Keynote Speaker to be confirmed

2:00 - 3:00pm **Keynote Address: Leading the Future | Sponsored by Pinnacle Renewable Energy**

Nikolai Badminton, Futurist, Rajjin Holdings Inc. | Sponsored by Resource Connector North

3:00 - 3:15pm **Conference Closing Remarks**

MC: **Hon. Mike Morris, MLA, Prince George - Mackenzie**

Updated Jan. 4, 2017

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Honourable Shirley Bond
Honourable Mike Morris
Honourable Coralee Oakes
Honourable John Rustad

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“Black Tie & Blue Jeans”

An Evening with the Premier

Saturday March 4th, 2017 Prince George, BC



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- Live mention during the event
- Your logo on Power Point displayed during the event

“Gold” Dinner Sponsorship \$15,000

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- Ten tickets (10) to the event for your company
- Business logo and name displayed prominently onsite
- Live mention during the event
- Your logo on Power Point displayed during the event

“Silver” Sponsorship \$10,000

- Business logo and mention in evening program
- Four (4) tickets to the event for your company
- Business logo and name displayed prominently onsite
- Live mention during the event
- Your logo on Power Point displayed during the event

“Bronze” Sponsorship \$5,000

- Business name in evening program
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- Your logo on Power Point displayed during the event

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Jasmine Ferris

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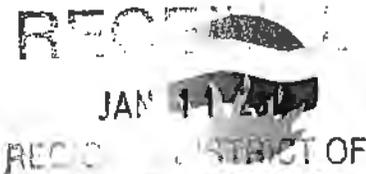
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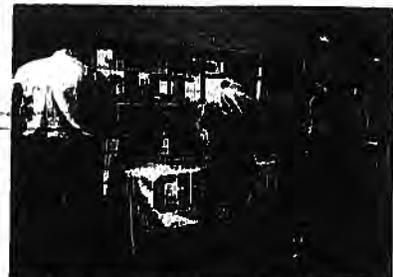
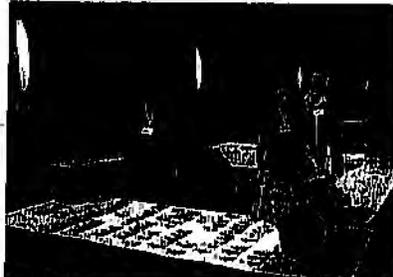
From: BC Broadband Association <rey.sonico=abccomm.com@mail123.wdc01.mcdlv.net> on behalf of BC Broadband Association <rey.sonico@abccomm.com>
Sent: December 1, 2016 8:38 AM
To: inquiries
Subject: BCBC 2017 Online Registration Now Open

BCBC 2017 - Online Registration Now Open

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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

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We hope to see you in May!



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Sent: December 14, 2016 10:14 AM
To: inquiries
Subject: COFI 2017 Convention - Vancouver, BC - REGISTER NOW!

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The Council of Forest Industries' Annual Convention is the largest gathering of the forest sector in Western Canada.

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From April 5-7, 2017, industry CEOs, executives, managers, suppliers, local and international businesses, financial institutions, law firms, and government leaders will gather in Vancouver to discuss key issues and opportunities in the B.C. forest industry today and in the future.

For the first time, the COFI Annual Convention will take place in Vancouver, at one of the city's most beautiful locations - the Vancouver Convention Centre West - with its stunning use of B.C. wood throughout the venue.

or
Contact Diana Gillrie
gillrie@cofi.org
778.760.1166

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Action List - December, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-16-4 Board Meeting December 15, 2016	Chinook Comfor Ltd. Partnership Revenue Sharing	Staff be directed to begin the process of setting up the Chinook Comfor Community Foundation Society.	Roxanne		To be brought forward at January 26, 2017 Board Meeting
2016-16-5 Board Meeting December 15, 2016	BV Pool Associate Member Liability Insurance – Gayle Jones	Add "Gayle Jones to the Regional District of Bulkley-Nechako's 2017 Liability Insurance as an Associate Member.	Roxanne	Completed	
2016-16-6 Board Meeting December 15, 2016	Lakes District Fall Fair - Request for Grant in Aid - Electoral Areas "B" (Burns Lake Rural) & "E" (Francois/Ootsa Lake Rural)	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.	Kristi/Cheryl	Completed	December 16, 2016
2016-16-7 Board Meeting December 15, 2016	Fort St. James Sled Dog Association- Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	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.	Kristi/Cheryl	Completed	December 16, 2016
2016-16-8 Board Meeting December 15, 2016	Glenwood Women's Institute - Northern Development Application - North West RAC	Provide notification of the RDBN's support of the Glenwood Women's Institute application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$15,000.	Corrine	Completed	December 16, 2016

Regional District of Bulkley-Nechako

Action List - December, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-16-9 Board Meeting December 15, 2016	Bulkley Valley Cross Country Ski Club Society- Northern Development Application - North West RAC	Provide notification of the RDBN's support of 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.	Corrine	Completed	December 16, 2016
2016-16-10 Board Meeting December 15, 2016	Lakes District Fall Fair Association- Northern Development Application - North West RAC	Provide notification of the RDBN's support of the Lakes District Fall Fair Association application 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.	Corrine	Completed	December 16, 2016
2016-16-11 Board Meeting December 15, 2016	Stuart Lake Nordic Society -Northern Development Application – Prince George RAC	Provide notification of the RDBN's support of the Stuart Lake Nordic Society's application 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.	Corrine	Completed	December 16, 2016
2016-16-15 Board Meeting December 15, 2016	2017 Recycling Program Contract Renewals	<p>a. 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);</p> <p>b. 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);</p> <p>c. 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);</p> <p>d. 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).</p>	Janine	Completed	

Regional District of Bulkley-Nechako

Action List - December, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-16-24 Board Meeting December 15, 2016	Fire Services Agreement Renewal for Sunset Beach Properties	Staff to enter into the Sunset Beach Properties Fire Protection Agreement with Nadleh Whut'en Band.	Jason L	On going	
2016-16-28 Board Meeting December 15, 2016	New Mills Memorial Hospital -Trauma Support Flyer -Request for Use of RDBN Logo	Notify the NW Regional Hospital Board the RDBN's authorization of the use of the Regional District of Bulkley-Nechako Logo for the New Mills Memorial Hospital Trauma Support Flyer.	Melany	Completed	
2016-16-29 Board Meeting December 15, 2016	A Rocha Canada – Request for Letter of Support - Watershed Stewardship Project	Write a letter of support to a Rocha Canada for its Upper Bulkley River Watershed Stewardship project.	Wendy/Cheryl	Completed	December 16, 2016
2016-16-30 Board Meeting December 15, 2016	College of New Caledonia -Lakes District Campus Request for Letter of Support -Future Education	Write a letter of support to the College of New Caledonia – Lakes District Campus regarding post-secondary education throughout the region and future education including outlining support for both academic and vocational programs being offered throughout the region; and further, recognizing the College of New Caledonia's desire to continue to deliver education and meet the needs of the region by working closely with industry and community partners.	Cheryl	In Progress	

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Regional District of Bulkley-Nechako

Action List - December, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-16-32 Board Meeting December 15, 2016	Electoral Area Directors Forum -January 31- February 1, 2017 -Richmond	Registration and travel arrangements for the attendance of all Electoral Area Directors at the Electoral Area Directors Forum, January 31-February 1, 2017 in Richmond, B.C.	Ger	Completed	
2016-16-33 Board Meeting December 15, 2016	Premier's BC Natural Resource Forum	Registration and travel arrangements for Chair Miller's attendance at the Premier's BC Natural Resources Forum January 31 – February 1, 2017 in Prince George, B.C.	Ger	Completed	
2016-16-34 Board Meeting December 15, 2016	BC Broadband Association – 2017 Online Registration	Staff to bring forward the BC Broadband Association – 2017 Online Registration at a future RDBN Board Meeting.	Cheryl	Completed	
2016-16-41 Board Meeting December 15, 2016	Newgold Blackwater Project	Write a letter to the Minister of Environment and Minister of Energy and Mines and Responsible for Minister Core Review requesting comments in regard to the time frame in which a response will be provided to Newgold Blackwater in regard to its Environmental Assessment revision and where leave the province is in reviewing the document.	Jason L	In Progress	

Regional District of Bulkley-Nechako

Action List - November, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole Meeting November 3, 2016	Delegation Thank You Letter	Write a Thank You Letter to Josette Wier, Smithers	Cheryl	Completed	November 30, 2016
C.W.2016-9-4 Committee of the Whole Meeting November 3, 2016	Mark Fisher, Director - Zero Waste Advocacy to the Province	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."	Janine	Completed	
C.W.2016-9-6 Committee of the Whole Meeting November 3, 2016	Truth and Reconciliation Commission of Canada Calls to Action	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.	Melany	In Progress	
62 289 C.W.2016-9-7 Committee of the Whole Meeting November 3, 2016	Local Government Leadership Academy - 2016 Chief Elected Officials Forum - December 6-7, 2016-Metro Vancouver	Travel arrangements and registration for Chair/Director Miller's attendance at the Local Government Leadership Academy re: 2016 Chief Elected Officials Forum - December 6-7, 2016 Metro Vancouver.	Ger/Wendy	Completed	
RDC.2016-10-3 Rural Directors Committee Meeting November 3, 2016	Lakes Animal Friendship Society - Request for Grant in Aid - Electoral Areas "B" (Burns Lake Rural) & "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$650 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to the Lakes Animal Friendship Society for costs associated with its Community Animal Care Event - Animal Health Clinic.	Kristi/Cheryl	Completed	November 28, 2016

Regional District of Bulkley-Nechako

Action List - November, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2016-10-4 Rural Directors Committee Meeting November 3, 2016	Omineca Ski Club - Request for Grant in Aid - Electoral Areas "B" (Burns Lake Rural) & "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$1250 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to the Omineca Ski Club to assist with the purchase of a race clock.	Kristi/Cheryl	Completed	November 28, 2016
RDC.2016-10-5 Rural Directors Committee Meeting November 3, 2016	Fort Fraser Local Community Commission - Request for Grant in Aid - Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$10,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to the Fort Fraser Local Community Commission to assist with the Fort Fraser Infrastructure Improvement Project.	Kristi/Cheryl	On going	
RDC.2016-10-6 Rural Directors Committee Meeting November 3, 2016	Houston Link to Learning - Request for Grant in Aid - Electoral Area "G" (Houston Rural)	Write a letter and contribute \$2,996 grant in aid monies from Electoral Area "G" (Houston Rural) to the Houston Link to Learning for costs associated with its Good Food Boxes Program.	Kristi/Cheryl	Completed	November 28, 2016
Board Meeting November 24, 2016	Delegation Thank You Letter	Write a Thank You Letter to Christine Whingfiled, Lakes Animal Friendship Society.	Cheryl	Completed	November 30, 2016
2016-15-6 Board Meeting November 24, 2016	2017 Regional Business Forum	2017 Regional Business Forum be held on September 19 and 20, 2017.	Corrine	On going	
2016-15-8 Board Meeting November 24, 2016	Executive Committee Recommendations - October 20, 2016	Post the Regional Transit Coordinator position. With all costs for the 2016 and 2017 budget years to be reimbursed by the Ministry of Transportation and Infrastructure via BC Transit.	Cheryl	Completed/In Progress	Posted
2016-15-9 Board Meeting November 24, 2016	Regional Transit Service - Request for Grant in Aid	Contribute \$1,000 grant in aid monies from each of the Electoral Areas "A" (Smithers Rural), "B" (Burns Lake Rural), and "G" (Houston Rural) toward startup costs for the Regional Transit Service. Further, that a letter be sent 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.	Kristi/Wendy	On going/Letter completed and sent	

Regional District of Bulkley-Nechako

Action List - November, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-15-10 Board Meeting November 24, 2016	Cycle 16 Trail Society - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$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.	Kristi/Cheryl	Completed	November 28, 2016
2016-15-11 Board Meeting November 24, 2016	Fraser lake Minor Hockey Association Request for Grant in Aid - Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to Fraser Lake Minor Hockey Association to replace the arena score clock.	Kristi/Cheryl	Completed	November 29, 2016
2016-15-12 Board Meeting November 24, 2016	Nechako Valley Secondary School Ski/Snowboard Team (SD No. 91) - Request for Grant in Aid - Electoral Areas "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural)	Write a letter and contribute \$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.	Kristi/Cheryl	Completed	November 29, 2016
2016-15-13 Board Meeting November 24, 2016	Nechako Valley Rodeo Association- Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$3,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with a 2017 Rodeo in the Nechako Valley.	Kristi/Cheryl	Completed	November 29, 2016
2016-15-14 Board Meeting November 24, 2016	Vanderhoof Children's Theatre- Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with the <i>Wizard of Oz</i> production in Prince George.	Kristi/Cheryl	Completed	November 29, 2016

Regional District of Bulkley-Nechako

Action List - November, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-15-15 Board Meeting November 24, 2016	Chinook Comfor Ltd. Partnership Revenue Sharing	Defer the Chief Financial Officers November 14, 2016 memo titled "Chinook Comfor Ltd. Partnership Revenue Sharing.	Roxanne	Completed	December 15, 2016
2016-15-18 Board Meeting November 24, 2016	Withdrawal from Building Inspection Vehicle Reserve	Withdrawal of \$61,060.64 from the Building Inspection Vehicle Reserve.	Roxanne		To be brought forward Jan 26, 2017 Board Meeting
2016-15-19 Board Meeting November 24, 2016	Schedule of Board Meetings - 2017	Post the 2017 Board Meeting Schedule on the RDBN website and e-mail to First Nations within the RDBN.	Wendy	Completed	January 4, 2017
2016-15-20 Board Meeting November 24, 2016	<i>The Regional News</i> -Fall/Winter 2016	Post the <i>Regional News</i> - Fall/Winter 2016 on the website and e-mail to distribution list.	Wendy/Ger	Completed	
2016-14-24 Board Meeting November 24, 2016	Berman Lake Regional Transfer Station Cost Sharing Agreement Renewal	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.	Janine	Completed	
2016-14-25 Board Meeting November 24, 2016	Canada - British Columbia Clean Water and Wastewater Fund - Application	1. Staff submit an application for grant funding for the Fort Fraser Infrastructure Improvement Project through the Clean Water and Wastewater Fund; and 2. THAT the Regional District of Bulkley-Nechako support the project and commit to its share (\$635,224) of the project; and, 3. THAT this project could not proceed without program funding; and, 4. THAT the full scope of this project would not otherwise have been undertaken in fiscal years 2016-17 or 2017-18.	Janine	Completed	
2016-14-35 Board Meeting November 24, 2016	Mark Fisher, Director, Electoral Area "A" (Smithers Rural) Smithers Air Quality	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.	Jason L	In Progress	

Regional District of Bulkley-Nechako

Action List - November, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-14-41 Board Meeting November 24, 2016	Northern Development Local Government Management Internship	1. Provide notification of the RDBN supporting 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."	Melany	In Progress	
2016-14-42 Board Meeting November 24, 2016	Francois/Tchesinkut Lake Recreation - Request for Grant in Aid - Electoral Area "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$2,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to the Francois/Tchesinkut Lake Recreation to assist with costs of publishing a picture/history book of the Francois/Tchesinkut Lake area.	Kristi/Cheryl	Completed	November 29, 2016
Board Meeting November 24, 2016	Reta Herrick, Cluculz Lake - Mail Ballot Voting	Staff to follow up with the Union of B.C. Municipalities in regard to Mail Ballot Voting.	Cheryl	On going	

Regional District of Bulkley-Nechako

Action List - October, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole Meeting October 6, 2016	Delegation Thank You Letter	Write a Thank You Letter to Peter Johnson, Stewart McDannold Stuart Barristers and Solicitors.	Cheryl	Completed	E-mailed October 7, 2016
Committee of the Whole Meeting October 6, 2016	Delegation Thank You Letter	Write a Thank You Letter to David borth, Executive Director, Rural Dividend Fund.	Cheryl	Completed	
C.W.2016-8-3 Committee of the Whole Meeting October 6, 2016	Liability Insurance for Private Instructors at Bulkley Valley Pool	Defer the Chief Financial Administrators September 29, 2016 memo titled "Liability Insurance for Private Instructors at Bulkley Valley Pool" to a future Regional District of Bulkley-Nechako Meeting.	Roxanne	Completed	15-Dec-16
C.W.2016-8-5 Committee of the Whole Meeting October 6, 2016	Nadleh Whuet'enne Yah grand Opening Celebration - October 22, 2016	Contribute up to \$500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to the for costs associated with providing a gift for the Nadleh Whut'enne Yah grand Opening Celebrations.	Kristi/Cheryl	Completed	
C.W.2016-8-7 Committee of the Whole Meeting October 6, 2016	Moricetown Band - Request for Letters of Support - Grant Applications - Northern Development Initiative Trust and BC Rural Dividend Fund	Provide a letter of support to the Moricetown Band for its grant application to Northern Development Initiative Trust and BC Rural Dividend Fund for infrastructure upgrades to the RV Park and Campground overlooking Moricetown Canyon."	Cheryl	Completed	November 1, 2016
C.W.2016-8-8 Committee of the Whole Meeting October 6, 2016	Solid Waste Management Plan Review Public Notification, and MIA BC Risk Management Funding	Staff to: a. Write an article providing public notification of the Solid Waste Management Plan review process being undertaken by the RDBN and the inclusion of reduce, reuse and recycle initiatives to be reviewed in regard to metal and wood salvaging; b. that staff apply to the Municipal Insurance Association of BC in January, 2017 for Risk Management grant funding in regard to metal and wood salvaging at RDBN Solid Waste Management Facilities."	Janine	On going	

Regional District of Bulkley-Nechako

Action List - October, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2016-9-6 Rural Directors Committee Meeting October 6, 2016	Illegal Dumping	Chair Benedict and staff to work with local RCMP and Conservation Officers Service in regard to illegal dumping to determine the requirements needed to prosecute an offender.	Melany	In Progress	Chair Benedict and Melany met with COS RCMP had to cancel last minute
RDC.2016-9-7 Rural Directors Committee Meeting October 6, 2016	Rural Dividend Fund - Rural Connectivity Study	Staff to apply to the Rural Dividend Fund during its fall intake of October 3-31, 2016 for a Regional District of Bulkley-Nechako Rural Connectivity Study for each of Electoral Areas "A" (Smithers Rural), "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), "E" (Francois/Ootsa Lake Rural), "F" (Vanderhoof Rural), and "G" (Houston Rural).	Corrine	Completed	October 31, 2016
Board Meeting October 20, 2016	Delegation Thank You Letter	Write a Thank You Letter to Gareth Manderson, General Manager and Lianne Olson, Stakeholder and community Relations Liaison, Rio Tinto Alcan.	Cheryl	Completed	November 30, 2016
Board Meeting October 20, 2016	Delegation Thank You Letter	Write a Thank You Letter to Theresa Fesco, Assistant Regional Manager, Fraser Basin Council - Upper Fraser	Cheryl	Completed	November 30, 2016
Board Meeting October 20, 2016	Delegation Thank You Letter	Write a Thank You Letter to Sharon Tower, Executive Director, Omineca Beetle Action Coalition.	Cheryl	Completed	November 30, 2016
2016-14-5 Board Meeting October 20, 2016	Request for Letter of Support - Beyond the Market for Rural Dividend Fund Proposal	Provide a letter of support for the Beyond the Market Program to access the Rural Dividend Fund for the continuation of the Beyond the Market Program and the addition of an Agri-Export Focus.	Nellie	Completed	
2016-14-6 Board Meeting October 20, 2016	Request for Sponsorship: Grassy Plains Community Hall Electoral Area "E" (Francois/Ootsa Lake Rural)	RDBN acting as a sponsoring agency for the Grassy Plains Community Hall funding application to CN Rail, thus entering into an agreement with Grassy Plains Community Hall and CN Rail as well as issuing a tax receipt to CN Rail.	Roxanne/Corrine	Completed	

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Regional District of Bulkley-Nechako

Action List - October, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-14-7 Board Meeting October 20, 2016	Federal Gas tax Funds Electoral Area "A" (Smithers Rural) - Bulkley Valley Child Development Centre Society	1. Contribute \$32,917.50 of Electoral Area "A" Federal Gas Tax to the Bulkley Valley Child Development Centre Society for a Community Energy Systems/Recreation Infrastructure project at the BV Child Development Centre; 2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further, 3. That the RDBN Board of Directors authorize the withdrawal of up to \$33,217.50 from the Federal Gas Tax Reserve Fund.	Kristi/Roxanne	In Progress	
2016-14-8 Board Meeting October 20, 2016	Federal Gas tax Funds Electoral Area "C" (Fort St. James Rural) - Community Arts Council of Fort St. James	1. Contribute \$47,162 of Electoral Area "C" Federal Gas Tax to the Community Arts Council of Fort St. James for a Cultural Infrastructure improvement project at the Pope Mountain Arts building; 2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further, 3. That the RDBN Board of Directors authorize the withdrawal of up to \$47,462 from the Federal Gas Tax Reserve Fund.	Kristi/Roxanne	In Progress	
2016-14-9 Board Meeting October 20, 2016	Federal Gas tax Funds Electoral Area "C" (Fort St. James Rural) - Fort St. James Curling Club	1. Contribute \$25,635.40 of Electoral Area "C" Federal Gas Tax to the Community Arts Council of Fort St. James for a Recreational Infrastructure/energy Efficiency improvement project at the Curling Rink; 2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further, 3. That the RDBN Board of Directors authorize the withdrawal of up to \$25,935.40 from the Federal Gas Tax Reserve Fund.	Kristi/Roxanne	In Progress	
2016-14-11 Board Meeting October 20, 2016	Staff Christmas Gift Certificates	Issuance of a "Holiday Season" gift cheque in the amount of \$75 after taxes to each RDBN employee.	Kristi/Cheryl	Completed	December 12, 2016

Regional District of Bulkley-Nechako

Action List - October, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-14-12 Board Meeting October 20, 2016	Items to be brought forward to the Public Agenda from Special (In-Camera) Meeting - Sept 22, 2016	Staff to: 1. work with the RDBN solicitor to prepare the necessary affidavits and Court documents required to obtain a permanent injunction, and authorize staff to proceed with Court action using the pre-prepared documents if Mr. Goetjen allows an asphalt plant on his land contrary to zoning in the future; and 2. write a letter to the Province asking them to enforce the terms of their license of occupation with Hat Lake Logging to ensure compliance with zoning, and ask that enforcement include cancellation or non-renewal of the license, if necessary.	Jason L	On going	
2016-14-14 Board Meeting October 20, 2016	Chair Miller & Director Bachrach to Schedule Meetings with First nations RE: Regional Transit	Chair Bill Miller and Director Bachrach to schedule and meet with First Nations in the region to discuss Highway 16 Inter-Community Transit and discuss the Regional Transit Financial Plan.	Wendy	In Progress	Met with: Lake Babine Nation, Burns Lake Band, Stellat'en First Nation; Tl'azten First Nation; Nak'azdli Nation; Wet'suwet'en
2016-14-19 Board Meeting October 20, 2016	Write a Letter to NCLGA and Minister of Natural Gas Development and Minister Responsible for Housing RE: Concerns regarding Restrictions to owner Builders	Write a letter to the North Central Local Government Association and the Honourable Rich Coleman, Minister of Natural Gas Development and Minister Responsible for Housing stating that the Regional Board of Directors does not support the regulatory changes for an Owner Builder Authorization and the requirement for an Owner Builder Authorization Examination.	Jason L	Completed	
2016-14-21 Board Meeting October 20, 2016	Moricetown Band - Request for Letter of Support - Community Vehicle Grant Program	Write a letter of support to Moricetown Band in support of its application to the Community Vehicle Grant Program.	Cheryl	Completed	October 24, 2016
2016-14-22 Board Meeting October 20, 2016	Village of Granisle - Request for Letter of Support - Community Vehicle Grant Program	Write a letter of support to Village of Granisle in support of its application to the Community Vehicle Grant Program.	Cheryl	Completed	October 25, 2016

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Regional District of Bulkley-Nechako

Action List - October, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-14-23 Board Meeting October 20, 2016	Yekooche First Nations - Request for Letter of Support - Community Vehicle	Write a letter of support to Yekooche First Nation support of its application to the Community Vehicle Grant Program.	Cheryl	Completed	October 25, 2016
2016-14-24 Board Meeting October 20, 2016	Tl'azt'en Nation - Request for Letter of Support - Community Vehicle Grant Program	Write a letter of support to Tl'azt'en Nation support of its application to the Community Vehicle Grant Program.	Cheryl	Completed	October 24, 2016
2016-14-25 Board Meeting October 20, 2016	Lakes District Fall Fair - Request for Letter of Support	Write a letter of support to Lakes District Fall Fair in regard to funding for its second set of public washrooms.	Cheryl	Completed	October 21, 2016
2016-14-26 Board Meeting October 20, 2016	Burns Lake Mountain Biking Association - Request for Letter of Support - BC Rural Dividend Program, Nechako Kitamaat Development Fund, Northern Development Initiative Trust	Write a letter of support to the Burns Lake Mountain Biking Association for its request for funding for the following: <input type="checkbox"/> BC Rural Dividend Program: - Hiking/biking trail to and around Star Lake with a campground; <input type="checkbox"/> Nechako Kitamaat Development Fund: - Build an advanced/intermediate downhill run; <input type="checkbox"/> Northern Development Initiative Trust: - "When Pigs Fly Trail Enhancement"; and <input type="checkbox"/> NDIT – Fabulous Festivals and Events Funding Sound Equipment.	Cheryl	Completed	October 24, 2016
2016-14-27 Board Meeting October 20, 2016	Village of Burns Lake - Request for Letter of Support - Rural Dividend Fund	Write a letter of support to the Village of Burns Lake for its request for funding from the Rural Dividend Fund for planning funding to address the upcoming reduction in the Annual Allowable Cut in the Lakes Timber supply Area.	Cheryl	Completed	October 31, 2016

Regional District of Bulkley-Nechako

Action List - October, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-14-28 Board Meeting October 20, 2016	Stuart Lake Nordic Ski Club- Request for Letter of Support - Murray Ridge Nordic Trails Project	Write a letter of support to the Stuart Lake Nordic Ski Club for its Murray Ridge Nordic Trails Project.	Cheryl	Completed	October 27, 2016
2016-14-29 Board Meeting October 20, 2016	Town of Smithers Request for Letter of Support - Additional 1% Accommodation Tax	Write a letter of support to the Town of Smithers in support of its application to Destination BC to apply for an additional 1% Accommodation tax (MRDT).	Cheryl	Completed	October 27, 2016
2016-14-31 Board Meeting October 20, 2016	Write a Letter to CN RE: Invasive Species	Write a letter of support to Joshua Sanchez, CN Engineering in regard to invasive species concerns along CN property in the Regional District of Bulkley-Nechako.	Janine/Janette	In Progress	
2016-14-35 Board Meeting October 20, 2016	Liability Insurance for Private Instructors at Bulkley Valley Pool	Offer Associate Member liability insurance to private instructors at the Bulkley Valley Pool.	Roxanne	Completed	

Regional District of Bulkley-Nechako

Action List - September, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole Meeting Sept 8, 2016	Delegation Thank You Letter	Write a Thank You Letter to Cam Shley, Inspector Skeena Region, and Mark West, Inspector Omineca Region, Conservation Officer Service, Ministry of Environment	Cheryl	Completed	September 27, 2016
WMC.2016-2-3 Waste Management Committee Meeting Sept 8, 2016	RDBN Solid Waste Management Plan Update - Progress Forward	Begin the process of updating the solid waste management plan for the entire regional district (including the Town of Smithers, District of Houston, District of Vanderhoof, District of Fort St. James, Village of Burns Lake, Village of Fraser Lake, Village of Telkwa, and Village of Granisle) and direct staff to notify the public of its intention to update the plan and begin a process of consultation.	Janine	In Progress	
WMC.2016-2-4 Waste Management Committee Meeting	RDBN Solid Waste Management Plan Scope of Work	That the scope of work for the RDBN Solid Waste Management Plan Update include a full review and update of the existing 1996 Plan.	Janine	In Progress	
WMC.2016-2-6 Waste Management Committee Meeting Sept 8, 2016	Paint, Pesticides and Flammable Liquids Collection - Information - Burns Lake Recycling Centre	That the Burns Lake Recycling Center be provided the opportunity to become a partner with the Extended Producer Responsibility (EPR) Stewardship organization ReGeneration for Paint Collection; and further, that if the Burns Lake Recycling Center does partner with ReGeneration, that paint collection be removed from the Burns Lake Transfer Station.	Janine	In Progress	
WMC.2016-2-8 Waste Management Committee Meeting Sept 8, 2016	Paint, Pesticides and Flammable Liquids Collection - Information - Fraser Lake Bottle Depot	That the Fraser Lake Bottle Depot be provided the opportunity to become a partner with the Extended Producer Responsibility (EPR) Stewardship organization ReGeneration for Paint Collection; and further, that if the Fraser Lake Bottle Depot does partner with ReGeneration, that paint collection be removed from the Area "D" Transfer Station.	Janine	In Progress	
RDC.2016-8-4 Rural Directors Committee Meeting Sept 8, 2016	Smithers District Chamber of Commerce – Request for Grant in Aid – Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$170.62 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Smithers District Chamber of Commerce for the "Environmental Business of the Year Award" at the 2016 Community and Business Awards."	Kristi/Cheryl	Completed	September 27, 2016

Regional District of Bulkley-Nechako

Action List - September, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2016-8-5 Rural Directors Committee Meeting Sept 8, 2016	Grassy Plains Community Hall – Request for Grant in Aid – Electoral Area "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$6,532 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to the Grassy Plains Community Hall to assist with the purchase of a riding lawn mower.	Kristi/Cheryl	Completed	September 27, 2016
RDC.2016-8-6 Rural Directors Committee Meeting Sept 8, 2016	Fraser Lake Cops for Cancer – Request for Grant in Aid – Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$600 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to the Fraser Lake Cops for Cancer to assist with accommodation costs for the Cops for Cancer Riders.	Kristi/Cheryl	Completed	September 27, 2016
RDC.2016-8-12 Rural Directors Committee Meeting Sept 8, 2016	Rural Connectivity - Funding Research	Staff to further investigate the cost to hire a consultant; and further, that staff research the ability to utilize RDBN civic address mapping and Internet Service Provider mapping to determine areas that have a lack of internet converge.	Ec. Dev/Melany	On going	Met with Network BC at UBCM Met with Telus reps December 16, 2016
Rural Directors Committee Meeting Sept 8, 2016	Illegal Dumping within the RDBN	Staff will bring forward illegal dumping at a future Rural Directors Committee Meeting for further discussion	Cheryl	Completed	October 6, 2016
2016-13-7 Board Meeting Sept 22, 2016	Western Canada Mountain Bike Tourism Association Northern Development Application - Cross Regional Account	Provide notification of RDBN Board support of Western Canada Mountain Bike Tourism Association's application to the Northern Development Initiative Trust – Cross Regional Account in the amount of \$8,000 for creation of mountain biking trail maps as well as a northern BC brand and logo.	Corrine	Completed	

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Action List - September, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-13-8 Board Meeting Sept 22, 2016	Disposal of Vehicles	Staff to dispose of the 2010 Ford Escape and the 2004 Pontiac Vibe through the BC Government's BC Auction service.	Roxanne/Laura	Completed	
2016-13-9 Board Meeting Sept 22, 2016	Chinook Comfor Limited Shareholders' Resolution	Chair Miller and Director Benedict to sign the Chinook Comfor Limited Shareholders' Resolution appointing Barry Ryan Tibbett, Burns Lake Nation Forestry Ltd. (Burns Lake Band) as Director effective August 31, 2016.	Roxanne	Completed	

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ACTION ITEMS IN PROGRESS

Updated: January 5, 2017

MOTION #	AGENDA ITEM		RESPONSIBILITY	STATUS
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural)	<p><u>2015-14-7 Royal Canadian Legion Branch #63</u> - Bulkley Valley Legion - \$33,300 - for an energy efficiency improvement project;</p> <p><u>2016-6-11 - Bulkley Valley Aquatic Management Centre Society</u> - \$27,403.33 - for the purchase and installation of LED lighting at the BV Pool;</p> <p><u>2016-6-12- Bulkley Valley Aquatic Management Centre Society</u> - 14,632.50 - for the purchase and installation of high efficiency on-demand hot water unites at the BV Pool;</p> <p><u>2016-11-15 - Village of Telkwa</u> - \$25,000 - for upgrades to the Village of Telkwa's Municipal Office Building;</p>	Kristi	Completed
303 Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural)	<p><u>2016-11-15 - Village of Telkwa</u> - \$25,000 - for upgrades to the Village of Telkwa's Municipal Office Building;</p>	Kristi	In Progress
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "B" (Burns Lake Rural)	<p><u>2015-11-8 - Rose Lake Community Hall</u> - Rose Lake Community hall - up to \$13,300;</p> <p><u>2016-6-13 - Rose Lake Community Club</u> - \$4,827 - for a recreation infrastructure improvement project at the Rose Lake Hall;</p> <p><u>2016-6-14 - Lakes District Fair Association</u> - \$38,492 for a wastewater collection system improvement project at the Lakes District Fall Fairgrounds (Eagle Creek Recreation Grounds);</p> <p><u>2016-9-7 - Village of Burns Lake</u> - \$40,000 - for a Recreation Infrastructure improvement project at the Tom Forsyth Memorial Arena;</p>	Kristi	Completed
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "C" (Fort St. James Rural)	<p><u>2016-6-16 - Fort St. James Curling Club</u> - \$21,806.08 for a Recreational Infrastructure/Energy Efficiency improvement project at the Curling Rink;</p> <p><u>2016-10-16 - Community Arts Council of Fort St. James</u> - \$43,928 - for a Cultural Infrastructure improvement project at the Pope Mountain Arts building;</p>	Kristi	In Progress

ACTION ITEMS IN PROGRESS

Updated: January 5, 2017

MOTION #	AGENDA ITEM		RESPONSIBILITY	STATUS
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "C" (Fort St. James Rural)	<p>2016-10-14- Stuart Lake Seniors Association - \$7,616 - for an Energy Efficiency Improvement project at the Stuart Lake Seniors Centre;</p> <p>2016-6-15 - District of Fort St. James - \$59,300 for a Cultural Infrastructure improvement project at the Community Centre;</p> <p>2016-11-16 - Fort St. James Ski Club - \$142,050 - for a Recreation Infrastructure project at the Murray Ridge Ski Hill;</p>	Kristi	Completed
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "D" (Fraser Lake Rural)	2015-11-28 - District of Vanderhoof -Vanderhoof Pool Complex-Area D -District of Vanderhoof to build the Vanderhoof Pool complex - up to \$200,000	Kristi	In Progress
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "E" (Francois/Ootsa Lake Rural)	2016-1-10 Grassy Plains Community Hall Association - \$50,300 - for an energy efficiency improvement project;	Kristi	On hold/awaiting more funding
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "F" (Vanderhoof Rural)	<p>2015-11-29 - District of Vanderhoof - Vanderhoof Pool Complex-Area F Electoral Area "F" (Vanderhoof Rural) District of Vanderhoof -District of Vanderhoof to build the Vanderhoof Pool complex - up to \$500,400</p> <p>2016-10-15 - Cluculz Lake Community Recreation Association -\$253,500 - for a Recreation Infrastructure improvement project at the Cluculz Lake Hall;</p>	Kristi	In Progress
Board Meeting Motions	Federal Gas Tax Funds - Electoral Area "G" (Houston Rural)	2015-14-8 Topley Fire hall - \$70,300 towards the energy efficiency portion of the renovation project;	Kristi	Completed
C.W.2015-7-3 Committee of the Whole Meeting October 8, 2015	2016 RDBN Business Forum	<p>The RDBN hosting the 2017 Business Forum.</p> <p>- Director Benedict appointed to the Business Forum Advisory Committee;</p> <p>- Board Approved Date September 19-20, 2017.</p>	Corrine	On Going

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ACTION ITEMS IN PROGRESS

Updated: January 5, 2017

MOTION #	AGENDA ITEM	"	RESPONSIBILITY	STATUS
C.W.2016-3-12 Comm. Of the Whole March 10, 2016	Reuse Shed Operations	Reopen reuse sheds under new operational standards based upon the Risk Control Survey completed by the Municipal Insurance Authority. The following Reuse sheds have been reopened: - Smithers/Telkwa Transfer Station; - Granisle Transfer Station; - Southside Transfer Station; - Burns Lake Transfer Station; - Vanderhoof Transfer Station; - Knockholt Landfill.	Janine	In Progress
305 2016-4-19 Board Meeting March 24, 2016	Enforcement Files - 21754 Reno Road Topley-Area G; 4620 Kissock Road, Decker Lake-Area B	Staff undertake the process to remove the derelict buildings from 21751 Reno Road and 24620 Kissock Road if the Province agrees to cover the associated costs. This includes working with local Fire Departments to burn the buildings on 21751 Reno Road as a training opportunity. Staff apply to the Fire Commissioner to have the RDBN's Regulation Compliance Officer become a Local Assistant to the Fire Commissioner so that he can authorize the burning of buildings pursuant to section 6(5)(g) of the <i>Environment Management Act</i> .	Jason L	Completed (FLNRO provided a letter indicating they were looking after the matter)
C.W.2016-4-3 Comm. Of the Whole April 14, 2016	Economic Development - Grant Funding Contracts	Enter into agreements for funding of Regional Economic Development projects with Northern Development Initiative Trust, Nechako Kitimaat Development Fund Society, Destination BC and the Province of BC.	Corrine	Completed
2016-6-17 Board Meeting April 28, 2016	Luck Bay Rural Fire Protection Agreement	Staff to enter into the Luck Bay Rural Fire Protection Agreement with the District of Fort St. James which will expire on December 31, 2017.	Jason Blackwell	Completed

ACTION ITEMS IN PROGRESS

Updated: January 5, 2017

MOTION #	AGENDA ITEM	"	RESPONSIBILITY	STATUS
2016-6-20 Board Meeting April 28, 2016	Knockholt Landfill Projects - Authorization to Proceed Using Prime Contractor Arrangement	1. Staff to proceed with completion of the Phase 3 Development and Lagoon Desludging Projects at the Knockholt Landfill with the RDBN assuming the role of Prime Contractor as authorized under Bylaw No. 1532. 2. The RDBN Board of Directors approve an expenditure limit for completion of the Phase 3 Development Project of \$350,000 and an expenditure limit for completion of the Lagoon Desludging Project at \$60,000.	Janine	Additive Trial Project Underway - Continue in 2017
2016-9-10 Board Meeting June 23, 2016	The RDBN's Junior Firefighter Program	Implementation of the "RDBN Junior Firefighter Program.	Jason Blackwell	Completed
2016-9-33 Board Meeting June 23, 2016	Building Inspector Qualification Working Group Participation	The Director of Planning accept the offer of the Building and Safety Standards Branch to sit on the working group to discuss building official qualification implementation issues.	Jason L	Completed
2016-11-10 Board Meeting August 18, 2016	Invest in BC Advertising Opportunity	Place a quarter page advertisement in the 2017 Invest in BC publication at a cost of \$1,535.	Corrine	Completed
2016-11-11 Board Meeting August 18, 2016	Visit Bulkley- Nechako Print Advertising for 2017	Staff to place a 1/4 page advertisement in the 2017 Northern BC Travel Guide and the 2017 MILEPOST.	Corrine	Completed

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Board - Ratify

Sort order: Control account, vendor number, report group
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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
ACT002 ACTION SERVICES									
PA	TP-266-001	11/02/16			TP-266-001	-157.50	0.00		
Vendor (ACT002) totals:						-157.50	0.00		
ALL002 ALL WEST GLASS - BURNS LAKE									
PA	TP-266-002	11/02/16			TP-266-002	-159.26	0.00		
Vendor (ALL002) totals:						-159.26	0.00		
ALL005 ALLPOINTS FIRE PROTECTION									
PA	TP-268-001	11/22/16			TP-268-001	-775.49	0.00		
Vendor (ALL005) totals:						-775.49	0.00		
ALT003 ALTERNATIVE GROUNDS									
PA	TP-266-003	11/02/16			TP-266-003	-636.78	0.00		
PA	TP-267-001	11/10/16			TP-267-001	-90.30	0.00		
PA	TP-268-002	11/22/16			TP-268-002	-346.50	0.00		
Vendor (ALT003) totals:						-1,073.58	0.00		
ARM001 ARMTEC									
PA	TP-267-002	11/10/16			TP-267-002	-483.77	0.00		
PA	TP-268-003	11/22/16			TP-268-003	-483.77	0.00		
Vendor (ARM001) totals:						-967.54	0.00		
ARO001 ARO AUTOMOTIVE & INDUSTRIAL									
PA	TP-266-004	11/02/16			TP-266-004	-251.05	0.00		
Vendor (ARO001) totals:						-251.05	0.00		
BAN001 BANDSTRA TRANSPORTATION									
PA	TP-266-005	11/02/16			TP-266-005	-35.88	0.00		
Vendor (BAN001) totals:						-35.88	0.00		
BCH002 BC HYDRO									
PA	TP-267-003	11/10/16			TP-267-003	-7,929.20	0.00		
Vendor (BCH002) totals:						-7,929.20	0.00		
BLA001 BLACK PRESS GROUP LTD									
PA	TP-266-006	11/02/16			TP-266-006	-2,552.32	0.00		
PA	TP-267-004	11/10/16			TP-267-004	-1,453.37	0.00		
Vendor (BLA001) totals:						-4,005.69	0.00		
BLA002 BLAIR WILSON CONTRACTING									
PA	30163	11/02/16			30163	-39,684.75	0.00		
Vendor (BLA002) totals:						-39,684.75	0.00		
BLA003 GARY BLATTNER									
PA	30189	11/22/16			30189	-404.60	0.00		
Vendor (BLA003) totals:						-404.60	0.00		
BLR001 BL RETURN-IT RECYCLING DEPOT									
PA	TP-267-005	11/10/16			TP-267-005	-4,047.31	0.00		
Vendor (BLR001) totals:						-4,047.31	0.00		
BNK001 B N K AUTOMOTIVE LTD.									
PA	TP-268-004	11/22/16			TP-268-004	-221.71	0.00		
Vendor (BNK001) totals:						-221.71	0.00		
BUL008 BULKLEY VALLEY HOME CENTRE LTD									
PA	TP-266-007	11/02/16			TP-266-007	-6.71	0.00		
Vendor (BUL008) totals:						-6.71	0.00		
BUL010 BULKLEY VALLEY WATER SERVICES									
PA	TP-268-005	11/22/16			TP-268-005	-130.00	0.00		

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BUL010	BULKLEY VALLEY WATER SERVICES (Continued)								
	Vendor (BUL010) totals:					-130.00	0.00		
BUL011	BULKLEY VALLEY WHOLESALE								
PA	TP-267-006	11/10/16			TP-267-006	-158.20	0.00		
	Vendor (BUL011) totals:					-158.20	0.00		
BUL012	BULKLEY VALLEY ECONOMIC								
PA	TP-270-001	11/25/16			TP-270-001	-3,333.33	0.00		
	Vendor (BUL012) totals:					-3,333.33	0.00		
BUL017	BULKLEY VALLEY AGRICULTURE &								
PA	30175	11/09/16			30175	-1,100.00	0.00		
	Vendor (BUL017) totals:					-1,100.00	0.00		
BUR001	BURNS LAKE AUTOMOTIVE SUPPLY								
PA	TP-266-008	11/02/16			TP-266-008	-2,000.61	0.00		
	Vendor (BUR001) totals:					-2,000.61	0.00		
BUR012	BURNS LAKE PUBLIC LIBRARY								
PA	TP-270-002	11/25/16			TP-270-002	-14,930.58	0.00		
	Vendor (BUR012) totals:					-14,930.58	0.00		
BUR014	BURNS LAKE REBROADCAST SOCIETY								
PA	TP-270-003	11/25/16			TP-270-003	-2,500.00	0.00		
	Vendor (BUR014) totals:					-2,500.00	0.00		
BUR020	BURNS LAKE VINEYARD CHURCH								
PA	30198	11/24/16			30198	-100.00	0.00		
	Vendor (BUR020) totals:					-100.00	0.00		
BUR028	BURNS LAKE HOME HARDWARE								
PA	TP-267-007	11/10/16			TP-267-007	-150.81	0.00		
	Vendor (BUR028) totals:					-150.81	0.00		
BVA001	B V AQUATIC CENTRE MANG. SOCIE								
PA	TP-267-008	11/10/16			TP-267-008	-40,348.68	0.00		
PA	TP-270-004	11/25/16			TP-270-004	-40,707.25	0.00		
	Vendor (BVA001) totals:					-81,055.93	0.00		
CAR005	CARSWELL								
PA	TP-267-009	11/10/16			TP-267-009	-985.85	0.00		
	Vendor (CAR005) totals:					-985.85	0.00		
CAS002	CASCADES RECOVERY INC.								
PA	TP-266-009	11/02/16			TP-266-009	-5,111.46	0.00		
	Vendor (CAS002) totals:					-5,111.46	0.00		
CHE002	CHEVRON CANADA LIMITED								
PA	30176	11/09/16			30176	-5,793.69	0.00		
	Vendor (CHE002) totals:					-5,793.69	0.00		
CHI001	CHILCO CREEK CONTRACTING								
PA	30164	11/02/16			30164	-548.10	0.00		
	Vendor (CHI001) totals:					-548.10	0.00		
CLU002	CLUCULZ LAKE COMMUNITY								
PA	30177	11/09/16			30177	-38,556.00	0.00		
	Vendor (CLU002) totals:					-38,556.00	0.00		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT								
PA	TP-270-005	11/25/16			TP-270-005	-1,497.25	0.00		
	Vendor (CLU003) totals:					-1,497.25	0.00		

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COL005 COLLEGE OF NEW CALEDONIA	PA	30165	11/02/16			30165	-336.00	0.00		
Vendor (COL005) totals:							-336.00	0.00		
DAV003 DAVERN ENTERPRISES	PA	TP-266-010	11/02/16			TP-266-010	-262.50	0.00		
Vendor (DAV003) totals:							-262.50	0.00		
DEA001 DEAN WILSON TRUCKING	PA	30166	11/02/16			30166	-21,052.50	0.00		
Vendor (DEA001) totals:							-21,052.50	0.00		
DEL003 DELL CANADA INC.	PA	TP-267-010	11/10/16			TP-267-010	-2,119.04	0.00		
Vendor (DEL003) totals:							-2,119.04	0.00		
EAG001 EAGLE AUTOMOTIVE CENTER	PA	TP-268-006	11/22/16			TP-268-006	-1,012.69	0.00		
Vendor (EAG001) totals:							-1,012.69	0.00		
EVE002 EVERGREEN INDUSTRIAL SUPPLIES	PA	TP-267-011	11/10/16			TP-267-011	-58.49	0.00		
Vendor (EVE002) totals:							-58.49	0.00		
FIN003 FINNING (CANADA)	PA	TP-266-011	11/02/16			TP-266-011	-1,073.32	0.00		
Vendor (FIN003) totals:							-1,073.32	0.00		
FOR008 FORT FRASER VOL. FIRE DEP.	PA	TP-270-006	11/25/16			TP-270-006	-1,516.67	0.00		
Vendor (FOR008) totals:							-1,516.67	0.00		
FOR012 FORT ST JAMES SKI CLUB	PA	30167	11/02/16			30167	-42,000.00	0.00		
Vendor (FOR012) totals:							-42,000.00	0.00		
FOR015 FORT ST. JAMES LIBRARY	PA	TP-270-007	11/25/16			TP-270-007	-1,145.83	0.00		
Vendor (FOR015) totals:							-1,145.83	0.00		
FOR033 FORT SAINT JAMES TV SOCIETY	PA	TP-270-008	11/25/16			TP-270-008	-12,993.50	0.00		
Vendor (FOR033) totals:							-12,993.50	0.00		
FOU002 FOUR STAR COMMUNICATIONS INC	PA	TP-270-009	11/25/16			TP-270-009	-118.13	0.00		
Vendor (FOU002) totals:							-118.13	0.00		
FOU003 FOUR DIRECTIONS MGMT SERVICES	PA	30190	11/22/16			30190	-5,335.30	0.00		
Vendor (FOU003) totals:							-5,335.30	0.00		
FRA014 FRASER LAKE LIBRARY BOARD	PA	TP-270-010	11/25/16			TP-270-010	-2,013.00	0.00		
Vendor (FRA014) totals:							-2,013.00	0.00		
FRA016 FRASER LAKE REBROADCASTING SOC	PA	TP-270-011	11/25/16			TP-270-011	-5,583.33	0.00		
Vendor (FRA016) totals:							-5,583.33	0.00		
FRA025 FRASER LAKE BOTTLE DEPOT	PA	TP-266-012	11/02/16			TP-266-012	-2,932.80	0.00		
Vendor (FRA025) totals:							-2,932.80	0.00		

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GOE001 BETH GOERTZEN									
PA	30191	11/22/16			30191	-138.84	0.00		
Vendor (GOE001) totals:						-138.84	0.00		
GRE008 GREAT WEST EQUIPMENT									
PA	TP-268-007	11/22/16			TP-268-007	-697.99	0.00		
Vendor (GRE008) totals:						-697.99	0.00		
HEA002 HEAVY METAL CO									
PA	TP-266-013	11/02/16			TP-266-013	-7,753.20	0.00		
Vendor (HEA002) totals:						-7,753.20	0.00		
HIL003 HILL STOP TRUCK WASH									
PA	30178	11/09/16			30178	-88.87	0.00		
Vendor (HIL003) totals:						-88.87	0.00		
HOT001 HOTSUNC COMPUTER SOLUTIONS									
PA	TP-267-012	11/10/16			TP-267-012	-8,008.88	0.00		
Vendor (HOT001) totals:						-8,008.88	0.00		
HOU008 HOUSTON LINK TO LEARNING									
PA	30179	11/09/16			30179	-733.00	0.00		
Vendor (HOU008) totals:						-733.00	0.00		
HOU018 HOUSTON BOTTLE DEPOT									
PA	TP-268-008	11/22/16			TP-268-008	-3,346.04	0.00		
Vendor (HOU018) totals:						-3,346.04	0.00		
IGI001 IGI RESOURCES									
PA	TP-267-013	11/10/16			TP-267-013	-1,346.27	0.00		
Vendor (IGI001) totals:						-1,346.27	0.00		
IND006 INDUSTRIAL TRANSFORMERS									
PA	TP-267-014	11/10/16			TP-267-014	-10,739.24	0.00		
Vendor (IND006) totals:						-10,739.24	0.00		
INF001 INFOSAT COMMUNICATIONS									
PA	TP-268-009	11/22/16			TP-268-009	-67.35	0.00		
Vendor (INF001) totals:						-67.35	0.00		
ING001 INGRAM WELL & PUMP SERVICE									
PA	30168	11/02/16			30168	-15,820.65	0.00		
Vendor (ING001) totals:						-15,820.65	0.00		
INL001 INLAND KENWORTH									
PA	TP-266-014	11/02/16			TP-266-014	-1,117.36	0.00		
Vendor (INL001) totals:						-1,117.36	0.00		
JUB001 JUBINVILLE ENTERPRISES									
PA	30192	11/22/16			30192	-87.26	0.00		
Vendor (JUB001) totals:						-87.26	0.00		
KAL003 KAL TIRE - BURNS LAKE									
PA	TP-267-015	11/10/16			TP-267-015	-11,200.32	0.00		
Vendor (KAL003) totals:						-11,200.32	0.00		
KIL001 DIANE KILLMAN									
PA	30180	11/09/16			30180	-1,443.75	0.00		
Vendor (KIL001) totals:						-1,443.75	0.00		
KIL002 MATT KILLBACK									
PA	30169	11/02/16			30169	-350.00	0.00		
Vendor (KIL002) totals:						-350.00	0.00		

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LAK004 LAKES DISTRICT AIRPORT SOCIETY	PA	TP-270-012	11/25/16			TP-270-012	-6,250.00	0.00		
Vendor (LAK004) totals:							-6,250.00	0.00		
LAK008 LAKES DISTRICT FAIR ASSOC.	PA	30181	11/09/16			30181	-746.85	0.00		
Vendor (LAK008) totals:							-746.85	0.00		
LAK012 LAKES DISTRICT MUSEUM SOCIETY	PA	TP-270-013	11/25/16			TP-270-013	-3,083.33	0.00		
Vendor (LAK012) totals:							-3,083.33	0.00		
LAK032 LAKES DISTRICT FILM	PA	TP-270-014	11/25/16			TP-270-014	-150.00	0.00		
Vendor (LAK032) totals:							-150.00	0.00		
LDF001 LD FREE CLASSIFIEDS	PA	TP-267-016	11/10/16			TP-267-016	-1,477.58	0.00		
Vendor (LDF001) totals:							-1,477.58	0.00		
LIB001 LIBERTY TRANSPORT LTD.	PA	TP-266-015	11/02/16			TP-266-015	-24.47	0.00		
Vendor (LIB001) totals:							-24.47	0.00		
M4E001 M 4 ENTERPRISES	PA	TP-266-016	11/02/16			TP-266-016	-417.20	0.00		
PA	TP-268-010	11/22/16				TP-268-010	-4,761.76	0.00		
Vendor (M4E001) totals:							-5,178.96	0.00		
MED001 MEDICAL SER. PLAN	PA	30170	11/02/16			30170	-4,477.50	0.00		
Vendor (MED001) totals:							-4,477.50	0.00		
MIC002 MICROSOFT CORPORATION	PA	30171	11/02/16			30171	-614.88	0.00		
Vendor (MIC002) totals:							-614.88	0.00		
MOB001 MOBY CONCRETE LTD.	PA	TP-266-017	11/02/16			TP-266-017	-1,108.80	0.00		
Vendor (MOB001) totals:							-1,108.80	0.00		
NAK001 NAK'AZDLI BAND	PA	TP-266-018	11/02/16			TP-266-018	-3,144.80	0.00		
Vendor (NAK001) totals:							-3,144.80	0.00		
NAP001 NAPA AUTO PARTS - BL	PA	TP-267-017	11/10/16			TP-267-017	-55.69	0.00		
Vendor (NAP001) totals:							-55.69	0.00		
NAP003 NAPA AUTO PARTS - HOUSTON	PA	TP-269-001	11/24/16			TP-269-001	-16.07	0.00		
Vendor (NAP003) totals:							-16.07	0.00		
NEC012 NECHAKO HEALTHY COM. ALLIANCE	PA	30182	11/09/16			30182	-2,157.21	0.00		
PA	TP-266-019	11/02/16				TP-266-019	-6,936.32	0.00		
PA	TP-268-011	11/22/16				TP-268-011	-6,166.35	0.00		
Vendor (NEC012) totals:							-15,259.88	0.00		
NOR019 NORTHLAND AUTOMOTIVE	PA	TP-266-020	11/02/16			TP-266-020	-45.43	0.00		
Vendor (NOR019) totals:							-45.43	0.00		

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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
NOR022	NORTHWEST FUELS LTD.								
PA	TP-266-021	11/02/16			TP-266-021	-1,672.01	0.00		
	Vendor (NOR022) totals:					-1,672.01	0.00		
NOR027	N.W. INVASIVE PLANT COUNCIL								
PA	30199	11/24/16			30199	-11,407.77	0.00		
	Vendor (NOR027) totals:					-11,407.77	0.00		
NOR029	NORTH CENTRAL PLUMBING & HEAT								
PA	TP-266-022	11/02/16			TP-266-022	-510.83	0.00		
PA	TP-267-018	11/10/16			TP-267-018	-411.08	0.00		
	Vendor (NOR029) totals:					-921.91	0.00		
NOR033	NORTHERN AGGRAGATE LTD								
PA	TP-266-023	11/02/16			TP-266-023	-630.00	0.00		
	Vendor (NOR033) totals:					-630.00	0.00		
OVE002	OVERWAITEA FOODS								
PA	30193	11/22/16			30193	-648.90	0.00		
	Vendor (OVE002) totals:					-648.90	0.00		
PAC004	PACIFIC NORTHERN GAS LTD.								
PA	TP-266-024	11/02/16			TP-266-024	-3,838.62	0.00		
	Vendor (PAC004) totals:					-3,838.62	0.00		
PAC007	PACIFIC TRUCK & EQUIPMENT INC								
PA	TP-268-012	11/22/16			TP-268-012	-907.43	0.00		
	Vendor (PAC007) totals:					-907.43	0.00		
PID001	PIDHERNY CONTRACTING LTD.								
PA	30194	11/22/16			30194	-22,618.04	0.00		
	Vendor (PID001) totals:					-22,618.04	0.00		
PRA002	PRAGMATIC CONFERENCING								
PA	TP-266-025	11/02/16			TP-266-025	-100.94	0.00		
PA	TP-268-013	11/22/16			TP-268-013	-179.64	0.00		
	Vendor (PRA002) totals:					-280.58	0.00		
PUR001	PURELY H2O								
PA	TP-266-026	11/02/16			TP-266-026	-90.00	0.00		
	Vendor (PUR001) totals:					-90.00	0.00		
RAD001	RADLEY CONTRACTING								
PA	TP-267-019	11/10/16			TP-267-019	-5,008.50	0.00		
	Vendor (RAD001) totals:					-5,008.50	0.00		
RED004	RED ROCKET SERVICES								
PA	TP-267-020	11/10/16			TP-267-020	-105.00	0.00		
	Vendor (RED004) totals:					-105.00	0.00		
REH001	Eric Rehwald								
PA	30183	11/09/16			30183	-2,152.81	0.00		
	Vendor (REH001) totals:					-2,152.81	0.00		
ROG001	ROGERS								
PA	TP-266-027	11/02/16			TP-266-027	-161.44	0.00		
PA	TP-268-014	11/22/16			TP-268-014	-160.09	0.00		
	Vendor (ROG001) totals:					-321.53	0.00		
ROS003	ROSENAU TRANSPORT LTD.								
PA	TP-266-028	11/02/16			TP-266-028	-38.04	0.00		
PA	TP-267-021	11/10/16			TP-267-021	-50.27	0.00		

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ROS003	ROSENAU TRANSPORT LTD. (Continued)								
PA	TP-268-015	11/22/16			TP-268-015	-91.03	0.00		
	Vendor (ROS003) totals:					-179.34	0.00		
ROU002	ROUND LAKE COMMUNITY ASSOC.								
PA	30200	11/24/16			30200	-150.00	0.00		
	Vendor (ROU002) totals:					-150.00	0.00		
SMI007	SMITHERS PUBLIC LIBRARY								
PA	TP-270-015	11/25/16			TP-270-015	-7,019.50	0.00		
	Vendor (SMI007) totals:					-7,019.50	0.00		
SMI025	SMITHERS COMMUNITY RADIO								
PA	30184	11/09/16			30184	-1,100.00	0.00		
	Vendor (SMI025) totals:					-1,100.00	0.00		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.								
PA	TP-270-016	11/25/16			TP-270-016	-1,992.00	0.00		
	Vendor (SOU003) totals:					-1,992.00	0.00		
SPO001	SPOTLESS UNIFORM LTD.								
PA	TP-266-029	11/02/16			TP-266-029	-31.24	0.00		
	Vendor (SPO001) totals:					-31.24	0.00		
SSQ001	SSQ FINANCIAL								
PA	TP-266-030	11/02/16			TP-266-030	-972.03	0.00		
	Vendor (SSQ001) totals:					-972.03	0.00		
STA008	STARLAND SUPPLY LTD								
PA	TP-269-002	11/24/16			TP-269-002	-2,032.74	0.00		
	Vendor (STA008) totals:					-2,032.74	0.00		
STE012	STEWART MCDANNOLD STUART								
PA	TP-266-031	11/02/16			TP-266-031	-2,225.28	0.00		
PA	TP-268-016	11/22/16			TP-268-016	-4,086.82	0.00		
	Vendor (STE012) totals:					-6,312.10	0.00		
SUN002	SUN LIFE FINANCIAL								
PA	30172	11/02/16			30172	-15,358.93	0.00		
	Vendor (SUN002) totals:					-15,358.93	0.00		
SUP003	SUPERIOR PROPANE								
PA	TP-268-017	11/22/16			TP-268-017	-1,370.95	0.00		
	Vendor (SUP003) totals:					-1,370.95	0.00		
SWE001	SWEEPING BEAUTIES JANITORIAL								
PA	TP-270-017	11/25/16			TP-270-017	-2,034.61	0.00		
	Vendor (SWE001) totals:					-2,034.61	0.00		
TAK001	TAKYSIE LAKE ENTERPRISES								
PA	TP-266-032	11/02/16			TP-266-032	-308.00	0.00		
PA	TP-268-018	11/22/16			TP-268-018	-168.00	0.00		
	Vendor (TAK001) totals:					-476.00	0.00		
TAY002	TAYLOR BROS HARDWARE								
PA	TP-266-033	11/02/16			TP-266-033	-79.05	0.00		
	Vendor (TAY002) totals:					-79.05	0.00		
TEC002	TECHNOPURE WATER								
PA	30195	11/22/16			30195	-40.50	0.00		
	Vendor (TEC002) totals:					-40.50	0.00		
TEL002	TELUS COMMUNICATIONS COMPANY								

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TEL002 TELUS COMMUNICATIONS COMPANY (Continued)									
PA	TP-266-034	11/02/16			TP-266-034	-3,208.58	0.00		
	Vendor (TEL002) totals:					-3,208.58	0.00		
TEL007 TELUS MOBILITY									
PA	TP-268-019	11/22/16			TP-268-019	-1,322.91	0.00		
	Vendor (TEL007) totals:					-1,322.91	0.00		
TIN002 TINY'S CONTRACTING									
PA	30196	11/22/16			30196	-1,853.28	0.00		
	Vendor (TIN002) totals:					-1,853.28	0.00		
TIR002 TIRETECH									
PA	TP-267-022	11/10/16			TP-267-022	-4,318.61	0.00		
	Vendor (TIR002) totals:					-4,318.61	0.00		
TOP005 TOPLEY FIRE PROTECTION SOC.									
PA	TP-270-018	11/25/16			TP-270-018	-2,620.84	0.00		
	Vendor (TOP005) totals:					-2,620.84	0.00		
TOW003 TOWER COMMUNICATIONS									
PA	TP-268-020	11/22/16			TP-268-020	-3,484.34	0.00		
	Vendor (TOW003) totals:					-3,484.34	0.00		
ULI001 ULINE CANADA CORPORATION									
PA	TP-267-023	11/10/16			TP-267-023	-77.54	0.00		
	Vendor (ULI001) totals:					-77.54	0.00		
UNI006 UNION OF BC MUNICIPALITIES									
PA	30185	11/09/16			30185	-698.25	0.00		
	Vendor (UNI006) totals:					-698.25	0.00		
USB001 US BANK CANADA									
PA	TP-269-003	11/24/16			TP-269-003	-7,040.09	0.00		
	Vendor (USB001) totals:					-7,040.09	0.00		
VAL005 VALLEY DIESEL									
PA	30188	11/15/16			30188	-922.55	0.00		
	Vendor (VAL005) totals:					-922.55	0.00		
VAN005 VANDERHOOF & DISTRICTS CO-OP									
PA	TP-268-021	11/22/16			TP-268-021	-18,304.39	0.00		
	Vendor (VAN005) totals:					-18,304.39	0.00		
VIL001 VILLAGE OF FRASER LAKE									
PA	30173	11/02/16			30173	-14,394.99	0.00		
	Vendor (VIL001) totals:					-14,394.99	0.00		
VIL004 VILLAGE OF BURNS LAKE									
PA	30197	11/22/16			30197	-56,144.00	0.00		
	Vendor (VIL004) totals:					-56,144.00	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-266-035	11/02/16			TP-266-035	-2,059.90	0.00		
PA	TP-267-024	11/10/16			TP-267-024	-5,060.81	0.00		
	Vendor (WAS001) totals:					-7,120.71	0.00		
WEL002 WELLMAN'S CAR AND TRUCK WASH									
PA	TP-267-025	11/10/16			TP-267-025	-98.75	0.00		
	Vendor (WEL002) totals:					-98.75	0.00		
WIE004 Ken Wiebe									
PA	TP-266-036	11/02/16			TP-266-036	-394.04	0.00		

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WIE004 Ken Wiebe (Continued)									
Vendor (WIE004) totals:						-394.04	0.00		
WIL004 WILLIAMS MACHINERY									
PA	TP-266-037	11/02/16			TP-266-037	-795.62	0.00		
PA	TP-268-022	11/22/16			TP-268-022	-686.50	0.00		
Vendor (WIL004) totals:						-1,482.12	0.00		
XCG001 XCG CONSULTANTS LTD.									
PA	TP-268-023	11/22/16			TP-268-023	-3,221.66	0.00		
Vendor (XCG001) totals:						-3,221.66	0.00		
XER001 XEROX CANADA LTD.									
PA	TP-267-026	11/10/16			TP-267-026	-2,530.43	0.00		
PA	TP-268-024	11/22/16			TP-268-024	-717.03	0.00		
Vendor (XER001) totals:						-3,247.46	0.00		
Control account (1) totals:						-641,505.64	0.00		
REC002 RECEIVER GENERAL									
PA	30187	11/15/16			30187	-30,344.65	0.00		
PA	30204	11/30/16			30204	-34,199.49	0.00		
Vendor (REC002) totals:						-64,544.14	0.00		
Control account (2) totals:						-64,544.14	0.00		
Report Total						-708,049.78	0.00		

126 vendor(s) printed.

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ALT003 ALTERNATIVE GROUNDS									
PA	TP-271-001	12/14/16			TP-271-001	-90.30	0.00		
PA	TP-274-001	12/21/16			TP-274-001	-90.30	0.00		
Vendor (ALT003) totals:						-180.60	0.00		
ARO001 ARO AUTOMOTIVE & INDUSTRIAL									
PA	TP-271-002	12/14/16			TP-271-002	-90.39	0.00		
Vendor (ARO001) totals:						-90.39	0.00		
BCH002 BC HYDRO									
PA	TP-271-003	12/14/16			TP-271-003	-7,643.36	0.00		
Vendor (BCH002) totals:						-7,643.36	0.00		
BLA001 BLACK PRESS GROUP LTD									
PA	TP-271-004	12/14/16			TP-271-004	-2,388.81	0.00		
Vendor (BLA001) totals:						-2,388.81	0.00		
BLR001 BL RETURN-IT RECYCLING DEPOT									
PA	TP-271-005	12/14/16			TP-271-005	-4,047.31	0.00		
Vendor (BLR001) totals:						-4,047.31	0.00		
BNK001 B N K AUTOMOTIVE LTD.									
PA	TP-271-006	12/14/16			TP-271-006	-88.12	0.00		
Vendor (BNK001) totals:						-88.12	0.00		
BUL012 BULKLEY VALLEY ECONOMIC									
PA	TP-273-001	12/29/16			TP-273-001	-3,333.33	0.00		
Vendor (BUL012) totals:						-3,333.33	0.00		
BUR001 BURNS LAKE AUTOMOTIVE SUPPLY									
PA	TP-271-007	12/14/16			TP-271-007	-3,982.94	0.00		
Vendor (BUR001) totals:						-3,982.94	0.00		
BUR002 BURNS LAKE CHAMBER OF COMMERC									
PA	30258	12/13/16			30258	-9,483.00	0.00		
Vendor (BUR002) totals:						-9,483.00	0.00		
BUR012 BURNS LAKE PUBLIC LIBRARY									
PA	TP-273-002	12/29/16			TP-273-002	-14,930.58	0.00		
Vendor (BUR012) totals:						-14,930.58	0.00		
BUR014 BURNS LAKE REBROADCAST SOCIETY									
PA	TP-273-003	12/29/16			TP-273-003	-2,500.00	0.00		
Vendor (BUR014) totals:						-2,500.00	0.00		
BUR028 BURNS LAKE HOME HARDWARE									
PA	TP-271-008	12/14/16			TP-271-008	-575.16	0.00		
Vendor (BUR028) totals:						-575.16	0.00		
BVA001 B V AQUATIC CENTRE MANG. SOCIE									
PA	TP-273-004	12/29/16			TP-273-004	-40,707.25	0.00		
PA	TP-274-002	12/21/16			TP-274-002	-29,474.97	0.00		
Vendor (BVA001) totals:						-70,182.22	0.00		
CAR005 CARSWELL									
PA	TP-271-009	12/14/16			TP-271-009	-652.24	0.00		
Vendor (CAR005) totals:						-652.24	0.00		
CAS002 CASCADES RECOVERY INC.									
PA	TP-271-010	12/14/16			TP-271-010	-3,384.10	0.00		
Vendor (CAS002) totals:						-3,384.10	0.00		
CHE001 CHESLATTA CARRIER NATION									

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CHE001 CHESLATA CARRIER NATION (Continued)									
PA	30307	12/21/16			30307	-834.00	0.00		
Vendor (CHE001) totals:						-834.00	0.00		
CHE002 CHEVRON CANADA LIMITED									
PA	30255	12/08/16			30255	-5,681.90	0.00		
Vendor (CHE002) totals:						-5,681.90	0.00		
CHI007 CHINOOK COMFOR LTD PARTNERSHIP									
PA	30256	12/08/16			30256	-894.00	0.00		
Vendor (CHI007) totals:						-894.00	0.00		
CLU002 CLUCULZ LAKE COMMUNITY									
PA	30323	12/23/16			30323	-15,639.75	0.00		
Vendor (CLU002) totals:						-15,639.75	0.00		
CLU003 CLUCULZ LAKE VOL. FIRE DEPT									
PA	TP-273-005	12/29/16			TP-273-005	-1,497.25	0.00		
Vendor (CLU003) totals:						-1,497.25	0.00		
COL005 COLLEGE OF NEW CALEDONIA									
PA	30308	12/21/16			30308	-336.00	0.00		
Vendor (COL005) totals:						-336.00	0.00		
CON001 CONCEPT DESIGN LTD.									
PA	TP-271-011	12/14/16			TP-271-011	-336.80	0.00		
Vendor (CON001) totals:						-336.80	0.00		
CYC001 CYCLE 16 TRAIL SOCIETY									
PA	30259	12/13/16			30259	-2,158.24	0.00		
Vendor (CYC001) totals:						-2,158.24	0.00		
DAV003 DAVERN ENTERPRISES									
PA	TP-271-012	12/14/16			TP-271-012	-178.50	0.00		
Vendor (DAV003) totals:						-178.50	0.00		
DIS001 DISTRICT OF FORT ST JAMES									
PA	30260	12/13/16			30260	-56,422.58	0.00		
Vendor (DIS001) totals:						-56,422.58	0.00		
DIS002 DISTRICT OF HOUSTON									
PA	30309	12/21/16			30309	-33.68	0.00		
Vendor (DIS002) totals:						-33.68	0.00		
ECO003 ECONOMIC DEV. ASSOC. OF CANADA									
PA	30261	12/13/16			30261	-393.23	0.00		
Vendor (ECO003) totals:						-393.23	0.00		
EXP003 EXPEDITION MGMT CONSULTING LTD.									
PA	30262	12/13/16			30262	-5,939.80	0.00		
Vendor (EXP003) totals:						-5,939.80	0.00		
FOR005 FORT FRASER HALL SOCIETY									
PA	30310	12/21/16			30310	-180.00	0.00		
Vendor (FOR005) totals:						-180.00	0.00		
FOR008 FORT FRASER VOL. FIRE DEP.									
PA	TP-273-006	12/28/16			TP-273-006	-1,516.67	0.00		
Vendor (FOR008) totals:						-1,516.67	0.00		
FOR012 FORT ST JAMES SKI CLUB									
PA	30263	12/13/16			30263	-42,000.00	0.00		
PA	30305	12/16/16			30305	-42,000.00	0.00		

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FOR012	FORT ST JAMES SKI CLUB (Continued)								
PA	30311	12/21/16			30311	-9,000.00	0.00		
	Vendor (FOR012) totals:					-9,000.00	0.00		
FOR015	FORT ST. JAMES LIBRARY								
PA	TP-273-007	12/29/16			TP-273-007	-1,145.83	0.00		
	Vendor (FOR015) totals:					-1,145.83	0.00		
FOR033	FORT SAINT JAMES TV SOCIETY								
PA	TP-273-008	12/29/16			TP-273-008	-12,993.50	0.00		
	Vendor (FOR033) totals:					-12,993.50	0.00		
FOR035	FORT ST. JAMES SLED DOG ASSOC.								
PA	30312	12/21/16			30312	-2,000.00	0.00		
	Vendor (FOR035) totals:					-2,000.00	0.00		
FOR044	FORT ST JAMES CURLING CLUB								
PA	30264	12/13/16			30264	-15,649.89	0.00		
	Vendor (FOR044) totals:					-15,649.89	0.00		
FOU002	FOUR STAR COMMUNICATIONS INC								
PA	TP-273-009	12/29/16			TP-273-009	-118.13	0.00		
	Vendor (FOU002) totals:					-118.13	0.00		
FRA003	FRANCOIS TCHESINKUT REC COMM								
PA	30265	12/13/16			30265	-2,000.00	0.00		
	Vendor (FRA003) totals:					-2,000.00	0.00		
FRA009	FRASER LAKE BUILDING SUPPLIES								
PA	30266	12/13/16			30266	-60.46	0.00		
	Vendor (FRA009) totals:					-60.46	0.00		
FRA014	FRASER LAKE LIBRARY BOARD								
PA	TP-273-010	12/29/16			TP-273-010	-2,013.00	0.00		
	Vendor (FRA014) totals:					-2,013.00	0.00		
FRA016	FRASER LAKE REBROADCASTING SOC								
PA	TP-273-011	12/29/16			TP-273-011	-5,583.33	0.00		
	Vendor (FRA016) totals:					-5,583.33	0.00		
FRA025	FRASER LAKE BOTTLE DEPOT								
PA	TP-271-013	12/14/16			TP-271-013	-4,942.89	0.00		
	Vendor (FRA025) totals:					-4,942.89	0.00		
FRA030	FRASER LAKE MINOR HOCKEY								
PA	30267	12/13/16			30267	-1,500.00	0.00		
	Vendor (FRA030) totals:					-1,500.00	0.00		
GAL001	GALA BAY SPRINGS WATER CO. LTD								
PA	30268	12/13/16			30268	-625.00	0.00		
	Vendor (GAL001) totals:					-625.00	0.00		
GLO004	GLOBAL SOLUTION								
PA	30269	12/13/16			30269	-525.00	0.00		
PA	30313	12/21/16			30313	-525.00	0.00		
	Vendor (GLO004) totals:					-1,050.00	0.00		
GRA008	GRASSY PLAINS HALL								
PA	30270	12/13/16			30270	-850.00	0.00		
	Vendor (GRA008) totals:					-850.00	0.00		
HBH001	HBH LAND SURVEYING INC.								
PA	30271	12/13/16			30271	-600.00	0.00		

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HBH001	HBH LAND SURVEYING INC. (Continued)								
	Vendor (HBH001) totals:					-800.00	0.00		
HIL003	HILL STOP TRUCK WASH								
PA	30272	12/13/16			30272	-119.78	0.00		
	Vendor (HIL003) totals:					-119.78	0.00		
HIP001	HI-PRO CORPORATE SPORTSWEAR								
PA	TP-274-003	12/21/16			TP-274-003	-1,042.88	0.00		
	Vendor (HIP001) totals:					-1,042.88	0.00		
HOT001	HOTSYNC COMPUTER SOLUTIONS								
PA	TP-274-004	12/21/16			TP-274-004	-7,290.49	0.00		
	Vendor (HOT001) totals:					-7,290.49	0.00		
HOU008	HOUSTON LINK TO LEARNING								
PA	30273	12/13/16			30273	-2,996.00	0.00		
	Vendor (HOU008) totals:					-2,996.00	0.00		
HOU018	HOUSTON BOTTLE DEPOT								
PA	TP-271-014	12/14/16			TP-271-014	-3,346.04	0.00		
	Vendor (HOU018) totals:					-3,346.04	0.00		
IGI001	IGI RESOURCES								
PA	TP-271-015	12/14/16			TP-271-015	-1,063.68	0.00		
	Vendor (IGI001) totals:					-1,063.68	0.00		
IMA001	SR IMAGE IMPACT								
PA	30314	12/21/16			30314	-1,880.29	0.00		
	Vendor (IMA001) totals:					-1,880.29	0.00		
IND006	INDUSTRIAL TRANSFORMERS								
PA	TP-271-016	12/14/16			TP-271-016	-2,698.68	0.00		
	Vendor (IND006) totals:					-2,698.68	0.00		
INF001	INFOSAT COMMUNICATIONS								
PA	TP-271-017	12/14/16			TP-271-017	-56.34	0.00		
	Vendor (INF001) totals:					-56.34	0.00		
INL001	INLAND KENWORTH								
PA	TP-271-018	12/14/16			TP-271-018	-433.50	0.00		
	Vendor (INL001) totals:					-433.50	0.00		
JUB001	JUBINVILLE ENTERPRISES								
PA	30274	12/13/16			30274	-8.18	0.00		
	Vendor (JUB001) totals:					-8.18	0.00		
KAL003	KAL TIRE - BURNS LAKE								
PA	TP-271-019	12/14/16			TP-271-019	-6,162.12	0.00		
	Vendor (KAL003) totals:					-6,162.12	0.00		
KIL001	DIANE KILLMAN								
PA	30275	12/13/16			30275	-437.50	0.00		
PA	30306	12/16/16			30306	-1,084.45	0.00		
	Vendor (KIL001) totals:					-1,521.95	0.00		
LAK004	LAKES DISTRICT AIRPORT SOCIETY								
PA	TP-273-012	12/29/16			TP-273-012	-6,250.00	0.00		
	Vendor (LAK004) totals:					-6,250.00	0.00		
LAK008	LAKES DISTRICT FAIR ASSOC.								
PA	30276	12/13/16			30276	-35,805.00	0.00		
PA	30315	12/21/16			30315	-7,500.00	0.00		

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LAK008	LAKES DISTRICT FAIR ASSOC. (Continued)								
	Vendor (LAK008) totals:					-43,305.00	0.00		
LAK012	LAKES DISTRICT MUSEUM SOCIETY								
PA	TP-273-013	12/29/16			TP-273-013	-3,083.33	0.00		
	Vendor (LAK012) totals:					-3,083.33	0.00		
LAK014	LAKES DISTRICT PRINTING								
PA	TP-271-020	12/14/16			TP-271-020	-1,518.72	0.00		
	Vendor (LAK014) totals:					-1,518.72	0.00		
LAK030	LAKES ANIMAL FRIENDSHIP								
PA	30277	12/13/16			30277	-1,300.00	0.00		
	Vendor (LAK030) totals:					-1,300.00	0.00		
LAK032	LAKES DISTRICT FILM								
PA	TP-273-014	12/29/16			TP-273-014	-150.00	0.00		
	Vendor (LAK032) totals:					-150.00	0.00		
LDF001	LD FREE CLASSIFIEDS								
PA	TP-271-021	12/14/16			TP-271-021	-1,088.18	0.00		
	Vendor (LDF001) totals:					-1,088.18	0.00		
LEP001	LEPKA HOLDINGS LTD.								
PA	30316	12/21/16			30316	-13,650.00	0.00		
	Vendor (LEP001) totals:					-13,650.00	0.00		
LEX001	LEXISNEXIS CANADA INC.								
PA	TP-271-022	12/14/16			TP-271-022	-234.41	0.00		
	Vendor (LEX001) totals:					-234.41	0.00		
MED001	MEDICAL SER. PLAN								
PA	30278	12/13/16			30278	-4,243.00	0.00		
	Vendor (MED001) totals:					-4,243.00	0.00		
MIN002	MINISTER OF FINANCE								
PA	30279	12/13/16			30279	-600.00	0.00		
	Vendor (MIN002) totals:					-600.00	0.00		
MON006	MONSTER INDUSTRIES								
PA	TP-271-023	12/14/16			TP-271-023	-683.20	0.00		
	Vendor (MON006) totals:					-683.20	0.00		
MUN005	MUNICIPAL INSURANCE ASS. OF BC								
PA	30317	12/21/16			30317	-100.00	0.00		
	Vendor (MUN005) totals:					-100.00	0.00		
MUN006	MUNICIPAL WORLD								
PA	30318	12/21/16			30318	-51.97	0.00		
	Vendor (MUN006) totals:					-51.97	0.00		
NAD001	NADLEH WHUTEN BAND								
PA	30280	12/13/16			30280	-231.54	0.00		
	Vendor (NAD001) totals:					-231.54	0.00		
NAK001	NAK'AZDLI BAND								
PA	TP-271-024	12/14/16			TP-271-024	-1,306.54	0.00		
	Vendor (NAK001) totals:					-1,306.54	0.00		
NAP001	NAPA AUTO PARTS - BL								
PA	TP-271-025	12/14/16			TP-271-025	-128.93	0.00		
	Vendor (NAP001) totals:					-128.93	0.00		
NAP003	NAPA AUTO PARTS - HOUSTON								

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NAP003 NAPA AUTO PARTS - HOUSTON (Continued)									
PA	TP-271-026	12/14/16			TP-271-026	-68.12	0.00		
Vendor (NAP003) totals:						-68.12	0.00		
NEC009 NECHAKO VALLEY RODEO ASSOC.									
PA	30281	12/13/16			30281	-3,000.00	0.00		
Vendor (NEC009) totals:						-3,000.00	0.00		
NEC011 NECHAKO VALLEY SECONDARY SCH									
PA	30282	12/13/16			30282	-4,992.00	0.00		
Vendor (NEC011) totals:						-4,992.00	0.00		
NOR019 NORTHLAND AUTOMOTIVE									
PA	TP-271-027	12/14/16			TP-271-027	-17.86	0.00		
Vendor (NOR019) totals:						-17.86	0.00		
NOR027 N.W. INVASIVE PLANT COUNCIL									
PA	30283	12/13/16			30283	-3,135.70	0.00		
Vendor (NOR027) totals:						-3,135.70	0.00		
OMI005 OMINECA SKI CLUB									
PA	30284	12/13/16			30284	-2,500.00	0.00		
Vendor (OMI005) totals:						-2,500.00	0.00		
OVE002 OVERWAITEA FOODS									
PA	30285	12/13/16			30285	-301.51	0.00		
Vendor (OVE002) totals:						-301.51	0.00		
PAC004 PACIFIC NORTHERN GAS LTD.									
PA	TP-271-028	12/14/16			TP-271-028	-3,624.48	0.00		
Vendor (PAC004) totals:						-3,624.48	0.00		
PAC007 PACIFIC TRUCK & EQUIPMENT INC									
PA	TP-271-029	12/14/16			TP-271-029	-897.10	0.00		
Vendor (PAC007) totals:						-897.10	0.00		
PET008 PETTY CASH FUND									
PA	30286	12/13/16			30286	-257.80	0.00		
Vendor (PET008) totals:						-257.80	0.00		
PIT001 PITNEY BOWES									
PA	30287	12/13/16			30287	-750.65	0.00		
Vendor (PIT001) totals:						-750.65	0.00		
PRA002 PRAGMATIC CONFERENCING									
PA	TP-271-030	12/14/16			TP-271-030	-156.57	0.00		
Vendor (PRA002) totals:						-156.57	0.00		
PUR001 PURELY H2O									
PA	TP-271-031	12/14/16			TP-271-031	-120.00	0.00		
Vendor (PUR001) totals:						-120.00	0.00		
QLA001 QLAB SYSTEMS LTD									
PA	TP-271-032	12/14/16			TP-271-032	-84.00	0.00		
Vendor (QLA001) totals:						-84.00	0.00		
RAM002 RAM STEAMCLEANING & POWERWASH									
PA	30319	12/21/16			30319	-1,147.13	0.00		
Vendor (RAM002) totals:						-1,147.13	0.00		
REG001 REG.DIST.OF FRASER-FORT GEORGE									
PA	30288	12/13/16			30288	-900.00	0.00		
Vendor (REG001) totals:						-900.00	0.00		

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REG004	REG DIST OF KITIMAT-STIKINE								
PA	30289	12/13/16			30289	-1,000.00	0.00		
	Vendor (REG004) totals:					-1,000.00	0.00		
REI001	REITSMA'S HOME HARDWARE								
PA	TP-271-033	12/14/16			TP-271-033	-48.31	0.00		
	Vendor (REI001) totals:					-48.31	0.00		
RIC001	RICH'S SAW SALES								
PA	TP-271-034	12/14/16			TP-271-034	-13.78	0.00		
	Vendor (RIC001) totals:					-13.78	0.00		
ROB003	MIKE ROBERTSON								
PA	30320	12/21/18			30320	-135.00	0.00		
	Vendor (ROB003) totals:					-135.00	0.00		
SAM001	SAMANTHA MTATIRO								
PA	30290	12/13/16			30290	-400.00	0.00		
	Vendor (SAM001) totals:					-400.00	0.00		
SCH009	LIAM SCHULZE								
PA	30291	12/13/16			30291	-450.00	0.00		
	Vendor (SCH009) totals:					-450.00	0.00		
SMI003	SMITHERS CHAMBER OF COMMERCE								
PA	30292	12/13/16			30292	-10.00	0.00		
	Vendor (SMI003) totals:					-10.00	0.00		
SMI007	SMITHERS PUBLIC LIBRARY								
PA	TP-273-015	12/29/16			TP-273-015	-7,019.50	0.00		
	Vendor (SMI007) totals:					-7,019.50	0.00		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.								
PA	TP-273-016	12/29/16			TP-273-016	-1,992.00	0.00		
	Vendor (SOU003) totals:					-1,992.00	0.00		
SPO001	SPOTLESS UNIFORM LTD.								
PA	TP-271-035	12/14/16			TP-271-035	-76.40	0.00		
	Vendor (SPO001) totals:					-76.40	0.00		
SSQ001	SSQ FINANCIAL								
PA	TP-271-036	12/14/16			TP-271-036	-960.03	0.00		
	Vendor (SSQ001) totals:					-960.03	0.00		
STA003	DONNA STANYER								
PA	30293	12/13/16			30293	-900.00	0.00		
	Vendor (STA003) totals:					-900.00	0.00		
STA008	STARLAND SUPPLY LTD								
PA	TP-271-037	12/14/16			TP-271-037	-43.88	0.00		
	Vendor (STA008) totals:					-43.88	0.00		
STE012	STEWART MCDANNOLD STUART								
PA	TP-271-038	12/14/16			TP-271-038	-5,029.73	0.00		
PA	TP-274-005	12/21/16			TP-274-005	-1,600.56	0.00		
	Vendor (STE012) totals:					-6,630.29	0.00		
SUD001	SUDS N' DUDS								
PA	TP-271-039	12/14/16			TP-271-039	-464.88	0.00		
	Vendor (SUD001) totals:					-464.88	0.00		
SUN002	SUN LIFE FINANCIAL								
PA	30294	12/13/16			30294	-15,114.58	0.00		

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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
SUN002	SUN LIFE FINANCIAL (Continued)								
	Vendor (SUN002) totals:					-15,114.58	0.00		
SWE001	SWEeping BEAUTIES JANITORIAL								
PA	TP-273-017	12/29/16			TP-273-017	-2,034.61	0.00		
	Vendor (SWE001) totals:					-2,034.61	0.00		
SWE004	SWEET NECHAKO HONEY								
PA	30295	12/13/16			30295	-70.00	0.00		
	Vendor (SWE004) totals:					-70.00	0.00		
TAK001	TAKYSIE LAKE ENTERPRISES								
PA	TP-271-040	12/14/16			TP-271-040	-308.00	0.00		
	Vendor (TAK001) totals:					-308.00	0.00		
TAY002	TAYLOR BROS HARDWARE								
PA	TP-271-041	12/14/16			TP-271-041	-139.12	0.00		
	Vendor (TAY002) totals:					-139.12	0.00		
TEE002	TEEKAY TAXI								
PA	30321	12/21/16			30321	-252.00	0.00		
	Vendor (TEE002) totals:					-252.00	0.00		
TEL002	TELUS COMMUNICATIONS COMPANY								
PA	30257	12/08/16			30257	-3,200.33	0.00		
	Vendor (TEL002) totals:					-3,200.33	0.00		
TEL007	TELUS MOBILITY								
PA	TP-271-042	12/14/16			TP-271-042	-1,137.19	0.00		
	Vendor (TEL007) totals:					-1,137.19	0.00		
TOP005	TOPELY FIRE PROTECTION SOC.								
PA	TP-273-018	12/29/16			TP-273-018	-2,620.84	0.00		
	Vendor (TOP005) totals:					-2,620.84	0.00		
TOW001	TOWN OF SMITHERS								
PA	30296	12/13/16			30296	-209,552.50	0.00		
	Vendor (TOW001) totals:					-209,552.50	0.00		
TOW003	TOWER COMMUNICATIONS								
PA	TP-271-043	12/14/16			TP-271-043	-2,588.89	0.00		
	Vendor (TOW003) totals:					-2,588.89	0.00		
UNI006	UNION OF BC MUNICIPALITIES								
PA	30297	12/13/16			30297	-63.00	0.00		
	Vendor (UNI006) totals:					-63.00	0.00		
USB001	US BANK CANADA								
PA	TP-272-001	12/15/16			TP-272-001	-5,250.46	0.00		
	Vendor (USB001) totals:					-5,250.46	0.00		
VAL005	VALLEY DIESEL								
PA	30298	12/13/16			30298	-39.47	0.00		
	Vendor (VAL005) totals:					-39.47	0.00		
VAN005	VANDERHOOF & DISTRICTS CO-OP								
PA	TP-271-044	12/14/16			TP-271-044	-12,103.47	0.00		
	Vendor (VAN005) totals:					-12,103.47	0.00		
VAN007	VANDERHOOF CHILDREN'S THEATER								
PA	30299	12/13/16			30299	-4,000.00	0.00		
	Vendor (VAN007) totals:					-4,000.00	0.00		
VIL002	VILLAGE OF GRANISLE								

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VIL002 VILLAGE OF GRANISLE (Continued)									
PA	30300	12/13/16			30300	-615.78	0.00		
Vendor (VIL002) totals:						-615.78	0.00		
VIL004 VILLAGE OF BURNS LAKE									
PA	30326	12/23/16			30326	-40,000.00	0.00		
Vendor (VIL004) totals:						-40,000.00	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-271-045	12/14/16			TP-271-045	-5,300.21	0.00		
Vendor (WAS001) totals:						-5,300.21	0.00		
WEL002 WELLMAN'S CAR AND TRUCK WASH									
PA	TP-271-046	12/14/16			TP-271-046	-148.58	0.00		
Vendor (WEL002) totals:						-148.58	0.00		
WIE004 Ken Wiebe									
PA	TP-271-047	12/14/16			TP-271-047	-200.60	0.00		
Vendor (WIE004) totals:						-200.60	0.00		
WIL004 WILLIAMS MACHINERY									
PA	TP-271-048	12/14/16			TP-271-048	-364.58	0.00		
Vendor (WIL004) totals:						-364.58	0.00		
WOO006 WOOD ENERGY TECHNOLOGY TRANSF									
PA	30301	12/13/16			30301	-105.00	0.00		
Vendor (WOO006) totals:						-105.00	0.00		
WOR003 BRYAN WORRALL									
PA	30302	12/13/16			30302	-130.00	0.00		
Vendor (WOR003) totals:						-130.00	0.00		
XCG001 XCG CONSULTANTS LTD.									
PA	TP-271-049	12/14/16			TP-271-049	-3,453.98	0.00		
Vendor (XCG001) totals:						-3,453.98	0.00		
XER001 XEROX CANADA LTD.									
PA	TP-271-050	12/14/16			TP-271-050	-1,066.24	0.00		
PA	TP-274-008	12/21/16			TP-274-008	-275.27	0.00		
Vendor (XER001) totals:						-1,341.51	0.00		
YIN001 YINTAH CONSULTING									
PA	30322	12/21/16			30322	-2,516.25	0.00		
Vendor (YIN001) totals:						-2,516.25	0.00		
Control account (1) totals:						-820,929.28	0.00		
REC002 RECEIVER GENERAL									
PA	30304	12/15/16			30304	-36,301.74	0.00		
Vendor (REC002) totals:						-36,301.74	0.00		
Control account (2) totals:						-36,301.74	0.00		
Report Total						-857,231.02	0.00		

135 vendor(s) printed.